



**Homes and  
Community Renewal**

**CDBG**

**Smart Management for Small Communities:  
Practical Resources for Governance  
Conference for Local Leaders**

April 24-26, 2018

Minnowbrook Conference Center

Blue Mountain Lake, NY



# State Administration of CDBG

The Office of Community Renewal (OCR) exists under the Housing Trust Fund Corporation (HTFC) and administers the Community Development Block Grant (CDBG) Program and other State and Federal programs to empower local governments and not-for-profits to improve NY communities through housing, infrastructure and job creation.



# OCR Programs

## Federal

- NYS Community Development Block Grant (CDBG)
- HOME - Local Programs
- New York State Disaster Recovery
- Project Reinvest Financial Capability
- HUD Comprehensive Housing Counseling



# OCR Programs

## State

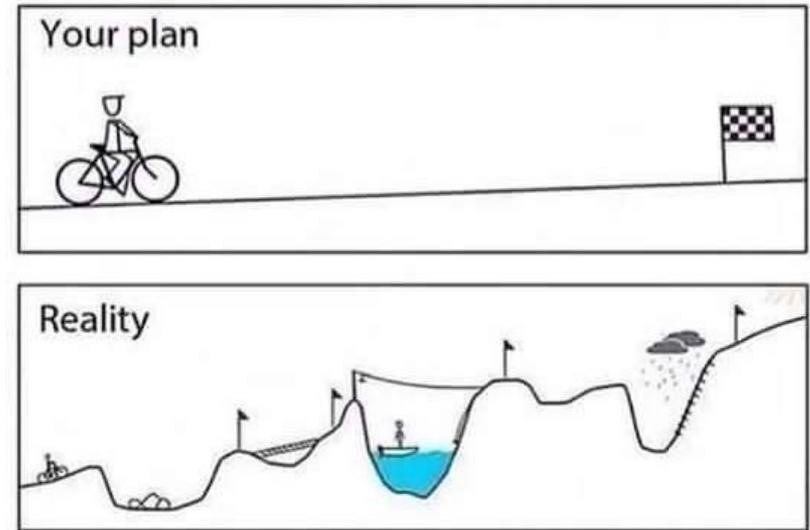
- Affordable Homeownership Development Program (AHODP)
- Main Street Program
- Buffalo Main Streets Initiative (BMSI)
- Access to Home Programs
- RESTORE program
- Neighborhood & Rural Preservation Programs (NPP/RPP)
- Manufactured Mobile Housing Replacement Program (MMHR)



# How Does CDBG Work?

# Eligible CDBG Activities

- Public Infrastructure
- Public Facilities
- Economic Development
- Small Business Assistance
- Microenterprise Development
- Housing Rehabilitation
- Manufactured housing replacement
- Homeownership
- Private Water/Wastewater Systems
- Community Planning
- Imminent Threat



# Public Infrastructure

Improve infrastructure to low and moderate income areas

Typical activities:

- Public Water Systems
  - water source development, storage, and distribution
- Public Sanitary Sewer Systems
  - sanitary sewage collection and treatment
- Storm Water Systems
  - flood control and storm water drainage



