



**Mecklenburg County**  
**Community Development Block Grant (CDBG)**  
**FY 2018 Notice of Funding Availability**

Mecklenburg County is preparing for its FY 2017-2018 Community Development Block Grant Program Annual Action Plan and Funding Allocation. As an Entitlement County, it anticipates receiving approximately \$740,000 in CDBG funding beginning July 1, 2016 through June 30, 2017. CDBG funding is normally distributed as follows: 65% to eligible housing and non-housing projects, 15% to public service projects/programs and 20% to administrative costs.

Mecklenburg County is accepting applications for projects seeking CDBG funding, the deadline for submissions is **February 17, 2017 at 4:00 p.m.** The funding is available in a limited target areas. Eligible neighborhoods and/or beneficiaries must be located in Cornelius, Davidson, Huntersville, Matthews, Pineville or the unincorporated portions of Mecklenburg County. Applications can be found at [www.centralina.org](http://www.centralina.org) in the news section or at [www.MecklenburgNC.gov](http://www.MecklenburgNC.gov) or requests can be sent to [cedc@centralina.org](mailto:cedc@centralina.org).

Community Development Block Grant funds are intended to create sustainable and viable communities. Funds are targeted to low and moderate income neighborhoods. A project must meet one of the federal requirements listed below to be eligible for CDBG funds. Project funding is available to area nonprofits and local governments whose projects meet the criteria listed below.

1. All proposed CDBG project activities **must**:
  - a. Primarily serve low and moderate income households.
  - b. Address one of the three Federal National Objectives (CFR 570.208)
    - Provide Decent Housing
    - Provide A Suitable Living Environment
    - Provide Expanded Economic Opportunities
  - c. Must support the goals defined in the Five-year Consolidated Plan (see page 7)
  - d. Must be an eligible activity (CFR 570.208): CDBG funds may be used for activities which include, but are not limited to the following eligible activities:
    - Acquisition of real property;
    - Relocation and demolition;
    - Rehabilitation of residential and non-residential structures;
    - Construction of public facilities and improvements, such as water and sewer facilities, streets, neighborhood centers, and the conversion of school buildings for eligible purposes;
    - Public services, within certain limits;
    - Activities relating to energy conservation and renewable energy resources; and
    - Provision of assistance to profit-motivated businesses to carry out economic development and job creation/retention activities.



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- e. Ineligible Activities: Generally, the following types of activities are ineligible:
- Acquisition, construction, or reconstruction of buildings for the general conduct of government;
  - Political activities;
  - Certain income payments; and
  - Construction of new housing by units of general local government.
2. All non-profit/for profit agencies must submit their application to the governing body of the municipality in which the organization/facility/project is located.
3. The governing body must approve all applications selected for funding consideration.
4. A copy of a letter of approval from the respective jurisdiction authorizing the submittal of the application must be submitted along with the completed application to Centralina Council of Governments, the Coordinating Agency, **no later than 4pm on Friday, February 17, 2017.**
5. Complete applications packets should be sent to:
- Mail: Centralina Council of Governments  
Attn: Victoria Rittenhouse  
Office of Community & Economic Development  
Re: Mecklenburg County CDBG Program  
525 North Tryon St., 12<sup>th</sup> Floor  
Charlotte, NC 28202
- Email: [CEDC@centralina.org](mailto:CEDC@centralina.org)  
Subject: Mecklenburg County CDBG Program
6. For questions regarding the application, please contact Victoria Rittenhouse at [vrittenhouse@centralina.org](mailto:vrittenhouse@centralina.org) / (704) 688-6502 or James Luster at [jluster@centralina.org](mailto:jluster@centralina.org) / (704) 348-2706.

