



**DEKALB COUNTY COMMUNITY  
DEVELOPMENT DEPARTMENT**

**TECHNICAL ASSISTANCE WORKSHOP  
2023 CDBG, ESG HOME FUNDING**

March 8, 2023

Allen Mitchell, Director

# TECHNICAL ASSISTANCE WORKSHOP FOR 2023 FUNDING



## AGENDA

**Welcome/Introduction/Purpose**

**Braunwin Camp,  
Planning Manager**

**CD Mission & HUD Programs Overview  
CDBG National Objectives/Eligible Activities**

**Byron Campbell,  
Grants Manager**

**Performance Measurements &  
Review of Year 2023 Application Process  
Overview of Application, Guidelines (CDBG)**

**LaQuanta Pressley,  
Project Monitor**

**Emergency Solutions Grant Program (ESG)  
Overview of 2023 Application & Guidelines**

**Tommy Phillips,  
Housing Specialist**

**HOME /CHDO Program Overview  
HOME ARP Overview**

**Melvia Richards,  
Housing Manager**

**Questions and Answers/Closing Remarks**

**Allen Mitchell,  
Director**

# Technical Assistance Workshop

## Purpose



To provide technical assistance in developing funding requests for **CDBG**, **HOME** and **ESG** funds:

1. Citizens
2. Non-profit agencies
3. Public agencies
4. Interested parties

### Task objectives:

1. Understanding program **requirements**
2. Determination of **eligible/ineligible** activities
3. Suggestions on **structuring** new programs
4. **Assistance** with completing the 2023 grant request application



**Community Development Mission &  
HUD Programs Overview CDBG  
National Objectives/Eligible Activities**

**Byron Campbell, Grants & Administration  
Manager**

# Community Development Mission Statement

- ❖ Develop viable urban communities that principally benefit low-to-moderate income persons.
- ❖ Work collaboratively with non-profit agencies, governmental entities at all levels, the business community, the faith-based community, residents and schools.



# ENTITLEMENT GRANTS FOR 2023



- ✓ Community Development Block Grant (CDBG) \$4.5 Million
- ✓ The Home Investment Partnership Program (HOME) \$2.3 Million
- ✓ Emergency Solutions Grants Program (ESG) \$394 K

## Collaborative Efforts ...

- / DeKalb CoC (Collaborative Applicant)  
\$6.5 Million in Homeless Assistance Grant Funds





# HUD Goals and Prioritized Long-Term Objectives



The primary purpose is to develop viable urban communities that principally benefit low to-moderate income persons.

The federal statutes for the programs set forth three basic goals:

1. To provide **decent** affordable housing
2. To provide a **suitable** living environment
3. To expand **economic** opportunities



## 2022 HUD INCOME LIMITS

Atlanta Area Median Family Income (MFI) is \$77,100



Persons in Family	Extremely Low Income (30% of Median)	Very Low Income (50% of Median)	Low – to Moderate Income (80% of Median)
<b>1 Person</b>	\$20,250	\$33,750	<b>\$54,000</b>
<b>2 Persons</b>	\$23,150	\$38,600	<b>\$61,700</b>
<b>3 Persons</b>	\$26,050	\$43,400	<b>\$69,400</b>
<b>4 Persons</b>	\$28,900	\$48,200	<b>\$77,100</b>
<b>5 Persons</b>	\$31,250	\$52,100	<b>\$83,300</b>
<b>6 Persons</b>	\$33,550	\$55,950	<b>\$89,450</b>
<b>7 Persons</b>	\$35,850	\$59,800	<b>\$95,650</b>
<b>8 Persons</b>	\$38,150	\$63,650	<b>\$101,800</b>

