AGENDA

Welcome and Introductions

CARES Act Funds

Community Development Block Grant Program
  ◦ Overview

CDBG CV Public Services Program
  ◦ Priority Activities – Public Services
  ◦ Thresholds
  ◦ Application, Evaluation and Scoring Criteria

Questions
CARES ACT, CDBG CV AND NH
CDBG-CV FUNDS

Under the CARES Act, funding is available through the Community Development Block Grant Program to prevent, prepare for, and respond to the coronavirus pandemic.
MISSION
Maximizing the value and impact of community development, economic development and clean energy initiatives throughout New Hampshire.

VISION
We see a future New Hampshire whose communities are economically and socially resilient, reflect and respect their natural surroundings, and are places where people want to live, work and play.

VALUES
Integrity
Collaboration
Adaptability
Respect
Focus
Prosperity
DATA AND NEEDS
<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Services</td>
<td>$3.7 million</td>
<td>• Late summer application, January funds</td>
</tr>
<tr>
<td>Micro</td>
<td>$850,000</td>
<td>• Grants to LMI businesses up to $2,500</td>
</tr>
<tr>
<td>Other Economic Development</td>
<td>$500,000</td>
<td>• Program design planned for early 2021</td>
</tr>
</tbody>
</table>
CDBG PROGRAM OVERVIEW
INVESTING IN NEW HAMPSHIRE COMMUNITIES

RESOURCES AVAILABLE

HOW TO INVEST
Community Development Block Grant (CDBG)

CDFA administers the State of New Hampshire’s annual federal allocation of Community Development Block Grant funds for eligible municipalities. The primary objective of the program is the development of viable communities by improving economic opportunities and meeting community revitalization needs, particularly for persons of low and moderate income.

CDFA directly awards Community Development Block Grant resources to New Hampshire’s cities, towns, and counties, which often sub-grant the money to a nonprofit agency or other entity conducting the work. Funding for the Community Development Block Grant program is provided to New Hampshire through the U.S. Department of Housing and Urban Development.

New Hampshire’s CDBG program focuses on funding projects in the following areas:

Public Facilities Grants
Help finance water and sewer system improvements, transitional and homeless shelters, municipal infrastructure, handicapped access, and neighborhood or community centers that provide public services to low- and moderate-income people.

Housing Grants
Support affordable housing and housing rehabilitation efforts that benefit low- and moderate-income homeowners and tenants.

Economic Development Grants and Loans
Create jobs in your community that provide good wages, benefits, and training programs. Funds can also be used for acquisition of land and buildings, construction of community facilities, improvements in community facilities, and acquisition of community facilities.
PROGRAM OBJECTIVES

1. Develop viable communities
2. Provide decent housing and a suitable living environment
3. Expand economic opportunities, principally for persons of low and moderate income
ELIGIBLE APPLICANTS

Eligible Applicants
- All NH counties
- NH cities and towns

Ineligible Applicants (entitlement communities)
- Manchester
- Nashua
- Portsmouth
- Rochester
- Dover
WRITING & ADMINISTERING YOUR GRANT

Municipality to Administer

Consultant Grant Administrator

Quasi Governmental Administrators
  ◦ Regional Planning Commission
  ◦ Housing Authority (if not recipient)
GRANT PROCESS OVERVIEW

Pre-Application Meeting or Phone Call with CDFA
Municipality Submits Application on Grants Management System
CDFA Staff Review & Recommendations
CDAC, BOD Review & Approval

CDFA Submits Contract to Attorney General
Grantee Reviews & Signs Contract, Returns to CDFA
CDFA Staff Drafts Contract, Sends to Grantee
Post-Application Meeting with CDFA, Grant Administrator & Project

Contract Submitted to Administrative Services
Final State Approval
Contract Delivered to Secretary of State for Final Signature
Funds Made Available
PRE-APPLICATION MEETING

Meeting agenda with all partners – municipality, sub recipient, grant writer and CDFA

- Review project details and timeline
- Eligibility
- Required documentation for application
- Grantee responsibilities
PUBLIC SERVICES
NATIONAL OBJECTIVE

All projects MUST provide a benefit to primarily low- and moderate-income persons or households.
PUBLIC SERVICES

The public service must be either:

- New service; or

- Quantifiable increase in the level of a service above that which has been provided by or on behalf of the unit of general local government with municipality or CDBG funds during the 12 months prior to application.
CATEGORIES: HIGH PRIORITY

• Childcare Services
• Food Banks
• Senior Services
• Services for Persons with Disabilities
• Legal Services
• Resident Services
• Youth Services

• Transportation Services
• Health, Mental Health and Substance Abuse Services
• Financial Literacy
• Foreclosure and Homebuyer Counseling
• Homeless Services
**Provision of New or Quantifiably Increased Public Services**

- Carry out job training to expand the pool of health care workers and technicians that are available to treat disease within a community.
- Provide testing, diagnosis or other services at a fixed or mobile location.
- Increase the capacity and availability of targeted health services for infectious disease response within existing health facilities.
- Provide equipment, supplies, and materials necessary to carry-out a public service.
- Deliver meals on wheels to quarantined individuals or individuals that need to maintain social distancing due to medical vulnerabilities.

