

# Community Development Block Grant

*Strengthening rural communities through projects that benefit low- and moderate-income persons*

## GENERAL PURPOSE GRANTS \$9,000,000

For planning or construction of public infrastructure, community facilities, affordable housing, and economic development projects.

Competitive. Maximum grant up to \$750,000 based on project type. Application materials available in March and due in June.

## ECONOMIC OPPORTUNITY GRANTS \$1,000,000

For state and local priority projects resulting in economic resilience and development in rural communities.

Competitive. Application materials available in July and accepted after the state Capital Budget is approved.

## HOUSING ENHANCEMENT GRANTS \$200,000

For off-site infrastructure or the community facility component of a state Housing Trust Fund project.

Competitive. Maximum grant generally \$200,000. Application materials available in July and accepted with a HTF Stage 2 application.

## PUBLIC SERVICES GRANTS \$1,500,000

For 17 counties and community action agencies to fund new or expanded services for lower income persons.

Allocated by formula based on population and poverty. Application materials available in February and due in April.

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## HUD NATIONAL OBJECTIVES

CDBG project activities must meet one of three HUD National Objectives:

- Principally benefits low-and moderate-income (LMI) persons
- Aids in the prevention or elimination of slums or blight
- Addresses imminent threat to public health or safety

## OUR CORE PURPOSE

Grow and improve jobs in Washington State by championing thriving communities, a prosperous economy, and suitable infrastructure.

## PROGRAM CONTACT

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Local Government Division  
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## ELIGIBILITY GUIDELINES:

Eligible applicants are Washington State cities/towns with less than 50,000 in population and not participating in a CDBG entitlement urban county consortium; and counties with less than 200,000 in population. Eligible cities/towns and counties are listed on the CDBG website.

Special purpose districts, public housing authorities, community action agencies, economic development councils, other non-profit organizations, and Indian tribes are not eligible to apply directly to the state CDBG Program for funding, but may be a partner in projects and subrecipient of funding with an eligible city/town or county applicant.

1011 Plum Street SE, Olympia, WA 98504  
<http://www.commerce.wa.gov/cdbg>

## **Federal Citizen Participation Requirements for Local Government Applicants to the State CDBG Program**

### Federal Regulations 24 CFR 570.486 (a)

- (a) *Citizen participation requirements of a unit of general local government.* Each unit of general local government shall meet the following requirements as required by the state at Sec. 91.115(e) of this title.
- (1) Provide for and encourage citizen participation, particularly by low and moderate income persons who reside in slum or blighted areas and areas in which CDBG funds are proposed to be used;
  - (2) Ensure that citizens will be given reasonable and timely access to local meetings, information, and records relating to the unit of local government's proposed and actual use of CDBG funds;
  - (3) Furnish citizens information, including but not limited to:
    - (i) The amount of CDBG funds expected to be made available for the current fiscal year (including the grant and anticipated program income);
    - (ii) The range of activities that may be undertaken with the CDBG funds;
    - (iii) The estimated amount of the CDBG funds proposed to be used for activities that will meet the national objective of benefit to low and moderate income persons; and
    - (iv) The proposed CDBG activities likely to result in displacement and the unit of general local government's anti-displacement and relocation plans required under Sec. 570.488.
  - (4) Provide technical assistance to groups representative of persons of low and moderate income that request assistance in developing proposals in accordance with the procedures developed by the state. Such assistance need not include providing funds to such groups;
  - (5) Provide for a minimum of two public hearings, each at a different stage of the program, for the purpose of obtaining citizens' views and responding to proposals and questions. Together the hearings must cover community development and housing needs, development of proposed activities and a review of program performance. The public hearings to cover community development and housing needs must be held before submission of an application to the state. There must be reasonable notice of the hearings and they must be held at times and locations convenient to potential or actual beneficiaries, with accommodations for the handicapped. Public hearings shall be conducted in a manner to meet the needs of non-English speaking residents where a significant number of non-English speaking residents can reasonably be expected to participate;
  - (6) Provide citizens with reasonable advance notice of, and opportunity to comment on, proposed activities in an application to the state and, for grants already made, activities which are proposed to be added, deleted or substantially changed from the unit of general local government's application to the state. *Substantially changed* means changes made in terms of purpose, scope, location or beneficiaries as defined by criteria established by the state.
  - (7) Provide citizens the address, phone number, and times for submitting complaints and grievances, and provide timely written answers to written complaints and grievances, within 15 working days where practicable.



**For Over 30 Years...**

*...Empowering People & Communities throughout Whitman County to Reach their Full Potential...*

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April 1, 2020

Whitman Board of County Commissioners  
400 N Main Street  
Colfax, WA 99111

Dear Commissioners,

The Community Action Center (CAC) of Whitman County provided services in Whitman County through funding from the CDBG-Public Service grant in the amount of \$96,106 for the Fiscal Year July 1, 2018 to June 30, 2019. During the calendar year of 2019, we directly served over 5,750 individuals throughout Whitman County. We utilize the CDBG-PS as a critical support of programs that do not provide adequate funding to cover staff payroll and benefits, supportive administrative costs and/or space costs to fulfill the needed services to Whitman County residents with Low-to-Moderate income (LMI).

