

Weld County CDBG Application
FY 2022 CDBG Application – Round 2
Maximum grant award \$310,000



Please read application instructions before completing

2022 CDBG Application			
Applicant/Organization Name:			
Type of Organization:	<input type="checkbox"/> Government <input type="checkbox"/> Non-Profit <input type="checkbox"/> Other		
Tax ID Number:			
Duns Number:			
Chief Official or Primary Contact:			
Contact Information:	Phone:	Email:	
Mailing Address:			
Project Name:			
Project Address:			
Project Priority <i>(if submitting multiple applications)</i>			
Project Start Date: MM/DD/YYYY		Project End Date: MM/DD/YYYY	
Amount of CDBG Funds Requested			
Provide a brief summary of the proposed project in the space listed below. <i>More detail will be requested in other sections.</i>			

2022 Weld County CDBG Application- Program Priorities Alignment

Below you will find the Weld County CDBG priority areas as outlined in our program planning documents. Note that highlighted goals are considered a high priority by our program. Please check which goal(s) will be met by your project.

<u>Infrastructure & Community Development Goals:</u>	Please check
Improve infrastructure to foster accessible and livable neighborhoods and improve access to public amenities (examples of such projects are water and sewer main improvements; parks; storm drainage; sidewalk accessibility)	<input type="checkbox"/>
Develop or improve facilities that provide services to low- to moderate-income residents and special needs populations (examples of such projects are improve community center; expand or improve non-profit facility)	<input type="checkbox"/>
Provide for and improve access to services to stabilize living situations and enhance quality of life, particularly for seniors, youth and special needs populations (examples of such projects are youth center; senior center)	<input type="checkbox"/>
<u>Access to Public Services</u>	
Improve access to transportation services and infrastructure, remove impediments to mobility and increase access opportunities (examples of such projects are transit programs or facilities)	<input type="checkbox"/>
Expand economic opportunities to low and moderate-income residents (examples of projects are training programs, internships, transit opportunities)	<input type="checkbox"/>
Reduce accessibility barriers (examples of such projects are sidewalk accessibility ramps)	
<u>Assessment of Fair Housing Goals:</u>	
Help Seniors and special needs residents remain housed while living independently as they choose (examples of such projects are housing rehab programs)	
Rehabilitation of pre-existing housing inventory to increase affordable, accessible housing choices	<input type="checkbox"/>
Increase fair housing education, outreach and enforcement (examples of such projects are educational pamphlets, seminars)	<input type="checkbox"/>
Help those that are experiencing homelessness move quickly into permanent or permanent supportive housing, with a specific focus on serving veterans, youth and families with children (examples of such projects are education, referral to proper agencies)	<input type="checkbox"/>
Increase the availability of emergency assistance	<input type="checkbox"/>

2022 Weld County CDBG Application- Project Classification

Please see instructions (pages 16-18) to ensure you classify your project correctly, or contact the program directly using the contact information

Project Category: <i>Check only one</i>	<input type="checkbox"/> Public Facility/Infrastructure <input type="checkbox"/> Public Service <input type="checkbox"/> Housing/Economic Development		
Project Subgroup(<i>terms listed in instructions</i>): <i>List only one</i>			
National Objective: <i>Check only one</i>	<input type="checkbox"/> Low- to Moderate-Income Benefit <input type="checkbox"/> Slum/Blight (Contact Weld CDBG office, before choosing this category) <input type="checkbox"/> Urgent Needs (Contact Weld CDBG office, before choosing this category)		
National Objective Benefit Type: <i>Check only one</i> Area Benefit Please note for projects qualifying on a low-to-moderate income area basis (LMA), all census tracts block groups that the project will take place in must be listed in the available space. Be sure to carefully check the boundaries of your project.	<input type="checkbox"/> LMA	Census Tract: Block Group: Total Population: LMI Population: %of LMI:	
Client based Benefit <hr/>	<input type="checkbox"/> LMC	How many additional low- to moderate-income <i>clients</i> will be assisted with these CDBG funds: How many very low-income (0-30% AMI)? How many low-income (31-50% AMI)? How many moderate-income (51-80% AMI)?	
<hr/>	<input type="checkbox"/> LMH	How many additional low- to moderate-income <i>households</i> will be assisted with these CDBG funds: How many very low-income (0-30% AMI)? How many low-income (31-50% AMI)? How many moderate-income (51-80% AMI)?	
Household Benefit <hr/>	<input type="checkbox"/> LMJ	How many additional <i>jobs</i> will be created for low- to moderate-income residents with these CDBG funds	
<hr/>	<input type="checkbox"/> SBA	Have you confirmed Slum/Blight Area objective criteria with County staff?	
Slum/Blight <hr/>	<input type="checkbox"/> SBS	Have you confirmed Slum/Blight Spot objective criteria with County staff?	
Urgent Need <hr/>	<input type="checkbox"/> URG	Have you confirmed Urgent Need objective criteria with County staff?	

