



HOUSING REHABILITATION AND DEMOLITION

MAX AWARD \$300,000	MATCH Cost of the Environmental Review	APPLICATION DEADLINE March 2 - Oct. 16, 2026	QUALIFY <ul style="list-style-type: none">✓ Benefit low- to moderate-income households✓ Cover environmental review costs✓ Approved Pre-application
-------------------------------	--	--	---

Purpose

The Housing Rehabilitation and Demolition Program is designed to assist cities in creating and operating a local housing rehabilitation program, with Commerce offering CDBG funds and the framework for a housing rehab program. The awarded city will use CDBG funds to complete housing rehabilitation and minor demolition projects within its boundaries. Funds can be used to rehabilitate owner-occupied units or small-scale rental units (four or less units), as well as demolish vacant homes and associated outbuildings. For rental units, the landlord is required to contribute 25% toward rehabilitation costs for their unit(s) only. All housing activity fees are included in the maximum grant funding amount.

Authority

The Community Development Block Grant (CDBG) program is authorized under Title I of the Housing and Community Development Act of 1974, as amended (42 U.S.C. § 5301 et seq.). The statute authorizes the U.S. Department of Housing and Urban Development to allocate CDBG funds to states for distribution to non-entitlement units of general local government. Federal regulations governing the State CDBG program are codified at 24 CFR Part 570, Subpart I.

Timeline

- Grant Announcement:** January
 - Application Period:** March – October 16
 - Submission Deadline:** October 16 at 11:59 PM (CT)
 - Award Notification:** Approximately 45 days after the submission deadline
- Applications may be reviewed as received, as applicable to the program.

Application Procedures

- Online application link can be found here: <https://kansascommerce.my.site.com/Grants/s/>
- Questions and submission of additional documentation should be directed to Tim Parks at CDBG@ks.gov.
- Applications that are incomplete or missing documentation will not be reviewed for rating or considered for funding.

Release of Information

Information submitted to the Kansas Department of Commerce relating to the application may be subject to the Open Records Law (K.S.A. 45-215 et seq.).

Eligible Use of Funds

- Housing rehabilitation for owner occupied and/or rental units
- Demolition of uninhabitable, vacant housing units and associated outbuildings on the same property
 - Must be considered uninhabitable and vacant for at least 3 months
- Inspections: Housing, radon, asbestos, demolition, lead-based paint inspection/clearance, and risk assessment
- Voluntary relocation (limited)
- Post-award grant administration
- Ineligible Activities: New construction of housing, demolition only projects, demolition of non-residential structures

AVAILABLE FUNDING: \$1,200,000	
Maximum Per Award	\$300,000
Administration	Up to 12.5% of grant or \$35,000, whichever is less
Match	Community must match the cost of the environmental review
Expected Awards	4

HOUSING ACTIVITIES INCLUDED	MAXIMUMS
Housing Inspections (including all site inspections, work writeups, and cost estimates)	\$1,000 initial and final
Risk Assessments	\$2,500
Lead-Based Paint (LBP) Clearance	\$1,000 initial inspection and re-inspection
LBP safe work and cleaning for Clearance	Must be reasonable
Temporary relocation due to LBP	\$2,500
Demolition Inspections	\$1,000
Demolition	Must be reasonable
Asbestos Inspections	\$1,500 with samples; \$1,000 no samples
Radon Inspections	\$750 pre and post

CDBG National Objectives

The Community Development Block Grant (CDBG) program is designed to provide decent housing, suitable living environments, and expand economic opportunities principally for persons of Low- and Moderate-Income (LMI). All CDBG projects must meet a national objective and involve an eligible activity under the Housing and Community Development Act of 1974.

The three CDBG national objectives are:

1. Benefit Low- and Moderate-Income (LMI) Persons
2. Prevention or Elimination of Blight
3. Addressing an Urgent Need

The **Housing Rehabilitation Program** will meet the national objective of benefiting LMI households. Demolition activities must meet the national objective of eliminating blight on a spot basis.