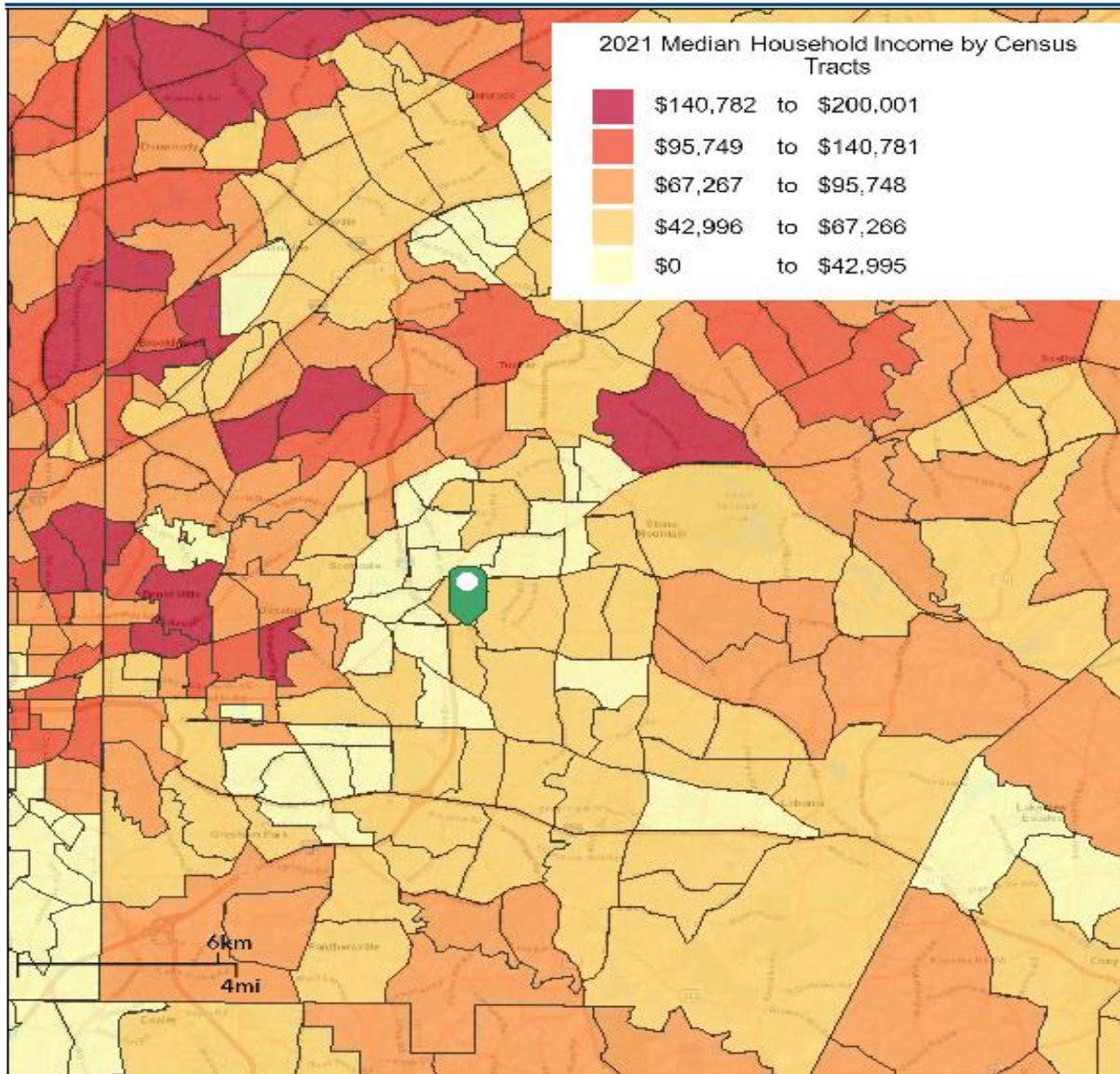
**NOTE:** DeKalb County is part of the **Atlanta-Sandy Springs-Roswell, GA HUD Metro FMR Area**, so all information presented here applies to all of the **Atlanta-Sandy Springs-Roswell, GA HUD Metro FMR Area**. HUD generally uses the Office of Management and Budget (OMB) area definitions in the calculation of income limit program parameters. However, to ensure that program parameters do not vary significantly due to area definition changes, HUD has used custom geographic definitions for the **Atlanta-Sandy Springs-Roswell, GA HUD Metro FMR Area**





# DEKALB COUNTY INCOME CENSUS BLOCK GROUP AREAS

\* based on 2021 Census Data



March 15, 2022



# HUD National Objectives



**CDBG funding is restricted to activities that meet one of three primary national objectives:**

***1. To benefit low to-moderate income persons.***

Projects under this objective must either directly or primarily benefit low to-moderate income DeKalb County residents as defined by Section 8 Income Guidelines; or serve low-to-moderate income areas of the County.

