



**MICHIGAN ECONOMIC
DEVELOPMENT CORPORATION**

**MICHIGAN
COMMUNITY DEVELOPMENT
BLOCK GRANT
DISASTER RECOVERY
2020 & 2021 DISASTERS**

**PUBLIC INFRASTRUCTURE
& PUBLIC FACILITIES
PROGRAM APPLICATION
WEBINAR**

MAY 2023



AGENDA

1. CDBG-DR: PIPF

1. Disaster Unmet Need
2. PIPF Program Details
3. CDBG-DR Differences
4. Program Timeline

2. How to Apply

1. Application Process & Submission
2. PIPF Scoring Criteria
3. Application Walkthrough

3. IPF Eligibility Determinants

1. Eligible/Ineligible Projects
2. Project Pathways
3. Duplication of Benefits
4. Disadvantaged & Vulnerable Populations
5. National Objectives
6. Disaster Tie-Back
7. Mitigation & Resilience Metrics
8. Citizen Participation
9. Project Scope of Work and Schedule
10. Costs and Capacity

4. Resources



MICHIGAN
ECONOMIC
DEVELOPMENT
CORPORATION

PURE *M*ICHIGAN®

CDBG-DR: PUBLIC INFRASTRUCTURE & PUBLIC FACILITIES





PUBLIC INFRASTRUCTURE & PUBLIC FACILITIES PROGRAM (PIPF)

MEDC will award funds to local governments to address **unmet** recovery and mitigation needs. The CDBG-DR funding is designed to address the needs that remain after all other assistance has been exhausted.

Funds will allow recipients to design and construct public infrastructure and public facilities, this includes the:

- Rehabilitation, reconstruction, or new construction of a wide range of facility types, including public buildings, roads and bridges, utility infrastructure, and parks.
- Promotion of sound, sustainable long-term recovery, and projects that account for the unique hazards, opportunities, land use restrictions, urban growth boundaries, underserved communities, and disaster impacts within Michigan's impacted communities

PROGRAM DETAILS

DISASTER	2020	2021
PROGRAM CATEGORY	Public Infrastructure & Public Facilities	Public Infrastructure
HUD MIDS* (ELIGIBLE AREAS)	Midland Saginaw Gladwin	Wayne
BUDGET	\$40,000,000 67% of Total DR Allocation	\$11,431,500 95% of Total DR Allocation
MAX & MIN AWARD	\$10,000,000 maximum \$1,000,000 minimum	
ELIGIBLE APPLICANTS	Units of Local Governments	

MEDC will use competitive funding rounds to award funds to eligible projects proposed by eligible local governments.

Funding rounds and awards will be published on the MEDC's CBDG-DR website.

1st Round = \$41.4 million

KEY CDBG-DR DIFFERENCES

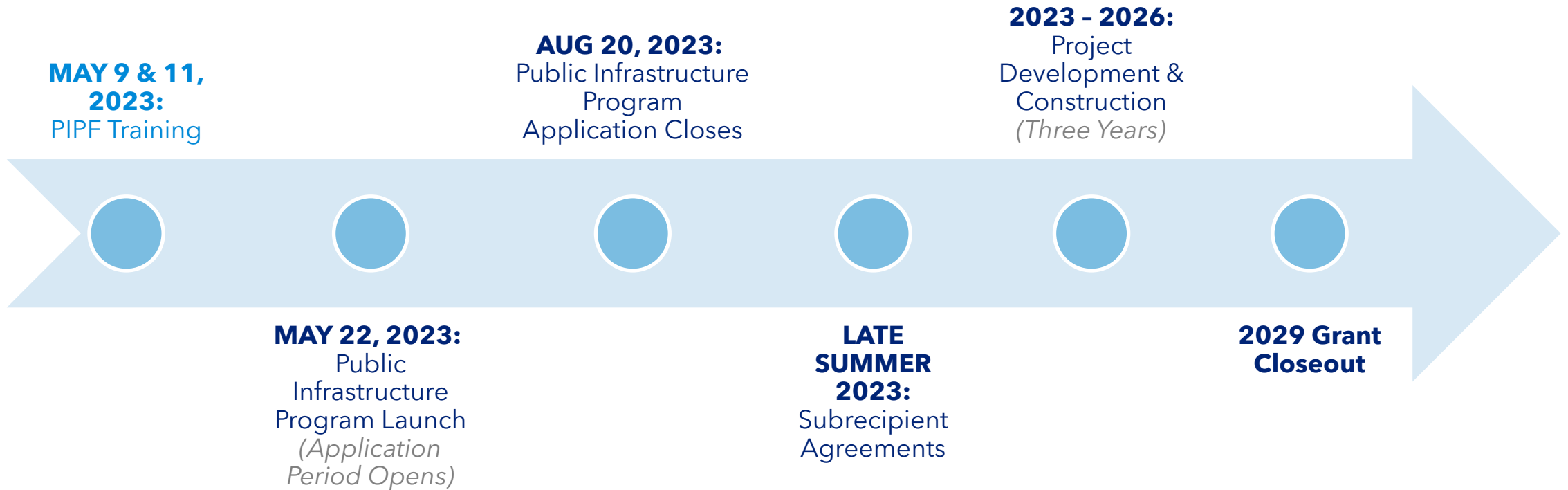
CDBG Water Infrastructure

- ✓ Water Infrastructure
- ✓ Identified Communities
- ✓ National Objective is LMI-Area Benefit
- ✓ Emphasis on Critical Improvement Needs
- ✓ Identification of Aging Infrastructure

CDBG-DR PIPF

- ✓ Public Infrastructure + Public Facilities (2020)
 - ✓ Program Available to HUD MID Areas
- ✓ National Objective Varies (LMA, LMC, UN)
- ✓ Based on Unmet Needs (Disaster Tie-Back)
 - ✓ Focus on Vulnerable Communities
 - ✓ Disaster Mitigation Measures
 - ✓ Resilience Metrics Tracking
- ✓ Accounts for Duplication of Benefits
 - ✓ Identification of Program Capacity
- ✓ Projects may be FEMA PA or HMGP Match