Occupied Housing Rehabilitation

- For an **owner**-occupied housing unit, the homeowners must be considered to be an LMI household (100% LMI)
- For a **tenant**-occupied rental unit, at least 51% of the assisted units must be occupied by a tenant that is an LMI household
- All assisted households will be required to provide documentation of their income, ownership, paid taxes, paid utilities, and home insurance

Demolition

- The owner of the subject structure(s) to be demolished does not need to be LMI
- The structure(s) must be on the same property and have been vacant for at least 3 months and be uninhabitable

Eligible Applicants

Only **cities (not counties)** can apply for the **Housing Rehabilitation and Demolition grant**. Large cities are considered entitlement communities and receive CDBG funds directly from HUD, while smaller communities apply through the State CDBG program.

The following entitlement communities are **NOT** eligible to apply to the State CDBG program: Kansas City, Lawrence, Leavenworth, Manhattan, Overland Park, Topeka, Wichita, and all of Johnson County. Communities with an open project that is currently in a time extension are not eligible until the project has been successfully closed.

Grant Process

This grant program operates on a two-year timeline. During the two years, the city will advertise the program, promote participation of homeowners and contractors, bid projects with three to four bidding rounds, and complete rehabilitation and demolition.

Housing applications are reviewed within 45 days, with award letters issued as soon as possible.

BEFORE APPLICATION	APPLICATION CRITERIA	POST AWARD
<ul style="list-style-type: none"> • Community outreach to gauge program interest • Secure pre-applications from interested property owners • Initial public hearing (following the appropriate timeline) • Secure matching funds • Submit housing pre-application 	<ul style="list-style-type: none"> • Environmental Determination of Level of Review form • Community needs narrative • Housing log with interest documented • Procure professional services, such as grant administration and inspectors before applying 	<ul style="list-style-type: none"> • Community outreach for applications and follow up with pre-applicants to see if they will apply • Complete Environmental Review and a Tier II environmental review of the homes approved for assistance (must be paid for with local funds) • Develop program plans • Inspect homes, develop scope of work, bid the work, complete rehab/demo • If applicable, comply with BABA purchasing regulations

Public Hearings and Citizen Participation

Citizen participation is a required component of the CDBG program. Any local government applying for CDBG funds must provide citizens with reasonable opportunities to participate in the planning and development of applications, especially residents of proposed project areas. Citizens must be provided adequate and timely information so they can be meaningfully involved in important decisions.

Local governments must hold an initial public hearing to allow citizens the opportunity to comment on community needs and the proposed use of funds. If funded, a second public hearing must be held at the project’s conclusion to review the project’s results and obtain input on the grantee’s performance.

Public hearings must be held at a time and location convenient to potential or actual beneficiaries, with accommodations for non-English speaking residents and persons with disabilities. Public hearings may not be held in any buildings built or rehabilitated with CDBG funds. Records of these efforts must be part of the grant files, including the public hearing notice, affidavit of publication, record of posting, public hearing attendance log, public hearing minutes, any written complaints and grantee response, and any other documented efforts to involve citizens throughout all stages of the project.

Requirements to Publish a Public Hearing Notice

A notice about the hearing must be published at least 5 FULL days in advance (but no more than 20 days) in advance to allow citizens the opportunity to schedule their attendance. The day that the public hearing notice is first advertised and the day of the public hearing do NOT count towards the minimum 5 day period.

Notices must be published in a local newspaper having the widest general circulation in the community or on the government website that is accessible to persons with disabilities or Limited English Proficiency. Applicants must also make every effort to inform those who might not be reached through the newspaper notice or website that the public hearing is to be held. Such efforts might include the distribution of leaflets, posting notices on bulletin boards at town hall, social media channel announcements, notices to local organizations, clubs, and churches, and/or personal contact.

Initial Public Hearing

The purpose of the initial public hearing is to inform citizens about the proposed project, including its location, total cost, activities, and beneficiaries. Community members must be given a chance to suggest other project ideas and share their input, and the local governing body should carefully consider this feedback before submitting the application. The initial public hearing must be held at least 15 FULL days before the CDBG application is submitted, and no earlier than 120 days. **The total project funding and CDBG amount requested must match what appears in the public hearing notice.**

