



**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
STANDING COMMITTEE OF THE CITY COUNCIL**

AGENDA

Date: Wednesday, January 29, 2025
Time: 9:30 A.M.
Place: **Antioch City Hall - Council Chambers**
200 H Street
Antioch, CA 94509

CDBG Committee Members
Mayor Pro Tem Louie Rocha
Councilmember Tamisha Torres-Walker
Staff Liaison: Teri House, CDBG/Housing Consultant

PLEASE TURN OFF CELL PHONES BEFORE ENTERING MEETING LOCATION.

ACCESSIBILITY: In accordance with the Americans with Disabilities Act and California law, it is the policy of the City of Antioch to offer its public programs, services and meetings in a manner that is readily accessible to everyone, including individuals with disabilities. If you are a person with a disability and require information or materials in an appropriate alternative format; or if you require any other accommodation, please contact the ADA Coordinator at the number or address below at least 72 hours prior to the meeting or when you desire to receive services. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility. The City's ADA Coordinator can be reached @ Phone: (925) 779-6950, and e-mail: publicworks@antiochca.gov.

Agenda prepared by: Teri House, Consultant
Department of Public Safety and Community Resources
Teri House – (925) 779-7037

CDBG COMMITTEE SPEAKER RULES

This agenda is a summary of the discussion items/actions proposed to be taken by the CDBG Committee. **The public has the opportunity to address the Committee on each agenda item.** The Committee can only take action on items that are listed on the agenda. Comments regarding matters not on this Agenda may be addressed during the "Public Comments" section on the agenda. No one may speak more than once on an agenda item or during "Public Comments".

Members of the public wishing to provide public comments may do so one of the following ways:

1) WRITTEN PUBLIC COMMENT *(received prior to 1:00 p.m. the day of the meeting)*

– Written comments may be submitted electronically to the following email address: CDBG@antiochca.gov. All comments received before 1:00 p.m., the day of the meeting, will be provided to the Committee Members before the meeting. **Please indicate the agenda item and title in your email subject line.**

2) IN PERSON – Fill out a Speaker Request Form, available near the entrance doors, and place it in the Speaker Card Tray near the staff person before the meeting begins.

Speakers will be notified shortly before they are called to speak.

- When called to speak, please limit your comments to the time allotted (up to 3 minutes, at the discretion of the CDBG Committee Members).

After hearing from the public, the agenda item will be closed. Deliberations will then be limited to the Committee Members.

NOTICE OF AVAILABILITY OF REPORTS

The CDBG Committee Agendas, including Staff Reports, are posted onto the City's Website 72 hours before each meeting. To view the agenda information, please click on the following link: <https://www.antiochca.gov/government/agendas-and-minutes/cdbg/>

Copies are available for inspection at the Antioch Community Center, 4703 Lone Tree Way, Antioch, CA 94531, Monday through Friday, 8:30 a.m. to 4:30 p.m., excluding holidays. Copies are also made available at the Antioch Public Library for inspection.

AGENDA

- 1. ROLL CALL (9:30 a.m.)** – Committee Members
- 2. PUBLIC COMMENTS** – Members of the public may comment only on unagendized items.
- 3. ORIENTATION TO COMMUNITY GRANT FUNDING**
 - a. Purpose of Community Grant Funds
 - b. Amount and Source of Grant Funding Available
 - c. Contra Costa HOME Consortium
 - d. Consolidated Plan
 - e. Grant Process
 - f. Applications Received
 - g. Application Review Process
 - h. Application Evaluation Criteria
 - i. Application Review Hints and Suggestions
 - j. Estimated Timeline

RECOMMENDED ACTION: Staff recommends that the CDBG Standing Committee receive information on the Community Grant process and begin review of the applications for funding in the 2025-26 grant process.

- 4. DISCUSS AGENDA ITEMS FOR NEXT MEETING**
- 5. WRITTEN/ORAL COMMUNICATIONS**
- 6. MOTION TO ADJOURN**



**STAFF REPORT TO THE COMMUNITY DEVELOPMENT BLOCK GRANT
(CDBG) STANDING COMMITTEE**

DATE: Meeting of January 29, 2025

TO: Mayor Pro Tem Louie Rocha and Council Member Tamisha Torres-Walker

PREPARED BY: Teri House, Community Development Block Grant/Housing Consultant

APPROVED BY: Tasha Johnson, Public Services and Community Resources Director

SUBJECT: Orientation to Community Grant Funding, Application Rating and Ranking Process, and Timeline

RECOMMENDED ACTION

Staff recommends that the CDBG Standing Committee receive information on the Community Grant process and begin review of the applications for funding in the 2025-26 grant process.