**DRINKING  
WATER**

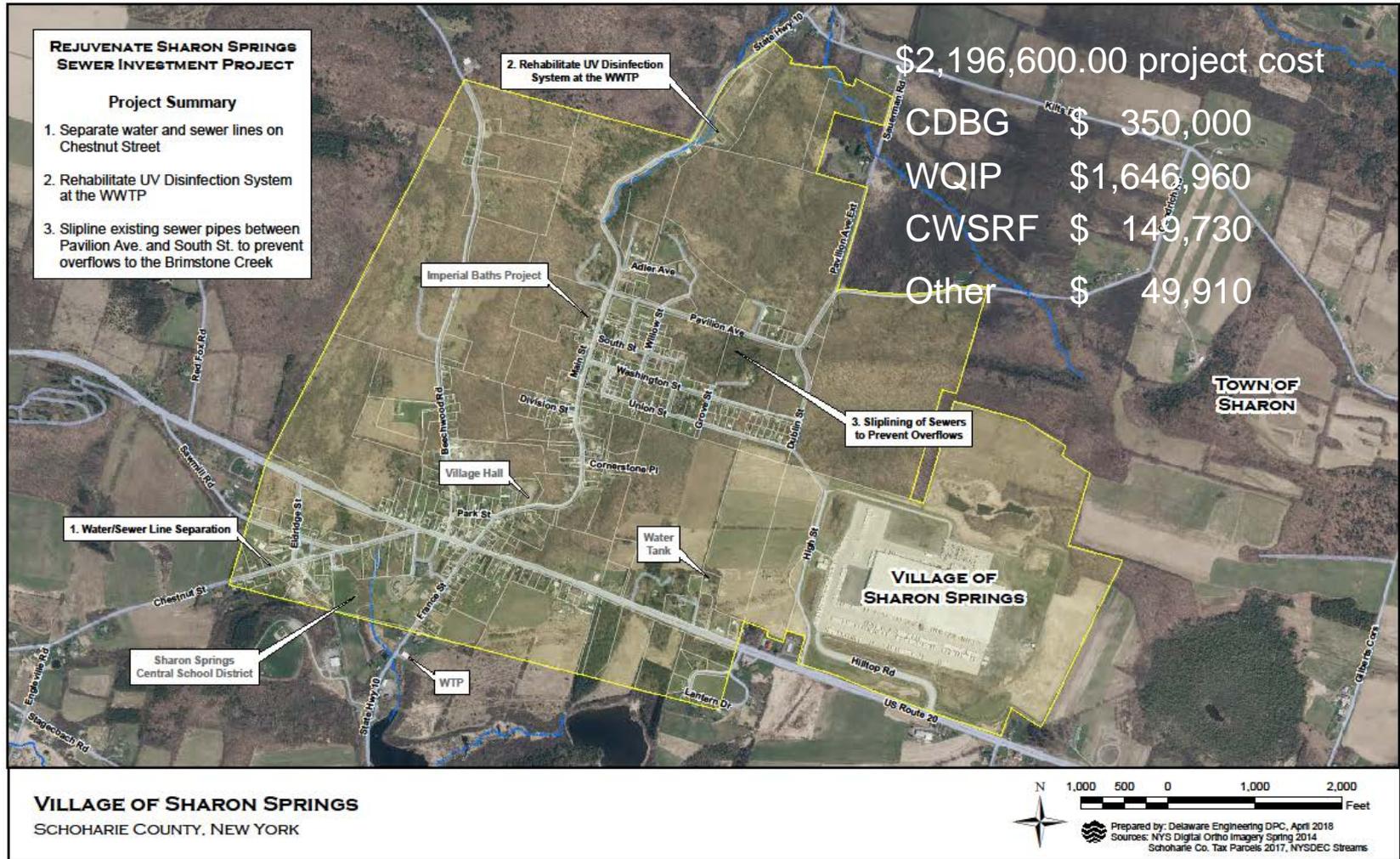


**SANITARY  
SEWER**



**STORMWATER  
SYSTEM**

# Public Infrastructure

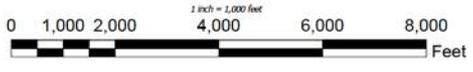


# Public Infrastructure Joint Application

## Village of Hoosick Falls and Town of Hoosick Joint Woods Brook Drainage Improvements Project

**CDBG**  
**\$900,000**

See Site Location Map 2 for Village Sites



Village of Hoosick Falls and Town of Hoosick  
**Site Location Map 1**  
**Woods Brook**

