

CDBG Office Hours

Team HCD CDBG

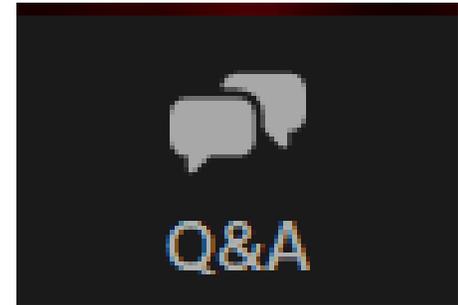
Wednesday, June 22, 2022





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





CDBG 2022 NOFA Deadline Extended



The 2022 NOFA application deadline extension to August 19, 2022, 3:00pm for all allocations under the 2022 NOFA has been approved by the Director's Office. You can find the NOFA amendment under the 'Files' tab in each solicitation.



2022 NOFA Trainings and Workshops

The following recordings of trainings and workshops for the 2022 NOFA are now available on the CDBG Workshops and Training Playlist!

- Resolution Training
- 2022 NOFA Workshop Sessions 1 and 2
- State Objectives, What you need to know
- Racial Equity Workshop
- National Objectives & Matrix Codes
- NEPA level of review workshop
- How to write an effective narrative
- eCivis Budget Training

To access these trainings and stay updated on other CDBG trainings and workshops, please visit [HCD Youtube - CDBG Workshops and Trainings Playlist](#)



Now Available! Additional Trainings and Workshops

In addition to the 2022 NOFA trainings, the following trainings are now available on the CDBG Workshops and Training Playlist:

- Cost Types
- Procurement Types
- Formal Bids
- Informal Bids
- Subrecipient Selection
- Procurement & Crosscutting
- Affirmative Fair Housing Marketing Plan (AFHMP)
- Section 3
- Davis-Bacon and Related Acts (DBRA)
- Equitable Design & Implementation

These trainings have also been uploaded to the [HCD Youtube - CDBG Workshops and Trainings Playlist.](#)



Reminder! CDBG Program Income Reporting Due 7/15/2022

On Friday, June 10, 2022, an email went out to all grantees to announce that the Program Income Reporting Form is available in the Grants Network Portal. Please complete by July 15, 2022.

Link is available: [PI Reporting Form in the Grants Network Portal](#)

Questions? Email felicity.gasser@hcd.ca.gov



CDBG Program Updates

2020 CDBG NOFA

- ❖ 1 Pending SA routing for final approval

2021 CDBG NOFA

- ❖ 64- applications submitted and reviewed for threshold
- ❖ 46 are recommended for approval.
- ❖ We are pending HCD internal process for DO approval

2022 CDBG NOFA

- ❖ Dropped to the website 4/19/2022
- ❖ Housing & Community Development (Competitive) Programs anticipated application deadline will be **August 19, 2022 @ 3:00PM Pacific Daylight Time**
- ❖ Economic Development Projects and Programs due **August 19, 2022 @ 3:00PM PDT**
- ❖ Applications in partnership with Non-Federally Recognized Tribes due **August 19, 2022 @ 3:00PM PDT**
- ❖ 2022 NOFA amendment is currently routing to the director's office for approval. Once approved an eBlast will go out.
- ❖ Amended 2019 Program Guidelines Published to HCD Website
- ❖ The Appendices to the NOFA are in the files tab of the solicitations, except **Appendix N**- Please keep in mind that the Appendix N is supplemental and not critical nor evaluated in terms of scoring.