***2. To eliminate slum and blight*** by directly addressing slum and blight in individual facilities or to directly address blighted conditions.

***3. To meet urgent needs*** (serious and immediate threat to the health and welfare of the community). This category is rarely used because CDBG funding cannot be made available quickly and serious health and safety concerns must be addressed promptly. Therefore, the County is not soliciting applications for this category.

# PRIORITIZED ...LONG TERM OBJECTIVE

## THE THREE (3) HUD GOALS



### GOAL I:

**To provide decent affordable housing** for low to moderate- income persons residing in DeKalb County.

### GOAL II:

**To provide a suitable living environment**, public facilities, infrastructure, and expanded community services, principally benefiting low to-moderate income persons.

### GOAL III:

**To expand economic opportunities**, increase and retain new and existing jobs, and revitalize economically depressed area that principally serve low to moderate-income areas.



# Community Development Block Grant (CDBG)



- Neighborhood Infrastructure Improvements
- Public Facilities, Park Improvements, Senior Centers
- Economic Development, Commercial Revitalization
- DeKalb Small Business Micro-Enterprise Program
- Small Business Revolving Loan Fund
- Housing Initiatives by Nonprofits
- Special Purpose Home Repair Program
- Housing Demolition and Blight Removal Programs
- Community Initiatives