Example Timeline

Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.
1	2	3	4	5 Notice is Published (Day 0)	6 Day 1	7 Day 2
8 Day 3	9 Day 4	10 Day 5	11 Public Hearing	12 Day 1	13 Day 2	14 Day 3
15 Day 4	16 Day 5	17 Day 6	18 Day 7	19 Day 8	20 Day 9	21 Day 10
22 Day 11	23 Day 12	24 Day 13	25 Day 14	26 Day 15	27 Application can be submitted	28
29	30	31				

SAMPLE PUBLIC HEARING NOTICE

The City/County of _____ will hold a public hearing on (day), (date), at (time) in the (location) to consider an application to be submitted to the Kansas Department of Commerce for Community Development Block Grant (CDBG) funds under the _____ category. A specific project application to be discussed is (description) in an area generally bounded by (location) that will consist of (specific activities). The estimated project cost is \$_____ with the grant request for \$_____ of the project cost.

Other project proposals introduced at the hearing will be considered. Oral and written comments will be recorded and become a part of (City/County)'s CDBG Citizen Participation Plan.

Persons with disabilities or non-English speaking persons who wish to attend the public hearing and need assistance should contact (local contact name) at (address and telephone) no later than (number of hours/days) prior to the meeting date to allow for necessary arrangements. Every effort will be made to make reasonable accommodations for these persons.

Closeout Public Hearing

The second public hearing is held at the conclusion of the project prior to closeout to inform citizens of the project's successful or unsuccessful completion, as well as provide results, project totals, funds expended, and obtain input on the grantee's performance. This public hearing cannot be held until a final monitoring letter has been received by the grantee and all deficiencies have been resolved.

Matching Funds

For this program, the only required local matching funds are for the city to complete the environmental review of the project. Eligible sources of match include bank loans, bonds, local government funds, or other grants. If rental units are assisted, the landlord is required to contribute 25% of the rehabilitation costs for their unit(s) only.

To maximize the impact of rehabilitation funds, cities are encouraged to leverage additional grant funding alongside CDBG housing rehabilitation dollars. Programs such as weatherization pair particularly well with CDBG housing rehab by addressing the wide range of needs commonly found in assisted homes. In addition, weatherization eligibility requirements closely align with CDBG, making early coordination and inclusion especially beneficial.

All matching funds must be clearly documented and verifiable at time of application. **Any expenses incurred prior to the grant award are ineligible for reimbursement, including application writing and inspections.**

Pre-application

Interested applicants should consult with CDBG staff to discuss their project idea and review the necessary planning needed before submitting a pre-application. Applicants must submit a pre-application to allow CDBG to provide early feedback and address any eligibility concerns before applicants complete the full application, and ensure projects align with program goals and are prepared for funding.

The pre-application requires a brief project description, estimated budget, eligibility status, and proof of readiness to proceed requirements. Commerce will review submissions within 10 days and provide further instructions. Only those with an approved pre-application may submit a full application, but pre-approval does not ensure grant funding. The deadline to submit a pre-application is Sept. 15, 2026.

Pre-Application: <https://forms.office.com/g/2MtSs7bep1>

Environmental Review

All CDBG-funded projects require an environmental review under the National Environment Policy Act of 1969 (NEPA) and HUD's implementing regulations at 24 CFR Part 58. The Environmental Determination of Level of Review form must be submitted with the application. This form will inform Commerce as to what level of environmental review you will undertake for your project if awarded.

Post-award, the city must conduct a full environmental review of the project. This responsibility cannot be delegated and the cost to conduct the review **must be paid with local funds**. The entire project, not just the CDBG-funded portion of the project, is subject to the NEPA review. The project must group together all activities that are related either on a geographical or functional basis or are logical parts of an overall project into a single project for review. The environmental review process includes determinations of applicability to various laws and authorities, consultation with various regulatory agencies, publication of findings, an advertised local comment period, and a 15-day state comment period.

Tier II Environmental Review

Since the applicant will not know the specific homes to be rehabilitated or demolished at application, the city must conduct a Tier II environmental review. Upon grant award, the city must begin to complete its environmental review of the project. The city will review the target area or the city as a whole for common or broad review categories. However, there are laws and authorities that cannot be reviewed without the specific home (location) and those laws and authorities will be reviewed once the home has been identified. This Tier II review will consult with the State Historic Preservation Office (SHPO).

