

Applicant Information Session

2024-25 NOFA FOR PUBLIC SERVICES &
COMMUNITY INFRASTRUCTURE / CAPITAL IMPROVEMENT FUNDS

Wednesday, January 24, 2024



Photo Credit: Jeff Wong



Community Development Agency
Housing and Federal Grants Division
3501 Civic Center Drive, Suite 308
San Rafael, CA 94903
415 473 6279
T/www.marincounty.org/federalgrants

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Agenda

JANUARY 24, 2024



1. Welcome and staff introductions
2. Overview of:
 - a. Application cycle and timeline
 - b. Funding types and priorities
 - c. Eligible projects
3. Review application requirements
4. Q&A



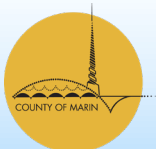
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2024-25 Application Cycle Timeline



IMPORTANT DATES

January 22	Application period opens
TODAY	Information Session for potential applicants
February 1, 8, & 15	Virtual office hours from 1 to 2 pm
February 16	Application period closes at 5 pm
April 4	Priority Setting Committee: Application Review Workshop at 6 pm
April 23	Novato City Council Hearing at 6 pm
May 6	San Rafael City Council Hearing at 7 pm
May 16	Priority Setting Committee: Funding Allocation Hearing at 6 pm
June 4	County Board of Supervisors Approval Hearing at 9 am or thereafter



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The screenshot shows the top navigation bar with links: Home, HOW DO I?, GOVERNMENT, FOR RESIDENTS, FOR BUSINESS, RECREATION, and CONTACTS. Below the navigation bar is a breadcrumb trail: You are here: Home > Departments > Community Development Agency > Federal Grants. The main heading is "Federal Grants" under the "Community Development Agency" section. On the left sidebar, there are "Featured Links" (Contact Us, Customer Service) and "Community Development Agency" services (Building and Safety, Environmental Health, Planning, Sustainability). A red circle highlights the "Subscribe to this page" button. A grey box contains instructions: "To translate this page scroll up and click on the link that says 'Select Language.'" and "Para leer esta página en español desplácese hacia arriba y haga clic en el enlace que dice 'Select Language' (seleccionar idioma) y elija 'Spanish' (español)."



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Available Funding

OVERVIEW

- **\$230 thousand** in federal Community Development Block Grant Funds (CDBG), specific to **Public Services** projects, administered by the U.S. Department of Housing & Urban Development (HUD)
- **\$430 thousand** in federal CDBG funds, specific to **Community Infrastructure/Capital Improvements** projects, administered by HUD
- The annual grant size for each funding category are:
 - Public Services grants are typically awarded at **\$15,000**. The range of funding is currently between \$15,000 and \$65,000.
 - Community Infrastructure/Capital Improvement grants range from **\$30,000 to \$150,000**, depending on the project scope.



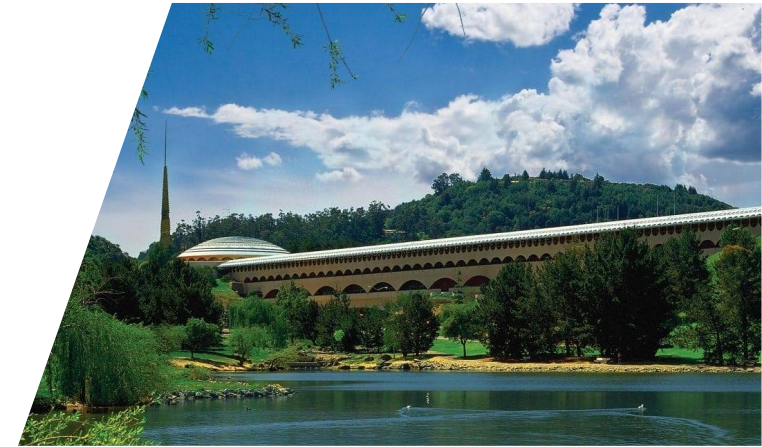
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CDBG Funds



BACKGROUND:

