

Community Development Block Grant Office Hours

HCD's CDBG Team

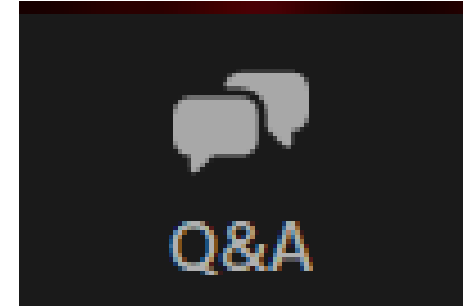
Wednesday, August 21, 2024





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





2024 CDBG NOFA to be
released at 3PM P.D.T.
Friday, August 30, 2024!





Save the Date!

- 2024 CDBG NOFA to be released at 3PM P.D.T. Friday, August 30, 2024!
- Required **Live** Workshops
 - **NOFA Webinar**: Tuesday, September 3, 2024 at 10 AM P.D.T.
 - Registration link: [Webinar Registration - Zoom](#)
 - **NOFA Webinar**: Thursday, September 5, 2024 at 2PM P.D.T.
 - Registration link: [Webinar Registration - Zoom](#)
 - **Application and Budget Webinar**: Tuesday, September 10, 2024 at 2PM P.D.T.
 - Registration link: [Webinar Registration - Zoom](#)
- Required **Pre-Recorded** webinars can be found on our YouTube channel: [CDBG Workshops and Trainings - YouTube](#)
- Application opens **Tuesday, October 29, 2024, at 9AM P.D.T.**



Estimated Timeline

CDBG NOFA Releases	August 30, 2024
Submission Portal for All Applications Opens	October 29, 2024, 9AM PDT
Applications for Competitive Solicitation Closes	December 28, 2024, 3PM PDT
Application for OTC Solicitation Deadline	When funds are exhausted, or December 28, 2024, at 3PM PDT, whichever comes first
Contract Execution for Competitive Applications	May 2025
Contract Execution for OTC Applications	Rolling basis starting May 2025
Expenditure Deadline	2 years, 9 months from contract execution



Did You Know



A grantee's award manager can give access to multiple eCivis accounts to manage specific awards.





