

CDBG Office Hours

Team HCD CDBG

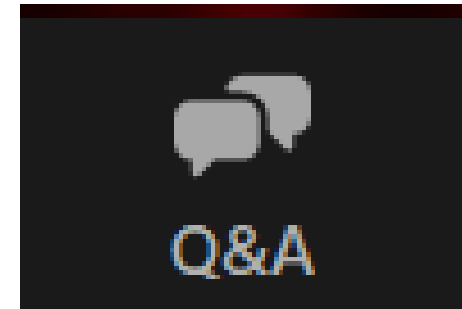
Wednesday, November 17, 2021





How to ask a question

- Webinar questions:
 - Click “Q & A” chat bubble to submit a question to the team
 - You may ask questions anonymously, but if you want your name, organization, or region associated with your question, you will need to type it in the “Your Name” box
 - The team will read questions out loud throughout the presentation and will provide answers if possible
 - All questions will be saved and recorded as part of the public record





Reminder: Office Hours Next Week will be Cancelled

- CDBG Office Hours will be cancelled next week on November 24, 2021
- Office Hours will resume on December 1, 2021 at our regularly scheduled time – 10:00 a.m. to 11:00 a.m.
- If you have any questions in the meantime, please send them to the CDBG Program inbox at CDBG@hcd.ca.gov



Over the Counter (OTC) List Available

- The 2019-2020 OTC List is available on the HCD CDBG Website
- The document contains a list of applications funded and waitlisted as of October 2021
- The document is located under the 'Get Funding' section and 'Over-the-Counter (OTC) Applications' subsection
- **New!** The printing issue has been fixed!

Over-the-Counter (OTC) Applications

[2019-2020 Over-the-Counter \(OTC\) Applications Funded and Waitlisted as of October 2021 \(XLS\)](#)



CDBG Program Updates

- **2020 CDBG NOFA**

- ❖ 109 Approved
- ❖ 107 Standard Agreements finalized
- ❖ 2 Pending Acceptance

2021 CDBG NOFA

- 65- applications submitted and currently under review
 - ❖ **15 – Non-Housing**
 - ❖ **21 - Housing**
 - ❖ **20 - Planning**
 - ❖ **9- ED application**



Anticipated Targeted Training for 2022

- How to complete the correct level of Environmental Review
- How to pull a debarment check
- How to complete the eCivis Budget
- How to pick the correct National Objective
- How to pick the correct Matrix Code
- How to write a narrative
- How to address racial equity in your CDBG funded projects and programs
- How to complete the 2022 NOFA Application



CDBG CV1

- CDBG-CV1
 - ❖ 82 Approved and Executed



CDBG CV2 – CV3

- CDBG-CV2 and 3
 - 166 Submitted Applications:
 - 21 Rescinded
 - 12 Awaiting Corrections
 - 12 Routing
 - 24 Pending Signatures
 - 98 Approved

Questions and Answers: Recap from Prior Office Hours





2021 CDBG Update

Question:

What is the schedule for the review and determination of funding by HCD for the 2021 CDBG funding applications? Any information you have would be appreciated.

Answer:

Currently there is a delay due to all of the awarded CV applications taking priority. Over the coming weeks, we will be completing a threshold review. The goal is to have the threshold reviews and scoring available to all grantees by the end of November.



CV Quarterly Reports

Question:

Do CV quarterly reports need be done if implementation has not started?

Answer:

Yes, you'll need to submit both financial and activity reports even if implementation has not started. If you don't have funds, you can do a zero dollar financial report. In this report please also add what you have been working on, the anticipated date for your first draw, and what you anticipate being part of this first draw. In the activity report, please provide narrative on what you are doing to get ready for implementation. For example, procurement, program design etc.

A management memo on financial and activity reports, which will provide clear guidance on expectations, is currently in the works.



Close Out Instructions

Question:

Has a decision been made on how to complete CV-1 grant close out?

Answer:

Yes, the process has been ironed out in eCivis. If the close out is for CV1, please reach out to your GA to receive instructions on how to complete the process. A Management Memo is forthcoming which will also provide detailed instructions.



Non-Entitlement Jurisdiction Eligibility

Question:

Is there a list of non-entitlement jurisdictions to determine eligibility?

Answer:

Lists are published as an appendix to every NOFA. However, eligible jurisdictions can change from time to time depending on which jurisdictions decide to participate in an urban county. If you are a resident of a jurisdiction, please reach out to jurisdiction staff to determine status. If you are the jurisdiction, reach out to the CDBG@hcd.ca.gov to confirm.



Rehabilitation Requirements

Question:

Is there someone willing to provide some peer training/guidance for Lead Based Paint procedures for a small rehab program (Woodstove Replacement)? And is it reasonable to expect woodstove installers to be EPA certified?

Answer:

Thresholds and triggers exist that call for a determination to be made upfront about whether there is a surface that need to be painted and if that paint contains (or may contain lead). EPA designation is required anytime renovation/rehabilitation is being done to a pre-1978 structure. The HUD exchange website provides a number of tools and program models to help you determine the best course of action; the state of California has a number of requirements to keep in mind as well. For specific technical assistance on your activity, please reach out to our team via your HCD representative or GA to be put in contact with a member of our team that can provide further detail and review.



Rehabilitation Requirements

Question:

Working on the RFP for the Woodstove Replacement Program, do you have guidance on how to ask for pricing when each project within the program will likely have a different scope and products?