2022 Weld County CDBG Application- Agency Description

Agency description: Please include information about your agency, its goals, mission, incorporation date, management structure and experience, clientele served, and services offered. Please include an organizational chart and a list of board of directors with appointment dates and term expiration dates. Feel free to attach additional information to the back of the application.

Total Annual Organizational Budget

2022 Weld County CDBG Application- Complete Project Description

Complete project description: Clearly explain what will be accomplished with the CDBG funding that you are requesting, including who will benefit from the project. **Be specific as to what the CDBG funds will be used for.** Attach additional information as needed.

Please include a timeline to show how you will complete the project and expend all funding within 12 months of receiving your grant.

2022 Weld County CDBG Application- Community Components

Briefly explain why this project is necessary in the community, and why CDBG funds should be used to address the need.

What are the quantifiable goals of this project? How will they be measured?
(Example: Install 2,000 feet of 24-inch storm sewer line in census tract; or provide healthcare for 100 low-income residents)

How many persons/households in the following jurisdictions will be served by the CDBG funded part of this project?

Unincorporated Weld County		Ault	
Dacono		Eaton	
Erie		Evans	
Firestone		Fort Lupton	
Frederick		Garden City	
Gilcrest		Grover	
Hudson		Johnstown	
Keenesburg		Kersey	

LaSalle		Lochbuie	
Mead		Milliken	
Nunn		Pierce	
Platteville		Raymer	
Severance		Windsor	
List other organizations, if any, participating in this program (collaborative efforts).			
Describe how you ensure that duplication of services is not happening.			
2022 Weld County CDBG Application- <u>Capacity</u>			
If we are unable to grant your full request, what is the minimum amount that you would be willing to accept that would still allow your project to be viable?			
If the project is not awarded this amount of CDBG funding, how will it be affected?			
Leveraging funds is important to our program's mission. What other funds are currently available to support this project or leverage CDBG funds? Please include sources, dollar amounts and status of such funds.			

Has your organization ever received CDBG funds in the past, either through the city, state or otherwise?
Please briefly describe.

Please specify the name(s) and job title(s) of the staff that will be assigned to the grant administration.
For each person listed, please include their years of experience working with federal funding and specify
any other federal grants they have worked with in the past.

Please check each item that already exists within your organization:

<input type="checkbox"/> Financial auditing system	<input type="checkbox"/> Client eligibility	<input type="checkbox"/> Demographic data collection
<input type="checkbox"/> Written conflict of interest policy	<input type="checkbox"/> Written procurement procedures	<input type="checkbox"/> Staff salary tracking

