



CDBG Standing Committee Meeting
Orientation to Community Grant Funding
January 29, 2025

Purpose of Funds



The City of Antioch applies for and receives a variety of federal and state grants that help to improve the lives and communities of our residents who are **lower income** as defined by HUD.

- Extremely low-income households have total gross household incomes that are 30% or lower than the area median income (AMI)
- Very low-incomes are at 31-50% AMI
- Low Incomes are at 51-80% AMI

Contra Costa County Area Median Income (AMI) Income Limits FY2024 - Effective April 9, 2024			
# of persons per household	Max income of households:		
	30% of AMI	50% of AMI	80% of AMI
1	\$32,700	\$54,500	\$84,600
2	\$37,400	\$62,300	\$96,650
3	\$42,050	\$70,100	\$108,750
4	\$46,700	\$77,850	\$120,800
5	\$50,450	\$84,100	\$130,500
6	\$54,200	\$90,350	\$140,150
7	\$57,950	\$96,550	\$149,800
8	\$61,650	\$102,800	\$159,500

Amount & Source of Funds Available

Community Development Block Grant (CDBG)
Federal – HUD oversight
\$800-850k annually (varies)

- 15% max for Public Services
- 20% max for Administration
- 65% for Housing, Economic Development, Infrastructure, Public Facilities

Housing Successor (HS) (former Redevelopment Affordable Housing fund) - State HCD oversight
\$900,000 annually (varies)

- \$250k max for homelessness
- \$250k max for admin
- Funds only for affordable housing activities- Construction, Rehabilitation, Home Ownership

Permanent Local Housing Allocation (PLHA) Funds
State HCD oversight
\$300-350k annually (varies)

- 40% for ADU & Housing Rehabilitation
- 30% for Homelessness
- 25% Home Ownership
- 5% Admin

Energy Efficiency & Conservation Block Grant (EECBG) Funds
Federal DOE oversight
\$82,807k remaining

- \$75,000 Housing Rehab Energy Improvements
- \$7,807 Admin

Contra Costa HOME Consortium



Contra Costa HOME Consortium. Thirty (30) years ago, the cities of Antioch, Pittsburg, Concord, Walnut Creek and the County established a CDBG/HOME Consortium agreement. This agreement with HUD consolidates the HOME funding for allocation to housing projects, under management of the County Department of Conservation and Development.

The Consortium agreement satisfies strict federal HOME spending deadlines and has saved millions of dollars in staffing.

Antioch's HOME portion is about \$350k annually, and over the years the City has received more than its allocation value in housing project funding, with projects receiving \$2-3 million avg.

Consolidated Plan



Consolidated Plan (ConPlan). Most funding sources, especially from HUD and HCD, require a five-year plan that shows how the City will expend the future monies.

The City joins with the Consortium members every five years to research and produce a joint planning document called the Consolidated Plan. The ConPlan process started in 1995. The present ConPlan is for 2020-2025, and we are preparing a new ConPlan for 2025-30.

While there is one unified planning document with broad priority categories, each City determines the priorities and what they will fund in the planning period.

Consolidated Plan



The Five-Year Consolidated Plan:

- Is a strategic plan that identifies and analyzes local needs for affordable housing, facilities and infrastructure, and public services
- Addresses disparities in access to opportunity identified in Contra Costa “Analysis of Impediments to Fair Housing Choice”
- Outlines a strategy for addressing identified local needs and disparities
- Next CDBG Standing Committee meeting will review most current data from the census and American Community Survey as well as identified local needs.
- Future meeting will review draft ConPlan before it is submitted to City Council with the Committee recommendations.

Grant Process



Within each 5-year ConPlan there are two grant cycles, the first for two (2) years and the second for three (3) years. Those approved for funding in the first year are eligible for renewal funding in the subsequent year or two years of the cycle. This was instituted by the Consortium 20 years ago to help stabilize agency funds and reduce staff burden and costs.

The Consortium puts out a call for proposals in each of the two grant cycles in the five-year period – Oct-Dec 2024 for FY 2025-27 and Oct-Dec 2026 for FY 2027-30. There is one united application for all Consortium members, agency chooses to which jurisdictions they wish to apply. There is one single budget. Application and all reporting is electronic in City Data Services.

FY 2025-26 and 2026-27 will largely consist of the same agencies and amount of funding, although housing activities may vary fund source between PLHA, Housing Successor and CDBG.

