



CITY of NOVI CITY COUNCIL

Agenda Item C December 4, 2017

SUBJECT: Approve the Program Year 2018 Community Development Block Grant (CDBG) Application in the approximate amount of \$100,626 and authorize the Mayor to sign the Application and submit the documents to Oakland County.

SUBMITTING DEPARTMENT: Finance

CITY MANAGER APPROVAL:

BACKGROUND INFORMATION: The proposed program year (PY) 2018 CDBG allocation for the City of Novi is estimated by Oakland County to be \$100,626.

Housing and Community Development Committee (HDC) Recommendation: Funding requests were reviewed individually by the HCD Committee at their meeting of November 8, 2017 and their recommendation was the following program allocations:

Recommended Projects					
CDBG Program Descriptions	Organization Requesting Funding	Description	2017 HCD Allocation Award	2018 Agency Requests	2018 Recommendation
Public Services	HAVEN	Battered and abused spouses	\$6,000	\$6,000	\$7,900
Public Services	Novi Youth Assistance	Specialized counseling and camp scholarships	\$10,000	\$15,000	\$16,887
Public Services	Hospitality House	Emergency services – food assistance	\$0	\$3,500	\$5,400
		Sub-Total*	\$16,000	\$16,000	\$30,187
Minor Home Repair	City of Novi	Residential Repair program for Novi Residents	\$84,626	\$76,126	\$70,439
		Total	\$100,626	\$100,626	\$100,626

***The maximum 30% allocation allowed within the Public Service category for 2018 is \$30,187**

The deadline to submit the 2018 CDBG application to Oakland County is December 15, 2017.

RECOMMENDED ACTION: Approve the Program Year 2018 Community Development Block Grant Application in the approximate amount of \$100,626 and authorize the Mayor to sign the Application and submit the documents to Oakland County.

CITY OF NOVI
COUNTY OF OAKLAND, MICHIGAN

Approving the 2018 Community Development Block Grant Application

Minutes of a Meeting of the City Council of the City of Novi, County of Oakland, Michigan, held in the City Hall of said City on December 4, 2017 at 7 o'clock P.M. Prevailing Eastern Time.

PRESENT: Councilmembers _____

ABSENT: Councilmembers _____

The following preamble and Resolution were offered by Councilmember _____ and supported by Councilmember _____.

WHEREAS, the Housing and Community Development Committee has recommended a program for the use of 2018 Community Development Block Grant funds, and

WHEREAS, the City of Novi has duly advertised and conducted a public hearing on December 4, 2017, for the purpose of receiving public comments regarding the proposed use of 2017 Community Development Block Grant funds in the approximate amount of \$100,626, and

WHEREAS, the City of Novi found that the following projects meet the federal objectives of the Community Development Block Grant program and are prioritized by the community as high priority need.

Account #:	Project Name:	Amount:
172160-730137-40620	Public Services – Battered and Abused Spouses	\$ 7,900
172160-732185	Public Services – Youth Services	\$ 16,887
172160-732185	Public Services – Emergency Services – Subsistence Payments	\$ 5,400
172170-731227	Minor Home Repair	\$ 70,439
Total		\$100,626

NOW THEREFORE BE IT RESOLVED, that the City of Novi hereby authorizes that the 2018 Community Development Block Grant Application in the approximate amount of \$100,626 be approved and submitted for inclusion in Oakland County's Annual Action Plan to the U.S. Department of Housing and Urban Development, and that the Mayor is hereby authorized to execute all documents, agreements, or contracts which result from this application to Oakland County.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

Cortney Hanson, City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Novi, County of Oakland, and State of Michigan, at a regular meeting held this 4th day of December 2017, and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, and that the minutes of said meeting have been kept and made available to the public as required by said Act.