The Subrecipient CDBG Public Service funds totaling \$99,106, less County administrative costs of \$3,000, were used as follows:

- **The Community Food Program:** CDBG funds were used to support food bank, gardens, food nutrition education, and the CAC commercial kitchen. We received over 5,000 visits to the Community Food Bank, distributed over 100,000 pounds of food, and rescued over 2,000 pounds of prepared foods from WSU Dining Services for distribution. Over 150 people learned enhanced cooking & nutrition education in a commercial kitchen at CAC, with nutrition education engagement with dozens of students in schools in Pullman and Tekoa.
- **Permanent Housing Assistance & Case Management:** CDBG funds helped with costs to develop affordable housing, home ownership, and rental property resources for low to moderate income households in Whitman County. Work remains delayed on 3 Rosalia self-help homes due to high construction costs, while we are still seeking alternative methods to create attainable home ownership on these lots. We are rebounding after the Spokane Housing Authority lifted a Housing Choice Voucher freeze last summer. CDBG-PS Funds were used to house or retain housing for over 300 persons, those coming out of homelessness or on the verge of homelessness, into temporary shelter, transitional, or permanent housing, and to cover case management services, as well as coordinated entry for homeless housing in the county.
- **Emergency/Crisis Assistance:** CAC used the CDBG-PS funds for allowable direct staff, administrative and space support to provide critical emergency, energy, and shelter services. We fielded approximately 5,750 phone calls for services, information, and referral through the course of a year, and served 1,678 households with Energy Assistance services in 2019, some who had faced utilities shut-offs.
- **Washington State Low Income Weatherization & Improvement:** CDBG was used for allowable costs to support provision of Weatherization, lead testing, and healthy home repair services. There were 22 projects completed for income-eligible homeowners and eligible renters in multi-family housing, helping 57 households reduce their energy burden in Whitman County.
- **Community Coordination/Collaboration:** CAC continued its involvement with a growing number of community partners and agencies. One example is the start of a 2-county effort with a mobile farm-stand with CAC at the lead, called *On the Move*, which we hope to start later in 2020, delivering fresh foods to the towns with high food insecurity.



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*Community Action Center is an Equal Opportunity Organization*

The CDBG-PS grant for July 1, 2020 through June 30, 2021 is in the amount of \$100,203, with \$97,103 dedicated to provide program support and services for Whitman County's 11,000+ low income households. We will continue to utilize the CDBG- PS funds as allowable for staff salaries, benefits and taxes, as well as administrative and space costs. Our intended uses of the CDBG funds are outlined below:

- **The Community Food Programs:** CAC will use CDBG funds for allowable direct staff costs, administrative and space support all Community Food programs, including nutrition education, food rescue, and the gardens program. Part of that work will be to launch the *On the Move* mobile farm-stand for food insecure towns and locations in Whitman and Latah Counties.
- **Permanent Housing Assistance:** CAC will use the CDBG funds for allowable direct staff costs, administrative and space support to continue to develop affordable housing, home ownership and rental property resources for low to moderate income households in Whitman County. CDBG funds will be used to fund support staff costs as we complete construction and lease up of the 56-unit RiverView affordable housing project in Pullman. This tax credit housing will provide housing to low and extremely low income households and will prioritize people who are homeless, seniors, disabled, and households with children.
- **Emergency/Crisis Assistance:** CAC will use CDBG funds for allowable direct staff, administrative and space support to provide critical emergency, energy and shelter services. We anticipate serving over 2,000 households with Energy Assistance and related services in 2020-2021, due in part to the current virus pandemic.
- **Washington State Low Income Weatherization and Improvement:** CAC will use CDBG funds for allowable direct staff, administrative and space support to provide weatherization and home rehabilitation services too low to moderate income households in Whitman County. We anticipate serving approximately more than 60 households each year and are adding a Weatherization-Plus-Health component to reduce asthma and COPD triggers in the homes served. The Washington State Home Repair Loan Program may be utilized to make critical repairs when homes cannot qualify for Weatherization otherwise.
- **Community Coordination/Collaboration:** CAC will use the funds for allowable direct staff, administrative, and space support to provide continued involvement with over 30 community partners to continue to update and enhance our delivery of services. Part of that funding will be used to collaborate with food system partners in both Whitman and Latah Counties as we launch *On the Move*.
- **Case Management/Continuum of Care:** CAC will use the CDBG –PS funds to provide continued and intensive case management to over 600 low to moderate income households utilizing crisis housing, homeless housing services, energy assistance, and rental assistance programs offered by CAC throughout Whitman County. The funds also assist our staff in maintaining collaborative and up-to-date relationships with other local service providers in updating a Whitman County Homeless Housing Plan.

I look forward to the virtual Public Hearing on Monday, April 6 to discuss this very important service delivery funding and to answer any questions you may have.

Respectfully,

Jeff Guyett  
Executive Director