Can the project be completed within one year of receiving this grant? ☐ Yes ☐ No

2022 Weld County CDBG Application- Project Budget

Source of Funds for this <u>Program/Project</u>	Status of Funds (Check only one)	Amount
Weld County Community Development Block Grant	<input type="checkbox"/> On Hand <input type="checkbox"/> Pending <input type="checkbox"/> Applied for	
	<input type="checkbox"/> On Hand <input type="checkbox"/> Pending <input type="checkbox"/> Applied for	
	<input type="checkbox"/> On Hand <input type="checkbox"/> Pending <input type="checkbox"/> Applied for	
	<input type="checkbox"/> On Hand <input type="checkbox"/> Pending <input type="checkbox"/> Applied for	
	<input type="checkbox"/> On Hand <input type="checkbox"/> Pending <input type="checkbox"/> Applied for	
	<input type="checkbox"/> On Hand <input type="checkbox"/> Pending <input type="checkbox"/> Applied for	
Total Source of Funds for this Program		
<u>Project/Program Specific Budget</u> (adjust categories as needed)		Amount
Personnel (Salaries, Training, Etc.)		
Benefits (FICA, Unemployment, Health, Dental, Etc.)		
Consultants		
Insurance (D&O, Liability, Vehicle, Etc.)		
Supplies and Materials		
Leased or Purchased Equipment		

Program Development	
Other Operating Costs (please specify)	
Acquisition Costs	
Construction/Rehabilitation Costs	
Other Project/Program Costs (please specify)	
Total Project/ Program Costs	
What will the CDBG funds be used for? Please be as <u>specific</u> as possible. (Example : \$1,000 for engineer, \$5,000 for building materials)	
How much program income do you anticipate that this project will generate, if any ?	

2022 Weld County CDBG Application- <u>Public Facility Projects</u> Only	<input type="checkbox"/> N/A
How many persons in Weld County are currently being served by the facility?	
How many more persons will be served if you receive CDBG funding?	
Does the project manager have experience with federal procurement regulations and labor requirements? Please briefly describe size and scope of projects previously administered.	
Has the project's architectural/engineering work been completed? If not, when will it be complete?	

Does your organization own the building or park you will be improving? If not, when will it own the property?
How long will the facility be used for its intended purpose?
Is a fee charged for the use of the facility or for services provided at the facility? If so, how much?
Are funds already in place to operate the facility after improvements?
What days and times will the facility be open to the public?
2022 Weld County CDBG Application- <u>Acquisition Projects Only</u> <input type="checkbox"/> N/A
Has a site been selected? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>(Check only one box)</i> If no, skip to question 6.
Does the site require rezoning? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>(Check only one box)</i>
Has your organization made an offer to purchase the property? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>(Check only one box)</i>
Has your organization executed a contract to purchase the property? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>(Check only one box)</i>
Will any persons or business be displaced by this acquisition? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>(Check only one box)</i>
If yes, does your organization have non-CDBG funds available to pay relocation expenses? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>(Check only one box)</i>
Does the project manager have experience working with the Uniform Relocation Act and/or section 104D of the Housing and Community Development Act? If so, please describe.

How long will the site be used for its intended purpose?
Are funds already in place to operate the property after improvements? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>(Check only one box)</i>
Will you charge a fee for services provided at this property? If so, how much?
What days and times will the property be open to the public?

2022 Weld County CDBG Application- Public Service Projects Only	<input type="checkbox"/> N/A
How many persons in Weld County received this service during your last fiscal year?	
How many more persons will be served if you receive CDBG funding?	
How long would clients receive services from your organization under this project?	
Does your organization charge for services? If so, how much, and can the fees be waived for CDBG-supported clients?	
What days and times will services be made available to the public?	
Does your agency have experienced staff that will provide the service, or will you hire and train new staff?	

