

# State of California Housing and Community Development

NOFA Federal Unit

2018

CDBG NOFA

APPLICATION WORKSHOP





# TODAY'S AGENDA

- Introductions
- NOFA Overview
- What's New in 2018
- Funding & Activity Limits
- Eligibility & Threshold
- Break
- Eligible Activities
- National Objectives
- Appendix Reviews – Self Score Tool Review
- Application Review and Scoring Criteria
- Federal Overlays
- Office Hours & Technical Assistance

Agenda

- 1.
- 2.
- 3.





# **CDBG NOFA APPLICATION WORKSHOP TEAM**

**Nicole' McCay, Section Chief**

**Janette Schaake, Program Representative**

**Cheryl Jeffreys, Program Representative**

**Douglas Truong, Program Representative**



# 2018 CDBG NOFA FUNDING

**\$29.6 Million**

Community Development (CD)	\$18.5 million
Economic Development (ED)	\$9.2 million
Colonias Set-aside	\$1.5 million
Native American Set-aside	\$382,600
Planning & Technical Assistance (PTA)	\$1.2 million

*Approximate available funding*



# NOFA OVERVIEW

## NOFA Application Timeline

NOFA and Application Release	November 1, 2018
ED Over-the-Counter (OTC) Open Date	November 1, 2018
NOFA Application Workshops	December 2018
Applications Due Date at 5:00 PM	February 5 , 2019
Awards Announced	May 2019
ED OTC Closing Date	June 30, 2019



# APPLICATION SUBMITTAL

## Application Package

- Submit original application and flash drive
- Application must include **original** signatures and attachment when indicated

**Must be received by HCD no later than**

**5:00 P.M. on Tuesday, February 26, 2019**

- Applications will **only** be accepted from mail carrier service, that provides acknowledgement which must include delivery date, time and address when delivered



# **WHAT'S NEW FOR THE 2018 NOFA?**



# WHAT'S NEW

## **NOFA & Application Forms**

- Revised to eliminate redundancies & develop a streamlined document.

## **Application & Activity Grant Limits**

- The 2018 NOFA application limit is \$3 million

## **CDBG Activity Application Self-Score**

- Must submit a completed self-score worksheet for each activity and state objective





# WHAT'S NEW



Appendix D

## Mandatory HCD Resolution

- Use template provided in the Application
- A deficiency may disqualify the application or delay execution of the Standard Agreement and ability to drawdown funds
- If a designee is indicated in the resolution then a ***“Letter of Designation”*** must be submitted
- Place ‘0s’ in the Ayes, Noes, Absent - (no blanks)



# WHAT'S NEW



Appendix D -  
Resolution

## Mandatory HCD Resolution (cont.)

- Place '0s' in the Ayes, Noes, Absent - (no blanks)
- If the applicant is requesting a waiver of the 50 Percent Rule
- See Section 5 of the Resolution and Appendix N



# WHAT'S NEW

## Appeal Process

- Throughout the application process there are **two opportunities** to appeal HCD's decision, at:
  - Initial Threshold
  - Application Scoring



# WHAT'S NEW

## Appeal Process (cont.)

### Basic of Appeals

1. Submit a written appeal
2. State all relevant facts, arguments, and evidence upon which the appeal is based
3. New or addition information will NOT be accepted

### Deadline

Appeals must be received ***no later than three (3) business days*** from the date of HCD's notification



# WHAT'S NEW

## Appeal Process (cont.)

### Submission appeals

- Appeals are to be submitted to HCD either via email at [cdbgnofa@hcd.ca.gov](mailto:cdbgnofa@hcd.ca.gov) or at the following address:

**Nicole' McCay, Section Chief  
CDBG Program Appeals**

**Department of Housing and Community Development  
2020 W. El Camino Avenue, Suite 650  
Sacramento, California 95833**



# WHAT'S NEW

## Appeal Process (cont.)

### Decision

- HCD will render its decision in writing within fifteen (15) business days of receipt of the applicant's written appeal
- All decisions are final



# WHAT'S NEW

## Hyperlink Disclaimer

- Hyperlinks verified at NOFA release
- Applicant responsibility



# WHAT'S NEW



## NOFA Application Inquiries

- Questions must be submitted to the **CDBG NOFA email inbox**. [CDBGNOFA@hcd.ca.gov](mailto:CDBGNOFA@hcd.ca.gov)
  - Last day to submit a question is **January 7, 2019**
  - Responses will be posted no later than **January 11, 2019**
- FAQ's will be posted on a continuous basis