DISCUSSION

1. ORIENTATION TO COMMUNITY GRANT FUNDING AND PROCESSES

a. Purpose of Community Grant Funds

The City of Antioch receives various federal and state grants aimed at improving the lives of our lower-income residents, as defined by the U.S. Department of Housing and Urban Development (HUD).

Lower-income households are those with a combined gross income at or below 80% of the area median income (AMI), as determined annually by HUD. Most grant funds managed by the Housing and Community Development Block Grant (CDBG) program must be used to assist individuals and families who meet HUD's lower-income criteria.

Extremely low-income households have total gross annual household incomes that are 30% or less than the area median income (AMI)

- Very low-income households have income between 31-50% AMI
- Low Income households have income between 51-80% AMI

This chart shows the income limits for FY 2024 for Contra Costa County. To read the chart, select the total number of people in the household (including children and all adults, related or unrelated, which appear in the first column on the left. Next locate the combined income of all persons 18 years or older in the household immediately to the right of the total number of persons per household. Households with incomes that are higher than those indicated for their size household exceed the HUD income limits.

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

b. Amount and Source of Grant Funding Available

The funding sources and amounts may vary each year; however, the following sources are being utilized for fiscal year 2025-26.

Community Development Block Grant (CDBG) Funds- As a HUD Entitlement jurisdiction for federal Community Development Block Grant (CDBG) funds, the City of Antioch receives an annual allocation determined by a complex formula. This formula considers factors such as total population, age of the housing stock, poverty levels, and several other considerations.

The amount of the allocation varies depending upon the total amount allocated to HUD by Congress and the number of new jurisdictions that reach a population of 50,000 and become eligible for CDBG funding. Over the past five years, the City of Antioch has received between \$800,000 and \$850,000.

CDBG regulations restrict the amount that can be spent on Public Services to 15% of the total grant. Administration is restricted to 20% of the total grant. The remaining 65% of the funding can be used for a variety of activities outlined in detail in the CDBG regulations, located in 24 CFR 570. These include:

- Housing activities such as housing rehabilitation and preservation, energy and water efficiency improvements, home buyer downpayment and closing cost assistance, bringing utilities to the site of an affordable housing project, land acquisition for specific affordable housing projects.

- Limited and special Economic Development activities such as microenterprise assistance and job training and placement with employer contracts to hire trainees.
- Public facilities and improvements benefitting lower income areas or populations.
- Program administrative costs including planning, monitoring and compliance.

CDBG funds come with numerous federal requirements, including strict financial standards and compliance measures, which can pose challenges for newer agencies. Even for experienced agencies that have managed CDBG funds for years, the administrative burden requires a substantial funding amount to justify the effort. This is one of the reasons why the minimum CDBG grant amount is set at \$10,000.

Housing Successor (HS) Funds – Housing Successor funds are the vestiges of the Antioch Development Agency (ADA) low- and moderate-income housing fund. This ADA is the former redevelopment agency with oversight by the State of California Department of Housing and Community Development (HCD). HS funds must be used for housing activities such as housing rehabilitation and home ownership activities, and are nearing full expenditure in the next five years.

HS regulations allow expenditures for homeless prevention, shelter, and services activities and restricts them to not more than \$250,000 annually. Administration and monitoring of the housing programs and assets are restricted in a changing annual formula that is about \$250,000 per year.

- In FY 2024-25 two commitments were made to develop approximately 100 units of new supportive housing on church-owned land for homeless households in Antioch. Both Hope Solutions and Novin Development were awarded \$1.5 million in HS funding each, with projects to start as soon as the balance of project funding is achieved. This funding fulfills one of the Metropolitan Transit Commission (MTC) Transit-Oriented Communities requirements. These two projects are expected to be the last new construction projects for the HS fund.

Permanent Local Housing Allocation (PLHA) Funds – Senate Bill 2 (SB2), known as the Building Homes and Jobs Act, was established by the PLHA Program and instituted a \$75 recording fee on real estate transactions. PLHA is a permanent funding source to be allocated annually to qualifying jurisdictions in the State of California. PLHA is administered by HCD. Funding is made available approximately one to one and a half years after the recording fees are received in each year, beginning in calendar year 2019.

