

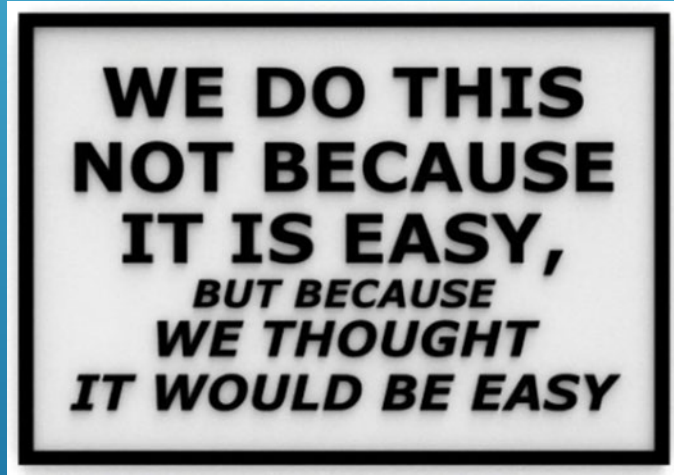
MARION COUNTY COMMUNITY & ECONOMIC DEVELOPMENT

June 25, 2026, CDBG/HOME Interested Applicant
Workshop

Steve Dickey, CDBG / HOME Program Manager



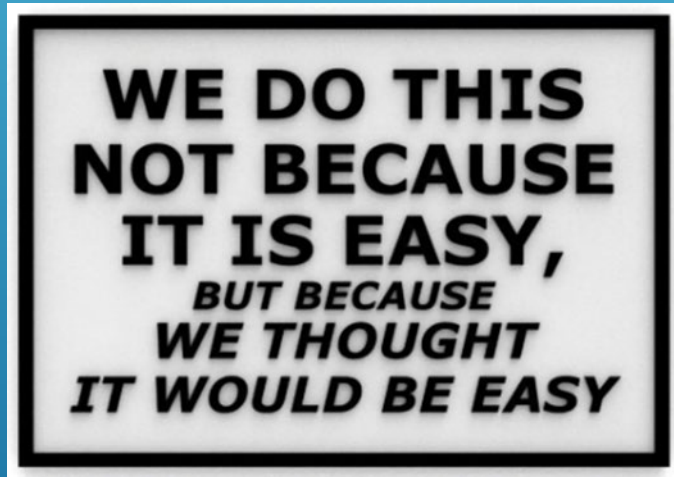
WHAT IS CDBG/HOME



Community Development Block Grant (CDBG)

- ▶ Funded through the U.S. Department of Housing and Urban Development (HUD)
- ▶ Projects or Programs Must Meet One of the CDBG National Objectives
 - ▶ **Benefit low- and moderate-income (LMI) persons**
 - ▶ Aid in the prevention or elimination of slum and blight
 - ▶ Meet a need having particular urgency (referred to as urgent need) Rare-has specific requirements

WHAT IS CDBG/HOME



Home Investments Partnership Program (HOME)

- ▶ Funded through the U.S. Department of Housing and Urban Development (HUD)
- ▶ Designed exclusively to provide decent, affordable housing to low-and-moderate income households
- ▶ Can be used in a variety of ways including:
 - Building new housing
 - Preserving existing housing
 - Rental assistance
 - Homebuyer assistance

FUNDING SOURCE – U.S. FEDERAL GOVERNMENT

Critical Details to Consider:

- ▶ CDBG and HOME funds are federal grants subject to numerous federal regulations
- ▶ The grants are paid on a reimbursement basis, no federal funds paid in advance of work being completed
- ▶ The grant agreement is a legally binding contract with terms and conditions for the grant recipient
- ▶ Failure to follow the terms and conditions of the grant can result in repayment of the grant funds, civil penalties, etc.