# FUNDING PARAMETERS



# FUNDING AND ACTIVITY LIMITS

## Activity Limits

- Submit only one application to include up to one Planning Activity (PTA), two non-PTA activities and one Supplement Activity



# FUNDING AND ACTIVITY LIMITS

## Activity Limits

- Housing
- Public Improvements (i.e. Infrastructure)
- Public Facilities
- Public Services
- Enterprise Fund

Note: ED OTC activities, Colonia, and Native American activities are separate and not counted in the two non-PTA activity maximum or the maximum funding cap of \$3 million



# FUNDING AND ACTIVITY LIMITS

## Activity Limits (cont.)

- A “Combo Program” Housing Rehab (HR) and Homeownership Assistance (HA)
- An Enterprise Fund “Combo Program” of Business Assistance (BA) and Microenterprise (ME)



# Maximum Award Limits for Each Allocation & Activity

<u>Activity/Project</u>	<u>Max Award</u>
Enterprise Fund: BA & ME	\$500,000
Economic Development Over-the-Counter (ED OTC)	\$3,000,000 (min. \$300,000)
HA, HR or HA & HR	\$1,000,000
Multi-Family Rehab. Projects	\$3,000,000
Public Improvements or Public Improvements In-Support-Of Housing New Construction (PIHNC)	\$3,000,000



## Maximum Award Limits for Each Allocation & Activity (cont.)

<u>Activity/Project</u>	<u>Max Award</u>
Public Service	\$500,000
Planning & Technical Assistance	\$100,000

### **Colonias & Native American Communities Allocations:**

If a jurisdiction is funded for ED and/or CD activities, plus a Native American or Colonia award, the funding may be in excess of \$3,000,000



# NATIVE AMERICAN SET-ASIDE

- Non-entitlement jurisdictions may apply to assist non-federally recognized Native American communities.
- Must be in identifiable geographic areas comprised of no less than 51% Native Americans not recognized as an Indian Tribe.
- Housing and Housing Related Activities only



# COLONIA SET-ASIDE

- Eligible jurisdictions which contain Colonia communities, as defined by the National Affordable Housing Act of 1990.
- In compliance with HUD's CPD Notice 12-008 (*eligible activities include only potable water, adequate sewage and decent housing*)





# GENERAL ADMINISTRATIVE AND ACTIVITY DELIVERY EXPENSES





# GENERAL ADMINISTRATION & ACTIVITY DELIVERY EXPENSES

## General Administrative Expenses

- Includes staff and overhead costs required for overall contract and program management.

- All activities up to 7.5% allowed, except:

ED – OTC allows for up to 7.5% of requested activity funds, not to exceed \$100,000 without HCD approval.



# GENERAL ADMINISTRATION & ACTIVITY DELIVERY EXPENSES

## GA Example Formula



CDBG App  
Summary

Activity total divided by 1.075 = Activity \$ amount  
(including AD)

Activity Total – Activity \$ amount = **GA allowed**

$\$3,000,000 / 1.075 = \$2,790,698$  available for activity  
(including Activity Costs)

$\$3,000,000 - \$2,790,698 = \mathbf{\$209,302}$  **GA allowed**



# GENERAL ADMINISTRATION & ACTIVITY DELIVERY EXPENSES

## Activity Delivery (AD) Expenses

- Costs associated with the delivery of the proposed activity
- Amounts vary by activity category
- Maximum amounts/percentages (NOFA, p. 13)
- Refer to CPD Notice 13-07



CDBG App  
Summary



# GENERAL ADMINISTRATION & ACTIVITY DELIVERY EXPENSES

## AD Single Activity Example

**For a \$1 million HA program with AD costs of 8%**

$\$1,000,000 - \$69,767$  (7.5% GA using 1.075 factor) =  
 $\$930,233$  available for activity (including Activity Costs)

$\$930,233 / 1.08$  (AD factor for HA activity) =  $\$861,326$ ;  
available for HA activity

$\$930,233 - \$861,326 =$   **$\$68,907$  AD allowed**



CDBG App  
Summary



# ELIGIBILITY & THRESHOLD





# ELIGIBLE APPLICANTS

## CDBG Non-Entitlement Cities and Counties

- Cities with populations <50,000
- Counties with populations <200,000.
- Not currently a party to an Urban County Agreement
- Not eligible to participate in the HUD Administered CDBG Entitlement Program



# ELIGIBLE APPLICANTS

## Federal Debarment Status

- HCD will not award
  - Debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation from federally assisted programs.





