



DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

Division of Federal Financial Assistance

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CDBG Management Memo #22-02

Date: April 1, 2022

To: Community Development Block Grant (CDBG) and CDBG-CV Grantees

Subject: CDBG / CDBG-CV Rental Relief Program

Purpose

The purpose of this memo is to introduce the requirements for CDBG/CDBG-CV Grantees to design and implement rental relief subsistence payment programs and highlight key resources that HCD has developed to support the roll out of Grantee's rental relief programs.

Grantees can provide rental assistance for rent incurred **on or after April 1, 2022**. Rental assistance for costs incurred prior to April 1, 2022 (including any arrears incurred for months prior to this date) are not eligible to avoid the risk of duplication of benefits with the State's Emergency Rental Assistance Program (ERAP).

Rental relief activities must be carried out in accordance with Department of Housing and Community Development (HCD) guidance, the Housing and Community Development Act, as amended, and the CDBG-CV Federal Register Notice (FR 6218-N-01). Questions regarding any of these requirements should be directed to the Grantee's respective HCD Representative or Grant Administrator.

Standard Agreement

Prior to launching rental relief activities, Grantees must ensure that rental relief subsistence payment activities are included in their Standard Agreement. If they are not, Grantees must work with their HCD Representative or Grant Administrator to amend their Standard Agreement to include rental relief activities.



Supporting Resources

To assist Grantees in designing and launching rental relief programs, HCD has developed a series of resources to assist Grantees in implementing the program. As needed, HCD will continue to develop additional resources and tools to support Grantees in carrying out their programs. Available resources include:

- **Policy Considerations:** HCD has established a set of policy considerations that Grantees should reference when developing policies and procedures to implement the rental relief program. These considerations highlight HCD policy requirements as well as the flexibilities that Grantees have in designing a program to meet their needs and program objectives.
- **Sample Application:** HCD has developed sample application templates for CDBG and CDBG-CV that can be the basis for preparing a local application. Grantees should modify these as necessary to reflect their program parameters and requirements.
- **Frequently Asked Questions (FAQs):** HCD has developed a set of FAQs that will be updated regularly to reflect common questions asked regarding rental relief subsistence payment activities.

Effective Date

This memo is effective as of April 1, 2022.

Questions

If you have general process questions, please contact your HCD Representative or Grant Administrator. If you have specific questions about the information in this Management Memo, or any other questions regarding the CDBG Program, please contact Felicity Gasser at felicity.gasser@hcd.ca.gov or 916-820-1187.