Cortney Hanson, City Clerk
City of Novi

PY 2018 CDBG APPLICATION – PART 1

(Please complete Part 1 only once per application)

1. Applicant Information		
Community:	City of Novi	
PY 2018 CDBG Planning Allocation:	\$100,626	
Contact Person:	Carl Johnson	
Telephone:	(248) 347-0470	
Best time to contact:	8am-5pm	
DUNS #:	944350321	
Copy of current SAMS Registration attached:	Yes <input checked="" type="checkbox"/>	If No, Explain: _____
Is community subject to Single Audit?	Yes _____	No <input checked="" type="checkbox"/>
2. PY 2018 CDBG Proposed Projects		
Project #1 Name Code Enforcement Allocation: \$3,000		
Project # <u>1</u>	Name: <u>Minor Home Repair</u>	Allocation: \$ <u>70,439</u>
Project # <u>2</u>	Name: <u>Youth Services</u>	Allocation: \$ <u>16,887</u>
Project # <u>3</u>	Name: <u>Battered & Abused Spouses</u>	Allocation: \$ <u>7,900</u>
Project # <u>4</u>	Name: <u>Emergency Services - Subsistence Payments</u>	Allocation: \$ <u>5,400</u>
Total # of Projects:	4	
# of Public Service Projects:	3	
Public Service %:	30	
3. Signature of Highest Elected Official (or Designee)		
Name of HEO or Designee:	Robert J. Gatt	
Title of HEO or Designee:	Mayor	
Signature of HEO or Designee:	 <hr/> <p align="right">Signature/Title</p>	

(Please complete Part 1 only once per application)

PY 2018 CDBG APPLICATION – PART 2

Please ✓ one box per project)

Project #1

Allocation: \$70,439

Project Information							
4. Account	Account #	Matrix	Authority	Objective	Goal	Indicator	Outcome
✓	Acquisition and Disposition						
Acquisition of Real Property	172170-730003	01	570.201 (a)	Suitable Living Environment	Strengthen Communities	# of LMI HH with new/ improved access	Sustainability
Disposition	172170-730536	02	570.201 (b)				
Public Facilities and Improvements							
Downtown Revitalization	172170-730541	03N	570.201 (c)	Suitable Living Environment	Strengthen Communities	# of LMI HH with new/ improved access	Sustainability
Fire Station Equipment	172170-730733	03O	570.201 (c)				
Flood Drain Improvements	172170-730744	03I	570.201 (c)				
Parks-Recreational Facilities	172170-731332	03F	570.201 (c)				
Remove Architectural Barriers	172170-731619	03	570.201 (c)				
Senior Center	172170-731696	03A	570.201 (c)				
Sidewalks	172170-731745	03L	570.201 (c)				
Special Assessments - Flood	172170-731815	03I	570.201 (c)				
Special Assessments - Water Sewer	172170-731815	03J	570.201 (c)				
Special Assessments - Street	172170-731815	03K	570.201 (c)				
Special Assessments - Sidewalk	172170-731815	03L	570.201 (c)				
Street Improvements	172170-731864	03K	570.201 (c)				
Tree Planting	172170-732021	03N	570.201 (c)				
Water Sewer Improvements	172170-732114	03J	570.201 (c)				
Public Services							
PS (Battered & Abused Spouses)	172160-730137-40620	05G	570.201 (e)	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/ Accessibility
PS (Disabled Services)	172160-730535	05B	570.201 (e)				
PS (Emergency Services)	172160-730571	05	570.201 (e)				
PS (Fair Housing Services)	172160-730880	05A	570.201 (e)				
PS (Housekeeping Services)	132210-702010	05	570.201 (e)				
PS (Legal Services)	172160-731073	05C	570.201 (e)				
PS (Safety & Repair Services)	172160-731665	05A	570.201 (e)				
PS (Senior Services)	172160-731712	05A	570.201 (e)				
PS (Transportation Services)	172160-732011	05E	570.201 (e)				
PS (Yard Services)	172160-732170	05A	570.201 (e)				
PS (Youth Services)	172160-732185	05D	570.201 (e)				

(Please ✓ one box per project)