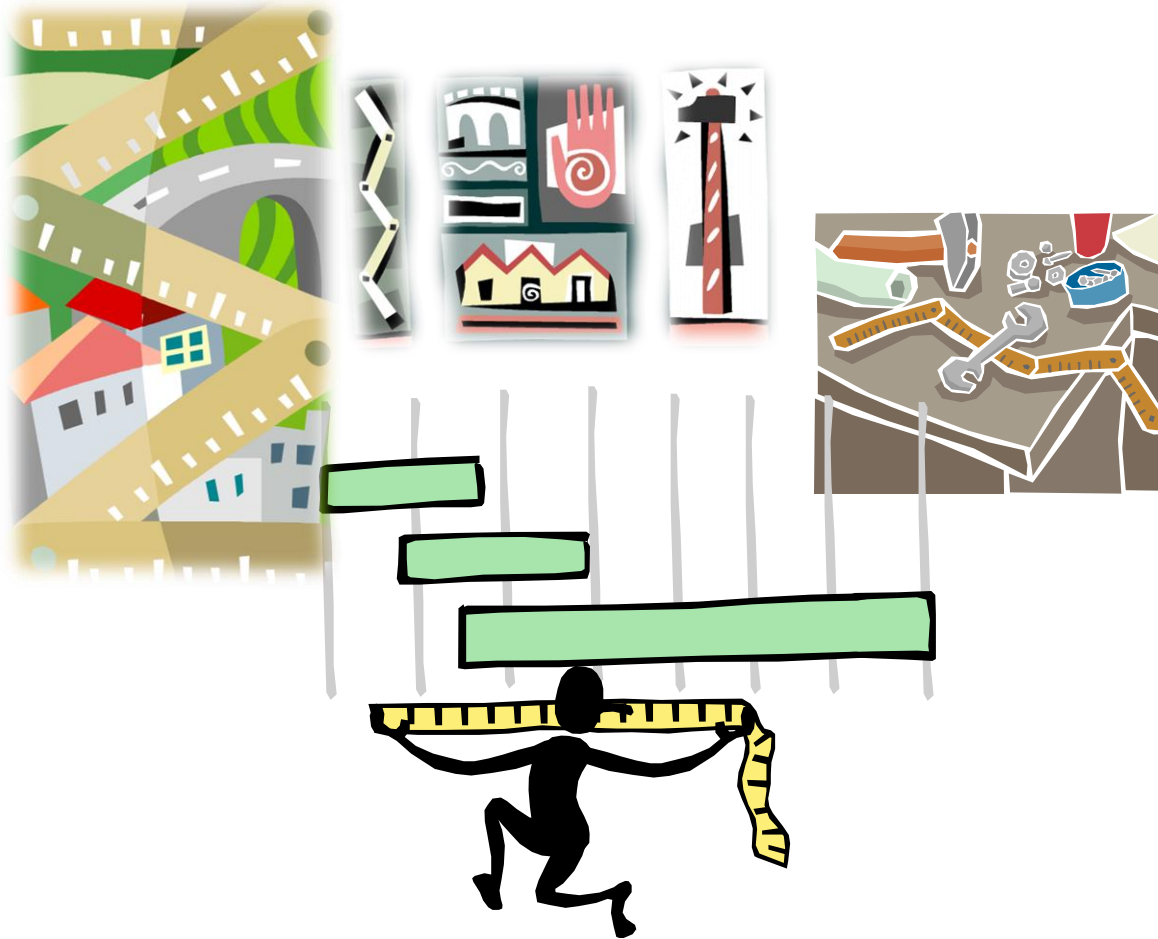


**Performance Measurements &  
Review of Year 2023 Application Process  
Overview of Application, Guidelines  
(CDBG)**

**LaQuanta Pressley, Project Monitor**



# Performance Measurements





# Why Performance Measurements (PM)?

- PMs are incorporated into the County's Consolidated and Annual Action Plans for CDBG, HOME and ESG funding to determine how well programs and activities are meeting established goals and objectives
- Will be used to demonstrate program results to HUD, Decision-Makers & DeKalb County Residents
- Are required for Federal Programs

# 3 Key Components

- **Goals**
- **Outcomes**
- **Output Indicators**



# Application Review Criteria



- ▶ **Project Description –  
Demonstrate Program Design and Uniqueness**
- ▶ **Consistency with the HUD Goals**
- ▶ **Performance Measurements**
- ▶ **Project Sustainability and Collaboration**
- ▶ **Organizational Management/Administrative Capacity**
- ▶ **Fiscal Management / Feasibility**
- ▶ **Prior Agency Performance (Returning Agencies)**



# Minimum Threshold Requirements



THRESHOLD REQUIREMENTS	DOCUMENTATION TO BE PROVIDED WITH APPLICATION
Agency must have had non-profit status for at least <u>two full</u> years or be a governmental entity serving DeKalb County residents. (excluding the City of Atlanta)	Copy of Non-profit designation from the IRS. Not applicable for Governmental Agencies.
Agency must be registered and licensed to do business in the State of Georgia at the time of application.	Certificate of Incorporation from the Secretary of State.
The Agency must have an annual independent audit. This audit must be no older than twelve months from your most recently completed fiscal year.	One Copy of your most recent independent annual audit, including management letter. (No older than <b>twelve months</b> from your most recently completed fiscal year) Not Applicable for Government Agencies.
Agency must provide two (2) most recently completed years of financial statements (income & expense statement, balance sheet and fiscal statement).	Two (2) most recently completed years of financial statements (income & expense statement, balance sheet and fiscal statement).
Agency must submit a copy of it's most Recent IRS Form 990.	One copy of your <u>most</u> recent IRS Form 990.
Agency must demonstrate that it has an active, independent Board of Directors that meets at least <u>4</u> times per year.	Provide dated copies of the <u>4</u> most recent Board of Director's Meeting Minutes.

# APPLICATION GUIDELINES - GENERAL INFORMATION



## Submission Requirements

**Request application folder to:**

**[CDBG\\_ESG\\_Applications@dekalbcountyga.gov](mailto:CDBG_ESG_Applications@dekalbcountyga.gov)**

- ❖ Include the email addresses of everyone in your organization that you wish to receive the application folder.
- ❖ You will receive an email with a link to a SharePoint Folder that will include the application and application guidelines.
- ❖ Complete and upload **One Original Application with Required Exhibits**

### **Other Required Exhibits**

Mission Statement, Goals, and Objectives

- ▶ Overview and Brief History of the Organization
- ▶ Organizational Chart
- ▶ Current List of Board of Directors Membership
- ▶ Detailed Description of your Board's Role in Fundraising
- ▶ By-Laws (New Applicants and Current Grantees)
- ▶ Project Description
- ▶ Lease Agreement/Documentation of Facility Ownership
- ▶ Financial Procedures and Responsibilities
- ▶ Approved Budget (Current Year)



