

2022 CDBG Application Workshop

Neighborhood Revitalization Planning Program

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Virtual Presentation

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A New Program Component for Iowa CDBG

- » Will be a head-to-head competitive process
- » Utilized to fund planning studies analyzing targeted, distressed neighborhoods
- » Maximum grant award will be \$25,000 with a minimum local match equaling 15% of the requested grant
- » Administration will be limited to \$2,000 or 10% of award, whichever is less
- » Plans will determine which cities will be eligible to apply for Comprehensive Neighborhood Development activity grants the following year
- » Applications will open in iowagrants.gov **August 30**. Deadline for submittal will be **November 1st**. Expect to fund about 5-7 plans.

Iowagrants Screen Shot – Application Forms (1)

Project Information

Has the applicant received CDBG funds in the past?

Is this project identified in an Iowa Great Places agreement?

Projects included in an Iowa Great Places agreement within three years of submission of this application entitles the applicant to additional consideration.

Will a delay in the contribution of local effort be necessary?

Planning Study Narrative

Note: At a minimum, the study MUST:

- identify a specific target area of less than 200 households
- identify and prioritize specific target area needs
- identify projects to address identified needs
- provide cost estimates for identified projects
- provide an action plan in addition to an analysis

Describe potential CDBG funded activities that would address identified needs and what the impact on specific needs in the overall area would be:

1,500 characters maximum

Describe the area(s) to be studied, including physical size, approximate number of households, and general socio-economic data (LMI percentage).

1,500 characters maximum

Attach maps and/or photos of the project area

Describe overall study area needs conditions, i.e. housing, public infrastructure, non-residential buildings, amenities, special features, economic development, etc.

1,500 characters maximum

Describe the process that will be used to select a planning consultant.

1,500 characters maximum

Iowagrants Screen Shot – Application Forms (2)

Attach a sample RFP

What will be the focus areas (scope of work) for the study?

1,500 characters maximum

Describe why these focus areas were chosen.

1,500 characters maximum

Provide detail on how the city, other groups, and/or organizations intend to use/implement the study results.

1,500 characters maximum

What will it lead to?

1,500 characters maximum

Describe the level of local support for the project?
(financial contributions, expressed support, media coverage, public meeting, etc.)

1,500 characters maximum

Is there documented citizen support for the project?

Project Milestones

Provide dates for the project milestones below:

Return of Signed Agreement

Clearance of any grant conditions:

Advertisement of RFP:

Selection of Consultant:

Completion of Draft Study:

Submittal of Final Study to IEDA:

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Budget

Activity	Activity Description	Performance Target	CDBG Amount	Match Amount	Total Project Cost
2 - Planning			\$1.00	\$2.00	\$3.00
181 - Administration			\$3.00	\$4.00	\$7.00
	Totals		\$4.00	\$6.00	\$10.00

Sources of Local Funding

Source of Local Funding	Source	Amount Funds Secured	If not secured, date Funds will be secured?
Source 1		\$0.00	
Source 2		\$0.00	
Source 3		\$0.00	
Source 4		\$0.00	

Iowagrants Screen Shot – Application Forms (4)

Required Attachments

Attachment	Description	File Name	Type	File Size
Documents Required to be submitted with this application				
	A PDF of the original newspaper publication and Affidavit of Publication evidencing the newspapers name and date published, OR Documentation the Public Notice has been posted in three (3) places within the community, and names of posted areas listed, signed and dated by municipality.			null
	Minutes of public hearing			null
	City resolution authorizing application			null
	Completed HUD Disclosure Form 2880 (Applicant/Recipient Disclosure/Update Form). Download the form from http://portal.hud.gov			null
	Map of proposed study area			null
	Federal Assurances Signature Page. Click here for the form .			null
	Documentation of commitments from other funding sources			null
	Floodplain Map showing study areas			null