Project #1 Allocation: \$70,439

4. Account	Account #	Matrix	Authority	Objective	Goal	Indicator	Outcome
Housing							
✓	Housing Rehabilitation	132290-730898	14A	570.202	Decent Affordable Housing	# of units brought to code	Affordability
	Rehab Publicly Owned Residential	172160-731602	14D				
	Emergency Rehab	172170-730569	14A				
✓	Minor Home Repair	172170-731227	14A				
	Mobile Home Repair	172170-731224-40620	14A				
	Housing Rehabilitation Admin	132280-731605	14H	N/A	N/A	N/A	N/A
Other Projects							
	Clearance and Demolition	172170-730345	04	570.201 (d)	Suitable Living Environment	Strengthen Communities	Slum Blight
	Non Res Historic Preservation	172170-731280	16B	570.202 (d)			
	Code Enforcement	172170-730310	15	570.202 (c)			# of LMI persons served
	Interim Assistance						
	ED (Micro-Enterprise Assistance)						

PY 2018 CDBG APPLICATION – PART 3

(Please complete for each project)

Project #1

Allocation: \$70,439

5. Project Description

Provide a detailed description of the proposed project Fund minor home repairs. Repairs will conform to Oakland County guidelines an state of Michigan lead bsd paint regulations.

How will CDBG funds be used? (i.e. construction, materials, public service delivery, project service delivery costs) The City will contract out the administration services for its minor home repair services. The administrator will offer low to moderate income qualified single family, one-unit structure homes minor home repairs such as (but not limited to) replace furnace, replace water heater, replace toilets, install storm doors and or windows, replace roofs, and replace defective light fixtures.

6. CDBG National Objective (See Eligible Projects List)

✓	Code/Description	24 CFR Citation
	LMA - Low/mod area benefit: the service area identified for activities is primarily low/mod income.	570.208(a)(1) 507.483(b)(1)
	LMC - Low/mod limited clientele benefit: activities that benefit a limited clientele, at least 40.81% of which are low/mod income.	570.208(a)(2) 570.483(b)(2)
X	LMH - Low/mod housing benefit: activities that are carried out for the purpose of providing or improving permanent residential structures that will be occupied by low/mod income households.	570.208(a)(3) 570.483(b)(3)
	SBS - Slum/blight spot basis: activities that address conditions of blight or physical decay on a spot basis not located in a designated slum/blight area.	570.201 (f)(1) 570.200 (e) 570.201 (f) (2)

7. # of clients to be served in PY 2018

8. Type of clients to be served

	People
	Households
15	Housing Units
	Public Facilities

9. Senior Center Projects Only

	Estimated Number of Current Members
	White alone
	Black or African American alone
	American Indian and Alaska Native alone
	Asian alone
	Native Hawaiian & Other Pacific Islander alone
	Some other race alone
	Two or more races

PY 2018 CDBG APPLICATION – PART 4

(Please complete for each project) Project #1 Allocation: \$70,439

10. Project Location	
Describe Project Location	<input checked="" type="checkbox"/> Please <input checked="" type="checkbox"/> one box
	<input type="checkbox"/> City/Township/Village Wide
	<input type="checkbox"/> Area Wide Benefit Only
	<input checked="" type="checkbox"/> Specific
Parcel ID# Public Facilities Projects Only	
Address	
City	
Zip Code	
Areawide Benefit Projects Only	
Census Tracts (CTs) and Block Groups (BGs) Attach Areawide Benefit Map	
	CT _____ BG _____ CT _____ BG _____
	CT _____ BG _____ CT _____ BG _____
	CT _____ BG _____ CT _____ BG _____
	CT _____ BG _____ CT _____ BG _____

11. Describe the service area for the following:		
	Project Type	Service Area
Fire Station/ Equipment		
Park Recreational Facilities		
Special Assessments		

