

CITY OF HENDERSON COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

APPLICATION INFORMATION FY 2017-2018

INTRODUCTION

The City of Henderson created this packet as a tool for eligible organizations interested in applying for CDBG funds. Please utilize this packet as an overview of the Federal regulations relative to the program and a guide to completing the application. Detailed program regulations are found in the Code of Federal Regulations as 24 CFR Part 570, which can be found at www.gpo.gov. In the unlikely event HUD should make amendments to existing regulations after applications are released, notice will be provided on the Neighborhood Services webpage at www.cityofhenderson.com/neighborhood_services and it is the applicant's responsibility to check the website for any updates prior to the application deadline.

I. WHAT IS THE CDBG PROGRAM?

The Program is administered by the U.S. Department of Housing and Urban Development (HUD) and authorized by Title I of the Housing and Community Development Act of 1974, as amended. HUD provides funds to local communities to be spent on priority community needs as outlined in the locally developed Consolidated Plan. The purpose of the program is to create suitable living environments, provide decent housing, and create economic opportunity. All CDBG activities must meet at least one of three National Objectives; to principally benefit low/moderate income persons, to prevent or eliminate slums, and/or to meet an urgent need. The program's principal beneficiaries are low and moderate (low/mod) income persons/households. There are various methods grant recipients may use to document that beneficiaries are low/mod, including income verification (incomes within 80% of the Area Median Income, chart pg. 6), projects located in and serving low/mod census tracts (Area Benefit, see map pg. 6), or under certain circumstances, the clientele served may be presumed to be low/mod. Additional activities such as low/mod housing or jobs have specific eligibility criteria. Applicants are asked to describe their methodology for compliance with CDBG National Objective criteria.

II. ELIGIBLE CDBG COMMUNITY ORGANIZATIONS & ACTIVITIES

- A. Organizations with State & Federal Tax Exempt determinations in effect are eligible to apply for CDBG. Eligible organizations include:
1. units of local government;
 2. other governmental entities or public agencies;
 3. City of Henderson departments;
 4. private or public non-profit organizations, including institutions of higher education;
 5. Community Based Development Organization (CBDO)
- B. The following list provides examples of eligible CDBG activities. These include, but are not limited, to:
1. **Community Facilities and Improvements** – neighborhood centers, senior centers, recreational facilities, centers for the handicapped, public utility facilities, street improvements, storm sewers, flood and drainage facilities, solid waste disposal facilities, and water systems;
 2. **Development** – land acquisition and disposition, relocation assistance and debris removal;
 3. **Rehabilitation and Preservation** – rehabilitation of homes, public housing modernization, code enforcement, historic preservation and removal of architectural barriers;
 4. **Economic Development** – public facilities rehabilitation, commercial and industrial facilities development, job creation or retention activities, commercial/industrial property improvements;
 5. **Administration** – planning, environmental studies, application for Federal programs, and technical assistance to citizens;
 6. **Public Services** – support services, employment, youth or senior activities, childcare, health, case management, drug abuse programs, education programs

III. INELIGIBLE CDBG ACTIVITIES

The following list provides examples of ineligible CDBG activities. They include the construction or rehabilitation of:

- A. buildings and facilities for the general conduct of government;
- B. sports arenas, auditoriums, concert halls, cultural and art centers, convention centers, museums, and similar facilities that are used by the general public primarily as spectators or observers;
- C. private schools, generally including elementary, secondary & colleges, but excluding neighborhood facilities or in which classes in practical/vocational activities may be taught;
- D. airports, public transit, or terminals or stations and other mass transportation facilities;
- E. hospitals and other medical facilities open to the public generally, but

excluding a neighborhood facility or senior center in which health services are offered;

- F. treatment facilities for sewage or liquid industrial waste;
- G. the purchase of equipment or construction equipment;
- H. operating and maintenance expenses;
- I. general government expenses;
- J. political activities;
- K. new housing construction;
- L. income payments.

IV. TECHNICAL ASSISTANCE

The City of Henderson Neighborhood Services Division will conduct a CDBG Application Assistance Workshop on Wednesday, October 26, 2016 at 11:00 a.m. at the Community Development Department, Midway Conference Room, 1st floor, 240 Water Street, Henderson, NV 89015, to give an overview of the program, provide program application assistance and to answer any questions. Attendance at the workshop is not required. Staff is also available Monday through Thursday, 7:30 a.m. to 5:30 p.m., to assist with questions on the application process.