PROGRAM TIMELINE





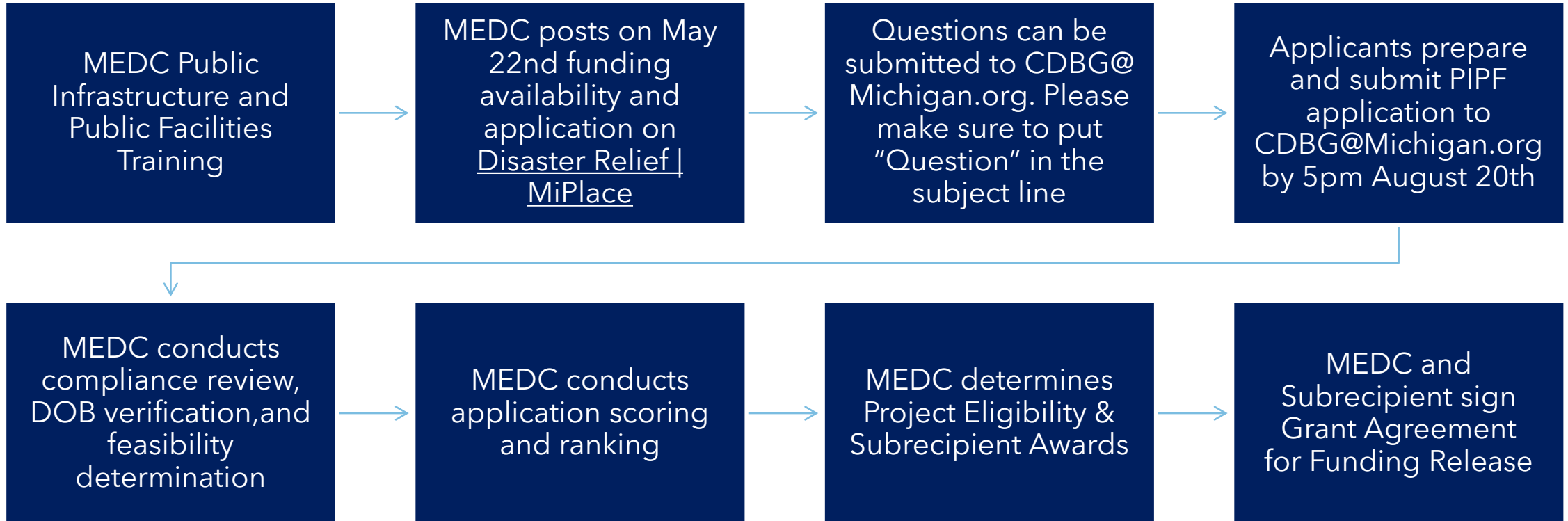
MICHIGAN
ECONOMIC
DEVELOPMENT
CORPORATION

PURE *M*ICHIGAN®

HOW TO APPLY



APPLICATION PROCESS



SUBMISSION REQUIREMENTS

Applications for PIPF funding will be evaluated on the following project components:

- Completed CDBG-DR PIPF Program Application
- SAM.gov Verification (Unique Entity Identifier)
- Disaster Tie-Back Supporting Documentation
- Mitigation Measures and Resilience Performance Metrics
- National Objective Documentation
- Detailed Project Location Map
- Flood Map - FEMA FIRMette
- Detailed Project Budget
- Construction Cost Estimate, Signed by Licensed Engineer/Architect
- Project Schedule Form
- Public Participation Form
- Public Hearing Notice - Published
- Public Hearing Minutes or Summary of Meeting
- Project Operations & Maintenance Plan
- Statement of Assurances Form
- Anti-Displacement and Relocation Plan
- Subrecipient Capacity and Conflict of Interest
- Authorizing Resolution
- Identified Compliance Policies/Plans
 - Local Citizen Participation Plan
 - Procurement Policy
 - Fraud, Waste, & Abuse Policy
 - Cross-Cutting Federal Compliance
(Fair Housing and Civil Rights Laws, Labor Standards and Section 3)
- Associated Local Plans (optional)

PIPF SCORING CRITERIA

MEDC will rank applications based on factors such as:

- Projects that meet the LMI national objective criteria will be prioritized.
 - *The State reserves the right to allocate funds to projects if the project would otherwise meet program objectives and achieves a different national objective.*
- Projects that leverage other sources of funding.
 - e.g., FEMA PA and HMGP, approved bonding, district funding, dedicated infrastructure funding, or general funds
- Projects that incorporate mitigation activities that address current and future risks, as identified in the mitigation needs assessment of the CDBG-DR Action Plan .

REVIEW FACTORS	POINTS
Project Detail & Justification	Up to 10 points
Tie Back to the Disaster	Up to 10 points
★ National Objective	Up to 15 points
★ Budget and Leveraged Funding	Up to 10 points
Benefit to Disadvantaged Communities	Up to 10 points
Infrastructure Capacity	Up to 15 points
★ Mitigation Measures	Up to 20 points
Coordination and Partnerships	Up to 5 points
Operations and Maintenance	Up to 5 points
TOTAL	100 POINTS

PIPF APPLICATION WALKTHROUGH

SECTION 1

APPLICANT IDENTIFICATION

Official Applicant: Unit of General Local Government (UGLG) or Not-for-profit entity	
Mailing Address: Street/PO Box, City/County, State & Zip Code	
Applicant Project Contact (PC) Name	
Applicant PC Title	
Applicant PC Address	
Applicant PC Telephone Number	
Applicant PC Fax Number	
Applicant PC E-Mail Address	
Applicant's Unique Entity Identifier (UEI) #	
Applicant's Federal Tax ID (FEIN) #	

SECOND POINT OF CONTACT

Applicant Second Contact Name	
Applicant Second Contact Title	
Applicant Second Contact Telephone Number	
Applicant Second Contact E-Mail Address	

CHIEF ELECTED OFFICIAL

Chief Elected Official Name	
Chief Elected Official Title	
Chief Elected Official Email	

COORDINATION AND PARTNERSHIPS

Co-applicant's Name (list all involved in this project):	
Support being provided from co-applicants:	
If co-applicant is a non-profit, do they have a 501(c)(3) IRS determination?	<input type="checkbox"/> Yes <input type="checkbox"/> No

APPLICATION FUNDING DETAILS

Total CDBG-DR Award Requested:	
Number of individual projects Included in the application?	
List of the names of jurisdictions included and benefiting from this application.	

