**Community Based Development Organization (CBDO) Questionnaire & Checklist**

****Community-Based Development Organization (CBDO): Baltimore County DHCD designates an organization as a CDBO. CBDOs are generally nonprofit organizations that undertake specific kinds of CDBG-funded activities. Baltimore County DHCD has a focus on community & economic Development activities such as small business and microenterprise services.

*The information contained in this checklist refers to the definition of Community Based Development Organizations (CBDOs) in* *24 CFR 570.204. The checklist is a tool for participating jurisdictions concerning the documents they must receive from a nonprofit before it may be certified or recertified as a CBDO.*

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| **CFY26 CBDO** | **Organization Name:** |  |
| **FY26 Public Services RFP Project Title:** |  |
| **Amount Requested:** |  |

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| Characteristics of a Community Based Development Organization: |
| Please detail how your community economic development project includes activities that increase economic opportunity, principally for persons of low- and moderate-income, or that stimulate or retain businesses or permanent jobs, including projects that include one or more such activities that are clearly needed to address a lack of affordable housing accessible to existing or planned jobs and those activities specified at 24 CFR 91.1(a)(1)(iii); |
| If this applies to the Organization: please cite where applicable and provide documentation |
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| 1. Association or corporation organized under State or local law to engage in Community development activities (which may include housing and economic development activities) primarily within an identified geographic area of operation within the jurisdiction of the recipient; (500 Character limit) |
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| 1. Has as its primary purpose the improvement of the physical, economic or social environment of its geographic area of operation by addressing one or more critical problems of the area, with particular attention to the needs of persons of low and moderate income; (500 Character limit) |
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| 1. Non-profit or for-profit organizations that provides any monetary profits to its shareholders or members are only incidental to its operations; (500 Character Limit) |
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| 1. Maintains at least 51 percent of its governing body's membership for low- and moderate-income residents of its geographic area of operation, owners or senior officers of private establishments and other institutions located in and serving its geographic area of operation, or representatives of low- and moderate-income neighborhood organizations located in its geographic area of operation; (500 Character Limit) |
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| 1. Is not an agency or instrumentality of Baltimore County and does not permit more than one-third of the membership of its governing body to be appointed by, or to consist of, elected or other public officials or employees or officials of an ineligible entity (even though such persons may be otherwise qualified under paragraph (c)(I)(iv) of this section); |
| I ACKNOWLEDGE |
| 1. Except as otherwise authorized in paragraph (c)(1)(v) of this section, requires the members of its governing body to be nominated and approved by the general membership of the organization, or by its permanent governing body; |
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| 1. Is not subject to requirements under which its assets revert to Baltimore County upon dissolution; and |
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| 1. Is free to contract for goods and services from vendors of its own choosing. |
| ☐ I ACKNOWLEDGE |