

NOTICE OF FUNDING AVAILABILITY (NOFA)
Jefferson County Community Development
2012 Community Development Block Grant (CDBG) Program

Overview

Jefferson County receives an annual funding allocation from the U.S. Department of Housing and Urban Development (HUD) through the Community Development Block Grant (CDBG) Program. These funds are to be used to develop viable communities by promoting integrated approaches that provide decent housing, a suitable living environment, and expand economic opportunities for low and moderate income persons.

Community Development Block Grant (CDBG) funding allows for a variety of eligible activities to assist low and moderate income persons. Examples include capital projects (infrastructure, housing rehabilitation, and community facilities), public services programs, and economic development activities. Federal statutes and regulations governing CDBG place specific spending caps on certain activities. For example, of the total amount of CDBG funding allocated annually to Jefferson County, no more than 15% can be awarded to public service programs.

Jefferson County is currently soliciting proposals from community- and faith-based organizations, non-profits, city departments, and citizens to apply for the 2012 CDBG funds. Please review all the information provided in this Notice of Funding Availability to ensure full understanding of the application process and requirements of the funding program.

Timeline

<i>Date</i>	<i>Activity</i>
August 31, 2011, 2:00 – 3:00 p.m.	CDBG Application Public Information Meeting
September 15, 2011 at 4:00 p.m.	Pre-Application Deadline
September 21, 2011	Application Invitation
October 20, 2011 at 4:00 p.m.	Application Deadline
November 2011	Applicant Interviews
December 2011	Community Development Advisory Board determines recommended funding awards
March/April 2012	Recommended awards submitted to Jefferson County Board of County Commissioners and HUD
Summer 2012	Prepare CDBG Contracts
August/September 2012	Funds awarded to subrecipients

Eligible Applicants

To be eligible to use CDBG funding an applicant must be a non-profit agency with 501(c)(3) status, a housing authority, a governmental agency, or a quasi-governmental agency providing services to low and moderate income residents of Jefferson County.

Minimum Eligibility Requirements

In order to be eligible for CDBG funds, the proposed activity must meet the following requirements.

- CDBG activities must meet one of the three CDBG National Objectives:
 - Benefit Low/Moderate Income Persons (please see income limits on p. 3)
 - Address Slum or Blighted Areas (area must meet HUD’s definition of slum and blight)
 - Address an Urgent Need (must present particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available to meet such needs).

- CDBG funds must be used for eligible activities which include:
 - Acquisition of real property
 - Relocation and demolition
 - Rehabilitation of residential and non-residential structures
 - Construction of public facilities and improvements, such as water and sewer facilities, streets, neighborhood centers, and the conversion of school buildings for eligible purposes
 - Public services (limited to no more than 15% of Jefferson County’s annual CDBG allocation)
 - Activities relating to energy conservation and renewable energy resources
 - Provision of assistance to profit-motivated businesses to carry out economic development and job creation/retention activities
 - For a comprehensive list of eligible activities, please visit HUD’s website: <http://www.hud.gov/offices/cpd/communitydevelopment/programs/entitlement>

- In addition to the key programmatic requirements detailed in 24 CFR Part 570, CDBG activities may also be subject to other Federal requirements, including:
 - **Fair housing and equal opportunity:** Discrimination based on race, color, national origin, religion, sex or age is prohibited.
 - **Handicapped accessibility:** Generally, federally-assisted buildings and facilities must be accessible to handicapped persons.
 - **Employment and contracting:** Grantees may not discriminate in employment and must make efforts to provide training and employment opportunities to low income residents.
 - **Environmental review:** Grantees must undertake environmental reviews in accordance with 24 CFR Part 58.
 - **Flood insurance:** CDBG funds may not be provided in a Federal Emergency Management Agency (FEMA) designated special flood area unless specific precautions are undertaken.
 - **Lead-based paint:** CDBG rehabilitation and construction activities must comply with 24 CFR Part 35 and Section 401(b) of the Lead-Based Paint Poisoning Prevention Act.
 - **Uniform Relocation Act:** Compliance with 49 CFR Part 24 Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally-Assisted Programs.
 - **Labor standards:** Construction activities may be required to comply with the Davis Bacon Act and the Contract Work Hours and Safety Standards Act.
 - **Debarred, suspended and ineligible contractors and subrecipients:** CDBG funds cannot be provided to debarred, suspended, or ineligible contractors, subcontractors or subrecipients.
 - **Conflict-of-interest:** CDBG recipients and subrecipients must comply with procurement requirements found at 24 CFR 85 (state and local governments) and 85.42 (non-profits) and with any other applicable conflict-of-interest provisions.