PIPF APPLICATION WALKTHROUGH

CAPACITY PLAN	
Does the UGLG have open CDBG grants, including CDBG housing grants, or executed Letters of Intent (LOI) related to a CDBG project?	Yes No
If yes, please provide the grant number(s) and project name in the case of a LOI:	
Does the UGLG have any unresolved CDBG grant issues and/or findings?	Yes No
If yes, please provide the grant number and explain the issues and/or findings:	
Conflict of Interest, check all that apply:	<p>Employees, agents, consultants, officers, elected board members or appointed officials of the UGLG will obtain a financial interest or benefit from a CDBG assisted activity or will have an interest in any contract, subcontract or agreement with respect thereto, or in the proceeds hereunder, either for themselves or for those with whom they have family or business ties, during their tenure or for one year thereafter.</p> <p>Officials and staff of the UGLG will be a party to contracts involving the procurement of goods and services assisted with CDBG funds.</p> <p>No conflicts.</p>

PIPF APPLICATION WALKTHROUGH

ADMINISTRATION

Identify who will be responsible for administering the proposed project (Check One). NOTE – Administrative contracts cannot be signed until authorized by the MEDC.

- A CGA will be procured to assist the UGLG with administering the project.** The CGA has not yet been selected and the contract amount is unknown. The contract has not yet been signed and the MSF will fund the costs.
- UGLG staff will administer the project.** Provide the name and contact information for the point of contact at the UGLG who will be responsible for administering the proposed project:

Name:

Business Address:

Phone #:

E-mail:

AUTHORIZED OFFICIAL APPLICANT

SIGNATURE:

Name and Title:

Date:

E-Mail Address:

ATTACHED DOCUMENTS

ATTACHED?	ATTACHMENT	DOCUMENT NAME
<input type="checkbox"/>	Organizational Chart (Identify Key Staff)	<input type="text"/>
<input type="checkbox"/>	UEI Registration (Sam.gov screenshot or documentation)	<input type="text"/>
<input type="checkbox"/>	Experience with similar projects (of size, scale, and type)	<input type="text"/>
<input type="checkbox"/>	Financial Statements (Single Audit or CAFR)	<input type="text"/>
Additional Comments:		<input type="text"/>

PIPF APPLICATION WALKTHROUGH

SECTION 2

PROJECT SCOPE AND SUMMARY

Official Project Title: <input type="text"/>		National Objective (met/being met):	<input type="checkbox"/> Low to Moderate Income (LMI) – Area Benefit <input type="checkbox"/> Low to Moderate Income (LMI) – Clientele <input type="checkbox"/> Urgent Need
Project Description/Justification (Identify state and local assets): <input type="text"/>		Percentage of the LMI persons benefiting from the project (see HUD LMI list posted on MEDC website)?	<input type="text"/>
Project Site Address: <input type="text"/>		Benefit to Disadvantaged Communities & Vulnerable Populations:	<input type="text"/>
Identify Qualifying Disaster:		(Address the extent to which the project benefits such populations and underserved communities and include documentation of the Social Vulnerability Index (SoVI) or other data of the area served.)	<input type="text"/>
Project Tie-to-Storm: <input type="text"/>		Compliance Check: Select all boxes as applicable, or potentially applicable.	<input type="checkbox"/> Will impact historic properties or archaeological sites and districts. <input type="checkbox"/> Will impact wetlands. <input type="checkbox"/> Is located in a floodplain and/or will impact a floodplain. <input type="checkbox"/> Is located in a coastal zone. <input type="checkbox"/> Will require local, state, and federal permits. <input type="checkbox"/> Will result in the acquisition of easements. <input type="checkbox"/> Will result in the demolition or conversion of residential dwelling units, both occupied and vacant. <input type="checkbox"/> Will result in temporary or permanent relocation of businesses, non-profit organizations, homeowners, or tenants. <input type="checkbox"/> Will result in special fees (i.e., tap in / hookup fees, special assessments). <input type="checkbox"/> None of the above
Most Impacted and Distressed (MID) Area:			
Project Pathway: (Select one)		Does the project align with a local plan (e.g. Hazard Mitigation Plan, Capital Improvement Plan, Master Plan, etc.)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Project Type: (Select one)		Lead and Copper Rule: (If Applicable)	<input type="checkbox"/> The proposed project activities trigger LCR requirements, and the project includes any/all statutorily required replacement of lead or galvanized service lines. <input type="checkbox"/> The proposed project does not trigger LCR requirements.
		Will this project generate any potential program income?	<input type="checkbox"/> Yes <input type="checkbox"/> No

PIPF APPLICATION WALKTHROUGH

Mitigation Measure: (Select, as applicable)	<input type="checkbox"/> Incorporating resilient construction standards <input type="checkbox"/> Using resilient building materials and technology <input type="checkbox"/> Elevating facilities <input type="checkbox"/> Buyout/Acquisition of properties <input type="checkbox"/> Use of more renewable energy technologies <input type="checkbox"/> Utilization of backup power for critical facilities <input type="checkbox"/> Integration of open space or use of nature to manage flooding <input type="checkbox"/> Other: _____
Resilience Metrics: (Select, as applicable)	<input type="checkbox"/> Number of acres no longer vulnerable to flood events <input type="checkbox"/> Number of floodplain design standards updated <input type="checkbox"/> Number of properties with access above 100 year or 500-year flood level <input type="checkbox"/> Number of Linear feet/miles of public improvement <input type="checkbox"/> Number of public facilities constructed or reconstructed <input type="checkbox"/> Number of residents protected from future flooding <input type="checkbox"/> Other: _____

LEVERAGED FUNDING SOURCE	AMOUNT	PURPOSE OF FUNDING (A&E, Administration, Acquisition, Environmental, Construction, etc.)
CDBG (from other sources)	█	█
UGLG's Local Funding	█	█
FEMA (PA, HMGP, 428 PAAP)	█	█
US Army Corp (USACE)	█	█
Insurance	█	█
Federal Highway Administration (FHA)		
Road, Water, and/or Sewer Funds	█	█
DDA or other like district Funds	█	█
Approved Bonding	█	█
American Rescue Plan Act (ARPA)	█	█
EPA Clean Water State Revolving Fund (CWSRF)	█	█
Other Assistance (not specified above)	█	█

* Note: All identified leveraged funding must be confirmed ahead of the grant agreement through a verified duplication of benefits analysis.

