



Community Development Block Grant Program

PROGRAM YEAR 2021-2022 REQUEST FOR SUB-RECIPIENT PROPOSALS

DUE DATE: FRIDAY, JANUARY 29, 2021

EMAIL SUBMISSION: TWYATT@MIDLAND-MI.ORG

OR DELIVER TO MIDLAND CITY HALL BY 5:00 PM

CITY OF MIDLAND, MICHIGAN – PLANNING & COMMUNITY DEVELOPMENT



Dear Community Partner:

Thank you for your interest in the City of Midland’s Community Development Block Grant program. There is a short Table of Contents that details the contents of this packet. Downloadable documents that provide further detail or guidance. Due to the covid19 pandemic and remote work conditions, staff will offer virtual technical assistance for application preparation. Contact Tom Wyatt to set up a Zoom meeting before the January 29, 2020 deadline.

CDBG Packet Contents:

- City of Midland CDBG Funding Request Submittal Instructions & Staff Contacts
- CDBG Overview, National Objectives, City of Midland Goals & Areas of Focus
- Timeline for 2021-2022 CDBG Award Process
- Subrecipient Application Form
 - Section One: Organizational Information
 - Section Two: Project Information
 - Section Three: Budget Worksheet
 - Section Four: Federally Required Attachments

Again, thank you for your interest in the program and in bettering our community!

Respectfully,

Tom Wyatt
Community Development Planner
City of Midland, Michigan

CDBG Funding Request Submittal Instructions

Applications are due by **Friday, January 29, 2021, by 5 p.m.** via email, or hand delivery.

twyatt@midland-mi.org

Planning & Community Development Department

City Hall – 2nd floor

333 W. Ellsworth Street

Midland, MI 48640

Staff Contacts

City of Midland

Planning & Community Development

<https://www.cityofmidlandmi.gov/438/Planning>

Tom Wyatt

Community Development Planner

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twyatt@midland-mi.org

Grant Murschel

Director of Planning & Community Development

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Community Development Block Grant Program Overview

The City of Midland, MI anticipates receiving Community Development Block Grant funds from the US Department of Housing & Urban Development as an entitlement community. Formula-based entitlement grants are made on an annual basis with the ultimate goal of developing viable urban communities by providing decent housing and a suitable living environment and by expanding economic opportunities, principally for low- and moderate-income persons.

Essentially, the CDBG program provides communities with funding to meet community needs while simultaneously meeting federally established objectives.

The program is authorized under Title 1 of the Housing and Community Development Act of 1974, Public Law 93-383, as amended; 42 U.S.C.-530.1 et seq.

US Department of Housing & Urban Development

National Objectives

- A benefit to low and moderate-income persons or households
(Limited area, clientele, housing activities, or job creation or retention)
- Elimination of slums and blight (area basis, spot basis, or urban renewal)
- Urgent need (rare; only for activities that alleviate emergency conditions)

City of Midland overarching CDBG goals:

- Maintaining the current housing stock in a standard and code-compliant form through housing rehabilitation assistance provided through loans and grants;
- Providing decent, affordable housing to low-income families and nonprofit housing service providers through new construction and existing housing;
- Providing quality public and community facilities which meet the needs of low and moderate-income individuals and those with special needs and disabilities
- Assisting low-income residents in need of work, housing, transportation, or other support services
- Providing accessibility improvements to meet the needs of elderly persons and persons with disabilities
- Providing ongoing fair housing activities to promote non-discriminatory practices throughout the community.

City of Midland - CDBG Areas of Focus

In the framework of those goals, the City of Midland's Housing Commission has identified focus areas for the 2021-2022 CDBG Program Year. This process is informed by citizen input on community needs via public input sessions, and on the findings of the 2018 Midland County Housing Analysis.

These areas of focus are listed below:

- Geographic Focus (maps to follow in Appendix One)
 - Functionally obsolete neighborhoods
 - Bay City Road
 - Grove Park/Central Park (Midtown)
 - Near Downtown
 - Transitional Neighborhoods
 - Wallen Park
 - Vulnerable Neighborhoods
 - Longacres Park
 - Chestnut Hill Park
 - Plymouth Park
- Public Facility Improvements
 - Within neighborhoods identified above
 - Senior-citizen serving facilities
(Washington Woods, Riverside Place & Cleveland Manor)
- Housing Rehabilitation
 - Owner-occupied rehabilitation
 - Rental rehabilitation
 - Separation of sanitary sewer from the roof and/or footing drains

