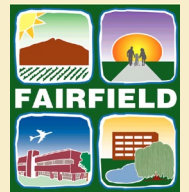


Community Development Block Grant (CDBG) NOFA Orientation

LaTanya Terrones, MBA
Housing Services Department
November 1, 2021



Agenda

Welcome and Introduction

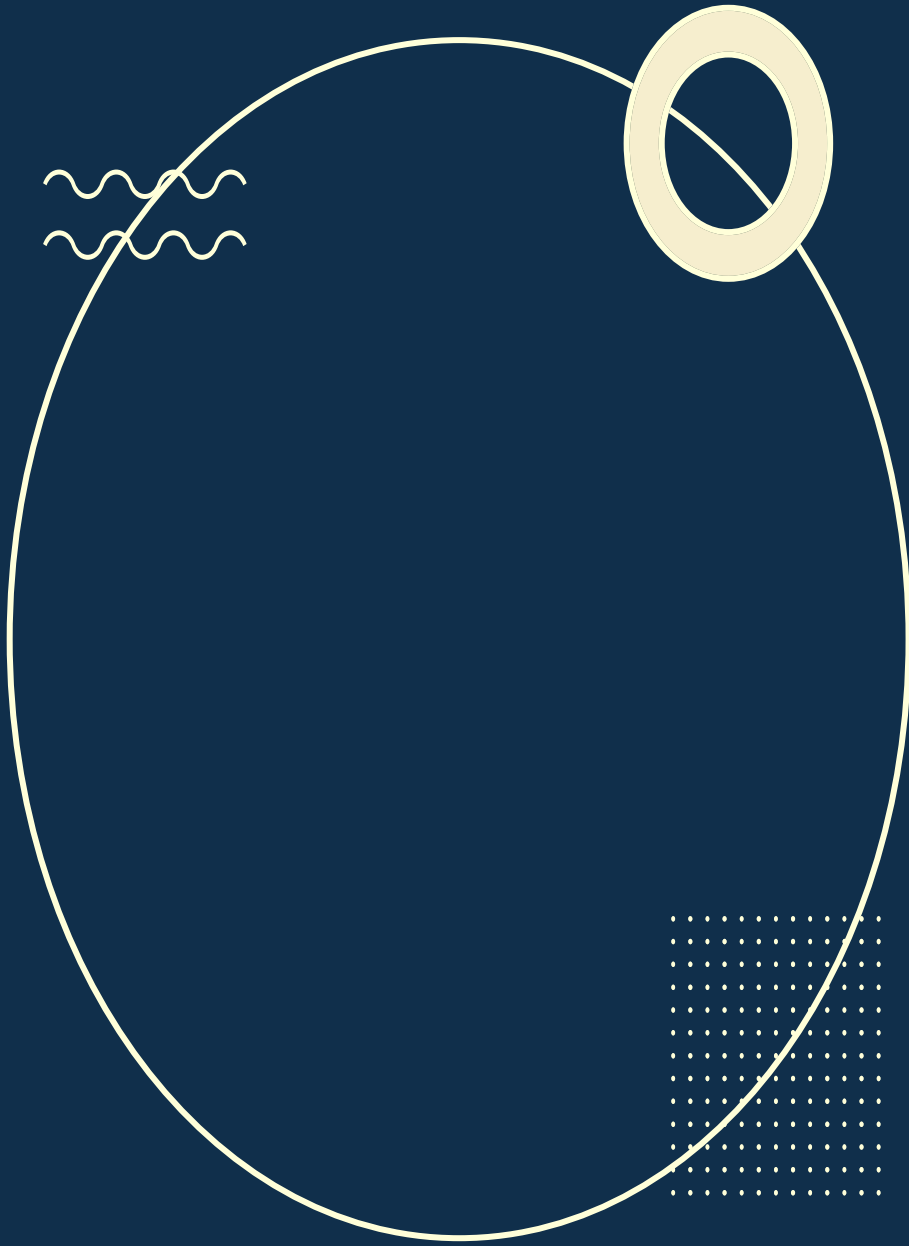
CDBG Basics

Administration

Application Process

Q&A





• WELCOME



CDBG BASICS

What is CDBG



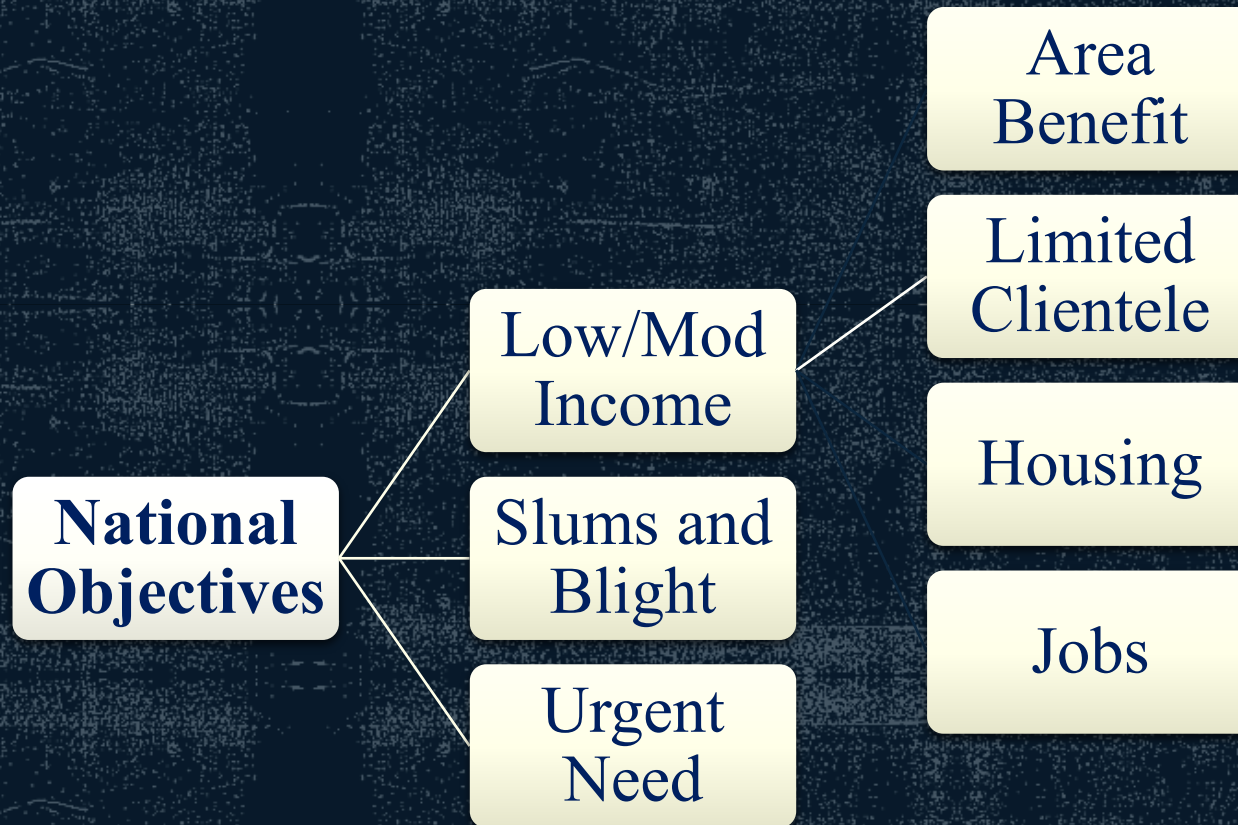
The Community Development Block Grant (CDBG) program is funded by the Department of Housing and Urban Development (HUD)



Primary objective- help develop viable urban communities through:

- Affordable Housing
- Economic Opportunities
- Suitable Living Environments

CDBG Basics





Funding Activities

Minimum 70% of funds must support activities that benefit lower income persons such as:

- **AREA BENEFIT:** 51% in the target area are LMI (Example: Infrastructure Improvements Such as Curb, Gutter, & Stormwater) *
- **LIMITED CLIENTELE:** Meet 1 of the Following Tests:
 1. Presumed LMI such as elderly, homeless, abused children (Example: child advocacy services);
 2. Info on family size and income shows at least 70% served are LMI (Example: Job Training for Disabled Adults);
 3. Income Eligibility Requirements which limits the activity to LMI (Example: Services for the Homeless)
 4. Nature/location of the activity presumes clients are LMI (daycare at PH Complex)
- **HOUSING:** Add/improve permanent residential housing but can be rental property (Example: Residential Rehab; Housing Construction; Acquisition of Property or Conversion of Buildings for permanent housing).