# Key Dates



<b>Date</b>	<b>Item</b>
March 8th	Technical Assistance Workshop, 10am -12pm Location: 1 <sup>st</sup> Floor Training Room 178 Sams Street Decatur, GA 30030
March 15th	Public Hearing, Community Development Needs, 6:00pm – Zoom
March 8th – April 7th	30-day Grant Application Period for FY2023 Funding
June 6th	Public Hearing, Proposed Budget – FY 2023 – Zoom
June 9th	Submit Agenda Item for June BOC Meeting
June 20 <sup>th</sup>	Committee of the Whole Meeting
June 27 <sup>th</sup>	BOC Meeting
July 11 <sup>th</sup>	BOC Meeting
August 14 <sup>th</sup>	DEADLINE to Submit Plan to HUD
TBD	Grantees receive tentative notification of their award



**Emergency Solutions Grant Program (ESG)  
Overview of 2023 Application & Guidelines**

**Tommy Phillips, ESG Housing & Community  
Development Coordinator**

# Emergency Solutions Grant Program (ESG)



## Funds DeKalb County Homeless Assistance

It provides funding for outreach and shelter, helps to prevent homelessness, rapidly re-houses homeless individuals and families, and helps to stabilize participants in permanent housing.



# Emergency Solutions Grant Program (ESG)



## **HEARTH ACT:**

The Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act of 2009 changed the name, scope, and requirements of the Emergency Solutions Grant Program (ESG).

The HEARTH Act requires coordination between ESG and the CoC. ESG grantees are expected to actively participate in CoC activities such as the Point-in-Time Count (PIT), Coordinated Entry and the Coordinated Entry System (CES) and CoC Meetings and on committees.

# Emergency Solutions Grant Program (ESG)



## Program Focus: Shelter vs. Solutions

The program focus is no longer on temporary shelter but on **permanent long-term housing solutions.**



# Emergency Solutions Grant Program (ESG)



The **DeKalb Continuum of Care (CoC)** is the local planning body that coordinates housing, services and funding for homeless individuals and families in our community.

The DeKalb CoC is made up of a governing board, committees and members representing stakeholders including housing and homeless service providers, mainstream agencies, homeless individuals, and members of the faith and business community.





# Emergency Solutions Grant Program (ESG)



## Coordinated Entry and the Coordinated Entry System (CES)

All ESG Grantees are required to work with the CoC coordinated entry system to assist in the homeless services system, to standardize access to homeless services and to coordinating program referrals.

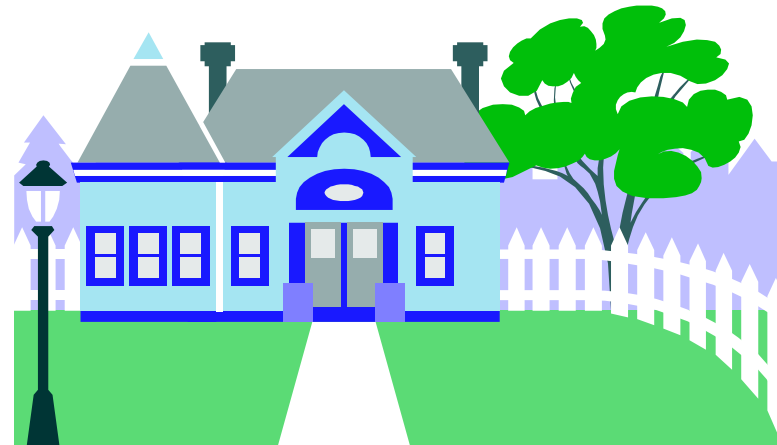


# Emergency Solutions Grant Program (ESG)



## Homeless Management Information System (HMIS)

All ESG grantees, with noted exceptions are required to use HMIS. HMIS is the information system designated by the CoC to comply with HUDs data collection, management and reporting requirements. HMIS collects client-level data, data on the housing and services provided and outcomes.





# Emergency Solutions Grant Program (ESG)

## **Must Meet Minimum Threshold Requirements**

Note additional requirements related to CoC participation and HMIS use.

## **2023 Match Requirements**

All 2023 ESG grantees are required to provide a dollar-for-dollar match for ESG funds.

- Match may be from a federal, state, local or private source
- Cash or Non-Cash
- Program income must be considered match.