***Mecklenburg County reserves the right to disqualify any incomplete applications for funding consideration.***



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**CDBG contacts for participating municipalities:**

Mecklenburg County  
CDBG Entitlement Grantee  
Timothy Tibbs, Assistant to the County Manger  
Email: [Timothy.Tibbs@MecklenburgNC.gov](mailto:Timothy.Tibbs@MecklenburgNC.gov)  
Phone: (980) 314-2915

Participating Jurisdictions:

Town of Cornelius  
Andrew Grant, Assistant Town Manager  
Email: [AGrant@cornelius.org](mailto:AGrant@cornelius.org)  
Phone: (704) 892-6031

Town of Matthews  
Carlo McCoy, Planning Director  
Email: [KIngrish@matthewsnc.gov](mailto:KIngrish@matthewsnc.gov)  
Phone: (704) 847-4411

Town of Davidson  
Cindy Reid, Staff Attorney/Affordable Housing  
Manager  
Email: [CReid@townofdavidson.org](mailto:CReid@townofdavidson.org)  
Phone: (704) 940-9605

Town of Pineville  
Travis Morgan, Planning Director  
Email: [tmorgan@pinevilledsl.net](mailto:tmorgan@pinevilledsl.net)  
Phone: (704) 889-2202

Town of Huntersville  
Christina Schildgen, Assistant to the Manager  
Email: [cschildgen@huntersville.org](mailto:cschildgen@huntersville.org)  
Phone: (704) 766-2207



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**Mecklenburg County CDBG Entitlement Program Area**

Approximately, 200,000 residents live in the CDBG program area which encompasses low income areas in unincorporated Mecklenburg County and low income neighborhoods in Davidson, Cornelius, Huntersville, Matthews and Pineville. Please see Attachment A: Project Area Map.

***Identified needs in this target area:***

Priority housing needs in the program area include increasing affordable housing units, rehabilitation of owner-occupied housing for extremely low and low income households, emergency repairs to owner-occupied housing; focusing efforts on providing assistance to minorities, elderly and disabled homeowners. Maintaining safe housing for the residents is a priority. The CDBG program area has a higher proportion of elderly and disabled individuals who live on fixed income and are unable to afford needed repairs/renovations to their homes that can increase energy efficiency (to save money) or make the dwellings more accessible (allowing the residents to remain in their homes). Activities will also focus on assisting small-related households, who also face the high costs of rehabilitating or upgrading homes. Programs will assist in the upkeep of these homes, preserve the existing housing stock, prevent the risk of homelessness and in the process preserve, and strengthen the neighborhoods. Particular emphasis will be placed upon elderly owner households in both the less than 30% of median family income and the 30% to 50% of median family income levels as they face severe cost burdens. There is also a need to promote and identify affordable housing for LMI households that is accessible to job opportunities.

**Non-housing Community Development Needs:**

- Repairs/Improvements needed for public facilities, such as parks and community centers accessible to low- and moderate-income persons and to provide adequate public improvements, such as ADA modifications, street lighting, streets, and sidewalks, in low- and moderate-income neighborhoods.
- Community investments needed in the area of catalytic economic development activities as a means to provide job opportunities and economic growth, and to reverse economic decline, especially for low- and moderate-income households, and
- To improve citizens' living environment, including security and safety.
- Lack of access to public infrastructure (water/sewer) for LMI households
- Better access to existing public services
- Redevelopment of older, dilapidated commercial blocks.



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**Opportunities for improvement in this target area:**

There are opportunities to provide maintenance and improvements of existing housing stock, specifically for very low income elderly and disabled homeowners. These housing improvements can aid in fostering stabilization and improvement in LMI neighborhoods. Additionally, with support with CDBG funds, key nonprofit agencies that provide services for LMI residents can repair aging facilities and increase accessibility for disabled clientele. Some of the locales in the target area have no access to public water systems for LMI households. Access can be created providing a more efficient and stable source of drinking, while also providing for connections for fire hydrants for increased safety for neighborhoods. Further, there are opportunities to renew older neighborhoods through housing rehabilitation and/or providing emergency repairs. As the region continues to grow there may be future prospects of working with private developers to create new affordable housing units in close proximity to job opportunities for LMI individuals.