PROJECT ACTIVITIES (Timeline includes timing of procurement and start-up)	START DATE	END DATE
Environmental Review	█	█
Design & Engineering	█	█
Acquisition (if applicable)	█	█
Bidding	█	█
Construction	█	█
Additional Comments: █		

COMMUNITY OUTREACH EFFORTS	
Project information posted on the UGLG's public website, newspapers, or other mediums:	<input type="checkbox"/> Yes <input type="checkbox"/> No
UGLG allowed for a 10-day public comment period from the day of the Public Notice, allowing comments through a range of channels, including mail, email, phone:	<input type="checkbox"/> Yes <input type="checkbox"/> No
UGLG held a public hearing and allowed a minimum of 5 business days to notify the public of the meeting:	<input type="checkbox"/> Yes <input type="checkbox"/> No

PROJECT BUDGET DETAILS	
Total Project Budget:	█
CDBG-DR Assistance Requested:	█
Portion of CDBG-DR funding for mitigation:	█

PIPF APPLICATION WALKTHROUGH

ATTACHED DOCUMENTS			
ATTACHED?	ATTACHMENT	DESCRIPTION	DOCUMENT NAME
<input type="checkbox"/>	Expanded Project Description/Scope	Include an attachment to include additional details as needed.	
<input type="checkbox"/>	Project Location Map	Aerial map or Google map showing project location & boundaries.	
<input type="checkbox"/>	Flood Map	Prepare FEMA FIRMette or other flood map for all project sites.	
<input type="checkbox"/>	Disaster Tie-Back Documentation	Damage Assessments, Photos, Reports, News Articles, etc.	
<input type="checkbox"/>	Associated Local Plans (If Applicable)	E.g., Capital Improvement Plan, Hazard Mitigation Plan, Master Plan, etc. Include page callout where project is referenced.	
<input type="checkbox"/>	National Objective Documentation	HUD Census Survey Data, Area Beneficiary Map, National Objective Determination Narrative, other supporting documents	
<input type="checkbox"/>	Project Budget	Including Cost Reasonableness and Leveraged Funds	
<input type="checkbox"/>	Preliminary Construction Cost Estimate	Must be signed and sealed by a Licensed Engineer or Architect. Include mitigation activities and contingencies.	
<input type="checkbox"/>	Project Schedule	Account for procurement periods.	
<input type="checkbox"/>	Preliminary Designs, Construction Documents, or Specifications (If Applicable)		
<input type="checkbox"/>	UGLG Public Participation Form		
<input type="checkbox"/>	<u>Published</u> Public Notice	Include date of public notice and newspaper title.	
<input type="checkbox"/>	Public Hearing Minutes or Summary		

<input type="checkbox"/>	Authorizing Resolution		
<input type="checkbox"/>	Statement of Assurances		
<input type="checkbox"/>	Anti-Displacement and Relocation Assistance Plan	If no, explain:	
<input type="checkbox"/>	Maintenance Plan	If no, explain:	
<input type="checkbox"/>	Subrecipient Policies & Plans	Includes the: Local Citizen Participation Plan; Procurement Policy; Fraud, Waste, & Abuse Policy; Cross-Cutting Federal Compliance (Fair Housing and Civil Rights Laws, Labor Standards and Section 3)	
Additional Comments:			



MICHIGAN
ECONOMIC
DEVELOPMENT
CORPORATION

PURE *M*ICHIGAN®

PIPF ELIGIBILITY DETERMINANTS



ELIGIBLE PROJECT ACTIVITIES

Eligible activities include construction, reconstruction, or installation of public works, public facilities, and improvements to public infrastructure.

- Street and bridge improvements or reconstruction.
- Rehabilitation or construction of buildings that provides a benefit to a community.
- Extension of municipal utility distribution lines.
- Reconstruction of water/sewer lines, or flood and drainage.
- Remediation of known or suspected environmental contamination.
- Demolishing a vacant public structure, exterior improvements of a building, or building enhancements to comply with building codes.
- Payment of non-federal share of a federal grant program (evaluated against the requirements of PIPF).
- Project development activities, including site survey, construction documents development, environmental reviews, etc.



INELIGIBLE ACTIVITIES

- Projects associated with the rehabilitation or construction of dams or levees to **enlarge a dam or levee beyond the original footprint** of the structure that existed prior to the disaster event.
- An **activity underway prior to the disaster** declaration will not qualify unless the disaster directly impacted said project.
- The **purchase of equipment** and construction equipment.
- The cost of any activity associated with **buildings used for the general conduct of government** (e.g., city halls, courthouses, and emergency operation centers) or for expenses required to carry out the **regular responsibilities of the unit of general local government**.
- The **maintenance and operation of public facilities**. Including any expense associated with repairing, operating, or maintaining public facilities, improvements, and services.
- No disaster assistance may be provided for the repair, replacement, or restoration of a property to a person/entity who has received Federal flood disaster assistance that was conditioned on the person first having obtained flood insurance under applicable Federal law and the **person/entity has subsequently failed to obtain and maintain flood insurance as required under applicable Federal law** on such property.

FEMA PROJECTS

FEMA PA:

- FEMA approved PA Categories C-G; Roads and Bridges, Water Control Facilities, Public Buildings and Contents, Public Utilities, and Parks, Recreational and other Facilities.
- MEDC will be obligated to commit up to 10% of the total project award for the local match.

FEMA HMGP:

- Examples: Flood Risk Reduction Projects, Mitigation Reconstruction, Structure Elevation, Infrastructure Retrofits, etc.
- FEMA HMGP funds may be used to pay up to 75% of the eligible activity costs. The remaining 25% are derived from non-Federal sources, such as PIPF.

PROJECT PATHWAYS

Non- Federal Match: For eligible FEMA projects, MEDC will work with applicants to determine the required local match and determine what eligible costs to fund with CDBG-DR. The maximum match award will be capped based on the local match percentage of the amount FEMA has obligated on the Project Worksheet (PW).

Gap Assistance: Some projects may have scope of work made ineligible by FEMA or work that is above what FEMA has opted to obligate as eligible. If the scope of work is still eligible for CDBG-DR funding, HUD allows to cover the gap needed to ensure that the entire project can be funded.

STAND ALONE PROJECTS

This project pathway may include:

- Projects that underwent FEMA PA and HMGP review and were denied funding.
- Projects that are no longer eligible for submission to FEMA for funding.
- Projects developed with the intention of being funded mainly by CDBG-DR.