Hamilton County July 2017 New York

Figure 1  
Project No. 1677.063.003

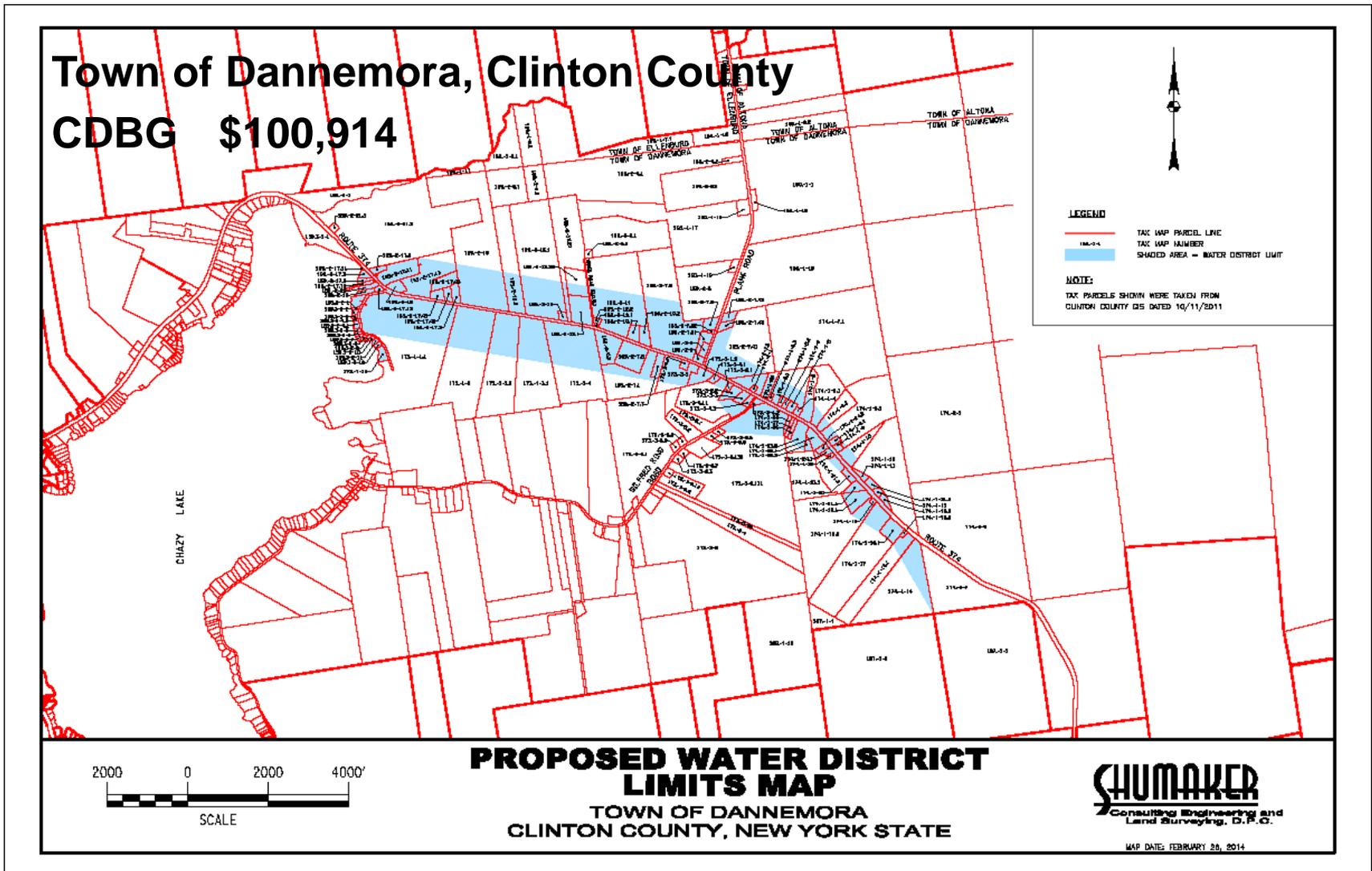
# Private Water/Wastewater Systems

Eligible activities:

- Drilling new private wells for drinking water
- New or replacement septic systems
- Install lateral connections to public water or sewer
- Infrastructure within mobile home parks



# Private Systems Lateral Connection



# Community Planning

- Preliminary Engineering for Water or Sewer
- Asset Management
- Community Needs Assessments
- Housing Needs Assessments



# Community Planning

## Village of Sherman, Chautauqua County:

Sanitary sewer system infrastructure assessment



## Village of Hoosick Falls, Rensselaer County:

Wood Brook Flood Mitigation Study

## Village of Andover, Allegany County:

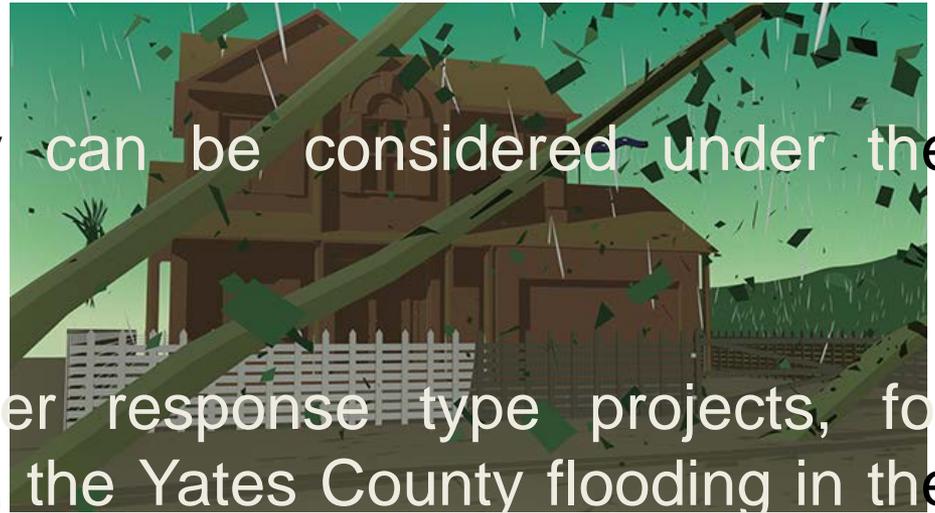
Central Wastewater System Engineering Study



