

How to Apply for CDBG - PY 2025

First, we need to determine if your project is eligible by following the steps below.

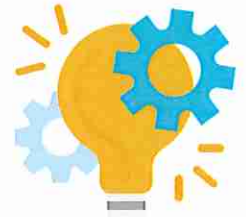
1 Availability & Timeline

Confirm application spots are open in your county (see “CDBG Overview Chart” provided at PH1.) Review the “CDBG Program Timeline” to ensure your project aligns with the program deadlines.



2 Define the Project

Identify the project's scope of work. See the graphic titled “Eligible Activities” to determine if your project is an eligible activity. All non-residential construction must meet State Building Codes & ADA requirements.



3 Service Area & Beneficiaries

Next, define the Service Area. This could be the entire municipality or just a small segment. The Service Area is comprised of the residents that will benefit from the Project (beneficiaries). MVPO can assist with identifying the Service Area.



4 National Objective

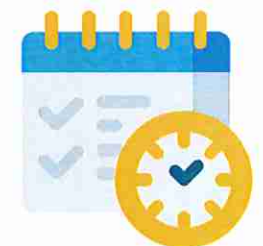
Determine which of the National Objectives your project meets: Benefitting Low-to-Moderate Income (LMI) populations, Eliminating Slum/Blight, and Urgent Need.

The most common National Objective is benefitting Low to Moderate Income (LMI) populations. **Evidence of LMI population (Income Survey or 2016-2020 Census Data) is required.** Income Surveys completed before 2020 are no longer valid.



5 Cost Estimate

Obtain a certified cost estimate from an engineer or architect. The cost estimate must have statements that include the project's useful life (min. 8 years), indicate that Davis-Bacon Wage Rates were used, and have the engineer's stamp. The estimate must be itemized & professional services/construction costs must be separated.



Contact Estee Blair at plannereb@mvpo.org with questions

Most Common CDBG Programs

Allocation

- Cycle: Every other Year - Due in June
- Max Request: \$150,000 (\$120k for Construction)
Can be split for two projects
- Not Competitive
- Broad for eligibility - Parks, Public Services, Infrastructure, etc.



Critical Infrastructure

- Cycle: Every year, only 3 max open projects per county - Due in June
- Max Request: \$500,000 (\$470k for construction)
- Competitive
- Documentation of criticality, system failure or health hazards are imperative
- For Infrastructure that has failed



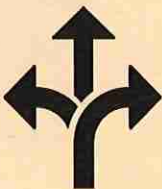
Residential Public Infrastructure

- Open Cycle
- Max Request: \$750,000 (720k for Construction)
- Competitive
- Must have Permit to Install from EPA
- For larger scale projects related to water quality



Downtown

- Open Cycle
- Max Request: \$250,000 (\$240k for construction)
- Can be for up to 3 buildings
- For code compliance corrections and facade improvements



FLEX

- Open Cycle
- Max Request: \$250,000 (\$240k for construction)
- To fill gaps in financing
- Flexible on types of projects

KEY WORDS & OTHER CDBG DETAILS

What is a Community Development Block Grant?

The Community Development Block Grant (CDBG) provides annual federal grants on a formula basis to states, cities and counties. It is authorized under Title I of the Housing and Community Development Act. The US Dept. of Housing and Urban Development (HUD) is responsible for monitoring the states to ensure compliance with CDBG programs.

National Objective

CDBG Grants require a National Objective be met in order to be eligible to apply. The National Objectives are: benefit Low to Moderate Income Persons, Aid in prevention of Slum and Blight, and Urgent Need

Low to Moderate Income

In order to qualify a project using the Low to Moderate Income (LMI) National Objective, at least 51% of the Project's Service Area must be LMI according to Census Data or Income Surveys.

Service Area

The Service Area is the specific area that benefits from the Project. The Service Area may be a census tract/group, municipality or defined with other boundaries.

Davis Bacon Wage Rates

In most construction projects, Davis-Bacon Wage Rates (DBWR) must be utilized. DBWR are the minimum hourly wage rate and fringe benefits contractors must pay their laborers on federal construction projects.