- Allocated by the U.S. Department of Housing & Urban Development (HUD) for general community development needs
- Distributed by “planning area”
- Federal funds provide assistance for a wide range of community development needs:
 1. **Ensure decent affordable housing**
 2. **Provide services to the most vulnerable in our communities**
 3. **Activities that benefit low- to moderate-income persons**



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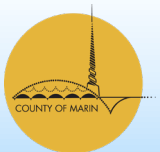
CDBG Funds



CONTINUED

- **Community Development Block Grant Goals**
 - Federal funds provide assistance for a wide range of community development needs:
 - Ensure decent affordable housing
 - Provide services to the most vulnerable in our communities
 - Activities that benefit low- to moderate-income persons

- **National Objectives:**
 - Benefit low- and moderate-income persons,
 - Prevent or eliminate blight, or
 - Meet other community development needs.

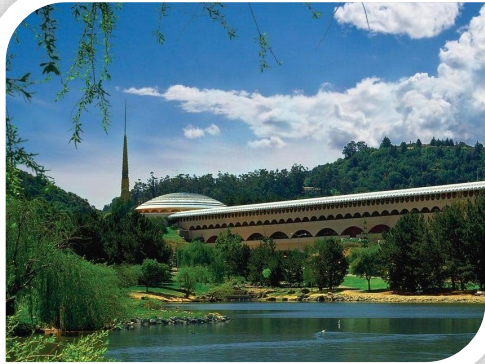


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CDBG Funds



FUNDING AVAILABLE BY PLANNING AREA



County Other
Public Services \$85,000
Capital \$112,000



Novato
Public Services \$54,000
Capital \$120,000

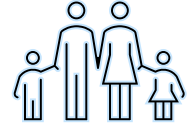


San Rafael
Public Services \$90,000
Capital \$200,000



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Local Funding Priorities



The **Countywide Priority Setting Committee (PSC)** identified local funding priorities for the 2024-25 grant cycle.

- **Priorities for Public Services:**

- Basic Health Services
- Children, Youth, and Parent Support Services
- Food Security
- Housing Support Services

Other types of services can apply; however, these services will be prioritized.

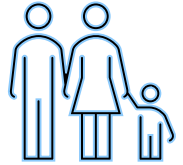
- **Additional Priority Considerations:**

- Projects that Affirmatively Further Fair Housing and have commitment/capacity to engage in Affirmative Marketing.
- Projects that serve members of the protected classes as defined by HUD (race, color, religion, national origin, sex, disability, and familial status).
- Projects that serve low-income persons.
- Projects ready to proceed.



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AFFH & Affirmative Marketing



AFFIRMATIVELY FURTHER FAIR HOUSING

- Affirmatively Further Fair Housing means:
 - “taking proactive measures beyond simply combatting discrimination to foster more inclusive communities and access to community assets for all persons protected by the Fair Housing Act.”
- These actions should result in:
 - Address significant disparities in access to community assets
 - Overcome segregated living patterns
 - Promote integrated communities
 - End racially/ethnically concentrated areas of poverty
 - Foster and maintain compliance with civil rights and fair housing laws



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AFFH & Affirmative Marketing

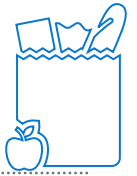


AFFIRMATIVE MARKETING

- **Affirmatively Marketing:**
Targeted information about program opportunities to groups of people otherwise least likely to apply for those opportunities.
- **Components:**
(1) Identification, (2) Policy, (3) Training, (4) Marketing & Outreach, (5) Data Collection/Reporting, (6) Compliance Assessment, and (7) Recordkeeping
- **Examples/types of Affirmative Marketing:**
 - Website information in Spanish
 - Brochures/flyers printed and distributed in Spanish, Tagalog & Vietnamese
 - Hiring staff who are fluent in Spanish and other languages
 - Posting paid advertisements about program and housing opportunities in La Voz, a Spanish/English paper (serves Marin, Sonoma, Napa, Mendocino, & Lake)