Stand-alone projects should focus on making updates and necessary improvements to existing public infrastructure systems and benefit the low-to-moderate income population in an impacted community.

MEDC will require that projects are consistent with local and regional plans and generate a measurable resilience benefit.

ORDER OF ASSISTANCE & FUNDING OF LAST RESORT

There is a statutory order of assistance for Federal agencies and CDBG-DR funds may not be used for activities reimbursable by or for which funds are made available by FEMA or other sources.

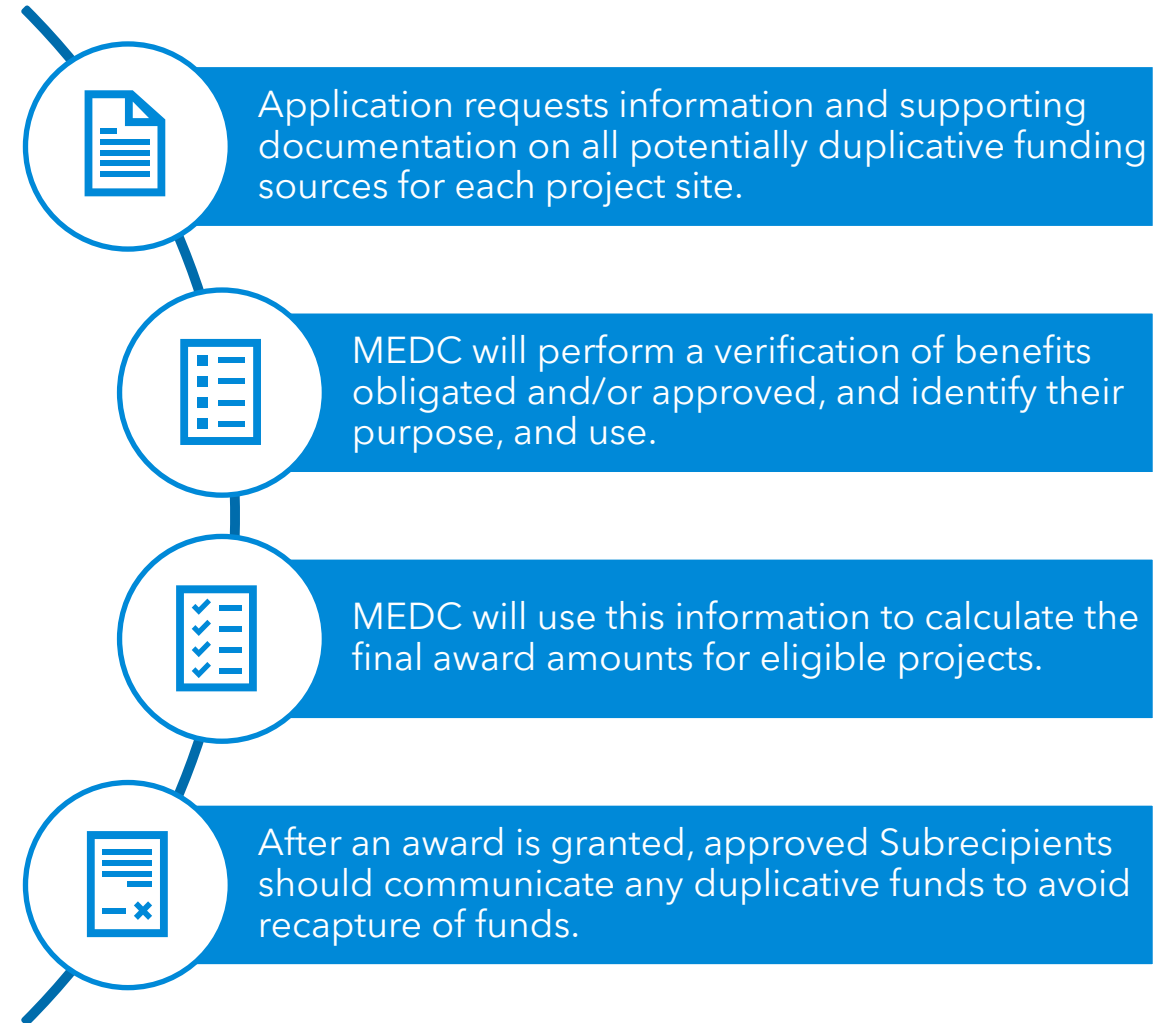
- MEDC must verify whether FEMA funds are available for the activity, as part of the **Duplication of Benefits** process.
- If feasible, MEDC will require applicants to submit their projects through FEMA to determine if assistance is available.
- If a project was not submitted through FEMA, IPF requests an explanation from the applicant.
- MEDC will assess each project for CDBG-DR eligibility before moving forward with potentially proving assistance.

DUPLICATION OF BENEFITS (DOB)

DOB occurs when an entity receives assistance for the same purpose or need from multiple sources. Thus, the goal is to ensure Federal assistance serves only to **“supplement insurance and other forms of disaster assistance.”**

Program controls include, but are not limited to:

1. Applicants will outline all as part of the information submitted with applications through the *Duplication of Benefits Analysis & Certification form*.
2. All potentially duplicative funding sources will be verified through a *due diligence process* to verify all funding sources and determine the project’s unmet need.
3. An *Agreement* is executed at the time of the grant agreement. If an approved Subrecipient receives any assistance not already verified during the duplication of benefits review process, the Subrecipient is subject to a repayment of those duplicative funds.



DISADVANTAGED & VULNERABLE POPULATIONS

To satisfy this requirement, PIPF will prioritize projects that benefit the most at-risk and vulnerable populations. To facilitate this, the scoring criteria provides preference to projects serving communities with high proportions of vulnerable populations.

Applications must address the extent to which the project benefits such populations and underserved communities and include documentation of the Social Vulnerability Index (SoVI) and other data of the area served.

County	Overall SOVI Percentile Ranking 2018
Midland	15%
Gladwin	71%
Saginaw	93%
Wayne	99%

- Information on protected classes is available from the Census Bureau at <https://data.census.gov/cedsci/>
- Information on Social Vulnerability Indexes is available from the CDC at <https://www.atsdr.cdc.gov/placeandhealth/svi/index.html>
- Information on Environmental Justice Communities is available from the EPA at <https://www.epa.gov/ejscreen>

To improve long-term community resilience the CDBG-DR Consolidate Notice requires grantees to fully **incorporate mitigation measures that will protect the public, including members of protected classes, vulnerable populations, and underserved communities**, from the risks identified by the grantee among other vulnerabilities.