How does your agency plan to sustain this project/program after CDBG funds been expended? If CDBG funds will pay for staff positions, please elaborate on how these positions will be maintained.	
What is the CDBG-cost per client for this project? (Total CDBG funds requested divided by number of clients served)	
How do you determine current eligibility? What client demographic information does your organization collect?	
Have you worked with other agencies to decrease service duplication and increase effectiveness? If so, how?	
2022 Weld County CDBG Application- <i>Certifications and Signatures</i>	
I hereby certify by reading and initialing each statement listed below that the:	Please check
Information contained in this application is complete and accurate.	<input type="checkbox"/>
Applicant has read and understands the application instructions and requirements of the program.	<input type="checkbox"/>
Project will serve low- to moderate-income residents in the qualified CDBG areas.	<input type="checkbox"/>
Applicant acknowledges that only an executed contract and a notice to proceed with the County authorizes the initiation of project, services or activities and incurring expenditures.	<input type="checkbox"/>
Applicant acknowledges that a National Environmental Policy Act (NEPA) review may be required for CDBG funded projects, which may delay the project start.	<input type="checkbox"/>
Applicant acknowledges that the project should be completed within 12 months from award; if not, CDBG funds may be subject to reprogramming.	<input type="checkbox"/>
Applicant will comply with all federal and County statutes, regulations and requirements imposed on the project funded in full or in part by the CDBG program.	<input type="checkbox"/>
Applicant will not use CDBG funds for grant writing, fundraising or lobbying per OMB Super circular.	<input type="checkbox"/>
Applicant confirms that the organization has an antidiscrimination policy.	<input type="checkbox"/>
Applicant acknowledges that current policies for general liability, automobile and workers compensation insurance are required to contract with the County.	<input type="checkbox"/>
Applicant acknowledges that CDBG funds are subject to review of supporting expenditure documentation and must be approved by County staff prior to payment.	<input type="checkbox"/>
Applicant has the ability to perform the duties for the activity or services applied for in accordance with CDBG program regulations.	<input type="checkbox"/>

Applicant possesses the legal authority to apply for CDBG funds and to execute the proposed project.	<input type="checkbox"/>								
Applicant does not have any unresolved audit findings for prior CDBG or other federally funded project. If your agency had a single audit performed last year, please attach a copy to this application.	<input type="checkbox"/>								
Applicant has no pending lawsuits that would impact the implementation of this project.	<input type="checkbox"/>								
Person named below is authorized to execute the application on behalf of the agency.	<input type="checkbox"/>								
<i>The statements and data in this application are correct and true to the best of my knowledge, and its submission has been authorized by the governing body of the applicant. I understand that Weld County may verify any or all statements contained in this application, and that any false information or omission may disqualify my organization from further consideration for County CDBG funds. I also understand that, upon submission, my application becomes property of Weld County and will not be returned to my organization in whole or in part.</i>									
<table border="1"> <tr> <td>Print Name:</td> <td></td> <td>Title:</td> <td></td> </tr> <tr> <td>Date:</td> <td colspan="3"></td> </tr> </table>		Print Name:		Title:		Date:			
Print Name:		Title:							
Date:									

Applications will be accepted beginning October 1, 2022 and must be submitted no later than December 31, 2022. Applications will be reviewed monthly beginning November 1, 2022.

**Funds may be awarded as soon as we have a viable project(s) that meets program requirements. Shovel ready infrastructure projects preferred. All projects welcome.
Maximum grant award \$310,000.**

Faxed or mailed applications will NOT be accepted.

Submit applications via email to:

Weld County CDBG Program
Cynthia Martin
cmartin@weldgov.com

Instructions

Community Development Block Grant (CDBG) funds are provided by the U.S. Department of Housing and Urban Development (HUD) in order to improve local communities by providing decent housing, improved infrastructure, public facilities and services, and improved economic opportunities. Federal law requires that these housing and community development grant funds primarily benefit low- and moderate-income persons; funds may also be used for activities that help prevent or eliminate slums or blight; or for projects that meet urgent community needs.

Application period begins Oct. 1, 2022 and ends Dec. 31, 2022. Applications will be reviewed monthly beginning Nov. 1, 2022. Maximum grant award is \$310,000. Funds may be awarded as soon as we have a viable a project(s) that meets program requirements. Shovel-ready infrastructure projects preferred. All projects welcome. Applicant(s) will be notified of award status. All projects should be designed to begin immediately and be completed within 12 consecutive months of funding.

When applying for this grant, please refer to the **Weld County CDBG Program Guidelines** published on the Community Development Block Grant page of the Weld County website at <https://www.weldgov.com/Government/County-Programs/Community-Development-Block-Grant>.