PLHA regulations required Council to develop a five-year plan for expending the estimated funds. The City's plan allocated:

- 40% for the development of Accessory Dwelling Units (ADUs) and Housing Rehabilitation
- 30% for Homeless services
- 25% to Home Ownership (minimum requirement at that time, now changed to 40%)
- 5% to Administration

The City receives an average of \$350,000 annually and is on target to meet the percentages outlined in the five-year plan. At this time, the City has exhausted the funding available for homeless activities, choosing to provide more funds to address the housing crisis following the COVID pandemic. Remaining funding in the plan is set aside for:

- ADU Construction to pair with Senator Glazier's ADU Accelerator Program, and provide additional incentives for ADU construction with deed restrictions for lower income renters
- Housing Rehabilitation
- Home Ownership

The current PLHA plan has been effective, but a request for modification can be submitted to HCD with majority Council approval. Another five-year application period is expected to begin either later this year or next year, providing an opportunity to reassess housing needs.

Energy Efficiency and Conservation Block Grant (EECBG) Funds – The City applied for this grant from the federal Department of Energy as part of the American Rescue Plan Act (ARPA) of 2021 and received a predetermined share of \$165,614. This is a two-year grant committed to providing housing rehabilitation energy improvements.

- Half of the grant was allocated in FY 2024-25, and the other half will be allocated in FY 2025-26 for housing rehabilitation energy improvements, such as efficient heating systems, insulation, energy efficient windows, etc.
- Administration is limited to 5%, which is \$7,807 annually

c. Contra Costa HOME Consortium

The Contra Costa HOME/CDBG Consortium was established about 30 years ago through a HOME Consortium agreement between HUD and the cities of Antioch, Pittsburg, Concord, Walnut Creek, and the County Department of Conservation and Development (DCD). This agreement is renewed every seven years.

The Consortium consolidates the federal HOME funding for each city with the County's funding, pooling the resources to make larger allocations for affordable housing projects across the Consortium cities and the county. The County DCD efficiently manages these funds on behalf of the Consortium.

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

- Antioch's HOME portion is approximately \$350,000 annually
- Over the years the City has received more than its allocation value in housing project funding, with projects receiving \$2-3 million average.

Thanks to a high degree of collaboration between the Consortium members over the years, the Consortium has gained recognition by the former director of the HUD San Francisco office as a national model, including:

- Joint application process and standardized grant cycles throughout the County, providing greater ease for agencies and multi-year stabilization of funded agency budgets.
- One integrated application for agencies wishing to apply to any CDBG jurisdiction in the County, providing efficiencies for agencies
- Standardized and integrated quarterly report narrative and financial reports via an online platform, reducing preparation and mailing costs and delays
- Joint monitoring of agencies conducted annually, reducing staff and agency time.
- Joint training and support of new CDBG staff, reducing potentially costly errors
- Standardized approach to interpretation of CDBG regulations and requirements which reduces agency frustration and provides protection from differing views by HUD monitors.
- Joint research and preparation of the Consolidated Plan, Analysis of Impediments to Fair Housing Choice, and other required HUD documents, saving considerable staff time and money.

d. Consolidated Plan

Most State and Federal funding sources require a multi-year plan that analyzes data and receives community input to determine high-priority needs and funding levels that will address those identified needs. Both HUD and HCD require such a document for the PLHA funds.

The City joins with the Consortium members every five years to research and produce a joint strategic planning document called the Consolidated Plan (ConPlan). This process was mandated in the CDBG program in 1995. The current ConPlan covers FY 2020-2025. The Consortium is actively preparing the new FY 2025-30 ConPlan which has new data and slightly revised priority categories.

The ConPlan analyzes local needs for affordable housing, facilities, infrastructure, economic development and public services. It also addresses disparities in access to opportunity that is identified in the Contra Costa “Analysis of Impediments to Fair Housing Choice, which was last prepared in 2020. It also outlines a strategy for addressing identified local needs and disparities.

In addition to analyzing census data, the latest American Community Survey, and other relevant information, the Consortium conducts a countywide community poll in both English and Spanish to gather input on local needs. This helps provide context to the data and ensures a comprehensive understanding of the community's priorities.

Although there is one planning document or ConPlan with broad priority categories, each City determines the high priorities for its City and what activities they will fund in the planning period, and prepares a City-specific section of the ConPlan, as well as an individual Annual Action Plan each year. The Action Plan shows annual goals to achieve the five-year ConPlan, and the Consolidated Annual Performance Evaluation Report or CAPER reports on the disbursement of funds and achievements of those annual activities.

