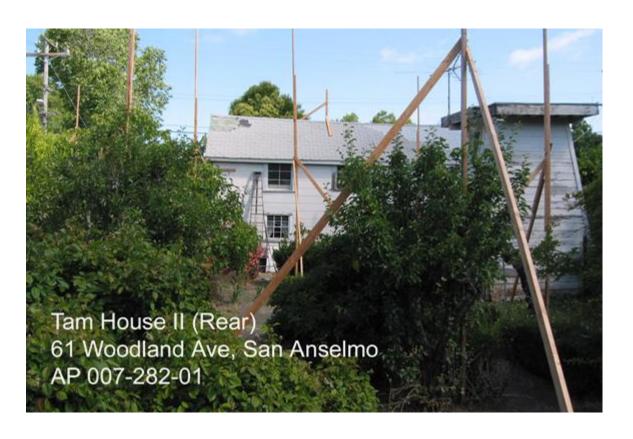
Grantee Workshop October 25, 2017





Agenda

OCTOBER 25, 2017

- Process and timeline
- Local priorities
- Eligible Activities
- Federal Regulations
- Application
- Q&A

Process & timeline

- 3 Planning Areas
 - San Rafael
 - Novato
 - Countywide (remainder of Marin County)
- Application should indicate share of services in each area.

Process & timeline

- CDBG/HOME grant process is overseen by a Priority Setting Committee.
 - Meets quarterly
 - Comprised of elected officials and community representatives
- Local priorities are established by the Committee.



Process & timeline

- Pre application workshops conducted in October for prospective applicants
- Application period open October 20th of this year for 2018-2019 FY, applications due November 20th.
- Application evaluation and site visits, December February.
- Priority Setting Committee March-April
- Board of Supervisors May
- Fiscal year begins July 1st and ends June 30th



Local funding priorities

- Affirmatively Further Fair Housing:
 - To promote fair housing and to empower and give special assistance to groups that have historically been disadvantaged
 - Take assertive steps aimed at reversing historical trends and discriminatory patterns.
- Serve Members of the Protected Classes
 - Race, color, religion, sex, handicap, familial status, national origin



Local funding Priorities

Projects which affirmatively further fair housing

Projects that serve members of the protected classes

Prioritize fewer applications and recipients

Funding fewer housing projects per year





Affirmative Marketing

- All agencies are required to provide their services to all communities that would be eligible.
 - Identify who is underrepresented among clients; and
 - Market to those least likely to apply for your services

Maintain records of affirmative marketing



Community Development Block Grant Program

- Federal funds for a wide range of community development needs:
 - Ensure decent affordable housing
 - Provide services to the most vulnerable in our communities
 - Create jobs through the expansion and retention of businesses
 - Activities that benefit low- and moderate-income persons.



HOME Investment Partnership Program

- Purpose of the HOME program:
 - Increase the supply of decent, affordable housing to low-and very low- income households;
 - Expand the capacity of nonprofit housing providers;
 - Strengthen the ability of state and local governments to provide housing; and
 - Leverage private sector participation





Eligible Activities (Public Services)

- Food for activities that are an essential component of the service provided
 - o i.e. lunches for children at after school program
- 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



Eligible Activities (Housing/Capital)

• Acquisition

Rehabilitation

New Construction

Low/moderate income benefit (at least 51%)

Ineligible Activities

 Services given to a majority of individuals who are not low/moderate income. At least 51% must be low/mod benefit

• Rehabilitation projects only allow for materials to be purchased that will go directly into the project. (i.e., funds to buy a nail, but not a hammer)



Federal Regulations: NEPA: Environmental Reviews

- Environmental reviews must be up-to-date on all project sites funded through CDBG
 - Review lasts 5 years
- Applies to both Public Service and Housing/Capital projects
- Must be completed BEFORE any funds can be spent
 - Spending prior to an Environmental Review by the agency cannot be reimbursed
- If any mitigation is required (e.g. Project site is located in a flood plain) it is the responsibility of the agency to correct
 - Purchase flood insurance





Federal Regulations: Davis Bacon Act

- Davis Bacon Act requires that prevailing wages (fair wages) are paid to all contractors.
 - It is the responsibility of the funding recipient to ensure their contractor pays prevailing wages.
 - o If Davis Bacon is not completed, the County cannot reimburse any invoices until it is provided.
- Davis Bacon does not apply to the follow:
 - Work performed by the owner/operator
 - Work on a single family home
 - o Contracts under \$2,000



Federal Requirements: Quarterly Report

- Quarterly Report details a "running-tally" of the progress of the program.
- Quarterly Reports are mandatory for all CDBG funded projects
- Important distinctions:
 - You must fill out the form EVEN if no progress has occurred.
 - You must fill out the contractor's name and contract amount if your project requires construction.
 - Due 10 days after each quarter





Federal grants: Application

- Demographics
 - Hispanic is a ethnic group, not a race.
- Planning Areas
 - o 3 planning areas indicate % services in each area
- Reporting requirements
 - It is the responsibility of the funding recipient to ensure their contractor pays prevailing wages if applicable
 - Quarterly reporting requirements
 - Due no more than 10 calendar days following the quarter.



Questions?

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