

Summary of Eligible 2016 CDBG Program Activities

Activity	Eligible Uses of Funds	Application Requirements	Maximum Funding
<p>Property Acquisition for Multi-Family Housing</p>	<ul style="list-style-type: none"> • Acquisition of existing rental housing where 51% of units are occupied by LMI residents • Resident purchase of mobilehome park • Acquisition of vacant land for affordable housing development project 	<ul style="list-style-type: none"> • At least 51% of the units must be occupied by LMI households 	<p>\$600,000</p>
<p>Homeownership Assistance Provide assistance to low-income homebuyers of existing housing</p>	<ul style="list-style-type: none"> • Finance acquisition of existing housing by LMI home-buyers • Subsidize interest rates and mortgage principal amounts • Acquire guarantees for mortgage financing obtained from private lenders • Provide up to 50% of down payment • Pay reasonable closing costs 	<ul style="list-style-type: none"> • Adoption of program guidelines by City Council • Waiting list of pre-screened applicants 	<p>\$600,000</p>
<p>Housing Rehabilitation (1-4 Units) Rehabilitation of 1-4 units on a single property</p>	<ul style="list-style-type: none"> • Financing of repairs and general property improvements to owner- and renter-occupied units, including repair or replacement of principal fixtures and components • Demolition and reconstruction of dwelling units (under certain circumstances) • Loans for refinancing existing indebtedness • Water and sewer laterals from main water line to dwelling 	<ul style="list-style-type: none"> • Guidelines adopted in accordance with required citizen participation and formal resolution by the governing body of the jurisdiction. • If tenant-occupied, guidelines must separate out rules for renter-occupied units (also called owner-investor) and owner-occupied units 	<p>\$600,000</p>

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	<ul style="list-style-type: none"> • Installation of water meters • Conversion/modification/replacement of heating and cooling equipment, including solar energy equipment • Improvements to increase water use and energy efficiency • Hazard insurance premiums • Flood insurance premiums 		
<p>Housing Rehabilitation - Multi-Family</p> <p>Rehabilitation of existing project with 5 or more units</p>	<ul style="list-style-type: none"> • Financing of repairs and general property improvements to renter-occupied units, including repair or replacement of principal fixtures and components of existing structures • Demolition and reconstruction of dwelling units (under certain circumstances) • Loans for refinancing existing indebtedness of project being rehabilitated • Improvements to increase water use and energy efficiency, including solar energy equipment • Conversion of non-residential properties to residential use 	<ul style="list-style-type: none"> • ≥ 51% of units must be occupied by LMI households • Only one project may be applied for • Narrative description of the proposed activity • Indication of readiness such as identifying a program operator, obtaining documented commitments from funding sources, securing site control 	<p>\$1 million</p>
<p>Public Improvements</p>	<p>Construction, reconstruction, rehabilitation and/or installation of:</p> <ul style="list-style-type: none"> • Water and sewer facilities • Flood and drainage facilities 	<ul style="list-style-type: none"> • Must be located in and serve a predominantly-residential area • Must benefit a service area with at least 51% LMI persons 	<p>\$1.5 million</p>

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	<ul style="list-style-type: none"> • Street improvements (including sidewalks, curbs, gutters) • Utilities 	<ul style="list-style-type: none"> • Maximum of one project 	
Public Facilities	<ul style="list-style-type: none"> • Acquisition, rehabilitation or new construction of buildings and grounds used to provide one or more CDBG-eligible public services (such as recreation, health services) • Acquisition of real property if property meets any of the following criteria: <ul style="list-style-type: none"> - Blighted, deteriorated, deteriorating, undeveloped or inappropriately developed from standpoint of sound community development and growth; - Appropriate for rehabilitation or conservation activities; or, - The acquisition of land for use as a park serving primarily an LMI residential neighborhood • Temporary shelter for persons having special needs • Removal of architectural ADA barriers from buildings used for the general conduct of local government 	Maximum of one project	\$1.5 million
Public Services	<p>Provision of public services (including labor, furnishings, equipment, supplies, materials), including, but not limited to the following:</p> <ul style="list-style-type: none"> • Child care 	<p>Funds may be provided only under one of the following circumstances:</p> <ul style="list-style-type: none"> • Service is new (i.e., it has not been provided before, or has been 	\$500,000 total