CDBG FUNDING CRITICAL AREAS OF COMPLIANCE

The following apply to the entire 'project', not just the portion funded by CDBG:

- ▶ The environmental review process
- ▶ Prevailing wage / Davis Bacon Act requirements
- ▶ Build America, Buy America requirements
- ▶ Procurement requirements for bids, proposals, and purchases

ENVIRONMENTAL REVIEW

All Projects are Subject to Environmental Review

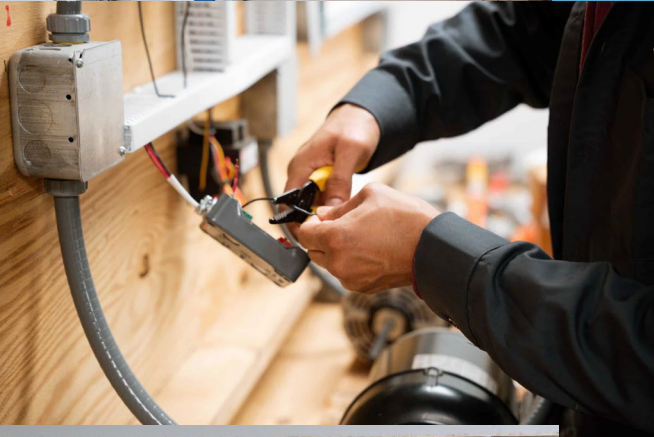
- ▶ Difference Between –
 - ▶ Exempt
 - ▶ Categorical Exclusion Not Subject To (CENST)
 - ▶ Categorical Exclusion Subject To (CEST)
 - ▶ Environmental Assessment
 - ▶ Environmental Impact Statement
- ▶ Required Tribal and Historic Preservation Consultation
- ▶ All Projects and Programs are Subject to 24 CFR, Part 58, Part 51 (noise), Part 55 (floodplains)



PREVAILING WAGE / DAVIS BACON

Prevailing Wage is required for the entire project:

- ▶ Any construction, alteration, or repair activities over \$2,000 funded in whole or in part with CDBG funds. It applies to laborers, mechanics, trades involved with construction, alterations, or repairs
- ▶ Residential repairs are exempt for residential structures of seven or fewer units
- ▶ Weekly certified payroll reports and onsite wage verification inspections are part of the prevailing wage requirements
- ▶ All Projects and Programs are Subject to 29 CFR, Part 5, and HUD Handbook 1344.1 REV-3, January 2023 Chapter 2 2-1



BUILD AMERICA, BUY AMERICA (BABA)

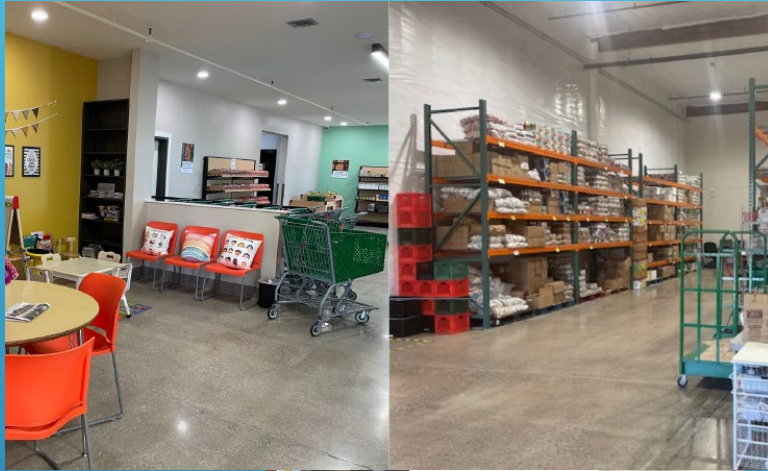


► BABA Requires:

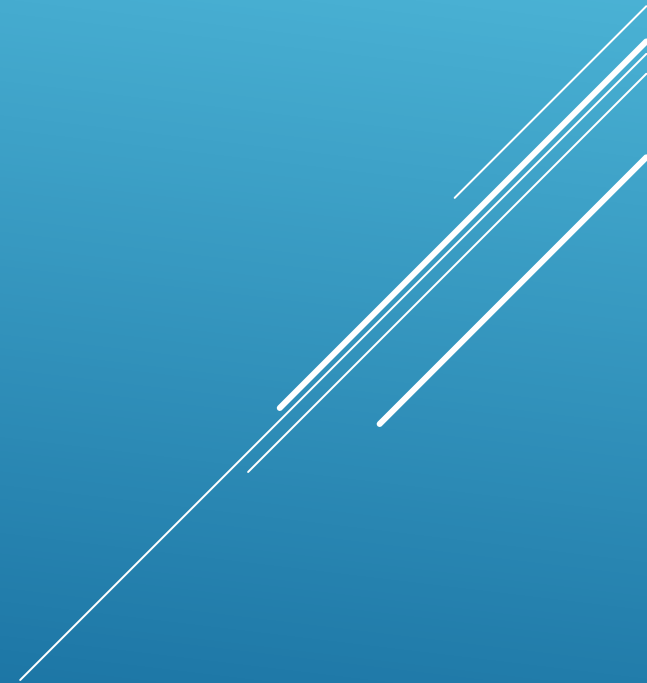
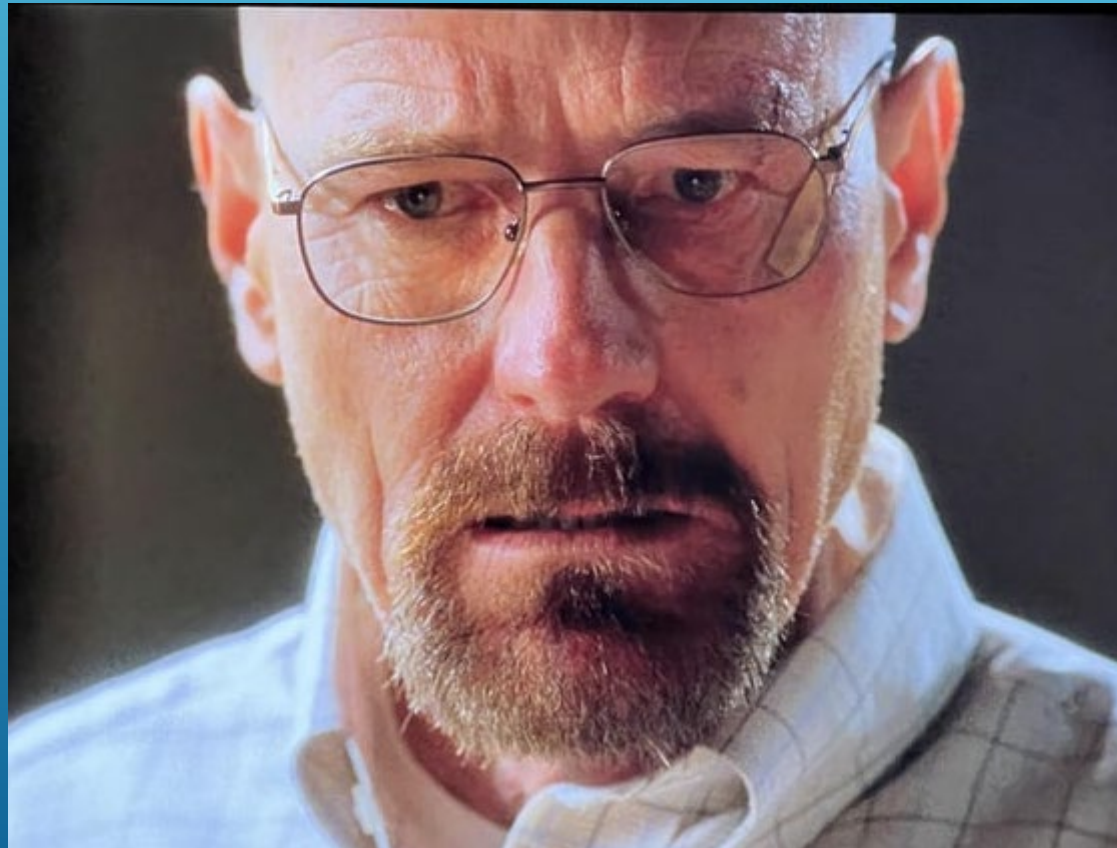
- All iron, steel, manufactured products, and construction materials used in federally funded infrastructure projects are produced in the United States.
- All projects and programs are Subject to 2 CFR, Part 184

PROCUREMENT / ACQUISITION

- ▶ Statutory Requirements Subject to 2 CFR 200 and 24 CFR Part 570
- ▶ Difference Between –
 - ▶ Invitation to Bid (ITB)
 - ▶ Request for Proposals (RFP)
 - ▶ Architectural and Engineering (A&E) solicitations and the Brooks Act
- ▶ Conflict of Interest and Other Ethics Violations
- ▶ The Principle of Open and Fair Competition



STILL INTERESTED?





