

# Program Year 2019 Community Development Block Grant (CDBG)

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APPLICATION WORKSHOP

WEDNESDAY - MARCH 11, 2020

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# Funds Allocated

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\$5,414,189  
\$262,425

2019 Allocation  
Administration (3% plus \$100,000)

\$5,151,764  
\$1,500,000

Available to support activities  
Estimated additional funds available PY'2019

Public Service CAP (15%)  
Administration/Planning Cap (20%)

\$812,128  
\$1,082,837 (Local 5%-15%)

# Rolling Application Cycle

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Rolling Applications Accepted through **4/30/2020**

Residential Rehabilitation

Affordable Housing Preservation/Creation

Economic Development (non-Services)

Rolling Applications Resume on 8/1/2020

The temporary suspension of rolling applications (May-July) allows OHCD to calculate the amount available for the Competitive Round.

# Timeline, Annual Competitive Cycle

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3/11/20	Application Workshop Municipal Meeting (prior to Action Plan)
5/15/2020	Applications Due @ 3 PM (1 hard copy, 1 electronic copy)
thru mid July	Applications Reviewed (Staff & Committee(s))
7/31/20	Tentative Awards, Approved & Announced
Aug – Sept	Local Environmental Review
By 12/31/20	Contracting

# Eligible Applicants

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Only non-entitlement municipalities are eligible to apply. Any of the following circumstances will disqualify municipalities from eligibility:

1. Failure to submit both consecutive Quarterly Reports for the two periods immediately prior to the application deadline (Sept-Dec 2019, Jan-March 2020). \*
2. Failure to expend 50% of PY2016 contract funds by June 30, 2020. Note that PY2015 funds are subject to deobligation on June 30, 2020.

\*Municipalities that have not executed any CDBG contracts in the last 4 years and have submitted all beneficiary data for prior activities are exempt from this provision.

# Caps

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No application \$\$\$ dollar amount caps

Caps on # of Proposed Activities

- Public Facilities/Infrastructure
  - Up to 3 proposals
- Public Services
  - Up to 2 proposals
  - Only 1 service application per non-profit
- Planning
  - 1 proposal

IMPORTANT NOTE – Regional Activities

# Regional Activities, Appendix A

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Limited to activities which serve both impacted communities (or more)

Community may “Assign” their activities to another community

The recipient community:

- “Assumes” administration of the activity
- Increases their application limit by the activity assumed

Proposal ONLY appears in the assigned community’s application.

# Regional Activities, Example

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## COMMUNITY A

1. PF/I #1 – Senior Center Renovations
2. PF/1 #2 – Streetscape Improvements
3. PF/I #3 – None
4. Services #1 – Assigned to Community B
5. Services #2 – None

## COMMUNITY B

1. PF/I #1 – Recreation Area
2. PF/1 #2 – Streetscape Improvements
3. PF/I #3 – Community Center Rehab
4. Services #1 – Substance Abuse Counseling
5. Services #2 – Homeless Services
6. Services #3 – Job Training (Assigned by Community A)





# Application Review

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## Staff (complete scoring)

- Complete
- Fundable
- Process
- Program Design (incl. Drawdown Threshold)

## Committees (guided by scores)

- Timeliness
- Other Sources/Reviews
- Capacity/Performance
- Feasibility/Accuracy

## Committee Membership

- Facilities/Infrastructure – OHCD, DEM, DOT, EOC, Public (Municipal &/ Foundation)
- Services – OHCD, EOHHS, EOC/DLT, Public (Municipal &/ Foundation)

# Capacity/Performance

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Timely draws with complete backup

Reports submitted on time (Quarterly, Program Income, Section 3, Labor Standards, Fair Housing)

No unresolved audit/monitoring findings

Timely completion of Environmental Reviews and Contracting

Complete applications with detailed scope of work and accurate activity budgets

# Fundability

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## Two Tests – Eligibility & National Objective

- No opportunity to resubmit proposals in PY'2019
- [HUD Guide to National Objectives and Eligible Activities for State CDBG Program](#)

## Eligibility

- HCDA and/or Regulation [Citations](#)
- Common
  - 105(a)(8) Public Services
  - 105(a)(2) Public Facilities & Improvements
  - 105(a)(4) Rehabilitation of Buildings
  - 105(a)(1) Acquisition of Real Property

# Fundability – National Objective

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- Low/Moderate Income – **Limited Clientele**
  - Serves a specific subpopulation which is predominately (>51%) LMI
- Define terms (Poverty, LM, etc.)
- Show Income Limits for Participation
- May require information on Family Size & Income
- Presumed Categories
  - Homeless, Elderly, Battered Spouses, Illiterate Adults, Severely Disabled Adults...

# Fundability – National Objective

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- Low/Moderate Income – **Area Benefit**
  - Serves all persons in a specific, defined area which is greater than 51% LMI
- Documentation Standards
  - [Maps \(Service Area Key\)](#)
  - Narrative (justify boundaries and beneficiaries)
  - LMISD/Survey Option
  - Survey Methodology
- HUD Guidance (fall completely within boundaries)

# Environmental Review

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## Choice Limiting Action Prohibition

- Do **not** obligate or expend funds until completion of the environmental review process.
- The process is complete when a ROF has been issued by OHCD (or when Certification of Exemption signed)
- Bidding or Signing of P&S can be considered a “choice limiting action”
- Restriction applies to CDBG and non-CDBG funds on a project.

## 8-Step Process

- Floodplain Management
- Coordination with other stages of review (notices)

Contract issued after completion of environmental review

<https://www.hudexchange.info/programs/environmental-review/>

# Labor Standards

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Applies to CDBG funded construction projects in excess of \$2,000

- A/E or Acquisition do not trigger requirements

Davis Bacon and Related Acts

- Wage Determination and Classifications
- Factor costs in estimates

Grantee assures compliance

- Collection/review of payroll records
- Site visits (posting)/interviews
- Bid documents

# Housing Rehabilitation

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- Rolling Applications Accepted through 4/30/20 (reopen 8/1/20)
- Statewide Residential Rehabilitation Administrator
  - State Request for Qualification/Proposals (RFQ/RFP) to be issued
  - Communities may opt-in to Statewide Administrator (municipal/non-profit based)
    - Public notice, environmental
  - 20% administrative/operating allocation
    - Budget essential (economies of scale to support dedicated staff)
  - Unified guidelines (min/max, eligible uses, restrictions, Lead compliance)
- State (evolving) policy guidance for all residential rehabilitation programs



# Questions

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- Maintenance activities?
- Special Assessments?
- Homeless shelters?

# Account Balances

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Send your community's CDBG balances on active contracts to [Deborah.Mazzone@doa.ri.gov](mailto:Deborah.Mazzone@doa.ri.gov) and request verification of those amounts.

# Questions

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