The CDBG Standing Committee will create new ConPlan priorities in future meetings and create the ConPlan and Action Plan funding as a part of their recommendation process.

e. Grant Process

Within each five-year ConPlan there are two grant cycles. The first grant cycle in every ConPlan is for a two-year funding period. The second grant cycle is for a three-year funding period. Those agencies and programs that are approved for funding in the first year are eligible for renewal funding in the subsequent year or two years of the cycle. This process was instituted by the Consortium 20 years ago to both help stabilize agency funds and reduce staff burden and costs.

The Consortium puts out a call for applications in each of the two grant cycles during the five-year period. The first occurred in October 2024 with applications due in December 2024 for funding for the two-year period of FY 2025-25 and 2026-27. The next call for proposals will occur in October 2026 with applications

due in December 2026 for funding for the three-year period of FY 2027-2028, FY 2028-29 and FY 2029-30.

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.

f. Applications Received

The City received 40 applications totaling \$2,784,983 to be reviewed, with an estimated \$2,491,971 available. Of these, 12 (or 30%) are new agencies or not previously funded, totaling \$409,943

- 13 applications were received totaling \$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 applications, \$102,536 for General Public Services
- 7 applications, \$75,179 for Special Needs Populations Public Services
- 6 applications, \$124,658 for Youth Public Services
- 5 applications, \$173,000 for Economic Development
- 1 application, \$150,000 for New Construction of Affordable Housing – ADU Accelerator
- 1 application, \$770,000 for Increasing Home Ownership
- 1 application, \$650,000 for Preservation of Affordable Housing Stock - Housing Rehabilitation

Please see Attachment A for all applications and amount requested, as well as eligible funding sources.

g. Application Review Process

Staff has reviewed all applications and screened for completeness and eligibility using 12 criteria listed on the FY 2025-26 Antioch Eligibility, Evaluation Criteria & Review of Risks form, Attachment B.

CDBG Committee members will then review all applications and score across four categories using 18 criteria, each with an established maximum numerical value for each criteria. The maximum total of points that can be awarded is 100. The Committee may wish to consider reading through all applications, developing questions and submitting them to staff, and then returning to score the applications after questions have been addressed.

All questions on applications will be submitted to staff who will compile them and submit them to the agency for answers in one email.

Points of the two CDBG Standing Committee members will be aggregated and averaged. Agencies will be awarded funding based on scores. However, deviation from the order of scoring is acceptable if justified and documented.

h. Application Evaluation Criteria

The 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. Please see Attachment B for the sample form.

i. Application Review Hints and Suggestions

- The minimum grant size is established at no less than \$10k
- Agencies may be applying to multiple jurisdictions and forget to call out specifics on each city. Write down any questions and send them to Teri to submit to the agency (kindly refrain from contacting them yourselves).
- A good question to ask all new agencies is if they can provide the services on a greatly reduced allocation (example, \$10k)
- The specific number of Antioch clients to be assisted is on the first page, Budget Summary.
- Historical Council priority (15+ years) is to fund the most vulnerable populations with the least access to resources. These include abused/neglected children, 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.
- Historical Council preference for agencies a) based in Antioch or East County and 2) services provided in Antioch or East County
- Historical funding % for Economic Development category is 10%, was expanded to 15% after COVID, and can be adjusted.

j. Estimated Timeline

The timeline is fluid as Congress failed to pass the 2025 budget and is operating under a 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 gives us our allocation notice, we must 1) finalize Committee recommendations; 2) write the staff report and get on the Council agenda; 3) have Council pass funding recommendations; and 4) submit an Action Plan for funding to HUD **within 60 days** after HUD notice. (NOTE: we cannot use estimates to pass recommendations prior to notice.)
- When Congress passes the budget without continuation, the City receives notice of its allocation in February, the CDBG Committee recommendations are made in late March, the Action Plan budget is approved by Council in late April or early May, and the deadline for submission to HUD is May 15.

The most likely scenario this year is that the Council meeting will be held on 6/24/25 to review the CDBG Committee recommendations. This timing would allow agencies to begin incurring costs at the start of the fiscal year on 7/1/25, helping to avoid disruptions to ongoing services and minimizing accounting complications.