# Imminent Threat

Any eligible CDBG activity can be considered under the imminent threat category.

These are typically disaster response type projects, for example, and more recently, the Yates County flooding in the summer of 2015 and the Lake Ontario flooding that occurred during 2017.



# Imminent Threat



**Village of Wellsville, Allegany County**

# Example of Imminent Threat

Village of Alexandria Bay, Jefferson County  
Casino Island



# Applying for CDBG Funding

# Eligible Applicants

Eligible Applicants:

- Units of Local Government with populations of less than 50,000 and
- Counties with populations of less than 200,000



Refer to the list of eligible communities located at:  
<http://www.nyshcr.org/Programs/NYS-CDBG/EligibleCommunities.htm>



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# How to Apply for Funds

NYS Consolidated Funding Application (CFA)

<http://regionalcouncils.ny.gov>

## **Annual**

- Water/Sewer/Facilities/Microenterprise/Planning

## **Open Round**

- Economic Development/Small Business Assistance

Housing activities - Community Development Online (CDOL)

<http://www.nyshcr.org/AboutUs/Offices/CommunityRenewal/HousingResourcesFundingOpportunities.htm>

## **Annual**

- Housing rehabilitation, homeownership, lateral connection, well and septic, manufactured housing replacement assistance



# Funding Limits - 2018

## Public Infrastructure

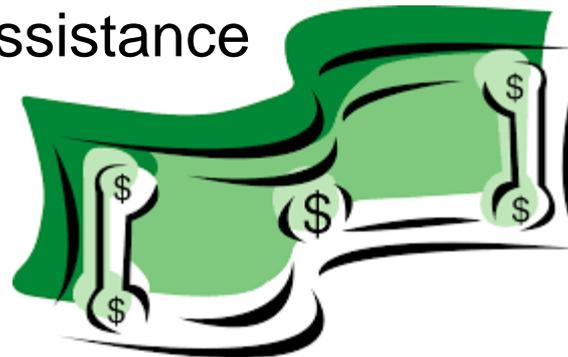
- Counties, Towns, Cities or Villages  \$750,000
  - With NYS Co-Funding Initiative \$1,000,000
- Shared Municipal Infrastructure \$900,000
  - With NYS Co-Funding Initiative \$1,250,000

## Public Facilities

- Counties, Towns, Cities or Villages \$300,000

## Economic Development

- Economic Development \$750,000
- Small Business Assistance \$100,000
- Microenterprise \$200,000