CURRENT COUNTY BASED PROGRAMS

CDBG Funds:

- ▶ Homeowner Residential Rehabilitation Program for LMI Households
 - ▶ Zero percent, partially forgivable loans for critical home repairs

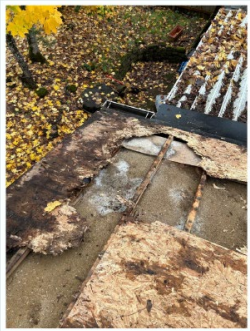
HOME Funds:

- ▶ Homebuyer Assistance Program for LMI Households
 - ▶ Zero percent, partially forgivable loans for down payments, closing costs, interest rate(point) buydown

▶ Examples of Impact

- ▶ Allows homeowners to stay in their homes
- ▶ Provides home ownership opportunity for LMI households

Home Owner Rehab



CURRENT COMMUNITY PROGRAMS

CDBG / HOME Support for Local Communities and Non-Profit Organizations

- ▶ Renovation of existing community facilities
- ▶ Construction of new facilities
- ▶ Infrastructure improvements
- ▶ Support to services benefitting LMI households or individuals

Examples of Impact

- ▶ Building/renovating facilities that benefit local LMI populations
- ▶ Funding for delivery of essential social services



CDBG / HOME Application



Who's Eligible to Apply?

- ▶ Local government entities with projects benefitting LMI populations
- ▶ Non-profits serving LMI populations
- ▶ For-profit companies supporting LMI populations

When to Apply?

- ▶ Annual applications will be accepted October 12, 2026 thru December 18, 2026

When are Funds Available?

- ▶ If awarded, agreement is signed and eligible expenses can be reimbursed after July 1st following the award of grant funds by the Board of Commissioners

THE FUNDING INTEREST FORM

Instructions for Completion of the 2027-2028 Marion County CDBG / HOME Application Cycle

Funding Sources: The primary sources of funding for projects or programs in this funding cycle are through the U.S. Department of Housing and Urban Development. The funding programs are the Community Development Block Grant (CDBG) program, and the Home Investment Partnerships (HOME) program. As these programs are federal funding programs, they are subject to the requirements of 2 CFR, Part 200 - <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200?toc=1>

Introduction: These instructions are intended to provide a clear expectation of what information should be provided. This will help ensure that the application submitted will be complete and contain all relevant information so that decision makers may consider the project for funding. Incomplete applications will delay consideration of the application, and in some cases may result in the application being rejected. If there are questions after reading these instructions, please contact us as soon as possible so that we may assist you:

Steve Dickey – CDBG / HOME Program Manager
(503) 373-4334 / sdickey@co.marion.or.us, or
Sheila Roberts – CDBG / HOME Program Staff
(503) 589-3273 / sroberts@co.marion.or.us

ONE PAGE PRE-APPLICATION INSTRUCTIONS

The purpose of the Pre-Application is to provide an opportunity for program staff to determine project eligibility, initial level of project readiness, and assist staff with assessing the overall level of funding need for the program year. Full applications will be accepted after the agency has been notified that their project proposal has met the threshold of project eligibility, financial readiness, and timeline readiness.

First Section Pre-Application

- **Agency Name** – This needs to be the legal name of the agency that will be responsible for fulfilling the terms and conditions of the contract.
- **Agency Address, City, State, Zip Code** – Mailing address for the agency.
- **Contact Name** – The name of the individual assigned to the project, or program that will receive funding if the application is approved. This should be someone who is familiar with the project or program and has the authority to respond on behalf of the agency to address questions that come up when reviewing the application.
- **Contact Email, Phone** – Email and phone number for the project contact.

Project Name and Summary Information

- **Project Name** – This should be a project name that will be used in the contract, and in any documents used to present the project to decision-makers.

