

# CDBG Office Hours

Team HCD CDBG

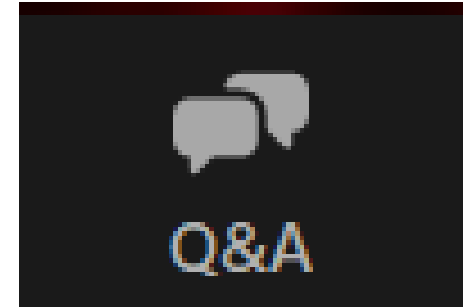
Wednesday, July 26, 2023





# 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 Program Updates

In response to applicant feedback and to continue improving program delivery, CDBG Team has made the following changes to our NOFA release schedule:

- A NOFA will be released in September 2023 for which ONLY projects waitlisted under the 2019-2020 NOFA will be eligible applicants.
- A subsequent NOFA will be released in January 2024



# CDBG Program Updates

## January 2024 NOFA Details

- CDBG team will hold a listening session in October to shape the January NOFA
- \$48 million
  - **80%** Over-the-Counter: Housing Projects and Programs, Economic Development Projects and Programs, Public Facilities and Infrastructure
  - **10%** Competitive – Planning and Public Services
- Jurisdictions that submit applications under the September 2023 NOFA for waitlisted projects will be eligible to apply for funding for new projects in January under the OTC allocation.



# Acceptable Single Audits for 2023 and 2024 NOFAs:

- All grantees must submit their most recently completed single audit.
- At minimum, grantees must have completed a 2020-2021 Single Audit. This must be submitted with all funding applications. There will be no exceptions made.
- If your jurisdiction has not completed its 2021-2022 Single Audit, you must submit documentation that an auditor has been engaged to work on it. Once completed, it must be submitted to HCD.
- Federal COVID extensions have all expired. 2 CFR 200 and HUD requirements are in full effect.



## Request for Housing Project Profiles – Leveraging CDBG with HOME or USDA funds

- Do you have a housing project or infrastructure in support of housing project that:
  - combines CDBG and HOME funding?
  - combines CDBG and USDA-RD funding?
- If so, we'd like to get your project information so we can elevate it as a success story at a national level.
- Please contact Janice Waddell to share your project:  
[Janice.Waddell@hcd.ca.gov](mailto:Janice.Waddell@hcd.ca.gov)



# CDBG Program Updates

## 2022 CDBG NOFA

- 42 Recommended for Award
- 1 Awaiting Corrections
- 9 Pending Final Approval
- 8 Routing
- 10 Pending Signatures
- 12 Approved

## 2023 CDBG NOFA

- **NEW** Projected 2023 NOFA drop date: September 2023 – OTC Waitlist Only (approx. \$19M)

## 2024 CDBG NOFA

- **NEW** Projected 2024 NOFA drop date: January 2024 – Competitive and OTC (approx. \$48M)





# Upcoming Labor Standards Training

**AUGUST 22 & AUGUST 24 , 2023**

## TRAINING AGENDA

8:00am	Registration
8:30am	Welcome and Introductions
8:45am	Federal Requirements and Prevailing Wage Basics
12:00pm	Lunch Break
1:00pm	Implementing Labor Standards
4:30pm	Adjourn

## LOCATIONS

<b>August 22, 2023</b>	<b>August 24, 2023</b>
Hilton Garden Inn Sacramento/South Natomas 2540 Venture Oaks Way Sacramento, CA 95833	Ramona Park Center 933 Ramona Avenue Grover Beach, CA 93433
8:00am – 4:30pm	8:00am – 4:30pm

**SEATING IS LIMITED - REGISTER EARLY!**

### WHO SHOULD ATTEND?

Local government staff or grant consultants responsible for the implementation of Labor Standards/ Davis Bacon for federal grant programs.

- KW Consultants and Adams Ashby Group are offering day-long Labor Standards Trainings on two dates in two locations.
- August 22 in Sacramento 8:00am – 4:30pm  
<https://cdbg-laborstandards-sacramento.eventbrite.com>
- August 24 in Grover Beach 8:00am – 4:30pm  
<https://cdbg-laborstandards-groverbeach.eventbrite.com>
- A CDBG staff member will be in attendance as a guest speaker providing up-to-date HCD-specific requirements.