After Commerce issues the environmental release of project funds, participants may proceed with project activities.

Threshold Requirements

Before the application is scored and ranked, it must meet the following threshold requirements:

1. The applicant must be eligible.
2. The application must be received within the application period.
3. Only complete standard application forms will be accepted.
4. The proposed activity for CDBG funding must be an eligible activity under Section 105(a) of Title I of the Housing and Community Development Act of 1974, as amended.
5. The proposed project must meet the national CDBG objective of benefiting LMI households. Demolition activities must meet the national objective of eliminating blight on a spot basis.
6. Provide appropriate matching funds with supporting documentation. All matching funds must be secured at the time of application.
7. The public hearing notice must be published at least five full days before the hearing (starting one day after publication and not counting the date of the hearing) but no more than 20 days prior. The public hearing must occur at least 15 days and no more than 120 days before the application due date.
8. If CDBG funds are used for the procurement of professional services, the procurement must follow the CDBG procurement process as outlined in the CDBG Grantee Handbook, which includes free and open competition. Projects may not follow a Design Build approach or a Construction Manager at Risk (CMAR) approach. Construction contract(s) must not be procured until after grant award and environmental review approval.
9. Completed Housing Log
10. Map identifying proposed housing units to assist
11. City map

Should any document be missing, incorrect, or otherwise have deficiencies that do not meet threshold requirements, contact will be made with the applicant after the applications are initially reviewed. The applicant will be given two weeks from notification to correct the deficiency. Threshold items such as an inadequate amount of time for a public hearing, a public hearing not having the required information, or a public hearing too late would not be correctable, and the application will not be scored. The extension of time granted is not intended to provide extra time for securing commitments from alternative sources, lifting contingencies, or finalizing the particulars of the application.

Rating Criteria

All CDBG projects are evaluated based on a numerical scoring system tied to the established rating criteria. While there is no official minimum score required for consideration, priority is given to applications that score higher. As a general guideline, projects scoring below 70 are typically not competitive and are less likely to be approved. Applicants are encouraged to review the criteria carefully and ensure their proposals are as compelling as possible.

All applications must include a Community Needs Narrative, which should describe the community’s overall prioritized needs, not just those related to the proposed project. Applicants should explain how these needs were identified and whether they have been formalized in any existing plans or documents. The narrative should tell the story of the community and highlight needs across all sectors. It is limited to one page and must specifically address housing needs. Examples of community needs include education, childcare, fire safety, community and government buildings, transportation, recreation, housing, workforce development, economic development, and homelessness.

The matrix below describes each selection criterion as a numerical score within the **Housing Rehabilitation and Demolition Program**.

HOUSING SELECTION CRITERIA MATRIX	MAXIMUM
1. Project Need	25
2. Development of Project	15
3. Solution of Need	35
4. Housing Log, Public Participation, and Readiness to Proceed	25
Site Visit	Verify Eligibility
TOTAL	100 Points

1. Project Need (25 points)

- a. What needs is this application addressing? What is the cause of the problem, how long has it existed, and how does the problem affect the community? The applicant must explain the importance of this project as compared to the total community needs.
- b. Describe the community’s demographic information on population, age, socioeconomic status, disability, and population trends.
- c. What is the percentage of rental units and homeowner units in the community?
- d. What is the median household income for the community?
- e. What is the monthly median rent for the community?
- f. Are there homes for sale or for rent in the community, how many?
- g. Provide housing stock characteristics, including age of homes in the community and vacancy rate.
- h. Have you conducted a windshield survey of your housing stock? Please provide the condition of the housing stock in the community. How many are considered above average, average, below average, and dilapidated?

2. Development of Project (15 points)

- a. How was the scope of work developed?
- b. What is eligible and ineligible?
- c. How many rehabilitations are being proposed and why?

- d. How many demolitions are being proposed, and why or why not?
- e. Does the city have housing/building codes? Are they being enforced?
- f. Are there any environmental concerns?
- g. Anything else the city did in the project development they would like to share?