There is no limit to the number of applications that an agency may submit, but each project should be submitted as its own application. No matching funds are required to receive CDBG funds, although projects are strongly encouraged to have other sources of funding and leveraging capabilities. Applications selected for funding may receive less than the requested amount depending on the number of applications received and the available funding. By applying, funding is not guaranteed to any agency or project. Applicants may collaborate with other participating jurisdictions to file a joint application for a particular project. The lead agency must be a participating jurisdiction.

Payments for CDBG projects are on a reimbursement basis

Eligible applicants

Eligible applicants are participating jurisdictions (municipalities that have signed Cooperative IGAs with the County) and the County.

Geographic requirements

Weld County receives its CDBG funds as an Urban County. The Urban County includes the unincorporated areas of the County, the Towns of Ault, Eaton, Erie, Firestone, Frederick, Garden City, Gilcrest, Grover, Hudson, Johnstown, Keenesburg, Kersey, LaSalle, Lochbuie, Mead, Milliken, Nunn, Pierce, Platteville, Raymer, Severance, Windsor as well as the City of Dacono, City of Evans and the City of Fort Lupton. **All CDBG funds must either be used in these areas or there must be substantial documentation demonstrating that these funds are benefiting residents of these areas. Areas and residents within the city limits of Greeley are ineligible. Please note that for projects qualifying on a low-to moderate-income area basis (LMA), all census tract block groups that will be affected by the project must be listed. Please be sure to carefully examine a map of your proposed project.**

Available 2022 CDBG funding

The County has received \$1,036,772 in total funding for the 2022 cycle. However, it is important to note that this amount serves the entire program to include housing projects, public facility projects, infrastructure projects, housing rehabilitation projects, public service projects and administrative expenses. HUD regulates that no more than 15% of the block grant can be granted in the public service category.

Application development, review and funding determinations

All first-time applicants are required to meet with County staff prior to submitting an application to discuss their potential projects. Failure to do so will result in an automatic rejection of the application. This meeting will ensure project eligibility and provide technical assistance about the application and the CDBG program before an agency invests the time and resources necessary to complete an application.

Note that all applicants are welcome to schedule an in-person meeting to discuss project eligibility, but please schedule your meeting early in the application process. Appointments will fill up as the application deadline approaches. To schedule a meeting, please contact Cynthia Martin at 970-573-1769 or cmartin@welgov.com.

Once received, all grant applications will be screened for eligibility and completeness by County staff. Agencies who submit applications that are missing minor information will be notified by telephone and/or email and given 72 hours to complete and resubmit the application. If an agency does not complete and resubmit the application, the project will not be considered for funding. Applications that are substantially incomplete will not be allowed correction time and will not be considered for funding. After each application is pre-screened by County staff, the application will move on to review and ranking by the Community Development Advisory Board. Applications will be ranked through a process that considers the project's overall benefit to the community, percentage and number of low-and moderate-income persons benefitted by the project, CDBG goals indicated in the County's planning documents, fiscal diversity, experience with CDBG regulations, and other factors.

Reserve projects

Depending on the number and nature of the applications received, the County may hold one or more unfunded project applications in reserve. If funds become available during the grant year (through cancelled projects or funds returned to the County), the applicant agency will be notified and offered funding for its reserve project. **Additionally, the County may reopen the application process for new projects during the year if additional funds become available.** As this category of funding is contingent upon a variety of factors, the County does not guarantee funding to any reserve project.

Funding duration, reporting requirements and general regulatory compliance

The 2022 program year runs from April 1, 2022, to March 31, 2023. Actual start times for projects will vary in accordance with the federal allocation of funds. All projects should be designed to begin immediately upon a completed award agreement's Notice to Proceed and conclude within 12 months of the issued Notice to Proceed, as the County will rarely allow project extensions.