# ELIGIBLE APPLICANTS

## Application Eligibility - 50% Rule

- Expended a minimum of 50% of all CDBG funds awarded
- Applies to all contracts awarded under the 2012-2017 CDBG NOFAs
- Does not apply to ED – OTC
- Does not apply to contracts that have passed the 36-month expenditure deadline



# ELIGIBLE APPLICANTS

## Application Eligibility - 50% Rule (cont.)

- “Expended” by the NOFA application due date means:
  - The work is completed
  - The invoice has been paid by the applicant
  - Funds Request Form has been received by HCD

Note: Department may request evidence of the above to confirm compliance with the 50% Rule.



# ELIGIBLE APPLICANTS

## 50% Rule - Example

Public Improvements Project	= \$1,500,000
Business Assistance Program	= \$500,000
Native American Allocation	= <u>\$600,000</u>
Total Contract Amount	= <b>\$2,600,000</b>

50% of \$2,600,000 is \$1,300,000



# REQUEST FOR WAIVER

## 50% Rule

- AB 723 allows HCD Director to waive 50% Rule
  - Received a 2017 CDBG award; or
  - Received a 2016 Special Drought and/or Disaster award; **AND**
  - Submits an application to fund a “**shovel ready**” project.
- See Appendix N for detail information



# THRESHOLD REQUIREMENTS

## At the time of Application Submittal

- City or County must be eligible
- Application received by 5:00 p.m., **February 26, 2019**
- Must be in compliance with 2 CFR 200.512, Single Audit Report



# THRESHOLD REQUIREMENTS

## At the time of Application Submittal

- Application must be completed and contain necessary documentation
- Must include a copy of the Excluded Parties List System (EPLS) search in the application
- Statement of Assurances must be completed and signed by the certifying officer



# THRESHOLD REQUIREMENTS

## At the time of Application Submittal

- Must provide a copy of the governing resolution specific to the 2018 NOFA application (must include supplemental activities)
- CDBG Public Participation regulations  
(Appendix C)
- Must have complied with the department's Housing Element requirements  
(Appendix B)



# THRESHOLD REQUIREMENTS

**At the time of Application Submittal**

**HCD Housing Element Requirements**

**Contact Paul McDougall, Section Chief, HPD, at  
[paul.mcdougall@hcd.ca.gov](mailto:paul.mcdougall@hcd.ca.gov) or (916) 263-7420**





**Business Financial Assistance**

**PUBLIC IMPROVEMENTS**

**Public Services**

**Housing**

# **ELIGIBLE ACTIVITIES**

**Public Facilities**

**MICRO-ENTERPRISE & TECHNICAL ASSISTANCE**



# ACTIVITIES OVERVIEW

## Eligible Activities

- Must be a CDBG eligible activity
- Must meet National Objective, pursuant to 24 CFR 570.483 (See Appendix F)



# ACTIVITIES OVERVIEW

## Ineligible Activities

- Buildings used for the general conduct of government
- General government expenses
- Political activities
- Purchase of equipment (unless authorized under provisions in ED)
  - Construction equipment
  - Fire protection equipment (excluding fire stations and trucks)
  - Furnishings & personal property
- Operating & maintenance expenses
- *CDBG Funds cannot be used to pay for the cost of “New Construction”*



# ELIGIBLE ACTIVITIES

## Business Financial Assistance Program

- Assistance to private for-profit or non-profit entities
- Businesses can be new, existing or undergoing expansion



# ELIGIBLE ACTIVITIES

## Business Financial Assistance Program

- Must meet National Objective
  - Create permanent or retain jobs of which 51% or more of the positions are filled by LMI persons
  - Loans must be underwritten using HUD's guidelines (Refer to NOFA, p. 23)



# ELIGIBLE ACTIVITIES

## Business Assistance Program Loans

- **Eligible Uses of Funds**
  - Land Acquisition, Construction, Equipment purchases, Working Capital, Debt Financing, Relocation costs
- **Ineligible Uses of Funds** Projects that:
  - Do not meeting any Public Benefit or National Objective
  - Project that assist housing development

Refer to NOFA, p. 23 and 24



# ELIGIBLE ACTIVITIES

## Microenterprise (ME) and Technical Assistance Program

- Eligible ME can receive *technical assistance services, financial assistance, and support services*
- Owners must be less than 80% AMI
- Business that has five or fewer employees (including the owner(s))

*Note that Readiness is an important factor for the jurisdiction to demonstrate capacity or providing technical assistance and financial lending to micro clients*

For eligible and ineligible uses of funds, refer to NOFA, p. 24 and 25.