Eligible Activities



Public Services

- Employee salaries for the service being provided
 - Must only be time spent actively working for/on/with the CDBG funded project
 - Pro-rata is NOT eligible
- Scholarships for clients to participate in programs
- Food for activities that are an essential component of the service provided
 - Ex. snacks for children at after school program OR food for distribution
- Subsidizing the cost of a service
 - Ex. providing free prescriptions

Community Infrastructure/Capital Improvements

- Rehabilitation of community, nonprofit buildings serving low-, moderate-income
- Construction of emergency shelters and special needs housing
- Accessibility improvements
- Replace park and play equipment



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Ineligible Projects

- Services or Capital Improvements benefiting individuals who are not low- or moderate-income.
- Capital Improvement projects located in a FEMA-designated Regulatory Floodway, and projects in a Special Flood Hazard Zone without flood insurance.
- Purchase of durable equipment for rehabilitation projects. e.g., funds can purchase the nails, but not a hammer.



Application

- **Online application form:**
<https://marincounty.jotform.com/240104490300943>
- Helpful Tools:
 - Since you cannot save progress, we recommend using the provided **Prep Tool** to prepare your answers.
 - A sample **Project Budget** is also available.
 - The **NOFA Guidelines** contain all the application guidelines.
 - Access these at marincounty.org/federalgrants
- Email questions and reasonable accommodation requests to: federalgrants@marincounty.org
- **DUE at 5:00 p.m. Friday, February 16, 2024**



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Application Considerations



OVERVIEW

General

- Applicants must either be a nonprofit, government entity, or have a fiscal sponsor that is a nonprofit or government entity. **Individuals are not eligible for funding.**
- Minimum grant size is \$15,000 per year.
- An applicant can submit **one** application per category.
- Funding is allocated based on where your clients are rather than where your agency is located.

What is considered a “complete application”?

- Submitted before the deadline.
- All required attachments are present (refer to NOFA Guidelines).

Staff Evaluation Criteria (not exhaustive):

- Project alignment with funding priorities and federal requirements.
- Organization’s experience with implementing the project and ability to sustain the project over time beyond federal funding.
- Financial and organizational capacity to complete the project and administer federal funding.
- Project impact.



Additional Requirements

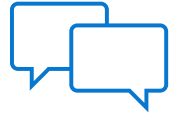


OVERVIEW

- **Environmental Review (NEPA)**
 - Must be up-to-date on all projects funded through **CDBG**
 - Review lasts 5 years, if project does not change
 - NEPA must be completed *before* any funds can be spent. Spending prior to Environmental Review completion cannot be reimbursed.
 - If NEPA requires mitigation, grantee is responsible for implementing.
- **Procurement**
 - **CDBG** are required to abide by County Procurement requirements.
 - ***NEW* CDBG Capital** projects costing over \$200,000 are subject to BABA.
- **Other**
 - **CDBG** recipients are required to income qualify beneficiaries or determine beneficiaries meet Presumed Benefit requirements under CDBG regulations. The following groups to be low-income: abused children, battered spouses, the elderly, adult persons with serious disabilities, individuals who are homeless, illiterate persons, and migrant farm workers.
- **Prevailing Wage**
 - Requires that prevailing wages (fair wages) are paid to all contractors
 - **CDBG Capital** – Governed by the Davis-Bacon Act
 - Prevailing wage documentation will be required for eligible projects



Upcoming Office Hours



Virtual via Zoom:

- 1. Thursday, February 1st 1:00-2:00**
- 2. Thursday, February 8th 1:00-2:00**
- 3. Thursday, February 15th 1:00-2:00**

Join by computer or mobile device: Visit www.zoom.us/join

Join by phone: Dial (669) 444-9171

Meeting ID: 822 5057 4342

Passcode: 324253

Questions can also be directed to the Housing & Federal Grants Division at federalgrants@marincounty.org or (415) 473-6279



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Additional Funding Opportunities



Community Service Fund Program

One-time funding allocations between \$1,000 and \$10,000

Application Deadlines - March 31, 2024 and September 30, 2024

Nonprofit Community Partners Program

One-time funding allocations between \$10,000 and \$30,000

Application Deadlines - February 20, 2024



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Thank You



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