



TEXAS DEPARTMENT OF AGRICULTURE  
**COMMISSIONER SID MILLER**

**Texas Community Development Block Grant Program**  
2019 Planning & Capacity Building Fund and 2019-2020  
Community Development Fund Application  
Webinar



# Webinar Agenda

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- Program Overview
  - PCB
  - CD
- Documenting a National Program Objective
- Changes / Updates
- Common Issues
- Questions
- CDBG Contact Information



# Purpose

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Conduct planning activities that:

- assess local needs;
- develop strategies to address local needs;
- build or improve local capacity;
- include other needed planning elements (including telecommunications and broadband needs)



## Eligible Activities & Cost

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- Defined in Section 105 of the federal Housing and Community Development Act of 1974, as amended
- Further defined regarding planning in Section 570.205 of 24 CFR Part 570.
- See the “MATRIX FOR DETERMINING PLANNING FEE BY ACTIVITY” (on page 17 in the Application Guide) to be used in conjunction with local cash contribution in determining proposed project final cost.



## Eligible Applicants & Deadline

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- Non-entitlement cities
- Non-entitlement counties
- PCB – Due by 5 p.m. on: Tuesday, April 16, 2019
- CD – Due by by 5 p.m. on: Wednesday, March 13, 2019  
(REVISED DUE DATE)



## Ineligible Activities

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In general, any type of activity not described or referred to in Section 105(a) of the HCDA of 1974, as amended, is ineligible for TxCDBG funding. Also:

- ✓ administrative activities;
- ✓ engineering and design; and,
- ✓ the cost of audit.



# Allocation

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- Anticipate a similar allocation in 2019
- \$65M TxCDBG Allocation
- Approximately 1% for PCB Fund
- Approximately 65% for CD Fund



# PCB Statewide Competition

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In 2018, match covered approximately 18% of an overall average total project cost.

- Average total project cost           \$ 51,827
- Average grant amount                 \$ 43,317
- Average match amount                \$ 9,219





# PCB Scoring

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- a. Community Distress -- 55 Points (Maximum)
- b. Benefit to Low/Moderate Income Persons - 0 Points
- c. Project Design -- 375 Points (Maximum)...
  - (1) Program Priority 50 points
  - (2) Base Match 0 points
  - (3) Area-wide Proposals 50 points
  - (4) Planning Strategy & Products 275 points



# National Program Objective

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- **Benefit to low-and moderate-income (LMI) persons;**
- Aid in the prevention or elimination of slums or blight; and
- Meet a need having a particular urgency (referred to as urgent need).



## Required Steps

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- Identify Project Service Area
- Determine if LMISD or a survey is appropriate
- LMISD
  - Include documentation in application
- Survey
  - Identify Type of Questionnaire required
  - Determine if survey is large enough to be random or 100% survey
  - Conduct Survey
  - Submit documentation to TDA



# LMISD

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- Low to Moderate Income Survey Data (LMISD)
- Block Group, Census Tract and Place
- Identify service area
  - Justification for the project service area
  - Identified on census map



## When to Use a Survey

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- The service area of the project does not coincide with the boundaries of a census designated geographic area.
- The service area of the project extends beyond the borders of a geographic area.
  - May use LMISD data and survey the beneficiaries beyond the geographic area or survey the entire service area.
- Project has a direct benefit



## National Program Objective

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- Do not assume that a previously allowable/approved methodology is now valid
- If there are any questions about beneficiaries, please contact TxCDBG *before* submitting an application



# Additional Considerations

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- Demonstrate satisfactory performance on previous awards
- Levy property/sales tax
- Resolved outstanding compliance and audit findings
- Single audit



## Changes / Updates

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- New “threshold requirements” in 2019 PCB application guide. (Details on next slide)
- These “threshold requirements” will start showing up in all 2019 Fund guides.