Registration Fee: \$399 per person

Online Registration Only

Register for August 22 at: <https://cdbg-laborstandards-sacramento.eventbrite.com>

Register for August 24 at: <https://cdbg-laborstandards-groverbeach.eventbrite.com>

Training Provided by

**KW** CONSULTANTS and



More Information Available at 317-730-4837





## CDBG-CV Set-Asides

### CDBG-CV Tribal Set Aside\*

- 19 Submitted Applications:
  - 1 Rescinded by Applicant
  - 2 Awaiting Corrections
  - 1 Routing
  - 0 Pending Signatures
  - 15 Approved

\*As of 7/24/2023



# CDBG-CV Standard Agreement Extensions

## CDBG-CV2/3

If you have this type of project...	Then you can request this type of change...	By following this process...
<b>ALL CDBG-CV2/3 projects/programs</b>	Time only extensions until 10/31/2024	<ol style="list-style-type: none"><li>1. Grantee's authorized representative submits a short email requesting extension.</li><li>2. CA HCD uploads the email to a CA HCD-initiated amendment package and generates an STD 213A.</li><li>3. <b>Grantee signs and returns the provided STD 213A.</b></li></ol> <p>■ <b>Deadline to Apply: July 31, 2023</b></p>

# Questions and Answers: Recap from Prior Office Hours





# Neighborhood Cleanup Program

## Question

We are very interested in applying this year for a Neighborhood Cleanup program. Is there a link providing more info on the tasks that are allowed within a Neighborhood Cleanup grant?

## Answer

We don't have any specific neighborhood clean-up guidance in our GMM; we would recommend that you refer to HUD's [CDBG Matrix Code Definitions](#) on the HUD Exchange. the HUD definition of matrix codes. [Matrix Code 05V](#) is the code that pertains to neighborhood cleanup and provides the citation to the regulations that allow for that type of activity. The guidance allows for one-time, short-term efforts to remove trash and debris from neighborhoods. CDBG can't be a funding source for ongoing, routine trash clean-up. Rather, one-time campaigns, such as graffiti removal, that are specific to a location and cleaning up that specific location are eligible.

**From: Office Hours 7/12/23**



# NOFA Application Window

## Question

Mamie gave a July 30 NOFA date release, are we able to get the tentative date for when the application window will open?

## Answer

As presented in the earlier slides, we have changed the NOFA schedule. One NOFA will be released in September for the Over-the-Counter 2019/2020 Waitlisted applicants. Another will be released in January for the balance of programs and projects. Under each NOFA, the NOFA will be released 30 days prior to the application portal being open so that HCD can provide training, grantees can review the NOFA and get necessary public hearings and governing body meetings scheduled.

**From: Office Hours 7/12/23**



# Waitlisted Applications Priority Window

## Question

For priority applications for waitlisted application, will they be reviewed according to the waitlist order, or first come first serve?

## Answer

The 2019 waitlisted applications will be reviewed based on a first-come-first-served based on when they are submitted into the application portal. The application must be complete and include all updated threshold documents. Partial applications will be returned to applicant once reviewed and the re-submission date of the application will determine the application's place in the queue. We would recommend working with your rep to go through the original application and highlight the areas that may need to be updated so that you can know what will need to be worked on once the NOFA drops. The application window will be open for 60 days total.

**From: Office Hours 7/12/23**





# Application Portal

## Question

Can we assume during the first 30 days of the NOFA release, the application will actually be available to review and be completed - just not able to submit?

## Answer

Our goal is to have the platform set up and to host a webinar about the application. The application itself will not be available for grantees to review/edit.

**From: Office Hours 7/12/23**



# NOFA Application Timeline Pt. 1

## Question

Is this timeline correct: July 30 NOFA, August 30 accepting OTC apps, September 30 accepting Competitive apps?

## Answer

We have revised the NOFA schedule. Revised estimated dates are as follows:

**September 2023 OTC Waitlist NOFA:** September NOFA drop, October portal is open for OTC waitlisted applications. Applications will be reviewed on a first-come, first-serve basis and the application portal will close 60 days after opening.

**January 2024 Competitive and OTC NOFA:** January NOFA Drop, February portal open for all applications. Competitive applicants will have 60 days to submit an application. OTC applicants will be reviewed on a first-come, first-serve basis and application portal will remain open until all funds have been exhausted. Application portal will close 60 days after opening and no additional applications will be accepted after that time.

**From: Office Hours 7/12/23**



# NOFA Application Timeline Pt. 2

## Question

So competitive app due date will be approximately Oct 30?

## Answer

With the revised NOFA Timeline that has the NOFA release in January 2024, competitive applications are anticipated to be due in April 2024.

**From: Office Hours 7/12/23**



# NOFA: Resolution Template

## Question

If there is any way to just release the new resolution template early, that would sure help. Thanks for considering.

## Answer

We will release the OTC Waitlist NOFA and all appendices, which include the resolution template by the NOFA release date in September 2023. We will release the January 2024 OTC and competitive NOFA and all appendices, including the resolution template, in January 2024.

**From: Office Hours 7/12/23**



# NOFA: Public Hearing Pt. 1

## Question

If we hold the public hearing in advance of the NOFA issuance, can we use last year's public notice template?

## Answer

Yes. You can also refer to the GMM for a template. Note that the current template published is for CDBG-CV. You can modify it for use in annual programs, but we are working on publishing a new template.

**From: Office Hours 7/12/23**



# NOFA: Public Hearing Pt. 2

## **Question**

Does the public hearing notice still require to be published in a newspaper? Or can we post in public locations throughout the city? The cost for publishing in a paper is very expensive and it's much more effective to post it locally as most of our residents do not read that paper anyway.