Timeline
CDBG 2021-2022 Program Year

January 5, 2021	CDBG Public Input Session – 5:00 pm - City Hall
January 6, 2021	CDBG Public Input Session – 3:30 pm - City Hall
January 8, 2021	Request for Proposals Packet Complete Available via City of Midland Website – Planning Page Emailed to community agencies
January 11-29	Sub-recipient technical assistance days (As needed. Call or email twyatt@midland-mi.org to make a virtual appt.)
January 29, 2021	Sub-recipient funding requests due to the City of Midland Planning & Community Development by 5:00 pm
February 8, 2021	Special Meeting of the City Housing Commission 3:00 pm (Potential sub-recipient presentations)
March 8, 2021	Regular Meeting of the City Housing Commission (Proposal evaluation, recommendation formulated for City Council)
March 22, 2021	City Council to set Public Hearing on CDBG Budget (30 day required waiting period)
March 24-April 23	CDBG Budget 30-day public review and comment period.
April 26, 2021	City Council to hold public hearing, and act on CDBG Budget (Local approval of Funding Requests)
May 14, 2021	Annual Action Plan sent to the U.S. Department of Housing & Urban Development for approval
July 1, 2021	Grant Year Begins
September 2021	Anticipated Congressional release of CDBG funds for the 2021-2022 Program Year

City of Midland Sub Recipient Request

CDBG Funding 2021-2022 CDBG Program Year

Name of Organization

Project Title

Section One: Organizational Information

Mailing Address:

Main Phone Number

Organization Website

Tax ID #

DUNS #

System of Award (SAM) #

Executive Director

Executive Director Phone

Executive Director Email

CDBG Contact Person

CDBG Contact Phone

CDBG Contact Email

What is your organization's mission statement?

How does this project seek to work toward that mission?

Has this organization received CDBG funding for this project/service?

YES

NO

Has this organization received any CDBG funding?

YES

NO

If yes, please list the program years and project title(s) below.

Section Two: Project Information

Geographic Location

National Objective met

City Area of Focus met

Need/Challenge met

Is this a collaborative project?

YES

NO

If yes, with what organization?

Is this project part of a larger initiative?

YES

NO

If yes, please define the CDBG portion of the project, as well as its role in the larger initiative in the project description and purpose sections below.

Project Description

Project Purpose

Who will evaluate the eligibility of clientele to receive services, and who will carry out the project (staff, contractors, etc)?

Please describe the work process used to verify the low/moderate-income level of beneficiaries.

Proposed timeframe for the project

Expected lifetime of project work

If requested funds involve rehabilitation or construction, please attach (email or print) up to 5 photos of the project area.

Photos attached

No photos attached

Clientele Information

Estimated number of people or Households will benefit from this project /service (not from your entire organization, unless this project will impact all clientele).

of Households

of Individuals

Please estimate the anticipated demographic profile of the beneficiaries (% or #).

Very-low income

Low-income

Moderate income

Section Three: Budget Worksheet

Please complete the table below or attach a self-prepared budget that contains these elements. Include all expenditures and funding for the total project/service budget.

Please note: CDBG is intended as start-up capital, not intended to fund ongoing program expenses.

Sources

CDBG Funded Project Larger Initiative (if applicable) Organization-Wide

CDBG Request

Other Federal

State of Michigan

Local Contributions

Other (please specify below)

Total

Other fund description

Will these funds be utilized to leverage additional funds for this project? If yes, please complete the table below.

YES

NO

Leveraged Funds

Dollar Amount

Federal

State of Michigan

Local Contributions

Other (please specify below)

Total

Funding Uses

This Project

Larger Initiative

Personnel

Contracted Services

Supplies

Total Reoccurring

Capital Outlay

Total

Other uses description:

Will this project cover contractual expenses for construction?

YES

NO

If yes, has the project budget been formulated using Davis-Bacon prevailing wage rates?

YES

NO

Section Four: Federally Required Attachments

Please include federally required attachments listed below:

- Organizational nonprofit status documentation
- Liability insurance statement (current)
- Financial audit summary (most recent)

Downloadable Appendices:

- CDBG [National Objectives](#) and [Matrices](#)
- 24 CFR Section 570.201 [Basic Eligible Activities](#)
- Midland County [Housing Analysis](#)
- Playing by the Rules: [A Handbook for CDBG Subrecipients](#)