

CDBG Office Hours

Team HCD CDBG

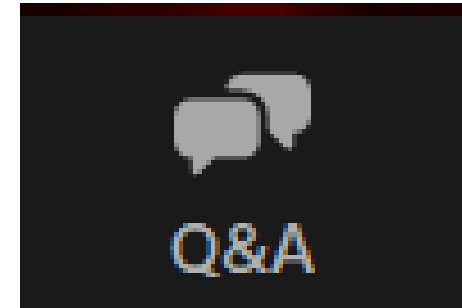
Wednesday, March 23, 2022





How to ask a question

- Webinar questions:
 - Click “Q & A” chat bubble to submit a question to the team
 - You may ask questions anonymously, but if you want your name, organization, or region associated with your question, you will need to type it in the “Your Name” box
 - The team will read questions out loud throughout the presentation and will provide answers if possible
 - All questions will be saved and recorded as part of the public record





Announcement: CDBG-CV FAQs

- CDBG-CV FAQs are now available on our website. You can find them on the CDBG webpage under the 'Training and Technical Assistance' Section
- Direct link to the CDBG-CV FAQs: [Community Block Development Grant Coronavirus \(CDBG-CV\) Frequently Asked Questions \(FAQs\) \(ca.gov\)](#)
- This document contains questions received from Office Hours and e-mails from Grantees
- The FAQs will be updated periodically as we receive more questions
- Each question is tagged by its applicability
- Questions are categorized by common topics



CDBG Program Updates

2020 CDBG NOFA

- ❖ 1 Pending SA routing for final approval

2021 CDBG NOFA

- ❖ 64- applications submitted and reviewed for threshold
- ❖ Our goal is to notify the Grantees by the end of March regarding the status of their award.

2022 CDBG NOFA

- ❖ Drop date TBD. Deadline dates will be updated to correspond with the NOFA date.
- ❖ Finishing internal review process. All workshops will be posted along with training materials on the CDBG website once materials have been ADA remediated.
- ❖ Eblast will go out once posted.



Completed Trainings

- ✓ 1/6/22 Single Audits- What are they and why do they matter?
- ✓ 1/11/22 DUNS Number & Debarment Workshop
- ✓ 1/13/22 Resolution Training
- ✓ 1/19/22 2022 NOFA Workshop
- ✓ 1/19/22 State Objectives, What you need to know
- ✓ 1/26/22 Racial Equity Workshop
- ✓ 1/27/22 2022 NOFA Workshop
- ✓ 2/3/22 National Objectives & Matrix Codes
- ✓ 2/3/22 NEPA level of review workshop
- ✓ 2/8/22 How to write an effective narrative
- ✓ 2/17/22 eCivis Budget Training



Upcoming Training Continued....

- TBD 2022 Application Technical Assistance Session – **Has been rescheduled until after the NOFA has dropped and the application has been opened. Look for notification of the new date.**
- To register for these trainings, please visit HCD's Eventbrite page at [California Dept. Housing & Community Development Events | Eventbrite](#)



CDBG-CV

- CDBG-CV1
 - ❖ 82 Approved and Executed
- CDBG-CV2 and 3
 - 145 Submitted Applications:
 - 0 Awaiting Corrections
 - 2 Routing
 - 14 Pending Signatures
 - **129** Approved

Questions and Answers: Recap from Prior Office Hours





Reallocation of Funds

Question:

Will extensions be provided for CV1 awards, or can the funds and activity, if different from the activity funded under CV 2, be rolled over to the jurisdictions CV2 contract?

Answer:

If you have circumstances that did not allow you to expend funds under your CV-1 award, HCD will consider extending the CV1 award OR rolling funds into the CV2/3 awards if you have a need for those funds in your CV-2/3 project or program; If you need an extension or a change to your scope of work, please work with your Grant Administrator to determine what is needed in your circumstance.



CV1 Extensions

Question:

As far as the CV1 extension of the grant terms go, will that not be allowed? Do we have to amend the CV2/3 grants to continue?

Answer:

We are allowing the extension of CV1 awards. Originally, we said we would not be doing extensions. However, with additional COVID relief funding rolling out after CV1 awards were made and various pandemic related challenges that occurred, we are allowing extensions via the amendment process. Be sure to explain the reasoning of why the extension is needed. For more information on the amendment process, please reach out to your grant administrator or refer to the management memo regarding the amendment/revision process.



2022 NOFA

Question:

Can you get us an estimate of when 2022 NOFA may drop? Does it seem to be couple of weeks out or months?

Answer:

The 2022 NOFA is currently under internal review with the director's office. We are currently unable to give an estimation of time.



Subsistence Programs

Question:

Regarding subsistence programs, will the guidance cover both non-CV and CV funding sources? We have non-CV subsistence payment program that has been on hold.

Answer:

Yes, the guidance provided will be for both.



CA Rent Relief Program Details

Question:

Can HCD share some of the agreements used in the CA Rent Relief program that landlords signed to agree to receiving CDBG funds in place of unpaid rent? This seems like it may be a necessary piece in case of small-claims/eviction proceedings that may be undergoing or likely to start.

Answer:

We are working on borrowing and sharing as much of the best practices from the CA Rent Relief Program as are applicable to CDBG. Stay tuned for more guidance.



LMJ

Question:

Are businesses such as hair salons, tattoo parlors or other businesses that rent space to their stylists or artists etc. able to classify those as employees under LMJ national objective for small business assistance?

Answer:

They do not qualify under LMJ. However, there are opportunities for eligibility depending on how the award is structured. For example, the actual business/workers that are renting the space may be eligible for microenterprise if they themselves are low income. If you're wanting to instead help the property owner as tenants, you wouldn't be able to use LMJ, but they may qualify as LMA if the business is in a low-moderate income service area based on census data.