We must be flexible because we are required to submit the Action Plan within 60 days of notice of funding while working within Council's meeting schedule. The timeline would be:

- 1/29/25 - First meeting of the new CDBG Standing Committee. Orientation and begin review of the applications.
- 3/12/25 - Second meeting. Currently scheduled for deliberations and recommendations. It 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 a possible meeting in the first week of June (depending on when we get notice.) Meetings not needed can be canceled or used for agency interviews.

Attachments

Attachment A – Applications Received for FY 2025-26

Attachment B - FY 2025-26 Antioch Eligibility, Evaluation Criteria & Review of Risks

Attachment A – Applications Received for FY 2025-26 (Note: New Applications highlighted in yellow)

FY 2025-2026 APPLICATIONS TO THE CITY OF ANTIOCH						Source and Amount of ESTIMATED Funding and Eligible Uses of Each Fund Source				
# Aps	Applicant	Project Name	Request	Total Budget	% Budget	CDBG - EN	CDBG-Residual	Housing Successor	PLHA	EECBG
H-1 Housing and Supportive Services for Homeless						800,000	200,000	900,000	509,164	82,807
1	City - PSCR	Dedicated Antioch CORE Team	34,750	650,518	11%			X		
2	Facing Homelessness	Facing Homelessness in Antioch	42,060	42,060	100%			X		
3	SHARE Community	Mobile Showers and Hygiene Services	20,000	241,100	8%			X		
4	STAND! For Families Free of Violence	Rollie Mullen Center Emergency Shelter	10,000	32,000	63%			X		
5	Trinity Center Walnut Creek	Walnut Creek Day Shelter Services	20,000	1,698,320	5%			X		
6	Winter Nights Family Shelter	Family Shelter, Inc.	20,000	771,315	5%			X		
7	Winter Nights Family Shelter	Antioch Safe Parking Program	120,111	169,755	85%			X		
		Subtotal:	266,921							
H-2 Rapid Rehousing and Homeless Prevention										
8	Bay Area Legal Aid (BayLegal)	Housing and Homelessness Prevention	25,000	37,810	66%			X		
9	Centro Legal de la Raza	Tenant Legal Services Program	87,689	661,275	39%			X		
10	Contra Costa Crisis Center	Crisis / 211 Contra Costa	10,000	3,155,167	1%			X		
11	Loaves and Fishes of CCosta	Nourishing Lives	10,000	2,952,674	2%			X		
12	Monument Crisis Center	Safety Net Resources	25,000	3,443,232	3%			X		
13	SHELTER, Inc.	Homeless Prevention Program	145,000	642,748	23%			X		
		Subtotal:	302,689	Note: Homeless services eligible for CDBG but are usually funded with HS to not exceed the 15% Public Services limit for CDBG funds						
Total Homeless Services:			569,610							
CD-1 General "Safety Net" Public Services						CDBG	Residual	HS	PLHA	EECBG
15	Cancer Support Community SF	Antioch Services	10,000	172,000	6%	X	X			
16	Dentist on Wheels	Dentists on Wheels	18,000	214,000	30%	X	X			
17	La Clinica de La Raza	Community Health Access Project	44,536	306,309	44%	X	X			
18	Opportunity Junction	Technology Center	10,000	102,030	10%	X	X			
19	St. Vincent de Paul of CCC	RotaCare Free Medical Clinic	10,000	273,335	15%	X	X			
14	White Pony Express	Food Rescue Program	10,000	370,000	9%	X	X			
		Subtotal:	102,536							