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**CDBG PROGRAM AREA PRIORITY NEEDS**

Priority Need Name	Priority Level	Population	Goals Addressing
Emergency Repairs	High	Extremely-low, low and moderate income- Elderly & Disabled	Provide a suitable living environment.
Increase Affordable Housing Units	Low	Extremely-low, low and moderate income, families with children.	Retain affordable housing stock
Rehabilitation of existing units	High	Elderly, families with children, persons with DD, frail elderly, Extremely-low, low and moderate income	Retain affordable housing stock
Public Improvements and Infrastructure	Low	Moderate Extremely Low Families with Children Elderly Low	Encourage the economic vitality of neighborhoods Improve livability and safety of neighborhoods
Public Facilities	Low	Elderly Low Moderate Elderly Extremely Low Large Families Frail Elderly Families with Children Persons with Mental Disabilities Persons with Developmental Disabilities Persons with Physical Disabilities	Encourage economic development for neighborhoods Improve livability and safety of neighborhoods



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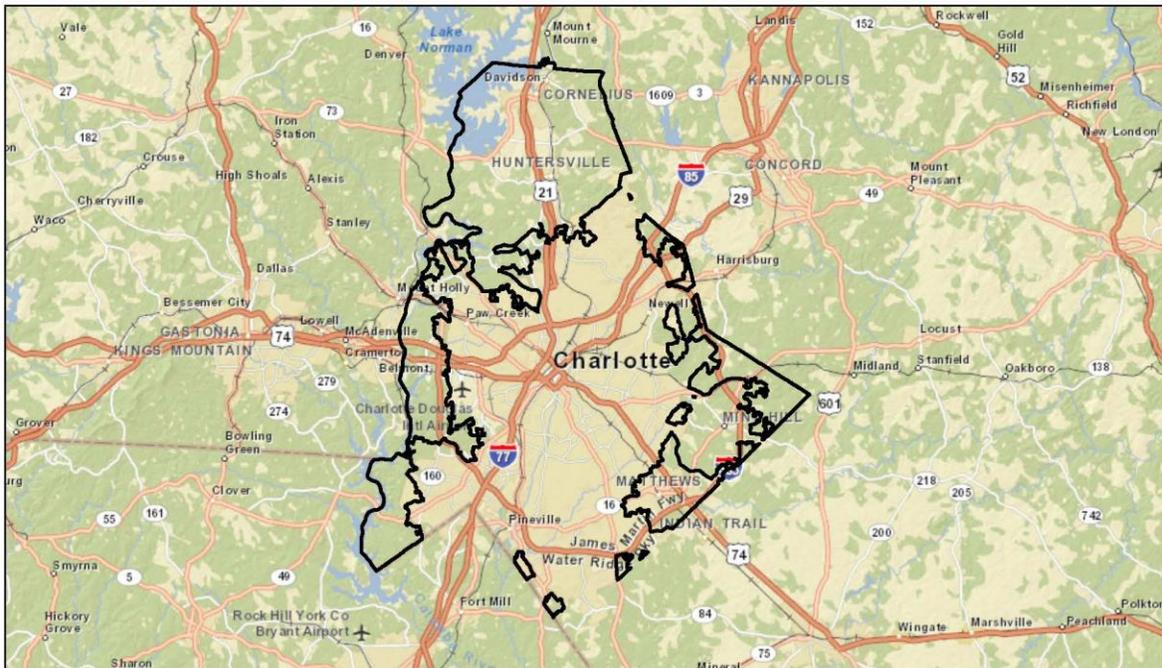
**Summary of Proposed Goals Supporting the Five-year Consolidated Plan**

<b>Goal Name</b>	<b>Start Year</b>	<b>End Year</b>	<b>Category</b>	<b>Geographic Area</b>	<b>Needs Addressed</b>
Retain Affordable Housing Stock	2015	2019	Affordable Housing	Program Area-wide	Emergency Repairs Increase affordable housing units, Rehabilitation of existing units
Improve livability and safety of neighborhoods	2015	2019	Non-Housing Community Development	Program Area-wide	Public Improvements and Infrastructure
Encourage the economic vitality of neighborhoods	2015	2019	Non-homeless/Special Needs	Program Area-wide	Non-homeless Special Needs, Non-housing Community Development
Encourage economic development for neighborhoods	2015	2019	Non-housing Community Development	Program Area-wide	Public Facilities



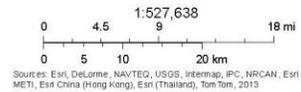
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CPD Maps - Mecklenburg County CDBG Program Area



February 5, 2014

Override 1





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**APPLICATION ELIGIBILITY AND EVALUATION CRITERIA**

**Applications must be complete and satisfy HUD national objectives and eligibility requirements as well as comply with the Mecklenburg County's 2015-2019 Consolidated Plan. Applicants will be evaluated upon the following criteria:**

1. Benefit to Low and Moderate Income Persons - maximum 10 Points

Ten points will be given to activities that benefit at least 51 percent low and very low income persons.