LMI Eligibility

Question:

On a beneficiary level and determining LMI eligibility, which programs (specifically CDBG Homebuyer Assist loans or rehab loans) can use the Adjusted gross income (IRS) method?

Answer:

We require Part 5 income eligibility determination for all homeownership and home buyer loans. The only situation in which we allow the Adjusted Gross Income method to be used is in business assistance for microenterprises. The reason behind this determination is so that we can ensure that we are protecting the information of people that may not file taxes or are more marginalized in our community.



LMI Eligibility: HCD Rule

Question:

(Followup to the previous slide) Is that a HUD or HCD rule? Can something be sent out for review?

Answer:

This is an HCD rule based on feedback we have been given from stakeholders. Please let us know if and how this impacts your programs on the ground as we are open to feedback, and it is important for us to know how this impacts jurisdictions and beneficiaries.



Updated PI Guidance

Question:

Once the PI slides are corrected, will they be sent out via eblast? This could be a game changer for loan portfolio management and retaining the loan portfolio at the local level.

Answer:

Right now, we are working on a management memo for procedures and policy's regarding Program Income. This memo will be the way that we distribute the information on program income. What has been stated in office hours will be in the management memo.



PI and Portfolio Management

Question:

Revisiting PI: we have been using a percentage of all incoming PI for loan portfolio management like AOVs, payoff demands, etc. Should this no longer be allowed moving forward, would it be advisable to have a PI only housing program going to pay for loan portfolio? Just trying to avoid net county cost.

Answer:

It depends on what your loan portfolio costs are, however, if you are going to use PI it must be requested to use that PI through a Financial Report submitted via eCivis. There are two ways that you could depending on the volume of PI that you can come in and how you would prefer to proceed locally:

1. You can charge it to General Admin for any open grant where you have PI budgeted.
2. You can utilize a PI-only housing program going to pay for ongoing portfolio management, if you make at least one loan per year. As long as you have an active program in which you are making at least one loan per year, you can charge portfolio management to Activity Delivery.



Subject Matter Expert Assistance

Question:

Can you share the last name for Lauren or contact information?

Answer:

Please contact your Grant Administrator or your HCD Representative and they will connect you with Lauren.



Rental Assistance Update

Question:

Not sure if I heard the question/response correctly. Was it indicated that we will be able to provide rental assistance under the CV programs beginning April 1st?

Answer:

Yes, that is correct. We are preparing additional guidance for you as quickly as possible.



Rental Assistance Details

Question:

What will be required by a grantee to begin providing rental assistance under their current CV contracts? Is it a contract amendment and amendment to program guidelines? Does it require governing board approval via a resolution?

Answer:

When we disallowed the use of subsistence payments for rental assistance we did not amend or revised your contract, we just asked you to make changes to your program guidelines. You will need to make changes to your program guidelines; however, you will most likely not need to amend any portion of your contract that was previously approved by your governing board for subsistence payments as rental assistance was originally allowed, and thus should have been approved by your governing board. The guidance that you will receive on making this update will be focused on how to adjust your program guidelines.



Closeout Process Pt. 1

Question:

For the closeout process, I understand this is being developed, are you anticipating new forms? or any changes to the public hearing process? We would like to move forward on the public process and want to avoid duplicate work if there are significant changes to what was completed in the past.

Answer:

The public process will not be changed from previous processes. However, there will be additional guidance for clarification on certain items. If you have a contract that you need to close out, please reach out to your HCD rep or your GA so that we can assist you.



Closeout Process Pt. 2

Question:

Do we need to submit the setup/completion reports still for closeout on 2020's and CV grants?

Answer:

This is something that we are currently looking into and is part of the closeout guidance that will be provided. We will still need the completion information so that we can enter your achievements into IDIS. Therefore, if what is easy for you is to use the setup/completion report, then you can go ahead and use this.



Quarterly Reporting

Question:

Should we be reporting quarterly goals or at the end?

Answer:

We want to move in the direction of reporting quarterly. With every Financial Report you should be submitting an Activity Report that lists your goals. We are currently working to improve the clarity for grantees about what information should be included in the fields listed in Activity Reports. If you have the fields available (please note that you can always use the narrative field for this information) in your Activity Reports, please do submit your beneficiary data there on a quarterly basis. Whether you are reporting quarterly or all at the end, beneficiary information needs to be collected: who has been assisted and their demographic information.



LMA Programs

Question:

If the program is based on LMA do we use the general data with each draw?

Answer:

You do not. The data in eCivis is cumulative, so you do not want to report your beneficiaries more than once to avoid double counting. Please enter only once, with your final Activity Report. Please provide a narrative on the work being done each quarter in your Activity Report.



CA Rent Relief: DOB Pt. 1

Question:

Are CA Rent Relief recipients published? Asking for Duplication of Benefits checks.

Answer:

This information is not published, as it is considered personal identifying information. However, there is a way to receive an alert if the individual you are assisting has already received assistance. We will need to further research this topic. This will be included in the future guidance that we will provide.

We do not anticipate a duplication of benefits issue because we will only be allowing assistance to start with April 1st rents.



CA Rent Relief: DOB Pt. 2

Question:

Will HCD's memo that allows rent relief again be from that time forward? Not in the past? If that is the case, then there won't be a DOB issue since the ERAP is done (assume that is why you all are doing it now).

Answer:

Yes, that is correct.



Amendment Process

Question:

Regarding the amendment process: once we submit the amendment in Ecivis, and I'm assuming we hear from our rep at some point it is "approved", will we then be asked to take it to public hearing and council for a resolution? Right now, the amendment form doesn't require anything like that.

Answer:

We are amending the management memo to include this. Thank you for the request.

Questions and Answers