# ELIGIBLE ACTIVITIES

## Microenterprise and Technical Financial Assistance Program

- **Technical Assistance** classes which provide business training and capacity building such as book keeping/accounting classes or marketing workshops
- **Financial Assistance** loans and grants to the Micro client
- **Support Services** to Micro clients for payment of transportation to attend classes and child care services to support Micro client in attending





# ELIGIBLE ACTIVITIES

## Microenterprise and Technical Financial Assistance Program

- **Ineligible Uses of Funds**
  - Project that assist development of housing
  - Payment of project costs incurred prior to NEPA review completion
  - Financial assistance to persons/families above 80% AMI by county
  - Assistance to a business with more than five employees including the owners



# ELIGIBLE ACTIVITIES

## Housing

### **Single Family Homes *Programs***

- Homeownership Assistance Program (HA)
- Single-Family Housing Rehab Program (1-4 units)
- Housing COMBO (Homeownership Assistance and Single-Family Housing Rehab Program)

### **Multi- Family Acquisition and Rehabilitation *Projects***

- Multi-Family Housing Rehabilitation Project (5 or more units) with or without acquisition



# ELIGIBLE ACTIVITIES

## Housing Project – Property Acquisition for Multifamily Housing

### Eligible

- Acquisition of existing rental housing
- Resident purchase of mobile home parks (w/without Acq)
- Acquisition of vacant land as part of affordable housing
- Relocation Costs

### Ineligible

- Acquisition of donated property
- Acquisition of newly constructed housing
- Providing CDBG funding as a grant

For eligible and ineligible uses of funds, refer to NOFA, p. 27 and 28



# ELIGIBLE ACTIVITIES

## Housing Program – Homeowner Assistance

- HA provides direct assistance to Low/Mod homebuyers
- New housing units must be completed prior to the homebuyer submitting an offer to purchase
- Maximum allowable assistance cannot exceed more than 50% of the minimum required down payment
- Requires adopted guidelines

For eligible and ineligible uses of funds refer to NOFA, p. 28 and 29



# ELIGIBLE ACTIVITIES

## Housing Program – Homeowner Assistance

### **Assistance may be used to:**

- Subsidize interest rates and mortgage principle amounts
- Finance the acquisition of housing by low/mod purchasers
- Acquire guarantees for mortgage financing
- Provide down payment assistance
- Pay reasonable closing costs

### **Cannot be used to:**

- Benefit non low/mod persons or assist in purchase of non-owner occupied home
- Provide assistance for units not yet built

For eligible and ineligible uses of funds refer to NOFA, p. 28 and 29



# ELIGIBLE ACTIVITIES

## Housing Rehabilitation Program (1-4 Units)

- HR programs require guidelines adopted in accordance with required citizen participation and a formal resolution by the governing body of the jurisdiction
- Should the jurisdiction choose to include tenant-occupied HR, the guidelines must separate out the rules for renter-occupied units and owner-occupied units

For eligible and ineligible uses of funds refer to NOFA, p. 29 and 30



# ELIGIBLE ACTIVITIES

## Housing Rehabilitation Program (1-4 units)

### Eligible

- Finance cost of repairs
- Demolition and reconstruction of dwelling units
- Refinancing existing debt
- Water or sewer laterals
- Installation of water meters
- Improvements to increase efficient use of energy
- Improvements to increase the efficient use of water
- Temporary relocation payments

For eligible and ineligible uses of funds refer to NOFA, p. 29 and 30



# ELIGIBLE ACTIVITIES

## Housing Rehabilitation Program (1-4 units)

### Ineligible

- Housing new construction
- Secondary housing unit
- Luxury items
- Cost of equipment/furnishings
- Labor costs to owners
- Assistance to benefit non low/mod persons

For eligible and ineligible uses of funds refer to NOFA, p. 29 and 30





# ELIGIBLE ACTIVITIES

## Housing Projects Multi-family Rental Rehabilitation- With/Without Acquisition

- MFH are for properties with **five or more units**, and adopted program guidelines are not applicable
- Must be a clear need for CDBG funds for a MFH project
- Only one MFH Rehabilitation project is allowed per application