Other Attachments

Tell Us What You Expect the Proposed Plan to Include

- » **Plan must be a description/analysis of a selected neighborhood to receive funding – strongly suggested proposed components of a plan:**
 - Maps & photos - graphs, tables, charts as necessary
 - Estimated population and number of households (maximum area of 200 households)
 - Clearly defined plan area boundaries
 - LMI percentages & other socioeconomic data
 - Historical/cultural background
 - Blighting factors and any other special conditions
 - Reasons for the decline of area
 - Community development, social and housing needs in the neighborhood
 - Identify the types of CDBG activities that could address identified issues
 - A “ballpark” estimate of the cost of those activities

Other Important Plan Application Contents

- » **Why is the chosen area a priority for a planning study and funding**
- » **Clear map(s) of the entire plan area(s)**
- » **A narrative explaining the purpose and end result of the study – how will it be used and by whom**
- » **A timeframe with milestones for preparation and completion of the study – to be completed within 9 months of award**
- » **Draft copy of the RFP to be used to solicit consultants**
- » **(For project readiness, best if RFP process already underway when application is submitted – can make selection contingent upon grant award)**
- » **Documentation of local match**
- » **Evidence of local support, especially from the affected neighborhood**

Plan Application Scoring Criteria

- 1) How well will Plan define the target neighborhood? [1-5] (LMI stats, other socioeconomic data, maps, photos, historic info, special features, why it was chosen)
- 2) How well will Plan define Housing & Community Development Needs ? [1-5] (overall need priorities such as water and sanitary sewer, housing issues, parks, commercial building conditions, community facilities, overall blight, street and sidewalk conditions, storm water)
- 3) How well will Plan identify potentially CDBG funded activities proposed to address prioritized issues? [1-5] (possible activities defined, the issues activities will address, direct impact on issues, estimated costs, overall impact on area)
- 4) Once complete, how will the neighborhood plan be utilized? [1-5] (what groups/organizations will use it, what will its specific purpose be, how will it guide city policies, how will it help define future CDBG applications)
- 5) What is the level of local community support for the Plan? [1-5] (local cost share, letters from city, civic organizations, schools, not for profits, private businesses, evidence of media coverage, public meetings pertaining to area)
- 6) Project Readiness: How well prepared is the draft RFP for solicitation of consultants? [1-5] (has RFP process been started?, purpose of study clearly stated, plan contents outlined, qualifications needed evident, contact/submittal information included, time for response,)

If Funded, What are we looking for in your Completed Plan?

- » Adequately addressing all or most of the items listed on slide # 3
- » Plans should be concise and fact-based – please forget the fluff
- » Visual aids such as detailed maps and photographs; graphs, tables, etc. may also be attached if useful
- » Real-world usefulness (not to sit on a shelf or be too vague, impractical or grandiose for implementation)
- » Sufficient to provide guidance and suggested activities to form basis of a subsequent Comprehensive Neighborhood Development grant application
- » Plans found to be impactful, feasible and complete will result in an invitation to submit an application for actual activity funding next year
- » Plans deemed unsatisfactory will result in ineligibility to apply

Looking Forward: Comprehensive Neighborhood Revitalization Grant

- » **Scheduled for program year 2023**
- » **Must fund several inter-related but distinct activities such as:**
 - Owner or tenant occupied single family housing rehabilitation
 - Commercial building facades
 - Parks and open-space
 - Sidewalks and trails
 - Storm water and drainage improvements
 - Community facilities
 - Water and sewer upgrades
 - Curb and gutter/street repair
 - Demolition and clearance
 - Streetscape improvements

Looking Forward: Comprehensive Neighborhood Development Grant

- » **Will be competitive / We expect to have separate application workshop early next year**
- » **Must include a combination of three or more of the outlined eligible activities on previous slide**
- » **Maximum award amount likely to be scheduled for program year 2023 is \$1,750,000**
- » **Maximum administration budget will be \$70,000**
- » **Expected local match will be 15% of total project request**
- » **Expect to fund only 2-3 grants per program year**
- » **Grant periods will be three or four years in length**
- » **Remember: Whatever activities you request funding for in 2023 must be documented and justified in this year's (2022) planning study**