Provides an Opportunity to:

- ▶ Present a program or project idea prior to application
- ▶ Helps program staff provide early technical assistance to improve application quality
- ▶ Provides an early assessment of the community need

THE FULL APPLICATION FORM

Specific Detail and Clarity is Essential:

- ▶ Provides all essential information needed to evaluate the project for funding
- ▶ If funded, the information will be used to develop a legally binding grant agreement
- ▶ Is the official record of request for funding through the CDBG or HOME programs and is a public document

2027-2028 Marion County CDBG / HOME Project Application

Section 1 Agency / Organization Information			
Agency Name			
Agency Address			
Agency City			
Agency UEI Number	State	Zip Code	
Contact Name and Title		Contact Phone	
Contact Email		Agency Website	

Section 2 Project Name and Summary Information	
Project Name	Total Request
Loan Amount	Grant Amount
Project Summary Description (submit a separate page if more space is needed)	
Project or Program Location	
Support Financial Independence	Does the project or program support growth toward being more financially independent? Yes ☐ No ☐ Indirectly ☐
Project Type	Public Service ☐ Construction ☐ Renovation / Rehabilitation ☐ Public Infrastructure ☐ Economic Development ☐ Slum or Blight Removal ☐ Property Acquisition ☐ Urgent Need ☐

Pre-Application Deadline is Close of Business on Wednesday, September 30, 2026
Full Application Deadline is Close of Business on Friday, December 18, 2026

THE FULL APPLICATION FORM

2027-2028 Marion County CDBG / HOME Project Application

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Section 1 - Agency / Organization Information:

- ▶ Agency name and address must be the legal name and the physical address of the applicant
- ▶ UEI Number is the Unique Entity ID number, formerly known as a DUNS Number
 - ▶ This is required to receive federal funds and can be obtained at [SAM.gov](https://sam.gov)
- ▶ Contact information – This is the person who is familiar with the project details and can answer questions related to the application

THE FULL APPLICATION FORM

Section 2 – Project Name and Summary Information:

- ▶ Provide a project name that will be used in the grant agreement
- ▶ Choose whether this is a request for a loan or a grant and provide the amount of the request
- ▶ Project summary description must describe what the project is and the measurable outcome
- ▶ Project location is an address or area of benefit description
- ▶ Does the project support financial independence?
- ▶ Project Type-Infrastructure, facility, service, etc...

2027-2028 Marion County CDBG / HOME Project Application

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Section 3 – Project Timeline and Milestones:

- ▶ Funding requests must have a specific timeline tied to project milestones
- ▶ All projects must have at least one to two milestones between the start and end dates

THE FULL APPLICATION FORM

Section 4 – Project Funding / Budget:

- ▶ The total project budget must be listed at the top
- ▶ Identify the amount requested to be funded with CDBG or HOME funds
- ▶ Status of funding components
 - ▶ Secured – legally committed through an agreement or contract, or in possession
 - ▶ Committed – a formal decision has been made to dedicate the funding, but no legal contract
 - ▶ Applied for – an application is in process, but no decision has been made

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Section 5 – Income and Location Data:

- ▶ Total number of individuals or households served
- ▶ Percentage of that total that qualify as low-to moderate-income
- ▶ Percentage of that total that live in Marion County, but outside the Salem city limits

THE FULL APPLICATION FORM

Section 6 – Discrimination is Strictly Prohibited:

- ▶ Section 6 provides an assurance that the provision of services is not based on discriminatory criteria
- ▶ Are there specific qualifications to receive benefit or services from the service provider?
- ▶ Qualifications-based on need such as financial situation
- ▶ Discrimination-based on immutable characteristics such as race, age, ethnicity, etc...

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THE FULL APPLICATION FORM

Section 7 – Required Signatures:

- ▶ There are two lines that must be completed and signed, even if they are the same person
 - ▶ The name and title of the person completing the application form
 - ▶ The name of the person authorized to submit the form and commit the agency/organization to the terms and conditions of the legal grant agreement

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CONCLUSION

Time and Attention to Detail:

- ▶ A successful application requires careful attention to detail
- ▶ Projects need to be well thought out, and given serious consideration before applying
- ▶ Funding is limited and the requests for funding far exceed what is available
- ▶ Do your best to make your application as clear as possible for the decision makers

QUESTIONS?

For more information, please contact:

Steve Dickey

sdickey@co.marion.or.us 503-373-4334

or

Sheila Roberts

sroberts@co.marion.or.us 503-589-3273

<https://www.co.marion.or.us/CS/Pages/Community-Development.aspx>