V. PROPER SUBMISSION OF THE CDBG APPLICATION

The CDBG application must be submitted as follows:

1. Applicants **MUST** access the CDBG application through the Neighborhood Services webpage at www.cityofhenderson.com/neighborhood_services, where there will be a link to redirect applicants to ZoomGrants.com. No applications will be handed out this year.
2. All applications **MUST BE** completed and submitted online at ZoomGrants.com. Paper applications will not be accepted. Please be sure to include all required attachments on ZoomGrants.com, including signatures where necessary.
3. All applications **MUST BE** submitted by **Monday, November 14, 2015 by 3:00 p.m.** as stated in the Public Notice. **Applications received late will not be considered** in the funding allocation process.
4. If submitting more than one application, please submit them in priority order. Additional applications must each be submitted in the same manner as described above.

VI. HOW AND WHEN WILL PROJECTS BE SELECTED FOR FUNDING?

Members of the CDBG Program Advisory Committee (PAC) are appointed by City Council to review applications and make project and funding allocation recommendations. Applicants might be asked to give an oral presentation to the PAC as part of the process. PAC recommendations are published in draft form and public comment is invited prior to a public hearing at a City Council meeting to receive the PAC's recommendations. City Council will make the final project award selections for submission in the form of a One-Year Action Plan, which HUD must approve before final award Agreements are executed. Projected timelines for these activities are presented on page 5; however, the exact dates are subject to change. CDBG funding payments to grant recipients will be negotiated and detailed in the final award Agreements and the new program year begins July 1, 2017.

CDBG SCHEDULE OF DATES AND EVENTS

SCHEDULING DATES	SCHEDULING EVENTS
Friday, October 14, 2016	Applications Available www.cityofhenderson.com/neighborhood_services
Wednesday, October 26, 2016	CDBG Application Assistance Workshop, Community Development Department, Midway Conference Room, 240 Water St., 1 st floor, Henderson, NV, at 11:00 a.m.
Monday, November 14, 2016	Applications Due by 3:00 p.m. On ZoomGrants.com
Wednesday, December 14, 2016	PAC Meeting FY 2015/2016 Council Chambers Conference Room, 240 Water St., 1 st floor, Henderson, NV, at 9:00 a.m.
Tuesday, January 10, 2017	Applicant Oral Presentations to PAC Council Chambers Conference Room, 240 Water St., 3 rd floor, Henderson, NV, 9:00 a.m. to 12:00 p.m. Day 1
Wednesday, January 11, 2016	Applicant Oral Presentations to PAC Council Chambers Conference Room, 240 Water St., 3 rd floor, Henderson, NV, 9:00 a.m. to 12:00 p.m. Day 2
Monday & Tuesday, January 16 & 17, 2017	PAC Site Visits (if necessary), 9:00 a.m. to 5:00 p.m.
Wednesday, January 18, 2017	Finalize PAC Funding Recommendations Council Chambers Conference Room, 240 Water St., 1 st floor, Henderson, NV, at 9:00 a.m.
Friday, March 17, 2017	Begin Public Review & Comment Period
Monday, April 17, 2017	End Public Review & Comment Period
Tuesday, April 18, 2017	Public Hearing and City Council Approval of Third-Year Action Plan for FY 2017/2018
Monday, May 15, 2017	Third-Year Action Plan due to HUD Las Vegas Office
Saturday, July 1, 2017	Start of CDBG Fiscal Year 2017/2018

HUD SECTION 8 GUIDELINES (effective March 2016)
Area Median Family Income \$59,800

Household Size	30% of Median (Extremely Low Income)	50% of Median (Very Low Income)	80% of Median (Low Income)
1 person	\$12,650	\$21,100	\$33,750
2 person	\$16,020	\$24,100	\$38,550
3 person	\$20,160	\$27,100	\$43,350
4 person	\$24,300	\$30,100	\$48,150
5 person	\$28,440	\$32,550	\$52,050
6 person	\$32,580	\$35,950	\$55,900
7 person	\$36,730	\$37,350	\$59,750
8 person	\$39,750	\$39,750	\$63,600

CDBG ELIGIBLE CENSUS TRACTS & BLOCK GROUPS