# Emergency Solutions Grant Program (ESG)



**Funds can be used to provide services to the homeless in the following categories**

- **Outreach**
- **Shelter**
- **Homelessness Prevention**
- **Rapid Rehousing**
- **HMIS**
- **Program Administration**



**Street Outreach** - These activities are designed to meet the immediate needs of unsheltered homeless people by connecting them with emergency shelter, and/or critical health services.



<b>Eligible Activities</b>	<b>Serving Those Who are Homeless</b>	<b>Serving Those Who are At Risk of Homelessness</b>	<b>Additional Part (I-V) of Application to Complete</b>
Engagement, case management, emergency housing, health and mental health services, transportation, and services to special populations	X		Part I



**Emergency Shelter** - These activities are designed to increase the quantity and quality of temporary shelters provided to homeless people, by paying for the operating costs of shelters and providing essential services.

Eligible Activities	Serving Those Who are Homeless	Serving Those Who are At Risk of Homelessness	Additional Part (I-V) of Application to Complete
<p><b>Shelter Operations</b> - maintenance, rent, security, fuel, insurance, utilities, food, furnishings, equipment, supplies, hotel or motel vouchers, when no appropriate emergency shelter is available and</p> <p><b>Essential Services</b> - case management, childcare, education services, employment assistance and job training, outpatient health services, legal services, life skills, mental health services, substance abuse treatment services, transportation, services for special populations;</p>	X		Part II

**Homelessness Prevention** – to prevent an individual or family from moving into an emergency shelter or living in a public or private place not meant for human habitation through housing relocation and stabilization services and short-term rental assistance.



<b>Eligible Activities</b>	<b>Serving Those Who are Homeless</b>	<b>Serving Those Who are At Risk of Homelessness</b>	<b>Additional Part (I-V) of Application to Complete</b>
<p><b>Housing Relocation and Stabilization Services</b>  <u>Financial Assistance</u>: rent application fees, security deposit, last month's rent, utility deposit, utility payments; <u>Services</u>: housing search and placement, housing stability case management, mediation, legal services, credit repair.</p> <p><b>Short-term Rental Assistance</b>            short term rental assistance up to 3 months; one-time payment of rent in arrears.</p>		X	Part III



**Rapid Re-Housing** – These activities are designed to move homeless people quickly to permanent housing through housing relocation and stabilization services and short /medium term rental assistance.



<b>Eligible Activities</b>	<b>Serving Those Who are Homeless</b>	<b>Serving Those Who are At Risk of Homelessness</b>	<b>Additional Part (I-V) of Application to Complete</b>
<p><b>Housing Relocation and Stabilization Services</b> <u>Financial Assistance</u>: rent application fees, security deposit, last month’s rent, utility deposit, utility payments;</p> <p><u>Services</u>: housing search and placement, housing stability case management, mediation, legal services, credit repair.</p> <p><b>Short-term Rental Assistance</b> short term rental assistance up to 3 months; one-time payment of rent in arrears.</p>	X		Part IV

# Homeless Management Information System

**(HMIS)** these activities support the collection and analysis of data on individuals and families who are homeless and at risk of homelessness and the services provided to them.



<b>Eligible Activities</b>	<b>Function</b>	<b>Additional Part (I-V) of Application to Complete</b>
Hardware, equipment, and software costs; staffing; training and overhead	Data collection, not direct client service	Part V <b>(HMIS provider only)</b>

# Emergency Solutions Grant Program (ESGP)



## Three Part Application Review:

- ▶ 1<sup>st</sup> Round Compliance Review
- ▶ Qualitative Application Review – Read and Rated on a 100-point scale
- ▶ Current Contractor Review



# ESGP APPLICATION GUIDELINES - GENERAL INFORMATION



## ESG Submission Requirements (SAME AS CDBG):

Request application folder to:

[CDBG\\_ESG\\_Applications@dekalbcountyga.gov](mailto:CDBG_ESG_Applications@dekalbcountyga.gov)

One (1) Original Application with Required Exhibits

### Other Required Exhibits

- ▶ Mission Statement, Goals, and Objectives
- ▶ Overview and Brief History of the Organization
- ▶ Organizational Chart
- ▶ Current List of Board of Directors Membership
- ▶ Detailed Description of your Board's Role in Fundraising
- ▶ By-Laws (New Applicants and Current Grantees)
- ▶ Project Description
- ▶ Lease Agreement/Documentation of Facility Ownership
- ▶ Financial Procedures and Responsibilities
- ▶ Approved Budget (Current Year)



**HOME / CHDO Program Overview**  
**Melvia Richards, Housing Programs Manager**



# HOME Investment Partnership Program (HOME)

Created by the National Housing Act of 1990 to ..

