



# Community Development Block Grant (CDBG) Program

Management Workshop

October 9, 2019

# Debrief

Rolling Application

Residential Rehabilitation, Economic Development

Annual Competitive Application

Public Facilities/Improvements, Public Services

Met “Time-Specific” Schedule (Attached)

Action Plan Amendment - CDBG & NSP

National Outlook

# OHCD/HRC

- ▶ Fall under EOC Authority
- ▶ Relocation (Late 2019)
- ▶ HRC (Efficiency Report Recommendation)
  - ▶ Not implemented
  - ▶ Healthy Housing Changes Underway
  - ▶ BHRI/Affordable Housing Bond

# Upcoming Dates

- ▶ <http://ohcd.ri.gov/announcements/cdbg-py19-schedule.pdf>
  - ▶ March (Annual Competitive Cycle - Begin)
  - ▶ April 30 (Suspend/Close Rolling)
  - ▶ May 15 (Annual Competitive Applications Due)
  - ▶ Reporting, Audits, Etc.
  
- ▶ October 15 - Quarterly Reports due
- ▶ October 31 - PY18 ERRs complete
  
- ▶ 4 Year Expenditure Deadlines



# Public Service - Staff Time Billing

## Timesheet Summary

Agency Name:  
 CDBG Contract #:  
 Billing Period:

### Actual CDBG Hours Worked, Week Ending:

Employee Name	Job Title	Hourly Rate w/Fringe	4/20/2019	4/27/2019	5/4/2019	5/11/2019	5/18/2019	5/25/2019	6/1/2019	6/8/2019	6/15/2019	6/22/2019	6/30/2019	7/7/2019	DATE	Total CDBG Hrs	CDBG Total
		\$25.00	24.00	20.00	20.00	20.00	20.00	20.00	12.00	18.50	12.00	4.00				170.50	\$4,262.50
		\$21.92			20.00	23.00	32.00	32.00	10.00	20.00	22.00	20.00				179.00	\$3,923.68
		\$20.12							?	0.00	5.00	5.00	10.00	9.00		29.00	\$583.48
			24.00	20.00	40.00	43.00	52.00	52.00	22.00	38.50	39.00	29.00	10.00	9.00	0.00	378.50	\$8,769.66

- 9 Report time in 15 minute increments
- 0 Attach to invoice, with copies of all signed timesheets with CDBG hours reported.
- 1 Attach payroll register and documentation of fringe amounts.
- 2 Signed timesheets must show actual hours worked by billing code/project.
- 3 Order timesheets chronologically by employee.

# Environmental Review Description – 24

## CFR 58.35

- ▶ Public Improvements (infrastructure)
  - ▶ In place? (existing vs. new)
  - ▶ Change in use?
  - ▶ Change in size or capacity by %
- ▶ Rehab of Buildings
  - ▶ Residential - # of Units
  - ▶ Change in density by units and %
  - ▶ Change in land use?
  - ▶ Multifamily - Est. cost of rehab as % of replacement value after rehab
  - ▶ Non-Residential - In place? (existing vs. new)
  - ▶ Non-Residential - Change in size or capacity by %

# Environmental Review

- ▶ SHPO/THPO Consultation
- ▶ Tier'ing
- ▶ Aggregation
- ▶ Exempt/Converted to vs. Categorically Excluded vs. Assessment
- ▶ Wild/Scenic River - Wood-Pawcatuck Watershed  
<https://www.rivers.gov/rivers/wood-pawcatuck.php>  
<https://www.nps.gov/orgs/1912/plan-your-visit.htm>



# Fundability (Overview)

- ▶ National Objective & Eligibility
- ▶ Eligibility
  - ▶ HCDA
  - ▶ New Construction (105a15)
  - ▶ Address Elements
- ▶ National Objective
  - ▶ LMH - Housing (Rolling)
  - ▶ LMJ - Economic Development (Rolling)
  - ▶ LMA - "Service" Area, Most Recent Census-ACS/Survey Data
  - ▶ LMC - Detail

DOCUMENTATION KEY!