For eligible and ineligible uses of funds, refer to NOFA, p. 31



# ELIGIBLE ACTIVITIES

## Housing Projects Multi-family Rental Rehabilitation- With/Without Acquisition

### Eligible

- Financing the cost of repairs and general property improvements
- Loans for refinancing
- Improvements to increase efficient use of energy
- Improvements to increase the efficient use of water
- Conversion of commercial properties into housing units
- Conversion of a non-residential structure
- Projects with at least 51 percent if the units occupied by or restricted for Low/Mod households
- Temporary or permanent relocation



# ELIGIBLE ACTIVITIES

## Housing Projects Multi-family Rental Rehabilitation- With/Without Acquisition

### Ineligible

- Installation of luxury items (such as a swimming pool)
- Costs of equipment, furnishings, or other personal property
- Projects with less than 51 percent of the units occupied by or restricted for Low/Mod households
- Jurisdiction providing CDBG funds as a grant



# ELIGIBLE ACTIVITIES

## Housing-combo– Homeowner Assistance (HA) and Housing Rehabilitation (HR)

- The “Combo” program allows jurisdictions to apply for both HA and HR programs together (but cannot be used on the same address)
- Allows flexibility to transfer funds
- Requires forms and supporting documentation for each activity

For eligible and ineligible uses of funds, refer to NOFA, p. 31



# ELIGIBLE ACTIVITIES

## Housing - Housing New Construction

### Very Limited Eligible Uses of Funds

- The construction of new, permanent, housing structures is ineligible for CDBG assistance

### Exception

- Construction of **last resort** housing is allowable when a jurisdiction is providing a displaced person with a comparable replacement dwelling unit, and can only be accomplished by new construction



# ELIGIBLE ACTIVITIES

## Public Improvements

### Eligible

- Construction, reconstruction, rehabilitation, or installation of public improvement project, including water and sewer facilities, flood and drainage facilities, street improvements (including sidewalks, curbs, and gutters), and utilities
- Project located and serve predominately residential area in which 51% or more of residents are Low/Mod households
- Must include map indicating properties in service area

### Ineligible

- Costs of operating and maintaining public improvements
- Costs to purchase construction equipment

For eligible and ineligible uses of funds, refer to NOFA, p. 32



# ELIGIBLE ACTIVITIES

## Public Improvements In Support Of Housing New Construction (PIHNC)

### Eligible

- Off-site improvements such as utilities, streets, curbs and gutters, sidewalks, and flood and drainage improvements
- Off-site Infrastructure - Condition of Approval for housing project

### Ineligible

- Costs of operating and maintaining public improvements
- Costs to purchase construction equipment
- Off-site improvements that are not a condition of approval for new housing development
- On-site improvements

For eligible and ineligible uses of funds, refer to NOFA, p. 33



# ELIGIBLE ACTIVITIES

## Public Facilities

### Eligible

- Acquisition, new construction, reconstruction, rehabilitation, or installation of public facilities used for public purposes  
Examples: Neighborhood facilities, libraries, recreational facilities, parks, playgrounds, senior centers, fire station/fire truck
- Acquisition of real property meeting specific criteria
- Temporary Housing for persons with special needs such as facilities for the homeless or domestic violence shelters, medical clinic, food bank etc.
- Permanent relocation costs

For eligible and ineligible uses of funds, refer to NOFA, p. 33 and 34





# ELIGIBLE ACTIVITIES

## Public Facilities

### Ineligible

- Buildings for the operation of local government
- Maintenance and staff or operating costs for the facility.
- Refinancing loans
- Permanent Housing
- Time sharing
- Project Costs

For eligible and ineligible uses of funds, refer to NOFA, p. 33 and 34



# ELIGIBLE ACTIVITIES

## Public Services

### Examples:

- Senior services, youth services, battered and abused spouses, employment training, subsistence payments, food bank operations, etc.

