

CDBG General Program and Guidance

I. PURPOSE OF CDBG FUNDS

The City of Tampa solicits the submission of project proposals for funding consideration under the City of Tampa's Community Development Block Grant (CDBG) Program, Thirty-Fifth Entitlement Period (October 1, 2009 through September 30, 2010) based on annual entitlement from the U.S. Department of Housing and Urban Development. The purpose of these funds is to develop viable urban communities by providing a suitable living environment, decent housing as well as to expand economic opportunities for low- and moderate-income persons.

The funds must be used to benefit low- and moderate-income persons, low income areas or to eliminate slum or blight conditions. CDBG funding cannot replace local funding of low-income activities, but is meant to supplement funding. The City of Tampa will not reimburse costs incurred in applying for CDBG funding. Beginning project costs before funds are officially released will result in project ineligibility and no reimbursement from the City of Tampa.

II. CDBG ELIGIBILITY

NATIONAL OBJECTIVES (24 CFR Part 570.208)

In order to be eligible for assistance, activities must meet one of the following three national objectives:

1. To primarily benefit low and moderate-income persons (For an area benefit activity, the project must have a direct impact on selected census tracts with not less than 51% concentrations of low and moderate-income residents).
2. To aid in the prevention or elimination of slums and blighted areas.
3. To meet urgent community needs (usually the result of a natural disaster).

More detailed information on Eligible Activities and National Objectives can be found in the *Guide to National Objectives and Eligible Activities for Entitlement Communities Handbook*. This document can be found on the U. S. Department of Housing and Urban Development site at the following address: <http://www.hud.gov/offices/cpd/communitydevelopment/library/deskguid.cfm>.

MAJOR ELIGIBLE CDBG ACTIVITIES (24 CFR Part 570.201)

- **Acquisition** of real property for a public purpose,
- **Disposition** of real property acquired with CDBG funds,
- **Public Facilities and Improvements** includes acquisition, construction, reconstruction, rehabilitation or installation of public facilities and improvements (except for building for the general conduct of government),
- **Clearance, demolition, and removal** of building and improvements,
- **Interim Assistance** includes certain activities (clean-up and repairs) in deteriorating areas where permanent improvements will be carried out at a later date,
- **Relocation payments and assistance** for persons temporarily or permanently displaced by CDBG activities,
- **Removal of Architectural Barriers** for projects that enhance the mobility and access of elderly or handicapped persons to public or privately owned buildings or facilities,
- **Utilities** for distribution lines of privately owned utilities,

- **Rehabilitation and Preservation** activities including privately owned buildings; low income public housing, publicly owned residential and non-residential buildings (except buildings for the general conduct of government) code enforcement, historic preservation,
- **Public Service** activities such as labor, supplies, materials that are a new service or a quantifiable increase in the level of a service,
- **Special Economic Development** such as construction loans, new equipment, building improvements, or other assistance to or on behalf of private for profit businesses, if necessary or appropriate to carry out economic development projects, and
- **Special Activities by Subrecipients** (neighborhood based nonprofits, small business investment companies, or local development corporations) for neighborhood revitalization, community economic development, or energy conservation projects.

Note: The CDBG Program is subject to 15% grant cap for public service expenditures. For Public Service, generally a minimum of \$10,000 and a maximum of \$75,000 is awarded for each project. For Housing and Public Facilities, generally a maximum of \$200,000 is awarded for each project.

MAJOR INELIGIBLE ACTIVITIES (24 CFR Part 570.207)

- Funds spent on buildings for the general conduct of government, except for the removal of architectural barriers.
- General government expenses.
- Political activities.
- Purchase of equipment is generally ineligible.
- Furnishings and personal property are generally ineligible.
- Impact fees associated with construction activities.
- Maintenance and operating expenses without providing a service is ineligible.

III. CRITERIA FOR EVALUATION

Proposals for the FY10/PY09 CDBG Program will be evaluated and selected based on the following criteria and point system. Detailed criteria and point information can be found on pages 16-18. MINIMUM SCORE NEEDED TO BE CONSIDERED FOR FUNDING: 80 Points

CRITERIA	MAXIMUM POINTS
Project Description	25
Demonstrated Need	20
Ability to Meet Consolidated Plan Priorities*	5
Financial Feasibility	10
Readiness to Implement	15
Budget	10
Funding Sources (Financial Records)	5
Demonstrated Experience and Capacity	10
Leveraging and > 2 Projects (Optional)	+10, -10
TOTAL POINTS	90 to 110

*Consolidated Plan Priorities are located on pages 11-12 or at: City Clerk's Office, City Hall, 3rd Floor, 315 E. Kennedy Blvd, and Tampa-Hillsborough County Public Library System, 900 N. Ashley Street, and http://www.tampagov.net/dept_Budget/2008_Five_Year_Consolidated_Plan/index.asp.

IV. READINESS

Awards are generally made for a one-year period. Since some large housing and community development projects will take more than a year to complete, it is recommended that these requests be split over multiple award cycles. For example, if planning for a construction project has not yet commenced, it is advised that the applicant split the activities to be performed into phases. Phases might include architecture, engineering, site work, and various levels of construction completion. If your application is for a portion of a total project and you intend to apply for the remaining funding the following year, please acknowledge this in the application (site control, plans, engineering and financial commitments).

V. FUNDING PRIORITIES

The City of Tampa identified five-year CDBG funding priorities in the Consolidated Plan FY2008-2012. The City identified high priorities for housing and non-housing activities which are provided below.