Answer:

Usually, in a rehabilitation program it is a cost per unit model, so that there are standard measurements of quantities and products. One good resource to utilize for housing rehabilitation is the HUD Exchange:

<https://www.hudexchange.info/programs/cdbg-dr/toolkits/program-implementation>.

You can also look to models in energy efficiency programs. Cross reference an energy efficiency program that does weatherization, as they may also provide useful information.



Funds Requests

Question:

In the past, we were not allowed to submit Funds Requests for less than \$1,000. Is that still the case with eCivis Funds Requests?

Answer:

This is not the case for eCivis. There is no limit on minimum of what you can submit.



Public Services

Question:

What was the percentage of funds awarded for public services for the last couple of years? The last time we were told that we couldn't use PI for public services, it turned out that the State was only allocating 4-5% on public services. Without keeping this information in mind, it may not be appropriate to disallow public services to be program income projects.

Answer:

15% is the federal regulation. We need to keep this number in mind for past, present, and future applications/awards so that we do not exceed the percentage and have to pay funds back. We are currently in the NOFA for 2021 which allowed 15%, for 2022 we are also planning for the same 15% regulation. Please plan to use your PI for non-public services activities as we do not anticipate changes to this regulation for years to come.



Close Out Public Hearing Requirement

Question:

Regarding CV-1 closeout, will a public hearing be required? And how should folks proceed if they funded the same activity with CV2 funds so the program as a whole is staying "open" so not necessarily ready for a closeout?

Answer:

The Standard Agreement and the Citizen Participation Plan govern when a closeout public hearing must be held. When you closeout an agreement, our requirement is currently to hold a public hearing as a condition of closeout. In this situation, it is likely that an activity should be closed out on an agreement by agreement basis. However, staff will confer offline in order to refer back to the regulations and will follow up.



Grant Administrator Assignments

Question:

Does a CV representative reference source exist? I do not know who my GA is yet.

Answer:

If you contact your CV representative, they will connect you directly with their partnered Grant Administrator. Additionally, here is a link to our map of Grants Management Representatives (by County): <https://www.hcd.ca.gov/grants-funding/active-funding/cdbg.shtml#map>



Program Guidelines & DOB (1/2)

Question:

This question is regarding a Microenterprise program, for determining duplication of benefits and economic impact. Since the pandemic did not end on 12/31/2020, we plan on expanding impacts through 2021 once folks start filing their returns next January. Will grant recipients who did not receive the full capped award (in our program it is \$20K), be eligible to receive a second disbursement up to that cap amount? For example, if a business had \$10K in losses in 2020 and received a CDBG-CV grant for that, but they also had \$10K of losses in 2021, can they receive a second award since they are under the award cap?

Answer:

This is subject to how the local program devised the program. Please refer to your local program guidelines for this activity. It is possible that the program guidelines will need to be amended. If this is the case, please revise your program guidelines using your local process for adopting changes and submit the updated guidelines to your CDBG-CV Grant Administrator for HCD's files.



Program Guidelines & DOB (2/2)

Question:

As a follow up, the program guidelines do not have any exclusionary language that says there is no cap on number of awards, just the amount of the award. I wanted to make sure there wasn't anything from the higher level that inhibited this. We can adjust our guidelines locally to state this.

Answer:

All of these would be allowable as long as the costs are reasonable, eligible and allocatable in accordance with cost principles and not inconsistent with overall guidelines of policies and procedures. As long as the amount of assistance does not exceed the stated benefit cap as prescribed by the program, then it should be okay. For specific confirmation, please reach out to your CDBG representative and your Grant administrator for support.



Reporting Extensions

Question:

Our new staff members are still waiting to link to eCivis. We are getting some tech assist from eCivis, but so far, only one program is linked. Will reporting be delayed until we can properly be linked to eCivis? ^[P]_[SEP]

Answer:

If you are having technical difficulties, we will give you an extension on reporting requirements as needed. Please reach out to your CDBG representative so that they can provide assistance.



Micro-Enterprise

Question:

Micro-enterprise SBA program require the business to create and or retain employment under the 80% LMI. How is that able to be reached for businesses who rent out booths for self-employment services such as hairdressers, barbers, nail techs. There is a high amount of business that are not able to meet those requirements.

Answer:

Micro-enterprise is met by using the Low-Mod income clientele (50% or more of owners would need to be Low Mod Income). In this case, the owner who rents out the booth would need to be Low Mod income. If you're using Low Mod Jobs, you can't look at self-employed individuals as your jobs because they are not jobs being created by your particular business. You may also use Low-mod income area if the service area of your business is a low mod income area. Please explore the different National Objective options that exist so that you can determine which option is best suited for your application. There will be further instruction on how to do this coming soon.



Urgent Need National Objective

Question:

Did HUD not allow any CA jurisdictions to use the Urgent Need objective for any CV activities because of poor past performance, even though this was a once in 100-year pandemic that severely impacted our community?

Answer:

Because we work with non-entitlement jurisdictions, this is not something that the State is aware of. This would impact entitlement jurisdictions.



CV Funds for Rental Assistance Next Year

Question:

Has there been any discussions between CDBG Dept and ERAP folks for those counties that have used/allocated all their ERAP program funds thus there may be a need now for CDBG subsistence payments to capture the "gap"? Will we be able to get to use the CV funds for rental assistance again before some of these contracts expire next year?

Answer:

We understand the need for direction on this and the community need. For now, we recommend contemplating using any new CDBG for legal services to assist households facing eviction or in dispute with their landlords. We will have further direction in the coming weeks on whether we will be able to allow rental assistance using CDBG-CV and CDBG funds.

Questions and Answers