CDBG Basics

- Highly complex and restrictive
- Strict deadlines
- Eligible uses include:
 - Public services to low-income residents
 - Acquisition of real property to serve low- income residents
 - Relocation and demolition
 - Rehabilitation and improvements of public facilities



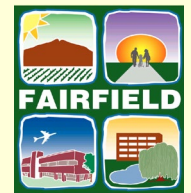
Who is and
who is not
Eligible?

Eligible to Apply

- **Certified non-profits-501 (c)(3)**
- **Governmental Agencies**

Not Eligible to apply

- **Individuals and families**
- **For-profit entities**





Income Limits

Fairfield CDBG Program			
Income Limits by Household Size, Effective June 2021			
Number of Persons per Household	Maximum Income of households which are:		
	Extremely Low-Income	Very Low-Income	Low-Income
	0-30% AMI*	31-50% AMI*	51-80% AMI*
1	\$20,450	\$34,000	\$54,350
2	\$23,350	\$38,850	\$62,100
3	\$26,250	\$43,700	\$69,850
4	\$29,150	\$48,550	\$77,600
5	\$31,500	\$52,450	\$83,850
6	\$32,850	\$56,350	\$90,050
7	\$36,150	\$60,250	\$96,250
8	\$38,500	\$64,100	\$102,450
- Extremely low-income households are defined as households earning 30% or less of the *area median income (AMI);			
- Very low-income households earn 50% or less AMI			
- Low-income households earn 80% or less AMI; and			
- Median income households earn 100% AMI			
Source: U.S. Department of Housing and Urban Development			

Consolidated Plan 2022-2027 Identified high priority goals

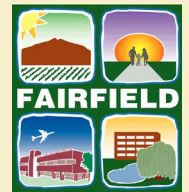
TOP PRIORITY

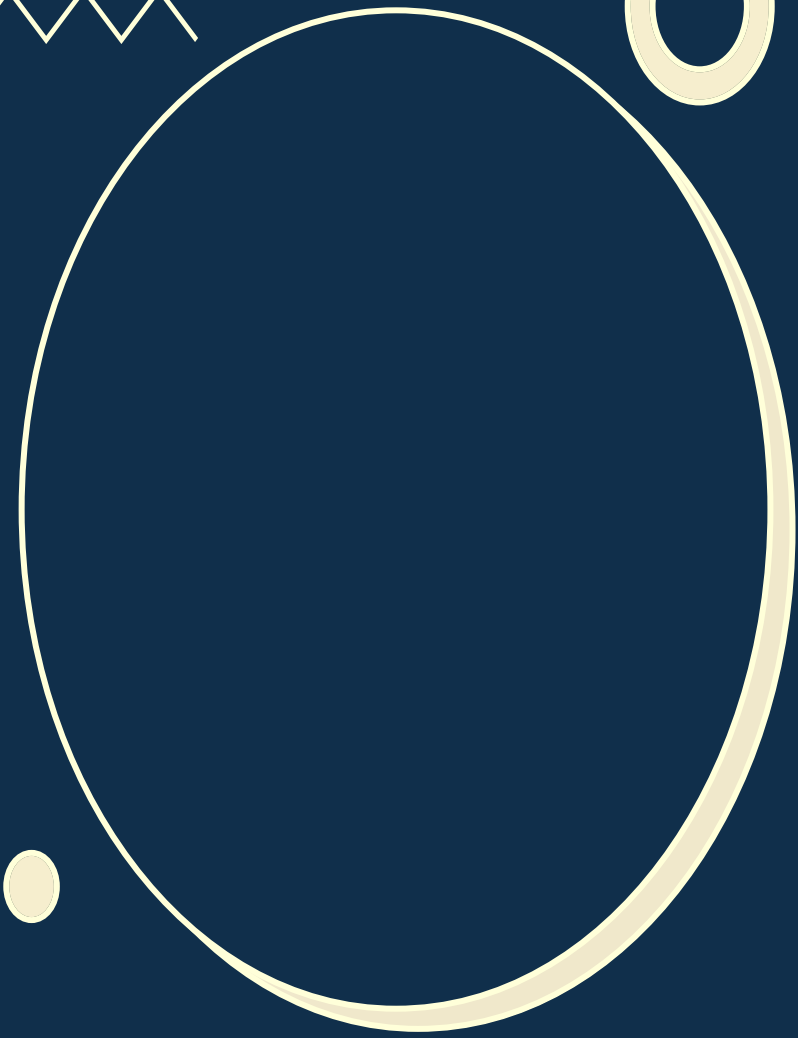
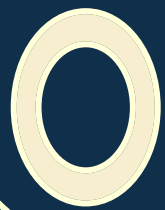
Public Service