*Source: HUD Exchange 2020, Quick Guide to CDBG Eligible Activities to Support Coronavirus*
NEEDS ASSESSMENT

- Identify and assemble a diverse community team
- Define the community to be assessed (town, city, county)
- Review relevant community-level data
- Engage community leaders and residents to identify local needs and organizations that will have significant impacts
- Prioritize needs and set goals while continuing to build consensus and community support behind your efforts
PARTNERSHIPS

- Identify and connect with organizations delivering public services within your municipality or region

- Determine current needs / challenges / capacity for delivering services
STRUCTURING AN APPLICATION

APPLICANT COMMUNITY

County
City
Town

Activity 1
Subrecipient 1

Activity 2
Subrecipient 2

Activity 3
Subrecipient 3
DUPLICATION OF BENEFIT

What is a duplication of benefit?

A DOB occurs when:

(1) receives assistance from multiple sources intended for the same purpose, or

(2) the amount of assistance provided exceeds the total identified need
ELIGIBLE COSTS

- Administration
- Equipment
- Materials/Supplies
- Operations
- Salaries/Fringe
- Transportation
- Vehicles
- Consultants/Contractors
THRESHOLDS
MUNICIPAL THRESHOLDS

Public Noticing Requirements
Public Hearing Requirements
Application Certification
HUD Disclosure Form 2880
Intergovernmental Agreements
Most Recent Audit from Applicant Community
Environmental Exempt Form
ACTIVITY THRESHOLDS

Purpose of preparing for, responding to, or recovering from COVID-19

Meets Low to Moderate Income National Objective
  ◦ Low to Moderate Income Clientele (LMC)
  ◦ Low to Moderate Income Area Benefit (LMA)

Eligible activity under CDBG-CV Public Services program

Risk Assessment for each subrecipient

Duplication of Benefit Certification for each activity.
EVALUATION AND SCORING
## CRITERIA

<table>
<thead>
<tr>
<th>CRITERIA</th>
<th>MAXIMUM SCORE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Need &amp; Impact</td>
<td>100</td>
</tr>
<tr>
<td>Activity Need &amp; Impact</td>
<td>150</td>
</tr>
<tr>
<td>Maximum Total Score</td>
<td>250</td>
</tr>
</tbody>
</table>
I. COMMUNITY NEED

*Data-driven analysis of applicant community*

Up to 70 points awarded

Data sources include:
- U.S. Census Bureau
- NH Department of Health and Human Services
- NH Housing Finance Authority
- NH Office of Strategic Initiatives

Community-level scores outlined in Application and Program Guide
II. COMMUNITY IMPACT

*Demonstrates request is supported by a Community Needs Assessment or similar evaluation, includes citizen participation*

<table>
<thead>
<tr>
<th>CRITERIA</th>
<th>SCORE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Needs Assessment or clear explanation of need was developed</td>
<td>30</td>
</tr>
<tr>
<td>with citizen participation and clearly identifies the public service needs and priorities resulting from COVID-19</td>
<td></td>
</tr>
<tr>
<td>Application does not contain one of the applicable criteria listed in above</td>
<td>15</td>
</tr>
<tr>
<td>No clear explanation of need or Community Needs Assessment was provided</td>
<td>0</td>
</tr>
</tbody>
</table>
III. ACTIVITY NEED & IMPACT: POPULATIONS SERVED

Percentage of funds that will provide a direct benefit to low and moderate income persons or households

<table>
<thead>
<tr>
<th>CRITERIA</th>
<th>SCORE</th>
</tr>
</thead>
<tbody>
<tr>
<td>70% or over or a HUD presumed group</td>
<td>30</td>
</tr>
<tr>
<td>60-69%</td>
<td>20</td>
</tr>
<tr>
<td>51-59%</td>
<td>10</td>
</tr>
</tbody>
</table>

HUD Presumed Groups
- Abused Children
- Elderly Persons
- Battered Spouses
- Homeless Persons
- Severely Disabled Adults
- Illiterate Adults
- Persons with AIDS
- Migrant Farm Workers
III. ACTIVITY NEED & IMPACT: PRIORITY

Proposed services are eligible and high-priority

<table>
<thead>
<tr>
<th>CRITERIA</th>
<th>SCORE</th>
</tr>
</thead>
<tbody>
<tr>
<td>COVID-19 related services which are eligible and high priority</td>
<td>20</td>
</tr>
<tr>
<td>COVID-19 related services which are eligible but not high priority</td>
<td>0</td>
</tr>
</tbody>
</table>

- Childcare services
- Food banks
- Senior services
- Services for persons with disabilities
- Legal services
- Resident services
- Youth services
- Transportation services
- Health, mental health and substance abuse services
- Financial literacy
- Foreclosure and homebuyer counseling
- Homeless services
## III. ACTIVITY NEED & IMPACT: COST PER BENEFICIARY

*Number of individual beneficiaries relative to cost, in comparison to other applications*