CDBG-CV

- CDBG-CV1
 - ❖ 82 Approved and Executed
- CDBG-CV2 and 3
 - ❖ 145 Approved and Executed



CDBG-CV Set-Asides

- CDBG-CV Homekey Set-Aside*
 - 25 Submitted Applications:
 - 0 Awaiting Corrections
 - 10 Routing
 - 15 Pending Signatures
 - 0 Approved
- CDBG-CV Tribal Set Aside*
 - 19 Submitted Applications:
 - 1 Rescinded by Applicant
 - 5 Awaiting Corrections
 - 8 Routing
 - 3 Pending Signatures
 - 7 Approved

*As of 6/21/2022

Questions and Answers: Recap from Prior Office Hours





Activity Address Pt. 1

Question:

What would you like us to enter under "activity address" for CDBG Housing Rehab applications? The government agency applying for the grant and administering the contract or the subrecipient who will be the Program Operator?

Answer:

We encourage you to list the subrecipient's address there since they will be operating the program for you. This is ultimately related to where the program is occurring. With regards to housing rehab, since there are various addresses and you likely do not have those at the time of application, the subrecipient's address is appropriate.



Activity Address Pt. 2

Question:

Regarding the previous question, shouldn't the answer be multiple addresses located within the unincorporated County of _____ for housing rehab?

Answer:

What we have listed as the activity address is where the activity is occurring. You are correct, Housing Rehab activities occur at multiple addresses. If you're not listing multiple addresses as the activity address, it should be listed somewhere in the activity description that the activity will be for multiple addresses. The reason this question is asked is because for every award that is made, we need to send a letter to the legislature for your district notifying them of where the activity is occurring and therefore need an address. While this activity does take place over multiple addresses, we ask for a specific address so that we can use this address in the letters that goes to members of the State and Federal legislature.



Site Control

Question:

Along with the Activity Address, do we need to show site control for both the administrative office AND the subrecipient Program Operator for Housing Rehab programs?

Answer:

Jurisdictions typically show proof of control for the facility that the program is operating out of. When you get to the point of making the rehab grant/loans you show site control by the beneficiary of the rehab grant/loan as well.



Closeout

Question:

For 2020 projects, are we just following our normal closeout process? I think you said you are working on a memo for that as well, but think it was just for CV funds, right?

Answer:

The memo will apply to all awards made in the eCivis system. Thank you for your patience. We are working on ensuring that the instructions allow for a smooth process in the system.



Colonias

Question:

As we are now using the PDF resolution template, it does not allow you to add any additional charts for Colonia projects. Will we need to do a separate resolution or is there another way to do this?

Answer:

On the resolution template the table that identifies the activities, you just want call out that it is part of the allocation for the Colonias; so Colonias, the activity name, and the dollar amount listed within the four lines available.



Office Hours Recordings

Question:

Where can we find the recordings of Office Hours?

Answer:

We have an additional playlist on YouTube that is dedicated just to office hours, which can be found at the following link:

[HCD YouTube - CDBG Office Hours Recordings](#)



Office Hours Slides

Question:

When will these office hours be posted? The last one posted was on 5/4/2022. I have a standing meeting that interferes with this meeting and would like to review ones where I've asked questions but did not catch the answer.

Answer:

This is on our radar and in the queue to be posted soon! If you have an outstanding question, please email us so that we can assist. You can also check out our FAQs listed online.



Procurement Pt. 1

Question:

Not sure if I missed the answer to this at the last office hours meeting. For PTA activities, under the readiness section of the NOFA it states that "applicants are expected to have necessary contracts and subrecipient agreements in place at the time of application submittal". Does the "draft contract" need to have the name of the firm and their proposed scope listed or can it be generic and still meet the requirements? The reason I ask is because under the ED section it is a threshold item to have the entity who is going to run the program listed in the draft contract otherwise the "award will be canceled". In each case an RFP would need to happen before someone can apply to know who is going to perform the work if I understand this correctly. The last time I asked this question, we were told that requiring an RFP before applying would be considered a "choice limiting action", and therefore not allowed. I am also unclear as to what you mean by this.

Answer:

Conducting procurement is not a choice-limiting action, commencing work without a signed-off environmental review is a choice-limiting action. You should have conducted procurement and have the necessary contracts and subrecipient agreements drafted (or at least selected) at the time of application submittal, as this is a NOFA requirement.