3. Solution of Need (35 points)

- a. Can the rehabilitation/demolition be completed in the 24-month time frame?
- b. Does the applicant have contractors? Who are the contractors? Are these contractors also working on other CDBG projects?
- c. Does the applicant have all the necessary professionals to complete the project (administrator, inspector, risk assessor, radon testing abilities, asbestos inspectors)?
- d. Who locally will be involved in collection applications?
- e. Will the applicant council/commission locally run the program, or will a housing board be appointed?
- f. How does the scope of work solve the city's needs?

4. Housing Log, Public Participation, and Readiness to Proceed (25 points)

- a. Describe all efforts made to engage the community about participating in the program.
- b. How many pre-applications have been secured at this time?
- c. Is the public interested? Are property owners interested and willing to participate? Is there enough interest to fully expend the grant?
- d. Provide a map of the city noting locations of the pre-applications received to date.
- e. Provide the proposed number of properties to be completed (rehabilitation and demolition).
- f. Does the grant team include a grant administrator, a housing inspector, an LBP Risk Assessor, and Asbestos inspector? Are they already secured?
- g. Are there any environmental concerns within the city?
- h. What efforts have been made to engage contractors to work on this project?

Following completion of the ratings, Commerce leadership will conduct a comprehensive review to ensure that projects are equitably distributed across the state, with priority given to those demonstrating the capacity to complete on time, presenting minimal CDBG compliance risks, and contributing to geographic dispersion.

Grant Performance Expectations

In addition to Applicant Eligibility requirements, all CDBG grantees are expected to comply with the following standards:

1. Project Completion

Grantees are expected to complete all approved project activities within the 24-month grant period whenever feasible. Construction projects should generally complete design and environmental review during the first year and target physical construction completion by the end of the second year. Completion expectations may vary by activity type and award agreement requirements.

2. Allowable Costs

Only eligible and allowable CDBG expenses may be included in the approved project budget.

3. Administrative and Compliance Requirements

Grantees must:

- Provide all information necessary to execute the grant award agreement.
- Sign and return the grant award agreement within 30 calendar days of receipt.
- Comply with applicable acquisition, environmental review, labor standards, and procurement requirements, including URA, NEPA, Davis-Bacon, and competitive procurement rules.
- Submit quarterly progress and financial reports.
- Obtain prior written approval from Commerce for changes to project scope, budget, or timeline.
- Submit a final performance report within 90 days of project completion.
- Maintain complete grant records for at least three years after state grant closeout with HUD, or longer if required by audit, litigation, or compliance obligations.
- Comply with the State of Kansas policy prohibiting sexual harassment, discrimination, and retaliation as established by Executive Order 18-04.

Accountability and Reporting

Grantees must comply with all accountability, reporting, and monitoring requirements established in the grant agreement and applicable guidance from Kansas Commerce.

Quarterly performance and financial reports must document:

- Activity status
- Milestone achievement
- Beneficiary data (if applicable)
- Compliance or implementation issues

A final report is required within 90 days of project completion or closeout. Grantees are subject to monitoring, including desk reviews, site visits, financial review, and national objective verification. Failure to submit timely or accurate reports may result in payment holds or administrative action.

Grant Payments

CDBG funds are distributed on a reimbursement basis.

Grantees must:

- Incur eligible costs prior to requesting payment.
- Submit payment requests with supporting documentation (e.g., invoices, contractor pay applications, proof of payment).
- Ensure requests align with the approved scope, budget, and timeline.

Commerce may delay or withhold payments if reports are not current, documentation is incomplete, or compliance issues exist. Final payment will not be released until all closeout requirements are satisfied.

Release of Information

Information submitted to the Kansas Department of Commerce relating to a CDBG application or award may be subject to disclosure under the Kansas Open Records Act, K.S.A. 45-215 et seq. Except as required by law, confidentiality cannot be guaranteed. Personally Identifiable Information (PII) and other legally protected or sensitive information should not be included in public records. Grantees are responsible for identifying, exempting, or redacting PII or sensitive information prior to public release in accordance with applicable law and HUD and state open records guidance.

Definitions

An eligible applicant is a general-purpose unit of local government, including a city or county, that is eligible to receive State CDBG funds. In Kansas, eligible applicants are non-entitlement communities as defined by the U.S. Department of Housing and Urban Development.

