How to Access COVID-19 Response Funds Through Community Development Block Grants

July 7, 2020
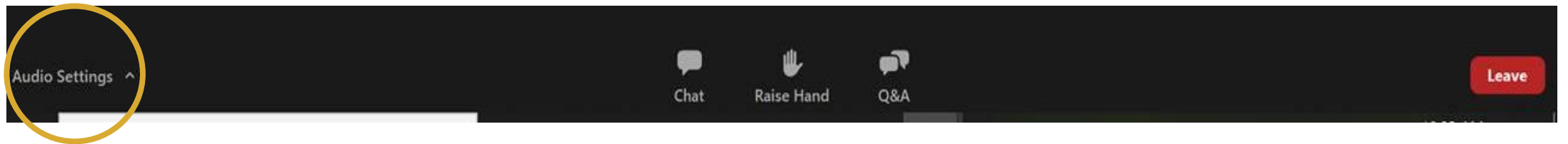
WELCOME!

Nick Romo,
Legislative Representative
Revenue and Taxation
League of California Cities

Housekeeping Notes

1. If you plan on speaking today, please make sure your audio is connected. You should have been prompted to connect your audio when joining the webinar, but you can confirm by clicking the audio settings on your tool bar.
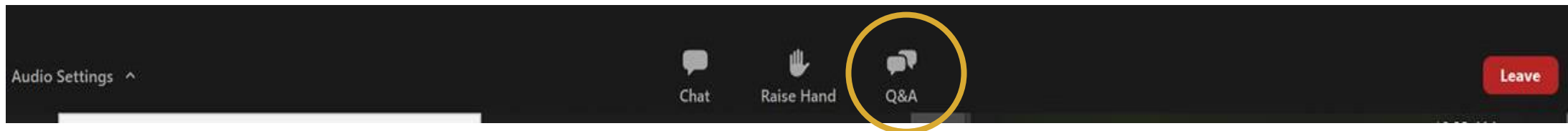

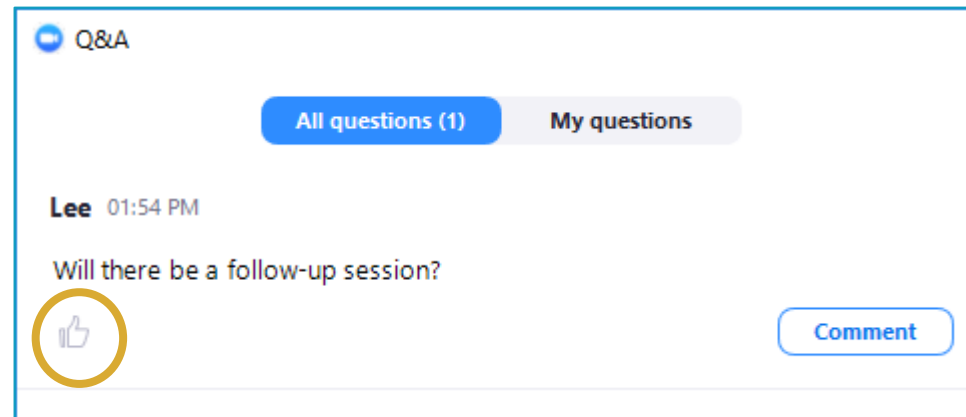2. All attendees have been muted upon entry.

3. This webinar is being recorded.

How to Ask a Question

To write in a question, select the 'Q&A' button on your tool bar.

You can also "up vote" other attendee's questions if you have the same question. This will help speakers prioritize questions during the Q&A portion of the presentation.

Speakers:

Michelle Stephens
Program Director
California Association for Local Economic Development (CALED)

Jessica Hayes
Federal Programs Specialist
California Department of Housing and Community Development

Community Development Block Grant Program- Coronavirus Response Round 1 (CDBG-CV1)

Jessica Hayes, HCD Specialist

Overview

- Coronavirus Aid, Relief, and Economic Security (CARES) Act
- Community Development Block Grant Coronavirus Response Round 1 (CDBG-CV1)
- Approximately $18.7 million
- Non-entitlement Only
- COVID-19 response and recovery.
- Allocation method of distribution

Eligible Applicants

- Only non-entitlement jurisdictions are eligible for CDBG-CV1 funding (see Appendix A in the NOFA)
- Activities must meet a National Objective
- Applicants can apply for a total of three (3) Activities with the total request not exceeding the allocation amount in Appendix A.
- Each application must be submitted separately
- **Activities funded under this NOFA will have a 12-month expenditure period**.
- Applicants must show a relationship between the need for services and COVID-19 impacts.

Wayfinding – Where is the Application?

Solicitations Page

https://gn.ecivis.com/GO/gn_redir/T/vyjsqf2kekyx

1. Select the appropriate solicitation for CDBG-CV1 2020: https://gn.ecivis.com/GO/gn_redir/T/1nss8bjk4dcki
2. View the "Files" tab for documentation
3. Click "Apply" to begin your application

Eligible Activities

Community Development

- Public services to respond to COVID-19 impacts
- Public facility improvements to increase capacity for healthcare facilities (facility improvements must include a documented connection with healthcare facility needs)
- Public facility acquisition, provided that the end use increases healthcare facility capacity
- Acquisition and/or improvement of housing facilities for persons experiencing homelessness

Economic Development with a focus on job retention

- Business assistance
- Microenterprise assistance (including Micro-financial assistance and Technical assistance)

Duplication of Benefits

- A Duplication of Benefits (DOB) occurs when a program beneficiary receives assistance from multiple sources for a cumulative amount that exceeds the total need for a particular activity.

- The amount of the duplication is the amount of assistance provided in excess of the need.