CD-2 Special Needs Populations						CDBG	Residual	HS	PLHA	EECBG
20	Choice in Aging	Bedford Adult Day Health Care	10,000	1,032,669	3%	X	X			
21	CC Family Justice Alliance	Family Justice Navigation Program	10,000	60,000	42%	X	X			
22	Contra Costa Senior Legal Svcs	Free Legal Assistance for Elders	12,679	1,209,148	4%	X	X			
23	Empowered Aging	Ombudsman Services of Contra Costa	12,500	3,356,650	1%	X	X			
24	Lions Center for the Visually Impaired	Independent Living Skills	10,000	423,500	8%	X	X			
25	Meals on Wheels Diablo Region	Care Management	10,000	166,490	11%	X	X			
26	Meals on Wheels Diablo Region	Home-Delivered Meals	10,000	1,863,000	2%	X	X			
			75,179							
CD-3 Youth						CDBG	Residual	HS	PLHA	EECBG
27	Bay Area Crisis Nursery	Bay Area Crisis Nursery	10,000	795,992	6%	X	X			
28	Community Violence Solutions	CIC Child Sexual Assault Intervention	10,000	442,000	8%	X	X			
29	Court Appointed Special Advocates	Serving All Foster Children	10,000	1,437,028	4%	X	X			
30	Bridge Builders to the New Generation	Change the Narrative Program	30,000	1,314,580	5%	X	X			
31	Lively Stones Agency for Change	The LETS SEEE Mentees Project	34,590	233,712	29%	X	X			
32	RR Transitional Housing	Fierce & Flourishing Program	30,068	30,068	100%	X	X			
			124,658	Public Services above cannot exceed 15% of annual CDBG allocation						
CD-4 Fair Housing & Tenant/Landlord						CDBG	Residual	HS	PLHA	EECBG
Both Fair Housing & Tenant/Landlord services continue to be funded with CDBG-CV funds										
CD-5 Economic Development										
33	CoCoKids, Inc.	Road to Success (Retention)	20,000	255,149	19%	X	X			
34	Monument Impact	Emerging Business Support Program	20,000	205,000	34%	X	X			
35	Opportunity Junction	Administrative Careers Training Program	60,000	987,046	9%	X	X			
36	Renaissance Entrepreneurship Ctr	Microenterprise Development	25,000	377,062	13%	X	X			
37	WeeCare, Inc. (DBA Upwards)	BOOST Program	48,000	756,813	52%	X	X			
			173,000	Economic Dev has been funded between 10% & 15% of the grant						
CD-6 Infrastructure/Public Facilities										
	None									
CD-7 Administration										
	Administration of CDBG & Housing Programs		170,000					250,000	16,898	7,807
			170,000	20% of Grant						

AH-1 New Construction of Affordable Rental Housing						CDBG	Residual	HS	PLHA	EECBG
38	City ADU Accelerator Program		150,000						150,000	
			150,000			ADU devlpmt in PLHA Plan at this %/amount				
AH-2 Increase Homeownership Opportunities										
39	Bay Area Affordable Homeownership Alliance	Antioch Home Ownership Program	770,000	770,000	100%	X	X		292,266	
			770,000			Home Ownership in PLHA Plan at this %/amount				
AH-3 Preservation of Existing Affordable Housing Stock										
40	Habitat for Humanity EB/SV	Housing Rehabilitation Program	650,000	650,000	100%				50,000	75,000
			650,000			Housing Rehab in PLHA Plan at this %/amount & committed EECBG funds				
AH-4 Permanent Supportive Housing and Special Needs Housing										
	NONE									
		Total Requests:	2,784,983							
		Total New Requests:	389,943							

Attachment B - FY 2025-26 Eligibility, Evaluation Criteria & Review of Risks Form

FY 2025-26 Antioch Eligibility, Evaluation Criteria & Review of Risks					
Applicant/Program:					
ConPlan Priority:	High	Goal: CD-1	Currently Funded? Y/N		
Evaluators:	Mayor Pro Tem Louie Rocha and Council member Torres-Walker scoring; Teri House Consultant evaluating eligibility/risk		Request\$		
National Objective:			Prog Budget:		
Eligibility Citation:			Request %		
NEPA Status:			Svcs / Office		
Notes:					
Eligibility:	Application Eligibility Screening Criteria			YES Eligible	NOT Eligible
E.1	Application is for a Need that is identified as a Consolidated Plan HIGH or MEDIUM priority			YES	
E.2	Applicant is eligible to submit application for these funds: (a) possess a current non-profit status under the regulations of the U.S. Internal Revenue Service, (b) be a governmental entity (City, School District, Special District); or (c) in the case of Economic Development activities, a for-profit business can receive funds and provide services. (Attachment J).			YES	
E.3	Applicant is registered with the California Secretary of State (Att L).			YES	
E.4	Applicant files required IRS Form 990 regularly and in a timely manner (Att. K)			YES	
E.5	Applicant's Mission/ bylaws are consistent with proposed services, project, or populations (Att. H,I)			YES	
E.6	Applicant has adequate governing Board of Directors that oversees the agency's activities that meet at least quarterly (Att F) and Board authorization to submit application to request funding (Att G)			YES	
E.7	Applicant demonstrates capacity for financial management of agency funding (Application Sections 3 & 5)			YES	
E.8	Applicant has a clear and equitable grievance procedure (Att. O) and, if applicable, complies with HIPAA and Privacy regulations (Att. Q)			YES	
E.9	Application is for a service that is eligible under the CDBG program, and serves predominantly lower income persons or areas.			YES	
E.10	Application is not for religious activities and applicant is not a primarily religious entity unless the entity agrees to sign an agreement that it will not discriminate on the basis of religion and will not provide any sort of religious services or other types of influential activities.			YES	
E.11	Application demonstrates understanding of the requirement to provide outreach and services and facilities that are accessible to persons with limited English proficiency, and persons with a wide variety of disabilities. (Section 5 of application, Att. O)			YES	
E.12	Applicant has a policy of nondiscrimination and will deliver services free of discrimination on basis of race, color, religion, national origin, sex (including sexual orientation), marital status, disability, or age, in any of its policies, procedures or practices. This nondiscrimination policy covers admission and access to, or treatment or employment in programs and activities funded through the CDBG Program. Attachment M)			YES	
#	Evaluation Criteria and Review of Risk - 100 Points Maximum			Max Pts	Ttl Score
1	COMMUNITY NEEDS AND PRIORITIES			20	0
1.1	The severity of the problem has been clearly identified and documented with quality third-party information (surveys, statistics, census data, research data).			12	0
1.2	The proposal meets the most urgent needs of the City (see Analysis of Impediments to Fair Housing Choice, Antioch Needs Analysis data, Antioch demographic data, Council priorities)			8	0
2	BENEFITS TO TARGET POPULATION			35	0
2.1	The data or information supplied by applicant clearly shows how the proposed service or activity will satisfactorily and effectively address the identified need.			10	0