- Homeless Services
- Homeless Prevention
- Special populations
- Youth Services

Other

- Affordable Housing (Acquisition or rehabilitation)
- Infrastructure and Public Facilities
- Fair Housing





ADMINISTRATION



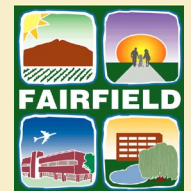
Reporting

- Quarterly Reporting: service record, including race, ethnicity, income and family head of household data. Allowing households to self certify.

Your intake forms must contain the categories to ensure accurate data collection of racial/ethnic information, such as the sample below:

Race Categories	Check only 1	Check if also Hispanic
White		
Black/African American		
American Indian/Alaskan Native		
Asian		
Native Hawaiian/Pacific Islander		
American Indian/Alaskan Native and White		
Asian/White		
Black/African American and White		
American Indian and Black		
Other Mixed Race		

NOTE: MUST have a check under Race if checking Hispanic.





Grant Provisions

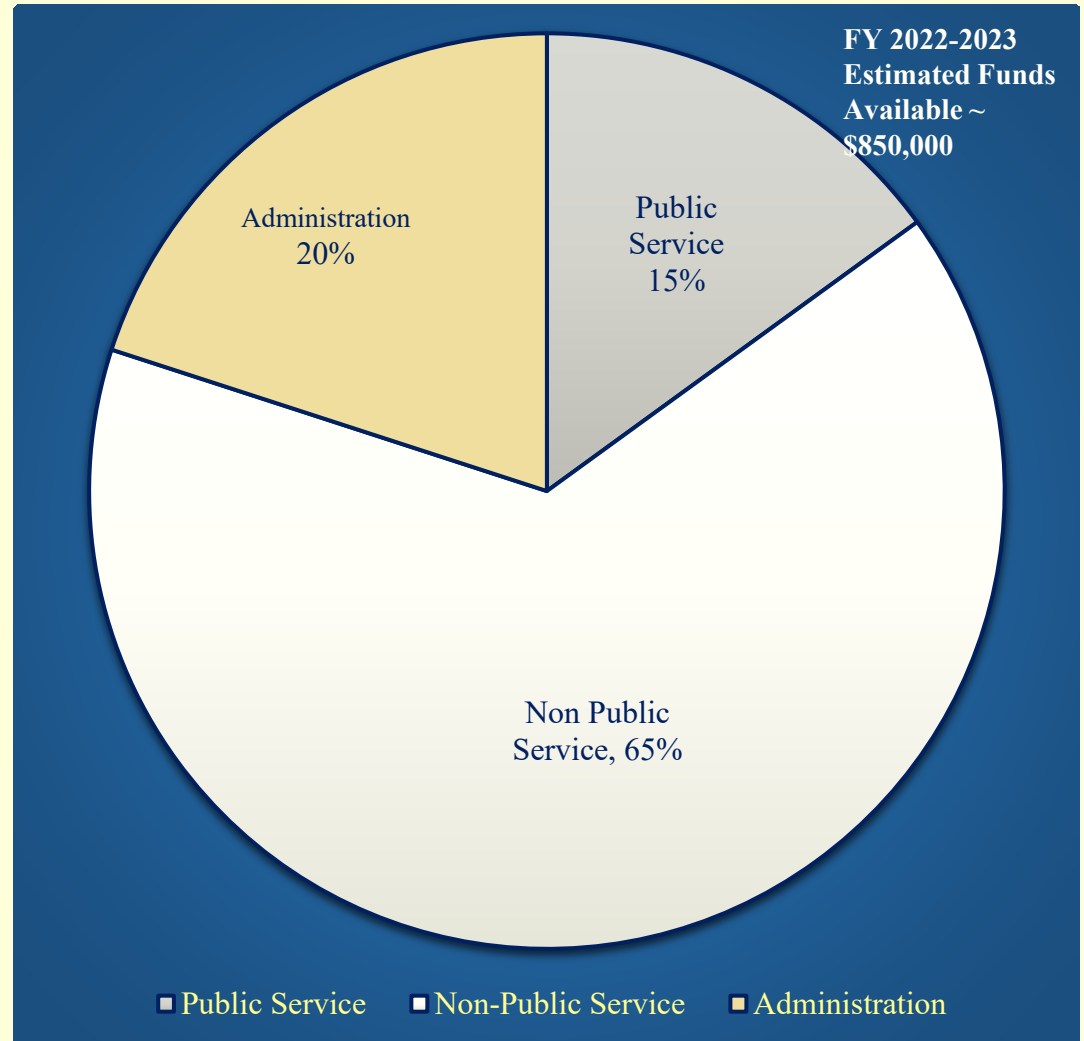
General liability insurance, vehicle insurance, workers comp insurance. Insurance with a single limit of \$1,000,000 each.

