CITY OF RIALTO

FY 2026-2027

CDBG NON-PUBLIC SERVICES APPLICATION

City of Rialto
Public Works Department

Curb, Gutter, and Sidewalk Project

I. APPLICANT AND PROJECT/ACTIVITY INFORMATION

Legal Name of Organization/Agency	City of Rialto Public Works Department
Program/Activity Title	FY2027 Annual Curb,Gutter, and Sidewalk Project
Physical Address	Throughout the City within CDBG areas
City, State, ZIP	Rialto, CA

Type of Organization	☐ Non-Profit ■ Government ☐ For-Profit
Tax ID	95-6000768
DUNS Number	JSSRWCN1S4C7

Name of Applicant Contact	Yazdan Emrani, PE
Title	Public Works Director
Mailing Address	150 S. Palm Avenue
City, State, ZIP	Rialto, CA 92376
Email	yemrani@rialtoca.gov
Phone	909-421-7229
Fax	NA

Amount of CDBG Funds Requested ($)	$ 200,000.00	
Proposed project will serve:	☐ Units ☐ Inspections ☐ Square Feet	☐ Census Tracts ■ Public Facilities
Estimated number of units anticipated to be completed with grant funds:	☐ Number of Units: ■ Number of Square Feet: ☐ Number of Inspections: ☐ LMI Census Tracts. If yes, please attach list of census tracts.	Approximately 10,000 square feet of sidewalk, curb, gutters, and curb ramps
Is there a recognized boundary for the area served, such as census tracts, block groups, neighborhoods, street boundaries, etc.?	☐ No. ■ Yes. If yes, please describe boundaries below:	
	CDBG designated area	
Will a fee be charged to use the facility/improvement?	☐ Yes. If yes, attach a copy of the fee schedule. ■ No	

II. CDBG ELIGIBILITY

CDBG Eligible Activity Categories Please choose the CDBG Eligible Activity Category for your proposed project.	☐ **Public Service.** Improves community public services and facilities, including but not limited to those concerned with employment, fair housing and homeownership, homelessness, crime prevention, childcare, health, drug abuse, education or recreational needs. ■ **Public Facilities/Improvements** ☐ **Housing/Special Activities by Subrecipients** ☐ **Economic Development** ☐ **Acquisition and/or rehabilitation of real property** ☐ **Other.** Click to specify
CDBG National Objective Compliance Your proposed project/activity must meet at least one of HUD's CDBG National Objectives. Please check all that apply to your proposal.	■ Benefits Low and Moderate Income (LMI) Individuals/Households. ☐ Addresses the prevention or elimination of slums or blight. ☐ Community development needs having a particular urgency.
Meetings National Objectives Check all statements that describe how your proposed project/activity meets one of the National Objectives above:	■ **Low/Moderate Area Benefit** – The project serves only a limited area which is proven by current Census data or survey to be a low-income area. By choosing this category you must be able to prove your project/activity primarily benefits low/moderate income households. ■ **Low/Moderate Limited Clientele** – The project/activity benefits a specific group of people (rather than all areas in a particular area), at least 51% of whom are low/moderate income persons. Income verification for clients must be provided for this category. The following groups are presumed to be low/moderate: abused children, elderly persons (62 or older), battered spouses, homeless persons, adults meeting the Census definition of severely disabled, illiterate adults, persons living with AIDS and migrant farm workers. ☐ **Slum or Blight on an Area Basis** – Area basis activities must be within an officially designated area as defined under State or local law, and addresses one or more of the conditions that contributed to the deterioration of the area. ☐ **Urgent Needs** – Meeting other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs. (These types of projects are very rare).

III. PROJECT NARRATIVE

PROJECT/PROGRAM DESCRIPTION

Provide a brief description of the service, activity, or project that you plan to carry out with the requested funds.

The Curb, Gutter, and Sidewalk project generally consists of installation of new, removal and/or replacement of curbs, gutters, cross-gutters, driveway approaches, disabled accessible curb ramps, and sidewalks.

The proposed capital improvement projects will install approximately 10,000 square feet of sidewalk, curb, gutters, and curb ramps. The proposed project aims to improve the City's transportation infrastructure, public safety, property values, and storm water runoff control.

COMMUNITY NEED

Does your proposed project or activity address a current gap in community service or needs?

