

COMMUNITY DEVELOPMENT DIVISION



Community Development Block Grants (CDBG) Projects

Launched to help Kansas communities enhance their livability by providing financial, technical and business assistance



Housing
Water/Sewer
Community Facilities
Commercial
Rehabilitation
Economic Development
Urgent Need

Eligible Activities

CDBG Homeowner Rehabilitation

Minor Rehabilitation

- This is funding for health and safety reasons
- Must include weatherization

Moderate or Substantial Rehabilitation

- Significant repairs are made to the home
- Sometimes called “whole-house rehabilitation”

Abatement is rehabilitation over \$25,000 of federal funds.



Eligible Activities (cont.)

Rental Rehabilitation

- A single family home
- Conversion of existing non-housing structures to new housing
- Mixed-income rental
 - 51% of the units must be occupied by Low-to-Moderate Income



Eligible Activities (cont.)

Tenant must be LMI

- If homeowner is non-LMI they must contribute 25% of the rehabilitation
- If homeowner is LMI they must contribute 15% of the rehabilitation

Demolition

- Can only be housing units

Permanent Relocation

- Can be used if a home can not be rehabilitated



► Eligible Activities (cont.)

- Neighborhood Development
 - The addition of infrastructure in target area
 - Must match infrastructure improvements 50/50
- Emergencies
 - City can elect to expend 20% of rehabilitation funds for urgent needs outside of target area

National Objectives

LMI = Rehabilitation and Neighborhood Development

Slum and Blight = Demolition

Urgent Need = 20% of grant cost

Ineligible Communities

These receive funding directly from HUD

- Kansas City
- Wichita
- Topeka
- Lawrence
- Leavenworth
- Manhattan
- Overland Park
- All of Johnson County

Grantees of open 2018 CDBG projects

► Pre-selection of Professional Services

Select with Request For Proposal

- Administrator
- Housing Inspector
- Risk Assessor
- Asbestos Inspector (for demo)



Maximum Amounts Allowed

- Grant - \$300,000 for rehabilitation and demolition or \$500,000 for Neighborhood Development
- Administration fees
\$250,000 or over = \$25,000
If under \$250,000 = \$20,000
- Housing /Radon Inspection = \$1,000
- Risk Assessment - \$1,000
- Lead Base Paint Clearance testing = \$300
- LSWP/Cleaning for Clearance = 10% of CDBG rehabilitation cost
- Temporary Relocation = \$5,000 per grant
- Demolition Inspection Fees = \$500
- Maximum and Minimum spent for rehab and demo – **MUST BE REASONABLE**



CITIZEN PARTICIPATION AND PUBLIC HEARINGS

Citizen Participation

- Public hearing notice must mirror what is being applied for.
- Incorrect public hearing will threshold/disqualify an application.
- One legal public hearing 15 days prior to application submittal date.
- Give yourself time to republish if error is found.

Public Hearing Notice

- Notice shall be published at least five full days before public hearing- starting one day after the publication and not counting the date of the hearing.
- Must contain:
 - Detailed Project Description
 - Exact Project Location
 - All Activities
 - CDBG grant amount and total project cost



CONFLICT OF INTEREST

Conflict of Interest

- Applies to employees, elected officials, agents, consultants, officers or immediate family member or business partners of the aforementioned.
- Conflict of interest applies when procuring goods and services for the purpose of undertaking a CDBG funded project.
- Conflict of interest waiver
 - Disclosure of the nature of the conflict
 - Notice in newspaper
 - Public hearing
 - Recording of minutes
 - An opinion from the applicant's attorney
 - Letter from chief elected official requesting the conflict of interest waiver
 - The only persons who do not qualify for a waiver are the **City or County Commissioners.**

**CONFLICT
OF
INTEREST**

Conflict of Vendor

- If a vendor is used to supply a cost estimate, said vendor may not bid on the work if the applicant receives a grant award.