This approach will better ensure the revitalization of the community long after the recovery projects are complete.

NATIONAL OBJECTIVE DETERMINATION - LMA

LMI - AREA BENEFIT (LMA)

An area benefit activity is one that benefits all residents in a particular area, where at least 51% of the residents are LMI persons. LMI Area Benefit is most frequently used for infrastructure projects.

When to use this National Objective:

- Public infrastructure (such as improvements or expansions to the public water and sewer system, or improvements to public infrastructure like the installation of gutters and sidewalks on roadways, or development of a public community center).
- Project location or sites are an LMI community or a LMI area within a community could qualify as an LMA Activity if the benefits of this type of activity are available to all persons in the area, regardless of income.

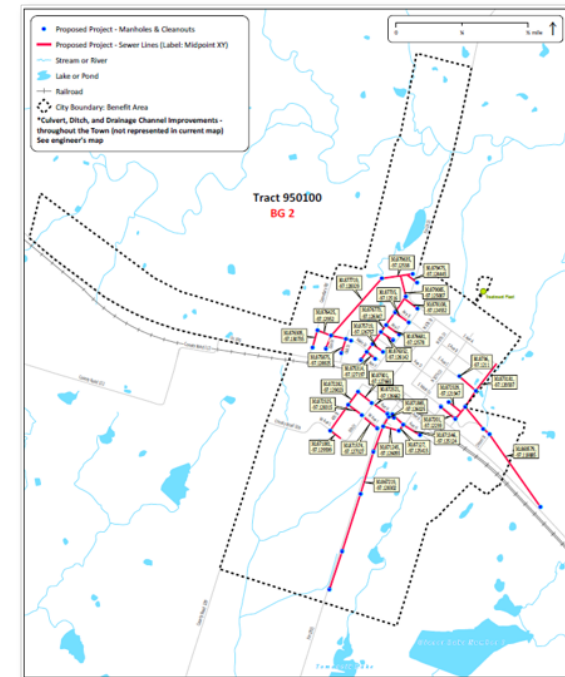
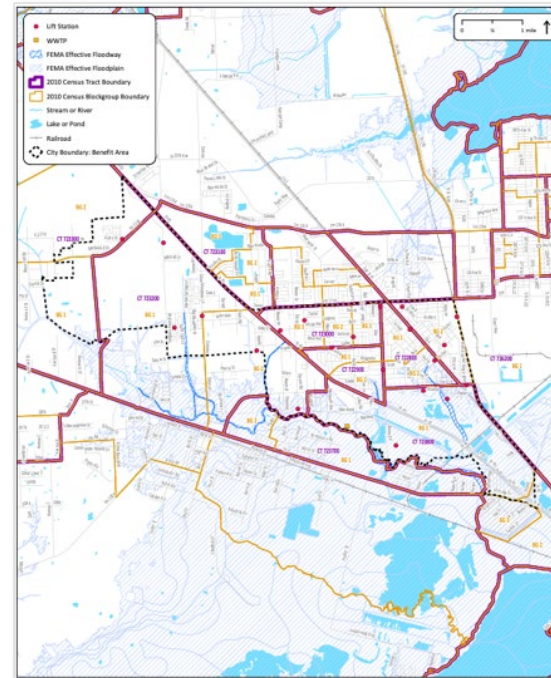
Documentation:

- The service area must be 51% low-mod. MEDC will provide a HUD LMI List of the Census data.
 - For additional guidance:
<https://www.hudexchange.info/programs/cdbg/cdbg-low-moderate-income-data/>
- A map of the service area must be provided with census tracts and LMI data computed to document eligibility.
- A narrative justification for service area determination (e.g., Block, Tract, City-Wide, County-Wide)
- The service area must be predominantly residential in nature (documented by zoning, land use maps or other method).

NATIONAL OBJECTIVE DETERMINATION - LMA

LMI - AREA BENEFIT (LMA)

Service area map examples for reference, based on public infrastructure projects outline the project sites and the benefitting communities, including confirmation of primarily residential areas.



NATIONAL OBJECTIVE DETERMINATION - LMC

LMI - LIMITED CLIENTELE (LMC) *Pending Action Plan Amendment*

The limited clientele category is another way to qualify specific activities under the LMI benefit national objective. Under this category, 51% of the beneficiaries of an activity must be LMI persons. Activities in this category provide benefits to a specific group of persons rather than everyone in an area.

When to use this National Objective:

- Project benefits a clientele that is generally presumed to be principally LMI (abused children, battered spouses, elderly persons, severely disabled adults, homeless persons, illiterate adults, persons living with AIDS and migrant farm workers); *or*
- Require documentation on family size and income in order to show that at least 51% of the clientele are LMI; *or*
- Be of such a nature and in such a location that it can be concluded that clients are primarily LMI (e.g., day care center that is designed to serve residents of a public housing complex).

Documentation:

- Demonstrate, through narrative and supporting documentation, how the proposed project will service beneficiaries under the LMI Limited Clientele category (e.g., senior centers).

NATIONAL OBJECTIVE DETERMINATION - UN

URGENT NEED (UN)

UN will only be used when an LMI national objective cannot be achieved through the project, but the project has demonstrable recovery or mitigation benefits.

When to use this National Objective:

- To aid the eligible disaster impacted areas with incomes greater than 80% AMI.
- UN can be used for programs or activities in the Action Plan within 36 months of the applicability date of the Allocation Announcement Notice, which allow MEDC to make changes until May 2025.

Documentation:

- Describe why specific needs have a particular urgency, including how the existing conditions pose a serious and immediate threat to the health or welfare of the community.
- Document how the proposed project responds to the urgency, type, scale, and location of the disaster-related impact as described in the unmet needs assessment.

DISASTER TIE-BACK

Projects funded through the Program will be required to address remaining direct and indirect impacts in HUD-identified MID.

- Direct impacts are the physical or structural impacts caused by the disaster such as the destruction of infrastructure from high winds or flooding.
- Indirect impacts refer to the non-physical disaster-related impacts, such as business interruption, job losses, or the loss of resident population in a community.