For eligible and ineligible uses of funds, and other consideration refer to NOFA, p. 35



# ELIGIBLE ACTIVITIES

## Public Services

### Eligible

- Used to provide public services including labor, supplies, materials and other costs
- Funding operations and maintenance cost in the facility providing the service

Examples of public services: *Child care, Health care, crime prevention, job training, recreation programs, education programs, fair housing counseling, credit counseling, public safety, services for senior citizens, services for homeless, drug/alcohol abuse, transportation, nutrition, energy conservation, emergency assistance, neighborhood cleanup*



# ELIGIBLE ACTIVITIES

## Public Services

### Ineligible

- Political activities and religious activities
- Governmental operations
- Ongoing grants or non-emergency payments to individuals for food, clothing, rent or other income payments – beyond three months
- Activities for the general promotion of the community



# ELIGIBLE ACTIVITIES

## Code Enforcement

- Code Enforcement Activities to gain compliance with health, housing, land-use, zoning and building/fire codes (*For Code Enforcement guidance see CPD Notice 14-016 and CDBG Management Memo 15-02*)
- Stand alone activity - Not a public service activity *however* under CDBG activity considered a Public Service and scored accordingly
- Must be carried out in primarily residential Low/Mod area that applicant has determined to be “deteriorating or deteriorated”
- CE cannot be jurisdiction-wide



# ELIGIBLE ACTIVITIES

## Planning and Technical Assistance (PTA)

- Funds for planning and evaluation studies related to any CDBG-eligible activity
- Studies and preliminary design for housing, public works, community facilities, and economic development activities
- Meet CDBG national objective if at least 51% of the persons who would benefit from implementation of the plan are Low/Mod income persons

For eligible, ineligible uses of funds, and other consideration refer to NOFA, p. 37 and 38



# ELIGIBLE ACTIVITIES

## Supplemental Activities

- Only one per application
- Eligible activity and meet National Objective
- Meets contract expenditure deadline
- Included in the public participation process prior to application submittal
- Approved by Resolution of the Governing Body



# NATIONAL OBJECTIVES







# MEETING NATIONAL OBJECTIVES

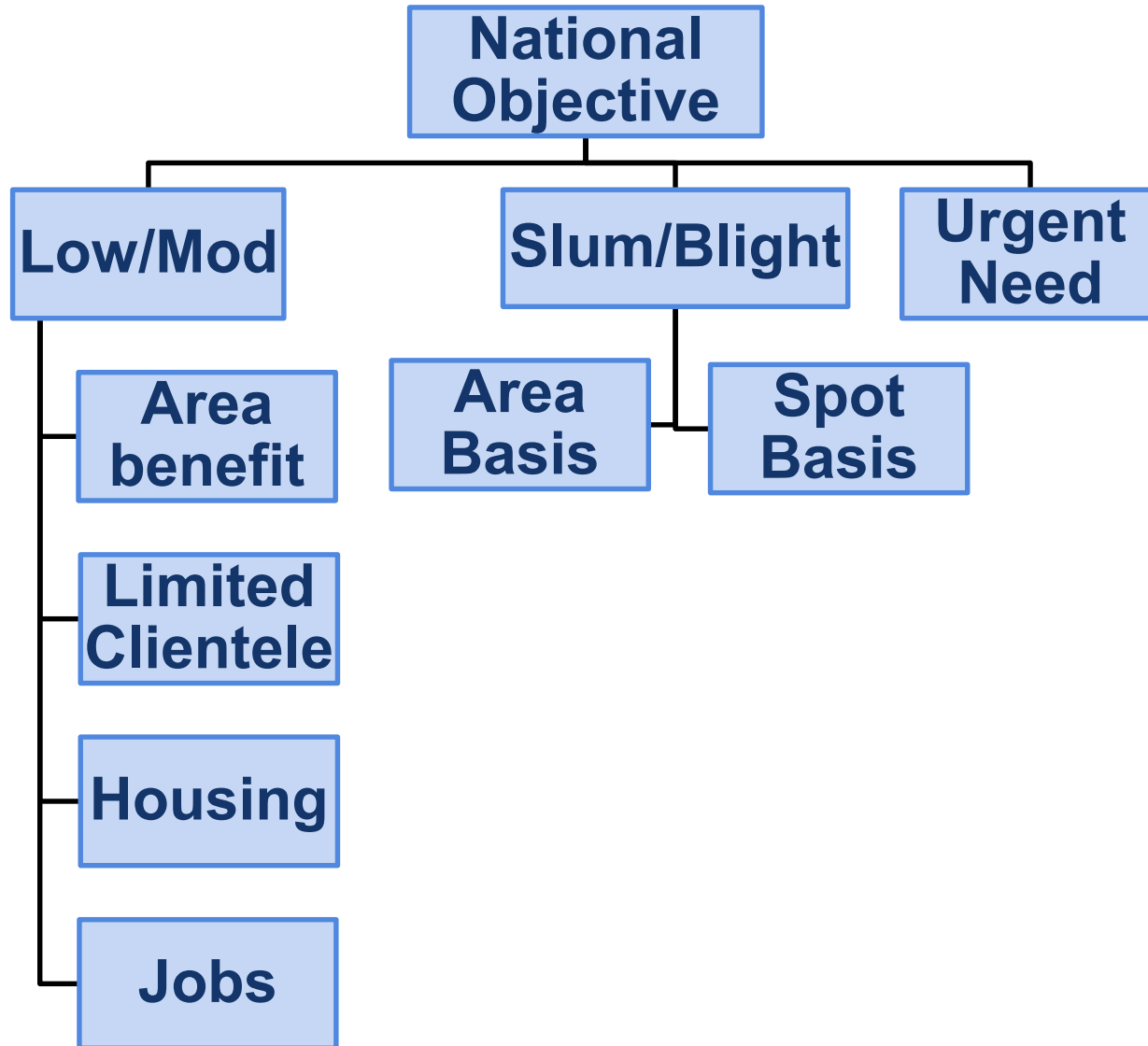
## Activity must meet 1 of 3 National Objectives