<table>
<thead>
<tr>
<th>CRITERIA</th>
<th>SCORE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Services benefit more households/individuals and the relative cost per household is low as compared to other applications</td>
<td>20</td>
</tr>
<tr>
<td>Services benefit fewer households/individuals and/or the relative cost per household is higher as compared to other applications</td>
<td>10</td>
</tr>
<tr>
<td>Project will benefit a small number of households/individuals and/or the relative cost per household is high</td>
<td>0</td>
</tr>
</tbody>
</table>
### III. ACTIVITY NEED & IMPACT: SERVICE PROVIDER

*Service providers demonstrate a proven track record of delivering proposed service or a similar service*

<table>
<thead>
<tr>
<th>CRITERIA</th>
<th>SCORE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Organization has a strong track record delivering the proposed services which is likely to have a positive impact</td>
<td>20</td>
</tr>
<tr>
<td>Organization has a strong track record but has no prior experience with the proposed services OR has experience with the proposed services but is lacking in organizational capacity</td>
<td>10</td>
</tr>
<tr>
<td>Organization has no experience with the proposed services</td>
<td>0</td>
</tr>
</tbody>
</table>
### III. ACTIVITY NEED & IMPACT: READINESS

*Readiness of the service provider to deliver proposed services*

<table>
<thead>
<tr>
<th>CRITERIA</th>
<th>SCORE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provider demonstrated readiness to provide services as soon as funding</td>
<td>10</td>
</tr>
<tr>
<td>is available</td>
<td></td>
</tr>
<tr>
<td>Provider will need to do some work to be ready to provide services and</td>
<td>5</td>
</tr>
<tr>
<td>is likely to be able to start within three months</td>
<td></td>
</tr>
<tr>
<td>Provider has significant work to do to be ready to provide services</td>
<td>0</td>
</tr>
<tr>
<td>which is likely to lead to a delay of up to six months in the start of</td>
<td></td>
</tr>
<tr>
<td>services</td>
<td></td>
</tr>
</tbody>
</table>
### III. ACTIVITY NEED & IMPACT: EXISTING RELATIONSHIP

*Demonstrates existing and positive relationship will allow services to flow in a streamlined manner to low-and-moderate income people*

<table>
<thead>
<tr>
<th>CRITERIA</th>
<th>SCORE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provider has an established working partnership with the applicant community, demonstrated by the community’s prior commitment of funds for the services</td>
<td>10</td>
</tr>
<tr>
<td>Provider has an established partnership with the community but has not funded the service provider within the last 24 months</td>
<td>5</td>
</tr>
<tr>
<td>Provider does not have a prior relationship with the community</td>
<td>0</td>
</tr>
</tbody>
</table>
### III. ACTIVITY NEED & IMPACT: OVERALL

*Service showing the greatest need and impact when compared to the other applications*

<table>
<thead>
<tr>
<th>CRITERIA</th>
<th>SCORE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Organization is meeting a critical community need that is especially relevant in responding to COVID-19</td>
<td>40</td>
</tr>
<tr>
<td>Substantial</td>
<td>30</td>
</tr>
<tr>
<td>Moderate</td>
<td>20</td>
</tr>
<tr>
<td>Minimum</td>
<td>10</td>
</tr>
<tr>
<td>None</td>
<td>0</td>
</tr>
<tr>
<td>CRITERIA</td>
<td>MAXIMUM SCORE</td>
</tr>
<tr>
<td>----------------------------------------------</td>
<td>---------------</td>
</tr>
<tr>
<td>Community Need &amp; Impact</td>
<td>100</td>
</tr>
<tr>
<td>Need</td>
<td>70</td>
</tr>
<tr>
<td>Impact</td>
<td>30</td>
</tr>
<tr>
<td><strong>Activity Need &amp; Impact</strong></td>
<td><strong>150</strong></td>
</tr>
<tr>
<td>Population Served</td>
<td>30</td>
</tr>
<tr>
<td>Priority Activity</td>
<td>20</td>
</tr>
<tr>
<td>Cost Per Beneficiary</td>
<td>20</td>
</tr>
<tr>
<td>Service Provider Track Record and Impact</td>
<td>20</td>
</tr>
<tr>
<td>Readiness</td>
<td>10</td>
</tr>
<tr>
<td>Existing Relationship</td>
<td>10</td>
</tr>
<tr>
<td>Overall Need and Impact</td>
<td>40</td>
</tr>
<tr>
<td><strong>Maximum Total Score</strong></td>
<td><strong>250</strong></td>
</tr>
</tbody>
</table>
APPLY ONLINE WITH GMS

www.nhcdfagrarants.org
<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application available on</td>
<td>Friday, July 24 by</td>
</tr>
<tr>
<td>GMS</td>
<td>4:00 PM</td>
</tr>
<tr>
<td>Application due on GMS</td>
<td>Friday, September 25</td>
</tr>
<tr>
<td></td>
<td>by 4:00 PM</td>
</tr>
<tr>
<td>Evaluations</td>
<td>October</td>
</tr>
<tr>
<td>Award Announcement</td>
<td>November 5</td>
</tr>
</tbody>
</table>
Community Development Finance Authority

www.nhcdfa.org