12. Environmental Review Record				
(Please <input checked="" type="checkbox"/> each box as it applies and attach all required documents)				
<input checked="" type="checkbox"/>	Exempt Project			
	Project is Exempt per 24 CFR 58.34			
	Project Location Map Attached (Google)			
<input checked="" type="checkbox"/>	Categorically Excluded Project			
<input checked="" type="checkbox"/>	Statutory Checklist			
	Project Location Map Attached (Google)			
	Flood Plain Map https://gis.oakgov.com/PropertyGateway/Home.mvc	<input type="checkbox"/>	Project in Flood Plain	<input type="checkbox"/>
				8 Step Attached
<input checked="" type="checkbox"/>	Environmentally Assessed Project			
	Environmental Assessment			
	Project Location Map Attached (Google)			
	Flood Plain Map https://gis.oakgov.com/PropertyGateway/Home.mvc	<input type="checkbox"/>	Project in Flood Plain	<input type="checkbox"/>
				8 Step Attached
<input checked="" type="checkbox"/>	Other Projects			
	Historic Preservation Profile (HPP) Attached		<input type="checkbox"/>	Demolition Checklist Attached

PY 2018 CDBG APPLICATION – PART 5

(Please complete for each project) Project #1 Allocation: \$70,439

13. Project Purpose (PUBLIC SERVICES PROJECTS ONLY)		
Help Prevent Homelessness?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Help the Homeless?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Help those with HIV/AIDS?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Help Persons with Disabilities?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

14. Project Purpose (PUBLIC FACILITIES & IMPROVEMENTS PROJECTS ONLY)		
Will the project meet ADA standards for access?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

15. Describe Additional Resources	
Other Federal Funds	\$
State/Local Funds	\$
Other Funds	\$

16. Project Duration		
This is a new project for PY 2018	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
This is an ongoing project from PY 2017	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
This ongoing project has been offered since PY	2000	
For ongoing projects describe PY 2017 results i.e. 9% of participants had greater access to public services.	15 housing units were repaired pursuant to program guidelines	

17. Project Administration		
Community will manage project	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Community will hire a vendor to manage project	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
County will administer contract	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

PY 2018 CDBG APPLICATION – PART 2

Please ✓ one box per project)

Project #2

Allocation: \$16,887

Project Information							
4. Account	Account #	Matrix	Authority	Objective	Goal	Indicator	Outcome
✓	Acquisition and Disposition						
Acquisition of Real Property	172170-730003	01	570.201 (a)	Suitable Living Environment	Strengthen Communities	# of LMI HH with new/ improved access	Sustainability
Disposition	172170-730536	02	570.201 (b)				
Public Facilities and Improvements							
Downtown Revitalization	172170-730541	03N	570.201 (c)	Suitable Living Environment	Strengthen Communities	# of LMI HH with new/ improved access	Sustainability
Fire Station Equipment	172170-730733	03O	570.201 (c)				
Flood Drain Improvements	172170-730744	03I	570.201 (c)				
Parks-Recreational Facilities	172170-731332	03F	570.201 (c)				
Remove Architectural Barriers	172170-731619	03	570.201 (c)				
Senior Center	172170-731696	03A	570.201 (c)				
Sidewalks	172170-731745	03L	570.201 (c)				
Special Assessments - Flood	172170-731815	03I	570.201 (c)				
Special Assessments - Water Sewer	172170-731815	03J	570.201 (c)				
Special Assessments - Street	172170-731815	03K	570.201 (c)				
Special Assessments - Sidewalk	172170-731815	03L	570.201 (c)				
Street Improvements	172170-731864	03K	570.201 (c)				
Tree Planting	172170-732021	03N	570.201 (c)				
Water Sewer Improvements	172170-732114	03J	570.201 (c)				
Public Services							
PS (Battered & Abused Spouses)	172160-730137-40620	05G	570.201 (e)	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/ Accessibility
PS (Disabled Services)	172160-730535	05B	570.201 (e)				
PS (Emergency Services)	172160-730571	05	570.201 (e)				
PS (Fair Housing Services)	172160-730880	05A	570.201 (e)				
PS (Housekeeping Services)	132210-702010	05	570.201 (e)				
PS (Legal Services)	172160-731073	05C	570.201 (e)				
PS (Safety & Repair Services)	172160-731665	05A	570.201 (e)				
PS (Senior Services)	172160-731712	05A	570.201 (e)				
PS (Transportation Services)	172160-732011	05E	570.201 (e)				
PS (Yard Services)	172160-732170	05A	570.201 (e)				
✓ PS (Youth Services)	172160-732185	05D	570.201 (e)				