Application & Award Process

MVPO helps the County Commissioners solicit projects. For most programs, the County Commissioners select which projects to submit full applications for. Expect construction to start 1 year after submitting your application. The County is the grantee. Communities can NOT start work until notified by MVPO to do so.

Eligible Activities

Many activities that involve constructing or improving public facilities are eligible for CDBG. Make sure that your project also meets one of the **National Objectives**: Benefitting LMI persons, Eliminating Slum/Blight, or Urgent Need. You will need to define a **service area** and provide evidence that your project qualifies under a national objective. Reach out to us if your project doesn't fit one of the eligible activities below and we will see how we can help!



PY25 CDBG

Anticipated Timeline for Community Development Programs



Have any questions? Reach out
to plannereb@mvpo.org

Community Development Block Grants PY 2025 Application Guidelines and Project Eligibility

To meet the guidelines of the Community Development Block Grant (CDBG) Program, every project submitted for funding must meet at least one of the following National Objectives:

- Benefit low and moderate income (LMI) persons.
- Aid in the prevention or elimination of slum and blight.
- Urgent need (only for FLEX grant)

If you are qualifying the project with LMI, at least 51% of the households in the area that the project benefits must be low to moderate income to qualify as benefiting LMI persons. **If the benefit area is not at least 51% LMI according to the 2016-2020 American Community Survey, the municipality must complete an income survey.** *Please contact MVPO to determine if an income survey is needed. All income surveys must be complete prior to community application submission. Income surveys completed prior to 2020 are no longer valid.*

Project completion dates for this grant period will be in **2027**. There is no guarantee that projects will be completed prior – if you have a project that is **required** to be completed before 2026, we may be able to assist you with finding alternative funding sources.

Eligible Construction or Improvement of Public Facilities

• Senior Centers	• Preservation of Historic Buildings or Areas
• Centers for the Handicapped	• Parks, Playgrounds, and Recreation Facilities
• Neighborhood Facilities	• Fire Protection Facilities and Equipment
• Solid Waste Disposal Facilities	• Clearance and/or Demolition of Buildings or Sites
• Curbs and Sidewalks	• Removal of barriers preventing ADA Compliance
• Water and Sewer Facilities	• Street paving or milling of 1+ layer and rebuilding of the driving surface with new asphalt
• Flood and Drainage Facilities	• Parking Facilities (chip & seal/gravel-based road improvements are not eligible).

Award Process

The County is the applicant and grantee of all projects funded under the Community Development Program. The project **must be** selected by the County. Grant funds *cannot* be committed or obligated prior to the execution of a grant agreement and the completion of an environmental review. If a project is started before grant agreements are signed and prior to the completion and approval of an environmental review by the state, grants *will* be terminated. Attention and abiding to the detailed guidelines pertaining to the grant are *required* for the entirety of the grant funded project. **If awarded, communities cannot begin procurement or construction until notified to do so by MVPO.**

Cost Estimates

Provide a signed and sealed, certified cost estimate by a qualified professional such as an engineer or architect. Funds are allocated to projects based on the cost estimate provided. It is very important that the estimate is as accurate as possible and **includes Davis Bacon Federal Wages**. The estimate must outline the cost of the project, the basis for the estimate in terms of quantities and other unit costs. If the cost estimate includes costs for professional services, the cost for such services must be included in estimate as a separate line item from the construction costs.

The following should be considered when completing an estimate:

- Project construction will likely not begin until **2026** at the earliest.
- Davis Bacon Federal Prevailing Wages **must** be used for projects with an estimated cost of \$2,000 or more.
- The cost estimate **must** state the following:
 - **"Costs estimated with Federal Prevailing Wages."**
 - **"The useful life of this project is X years."** (A useful life statement must be included for all infrastructure projects (minimum 8 years).
- All non-residential construction and improvements **must** meet or exceed State Building Codes and all applicable ADA requirements.
- The estimate **must** contain a qualified professional seal.