Documentation:

- Provide a narrative to describe how the project addresses an unmet need following the qualifying disaster, and the subsequent public benefit. Reference mitigation measures and resilience metrics proposed to enhance community resilience to future disasters.
- Provide evidence of the disaster tie-back for the project.
 - For direct property impacts this may include damage assessments, FEMA PW outlining impacts and needs, and before and after photos.
 - For indirect impacts, this may include photos, impact reports or assessments, associated data, news articles referencing impact to the project site, community input and public feedback, government-issued plans that recommend disaster mitigation for disaster impacts, etc.

The Disaster Relief Supplemental Appropriations Act of 2021 requires HUD to set aside 15 percent of disaster recovery grants for disaster mitigation activities in any allocation of CDBG-DR funds for unmet needs.

MITIGATION REQUIREMENTS

Through this program, MEDC will identify how their proposed use of the CDBG-DR Mitigation set-aside will meet the definition of mitigation activities, address the current and future risks as identified in the mitigation needs assessment, ensure that proposed activities are CDBG eligible activities, and meet a national objective.

Applications will be required to describe the data and/or planning analysis they will use in their evaluation of hazard risk, including climate-related natural hazards.

Applicants will identify **mitigation measures**, including the following examples:

- Incorporating resilient construction standards
- Using resilient building materials and technology
- Elevating facilities
- Use of more renewable energy technologies
- Utilization of backup power for critical facilities
- Integration of open space or use of nature to manage flooding

HUD requires grantees to establish resilience performance metrics for each activity that constructs, reconstructs, or rehabilitates residential or non-residential structures.

RESILIENCE METRICS

As part of the application process, Subrecipients will work with MEDC to develop resilience performance metrics for each applicable activity. The resilience performance metrics will include a description of the projected risk from natural hazards to the project/service area, identification of the mitigation measure that will address the risk, and an assessment of the quantifiable benefit of the project's resilience measures through verifiable data.

Tracking and reporting resilience performance metrics will be a required activity included within the terms of the Grant Agreement.

Applicants should identify potential **resilience metrics**, including:

- Number of acres no longer vulnerable to flood events
- Number of floodplain design standards updated
- Number of properties with access above 100 year or 500-year flood level
- Number of Linear feet/miles of public improvement
- Number of public facilities constructed or reconstructed
- Number of residents protected from future flooding

CITIZEN PARTICIPATION

Recipients of CDBG-DR funds must comply with the Citizen Participation Plan (CPP) for CDBG-DR requirements as found in applicable Federal Register Notices.

- Requirements for local governments are outlined in MEDC's Citizen Participation Plan: <https://www.miplace.org/cdbg-dr/>
- The Subrecipient CPP must be made available as part of Application Submission and Subrecipient Agreement.

Applicants will be required to solicit public feedback on the projects for which they are applying.

- Community engagement and other outreach activities that capture a community's values and priorities are likely to result in a project having greater legitimacy and support, leading to greater success in implementation.

Citizens shall be provided with adequate and timely information, to enable them to be meaningfully involved in important decisions at the various stages of the program, including, at a minimum, the determination of needs, a review of the proposed activities, and a review of past program performance.



CITIZEN PARTICIPATION - PUBLIC FEEDBACK

Applications must include evidence of meeting the Public Notice requirement and including the community engagement and other outreach activities it engaged in, to capture the community's values and priorities.

Public Notice & Public Meeting

- Host a virtual or in-person public meeting with municipality, county, and tribal governments.
- The public meeting notice should be posted in a newspaper of general circulation and to the applicant's website for a minimum of 5 business days (not including the day of the notice and the day of the hearing).
- Allow for a 10-day public comment period, which must be completed prior to the application submission.
- Applicants should provide documentation to demonstrate that a meeting was held (e.g., public meeting notice, sign-in sheet, and meeting minutes).