(Please ✓ one box per project)

Project #2 Allocation: \$16,887

4. Account	Account #	Matrix	Authority	Objective	Goal	Indicator	Outcome
✓	Housing						
Housing Rehabilitation	132290-730898	14A	570.202	Decent Affordable Housing	N/A	N/A	N/A
Rehab Publicly Owned Residential	172160-731602	14D					
Emergency Rehab	172170-730569	14A					
Minor Home Repair	172170-731227	14A					
Mobile Home Repair	172170-731224-40620	14A					
Housing Rehabilitation Admin	132280-731605	14H					
Other Projects							
Clearance and Demolition	172170-730345	04	570.201 (d)	Suitable Living Environment	Strengthen Communities	Slum Blight	Sustainability
Non Res Historic Preservation	172170-731280	16B	570.202 (d)				
Code Enforcement	172170-730310	15	570.202 (c)				
Interim Assistance							
ED (Micro-Enterprise Assistance)							

PY 2018 CDBG APPLICATION – PART 3

(Please complete for each project)

Project #2

Allocation: \$16,887,

5. Project Description

Provide a detailed description of the proposed project Provide specialized counseling and camp scholarships to low and moderate income families.

How will CDBG funds be used? (i.e. construction, materials, public service delivery, project service delivery costs) Provide specialized counseling and camp scholarships to low and moderate income families.

6. CDBG National Objective (See Eligible Projects List)

✓	Code/Description	24 CFR Citation
	LMA - Low/mod area benefit: the service area identified for activities is primarily low/mod income.	570.208(a)(1) 507.483(b)(1)
X	LMC - Low/mod limited clientele benefit: activities that benefit a limited clientele, at least 40.81% of which are low/mod income.	570.208(a)(2) 570.483(b)(2)
	LMH - Low/mod housing benefit: activities that are carried out for the purpose of providing or improving permanent residential structures that will be occupied by low/mod income households.	570.208(a)(3) 570.483(b)(3)
	SBS - Slum/blight spot basis: activities that address conditions of blight or physical decay on a spot basis not located in a designated slum/blight area.	570.201 (f)(1) 570.200 (e) 570.201 (f) (2)

7. # of clients to be served in PY 2018

50

8. Type of clients to be served

- People
- Households
- Housing Units
- Public Facilities

9. Senior Center Projects Only

	Estimated Number of Current Members
	White alone
	Black or African American alone
	American Indian and Alaska Native alone
	Asian alone
	Native Hawaiian & Other Pacific Islander alone
	Some other race alone
	Two or more races

PY 2018 CDBG APPLICATION – PART 4

(Please complete for each project) Project #2 Allocation: \$16,887

10. Project Location		
Describe Project Location	<input checked="" type="checkbox"/>	Please <input checked="" type="checkbox"/> one box
	<input checked="" type="checkbox"/>	City/Township/Village Wide
	<input type="checkbox"/>	Area Wide Benefit Only
	<input type="checkbox"/>	Specific
Parcel ID# Public Facilities Projects Only		
Address		
City		
Zip Code		
Areawide Benefit Projects Only		
Census Tracts (CTs) and Block Groups (BGs) Attach Areawide Benefit Map		
	CT _____ BG _____	CT _____ BG _____
	CT _____ BG _____	CT _____ BG _____
	CT _____ BG _____	CT _____ BG _____
	CT _____ BG _____	CT _____ BG _____

11. Describe the service area for the following:		
	Project Type	Service Area
Fire Station/ Equipment		
Park Recreational Facilities		
Special Assessments		