1. Benefit to Low-and Moderate Income Persons
2. Prevention or Elimination of Slums or Blight
3. Urgent Need

Refer to NOFA, p. 42



# MEETING NATIONAL OBJECTIVES





# NATIONAL OBJECTIVES

## Low And Moderate Income Benefit

- Low/Moderate Area Benefit (LMA)
- Low/Moderate Limited Clientele (LMC)
- Low/Moderate Housing (LMH)
- Low/Moderate Income Jobs (LMJ)

Refer to Appendix F for National Objective Matrix



# NATIONAL OBJECTIVES

## Area Benefit (LMA)

- Activity benefits available to all residents in a particular area regardless of income
- Must be the entire area served by activity
- At least 51% of residents be LMI
- Area served must be primarily residential

Examples of LMA activities: *Public infrastructure; Public facilities; Public services*

Refer to Appendix F



# NATIONAL OBJECTIVES

## LMA Income Survey

- The ACS Low/Mod Income Summary Data must be used to the fullest extent feasible
  - Refer to **Appendix M** for guidance on income survey requirements
- Income survey can be conducted when a grantee determines:
  - Data is not current or;
  - Data does not provide enough information regarding income levels in the entire service area



# NATIONAL OBJECTIVES

## Limited Clientele (LMC)

- Provides benefit to a specific group of persons
- Activity benefit at least one category presumed by HUD to be LMI persons
- Project **must** benefit LMC (senior centers, services for homeless, job training for disabled)

Refer to Appendix F and NOFA p. 44 and 45 for details on Limited Clientele



# NATIONAL OBJECTIVES

## Limited Clientele (LMC)

*Documentation required for limited clientele activities includes:*

- Information on family size and income eligibility
- ME direct/indirect benefit have different Income eligibility requirements
- Location and nature of activity primarily serves LMI persons



# NATIONAL OBJECTIVES

## Housing (LMH)

- Acquisition of property used for permanent housing
- Rehabilitation of permanent housing
- Conversion of nonresidential structures into permanent housing
- Assistance to a household to purchase a home
- Laterals to connect residential structures to public water and sewer systems





# NATIONAL OBJECTIVES

## Low/Mod Income Jobs (LMJ)

- LMJ Activities create or retain permanent jobs
- 51 percent Low/Mod persons



# NATIONAL OBJECTIVES

## Slums And Blight

### **Activities must meet one of two determinations**

- Area Basis-clearly eliminating determinable signs of slums or blight in a defined area
- Spot Basis-strictly limited to eliminating specific instances of blight outside such an area



# NATIONAL OBJECTIVES

## Slums And Blight – Area Basis

- Area must be officially delineated by local government and must meet a definition of slum, blighted, deteriorated or deteriorating area under state or local law and;
  - Area meet certain provisions (or)
  - Area public improvements are deteriorated



# NATIONAL OBJECTIVES

## Slums And Blight – Spot Basis

- Activity designed to eliminate specific conditions of blight, physical decay or environmental contamination which is not located in a “designated slum or blighted area”
- Must be a precursor to another eligible activity that directly eliminates the specific conditions of blight or physical decay, or environmental contamination