- It is the Department's responsibility to ensure that each CDBG-CV1 Activity provides assistance only to the extent that the activity's funding needs have not been met by another source.

- Applicants and grantees will be required to provide documentation on DOB at application and during reporting.

Threshold

- Eligible Applicant
- Eligible Activity
- Meets a National Objective
- Most recent single audit
  - 2 CFR 200 requirement
    - Findings should be resolved or in process of resolution
    - Findings from other agencies (not-HCD)
    - Findings from HCD administered programs
    - General findings
- Housing Element
  - HSC 50829 & 50830
  - Housing Element Adoption
  - Housing Element Submittal
  - Resolving HE issues during application period contact Paul McDougall (paul.mcdougall@hcd.ca.gov)
- Applicant in good standing with the Department
- Article XXXIV, as applicable

Threshold - Public Participation

- Appendix C in the NOFA files
  - One public meeting/hearing required prior to application
  - Can be a combination meeting with intent to apply for 2019-2020 CDBG Allocation Funds
  - Must be formally noticed
    - Where, when, who, what, why, and how to participate
  - Should be virtual if at all possible
    - Meeting must provide an opportunity for the public to ask questions and get answers
  - Citizen Participation Requirements for the State's Annually Appropriated Federal Programs, Plans, and Reports

Threshold - Local Governing Body Resolutions

- Appendix D in the program Files
  - HCD approved template
  - May add Where-As as appropriate
  - Must at a minimum include items identified in our template

- Common issues
  - Designated Signatories
  - Titled Signatory
  - And vs Or in Signatory statement
  - Ayes, Noes, Abstain, Absent,

Cross-cutting Requirements

- NEPA
  - Activity NEPA clearance (Statement of Exemption, CENST, CEST, EA, EIS)
  - General Administration funds (Statement of Exemption)
- Davis Bacon Labor Compliance
  - All capital construction projects
- Procurement
  - Should meet federal program requirements
    - Pre-CARES Act procurements
- Fair Housing
  - Affirmatively Furthering Fair Housing

Application Submission

- Follow Instructions
  - If an instruction is unclear, reach out to us and ask.
  - We promise, no question is too minor.
- The CDBG-CV1 application is on our solicitation page
  - https://gn.ecivis.com/GO/gn_redir/T/vyjsqf2kekyx.
- Applications must be complete
- Applicants must certify that all information is true and complete to the best of their knowledge
  - Under penalty of perjury (please don't perjure!)

Application Review & Approval

1. Application reviewed for threshold
2. Reviewed for activity eligibility
3. Reviewed for completeness
4. Approved for Award
5. Award Letter and Standard Agreement through GMS
6. Execute agreement and submit through GMS
7. Begin drawing funds for operations

If at any point something is incorrect or incomplete:

1. Return application to Draft for revision
2. Resume review process (pick up where we left off)

Frequently Asked Questions

- Pre-agreement costs may be eligible
  - Must be COVID related
  - Should meet federal procurement (subrecipient vs. emergency vs. contract)
  - Include and identify pre-agreement costs in your budget
- Multi-party applications are encouraged
  - Must include an MOU or similar legal agreement
  - Submit one application under the lead agency
  - Identify partners in the application profile and narrative
- Maintain appropriate contact information in your profile
  - If you do not have access to your account, please contact us

CDBG-CV1 Timeline

- CDBG-CV1 NOFA and application released   June 5, 2020
- OTC application window opens   June 8, 2020
- Application deadline   August 31, 2020
- Department announces awards   As applications are received

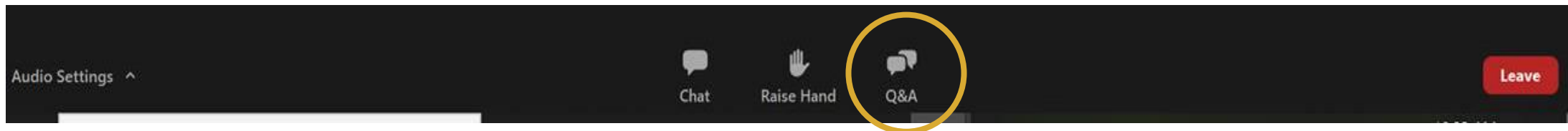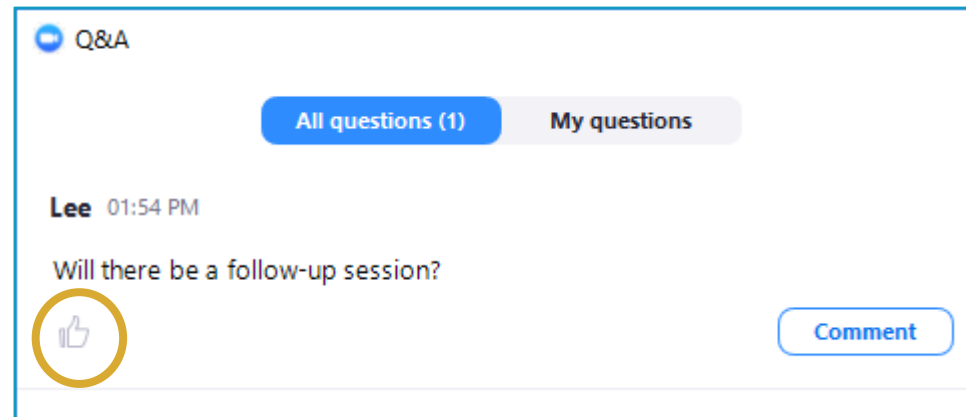- Standard Agreements   As awards are announced

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Final Thoughts

League of California Cities | www.cacities.org

California Association for Local Economic Development| www.caled.org

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July 8, 2020

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