# Economic Development (Rolling)

- ▶ Direct Assistance to For Profit
  - ▶ Microenterprise
  - ▶ National Objective (Low/Mod Jobs)
    - ▶ Jobs created/retained must be held by/available to LMI.
  - ▶ Underwriting
  - ▶ Public Benefit (\$35,000/job)
  - ▶ Jobs must be permanent, FTE
- ▶ Does not generally include Job Training/Readiness (Service)
- ▶ Activities which promote ED/Jobs may not meet CDBG requirements

# Residential Rehabilitation (Rolling)

- ▶ Written Policies/Procedures Developed
- ▶ Assist communities in screening applicants
- ▶ Help Target CDBG assistance to eligible household and properties
- ▶ Assure CDBG assistance benefit current, income eligible occupant and rehabilitated homes
- ▶ Rolling Application (Suspended during annual application period)

# Residential Rehabilitation

## Eligibility:

- ▶ Occupants
- ▶ Source Documentation Necessary (Tax Return alone inadequate)
- ▶ Property Owner
- ▶ Scope of Work
- ▶ Property
- ▶ Contractors
- ▶ Rental Properties
  
- ▶ Conflict of Interest
- ▶ Lead
- ▶ Change Orders

# Residential Rehabilitation (Input)

- ▶ Special Circumstances (Input)
  - ▶ Asset Limit - <\$400,000
  - ▶ Second Home - Must be primary residence. Second homes only permitted in limited situation
    - ▶ Below \$100,000 threshold
    - ▶ Other property substandard, uninhabitable
  - ▶ Life Estates/Reverse Mortgage - Occupant must have life estate
  - ▶ Multiple Owners/Multiple Address
  - ▶ Taxes/Insurance/Mortgage - Current
  - ▶ Flood Zone/Floodway - Protect investment
  - ▶ Code - Full inspection conducted, Harm reduction
  - ▶ Bids - Contracts between homeowners/contractors. Responsibilities detailed in agreements.
  - ▶ Percentage of Value - 75% of post-rehabilitation value

# Residential Rehabilitation (Input)

## ▶ Special Circumstances

- ▶ Necessary & Reasonable - Pre-inspection, Itemized cost estimate w/Pictures
- ▶ Expansion - Not allowed, except in situation of overcrowding
- ▶ Home Based Business - Residential Only
- ▶ Disputes - Town arrange third-party inspection to resolve
- ▶ Condo/Non-Residential/Mixed Use/Multi Unit
- ▶ Low Bidder - Lowest responsive bidding utilized

# Residential Rehabilitation/Program Income

- ▶ Program Income
  - ▶ Federal Identity vs. "State"
  - ▶ RRLF
  - ▶ Funds may be returned to State for redistribution
- ▶ General Rule(s)
  - ▶ PI must be spent before additional federal funds are drawn for same activity
  - ▶ PI must generally follow same requirements/procedures
    - ▶ Documentation, National Objective/Eligibility, Labor Standards
  - ▶ OHCD may permit amendments
  - ▶ Reporting Requirements and Monitoring apply

# Consolidated Plan/Strategic Housing Plan

- ▶ Planning Process underway
  - ▶ 5-Year Consolidated Plan
  - ▶ Analysis of Impediments to Fair Housing
  - ▶ Strategic Housing Plan
- ▶ Consolidated Plan is “application” for HUD/CPD Programs
  - ▶ CDBG, HOME, HTF, ESG
- ▶ Strategic Housing Plan guide State policies and investments in housing
- ▶ Public Comment Opportunities (Past, Current, Future)
  - ▶ Public Meetings (September and late 2019/early 2020)
  - ▶ Pop-Up Events
  - ▶ Targeted Stakeholder Outreach
  - ▶ Survey



# Community Development Needs

## ▶ Categories

- ▶ Housing
- ▶ Direct Assistance to Businesses (including Microenterprise and TA)
- ▶ Job Training/Readiness
- ▶ Public Improvements
  - ▶ Streets and Sidewalks
  - ▶ Water and Sewer
  - ▶ Parks and Recreation
- ▶ Public Facilities
  - ▶ Senior Centers
  - ▶ Homeless Shelters
  - ▶ Neighborhood Centers
- ▶ Public Services (15% CAP)
  - ▶ Elderly
  - ▶ Youth
  - ▶ Homeless

# Group Conversations

- ▶ Rhode Island's Future
- ▶ Expand Housing Opportunities
  - ▶ Barriers (Statutory/Regulatory Concerns, Barriers to development)
  - ▶ Fair Housing
  - ▶ Preservation vs. Creation
  - ▶ Homeless and Special Needs Population
  - ▶ Healthy Housing
  - ▶ Climate Change Impact
  - ▶ Community Development
  - ▶ Employment and Business Opportunities

# CDBG Priorities

- ▶ General CDBG Eligibility
- ▶ Identify Highest Priorities (Blue) and Relatively Lower Priorities (Orange)
- ▶ Open Discussion
  - ▶ Other (Non-Specified)
  - ▶ Considerations (Special Populations, etc.)

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- ▶ Other - Kim Crabill (NSP), Darlene Price (Healthy Housing), Pheamo Witcher (Reporting/Homeless Program), Ray Neirinckx (Foreclosure/BHRI), Simon Kue (Planning/Operations), June House (CDBG/DR)