- Increase the supply of decent affordable housing for low-and very low-income households;
- Expand the capacity of nonprofit housing providers;
- Strengthen the ability of state and local governments to provide housing; and
- Leverage private sector participation.



# The Home Investment Partnership Program (HOME)



## Eligible Activities

- Community Housing Development Organizations (CHDOs)
- Homeowner Rehabilitation
- Homebuyer Activities
- Rental Housing Development
- Tenant-based Rental Assistance

# Home Investment Partnership Program (HOME)



## Community Housing Development Organization (CHDO) Requirements

- Organized under state/local law
- Provision of decent, affordable housing to low- and moderate-income persons must be an organizational purpose
- Clearly defined service area
- Nonprofit status



# Home Investment Partnership Program (HOME)

## Community Housing Development Organization (CHDO) Requirements (Cont'd)

- Board Structure
  - 1/3 representatives of low-income community
  - No more than 1/3 may be public officials or employees of DeKalb County
  - For profit representation// sponsorship limited
  
- Staff Capacity
  
- Financial Accountability



# Home Investment Partnership Program (HOME)



## Rental Housing Development

- Acquire and/or rehabilitate or construct new rental housing.
- Provide loans to developers for affordable rental housing units.
- Loans are...
  - A form of GAP Financing
  - Underwritten
  - Fully amortized
  - Repayable



# HOME Investment Partnership Program (HOME)



## HOME Program Partners

- **Local Governments and Consortia**
- **Sub-recipients** - Public agency or non-profit organization selected to administer a portion of the HOME program.
- **Developers, Owners, Sponsors** – For-profit or non-profit entities that organize the housing deal, hold title to the property after development, or work with other organization to assist them to develop and own housing.
- **Community Development Housing Organizations (CHDO)** – Private nonprofit organization that meets HUD prescribed qualifications. A minimum of 15% of the County's annual HOME allocation is committed to CHDOS



# **HOME ARP Overview**

**Melvia Richards, Housing Programs Manager**



# Home ARP

## \$7,800,770



Provides funds for homelessness and supportive services assistance







# HOME ARP Eligible Activities

- Administration
- Rental Housing
- Tenant-Based Rental Assistance (TBRA)
- Supportive Services
- Acquisition and Development of Non-Congregate Shelter
- Nonprofit Operating and Capacity Building



# HOME ARP Eligible Activities

## HOME ARP Allocation - \$7,800,770

- Administration - \$1,170,090
- Tenant-Based Rental Assistance (TBRA) -\$3,315,340
- Supportive Services - \$3,315,340

# HOME ARP Other Federal Requirements



- Affirmative Marketing & Minority Outreach
- National Environmental Policy Act of 1969
- Labor Standards
- Lead Hazard Control Requirements
- Uniform Relocation Assistance Acquisition Policies
- Conflicts of Interest



# HOME ARP Additional Information

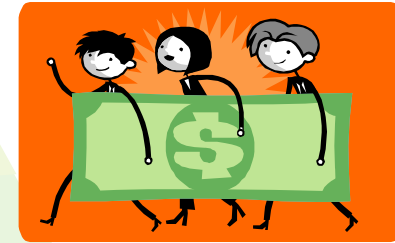
- DeKalb HOME-ARP Allocation Plan:  
[www.dekalbcountyga.gov/community-development/home-arp](http://www.dekalbcountyga.gov/community-development/home-arp)
- Notice: CPD-21-10
- <https://www.hudexchange.info/resource/6479/notice-cpd-2110-requirements-for-the-use-of-funds-in-the-home-arp-program/>

# Questions & Answers



DeKalb County  
GEORGIA

Annual Action  
Plan



**TECHNICAL ASSISTANCE WORKSHOP**

**Planning for a Better DeKalb !!**

**Thank You !**