All projects must comply with federal regulations applicable to individual projects. These regulations include but are not limited to: Davis-Bacon labor standards, Uniform Relocation Act, federal procurement standards, Copeland Act (Anti-kickback), Fair Housing and Equal Opportunity regulations, lead-based paint regulations, federal fiscal/audit standards and conflict of interest standards. Please see the "helpful links" section for a link to Federal Community Development laws and regulations. Projects are monitored through technical assistance, site visits, and formal file reviews. Long term monitoring may also occur in order to ensure facility usage, such as with acquisition and renovation projects, and/or to ensure a project's community impact.

Specific regulatory requirements: environmental review and lead-based paint

Some projects will require an environmental review performed by the County. For the most part, the reviews will be completed prior to the notice to proceed date. If your project involves buying land for a new building, constructing a new building or infrastructure, or changing a building's use, the environmental review may be lengthy and may cause project delays. Federal lead-based paint and asbestos regulations will apply to all housing related projects. At a minimum, these requirements will impact housing acquisition, rehabilitation, and renovation. There are a great number of exceptions and conditions to these regulations.

Please consult with County staff if you need assistance incorporating these regulations into your project design.

Projected grant award timeline

October 1, 2022 - Formal application process begins.

November 1, 2022 – First review of applications. Applications are reviewed/ranked by staff and the Community Development Advisory Board. Reviews continue monthly.

January 2023- Recommendations made to the Board of County Commissioners and award(s) approved.

January 2023- Applicant(s) notified of funding award(s).

February 1, 2023- Award agreements/contracts are drawn.

Specific project eligibility information

All projects must fall within an eligible CDBG activity category and meet a national objective in order to be considered for funding. Please review the following as you will be asked to identify where your project or program fits in.

Eligible Activities:

- Acquisition of real property;
- Relocation and demolition;
- Rehabilitation of residential and non-residential structures;
- Construction of public facilities and improvements, such as water and sewer facilities, streets, neighborhood centers, and the conversion of school buildings for eligible purposes;
- Public services, within certain limits;
- Activities relating to energy conservation and renewable energy resources; and
- Providing assistance to profit-motivated businesses to carry out economic development and job creation/retention activities.

Ineligible Activities (not an all-inclusive list):

1. General government expenses or buildings
2. Political activities
3. Equipment or furnishings (such as computers, vehicles, freezers, etc.)
4. Operating and maintenance expenses, including street and building maintenance.

National Objectives

All projects must meet one of the national objectives below which are described in more detail in the next section.

1. Benefit low- and moderate-income persons.*
2. Prevent or eliminate slums or blights.
3. Meet other urgent community needs.

* At least 70% of the total CDBG grant fund budget will be dedicated towards meeting this goal per federal regulations.

1. Benefit Low- and Moderate-Income Persons

At least 70% of CDBG grant funds must benefit low- to moderate-income residents which are those earning 80% or less than the area median income (AMI). To be income eligible, a person or a household must be considered very low-income (30% or less than the AMI), low-income (50% or less than the AMI), or moderate-income (80% or less than the AMI). To meet the national objective of benefiting low- and moderate-income persons, each project must fall into one of the four categories outlined below:

A. Low Mod Area Benefit (LMA)

In order to qualify as a LMA benefit, project must meet **each** of the following criteria:

1. Be available to **all** residents of a specific area with delineated boundaries (service area).
2. At least 51% of the area residents are income eligible (low- to moderate-income).
3. The service area is primarily residential.
4. **Please review the HUD ESRI map available for viewing under Grant Information at <https://www.weldgov.com/Government/County-Programs/Community-Development-Block-Grant>**

Some examples of eligible LMA projects include but are not limited to: acquisition of land to be used as a neighborhood park, or library, construction of a health clinic, improvements to infrastructure such as the installation of sidewalks, or a community center.