- CDBG activities must meet one of the following Jefferson County funding priorities as established in the 2010-2014 Strategic Plan:

<i>Jefferson County 2010-2014 Strategic Plan</i>
Goal #1: Provide Housing for the Homeless Population, Including: <i>Objective A:</i> Emergency Shelter for Homeless Individuals (HIGH) <i>Objective B:</i> Transitional Shelter for Homeless Families (HIGH) <i>Objective C:</i> Permanent Supportive Housing for Homeless Individuals (HIGH)
Goal #2: Provide Affordable Rental Housing, Including: <i>Objective A:</i> Housing for Large Families, 5 or more (HIGH) <i>Objective B:</i> Housing for the Very Low Income Population (HIGH) <i>Objective C:</i> Acquisition and/or Rehabilitation of Existing Units (MED) <i>Objective D:</i> Construction of Units (MED)
Goal #3: Provide Homeownership Opportunities & Assistance, Including: <i>Objective A:</i> Down Payment and Closing Cost Assistance (HIGH) <i>Objective B:</i> Homeowner Counseling (HIGH) <i>Objective C:</i> Construction of New Homes (HIGH) <i>Objective D:</i> Rehabilitation of Existing Owner-Occupied Homes (MED)

<p>Goal #4: Provide Services for the Population, Including: <i>Objective A:</i> Services for Special Populations (HIGH) <i>Objective B:</i> Services for the Low to Moderate-Income Populations (MED)</p>
<p>Goal #5: Address Public Facilities, Including: <i>Objective A:</i> Improvements to Existing Facilities (MED) <i>Objective B:</i> Construction of New Facilities (MED)</p>
<p>Goal #6: Provide Economic Development Opportunities, Including: <i>Objective A:</i> Monetary Assistance for Small Businesses Development (MED) <i>Objective B:</i> Rehabilitation of Commercial Areas (MED) <i>Objective C:</i> Job Creation (MED)</p>

- Jefferson County CDBG funds are restricted for use in unincorporated Jefferson County or in the cities of Golden, Edgewater, Wheat Ridge, Town of Mountain View, or Town of Lakeside; or for activities within the boundaries of local jurisdictions that serve residents from the previously identified geographic areas.

Proposal Review Process and Activity Evaluation Criteria

Jefferson County Community Development staff will review pre-application materials to ensure proposed activities meet the minimum eligibility requirements (listed above). If deemed eligible, applicants will be invited to complete a full application. Full applications will be reviewed and evaluated by the Jefferson County Community Development Advisory Board according to the following evaluation criteria:

Benefit to Low and Moderate Income Persons

Activities must benefit low- and moderate income persons. For the 2011 application cycle, the following income limits will be used to determine income eligibility:

Jefferson County, Colorado										
FY 2011 Income Limit Area	Median Income	FY 2011 Income Limit Category	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
Jefferson County	\$78,200	Very Low (50%) Income Limits	\$27,400	\$31,300	\$35,200	\$39,100	\$42,250	\$45,400	\$48,500	\$51,650
		Extremely Low (30%) Income Limits	\$16,450	\$18,800	\$21,150	\$23,450	\$25,350	\$27,250	\$29,100	\$31,000
		Low (80%) Income Limits	\$43,800	\$50,050	\$56,300	\$62,550	\$67,600	\$72,600	\$77,600	\$82,600

Source: <http://www.huduser.org/portal/datasets/il/il2011/2011summary.odn>

Activity Schedule

Activities must be implemented and completed within 18 months. The schedule must take into consideration the timing of activity milestones such as site control, permitting, environmental review, receipt of additional funds, etc.

Leveraged Funds

Activities that utilize other funds (federal, state, local, private) and public/private joint efforts will receive more favorable review.

Public Service Activities

Priority will be placed on public service activities that address housing needs.

Organizational Capacity

The use of CDBG funds requires strict compliance with local, state and federal rules and regulations. In addition, administrative requirements include quarterly reporting and regular monitoring by both County and HUD representatives. Applications must demonstrate existing staff capacity to meet these requirements.

After reviewing and ranking all the proposals, the Jefferson County Community Development Advisory Board will make funding recommendations to the Jefferson County Board of County Commissioners. The County Commissioners make the final selection of CDBG funded activities and will provide a 30 day public comment period including a public hearing to receive comment on the proposed uses of funding prior to submission to HUD.

Technical Assistance

On Wednesday, August 31 from 2:00 – 3:00 p.m., a CDBG Application Question and Answer Session will be held in the Quad Room (1552 AB/1565 AB) at the Jefferson County Administration and Courts Building, 100 Jefferson County Parkway, Golden, CO. The purpose of this meeting is to answer questions regarding the use of CDBG funds and the application process. Community Development staff is also available to answer any questions by phone or email. Please contact Kristin Hyser, Community Development Specialist, at 303.271.8373 or khyser@jeffco.us

Pre-Application Deadline is Thursday, September 15, 2011 at 4:00 p.m.

The CDBG Pre-Application can be accessed at the Jefferson County Community Development website at <http://jeffco.us/commddev> If you do not have access to the Internet please contact Community Development staff to receive the Pre-Application materials by calling 303.271.8373 or by visiting 100 Jefferson County Parkway, Suite 3530, Golden, CO 80419. The completed Pre-Application can be submitted by email to khyser@jeffco.us. Or the Pre-Application can be mailed to Jefferson County Community Development, 100 Jefferson County Parkway, Suite 3530, Golden, CO 80419.

Pre-Applications must be received by Thursday, September 15 at 4:00 to be considered.