Application Checklist

Application Summary

- Form A – Community Needs Form
- Form B – Project Budget Form
- Form C – Housing Log
- Form D – Does not apply to Housing
- Form E – Narratives, including HAT
- Form F – Pre-Selection of Professional Services



Housing Points - Form E

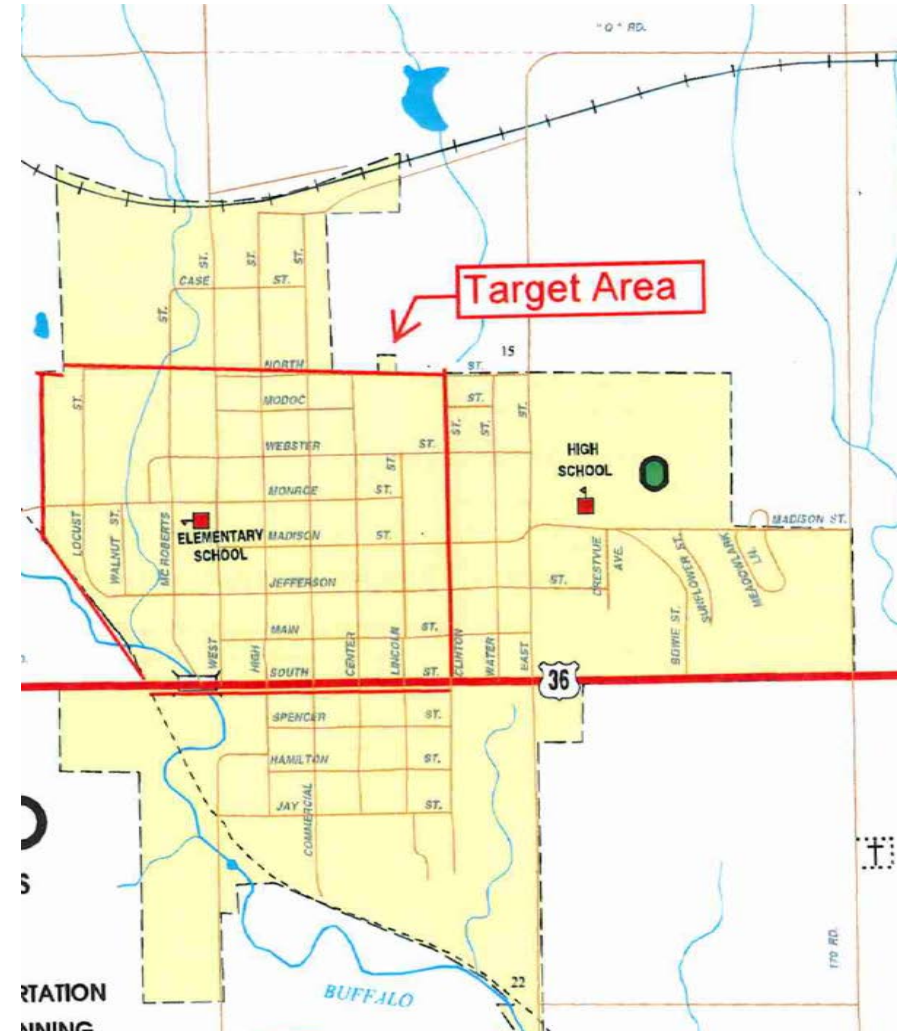
- **HAT/Community Needs/Public Interest (25 points)**
- **Development of Project (15 points)**
- **Solution of Need (25 points)**
- **Target Area/Pre-application vs. proposed project (35 points)**
- **Site Visit (25 points)**

Application Checklist

- Statement of Assurances and Certification
- Resolution of Governing Body
- Commitment of other funds
Must commit funds for Environmental Review
- Disclosure Report
- Anti-displacement
- Determination of Level of Review
- Public Meeting

Map of “Self-Imposed” target area in relationship to the City

The PH notice must describe the same area



Map of Proposed Project



Threshold Requirements

- Application must be submitted on or before September 25, 2020
- Applicant must be eligible
- Preliminary Engineering Report, for Neighborhood Development projects
- Survey information, for Neighborhood Development project
- Funds requested under \$300,000 (housing/demo) or \$500,000 (ND)
- Public Hearing Notice - meets all required dates and funding
- Maps included:
 - Map showing target area in relation to the City
 - Map showing pre-application within target area

If problem can be fixed, you will be given two weeks to correct. Ten points will be removed from the score.

Threshold Examples in General Application Requirements, page 18

► Points You Could Lose

In the 2021 applications:

- Not attending HIAC will result in five points deduction on applications
- **If the City has not submitted every required documents - to include ALL forms and letters – there will be a 10-Point deduction.**

Reminders

DO

- Take time with HAT process
- Use pictures of pre-applications homes

Remember

- Submit application only when ready
- Support letters are not necessary in applications
- Pre-applications will only be reviewed at a site visit

Housing Points - Form E



- Starting on a Housing Application
- Housing Assessment Tool
- Housing Interagency Agency Committee
- Note: Make sure City is cleaned up before applying!

THANK YOU

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Have you completed your 2020 Census?

It's not too late! Take action now!

my2020census.gov