12. Environmental Review Record				
(Please <input checked="" type="checkbox"/> each box as it applies and attach all required documents)				
<input checked="" type="checkbox"/>	Exempt Project			
<input checked="" type="checkbox"/>	Project is Exempt per 24 CFR 58.34			
	Project Location Map Attached (Google)			
<input checked="" type="checkbox"/>	Categorically Excluded Project			
	Statutory Checklist			
	Project Location Map Attached (Google)			
	Flood Plain Map https://gis.oakgov.com/PropertyGateway/Home.mvc	Project in Flood Plain	8 Step Attached	
<input checked="" type="checkbox"/>	Environmentally Assessed Project			
	Environmental Assessment			
	Project Location Map Attached (Google)			
	Flood Plain Map https://gis.oakgov.com/PropertyGateway/Home.mvc	Project in Flood Plain	8 Step Attached	
<input checked="" type="checkbox"/>	Other Projects			
	Historic Preservation Profile (HPP) Attached		Demolition Checklist Attached	

PY 2018 CDBG APPLICATION – PART 5

(Please complete for each project) Project #2 Allocation: \$16,887

13. Project Purpose (PUBLIC SERVICES PROJECTS ONLY)		
Help Prevent Homelessness?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Help the Homeless?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Help those with HIV/AIDS?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Help Persons with Disabilities?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

14. Project Purpose (PUBLIC FACILITIES & IMPROVEMENTS PROJECTS ONLY)		
Will the project meet ADA standards for access?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

15. Describe Additional Resources	
Other Federal Funds	\$
State/Local Funds	\$
Other Funds	\$

16. Project Duration		
This is a new project for PY 2018	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
This is an ongoing project from PY 2017	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
This ongoing project has been offered since PY	2000	
For ongoing projects describe PY 2017 results i.e. 9% of participants had greater access to public services.	Approximately 50 persons received services	

17. Project Administration		
Community will manage project	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Community will hire a vendor to manage project	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
County will administer contract	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

PY 2018 CDBG APPLICATION – PART 2

Please ✓ one box per project)

Project #3

Allocation: \$7,900

Project Information							
4. Account	Account #	Matrix	Authority	Objective	Goal	Indicator	Outcome
Acquisition and Disposition							
✓ Acquisition of Real Property	172170-730003	01	570.201 (a)	Suitable Living Environment	Strengthen Communities	# of LMI HH with new/ improved access	Sustainability
Disposition	172170-730536	02	570.201 (b)				
Public Facilities and Improvements							
Downtown Revitalization	172170-730541	03N	570.201 (c)	Suitable Living Environment	Strengthen Communities	# of LMI HH with new/ improved access	Sustainability
Fire Station Equipment	172170-730733	03O	570.201 (c)				
Flood Drain Improvements	172170-730744	03I	570.201 (c)				
Parks-Recreational Facilities	172170-731332	03F	570.201 (c)				
Remove Architectural Barriers	172170-731619	03	570.201 (c)				
Senior Center	172170-731696	03A	570.201 (c)				
Sidewalks	172170-731745	03L	570.201 (c)				
Special Assessments - Flood	172170-731815	03I	570.201 (c)				
Special Assessments - Water Sewer	172170-731815	03J	570.201 (c)				
Special Assessments - Street	172170-731815	03K	570.201 (c)				
Special Assessments - Sidewalk	172170-731815	03L	570.201 (c)				
Street Improvements	172170-731864	03K	570.201 (c)				
Tree Planting	172170-732021	03N	570.201 (c)				
Water Sewer Improvements	172170-732114	03J	570.201 (c)				
Public Services							
✓ PS (Battered & Abused Spouses)	172160-730137-40620	05G	570.201 (e)	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/ Accessibility
PS (Disabled Services)	172160-730535	05B	570.201 (e)				
PS (Emergency Services)	172160-730571	05	570.201 (e)				
PS (Fair Housing Services)	172160-730880	05A	570.201 (e)				
PS (Housekeeping Services)	132210-702010	05	570.201 (e)				
PS (Legal Services)	172160-731073	05C	570.201 (e)				
PS (Safety & Repair Services)	172160-731665	05A	570.201 (e)				
PS (Senior Services)	172160-731712	05A	570.201 (e)				
PS (Transportation Services)	172160-732011	05E	570.201 (e)				
PS (Yard Services)	172160-732170	05A	570.201 (e)				
PS (Youth Services)	172160-732185	05D	570.201 (e)				