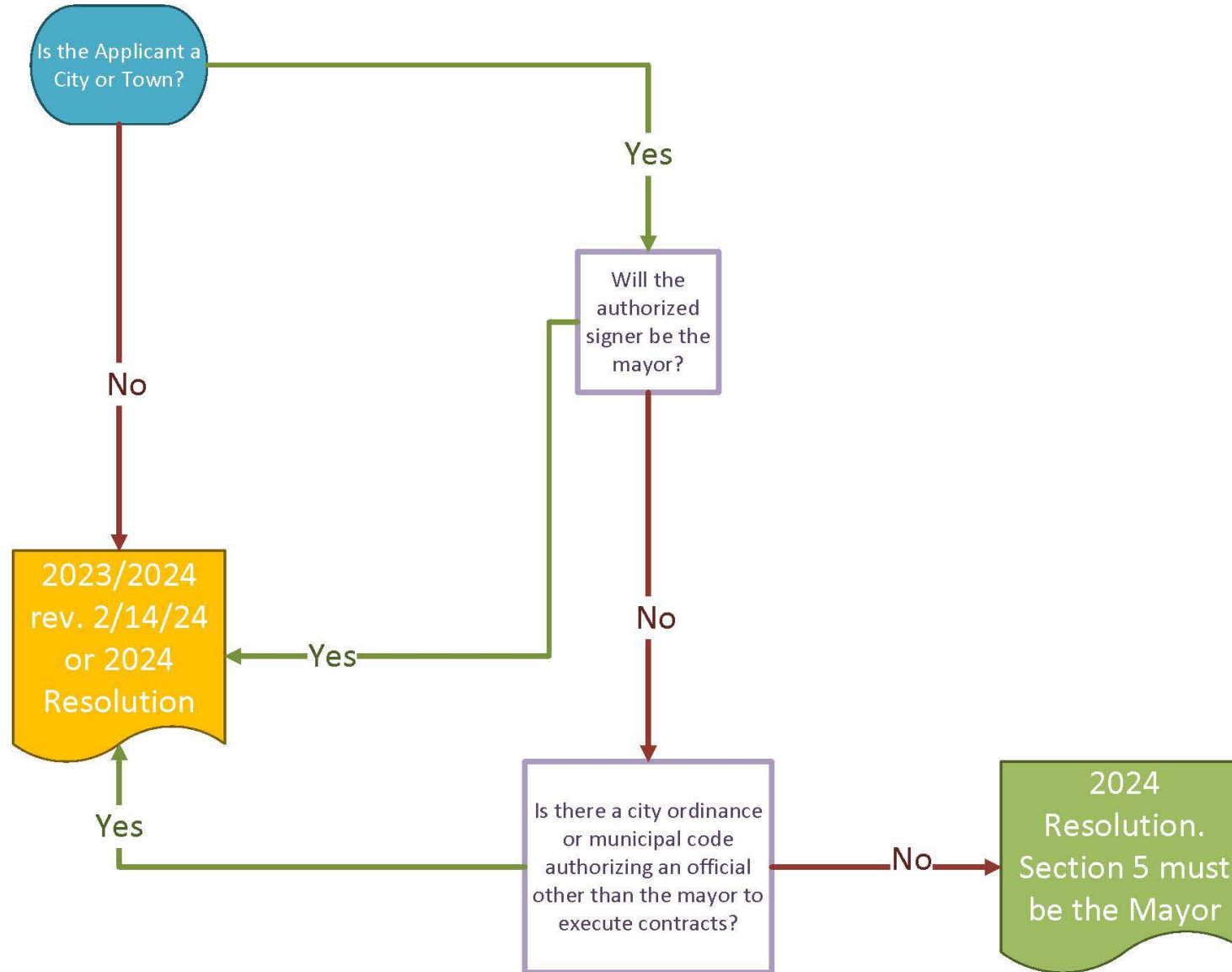
What's New

- Due to confidentiality and security reasons, CDBG Staff have been instructed to refrain from using AI meeting transcribers. Going forward, AI transcribers will not be allowed into the meetings, and we ask that you do not use AI transcribers during our meetings
- The 2025 CDBG NOFA/Application will NOT be in the new HCD Connect system





Which Resolution to Use



Questions and Answers: Recap from Prior Office Hours





Regarding the resolution some jurisdictions we are working with have used the 2023A/2024 resolution for the 2024 application because of timing of governing bodies lead time for submitting documents for their agenda. Will those not be accepted for the 2024 application?

For Counties, the resolution from the 2023A application will be accepted for the 2024 application cycle.

For Cities and towns if the mayor was designated in section 5 of the Resolution, using 2023A/2024 resolution is acceptable. If any other position was designated in section 5 of the Resolution, you will need to use the 2024 resolution and provide a copy of the ordinance.*

*If you are a City or Town, you **may** use the 2023/2023A template if you received council approval of the 2023/2023A Resolution template prior to 7/25/24



Can you repeat the answer to the new resolution template? OTC projects need to go to Council ASAP in August as most jurisdictions take August off and don't have meetings to approve. Ours is August 6th and need Reso by this Friday to submit for Council public meeting notice.

The biggest take away is that for cities, the Mayor or Mayor Pro Tempore must be the authorized signer **unless** there is a local ordinance or municipal code stating otherwise.



Will 2023A awardees need to do this new resolution? You had some folks already revise one and it does not match what you just shared.

No, you do not. However, for any future amendments to active awards and the 2024 NOFA, you will need to use the new resolution template.

Please refer to previous slides for more details.



Is the Reso that was just shared, being emailed out to us with the changed wording?

The 2024 Resolution has been released and located in the "Files" tab of the application solicitation page.



As a City who already has an ordinance designating the City Manager to sign on behalf of the Mayor, do we need to use the new Reso template if it is not released on time? Our public hearing is scheduled for 8/5/24 and the agenda needs to be posted by 8/1/24, so I'm banking on being able to add the new template as soon as it is released with the NOFA, but if it doesn't actually apply to us, it would be helpful to know that we can proceed with the old version.

The 2024 Resolution has been released and in the "Files" tab of the application solicitation page.



PI Report?? Where do we find this?

The first step in reporting Program Income is to submit an initial report to HCD in the Program Income Receipting and Reporting solicitation ([eCivis - Grants Network](#)). There are detailed instructions in the 'Files' tab. After reviewing your initial report, a member of our PI Team will reach out with further guidance and to potentially request additional information. We are continuing to build upon this solicitation and creating a list of jurisdictions that we have not engaged with yet. We will be reaching out to those jurisdictions in the coming months.