Procurement Pt. 2

Question:

Considering the RFP/contract requirement. It usually takes at least a year from the time of application to receipt of a grant agreement. If an RFP is conducted prior to submission of the application, it will be too old to be used as the basis of a contract by the time we can get the activity underway. Costs can change quite a bit over one year. A vendor/subrecipient may lose or gain new staffing so they may be better or worse qualified by the time the contract is awarded. This is a questionable business practice both for the jurisdiction and for any potential vendors/subrecipients.

Answer:

Thank you for this comment. We do require that a Request for Proposals is conducted prior to applying for funds. This is necessary so that you can have a fully identified scope and have identified contractors who can complete the work. You can ensure that contractors include a contingency for cost increases in their budget, and that you make award of the contract conditional on award of funds by HCD.



Independent Contractors

Question:

Is an independent contractor for the county an eligible applicant for CDBG funds?

Answer:

No, independent contractors are not eligible. Only a city or county that is a non-entitlement jurisdiction can apply for CDBG funds. If you're an independent contractor, you could be a contractor who receives federal funds but only if you have been procured by a jurisdiction using federal procurement rules. The agreement that HCD would have would be with the county itself.



Tribal Lands MOU

Question:

In reference to serving either tribal members or businesses on tribal lands, I was under the impression that we had to get an MOU with the tribe to run an ED activity that might serve any of their tribal members or anyone on tribal land. Based on how the previous question was answered, it sounds like that is not actually necessary as long as we are not primarily serving tribal members or people on tribal land. Am I understanding this correctly?

Answer:

If you plan to make awards to businesses on tribal land or otherwise serve individuals living on tribal land you do need permission from the tribe to do so, and an MOU would be a vehicle to obtain and record that permission. We would recommend reaching out to our HCD staff in this type of situation so that we can assist you.



Appendix A

Question:

In the 2022 NOFA there is a section on community need data (Appendix A). Do we need to report our local data in the application? If so, where do we report it?

Answer:

No, you do not need to report local information. The Appendix A text portion is simply informational and specifically aimed to help you understand how that score is calculated and where the data ties back into the total scores at the end of Appendix A.



2022 Application Deadline Pt. 1

Question:

Please confirm one more time that the application deadline for 2022 applications for CDBG Community Development and Economic Development Programs will be August 19, not June 20.

Answer:

Confirmed. The amendment to the original NOFA was published on Friday, June 17th, and the deadline has now officially been extended to August 19 for all application types.



2022 Application Deadline Pt. 2

Question:

I'm confused, the deadline for the Community Development applications may change after the initial deadline has passed?

Answer:

The amendment was released on Friday, June 17th to extend the deadline to August 19th, 2022.



OTC

Question:

Would it be possible for you to include the status of the 2020 OTC applications with your weekly report at the start of these meetings so that we don't have to feel obligated to continue asking? Also, may I get an update?

Answer:

The current waitlist is already published on the website. We don't have more to announce at the moment. As soon as there is a change, we will provide that update. With the 2021 NOFA, we were able to have some funds allocated to the OTC list. Once we eblast the awards for 2021, that will give you more of an update on what was funded on the OTC list.



OTC 2023 Cap

Question:

In anticipation of the 2023 NOFA, what generally is the cap for OTC?

Answer:

We have not yet started developing the 2023 NOFA, so we do not have this information yet. Please note that the total amount of the allocation made by HUD to the State of California is \$30 million and we must ensure that we are making funds available equitably to all jurisdictions.



CDBG Subrecipient Agreement Template

Question:

Is there a recent template for CDBG Subrecipient Agreements?

Answer:

We can get you a sample template that includes the necessary requirements that would need to go into a subrecipient agreement. Please email the CDBG inbox at CDBG@hcd.ca.gov and we can send that to you.

Questions and Answers