Five points will be given to activities that meet either of the other two National Objectives (Elimination of slum and blight and/or Meeting and Urgent Need)

2. Activity Need and Justification – maximum 15 Points

- a. Need – 10 Points

The activity will be evaluated in terms of the documentation and justification of the need for the activity. Activities with excellent documentation and justification will be awarded the maximum of 10 points (Good – 10 pts, Average – 5 pts, and Poor – 0 pts). In addition, activities that serve the very lowest income levels will be given high consideration.

- b. Consolidated Plan Priority – 5 Points

Activities addressing priorities as identified in the Consolidated Plan will be awarded 5 points.

3. Reasonableness of Cost Estimates – maximum 15 Points

The activity will be evaluated in terms of: 1) its impact on the identified need, 2) its implementation costs and funding request relative to its financial and human resources, and 3) for construction costs, source of construction estimates. Evaluation will include the cost incurred per person per unit and the justification for a particular level of funding.

4. Activity Management and Timeliness – maximum 20 Points

Points will be awarded to applicants based on documentation and information provided, showing that the resources needed to manage the proposed activity are available and ready, and that the commitment for operation and maintenance, where applicable, has been certified. In addition, for applicants that have received CDBG funds in the past, their record of timeliness for the funded activity will be evaluated.



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For construction projects, points will be awarded to applicants based on documentation and information provided, showing that the resources, such as funding, site control, etc., needed to implement the proposed activity are available and ready. Maximum points will be given to activities that are ready to move forward quickly. These criteria take into consideration factors that may accelerate or slow down the ability to implement the activity in a timely manner. The highest points will be given to construction projects that can be completed within 12 months.

5. Experience, Past Performance, and Organization Capability – maximum 20 Points

The experience of the applicant, including the length of time in business and experience in undertaking projects of similar complexity as the one for which funds are being requested will be evaluated.

In addition, the applicant will be evaluated in terms of its past performance in relation to any local, state, or federal funding program. The past performance will refer to attainment of objectives in a timely manner and expenditure of funds at a reasonable rate in compliance with the contract. Compliance with the contract will include but not be limited to submission of reports and adherence to the scope of services.

For those applicants that have not received CDBG funding in the past, allocation of points up to the maximum of 20 points will be awarded, dependent upon thorough documentation of similar past performances submitted with the application.

6. Project Budget – maximum 20 Points

Points will be awarded based on evidence of sufficient funding to complete the project.

**TOTAL POINTS AVAILABLE      100 Points**



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**Process**

The Coordinating Agency Staff (Centralina Council of Governments) will review all submitted applications. Any application that does not meet one of the three HUD National Objectives will automatically be eliminated from consideration.

The Coordinating Agency Staff will compile all applications and score accordingly. All application information along with scoring and recommendations by the Coordinating Agency Staff will be submitted to the Mecklenburg County Administration and the CDBG Advisory Committee for their review, input and recommendation. The final recommendation and review will be included in the Draft of the 2017 Annual Action Plan for 30-day public review beginning March 15, 2017. A public hearing TBD will be held within that 30-day period for public review and comment on the proposed application and funding request for the utilization of CDBG funds for Fiscal Year 2017-2018. The final draft of the Action Plan will be submitted to the Mecklenburg County Board of Commissioners on May 2, 2017, with submittal to HUD on May 15, 2017.

NOTE: Recommendation of projects or programs and actual funding is determined by the CDBG allocation received by the U.S. Department of Housing and Urban Development, which can be between March and July of each year.

The selection of a program or project inclusion in the Annual Action plan does not constitute a contract with the Mecklenburg County. Mecklenburg County is not responsible for nor can they reimburse expenses made by an applicant for the cost of application, or program costs incurred until official notification of funding allocation from the U. S. Department of Housing and Urban Development and a contract with the Mecklenburg County has been approved.