B. Low Mod Limited Clientele (LMC)

These projects benefit a limited group of people, at least 51% of whom are income eligible/low- to moderate-income. To qualify under this category the project must meet the following criteria:

1. Serve one of the following special needs populations: elderly persons, persons with disabilities, homeless persons, injured soldiers and veterans, victims of domestic violence, persons with HIV/AIDS, persons with drug/alcohol abuse, abused and neglected children, ex-offenders, large families, and those at risk of becoming homeless.
2. Require information on family size and information documenting that at least 51% of clients are income eligible.
3. Maintain eligibility requirements which limit the activity exclusively to income eligible persons.

Examples of LMC eligible projects include, but are not limited to, the following: acquisition of a building to be converted into a homeless shelter, rehabilitation of a center for training disabled persons to enable them to live independently, clearance of a structure from a future site of a neighborhood center that will exclusively serve the elderly and public service activities that provide health services.

C. Low Mod Housing Activities (LMH)

Housing activities require occupancy by income eligible households. In the case of multi-family housing, at least 51% of the units must be occupied by income eligible households. See CDBG regulations for further information and documentation requirements.

D. Low Mod Job Creation or Retention Activities (LMJ)

Job creation or retention activities must meet the criteria as outlined below. Also see CDBG regulations for further information and documentation requirements.

1. For job creation, at least 51% of full-time equivalent jobs created must be filled by income eligible persons.
2. For job retention, documentation that the jobs would actually be lost without CDBG assistance and either the job is known to be held by an income eligible person or the job can reasonably be expected to turnover within the following two years and be filled by an income eligible person.

2. Prevention or elimination of slums or blight

Activities under this national objective are carried out to address one or more conditions which have contributed to the deterioration of an area designated as a slum or blighted area. The focus is on a change

in the physical environment. Projects under this objective will address slums or blight on either an area or spot basis. The focus of activities under this national objective is a change in the physical environment of a deteriorating area. This contrasts with the LMI benefit national objective where the goal is to ensure that funded activities benefit LMI persons.

A. Slum Blight Area Basis (SBA)

SBA eligible projects must meet **all** of the following criteria:

1. The area is delineated by the local government as a slum or blighted area under local law.
2. There are a substantial number of deteriorated buildings or public improvements in the area.
3. The assisted activity is designed to address one or more conditions which contribute to the decline of the area.
4. For residential rehabilitation projects, each building to be renovated must be considered substandard before rehabilitation, and the local government must establish minimum standards for building quality.

Examples of SBA activities include but are not limited to rehabilitation of substandard housing in a blighted area, infrastructure improvements in a deteriorated area, and economic development assistance in the form of low-interest loans to a business as an inducement to locate a business in a redeveloping blighted area.

B. Slum Blight Spot Basis (SBS)

Acquisition, clearance, relocation or renovation activities that eliminate specific situations of blight not located in a designated slum or blight area may be performed under this category. Rehabilitation is limited to activities necessary to eliminate certain public health and safety problems.

Examples of SBS activities include but are not limited to: Acquisition and demolition of a dilapidated property, rehabilitation of a decayed community center, financial assistance to a business to demolish a decayed structure and to construct a new building on the site.

3. Urgent Needs (URG)

Use of the urgent need national objective is rare. It is designed only for activities that alleviate emergency conditions, such as those caused by natural disasters. Urgent need activities must meet **all** of the following criteria:

1. The activity is intended to alleviate a serious and immediate threat to the health or welfare of the community.
2. The local government is unable to finance the activity on its own.
3. Other (non-CDBG) sources of funding are not available for the project.

The specific eligibility information should be used as a guideline only. Please reference specific CDBG regulations.

Frequently asked questions

1. *Will we get the full amount of funding requested?*

Projects may receive full or partial funding depending on the nature of the project, amount requested and funds available. If your project is not viable without full funding, make sure to indicate this fact in your application.

2. *Are matching funds required?*

No, however, it is a very good idea to bring other funds to the project. Additionally, the amount of funds your organization can contribute or leverage to the project will be weighted during the ranking process.

3. *If we don't get funded this year, can we reapply next year?*

Yes. You can reapply for the same projects and/or other projects; however, there are limitations for public service projects.