City-conducted surveys and reporting residents have aided in identifying deteriorated and damaged curbs, gutters, and sidewalks throughout the City. The repair of damaged sidewalks, curb ramps, and drainage facilities will improve overall accessibility, reduce hazards to the community, promote walking, and increase neighborhood property values. Priority will be given to improvements near schools and activity centers, focusing on areas with the most significant damage, CDBG funds will be directed toward low- to moderate-income areas to enhance pedestrian safety, increase foot traffic, improve storm water drainage, and elevate the overall community aesthetic.

BENEFIT

Discuss how the project/program provides benefit to low-income persons.

The target population for this project are residents and community members of all ages who live, work, and play within the CDBG identified area. This project will serve the target population of approximately 103,045 local residents, which according to the US Census Bureau data, have a median household income of $88,857, and 12.7% are identified as living below the poverty level. The project will serve the target population by providing additional recreational space which will further improve the community's overall quality of life. The California Healthy Places Index can also be used to identify disadvantaged communities. A threshold of 50% can be used to identify disadvantaged communities based on this index. The City of Rialto ranks in the bottom 25.4% of California cities and towns in terms of overall community health conditions based on this standard.

COLLABORATION

Has your organization/agency developed this project in collaboration with other groups/organizations? If so, please list the groups/organizations and describe their roles in this project.

N/A

SIMILAR RESOURCES

Is a similar service provided by another agency/organization? If so, how will your program/activity differ?

N/A

OUTREACH
Discuss outreach efforts for the proposed service/activity/project.

The City of Rialto Parks, Recreation, and Community Services Department currently does outreach

PERFORMANCE SCHEDULE
Prepare a Work Plan for implementation/completion of the services and activities. Identify activities and completion dates below.

Activity	Completion Date
Preparation of Bid Documents	July 2026
Contract Award	September 2026
Construction	November 2026
Project Acceptance	January 2027

OTHER SOURCES OF FUNDS
List all other funding sources that will be used to undertake the proposed project/program and status of each source.

Source Name	Committed or Pending	Fund Amount ($)	Current Status

IV. PROPOSED PROJECT BUDGET

The use of CDBG funds should be in direct relation to the scope of work. The funds requested through CDBG should be utilized to provide a direct benefit or service to low or moderate-income residents of the City of Rialto. Adequate documentation must be provided by the organization to support the costs associated with the services provided. For Personnel Costs, salaries, and fringe benefits charged to the CDBG program activity, a reimbursement request should include a copy of the timesheet, activity log, and proof of payment, such as a copy of the employee paycheck, canceled check, or payroll journal. The timesheet must reflect the hours charged to the CDBG activity for each employee. Percentage allocation is allowed but must be approved by the City, in advance. It should be noted that vacation and sick time are not reimbursable for staff who do not work full-time on the CDBG program activity.

Operating costs such as office supplies, equipment, printing, rent/lease, utilities, insurance, and telephone are allowed, provided they are related to the CDBG program activity. For rent/lease reimbursement, a copy of the rental/lease agreement should be submitted with the first invoice, and any updated agreements should be submitted thereafter. All reimbursement requests must include a copy of the invoice/statement/bills, including summary pages with detailed expenses outlined and proof of payment, such as a copy of the canceled check, bank, or credit card statement.

The City has the right to request additional documentation needed to determine reimbursement eligibility to comply with CDBG. Any changes to the budget must be approved by the City through a budget amendment.

Please use the following format to present your proposed line-item budget:

Column A: List all items for which you anticipate the need for CDBG funds during FY 2026-2027.
Column B: Provide the projected request for CDBG funds.
Column D: Provide the total of other funds to be used.
Column C: List other funding sources. Projects relying solely on CDBG funds are INELGIBLE.
Column E: List the total budget for each line item. Please round your request to the nearest ten.

Column A	Column B	Column C	Column D	Column E
BUDGET ITEM	**CDBG REQUEST ($)**	**OTHER SOURCES ($)**	**NAMES OF OTHER SOURCES**	**TOTAL BUDGET ($)**
PERSONNEL *				
Fringe Benefits- List Ir				
Total Personnel:				
Non-Personnel				
Soft Costs				
Hard Costs				
Materials				
Equipment				
Services				
Construction				
Maintenance				
Other: Capital Improvement Cost	Construction Cost/ Construction Engineering			$200,000
Other:				
Other:				
Other:				
Other:				
Other:				
Total Non-Personnel:				
TOTAL PROJECT BUDGET:				$200,000

*Personnel – If utilizing percentage of allocation, complete the following table.

