New Resources Available

Website and Grant Management Manual

HCD's updated website went live in May of 2022. There is lots of information contained within the many tabs and buttons on HCD's Community Development Block Grant page.

To access all the resources found on this page, scroll down to where you see five dark blue tabs. The open tab is light blue with black text. The closed tabs are dark blue with white text (scroll down to see all information in this tab). Click on each of the tabs to open the relevant information.

The last tab is the **Grants Management Manual**. Here you will find updated Chapters, Tools, and Appendices all designed to assist CDBG grantees in setting up, operating, and closing out CDBG compliant programs and projects.

Webinars

In addition to the resources above, HCD has posted several recorded videos to the Department's YouTube channel. Check out these great informational and training videos: HCD YouTube - CDBG Workshops and Trainings Playlist

For office hours recordings, please see our CDBG Office Hours Recordings Playlist.

HUD Exchange Resources

HCD recommends that grantees review these new HUD posted resources:

- CDBG Matrix Codes: Matrix Code Definitions
- Section 3 Final Rule trainings, sample forms, and HUD resources on the DR Subrecipient Trainings page found here: Disaster Grant Administration & Reporting | California Department of Housing and Community Development. When you click on the Subrecipient Trainings slide out, please scroll down to the Section 3 header to find all the information.
- HUD Exchange Section 3 Tools found here: new and revised tools [HUD Exchange]
- CDBG Income Survey Guidebook & Toolkit: CDBG Income Survey Toolkit [HUD Exchange]

HCD CDBG Resources

Please see the new resources HCD has added to our website:

- Chapter 6: Financial Management (hcd.ca.gov)
- Chapter 10: Reporting and Recordkeeping Requirements (hcd.ca.gov)
- Chapter 12: Closeout (hcd.ca.gov)

HCD Office Hours Updates

- If you don't already receive emails from HCD, here are links to get signed up:

  - Stay in touch with HCD (scroll all the way to the bottom and click "Federal Programs": HCD E-mail Listserv Signup
  - Register for Office Hours:

    2024 CDBG and CDBG-CV Office Hours - Zoom Registration
  - Due to added resources (GMM, trainings) FAQ, newsletter, we are moving to every other week Office Hours starting with the September 7, 2022, the next office hours is scheduled for May 29th, 2024.
  - This will not reduce our availability to respond to grantee needs. We strive to be very responsive to emails, phone calls and individual requests for technical assistance.
  - This will allow staff to put together meaningful programming including:
    - Training
    - Guest speakers
    - Requests for stakeholder input

- **CDBG's 50th Anniversary**
  - HUD is seeking photos of completed projects from the 1970s to 1990s
  - If you have photos you'd like to submit, please send to Michael.Phillips@hcd.ca.gov by June 2nd

- **CDBG Program Updates**
  - 2023 CDBG NOFA

    - Application closed December 29, 2023 for the Over-the-counter (OTC) waitlisted projects

- We received 7 applications

- We conditionally awarded 6 applications

■ 2023 CDBG NOFA Amendment #1

- Application closed March 15, 2024 for new projects when funds were exhausted

- We received 12 applications

- Staff notified applicants of status on March 21, 2024

■ **Artificial Intelligence (AI) Policy**

- In recent months, a new practice has emerged of adding AI readers/notetakers to virtual meetings

- Given that sensitive Personal Identifiable Information (PII) may be shared during virtual meetings, the Department is developing a policy that would restrict AI readers from meetings where sensitive PII is being shared

- Until this policy is developed, AI readers/notetakers will be restricted from all virtual meetings with HCD staff members

■ **Program Income Reporting & Awards**

- CDBG grantees are required to report all Program Income (PI) receipts to the CDBG program

- All PI reporting must be complete prior to requesting an amendment to add PI or submitting an application that includes PI

■ **New Staff & Reassignments**

- The CDBG program has recently hired new reps

- A number of grantees will be assigned a new rep in order to balance workloads

- Transitions are expected to begin in late May or early part of June

■ **2024 NOFA Application Types**

1 OTC Project + 1 OTC Program + 1 Competitive
-OR-
1 OTC Project + 2 Competitive
-OR-
1 OTC Program + 2 Competitive.

Note: 2 OTC Project, 2 OTC Program, or 3 Competitive applications are NOT allowed.

Office Hours Q&A Recap – May 1, 2024 Session

Question: Are the New CDBG-CV Income limits released today (5/01/2024) usable?

Answer: The CDBG-CV income limits are the same as the CDBG income limits and are effective.

Question: When will State update their CDBG limits?

Answer: HCD will post a formatted version of the income limits in the next month or two. UPDATE 5/17/2024: The updated income limits have been posted to our website. Please visit State and Federal Income, Rent, and Loan/Value Limits (HCD.ca.gov) for more information.

Question: Do you have a list of the municipalities eligible for State CDBG?

Answer: The list of eligible State CDBG municipalities shifts quite often since jurisdictions can opt in to the Entitlement program. All municipalities that are not Entitlement jurisdictions may participate. The best way to find out if your jurisdiction is eligible for the State CDBG program is to reach out to our team to verify.

Question: What is the timeline for award notifications/standard agreement execution for the 2023 CDBG NOFA Amendment #1?

Answer: We don't have an exact timeline at the moment. We plan to go to our internal loan committee near the end of May to make awards. Afterwards, it may take 30-60 days to get Standard Agreements out.

Question: For the 2024 NOFA, can you apply for duplicate activities? For example, two different types of feasibility studies, one Public Facility Projects and one for Economic Development Program and Projects

Answer: You can apply for a maximum of three awards – maximum of 1 OTC program, maximum of 1 OTC project, and a maximum of 2 competitive applications. Please refer to Page 4 for examples of application scenarios.

Question: Have State CDBG eligibility guidelines been updated to reflect HUD's Notice CPD-23-10: Use of CDBG Funds in Support of Housing? (It details changes to the eligibility approach of manufactured housing.)

> **Answer:** As this notice did not change what matrix codes or national objective codes are eligible for the 2024 NOFA, HCD does not anticipate making any updates to the eligibility guidelines. This notice just expanded on the definition of what pieces of a manufactured housing project are eligible for CDBG funding.

Question: For CV Grants we used to have regular meetings with HCD/ICF reps. With the ICF contract changing there is currently not any meetings for CV grants with HCD reps. Any way we can get connected for monthly or bi-weekly meetings with HCD reps for our CV grants?

> **Answer:** The contract with ICF was recently signed and the grant administrators are currently ramping up. They will be reestablishing contact/meetings with CDBG-CV Grantees soon.