The High-priority needs for HUD-eligible housing activities include:

- Construction and/or replacement of single-family residential units, direct down payment and closing cost assistance to first-time homebuyers, multi-family housing development and rehabilitation, housing counseling, and temporary/permanent relocation.

The High-priority needs for HUD-eligible public services and community improvements include:

- Public facilities and improvements, parks and recreational facilities, child care services, youth services, employment training, substance abuse services, senior services, handicapped services, and mental health services.

Community Development Needs		Needs	Current	Gap	Priority Need H, M, L	Plan to Fund? Y/N
01 Acquisition of Real Property 570.201(a) (Foreclosure)		8	4	4	M	Y
02 Disposition 570.201(b) (Foreclosure)		6	2	4	L	N
Public Facilities and Improvements	03 Public Facilities and Improvements 570.201(c) (Foreclosure)	10	2	8	H	Y
	03A Senior Centers 570.201(c)	1	0	1	H	Y
	03B Handicapped Centers 570.201(c)	1	0	1	H	Y
	03C Homeless Facilities (not operating costs) 570.201(c)	13	12	1	H	N
	03D Youth Centers 570.201(c)	1	0	1	H	Y
	03E Neighborhood Facilities 570.201(c)	1	0	1	H	Y
	03F Parks, Recreational Facilities 570.201(c)	2	0	2	H	Y
	03I Flood Drain Improvements 570.201(c)	1	0	1	M	Y
	03J Water/Sewer Improvements 570.201(c)	1	0	1	M	Y
	03K Street Improvements 570.201(c)	1	0	1	H	Y
	03L Sidewalks 570.201(c)	40	9	31	H	Y
	03M Child Care Centers 570.201(c)	1	0	1	M	Y
	03N Tree Planting 570.201(c)	0	0	0	H	Y
03T Operating Costs of Homeless/AIDS Patients Programs	265	73	192	H	Y	
04 Clearance and Demolition 570.201(d) (Foreclosure)		7	2	5	M	Y
04A Clean-up of Contaminated Sites 570.201(d)		8	0	8	M	N

Public Services	05 Public Services (General) 570.201(e)	4	2	2	H	Y
	05A Senior Services 570.201(e)	5	5	0	H	Y
	05B Handicapped Services 570.201(e)	3	3	0	H	Y
	05D Youth Services 570.201(e)	7	5	2	H	Y
	05F Substance Abuse Services 570.201(e)	2	2	0	H	Y
	05G Battered and Abused Spouses 570.201(e)	1	0	1	M	Y
	05H Employment Training 570.201(e)	5	3	2	H	Y
	05L Child Care Services 570.201(e)	3	3	0	H	Y
	05M Health Services 570.201(e)	3	3	0	H	Y
	05O Mental Health Services 570.201(e)	2	2	0	H	Y
	05R Homeownership Assistance (not direct) 570.204	250	50	200	M	Y
05S Rental Housing Subsidies (if HOME, not part of 5% 570.204	11	0	11	H	N	
06 Interim Assistance 570.201(f)	7	0	7	L	N	
08 Relocation 570.201(i) (Foreclosure)	40	10	30	L	Y	
10 Removal of Architectural Barriers 570.201(k)	100	25	75	M	Y	
12 Construction of Housing 570.201(m) (Foreclosure)	300	50	250	H	Y	
13 Direct Homeownership Assistance 570.201(n) (Foreclosure)	100	20	80	H	Y	
	14A Rehab; Single-Unit Residential 570.202 (Foreclosure)	270	50	220	H	Y
	14B Rehab; Multi-Unit Residential 570.202 (Foreclosure)	140	140	0	M	Y
	14C Public Housing Modernization 570.202	300	300	0	M	Y
	14D Rehab; Other Publicly-Owned Residential Buildings 570.202	125	125	0	H	Y
	14E Rehab; Publicly or Privately-Owned Commercial/Indu 570.202	10	0	10	M	N
	14F Energy Efficiency Improvements 570.202	100	0	100	H	N
	14G Acquisition - for Rehabilitation 570.202	2	2	0	M	Y
	14H Rehabilitation Administration 570.202	1	1	0	H	Y
14I Lead-Based/Lead Hazard Test/Abate 570.202	250	50	200	M	Y	
15 Code Enforcement 570.202(c)	250	50	200	H	Y	
16A Residential Historic Preservation 570.202(d)	9	0	9	L	N	
16B Non-Residential Historic Preservation 570.202(d)	11	0	11	L	N	
	17A CI Land Acquisition/Disposition 570.203(a)	30	0	30	M	Y
	17B CI Infrastructure Development 570.203(a)	85	0	85	H	Y
	17C CI Building Acquisition, Construction, Rehabilitate 570.203(a)	5	1	4	M	Y
	17D Other Commercial/Industrial Improvements 570.203(a)	10	1	9	L	Y
	18B ED Technical Assistance 570.203(b)	400	100	300	H	Y
	18C Micro-Enterprise Assistance	9	0	9	L	N
	19F Planned Repayment of Section 108 Loan Principal	5	1	4	H	Y
20 Planning 570.205	5	1	4	H	Y	
	21A General Program Administration 570.206	15	3	12	H	Y
	21B Indirect Costs 570.206	5	1	4	H	Y
	21D Fair Housing Activities (subject to 20% Admin cap) 570.206	5	1	4	H	Y