# Changes / Updates

<b>Fund Category</b>	<b>Contract Period</b>	<b>Progress Threshold #1</b>	<b>Progress Threshold #2</b>
Disaster Relief	12 months	Obligate 50% of TxCDBG contract funds at 9 months	Construction complete, COE and final draw submitted at 12 months
FAST Fund	12 months	Obligate 50% of TxCDBG contract funds at 9 months	Construction complete, COE and final draw submitted at 12 months
Community Development	24 months	Obligate 50% of TxCDBG contract funds at 12 months	Construction complete, COE and final draw submitted at 24 months
Downtown Revitalization/Main Street	24 months	Obligate 50% of TxCDBG contract funds at 12 months	Construction complete, COE and final draw submitted at 24 months
Colonia Fund (CFC, CFP, CEDAP, NOT CSH)	24 months	Obligate 50% of TxCDBG contract funds at 12 months	Construction complete, COE and final draw submitted at 24 months
Planning Capacity Building	24 months	Obligate 50% of TxCDBG contract funds at 12 months	Construction complete, COE and final draw submitted at 24 months
Community Enhancement	24 months	Obligate 50% of TxCDBG contract funds at 12 months	Construction complete, COE and final draw submitted at 24 months
TCF Infrastructure/Real Estate	36 months	Obligate 50% of TxCDBG contract funds at 18 months	Construction complete, COE and final draw submitted at 36 months



## Changes / Updates

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- Justification for the project service area
  - More on this later
- Appendix I: Using Census Data and Surveys
- No Self-Performed Audit
- Unlike the Community Development (CD) Fund application, an A303 is needed.



# Common Issues

## 14. CONGRESSIONAL DISTRICTS:

## 15. ESTIMATED FUNDING:

A. TxCDBG REQUEST:

**MUST match total of TxCDBG on Table 1**

B. FEDERAL:

C. STATE:

D. APPLICANT:

**Match or “leverage” Total from all sources MUST be identified in these fields**

E. LOCAL:

F. OTHER:

G. TOTAL:

**MUST match total on Table 1**

**17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?**



# Common Issues

COMMUNITY NEEDS ASSESSMENT		?	
LIST OF ALL IDENTIFIED COMMUNITY NEEDS / PROBLEMS			
	Community Need	Specific Project to Address Need	+
1.			x
2.			x
3.			x



# Common Issues

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## **DESCRIPTION OF THE NEED(S) ADDRESSED IN THIS APPLICATION**

Provide a brief description of the needs addressed in this application. Identify the service(s) / problem(s) being addressed. Describe the problem(s) in terms of deficiencies.



# Common Issues

## 4. Disclose source(s) and use(s) of non-TxCDBG funds:

Source of Funds	Amount	Use of Funds	+
			x

### ADDITIONAL PROJECT INFORMATION

1. Are there any persons with a reportable financial interest to disclose?  Yes  No

Full Name	Amount	Interest Type	SAM Exp. Date	+
				x

2. Is any Force Account labor (construction, engineering and/or administrative) anticipated for completion of the project as grant and/or match?  Yes  No



# Common Issues

**TABLE 1** Add a separate Target Area for each activity or colonia target area.

Identify ALL activities and beneficiaries for the entire application below. Refer to the Application Guide for instructions.

Add Another Target Area

Target Area Name:											Remove this Target Area	
Activity Description	Act #	Ttl Benes	LMI Benes	LMI%	TxCDBG Const.	TxCDBG Eng.	TxCDBG Acq.	Other Const.	Other Eng.	Other Acq.	Activity Total	+
		0	0	.00	0	0	0	0	0	0	0	x
TARGET AREA SUBTOTALS:		0	0	0.00%	0	0	0	0	0	0	0	
APPLICATION TOTALS:		0	0	0.00%	0	0	0	0	0	0	0	

County Code	Census Tract (6 digit)	1	2	3	4	5	6	7	8	9	10	+
												X

**Beneficiary Identification Information**

Are any of the beneficiaries receiving a direct benefit? (e.g. First-time Service)?  Yes  No

A TxCDBG survey was used to identify beneficiaries for this activity.

LMISD information was used to identify beneficiaries for this activity.

Provide the number of beneficiaries identified through each of the following methods for this activity:

TxCDBG Survey:  LMISD Data:  Area Benefit:  Housing Activity:  Limited Clientele:



# Common Issues

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## Table 2

**Justification for the identified project service area.**

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# Common Issues

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- Resolution authorizing submission
- Signatories
- Evidence of SAM Registration
- Audit
- RRC Scoring
- Electronic “copy”

# Questions?

PCB: [Joe.Midura@texasagriculture.gov](mailto:Joe.Midura@texasagriculture.gov)

CD: [Chad.Hinds@texasagriculture.gov](mailto:Chad.Hinds@texasagriculture.gov)



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