We are also in the process of developing PI training. Additional information regarding PI can be found in the GMM [Appendix 6-6: Program Income Policy](#) and [Appendix 6-7: Program Income Procedural Guidance](#).



Did we hear that OOR requires a tiered NEPA review? We've been trying to get HCD approval of a tiered NEPA for OOR since June 5 and have loans waiting for approval.

Please contact your assigned Program Representative/Specialist so that they can connect you with our environmental team directly. In the future, please include your assigned Program staff on the email so they can assist with following up. We cannot confirm the NEPA review process and what will be required without more specifics.



I've been trying to get ahold of someone in the NEPA department for several weeks and I am getting no response. I tried to email a couple of employees directly, but it appears that they are gone now. Is there anyone monitoring the email box?

Please reach out to your program representative. Our environmental team has gone through some staffing changes. We appreciate your patience as they work through getting their team fully staffed.



The current receipting report - and it would be reported a \$0?

Yes, even if you have zero, we still require PI reporting for the fiscal year. If a grantee has either not reported or received any PI, we still would like to have the reports in our system for compliance and tracking purposes. Also, if a grantee has received less than \$35,000 in a fiscal year, we do have a procedure for defederalizing those funds, which can be found in our Grants Management Manual under Appendix 6-7, *CDBG PI Procedural Guidance for Grantees*. If you have any additional questions, please contact your assigned Program Representative/Specialist. They can connect you with the PI Team, if needed.



Is there a way to determine what HCD is showing as the current grantee's PI balance?

The PI Team can pull those numbers, the amount being reported in eCivis does not include PI already spent or allocated under 2018-2022 agreements; or pending agreements for 2023 and 2023A. Please contact your assigned Program Representative or Specialist so they can get that information to you.



Can you please elaborate on the specifics of the tiered review process for Economic Development loans

In the case of business loan/grant programs that allows construction, a grantee can perform a tiered CEST review to evaluate businesses site by site. We offer information on tiered reviews in Chapter 3, Section 3.5 of our Grants Management Manual. In the case of a business loan/grant program that does not allow construction, a CENST is acceptable if all allowed activities are exempt/excluded according to HUD regulations. Please reach out to your rep for additional information.



We were told that the NEPA had to be approved by your NEPA team before we could put out for public notice. If they are having staffing issues and can't expedite review, then we can't submit a fully completed NEPA by OTC first date.

The environmental team prefers that the NEPA be approved before you go out to public notice, but under these circumstances, we can see what we can do. Please reach out to your program representative so we can give you some further information. If appropriate, we'll share it with everyone.



Could we possibly submit a draft with email proof that we submitted it to the NEPA Team for review.

Grantees are required to submit a completed Activity NEPA and GA NEPA at the time of application. HCD does not require prior approval from EST at application submission.

If conditionally awarded, HCD will submit the Activity NEPA to the EST team for review and approval. If the EST has corrections needed, they will work with the grantees directly.



Is there any anticipation on NOFA releases getting back on schedule for the beginning of the year release dates? We have the same situation mentioned before. The Board of Supervisors for our County has a lot of dark days, and they are going through general budget approvals.

We anticipate the 2025 NOFA being released in the mid part of 2025. We have released 3 NOFAs within a year and working on getting on a consistent schedule.

The 2024 NOFA will release on August 30, 2024, with a 60-day review period.



In the past there was a separate signatory form to be submitted. Is that older signatory form now gone?

We do not have a signatory form anymore.



The website has a 2023 CDBG NOFA Resolution (Appendix C). Is this the 2023A resolution that will be accepted for the 2024 NOFA?

Acceptable Resolutions for the 2024 Application are: 2023 Resolution, 2023A Resolution*, and 2024 Resolution.

*If you are a City or Town, you **must** use the 2024 Resolution unless you received council approval of the 2023/2023A Resolution template prior to 7/25/24



If in Section 4 or 6 the mayor is listed in the already approved resolution, but another employee will carry out those duties, can we submit a letter to assign the designee?

Yes, a letter from the mayor designating another official is acceptable.

Questions and Answers:
Please submit your question(s) via Zoom
Q+A

