Introduction – Topics to be covered

- Introduce Staff/General Information
- What is New This Year
- Project Requirements - Minor Home Repair and Preservation
- Project Requirements-Microenterprise
- Application Process
- Timeline
- Q + A
Submit Questions Regarding the NOFA

• Submit questions in the chat today, or questions may also be submitted electronically to cedhousingdivision@cityoftacoma.org no later than November 16, 2022.

• A list of all questions and answers submitted will be posted on the city’s website.
  • Initial Q+A list will be posted November 2nd
  • Final Q+A list will be posted November 23rd

https://www.cityoftacoma.org/government/city_departments/community_and_economic_development/housing_division/funding_opportunities_requests_for_proposals
Acronym Overview

- HUD – U.S. Department of Housing and Urban Development
- CDBG – Community Development Block Grant Program
- NOFA – Notice of Funding Availability
- CED – City of Tacoma Community and Economic Development Department
- TCRA – Tacoma Community Redevelopment Authority
- AAP – Annual Action Plan (of HUD’s Consolidated Planning Process)
- IDIS – Integrated Disbursement and Information System (where the City reports to HUD on funding outcomes)
- FTE – Full-Time Equivalent employee
What is new this year?

- Two deadlines to meet
  - Application Submission Folder Request
  - Application Deadline
- Separate application forms by program type
  - Minor Home Repair and Preservation Programs
  - Microenterprise Assistance Programs
General Eligibility Criteria

Projects must:
1. Take place within Tacoma city boundaries
2. Adhere to Federal Cross-Cutting Regulations
3. Meet a CDBG National Objective
4. Show feasibility to meet performance measures
5. Be able to implement project/program July 1 – June 30
CDBG National Objectives

1. Benefit low- and moderate-income persons
2. Aid in the prevention or elimination of slums and/or blight
3. Meet community development needs having a particular urgency

More information on the General Policies of the Community Development Block Grant Program can be found at 24 CFR 570.200.
Requirements CDBG National Objectives

1. Program Outcomes
   - # homes rehabilitated
   - # of microenterprise owners/developers assisted

2. Reporting
   - beneficiary demographic data
   - invoicing packet

3. Record Keeping
   - beneficiary income verification
   - beneficiary application
   - beneficiary program agreement
   - project files for rehabilitation: scope of work, home inspections, notice of completion
HUD-CDBG Current Income Limits

A low- and moderate-income person is defined by the CDBG Program as a person earning 80% or less of the Area Median Income of a given jurisdiction. Current City of Tacoma limits are listed here and are dependent on a household's size. The Area Median Income is updated each year by the U.S. Department of Housing and Urban Development.

<table>
<thead>
<tr>
<th>Household Size</th>
<th>80% of Area Median Income Limit</th>
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<tbody>
<tr>
<td>1</td>
<td>$56,850</td>
</tr>
<tr>
<td>2</td>
<td>$65,000</td>
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<tr>
<td>3</td>
<td>$73,100</td>
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<tr>
<td>4</td>
<td>$81,200</td>
</tr>
<tr>
<td>5</td>
<td>$87,700</td>
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<tr>
<td>6</td>
<td>$94,200</td>
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<tr>
<td>7</td>
<td>$100,700</td>
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<tr>
<td>8</td>
<td>$107,200</td>
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</tbody>
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Effective June 1, 2022 for City of Tacoma
Eligible Activities

1. Housing Assistance: Home Rehab and Preservation

2. Economic Development: Microenterprise Assistance
Home Rehab and Preservation Program Funds Available: $572,680

- Preventing displacement by keeping existing homeowners’ homes in good repair

- Projects/programs that address the specific needs of the low- and moderate-income homeowners being assisted, as part of a network of resources available
Home Rehab and Preservation Program Requirements

• Grants provided to income qualified homeowner(s) for a maximum of $15,000 for minor home repairs

• Subrecipient will draft and provide City staff with a detailed scope of work

• No work will commence until City staff completes the NEPA review.

• Subrecipients must verify income qualifications at the time services are delivered
Microenterprise Assistance Program Funds Available: $300,000

- Outcomes that increase jobs or business opportunities; program must support low- or moderate-income individuals

- Micro-enterprise start-up or expansion technical assistance programs, enhanced with ongoing support
Microenterprise Assistance Program Requirements

• Solopreneurs or up to five (5) FTE, including owner(s)

• Technical assistance based on needs of Tacoma business community

• Equity and inclusion efforts and outcomes

• Collaboration with other technical assistance providers

• References from other funders, service partners, and clients
## NOFA Timeline

<table>
<thead>
<tr>
<th>STEPS</th>
<th>DATES</th>
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<tbody>
<tr>
<td>Application period - Interested parties invited to apply</td>
<td>Oct 18 - Nov 30, 2022</td>
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<tr>
<td>NOFA information session</td>
<td>Oct 26, 2022</td>
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<tr>
<td>Initial Q+A posted</td>
<td>Nov 2, 2022</td>
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<tr>
<td>Afternoon Office Phone Hours (12:30pm-4:30pm)</td>
<td>Nov 9, 2022</td>
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<tr>
<td>Morning Office Phone Hours (8:30am-12:30pm)</td>
<td>Nov 10, 2022</td>
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<tr>
<td>Deadline to submit questions</td>
<td>Nov 16, 2022</td>
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<tr>
<td>Deadline to request Application Submission Folder, 3pm</td>
<td>Nov 17, 2022</td>
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<tr>
<td>Final Q+A posted</td>
<td>Nov 23, 2022</td>
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<tr>
<td>Application Deadline, 3pm</td>
<td>Nov 30, 2022</td>
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<tr>
<td>Ineligible applicants notified</td>
<td>Dec 6, 2022</td>
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<tr>
<td>Oral presentations by eligible applicants at TCRA Board meeting</td>
<td>Jan 12, 2023</td>
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<tr>
<td>Funding Recommendations voted on by TCRA Board</td>
<td>Feb 9, 2023</td>
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<tr>
<td>Funding awards announced</td>
<td>Feb 10, 2023</td>
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Application Process and Instructions

• Download Application Forms and Information Packet from Housing Division Website
• Request Application Submission Folder by 3pm on Nov 17
• Complete the Application Form for your program type, and compile required attachments
• Upload completed application and required attachments to your Application Submission Folder by 3pm on Nov 30
• Full Instructions are available on pages 15-17 of the NOFA Information Packet
Questions and Discussion
For more information, contact:
cedhousingdivision@cityoftacoma.org