# Funding Limits



## Housing (all activities)

- Towns, Cities or Villages
- Counties

\$ 500,000

\$1,000,000

## Community Planning

- Counties, Towns, Cities or Villages

\$ 50,000

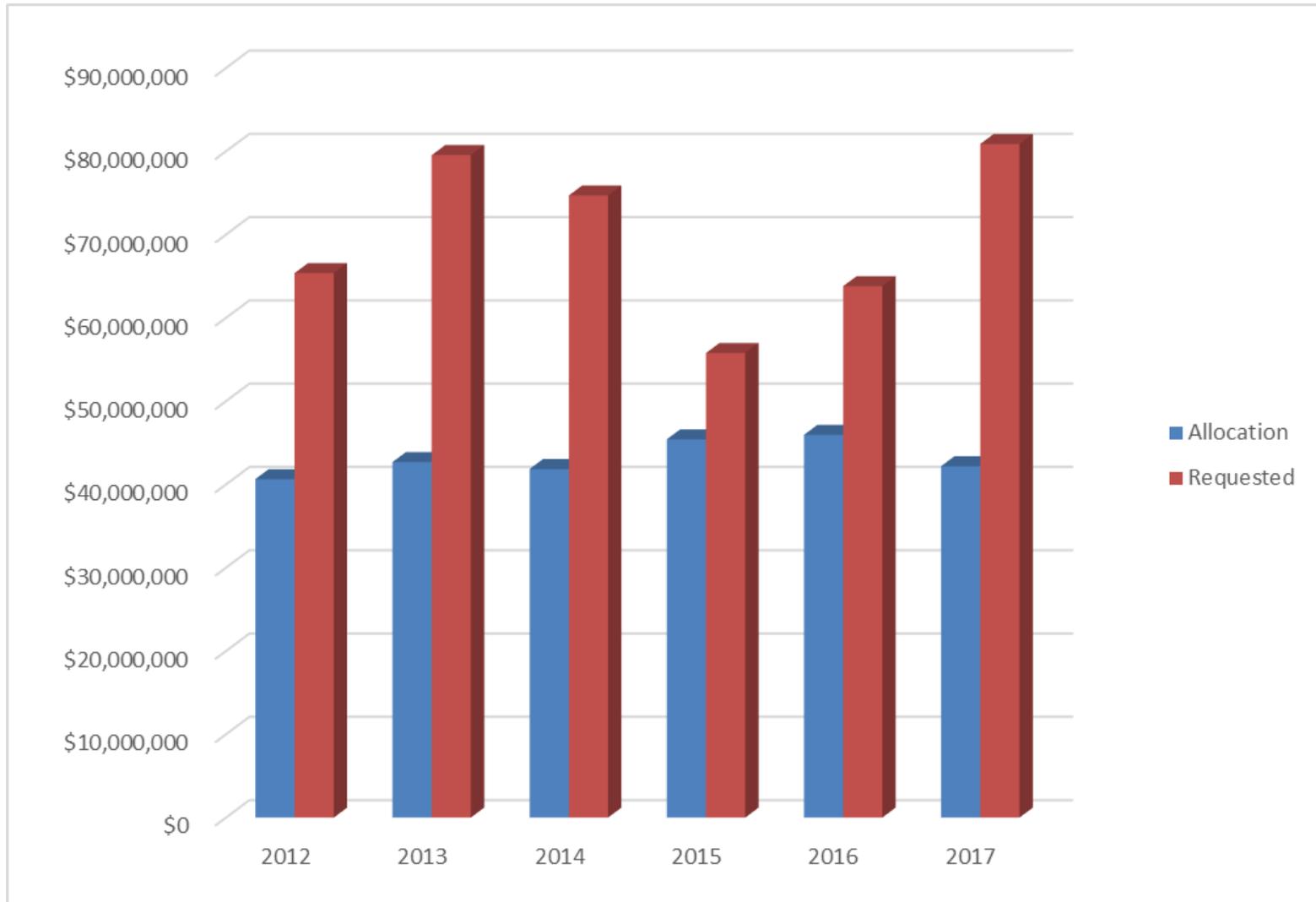


# Administrative Funding Limits

- Public Infrastructure, Facilities and Housing
  - 5% of CDBG award for Administration
  - 18% of CDBG award for Program Delivery, Engineering and Architecture and Administration
- Microenterprise
  - Up to 25% of CDBG award in program delivery, administration, and training
- Economic Development/Small Business
  - Maximum \$16,000 of CDBG funds for Administration and Program Delivery



# Requests Exceed Funding



# Scoring Criteria

Applications competitively rated and scored on:

- Complete description of activity
- Severity of need
- Impact of activity on identified need
- Administrative capacity
- Public benefit and support for the proposed activity
- Project feasibility & schedule
- Leveraging and availability of other resources
- Reasonableness of project costs, including program delivery & administration
- CDBG and administrative performance history, if any
- Extent activity complements other federal, state, & local programs





# Getting Ready to Apply

1. Project must be ready to go and sufficient documentation to support project completion in 24 months of award
2. Collect data and evaluate local conditions/needs
3. Determine local priorities, choose projects, then determine funding to seek
4. Read the regulations & requirements
5. Evaluate local capacity to implement the project
6. Identify local partners
7. Identify available resources for project and complementary projects underway
8. Make sure current/previous funding is on schedule or closed satisfactorily