# NATIONAL OBJECTIVES

## Urgent Need

- Activity must be designed to alleviate existing conditions
- Pose a serious and immediate threat
- Are of recent origin or recently became urgent (recent origin if it is developed or became critical within 18-months preceding the state grant recipient's certification)
- The state grant recipient is unable to finance the activity on its own, and
- Other sources of funding are not available to carry out the activity, as certified by both the State and the grant recipient



# APPLICATION REVIEW AND SCORING CRITERIA





# APPLICATION REVIEW

## Overview of Scoring Methodology

- Must pass Eligibility Threshold Review
- Rating and Ranking criteria per 25 CCR 7078
- Application Evaluation
  - Activity eligibility based on meeting National
  - Objectives and Beneficiary Requirements
- Individual Activity Scoring System
- Funding based on scores for each activity



# APPLICATION REVIEW

## Overview of Scoring Methodology (cont.)

- Points will be awarded in four main scoring categories (will be applied to all activities in the application):
  - Need & Benefit
  - Readiness
  - Jurisdictional Capacity/Past performance
  - State Objectives
- An application can receive max 1,000 points per State CDBG regulations

**For scoring criteria, refer to Activity Self-Score Sheet**





# APPLICATION REVIEW



CDBG Self Score  
Workbook

## CDBG Self Score Workbook

- In an effort to assist in the evaluation and scoring of the CDBG applications, HCD developed and implemented a self-score worksheet for each activity and state objective type.

**Note: All applicants **MUST** submit a completed self-score worksheet for each activity and state objective criterion applied for in the application**



# REVISED APPENDICES

- [Appendix A Non-Entitlement CDBG Jurisdictions Census and American Community Survey \(ACS\) Data for Need Scoring \(PDF\) Revised - 10/24/2018](#)
- [Appendix B Housing Element and Growth Control Requirements \(PDF\)](#)
- [Appendix C Citizen Participation, Public Hearings, and Public Information File Requirements \(PDF\) Revised - 10/24/2018](#)
- [Appendix D Sample Resolution of the Governing Body \(PDF\) Revised - 10/24/2018](#)
- [Appendix E Economic Development Over-the-Counter Application Process \(PDF\)](#)
- [Appendix F IDIS Matrix CDBG Eligibility Activity Codes and National Objectives \(PDF\)](#)
- [Appendix G Section 504 Self-Evaluation \(PDF\)](#)
- [Appendix H Accessing CDBG Income Limits by County and HUD Low-Mod Income Area Benefit Data \(PDF\)](#)
- [Appendix I Cash Match Requirement for PTA Applications \(PDF\)](#)
- [Appendix J Determining Service Area \(PDF\)](#)
- [Appendix K Joint Powers Agreements \(PDF\)](#)
- [Appendix L 2018 CDBG Application Scoring Details \(DOC\) Deleted - Please see Self Score Workbook](#)
- [Appendix M CDBG Income Survey Information \(PDF\) Revised - 10/24/2018](#)
- [Appendix N CDBG Request for Waiver Process \(PDF\) Revised - 10/24/2018](#)
- [Appendix O State Objectives Criteria \(PDF\) Revised - 10/24/2018](#)



# STATE OBJECTIVES



- Appendix O – Criteria and Scoring
- Disaster Resiliency Long-Term Planning
- Fair Housing – Access to Opportunity



# STATE OBJECTIVES

## State Objective Criterion 1:

### Disaster Resiliency and Long-Term Planning

- Building Standards, Zoning and Site Planning
- Long-Term Planning
- Community Engagement



# STATE OBJECTIVES

## State Objective Criterion 2:

### Fair Housing - Access to Opportunity

- Outreach Engagement
- Prioritize and Diversify
- Encourage Housing Choices



# PROGRAM REQUIREMENTS



# FEDERAL OVERLAYS

- National Environmental Policy Act (NEPA) Compliance
- Uniform relocation Act (URA)
- Davis-Bacon Act (DBA) – *prevailing wage rates*
- Compliance with Architectural Barriers Act and American with Disabilities Act



# FEDERAL OVERLAYS

- Nondiscrimination Laws
- Conflict of Interest
- Federal Procurement Compliance
- Debarment and Suspension



**We welcome your feedback!!  
Please complete the Workshop  
Evaluation form**

**THANK YOU!!**