Program Year 2025 Anticipated CDBG Program Timeline

January 2025	Applications will be made available at CDBG First Public Hearing and on mvpo.org
March 7, 2025	Project Applications Due to MVPO by email: plannereb@mvpo.org
April/May 2025	Second Public Hearing – Present projects to county commissioners
Beginning of May 2025	Commissioners to select projects
End of May 2025	Potential Pre-Applications due to State
June 2025	Full Application due to State
June - August 2025	State reviews submitted applications
Fall-Winter 2025	County receives and executes Grant Agreement from the State
Following Award	MVPO begins Environmental Review (ER) Process on behalf of County
Jan-Feb 2026	MVPO sends notification of ER Completion and requests release of funds
Early 2026 to Aug 2027	Project implementation
Aug 31 st 2027	All projects must be complete

CDBG Overview: Program Year 2025

Program	Description	To express interest:	Funding Ceiling	# of Open Application Spots
Community Development Programs				
Allocation	Non-competitive grant – every other year cycle with half of the counties in Ohio	Submit Application to plannereb@mvpo.org	\$120K Construction - <i>Split between 2 projects</i>	Defiance: 2 Fulton: 2 Henry: 0 Paulding: 0 Williams: 2
Critical Infrastructure	Competitive grant designed to assist communities with funding for high priority, single purpose projects such as roads, flood and drainage and other public facilities projects with high community wide impact that benefit primarily residential areas.	Submit Application to plannereb@mvpo.org	\$470K - Construction <i>Per application</i>	Defiance: 1 Fulton: 2 Henry: 1 Paulding: 0 Williams: 1
Neighborhood Revitalization	Competitive grant focused on improving multiple areas of a neighborhood. Must have three activities on one application. Focus on public facilities improvements such as construction/ rehabilitating infrastructure in a targeted residential area of distress.	Submit Application to plannereb@mvpo.org	\$700K - <i>Per application</i>	Defiance: 2 Fulton: 2 Henry: 0 Paulding: 0 Williams: 2
FLEX program (Formerly Target of Opportunity)				
FLEX - Downtown	Competitive grant focusing on structural rehabilitation, façade improvements, code compliance corrections and historic preservation activities	Submit Application to plannereb@mvpo.org	\$240K Construction- <i>Limit of 3 buildings per application</i>	Unlimited
FLEX- Economic and Community Development	Provides funding for “opportunity” projects related to ED and CD. Focus on projects that have no other funding available.	Submit Application to plannereb@mvpo.org	\$240K Construction	Unlimited
Economic Development Program				
Residential Public Infrastructure	Provides funding for projects that will provide clean and reliable drinking water and proper sanitary waste disposal. Minimum of \$100,000.00.	Submit Application to plannereb@mvpo.org	\$730K Construction	Defiance: 2 Fulton: 1 Henry: 1 Paulding: 2 Williams: 2
Loan Program	Provides low interest fixed asset financing for businesses.	Private business owner contacts Will Burns, Economic Development Coordinator at MVPO at 419-784-3882 or wburns@mvpo.org - PAULDING COUNTY - contact Tim Copsey	Capped at \$500,000	Varies - Contact Will Burns (Tim Copsey if Paulding)
Public Infrastructure Grants	Provides funding for public infrastructure improvements directly related to job creation or retention by a for profit business.		Capped at \$500,000	
Revolving Loan Fund	Provides low interest fixed asset financing for businesses from the locally controlled CDBG RLF.		Varies	
Community Housing Impact and Preservation Program				
Community Housing Impact & Preservation (CHIP)	Provides funding to improve and provide affordable housing for low-and moderate-income citizens by addressing systems: plumbing, HVAC, electrical, roof, Lead Paint, Accessibility and more. Private Owner Rehabilitation, Private Owner Home Repair and Rental Home Repair.	Contact Dottie Vollmar, Housing Support Specialist at MVPO - 419-784-3882 to submit an application	County - \$400,000 City - \$350,000 under 14,000 population City - \$300,000 - Over 15,000 population	1 application per Housing Consortium MVEast MVNorth MVSouth
Homeless and Supporting Housing Programs				
Contact the Northwest Ohio Community Action Commission (NOCAC) for more information at 419-784-5136				