Applications Received



The City received 40 applications totaling \$2,784,983 to be reviewed. 12 or 39% are new agencies/not previously funded, totaling \$409,943

- 13 at \$569,610 for Homeless Services with \$250,000 available from HS. Can also allocate from a total **\$100k-125k CDBG for ALL public services**
- 6 at \$102,536 for General Public Services
- 7 at \$75,179 for Special Needs Populations Public Services
- 6 at \$124,658 for Youth Public Services
- 5 at \$173,000 for Economic Development
- 1 at \$150,000 for New Construction of Affordable Housing – ADU Accelerator
- 1 at \$770,000 for Increasing Home Ownership
- 1 at \$650,000 for Preservation of Affordable Housing Stock - Housing Rehabilitation

Application Review Process



- **Staff reviews applications & attachments to screen for eligibility using 12 criteria. You do NOT need to read any application Attachments.**
- **Committee reviews all applications and score across 4 categories using 18 criteria.**
- **The maximum total of point that can be awarded is 100.**
- **Committee will submit any questions on applications to staff to submit at one time to agency for answers.**
- **Points of the two CDBG Standing Committee members will be aggregated and averaged.**
- **Agencies will be awarded funding based on scores.**
- **Deviation from the order of scoring is acceptable if justified & documented.**

Application Evaluation Criteria



Evaluation Criteria Categories are:

- 1. Community Needs and Priorities – 20 max points, 2 criteria**
- 2. Benefits to Target Population(s) - 35 max points, 6 criteria**
- 3. Applicant Administrative Capacity (criteria for both existing and new applicants) - 25 max points, 4 criteria**
- 4. Fiscal Management & Analysis – 20 max points, 6 criteria**

Evaluation criteria were available to agencies in the application packet from the Consortium prior to submission.

Application Review Hints



Helpful Hints:

1. The minimum grant size is established at no less than \$10k
2. Agencies may be applying to multiple jurisdictions and forget to call out specifics on each city. Write down any questions and send to Teri to submit to the agency (kindly refrain from contacting them yourselves).
3. A good question to ask all new agencies is if they can provide the services on a greatly reduced allocation (example, \$10k)
4. The specific number of Antioch clients to be assisted is on first page, Budget Summary.

Application Review Hints



Helpful Hints:

5. Historical Council priority (15+ years) is to fund the most vulnerable populations with the least access to resources. These include abused/neglected children, frail elderly and persons with disabilities, extremely low and very low-income households (0-30% AMI and 30-50% AMI) which includes unhoused individuals and families.
6. Historical Council preference for agencies a) based in Antioch or East County and 2) services provided in Antioch or East County.
7. Historical funding % for Economic Development category is 10%, was expanded to 15% after COVID, and can be adjusted.

Estimated Timeline



The timeline is fluid as the federal budget is still under continuing resolution through March 14, 2025.

- Once a budget is approved, HUD will know the amount allocated for its various programs. HUD needs 60 days to compute the breakdown of the allocations across all programs throughout the nation. We may not learn our allocation until mid-May or later.
- Once HUD give us our allocation notice, we must 1) finalize Committee recommendations; 2) write staff report and get on Council agenda; 3) Council pass funding recommendations; and 4) Submit Action Plan for funding to HUD **within 60 days** after HUD notice. (NOTE: cannot use estimates to pass recommendations prior to notice.)
- Under "normal" circumstances HUD requires us to have funding approved by Council and the Action Plan submitted to HUD no later than May 15 each year.
- Likely scenario this year - Council meeting on 6/24/25 which allows agencies to begin incurring costs by start of the fiscal year, 7/1/25. This avoids a disruption of ongoing services and a lot of accounting headaches.
- Caution: we must be flexible because we are required to submit Action Plan within 60 days of notice of funding while working within Council's meeting schedule.

Estimated Timeline



- 1/29/25 - First meeting of new CDBG Standing Committee. Orientation and begin review of the applications.
- 3/12/25 - Second meeting. Currently scheduled for Deliberations and recommendations. Will likely be a discussion of ConPlan data and priorities. **Recommendations will not be due until after we know how much money we are receiving.**
- **Propose we schedule additional meetings in mid April, mid May, with possible meeting the first week of June** (depending on when we get notice.) Meetings not needed can be canceled or used for agency interviews.