Davis-Bacon Act-Prevailing Wage for projects using federal funds

Minority and Women Owned Business Enterprises- Must have an opportunity to compete for and perform work included in the agreement



Estimated Funding



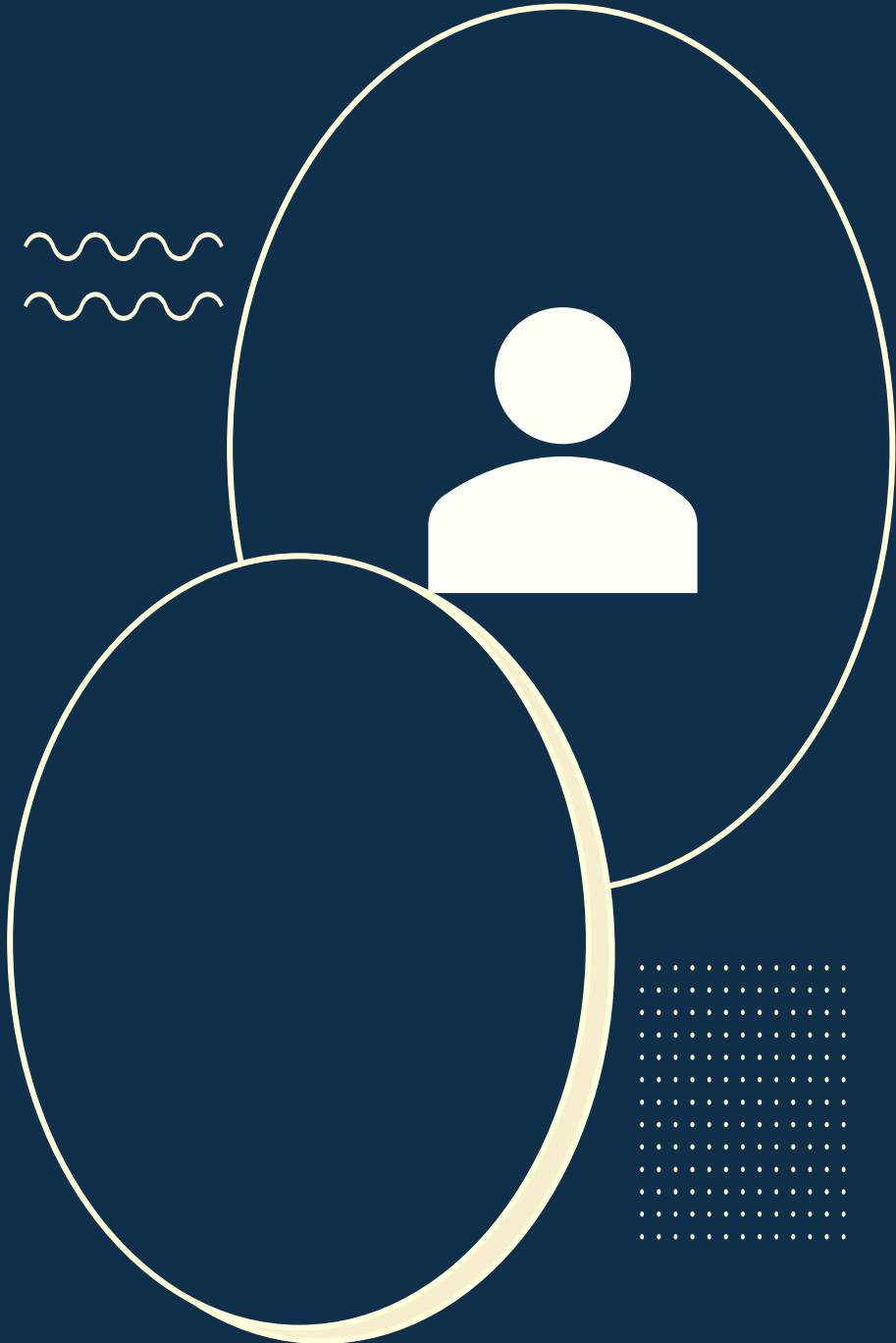


2- year Funding Cycle

Effective FY 22-23

Projects funded annually,
with renewal for second
year, pending:

- Timely expenditure
- Goals met
- Program compliance



APPLICATION PROCESS



Application Instructions

The application instructions and NOFA packet can be found at:

https://www.fairfield.ca.gov/gov/depts/housing_services/cdbg.asp



Application

Application Instructions

- To access and fill out the CDBG Application go online to:
www.citydataservices.net.
- **For Returning Users:**
 1. Returning users can log in with their current credentials and start at instruction #6.
- **For New Users:**
 1. For new users, use the following credentials to login into the system:
 - USER: FF2022 PASSWORD: FF2022
 2. Fill in all applicable information on this page, choose which application you want to apply for, and click on “Request an Account”.
 3. Select “Click Here” to return to the main login screen and login using your new User ID and Password.
 4. Once you have logged into the system with your new/current User ID and Password, click on “Create a new FY 2022/23 CDBG Application”.