Subrecipient

A subrecipient means an entity that receives a subaward from a local unit of government to carry out all or a portion of a CDBG award. The term subrecipient does not include a beneficiary or participant. Characteristics that support classification as a subrecipient include when the entity:

1. Determines who is eligible to receive CDBG assistance;
2. Has its performance measured in relation to whether CDBG objectives were met;
3. Has responsibility for programmatic decision-making;
4. Is responsible for adherence to applicable CDBG program requirements; and
5. Implements a program for a public purpose specified in authorizing statute, rather than providing goods or services for the benefit of the pass-through entity.

Low- and Moderate-Income (LMI)

Families or households whose income does not exceed 80 percent of the area median income, as determined annually by HUD.

National Objective

One of the three primary objectives established under the HUD CDBG program. Every CDBG-funded activity must meet at least one national objective to be eligible for funding.

Matching Funds

Matching funds are the portion of total project costs contributed by the applicant or other non-CDBG sources. Match may include local government funds, private funds, donated land, or other eligible cash contributions directly related to the approved project.

Additional Definitions

Additional program and technical definitions may be found on the Kansas Department of Commerce CDBG Resource Page: <https://www.kansascommerce.gov/cdbg/resource-library/>

Post Award Requirements

Create Required Program Plans

Once the grant is awarded, the city must begin to create required program plans. The plans to be created include a Housing Rehabilitation Plan, a Demolition Plan, and a Contractor Plan. All plans must be approved by Commerce prior to project commencement. Please see the Grantee Handbook for more details on these required plans.

Conduct Outreach

Upon grant award, the city should begin extensive efforts to conduct outreach regarding this program. The city should conduct an outreach meeting for the community to explain the program and its requirements. In addition, the city should be making significant efforts to solicit and train contractors to be used in the program.

Inspection and Bidding Process

As homes are qualified to participate in the program, the city must inspect the homes, develop a scope of work, and bid the project. The process requires a housing inspection to identify any deficiencies, an LBP Risk Assessment (as applicable), create scope of work, bid the work, conduct pre-bid meetings, and oversee the rehabilitation.

Build America, Buy America (BABA) Act

The grantee must comply with the Build America, Buy America (BABA) Act, which requires all iron, steel, manufactured products, and construction materials used in federally funded infrastructure projects to be produced in the United States. Funds obligated by HUD must follow BABA requirements unless an approved waiver applies, as outlined in HUD’s “Public Interest Phased Implementation Waiver for FY 2022 and 2023” (88 FR 17001).

Upload Checklist - Housing Rehabilitation and Demolition

The following forms must be signed and submitted through the online application portal. Forms are available in the online CDBG Resource Library at kansascommerce.gov/cdbg/resource-library.

1. Project Budget Form
2. Statement of Assurances and Certifications
3. Resolution of Governing Body to File Application
4. Commitments from other Funding Sources
5. Affidavit of Public Hearing Notice
6. Environmental Determination of Level of Review
7. Map of Project Area
8. Disclosure Report
9. Anti-Displacement Plan
10. Project Items BABA Status Worksheet
11. City map with pre-application locations
12. Housing Application Log, must include Rehabilitation and Demolition

More Questions?

CONTACT THE CDBG TEAM

 CDBG@ks.gov

 kansascommerce.gov/cdbg

 785-296-3481

 915 SW Harrison St.,
Suite 250
Topeka, Kansas 66612

CDBG Housing Rehabilitation and Demolition Scoring Rubric

The following are the review criteria the review team will use to score each grant application for Housing Rehabilitation and Demolition. Each grant will be rated based on the criteria listed and given a score out of one hundred.

