

## **CDBG-CV Crisis Recovery Funding**

### **Frequently Asked Questions**

**Updated 4/29/2020 @ 10:56 AM**

**Q.** If awarded, will the agency receive the award upfront, voucher on a monthly basis, or receive reimbursement during a different timeframe?

**A.** CDBG-CV awardees will receive a third of their award up front. Then, once an awardee demonstrates eligible expenses from the first tranche, we will release the second. Again, same for the third, but if they are approved sub-recipients for the regular 2020 CDBG funds, we will include in the grant agreement that they must provide us with all of the usual CDBG reporting information that we will require for closing out their CV activity or we will withhold all or a portion of their 2020 award. If they are not a 2020 sub-recipient, we will hold a 10% retainage of the CV award until they provide the required information for closing out their activity.

**Q.** What types of activities will be funded with this grant?

**A.** All activities funded with CDBG-CV grants should primarily benefit low to moderate income residents of the City of Kingston. Through guidance received from the U.S. Department of Housing and Urban Development (HUD), activities prioritized for this funding should be those that keep residents secure in their homes and keep businesses open and jobs filled and should be used for “a range of eligible activities that prevent and respond to the spread of infectious diseases such as coronavirus.” (HUD’s Quick Guide to CDBG Eligible Activities to Support Coronavirus and Other Infectious Disease Response, 4/6/2020.) Examples include, but are not limited to:

- Public Facilities Improvements – construct or improve testing, diagnosis or treatment facilities; rehabilitate a community facility to provide areas appropriate for direct response to the pandemic
- Assistance to Businesses – provide grants or loans to support new and existing businesses to create jobs, manufacture medical supplies, etc.; avoid job loss caused by business closures directly related to the infectious disease response by providing short-term working capital for job retention; provide technical assistance, grants, loans, and other financial assistance to establish, stabilize, and expand microenterprises that provide medical, food delivery, cleaning, and other services to support home health and quarantine
- Provide New or Quantifiably Increased Public Services – provide eviction prevention and other legal support for maintaining housing; provide

emergency rental assistance to those at risk of eviction; provide mortgage payment relief to multi-family affordable housing developments; job training to expand the pool of health care workers and technicians that are available to treat disease within the community; increase 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;

**Q.** What is the process for approving the grants? Who is on the selection committee? What is the criteria you are using to choose which projects or programs will be awarded grants?

**A.** The following is a timeline and steps involved in accepting proposals and determining grant awards for the City's CDBG-CV funding:

- Proposals will be accepted via email, sent to [brobinson@kingston-ny.gov](mailto:brobinson@kingston-ny.gov), until 4:30 PM on Wednesday, May 6<sup>th</sup>. The proposal form, found in the funding announcement on the City's website homepage, is an abbreviated version of the City's traditional CDBG application. It contains information that must be collected in order to determine proposers' eligibility, but allows for a more streamlined process in order to allocate and disburse the funds and get them working for the community as efficiently and effectively as possible, while ensuring public input and meeting the program requirements.
- Office of Economic & Community Development (OECD) will review proposals for eligibility according to the rules and regulations governing the U.S. Department of Housing & Urban Development's (HUD's) Community Development Block Grant Program (CDBG), including the latest amendments under the CARES Act that were issued in March of this year that provided for the allocation of the City's additional CDBG-CV funds.
- All proposals that contain eligible activities received from eligible organizations will be forwarded to the Mayor and Common Council by May 13<sup>th</sup> for their review.
- The Mayor will take into consideration all of the information at his disposal through his communications with local, County and State officials and our local business community and not-for-profit organizations and will make recommendations for the allocation of the City's CDBG-CV funding to try to address the greatest need in the community. He will send an official communication containing these recommendations to the Common Council President no later than May 20<sup>th</sup>.
- The Common Council President will refer this communication to the May 26<sup>th</sup> Common Council Community Development Committee meeting where

committee members will consider the recommendations of the Mayor, their own local professional and governmental networks and the interests of their constituents. The committee will either accept or make changes to the Mayor's recommendations. The committee will complete a committee report containing its recommendations and send it to a vote of the full Common Council.

- A required five-day public comment period will be opened on Wednesday, May 27<sup>th</sup> and a virtual public hearing will be held on Monday, June 1<sup>st</sup>, at 6:00 PM. Public input during the comment period will be received via email to [brobinson@kingston-ny.gov](mailto:brobinson@kingston-ny.gov) until 10:00 AM on Tuesday, June 2<sup>nd</sup>, and comments made during the virtual public hearing will be recorded. All comments received will be forwarded to the Common Council President by 12:00 PM, noon, on June 2<sup>nd</sup> to be shared with all council members and considered at the full Common Council meeting that evening at 7:00 PM for a final vote on the allocation of the City's CDBG-CV funds.
- The OECD will take the results of that vote and complete a substantial amendment of its 2019 Annual Action Plan, which covers the fiscal year of July 1, 2019 through June 30, 2020, to include the CCDBG-CV locally-approved activities and await the approval of the HUD field office.
- Once HUD approval is received, OECD will notify the Mayor, Common Council and awardees of the approval and CV-funded activities may begin and funds may be disbursed.

**Q.** You've extended the deadline, but I've already submitted our proposal. Am I allowed to make revisions to my submission?

**A.** Yes, you may submit revised proposals. The OECD will accept the last complete proposal submitted by your organization before the extended deadline.

**Q.** Can my organization submit more than one proposal for multiple activities?

**A.** Yes, we will accept more than one application from an organization, but that organization should be prepared to prioritize its requests, in case there are not sufficient funds to make grant awards for all proposals received.