

City of Scottsbluff, Nebraska

Monday, July 15, 2019

Regular Meeting

Item Reports1

Council to receive a report on community interest regarding Owner Occupied Rehabilitation Grants and consider action on the pre-application to apply for funding.

Staff Contact: Nathan Johnson, City Manager

**Community Development Block Grant (CDBG)
Owner Occupied Rehabilitation (OOR) Category
Pre-Application**

To be eligible to submit a full CDBG Owner Occupied Rehabilitation Category applicants must submit a Pre-Application. The Pre-Application provides the Department with information about applications prior to submitting the full application. **Pre-Applications are due July 31.**

For assistance regarding the CDBG OOR Application process contact your designated Regional Housing Representative identified below.

Region	Housing Representative	Phone Number	Email Address
Central	Laura Hart	308-202-0177	laura.hart@nebraska.gov
Northeast	Mechele Grimes	402-309-4536	mechele.grimes@nebraska.gov
Southeast	Nick Dropinski	402-471-2095	nick.dropinski@nebraska.gov
Western	Kristi McClung	308-889-3420	kristi.mcclung@nebraska.gov

Overview

Below is a summary application information, please refer to the 2019 CDBG Application Guidelines, Chapter 7 Owner Occupied Rehabilitation for the complete details:

Eligible Applicants

Eligible Applicants include every Nebraska incorporated municipality (i.e. City or Village) that is not a CDBG Entitlement Community (Omaha, Lincoln, Bellevue, and Grand Island). Note: joint applications or county-wide applications are ineligible within the OOR Category.

Eligible Activities

The following activities are eligible within the OOR Category. If any activity is not noted within the list below, please consult a Housing Representative in order to determine if any other proposed activities are eligible for the program.

- Rehabilitation (including rehabilitation which promotes energy efficiency) of residential owner-occupied homes.
 - Special projects directed to the removal of material and architectural barriers, which restrict the mobility and accessibility of elderly and handicapped persons.
- Payment of reasonable administrative costs related to implementing the program.

Pre-Application Submission:

- The Pre-Application consists of:
 - Part I: General Information
 - Exhibit 101: Open Grant Information Spreadsheet
- Submit electronically the signed Pre-Application via Sharefile, <https://negov.sharefile.com/r-r29201ea115c43d19>;
- Retain the original signed Pre-Application within your files.

2019 PRE-APPLICATION

OWNER OCCUPIED REHABILITATION (HO)

Community Development Block Grant (CDBG)

Nebraska Department of Economic Development (DED)

DED USE ONLY
Date Stamp Below

DED USE ONLY
Pre-Application Number

19-HO-

PART I: GENERAL INFORMATION (TYPE OR PRINT ALL INFORMATION)

1. APPLICANT IDENTIFICATION Name: _____ Contact: _____ Address: _____ City/State/Zip: _____ Phone: _____ Fax: _____ Email: _____ Tax ID: _____ Duns #: _____	2. APPLICATION PREPARER INFORMATION Name: _____ Address: _____ City/State/Zip: _____ Phone: _____ Fax: _____ Email: _____ Application Preparer (check one) <input type="checkbox"/> Local Staff <input type="checkbox"/> Non-Profit Organization <input type="checkbox"/> Consultant <input type="checkbox"/> Economic Development District
3. HOUSEHOLD BENEFICIARIES # _____ at or below 80% of the Area Median Family Income # _____ Total	4. DISTRICT INDICATOR (Select only ONE) <input type="checkbox"/> Congressional District 1 <input type="checkbox"/> Congressional District 2 <input type="checkbox"/> Congressional District 3
5. HOUSING ACTIVITIES <input type="checkbox"/> Owner-Occupied Rehabilitation	7. SERVICE AREA Identify Area to be Served [municipality and county]. Nebraska Legislative District(s) _____
6. TYPE OF APPLICANT <input type="checkbox"/> Unit of Local Government	
8. Grant Request Amount	
9. CERTIFYING OFFICIAL: To the best of my knowledge and belief, data and information in this application is true and correct, including any commitment of local or other resources. The governing body of the applicant has duly authorized this application. This applicant will comply with all Federal and state requirements governing the use of CDBG funds. Signature in blue ink: _____ Typed Name and Title: _____ Date Signed: _____ Address/City/State/Zip: _____	

Individuals who are hearing and/or speech impaired and have a TTY, may contact the Department through the Statewide Relay System by calling (711) INSTATE (800) 833-7352 (TTY) or (800) 833-0920 (voice). The relay operator should be asked to call DED at (800) 426-6505 or (402) 471-3111. Additional information is at the Nebraska Relay website <http://www.nebraskarelay.com/>. Nebraska Relay offers Spanish relay service for our Spanish-speaking customers. Spanish-to-Spanish (711) or 1-888-272-5528/ Spanish-to-English (711) or 1-877-564-3503. Nebraska le ofrece el servicio de relevo a nuestros clientes en español. Los consumidores de TTY pueden escribir por máquina en español y las conversaciones serán retransmitidas en español y inglés.

1. ELIGIBLE APPLICANTS

Except as provided in *Section 1.03* of the Application Guidelines, eligible applicants include every Nebraska incorporated municipality that is not a CDBG Entitlement Community (including Omaha, Lincoln, Bellevue, and Grand Island). No joint applications or county-wide applications are eligible within the OOR Cycle.

2. ELIGIBLE ACTIVITIES

The following activities are eligible within the OOR Program. If any activity is not noted within the list below, please consult a Regional Program Representative in order to determine if any other proposed activities are eligible for the program.

- Rehabilitation (including rehabilitation which promotes energy efficiency) of residential owner-occupied homes.
- Special projects directed to the removal of material and architectural barriers, which restrict the mobility and accessibility of elderly and handicapped persons.
- Payment of reasonable administrative costs related to implementing the program.

For more information, see *Section 3.04* of the Application Guidelines.

3. GRANT AMOUNTS & MATCHING FUNDS

OOR Category – Key Minimums, Maximums and Requirements	
Minimum Project Cost	\$250,000
Maximum Project Cost	\$750,000
General Administration	8% of Project Costs not to exceed \$20,000
Housing Management - does not include lead based paint	12% of Project Costs not to exceed \$50,000
Lead Base Paint (0580a)	Cannot exceed \$1,500 per unit

For more information, see *Sections 4.01 and 4.02* of the Application Guidelines.

Matching Funds: Are not required, however additional points will be awarded if cash match is provided. See *Section 4.02* and *5.03* of the Application Guidelines.

4. APPLICATION DUE DATES AND PROCESS

Applications are prepared at the applicants' expense and costs are not reimbursable. Applications for OOR program category will be accepted as shown in the table below based on US Postal Service postmark date or date of delivery by other means.

Applications will be reviewed by DED on a competitive basis according to the selection criteria established in *Section 5.03* of the Application Guidelines. The highest scoring applicants, who also meet all required thresholds, may be recommended for award.

Applications recommended for award through these processes will be presented to DED's Director for approval. DED will send a formal Notice of Approval Letter to the applicant community upon approval of the recommendation. A letter of non-selection will be issued to those applicants not recommended for award.

Below is a summary of the milestones:

Milestone Summary	Date
Required Pre-Application Due	July 31
Full Application Due	September 30
Anticipated Award Notification	December

Pre-Applications are required (please use the OOR Pre-Application document on the website) and are submitted electronically via Sharefile: <https://negov.sharefile.com/r-r29201ea115c43d19>