

# Community Development Block Grant – Coronavirus (CDBG-CV) Entitlement Program Pre-Application Guidance



The DEO Entitlement Community Development Block Grant – Coronavirus (CDBG-CV) Program is designed to help an Entitlement municipality or county to **prepare for, prevent, or respond to the health and economic impacts of COVID-19**. The activities must be critical to their locality and primarily for the benefit of low- and moderate-income residents.

## Entitlement CDBG-CV Program Allocation and Methodology



The following factors were used to determine the maximum amount of funding available for entitlement communities individually and for Florida non-entitlement areas collectively:

- **Baseline Needs** – The U.S. Department of Housing and Urban Development (HUD) Federal Fiscal Year 2020 distribution formula (40% weight) was used as proxy for existing housing and community development needs and broad housing and community development needs. This indicator represents populations that are most vulnerable to housing and economic challenges in general and related to the ongoing impacts of COVID-19.
- **COVID Economic impacts** – Re-employment insurance (commonly referred to as UI) claims between March 7 and July 31 less the aggregate count of UI claims during the same period last year (30% weight in funding formula). This indicator captures the economic impacts related to COVID-19 shutdowns and slowdowns across various industries and job markets.
- **COVID Health impacts** – Total number of confirmed coronavirus cases as of July 31, 2020 (30% weight). This indicator is a direct measure of health impacts, using confirmed resident cases for each community.

### Total Entitlement CDBG-CV Program Allocation - \$51,050,910

- A link to the CDBG-CV Entitlement Program allocations is available at [www.floridajobs.org/CDBG-CV](http://www.floridajobs.org/CDBG-CV).

### Pre-Application Cycle

- Opens February 1, 2021.

### Application Cycle

- Spring/Summer 2021.

## Eligible Applicants and Project Requirements

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### Eligibility:

- To determine if your local government is eligible under the CDBG-CV Entitlement Program, view the CDBG-CV Entitlement Program Eligible Communities List at [www.FloridaJobs.org/CDBG-CV](http://www.FloridaJobs.org/CDBG-CV).
- If your local government participates in the Entitlement Community program, contact the CDBG program office of the Entitlement community in which you are located.

### Project Requirements:

- Project activities must prevent, prepare for, or respond to the coronavirus, and should demonstrate a:
  - **Direct effect:** Costs directly associated with coronavirus prevention, preparation, or response (e.g. rehabilitation of building to create additional quarantine and isolation rooms for recovering COVID-19 patients).
  - **Indirect effect:** Economic and housing market disruptions (e.g. small business assistance).
- Project activities must meet a national objective of the CDBG Program
  - Primary national objective is Benefit to Low-and-Moderate Income Persons (LMI) and can be achieved in four ways:
    1. Area Benefit;
    2. Limited Clientele;
    3. Housing; or
    4. Jobs.

## Pre-Application Preparation Tips

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- Allow sufficient time for pre-application activities to:
  - Identify Community Needs:
    - Conduct research and outreach to determine community needs.
    - Hold a public hearing to discuss community needs:
      - Hold prior to pre-application submission;
      - Properly notice;
      - Include Four Factor Analysis and Language Access Plan, if applicable; and
      - Refer to CDBG-CV Program Guidelines for requirements.
  - Identify Subrecipients.
    - Establish relationships with any community partners needed to complete the project.
    - If a subrecipient (e.g., a non-profit service provider) is identified as necessary for the project, gather documentation needed (such as a letter of commitment and program information).
  - Identify key personnel for grant and program administration.
    - Gather documentation on prior experience and capacity to administer.
    - Determine if a professional services procurement will be necessary.
  - Determine if census data supports LMI Area documentation or if project area surveys will be necessary.
  - Develop a project budget.
  - Review detailed information and resources provided on [www.floridajobs.org/CDBG-CV](http://www.floridajobs.org/CDBG-CV)

## CDBG-CV Entitlement Pre-Application Webinar

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- **Date:** January 27, 2021, from 2:00 p.m. to 4:00 p.m., E.T.
- **Description:** The webinar will provide specific program requirements and guidance on the completion and submission of the pre-application.
- **Join by computer, tablet or smartphone.**  
[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_Y2E2YmVkN2UtYmQ1Yy00ZGNkLWJyNWltMGE3MWVVIYTdmYjI1%40thread.v2/0?context=%7b%22Tid%22%3a%22931da019-f64e-4908-b0f6-92f46f78c512%22%2c%22Oid%22%3a%225bb4a891-3864-434f-81d8-baf0d2c2abda%22%2c%22IsBroadcastMeeting%22%3atru%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_Y2E2YmVkN2UtYmQ1Yy00ZGNkLWJyNWltMGE3MWVVIYTdmYjI1%40thread.v2/0?context=%7b%22Tid%22%3a%22931da019-f64e-4908-b0f6-92f46f78c512%22%2c%22Oid%22%3a%225bb4a891-3864-434f-81d8-baf0d2c2abda%22%2c%22IsBroadcastMeeting%22%3atru%7d)
- **You can also dial in using your phone.**  
United States: 850-988-5144  
**Access Code:** 839-170-354#

## Pre-Application Submission Information

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Pre-Applications must be completed and submitted online. Interested applicants must:

- Register to receive a personalized link to the online CDBG-CV Entitlement Pre-Application. Each pre-application to be submitted must be registered separately.
- View pre-application instructions and complete registration information, which will be available at [www.floridajobs.org/CDBG-CV](http://www.floridajobs.org/CDBG-CV) upon opening of the pre-application cycle.

## Additional Resources and Information

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For additional information and resources, we recommend that interested applicants:

- Visit [www.floridajobs.org/CDBG-CV](http://www.floridajobs.org/CDBG-CV) for the following information and documentation:
  - CDBG-CV Entitlement Eligible Communities List;
  - CDBG-CV Program Guidelines; and
  - CDBG-CV FAQs.
- Contact the CDBG-CV Program for questions and/or technical assistance by emailing [CDBG-CV@deo.myflorida.com](mailto:CDBG-CV@deo.myflorida.com) or calling 850-717-8405.