***CDBG-FUNDED PERSONNEL- PERCENTAGE OF ALLOCATION**

☐ **Check this box if not using percentage of allocation.**

Any changes to the percentage of allocation must be approved by the city through a budget amendment.

Name & Job Titles	Salary/ Hourly	Time Position is Dedicated to CDBG Activity (%)	CDBG Budget Amount

KEY PERSONNEL DUTIES

Provide a list of the duties of key personnel listed above.

Job Title	Duties
Project Manager	Project Manager will perform a wide variety of work in the planning, organizing and coordination of the project,
	including but not limited to:
	- Project planning, project management; monitors project schedules for delivery/completion of project milestones.
	- Administer and coordinate the Construction phase. Release of RFB and award of Construction Contract.
	- Project delivery/acceptance

COST RATIONALE

If you consider it necessary, explain why your program/activity costs are reasonable.

Deteriorated curbs, gutters, and sidewalks are safety hazards to pedestrians and motorists, increase liability risks, and allow water to infiltrate into the sub-base causing damage to roadway pavements.

PROGRAM CHANGES

If you received CDBG funding last year, has there been an increase in service that you will provide during FY 2026-2027? Explain why there is a new demand or an unmet need in the community for this service.

N/A

IMPACT OF NO CDBG FUNDING

Describe the effect of partial or no CDBG funding on your project/activity.

The funds awarded will determine the scope/phase and number of locations within the CDBG area that could be improved. If partial funds are awarded, staff will reduce the scope to the funding availability.

CONFLICT OF INTEREST QUESTIONNAIRE

Federal, State, and City law prohibits employees and public officials of the City of Rialto from participating on behalf of the City in any transaction in which they have a financial interest.

The purpose of this questionnaire is to assess potential conflicts of interest involving the applicant, applicant's staff, or applicant's Board of Directors. Additionally, please complete and sign the conflict form, Attachment A.

1. Is there any member(s) of the applicant's staff or governing body who is or has been, within one year of the date of this questionnaire, (a) a City Employee or (b) a City Councilmember?

   ■ Yes ☐ No

   If yes, please list the name(s) and information requested below:

Name of Person	Job Title	Relationship	City Department
Yazdan Emrani, PE	Public Works Director	Self	Public Works Department

2. Will the CDBG funds requested by the applicant be used to award a subcontract to any individual(s) or business affiliate(s) who is currently or has been, within one year of the date of this questionnaire, (a) a City Employee or Consultant or (b) a City Councilmember?

   ☐ Yes ■ No

   If yes, please list the name(s) and information requested below:

Name of Person	Job Title	Relationship	City Department

3. Are there any member(s) of the applicant's staff or member(s) of the applicant's Board of Directors or other governing body who are business partners or family members of (a) a City Employee or (b) a City Councilmember?

   ☐ Yes ■ No

   If yes, please list the name(s) and information requested below:

Name of Person	Relationship	Title	If Family, Indicate Relationship

V. SIGNATURES

Authorized Signature
To the best of my knowledge, the information provided on this application is true, and I am authorized to submit this application on behalf of the applicant agency.

Yazdan Emrani, PE	Public Works Director
Print Name	Title
	2/25/26
Signature	Date

Authorized Signature
I have read "Playing by the Rules: A Handbook for CDBG Subrecipients on Administrative Systems" with special attention to chapters two and five.

Yazdan Emrani, PE	Public Works Director
Print Name	Title
	2/25/26
Signature	Date

Attachment A

CITY OF RIALTO

DISCLOSURES REQUIRED BY PERSONS OR ENTITIES CONTRACTING WITH THE CITY OF RIALTO*

Pursuant to City of Rialto Municipal Code Section 2.48.510, all persons or business entities supplying any goods or services to the city, or seeking a loan or grant awarded by the city, whether through an application or proposal, shall disclose in such application or proposal whether any city officer, employee, or consultant may have a financial or non-financial interest in the person or business entity, or in any member, employee, owner, or officer of the business entity.

