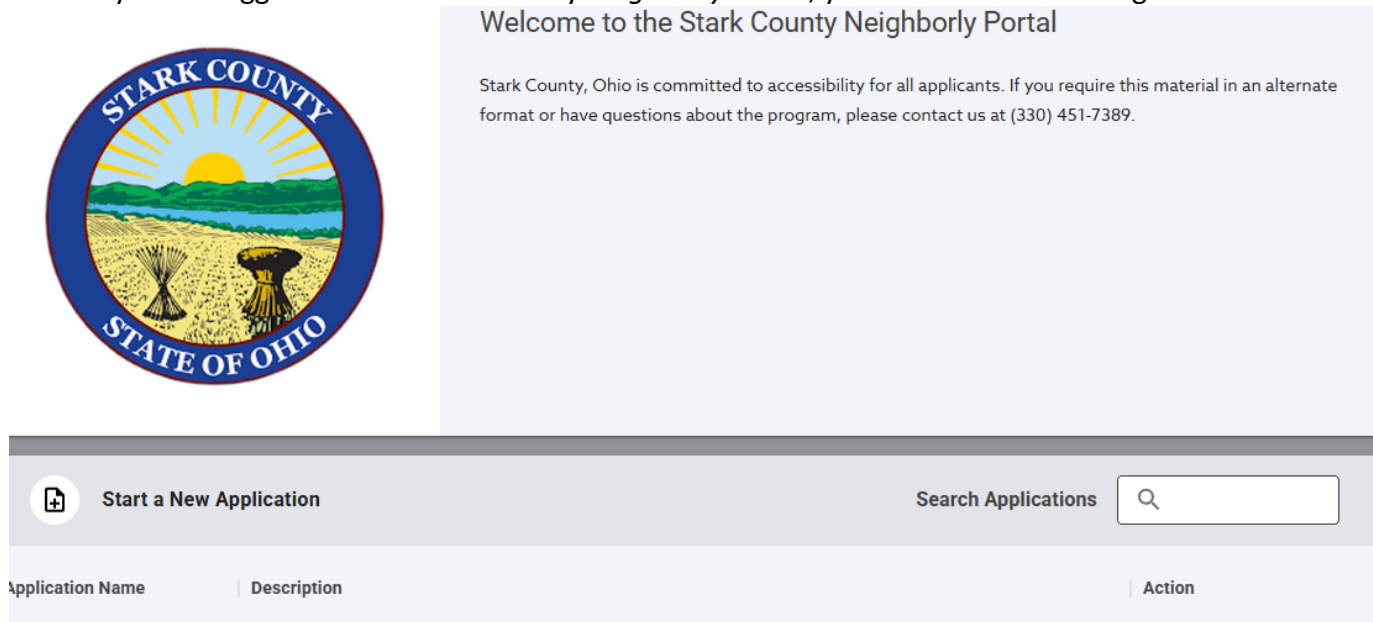


FY2026-2028  
Stark County CDBG Application Instructions

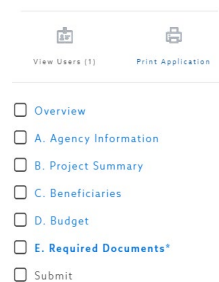
Applications for the CDBG 2026-2028 funding cycle will only be accepted via the platform *Neighborly*.

To begin a new application, follow these steps:

1. In your web browser, enter <https://portal.neighborlysoftware.com/STARKCOUNTYOH/Participant>
2. If you have never used *Neighborly*, click on “Register” and follow the prompts to create an account with your e-mail address.
3. Once you are logged into the Stark County *Neighborly* Portal, you will see the following screen:



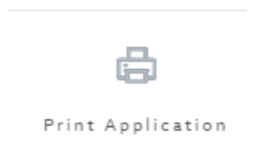
4. Select “Start Application” for the type that is applicable to your project.
5. Provide the activity title and click “Start Application”.
6. Select “Click here to continue”.
7. Read the information provided. Look to the panel on the left-hand side, as shown here: Click “A. Agency Information”.



Enter information in all fields listed and click “Save”.

8. In the panel on the left, click “B. Project Summary”. Enter information in all fields listed and click “Save”.
9. In the panel on the left, click “C. Beneficiaries”. Enter information in all fields listed and click “Save”.
10. In the panel on the left, click “D. Budget”. Enter information in all fields listed and click “Save”.
11. In the panel on the left, click “E. Required Documents”. Upload is required for all documents marked **\*Required**.
12. When you are satisfied with the application **and are ready to submit**, click “Complete & Continue”.

If you would like your application reviewed prior to submission, you may save the application as a PDF by clicking “Print Application”, as shown here:



This will open the application in PDF format and you can save and send the application to Regional Planning Commission for review. When sending, please include Lisa [lcsnyder@starkcountyohio.gov](mailto:lcsnyder@starkcountyohio.gov) and Diane [dmsheridan@starkcountyohio.gov](mailto:dmsheridan@starkcountyohio.gov) as recipients.