# Application Tips and Other Requirements

Only eligible units of general local government may apply for CDBG assistance

## Tips:

- Project must be ready to go and sufficient documentation to support project completion in 24 months of award
- Use the correct application
- Use the submission checklist to ensure completeness
- Document citizen participation (public hearing)
- Key deficiencies: failing to show administrative capacity, adequate funding, budget inconsistencies, readiness
- Don't take choice limiting actions prior to award and clearance

# Additional Information

# OCR Web Site

[www.nyshcr.org](http://www.nyshcr.org)

- ✓ Select “Housing Partners”
- ✓ Scroll down to “Not for Profit Organizations & Municipalities”
- ✓ Click on “ NYS Community Development Block Grant”



# HUD Exchange

[www.hudexchange.info/programs/cdbg/](http://www.hudexchange.info/programs/cdbg/)

Source for:

- CDBG Rule: 24 CFR Part 570
- CPD Notices
- Basically CDBG manual/slides
- Guide to National Objectives and Eligible Activities for the CDBG Program
- CPD income calculator
- Toolkits

The screenshot shows the HUD Exchange website interface. At the top, there is a navigation bar with the HUD Exchange logo and menu items: My HUD Exchange, Programs (highlighted), Resources, Trainings, Program Support, and Grantees. Below the navigation bar, the page title is "CDBG: Community Development Block Grant Programs". A brief description of the CDBG program is provided. On the left, there is a list of programs including CDBG Colonias Set-Aside, CDBG Disaster Recovery Program, CDBG Entitlement Program, CDBG HUD Administered Non-Entitled Counties in Hawaii Program, CDBG Insular Areas Program, CDBG State Program, NSP: Neighborhood Stabilization Program, and Section 108 Loan Guarantee Program. Below this list are links for "Laws, Regulations, and Notices", "CDBG Laws and Regulations", and "CPD Notices". On the right, there is a "Featured Resource" section titled "Explore CDBG Technical Assistance Products and Project Profiles", which describes a collection of online technical assistance products designed to help grantees create transformative impact in their communities.

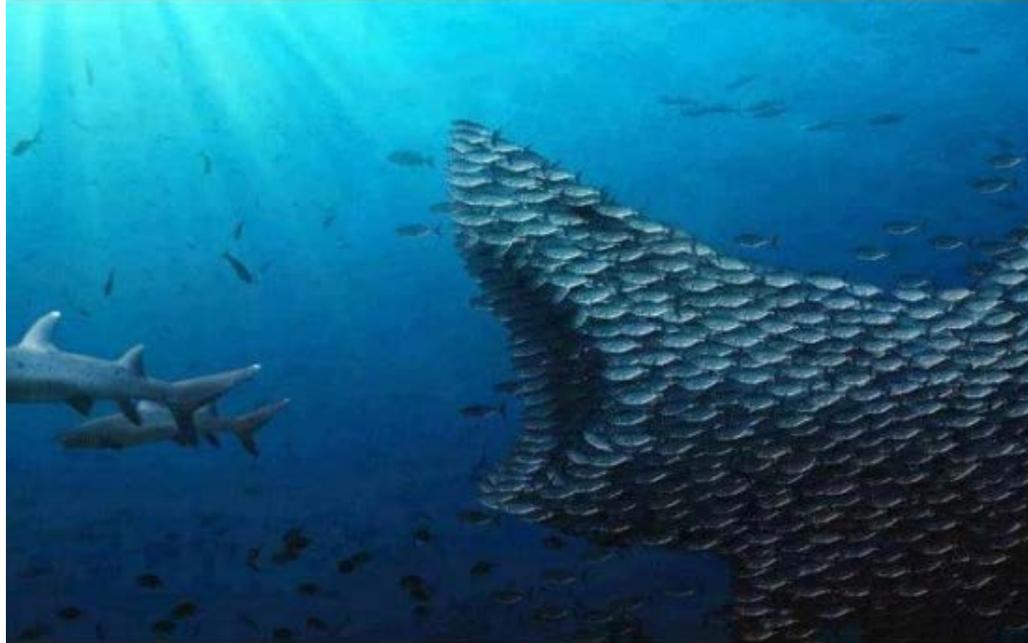
# Questions

If you have any questions, please contact NYS OCR at  
[ocrinfo@nyshcr.org](mailto:ocrinfo@nyshcr.org)

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# DON'T PANIC, ORGANIZE!



A pessimist makes difficulties of their opportunities. An optimist makes opportunities of their difficulties. ~ #Unity



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