



## 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 its website:

- [Chapter 6: Financial Management \(hcd.ca.gov\)](https://hcd.ca.gov)
- [Chapter 10: Reporting and Recordkeeping Requirements \(hcd.ca.gov\)](https://hcd.ca.gov)
- [Chapter 12: Closeout \(hcd.ca.gov\)](https://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 June 19<sup>th</sup>, 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
- **Did You Know?**
  - Pursuant to GC 40601 and 40602, the Mayor or Mayor Pro Tempore must be the authorized signer unless there is a local ordinance or municipal code stating otherwise.
- **What's New**
  - HUD released new low- and moderate-income summary data ([LMISD](#)) based on the 2016-2020 American Community Survey (ACS). As of **August 1, 2024**, LMA activities must use the new data to qualify for CDBG funds.



## Office Hours Q&A Recap

**Question:** Is there an ETA for 2023 Standard Agreements?

**Answer:** We do not have a set ETA for the Standard Agreements. There are different components that need to be completed and hope to have it out in the next couple of months, barring any unforeseen circumstances. Unforeseen circumstances like the NEPA needing to be completed. Looking to have out as quickly as possible because we don't want NOFAs overlapping. Please feel free to contact the person you received the conditional award letter from and see if they have a better estimate.

**Question:** Will we need to submit photos of public meeting postings in addition to the affidavit or will the affidavit signed by the authorized representative or clerk without the physical proof suffice?

**Answer:** Yes. We do need photos of the public participation posting along with the signed Affidavit of posting. We are updating the Affidavit to make it easier for you prepare. If you want additional clarification reach out to your CDBG representative.

**Question:** For the 2024 NOFA, are we allowed to purchase real property?

**Answer:** Yes. CDBG does allow for the acquisition of property. Eligibility depends upon the ultimate use of the property. Recommend that you reach out to your CDBG Rep to discuss the potential project.

**Question:** Will there be a public hearing notice template with required language provided? It seems like there have been some new requirements recently.

**Answer:** Yes, there is a public hearing notice template. If you need help navigating to it ask your rep and they can guide you to it. It can be found on HCD's CDBG website. Staff has included the link in the chat for both English and Spanish versions:

<https://www.hcd.ca.gov/sites/default/files/docs/grants-and-funding/cdbg/4.01-sample-notices-of-public-hearings.docx>

<https://www.hcd.ca.gov/sites/default/files/docs/grants-and-funding/cdbg/4.01-sample-notices-of-public-hearings-es.docx>



**Question:** What are the SAM requirements for recipients of a business loan programs? Does the business need to maintain the SAM registration for the duration of the loan, the grant term?

**Answer:** Sam.gov registration should be maintained during the life of the grant. Additionally, it must stay updated and current for any reimbursement requests. Each time you ask for a reimbursement we will check that the SAM.gov is in place. Reach out to your representative for details.

■ **2023 Application Listening Session**

- Open Forum on all questions and comments.
- We want to know:
- What worked well?
- What were some challenges?
- Thoughts on our proposed changes?
- Other Feedback?