	Exemplary	Meets Expectations	Insufficient Evidence
(1) Project Need- 25 Points Possible	<p>Clearly explains the community needs, their causes, duration, and impact. The applicant justifies the project’s importance relative to overall community needs. Detailed demographic and housing information is provided, including population, age, socioeconomic and disability status, trends, rental vs. homeowner units, median income, median rent, housing availability, housing stock age, vacancy rates, and windshield survey results. Housing conditions are categorized with counts or percentages. Data-driven and thorough.</p> <p>(20-25 Points)</p>	<p>Addresses major community needs with some explanation of causes and impacts. Demographic and housing data are included but may lack depth. Key metrics—rental/homeowner percentages, median income, median rent, housing stock, and vacancy rates—are noted but not fully detailed. Windshield survey may be referenced without full documentation. Housing condition categories are provided but counts are limited. Narrative shows general understanding with limited support.</p> <p>(11-19 Points)</p>	<p>Provides minimal or unclear explanation of community needs, causes, or impacts. Demographic and housing data are missing or incomplete. Key metrics—rental/homeowner percentages, median income, rent, housing stock, and vacancy—are not adequately described. No windshield survey results. Housing conditions are uncategorized. Narrative lacks sufficient data to justify need.</p> <p>(0-10 Points)</p>
(2) Development of Project- 15 Points Possible	<p>The scope of work is clearly explained, including how it was developed. Eligible and ineligible activities are clearly identified. The number of proposed rehabilitations and demolitions is justified with data. The application clearly states whether the city has housing and building codes and whether they are enforced.</p>	<p>The scope of work is described but may lack full explanation of development process. Eligible and ineligible activities are generally identified. The number of rehabilitations and demolitions is stated but justification may be limited. Housing and building codes are mentioned but</p>	<p>The scope of work is unclear or incomplete. Eligible and ineligible activities are not clearly distinguished. The number of rehabilitations or demolitions lacks justification. Housing and building codes are not addressed. Reflects limited planning or preparation.</p>

CDBG Housing Rehabilitation and Demolition Scoring Rubric

	<p>Additional relevant development efforts are described in detail. Demonstrates thoughtful planning and alignment with community needs.</p> <p>(13-15 Points)</p>	<p>enforcement is not fully explained. Planning efforts are evident but not comprehensive.</p> <p>(9-12 Points)</p>	<p>(0-8 Points)</p>
<p>(3) Solution of Need- 35 Points</p>	<p>Clearly explains how the rehabilitation or demolition activities will be completed within the 24-month timeframe. Contractors are identified and their capacity is described, including whether they are working on other CDBG projects. All necessary professionals are identified and documentation provided. Roles for local application intake and program oversight are clearly described. It is clearly stated whether the council, commission, or housing board will administer the program. The scope of work is directly connected to resolving identified community needs. The plan is realistic, detailed, and achievable.</p> <p>(28-35 Points)</p>	<p>Explains how the project will be completed within the timeframe but may lack detail about capacity or scheduling. Contractors are identified but roles or availability may not be fully described. Most required professionals are identified but documentation may be limited. Program oversight and administration structure are generally explained. The connection between scope of work and community need is evident but may lack detailed justification.</p> <p>(16-28 Points)</p>	<p>Does not clearly demonstrate the ability to complete the project within 24 months. Contractors are not identified or capacity is uncertain. Required professionals are missing or not secured. Program administration and oversight are unclear. The scope of work is not clearly tied to the identified community needs. The plan appears unrealistic or incomplete.</p> <p>(0-15 Points)</p>
<p>(4) Housing Log, Public Participation, and Readiness to Proceed- 25 Points</p>	<p>Thoroughly describes all efforts to engage the community. The number of pre-applications secured is clearly stated. Public and property owner interest is documented and sufficient to fully expend the grant. A city map is provided showing locations of pre-applications. The grant team includes a secured administrator, housing inspector, LBP Risk Assessor, and</p>	<p>Community engagement efforts are described but may lack detail. Pre-application numbers are provided but interest level may be moderate or not fully documented. A map may be referenced but not fully detailed. Most required grant team members are identified but may not all be secured. Environmental concerns and</p>	<p>Community engagement efforts are minimal or unclear. Few or no pre-applications are documented. Public interest is uncertain. No map is provided. Required grant team members are not identified or secured. Environmental concerns and contractor engagement are not addressed. Does not demonstrate readiness to proceed.</p>

CDBG Housing Rehabilitation and Demolition Scoring Rubric

	<p>asbestos inspector. Environmental concerns are addressed. Contractor engagement efforts are clearly described. Demonstrates strong readiness to proceed.</p> <p>(20-25 Points)</p>	<p>contractor engagement are mentioned but not fully detailed. Readiness to proceed is adequate but may require clarification.</p> <p>(11-19 Points)</p>	<p>(0-10 Points)</p>
Total: 100 Points			