2.2	Clear measurements of the effectiveness of the service have been outlined in application.	8	0	
2.3	Services/activities primarily benefit lower income residents; applicant shows understanding & ability to document eligibility.	5	0	
2.4	Services/activities are physically accessible to persons with disabilities, as evidenced by Section 5.	4	0	
2.5	Outreach to clients and services delivered are culturally and linguistically appropriate and effective to clientele, as evidenced by copies of materials in Spanish and Mandarin & Section 5.	4	0	
2.6	Applicant shows evidence of collaboration with other community groups, agencies and organizations in a manner than enhances benefits for clients.	4	0	
3	APPLICANT ADMINISTRATIVE CAPACITY	25	0	
3.1	<p>EXISTING APPLICANTS have history of performance in effectively administering grants, including:</p> <ul style="list-style-type: none"> ◆ quality of Management Systems and ability to meet the management standards prescribed in 2 CFR 200.205 ◆ timeliness of compliance with applicable reporting requirements ◆ conformance with the terms and conditions of previous awards ◆ satisfactory monitoring results. ◆ ability to effectively implement statutory, regulatory or other requirements imposed 	<p>NEW APPLICANTS evidence ability to comply with CDBG regulations and grant expectations by:</p> <ul style="list-style-type: none"> ◆ consultations with Grant Staff ◆ overall quality of application board members & oversight ◆ documentation of work already accomplished in community. ◆ understanding of budget process ◆ review of financial capacity ◆ communication with funders or local municipalities that have experience with applicant. 	14	0
3.2	Resumes of applicant Leadership (Executive Director, Project /Program Manager, Fiscal Officer) demonstrate capability or experience to administer CDBG funds. (Att. A, B, & C)	5	0	
3.3	Applicant has stable Executive Director, Program Manager & Financial Officer (tenure 1+ ys)	3	0	
3.4	Applicant has site control of facility or means to conduct the services (such as vehicles, staff, etc.)	3	0	
4	FISCAL MANAGEMENT & ANALYSIS	20	0	
4.1	Applicant demonstrates sound fiscal management ability in current Audit and Management letter with zero or minor findings (Att. D) and complies with Single Audit requirements if expending over \$750k federal in year.	8	0	
4.2	Applicant demonstrates balance & diversity of fund sources other than City/Consortium CDBG (prior/letters of funding commitment, Att. E).	4	0	
4.3	The cost per beneficiary is reasonable compared to services provided, and the activity is cost effective.	2	0	
4.4	The percentage of funds requested to serve Antioch residents is proportional to the program budget and total persons served.	2	0	
4.5	Applicant demonstrates a high need for Antioch funding, but would remain stable without it.	2	0	
4.6	Applicant spends less than 20% of budget on administration.	2	0	
	TOTAL POINTS AWARDED:	100	0	