- A financial interest shall mean any interest that is prohibited under state law, including California Government Code Sections 1090 and 87100, and California Code of Regulation Section 18700 *et seq.*
- A non-financial interest shall mean any interest that is prohibited by City of Rialto Municipal Code Section 2.48.450.

For the purpose of helping the City understand whether City personnel might have a conflict of interest in you or your organization, please disclose below whether you or any of your members, employees, paid or unpaid officers, paid or unpaid directors, or owners are (or are related to) a City elected or appointed official, a City officer, or a City employee or consultant.

Name of Your Organization's Affected Member, Employee, Paid or Unpaid Officer, Paid or Unpaid Director, or Owner	**Name of City Elected or Appointed Official, City Officer, a City Employee or Consultant**	**Relationship Between the Two**
N/A	N/A	N/A

By submitting this [application/proposal], or supplying any goods or services to the City, the [applicant/vendor/contractor/consultant] hereby attests under penalty of perjury, personally and/or on behalf of the entity [submitting this application/proposal or supplying any goods or services to the City] that no City of Rialto elected or appointed official, employee or consultant has a financial or non-financial interest, as such terms are defined in California Government Code Sections 1090 and 87100 and in City of Rialto Code of Ordinances Section 2.48.145, in the [applicant/vendor/contractor/consultant], except as specifically disclosed herein.

Name of Person/Entity: Dayan Malfavon

Title: Administrative Analyst

Signature: _____ Date: 2/26/2026

Form Date 11/11/2021

2.48.450 Employee conflict of interest.

(1) No covered person shall participate in the making of a grant or contract by the city in which the covered person has a conflicting interest.

(2) For purposes of this section, the following definitions shall apply:

(a) A "covered person" includes any person who holds an elected or appointed City office, a City officer, a City employee, and any person who is a consultant to the City.

(b) A "conflicting interest" includes, but is not limited to, those decisions where:

(i) A covered person holds or has held within the previous twelve months a position with a potential grant or contract recipient;

(ii) A close relative of a covered person holds or has held within the previous twelve months a position with a grant or contract recipient;

(iii)A close relative of the spouse or domestic partner of a covered person holds or has held within the previous twelve months a position with a grant or contract recipient.

(c) "Position" includes the status of a member, employee, owner, paid or unpaid officer of, paid or unpaid leadership position in, or had an ownership interest in, a grant or contract recipient.

(d) A "close relative" includes a spouse, parent, grandparent, child, grandchild, aunt, uncle, or cousin.

(e) "Participate in the making of a grant or contract" includes participation in: drafting a solicitation or contract; negotiating, voting on, approving, or executing a grant or contract; discussion of same with any city officer or employee; or attempts in any way to influence the making of a grant or contract.

(3) This prohibition shall not apply to a contract let by written competitive bid where the contract will be awarded to the person or entity who submits the lowest responsible and responsive bid.

(4) Except for the Mayor or a member of the City Council, a covered person may request a waiver of any potential conflict of interest in writing from the City Manager. Any request for such a waiver must include full disclosure of the potential conflict of interest and a statement detailing any mitigating factors. The request and the City Manager's response shall be provided to the City Council prior to any vote to approve the contract or grant, or if City Council approval is not required, at least five days before the contract or grant is approved. The request and the City Manager's response shall be considered a public record.

(5) The prohibitions in this section are in addition to any applicable federal or state conflict of interest laws, including but not limited to Government Code section 1090, and Government Code section 87100 *et seq*.

(6) Any person who violates this section is subject to the following:

(a) Public censure;

(b) If the conflict of interest was in the making of a contract, a prohibition from participation in the making of a contract by the city for a period of time up to twelve (12) months from the date of the imposition of the discipline;

(c) If the conflict of interest was in the making of a grant, a prohibition from participation in the making of a grant by the city for a period of time of up to twenty-four (24) months from the date of the imposition of the discipline;

(d) An administrative fine pursuant to Chapter 1.10 of this code.

(7) The discipline specified herein may be imposed:

(a) By the City Manager in the case of any employee or consultant who violates this section.

(b) By the City Council in the case of any person who holds an elected or appointed City office, or any City officer who violates this section.