 5. For application questions, please contact Management Analyst Senior at Itarrones@fairfield.ca.gov. For technical assistance questions, please contact CDS at citydataservices@yahoo.com or 650-533-5933.



How to Qualify

- Criteria:
 - Ability of proposal to show a clear community development or housing need
 - Ability of project to address the needs of low- and moderate-income residents
 - Cost effectiveness of the project
 - Leverage of City's CDBG funds
 - Impact of funding on the outcome of the proposed project




Criteria Continued

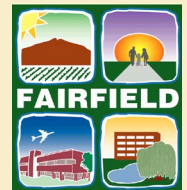
- Capacity to operate and maintain facility/housing project
- Management and fiscal capacity of the project sponsor
- Quality and completeness of proposal and budget

2021 NOVEMBER

**CDBG
Application
opens**


SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

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2021 DECEMBER

CDBG Application
Period Closes at
5pm

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2 	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

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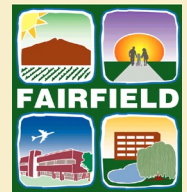


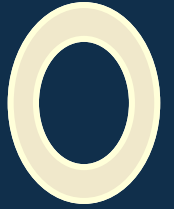
2022 JANUARY

Application
review by
CDBG Advisory
Committee
begins

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Applicant presentations





QUESTIONS