4. *Will we be held to the goals, budget and timeline in the application? What if we need to change something?*

If funded, the goals, project budget and timeline will be a part of your contract with the County. An amendment to the project contract can be executed if there are legitimate reasons for doing so.

5. *What kinds of projects are most likely to be funded?*

The County is most likely to fund projects that most closely correspond with the activities and goals indicated in the Consolidated Plan.

6. *When will we know whether we will be funded and when can we spend the money?*

The County anticipates making preliminary award notification [in January 2023](#). ~~Funding disbursements could be delayed due to federal actions.~~ No funds can be spent prior to a completed award agreement and a notice to proceed has been issued.

7. *Is there a minimum or a maximum that we can request?*

The minimum grant awarded will be no less than \$50,000. Additionally, agencies need to balance the cost/benefit of the amount requested. Grants that are too small to demonstrate a good community benefit will not rank well. Alternately, extremely large projects run the risk of being beyond the program's funding availability and raising capacity concerns. For specific project funding concerns, please contact program staff.

8. *My agency has never used federal funds and the regulations sound intimidating, should I bother?*

County staff will work with you to help you complete your project in compliance with all regulations. Our goal is to make compliance as easy as possible while still meeting the rules and keeping the focus on why the project is being performed in the first place.

Other things to consider:

- Each proposed project/activity will require a complete budget for the project.
- An authorized representative must submit the application.
- The date that a project budget is written is not the same date that construction begins. Additional funds will not be awarded to correct for price increases and/or seasonal changes in construction expenses.
- Reasonable soft costs can be written into construction projects for engineering and advertising.
- Construction contingencies are limited to 5% of the total construction budget.
- Any contractor that provides estimated or construction drawings to assist with an application cannot bid or work on the project once it receives CDBG funding.
- All applicable activities will be evaluated for public benefit per HUD guidelines.
- Agencies using CDBG funds to purchase land or buildings will be required to use the purchased property for its intended purposes for a 5 to 20-year period. If the usage is discontinued during that time, the agency will be required to return all or part of the CDBG funds to the County based on a formula percentage.

- Agencies applying for funds to renovate a facility or property must be able to prove ownership by the time award agreements are complete or shortly thereafter as mutually agreed upon by the County.

General submission instructions

1. Submit one (1) completed application with supporting documents via email to Cynthia Martin at cmartin@weldgov.com
2. Submit supporting documents such as articles of incorporation, non-profit determination list of board of directors, an organizational chart, financial statements and any other pertinent information.
3. Handwritten documents will not be accepted. You must use the County's forms; recreated or altered forms will not be accepted. If you experience technical difficulties with the forms, please contact us.
4. Applications must be kept to the thirteen (13) pages designated, not including attachments.
5. Applications should respond to all questions and include all information requested. Maps, supporting data and other pertinent documentation should be included when relevant and should be attached to the back of the application.
6. Keep the application as streamlined as possible, do not include extraneous information. Please be as clear and concise as possible.

Helpful Links

Below are some links that may be useful when completing your application.

Weld County CDBG Website

<https://www.weldgov.com/Government/County-Programs/Community-Development-Block-Grant>

U.S. Department of Housing and Urban Development CDBG page:

<https://www.hudexchange.info/programs/cdbg-entitlement/>

CDBG Guide to National Objectives

<https://www.hudexchange.info/resource/89/community-development-block-grant-program-cdbg-guide-to-national-objectives-and-eligible-activities-for-entitlement-communities/>

Federal Community Development Laws and Regulations

<https://www.hudexchange.info/programs/cdbg/cdbg-laws-and-regulations/>

Glossary of HUD Terms

[Glossary of HUD Terms | HUD USER](#)

Application Submission

Faxed or mailed applications will not be accepted.

Submit applications via email to:

Weld County CDBG Office
Cynthia Martin, CDBG Analyst
cmartin@weldgov.com

For questions or additional assistance, please contact:

Cynthia Martin, CDBG Analyst via email at cmartin@weldgov.com or call 970-573-1769