

City of San Rafael

Community Development Block Grant Program (CDBG)

PURPOSE

Under the provisions of City-County Community Development Block Grant Cooperative Agreement approved by City Council Resolution No. 10419, the City of San Rafael has established a City Program for CDBG funds within the San Rafael Planning Area. The City Council has taken this action for the purposes of:

- Targeting CDBG funds to benefit San Rafael Planning Area residents;
- Coordinating CDBG project funding with other efforts of the City;
- Funding fewer projects with larger grants;
- Measuring the impact of funded projects.

PRIORITIES

In selecting projects for funding, the City Council will give primary consideration to projects which:

- A. Are City of San Rafael or San Rafael Redevelopment Agency initiated or are joint partnerships with the City or Agency
- B. Fulfill the requirements of the Housing and Community Development Act of 1974 (HUD Regulations)
- C. Are affordable housing projects or community facility related activities within the San Rafael Planning Area
- D. Are projects that will move forward quickly, have the greatest impact, and can be completed within a reasonable timeframe.

APPLICATION PROCESS

All applications for CDBG funds shall be filed with the Marin County Community Development Agency, Federal Grants Division, on their forms and consistent with their deadlines. Projects requesting San Rafael Planning Area funds should indicate the amount requested on the form. Up to 15% of San Rafael Planning Area funds may be used for public service projects. Applications for public service funds will be evaluated by County staff and a recommendation made by the Local Area Committee. Applications for non public service funds will be reviewed by City of San Rafael staff and a recommendation made by the San Rafael City Council based on conformance with the City priorities listed above. Final action of the recommendations will be made by the County Board of Supervisors.

TIMING

Filing deadlines for applications, with the exception of City initiated projects, will be set by the County. The San Rafael City Council will hold a public meeting to discuss and select projects from those submitted in the same general time frame as the Planning Area Committee meetings. The City Council recommendation will be presented to the County Board of Supervisors as part of the overall County CDBG processing.

**NOVATO CITY COUNCIL PRIORITIES FOR
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS**

EXCERPTS FROM STAFF REPORT FROM MATT PODOLIN AND ELIZABETH DUNN TO
NOVATO CITY COUNCIL, MARCH 13, 2012:

The City Council adopted preferences in 2007 giving greater consideration to Capital and Housing projects that:

- (a) Are more "project ready" such as obtaining site control, land use entitlements or secured financing.
- (b) Are City of Novato or Novato Redevelopment Agency initiated or are joint partnerships with the City or Redevelopment Agency.
- (c) Have shown a history of acceptable past performance of past grants.
- (d) Can expend the funds in a timely fashion.

On September 22, 2009, the Council was presented with a set of draft public service application review guidelines that gave primary preference to City sponsored senior services. Councilmembers stated during the Council meeting that the draft guidelines were too restrictive and that youth, families and those with economic needs should also be included. Staff used the expanded guidelines in evaluating this year's public service applicants.

The City Council adopted guidelines to give greater consideration to public service applicants that:

- (a) Are City of Novato programs or are City sponsored.
- (b) Provide services to Novato residents, youth, families and older adults, emphasizing economic needs.
- (c) Have a history of successfully managing past grants.
- (d) Can expend the funds in a timely fusion.

In addition, staff considered the following criteria in evaluating applications:

- (a) Need for service
- (b) Organizational capacity
- (c) Application request compared to percentage of overall budget
- (d) Availability of existing services

Staff also considered the quality of the organization's response to the affirmative marketing question on the application, along with the other responses provided.