

**Community Development Block Grant (CDBG) Public Services  
July 1, 2018-June 30, 2019 Funding  
Application Workshop**

The City of Chico receives Community Development Block Grant (CDBG) funding from the U. S. Department of Housing and Urban Development (HUD) on an annual basis. The City is required to establish priorities for use of the funds through a citizen-informed Consolidated Plan process every five years. Guidance for use of the funds is provided in the City's 2015-2019 Consolidated Plan. As allowed by HUD, and per City budget policy, 15% of the allocation is set-aside for Public Services. The 2018-2019 Funding allocation is estimated to be ~ \$110,000(HUD has not notified the City of FY18 allocations).

Under CDBG, Public Services are considered to be social and human services which benefit low-to moderate-income persons (at or below 80% of Area Median Income). The funded services must be in line with the priorities stated in the City's Adopted HUD Consolidated Plan.

The public services prioritized in the 2015-2019 Plan are as follows:

1. Transition homeless persons to permanent housing and greater stability, particularly chronically homeless individuals.
2. Overcome impediments to Fair Housing through advocacy, education and legal aid.
3. Provide affordable childcare for low-income families.
4. Help persons with disabilities improve their quality of life and achieve greater economic security.
5. Improve and support the health, well-being and self-sufficiency of low-income seniors.

With limited resources and great need, a competitive application process is required to determine which programs most closely align with City priorities, can effectively deliver the proposed services, and have the necessary administrative systems, including organizational capacity, in place to document and report data on all assisted persons and services, per HUD regulations.

**Application Step-by-Step** – Application is similar to last year's. There is an additional acknowledgment on the signature page.

**Review and Recommendation Process**

Beginning February 3, City staff will review the applications and provide a summary of all complete and eligible applications, including regulatory compliance history (as applicable), and the full applications to the Citizen's Advisory Committee (CAC). The CAC will review the applications and make recommendations for funding.

The CAC will be asked to consider the following to review and rank the applications:

**Services/Goals:** How well do the services and program goals align with the CDBG Public Services goals? (Questions 5 through 8)

**Impact:** How does the proposed program benefit both the program clients and the broader community? (Questions 10 and 11)

**Effectiveness:** How effectively will the program achieve its goals? (Questions 12 through 14)

**Efficiency:** How efficiently does the program use City CDBG Public Services funding? (Questions 14 through 17)

**Capacity:** Does the program demonstrate the organizational capacity to achieve its goals? (Questions 18 through 23, plus required attachments).

**To demonstrate concerted thought and effort, competitive applications should have the following characteristics:**

- Clearly defined as to scope, need, beneficiaries, goals and means for evaluation of program progress
- Include performance measurements that are specific, measurable and realistic
- Present a reasonable, sound budget
- Maximize the use of non-CDBG funds
- Support or coordinate with other community efforts for the target beneficiaries
- Demonstrate that the applicant has the organizational capacity and the capability to implement the program successfully
- Demonstrate the capacity and ability to assist limited English proficient persons and provide reasonable accommodations for physical, auditory, visual or other challenges

**Eligible applicants will have the opportunity to make a short presentation to the CAC tentatively scheduled for early March 2018 at 3 p.m.**

The CAC will meet on an evening TBD the week of March 12, 2018 to make funding recommendations. The recommendations will be included in the Draft HUD Annual Action Plan to be presented to the City Council at its April 17, 2018 meeting. The Draft will be released to allow a 30 day public comment period.

The final Annual Action Plan, including specific Public Service awards, will be adopted at the May 15, 2018 City Council meeting and submitted to HUD.

## **Requirements Pursuant to HUD's Office of Fair Housing and Equal Opportunity Review for Grant Recipients**

- Enhanced demographic data collection—race, ethnicity, head of household, disability status **must be collected**.
- Organizations with 15 or more employees must include a non-discrimination notice in program informational materials, advertising and marketing materials.
- Needs of Limited English Proficient (LEP) persons—Capacity of organizations to meet the needs of LEP participants and their outreach to such populations when there is an under-representation of LEP applicants must be demonstrated.
- Agreements will include specific provisions regarding compliance with civil rights laws.
- Facilities where services, activities or benefits are provided must be ADA-compliant.

### **FAQ's**

#### **What is the definition of "disability"?**

Definition of Disability: Federal laws define a person with a disability as "Any person who has a physical or mental impairment that substantially limits one or more major life activities; has a record of such impairment; or is regarded as having such an impairment."

In general, a physical or mental impairment includes hearing, mobility and visual impairments, chronic alcoholism, chronic mental illness, AIDS, AIDS Related Complex, and mental retardation that substantially limits one or more major life activities. Major life activities include walking, talking, hearing, seeing, breathing, learning, performing manual tasks, and caring for oneself.

#### **What is the difference between an evidence-based and evidence-informed model of service?**

An evidence based model replicates a service model which has been peer reviewed and the reviewers have come to a conclusion that the service model clearly results in certain desirable outcomes.

An evidence-informed model utilizes certain aspects of an evidence based model, or utilizes approaches that have some initial research and analysis to indicate that the service model will likely result in certain desirable outcomes.