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	<ul style="list-style-type: none"> • Health care • Crime prevention • Job training • Recreation programs • Education programs • Fair housing counseling • Credit counseling services • Public safety services • Services for senior citizens • Services for homeless persons • Drug & alcohol abuse counseling/testing • Transportation services • Nutrition services • Energy conservation counseling/testing • Emergency assistance payments (for example, to keep tenants from losing housing) • Neighborhood Cleanup <p>Code Enforcement</p> <ul style="list-style-type: none"> • Provide code enforcement of state and/or local codes • May only pay for staff salaries for Code Enforcement Officers issuing citations for code violations 	<p>discontinued for more than 12 months prior to final filing date of application, or</p> <ul style="list-style-type: none"> • Service will show a quantifiable increase in the level of service with the costs having never been incurred or paid for by a funding source, or • Service is currently funded with CDBG grant funds and will remain at substantially the same level, or • Service was previously funded by another source and that source is no longer available <p>Up to three individually-eligible programs allowed per application</p> <ul style="list-style-type: none"> • May only take place in primarily residential areas where 51% of residents are LMI • May not pay for code enforcement in entire jurisdiction • May only be carried out in deteriorating or deteriorated areas where such enforcement, together with public or private 	

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		<p>improvements, rehabilitation or services to be provided, may be expected to arrest the decline of the area</p> <ul style="list-style-type: none"> • Must clearly identify measurable outcomes • Must be supported by documented success 	
<p>Planning and Technical Assistance</p>	<ul style="list-style-type: none"> • Research, analysis and planning for community needs in regard to housing, public improvements, community facilities, public services and local planning issues • <u>Ineligible uses</u> - Comprehensive, general or long-range planning <ul style="list-style-type: none"> - Comprehensive means the study was conducted for more than half of the geographic area in the jurisdiction, and includes two or more topics regarding the physical development of the jurisdiction. - General means the documents include summaries of broad policies or proposals that are not site-specific. - Long-range means the time-frames for the policies and proposals are five years or more. 	<ul style="list-style-type: none"> • Must show at least 51% of the persons who would benefit from implementation of plan being studied by the PTA are LMI persons or households • Final product must show a connection to assisting with an eligible CDBG activity that, if implemented, meets the Low/Mod Area Benefit National Objective. • 5% of total funding amount required as a local cash match 	<p>\$100,000</p>

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<p>Business Financial Assistance</p> <p>Funds may be provided to for-profit businesses (existing or startup) as loans</p>	<p>Paying for program marketing, loan threshold review, federal overlay compliance, business underwriting and loan approval</p> <p>Financing of:</p> <ul style="list-style-type: none"> • Working capital for marketing costs, operating expenses and inventory • Furniture, fixtures, equipment • Interior and exterior repairs and property improvements to commercial properties (including permits, engineering and architectural costs); may include ADA accessibility improvements • Real property acquisition • Demolition and reconstruction or repair of blighted building(s) where business will operate • Relocation costs of displaced persons due to project development • Some off-site public improvements • Refinancing of existing indebtedness 	<ul style="list-style-type: none"> • A jurisdiction-specific local market analysis report supporting the proposed activity • Narrative description of how proposed design, organization and structure will effectively and efficiently carry out and achieve stated goals of need for activity • Complete documentation of program operator and staff responsible for conducting activity and/or work 	<p>\$300,000</p> <p>(\$500,000 for combination program of Business Assistance and Microenterprise Assistance)</p>
<p>Microenterprise Assistance</p> <p>Same as above, but for businesses with 5 or fewer employees</p>	<p>Technical Assistance Services, including:</p> <ul style="list-style-type: none"> • Classes that provide business training and capacity building • One-on-one training to help businesses develop financial management tools and inventory controls for their company or help develop a specific marketing plan 	<ul style="list-style-type: none"> • Participants must be income-qualified • Jurisdiction-specific local market analysis report supporting proposed activity • Program organization chart and activity flow chart identifying 	<p>\$300,000</p> <p>(\$500,000 for combination program of Business Assistance and Microenterprise Assistance)</p>

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	<p>Financial Assistance:</p> <ul style="list-style-type: none"> • Using grant or loan financing to pay for working capital or marketing costs, operating expenses and inventory • Financing for furniture, fixtures, equipment • Financing for payment of interior repairs and property improvements to commercial properties (including permits, engineering and architectural costs); may include ADA accessibility improvements • Real property acquisition and/or construction by non-profit agencies <p>Support Services Assistance:</p> <ul style="list-style-type: none"> • Payment of transportation costs to allow ME participants to travel to and from classes and technical assistance. • Payment of child care services to support the ME Program participant in attending technical assistance activities 	<p>program operators and all individuals responsible for work performed</p> <ul style="list-style-type: none"> • Procurement status of program operator, documentation of relevant expertise and experience of individuals performing work along with evidence that supports that Applicant is ready to proceed with activity 	