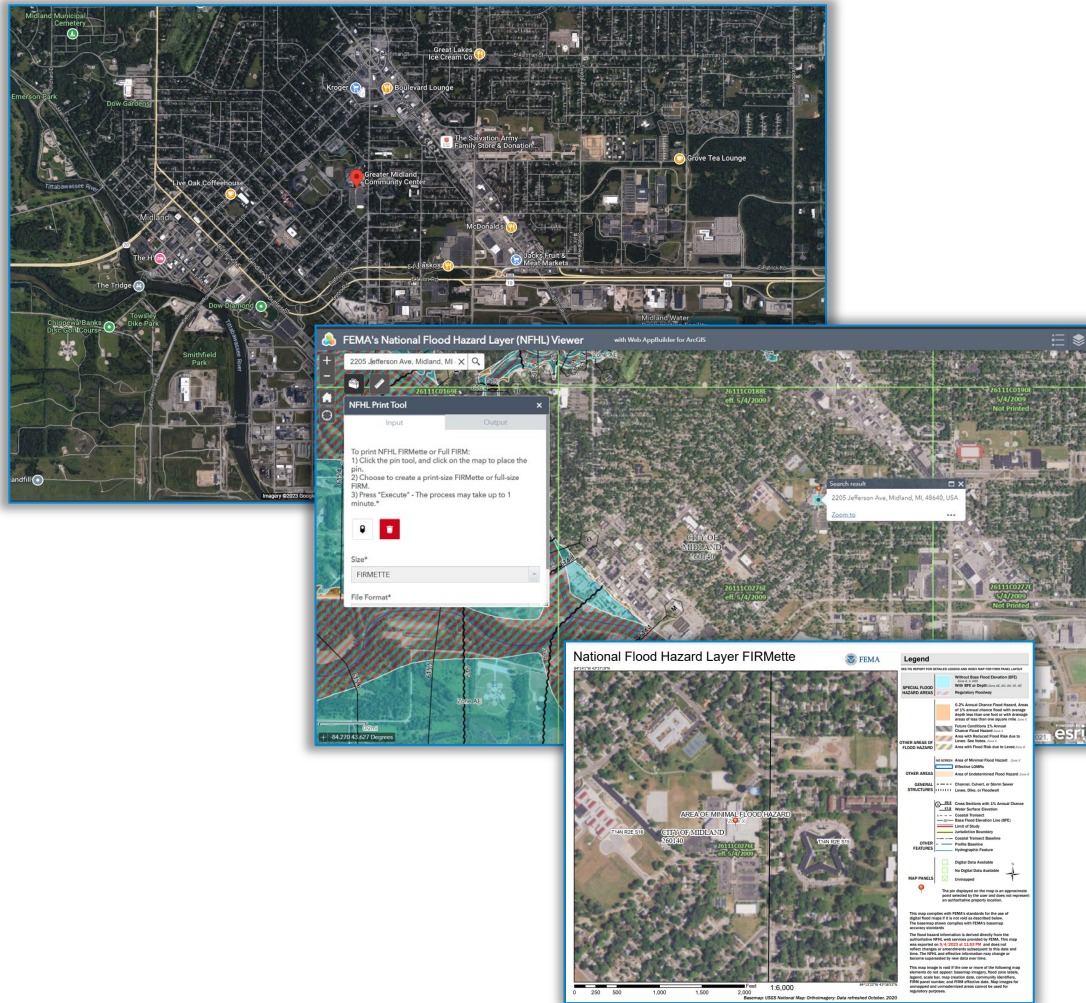
PROJECT DESCRIPTION & SCOPE OF WORK



Project descriptions should outline the purpose of the project, how it addresses a remaining unmet need following the disaster, the public benefit and populations it serves, and the proposed scope of work.

- If there are multiple sites, express the need for each site and how they complement each other. Identify local and state assets.
- Identify environmental assessment information.
- Express how the project will be maintained post-completion.
- Attach associated documentation to support the project description as applicable. A narrative can be attached to include a longer description or report associated with the project, as necessary.
- If the project has design or construction documents, including schematics or pre-design documents, specifications, or land surveys.
- Associated documentation may also include feasibility studies or other environmental studies already completed. Or endorsements and permits.

PROJECT MAPS



Applications should identify a clear address for the location of project. If there are multiple points or sites, please include a reference to each site.

The Project Site map should include surrounding neighborhood points of interest, community resources, and highlight other elements that may support the project description and public benefit.

- If there are multiple sites, express the need for each site and how they complement each other.
- Include a FEMA FIRMette for each project site, to identify and verify Special Flood Hazard Areas.

<https://msc.fema.gov/portal/home> > NFHL Viewer

PROJECT BUDGET / CONSTRUCTION COST ESTIMATE

Applications must include a **proposed project budget** with detailed description of anticipated costs by category of work, including support services, program management, and administration.

- The budget should include explanations for how funding request amounts were determined.

A **preliminary construction cost estimate** should be prepared by a licensed engineer or architect that may be on staff or procured.

- Clearly identify the costs of mitigation efforts proposed.
- Include necessary contingencies.

LEVERAGED FUNDS

- This program will provide preference to applications that leverage outside sources beyond the CDBG-DR funds.
- Applicants should develop a feasible budget that includes CDBG-DR funds, local funds, and any other committed sources of funding.
- Commitments of funding sources should be documented and included within the application.

COST REASONABLENESS

- The program places high priority on funding projects that are cost reasonable. CDBG-DR project applications will be scored based, in part, on cost effectiveness demonstrated through a price/cost analysis.
- The analysis should conduct a comprehensive review of historical projects and consider the current market conditions to ensure that projects are cost reasonable. The cost analyses will be reviewed by MEDC.

ALLOWABLE COSTS

ELIGIBLE COSTS

- Engineering, architectural, and environmental review (including Section 106 applications) costs related to the project.
- Construction costs. (Materials and supplies related to approved program activities.)
- Procurement costs (such as advertisements)
- Participant outreach (such as advertisements, public engagement community support, etc.)

INELIGIBLE COSTS

- Material or supply costs unrelated to approved IPF activities.
- Equipment, fixtures, furnishings, motor vehicles, and any other personal property.
- Political activities or lobbying.
- Payments to a for-profit business while that business or business owner is the subject of unresolved findings for non-compliance with Federal or state funds.
- Expenses required to carry out the regular responsibilities of the unit of local government.
- Maintenance, operation, or repairs associated with maintaining a public facility.
- Any costs determined as unallowable or ineligible pursuant to applicable state or federal laws or regulations, or any applicable government agency.

PROJECT SCHEDULE

Applicants must provide a project schedule that details how the proposed scope of work will be completed and by what date.

- Depending on the type of project, MEDC may require subrecipients to complete projects within 24 to 36 months.
- The schedule should detail how non-CDBG-DR funds will be drawn down and for what scope of work, if possible.
- The phases of the schedule should consider the completion of the environmental review, design, construction, and project closeout.

PROJECT ACTIVITIES

- Indicate the start date and end date of listed project activities, this should align with the Project Schedule.

PROJECT ACTIVITIES <i>(Timeline includes timing of procurement and start-up)</i>	START DATE	END DATE
Environmental Review		
Design & Engineering		
Acquisition (if applicable)		
Bidding		
Construction		
Additional Comments:		

SUBRECIPIENT CAPACITY

Capacity will be defined by clear evidence of program management capability and a plan to implement the project within budget and on time.

- The application should demonstrate the applicant understands what is expected of them, ensures the human capital and financial resources needed to complete the project are in place, and can be done under a realistic timetable.
- MEDC encourages subrecipients to engage a Certified Grant Administrator (CGA) to assist in grant administration. The administrator is responsible for compliance with federal regulations, policy guidelines, and program oversight.

PARTNERSHIPS

Leveraging partners allow applicant communities to access resources and coordinate on strategy with other communities, states, the federal government, and non-profit and private partners. If an applicant intends to utilize a partnership to complete a project, it must identify the partner/s in the application.

MAINTENANCE PLAN

The Plan should demonstrate how the projects will be operated and maintained beyond the life of the CDBG-DR grant, including incorporating technologies to prevent early failures of the project.

- This should include identification of a responsible entity for operating and maintaining the project and a description of dedicated funding sources.
- As part of the operation of facilities, furniture, fixtures, and equipment are also not covered by the program. This includes moveable, non-permanent items, which are not an integral structural fixture to a public facility (e.g., refrigerator, microwave, couch, etc.).

MICHIGAN
ECONOMIC
DEVELOPMENT
CORPORATION

PURE *M*ICHIGAN®

RESOURCES

CDBG-DR Website:

<https://www.miplace.org/cdbg-dr/>

- > Grant Administration Manual
- > CDBG-DR Program Guidelines
- > IPF Application
- > Funding Rounds & Award Announcements

Submit questions to CDBG@michigan.org and make sure to put "Question" in the subject line.



MICHIGAN ECONOMIC
DEVELOPMENT CORPORATION

THANK YOU
