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TO: Community Development Commission

FROM: Mary A. Keating, Director,
Department of Community Services

DATE: April 17, 2025

SUBJECT: CDBG Application Direction – 2026 Program Year

Action Requested: Community Development Commission (CDC) staff request direction as to whether a 2026 program year Community Development Block Grant (CDBG) Capital Improvement application round should be held.

Details: Each year, the County is required to prepare and submit an Annual Action Plan (AAP) to HUD, which includes proposed projects to be awarded under each grant program for the program year. As outlined in the 5-Year Consolidated Plan, which guides each AAP, the County awards CDBG funding based on a competitive application process. The timeline of the application process is as follows:

Month	Action
June/July	Prepare Application & Materials
August	Mandatory Pre-Application Meeting
September	Letters of Intent Due / Application Open
October	Applications Due
October/November	Applications Evaluated / Competitively Scored
November/December	Prepare Funding Recommendations / Complete Draft AAP
January	PY Funding Recommendations / Draft AAP to Committees

In October of 2024, the CDC accepted CDBG Neighborhood Investment (NIV) and Public Service (PS) applications for program years 2025 and 2026 with the intention to solicit for non-profit owned/operated public facility improvement, also known as Capital Improvement, applications for program year 2026.

As per CDC policy, all applications for rehabilitation must include a comprehensive assessment of the anticipated rehabilitation needs of the property for at least the next 5-year time period, also known as a Capital Needs Assessment (CNA). CNAs are typically completed by a qualified entity, which adds to the time and cost of applying for CDBG funding. A CNA would need to be completed prior to August to identify properties in need of and eligible for CDBG funding.

On 03/15/2025, the Full-Year Continuing Appropriations and Extensions Act, 2025, became Public Law No: 119-4, making further continuing appropriations and other extensions for the fiscal year ending 09/30/2025. It is unknown when the 2026 Federal Budget will be passed, however, it is unlikely to be passed prior to the start of an application cycle, making it difficult to prepare for the coming AAP and program year.

Due to the uncertainty federally funded programs in 2026, CDC staff feel it is important to take into consideration the time and potential costs associated with completing a CDBG Capital Improvement application, when funding may or may not be available to award.

In lieu of requesting Capital Improvement applications for PY2026, the CDC could elect to fund NIV projects which were applied for as part of the 2025-2026 CDBG application round. PY2025 CDBG funding recommendations, made to this committee on 01/07/2025, included proposed 2026 funding for one NIV project with two additional NIV projects placed on a “B-List” or alternate project list. If Capital Improvement applications are not requested for 2026, there are three NIV projects that could move forward. If additional funding was available, a recommendation could be made to fund a 2025 B-List project in PY2026.

All PY2026 funding recommendations will be presented to this committee, likely in January 2026, for approval.