## **Answer**

We are in the process of updating our GMM to eliminate the requirement of posting in a newspaper with general circulation to reflect the changes in how people consume news/messages. The application will include pointed questions about how you publicized the hearing. Until that is updated, the GMM is what we refer to as our policy. If you are currently in the process of closing out, a public notice publicized in a newspaper is still the current requirement (until it is changed in the GMM).

**From: Office Hours 7/12/23**





# NOFA: Public Hearing Pt. 3

## Question

Can we also post the notices on social media?

## Answer

Yes, social media is a great place to post. Currently, social media is considered “additional” places for posting. Until we change the GMM, publishing in a newspaper is still required.

**From: Office Hours 7/12/23**



# Waitlisted Project Application Updates Pt. 1

## Question

Do you have a list of what needs to be updated for waitlist projects? So that means that there would be no point in updating cost estimates submitted in 2019. Our City will need to bear the difference in rising costs regardless?

## Answer

You will need to submit an updated budget for your project. You can approach that in a handful of ways, one is to scale back the scope of what you were applying for, the other is that you bring in other funding to cover the additional costs. Regardless of the approach you choose to take, you will need to submit a completed budget with the updated cost estimates. You cannot change the amount that you are requesting from CDBG. You will also need to be able to show within the updated budget where the secured gap funding is going to come from that will ensure that the project is viable and able to meet a national objective.

**From: Office Hours 7/12/23**



# Waitlisted Project Application Updates Pt. 2

## Question

Do you have a list of what needs to be updated for waitlist projects?

## Answer

We will not be opening the 2019 solicitation for you to update, to clarify, you will be completing and submitting a new application into the new solicitation that will be specific to the September 2023 NOFA. We would recommend that you reach out to your HCD representative so that they can help you identify parts of the application that will definitely need to be updated because they expire or are NOFA-specific, such as debarment, the resolution, the TIN, NEPA environmental review, budget, public notices, and the statement of assurances.

**From: Office Hours 7/12/23**



# Waitlisted Project Application Updates Pt. 3

## Question

It would be REALLY helpful if we could get a list of those items that require to be updated for waitlisted projects.

## Answer

Your reps are familiar with working on waitlisted programs, please reach out to your reps and they can share a list and feedback on what you need to do.

**From: Office Hours 7/12/23**



# Waitlisted Project Application Updates Pt. 4

## Question

Will a checklist detailing these required updated documents be provided with the NOFA?

## Answer

The best way to approach this is to think of it as submitting a new application. We will not be looking at your 2019 materials (other than cross-referencing to make sure that it is the same project/activity), so everything needs to be self-explanatory in this application.

**From: Office Hours 7/12/23**



# HCD Representatives

## Question

Who should we contact with questions if our jurisdiction does not have an assigned CDBG Rep?

## Answer

Please email Mamie directly at: [mamie.early@hcd.ca.gov](mailto:mamie.early@hcd.ca.gov)

**From: Office Hours 7/12/23**





# Application Limit

## Question

If we are already on the waitlist and resubmit, then we cannot submit a new project when the larger NOFA opens?

## Answer

**NOTE: This answer is different than what was provided verbally in Office Hours because of our changed NOFA schedule.** Because of the split NOFA, applicants that submit a waitlist application in September WILL be eligible to submit an OTC application in the January 2024 NOFA. We anticipate that the limit will be one OTC application per jurisdiction but we will hold a listening session in October to get your feedback.

**From: Office Hours 7/12/23**



# OTC Application

## Question

Our waitlisted project is 2 separate projects same location, one sewer, one road rehab. We originally submitted it as 1 project and were told to separate them, still totally under the 3.5 million. Do I combine them now for the 2023 OTC?

## Answer

CDBG Team discussed this individually with the applicant.

**From: Office Hours 7/12/23**



# Feedback

## Question

Just a comment: HCD reps complain about quality of our applications; but when we have days to review the NOFA materials and to scramble everything together, that is not a reasonable expectation. Because of the first come serve deadline, the REAL OTC deadline is a matter of days/ weeks from the time of the NOFA being issued. Given that HCD takes months to assemble the NOFA and almost a year to review and award applications, it is not fair to expect applicants to have such a short timeline, and certainly not fair to criticize us for not producing a "quality" application. Please take into consideration for the future- thank you.

## Answer

Thank you for this comment. We appreciate the feedback. This is why we are working hard to bring additional tools like trainings, the GMM, and webinars to be resources for our jurisdictions because we understand the challenges that you are describing. Our recommendation is to start looking at the GMM now so that you can be better prepared to produce a successful application. We are trying to make this process more user friendly, clear, and streamlined so that it is easier for everyone. Our hope is to have the September 2023 OTC Waitlist and January 2024 NOFA serve as templates for future NOFAs so that we can produce them faster and with less changes year to year.

**From: Office Hours 7/12/23**

Questions and Answers:  
Please submit your question(s) via Zoom  
Q+A