(Please ✓ one box per project)

Project #3 Allocation: \$7,900

4. Account	Account #	Matrix	Authority	Objective	Goal	Indicator	Outcome
✓	Housing						
Housing Rehabilitation	132290-730898	14A	570.202	Decent Affordable Housing		# of units brought to code	Affordability
Rehab Publicly Owned Residential	172160-731602	14D					
Emergency Rehab	172170-730569	14A					
Minor Home Repair	172170-731227	14A					
Mobile Home Repair	172170-731224-40620	14A					
Housing Rehabilitation Admin	132280-731605	14H			N/A	N/A	N/A
Other Projects							
Clearance and Demolition	172170-730345	04	570.201 (d)	Suitable Living Environment	Strengthen Communities	Slum Blight	Sustainability
Non Res Historic Preservation	172170-731280	16B	570.202 (d)				
Code Enforcement	172170-730310	15	570.202 (c)				
Interim Assistance							
ED (Micro-Enterprise Assistance)							

PY 2018 CDBG APPLICATION – PART 3

(Please complete for each project)

Project #3

Allocation: \$7,900

5. Project Description

Provide a detailed description of the proposed project Provide services to abused spouses and their children who are residents of Novi.

How will CDBG funds be used? (i.e. construction, materials, public service delivery, project service delivery costs) Provide services to abused spouses and their children who are residents of Novi.

6. CDBG National Objective (See Eligible Projects List)

✓	Code/Description	24 CFR Citation
	LMA - Low/mod area benefit: the service area identified for activities is primarily low/mod income.	570.208(a)(1) 507.483(b)(1)
X	LMC - Low/mod limited clientele benefit: activities that benefit a limited clientele, at least 40.81% of which are low/mod income.	570.208(a)(2) 570.483(b)(2)
	LMH - Low/mod housing benefit: activities that are carried out for the purpose of providing or improving permanent residential structures that will be occupied by low/mod income households.	570.208(a)(3) 570.483(b)(3)
	SBS - Slum/blight spot basis: activities that address conditions of blight or physical decay on a spot basis not located in a designated slum/blight area.	570.201 (f)(1) 570.200 (e) 570.201 (f) (2)

7. # of clients to be served in PY 2018

95

8. Type of clients to be served

- People
- Households
- Housing Units
- Public Facilities

9. Senior Center Projects Only

	Estimated Number of Current Members
	White alone
	Black or African American alone
	American Indian and Alaska Native alone
	Asian alone
	Native Hawaiian & Other Pacific Islander alone
	Some other race alone
	Two or more races

PY 2018 CDBG APPLICATION – PART 4

(Please complete for each project) Project #3 Allocation: \$7,900

10. Project Location		
	<input checked="" type="checkbox"/>	Please <input checked="" type="checkbox"/> one box
Describe Project Location	<input checked="" type="checkbox"/>	City/Township/Village Wide
		Area Wide Benefit Only
		Specific
Parcel ID# Public Facilities Projects Only		
Address		
City		
Zip Code		
Areawide Benefit Projects Only		
Census Tracts (CTs) and Block Groups (BGs) Attach Areawide Benefit Map		
	CT _____ BG _____	CT _____ BG _____
	CT _____ BG _____	CT _____ BG _____
	CT _____ BG _____	CT _____ BG _____
	CT _____ BG _____	CT _____ BG _____

11. Describe the service area for the following:		
	Project Type	Service Area
Fire Station/ Equipment		
Park Recreational Facilities		
Special Assessments		

12. Environmental Review Record				
(Please <input checked="" type="checkbox"/> each box as it applies and attach all required documents)				
<input checked="" type="checkbox"/>	Exempt Project			
<input checked="" type="checkbox"/>	Project is Exempt per 24 CFR 58.34			
	Project Location Map Attached (Google)			
<input checked="" type="checkbox"/>	Categorically Excluded Project			
	Statutory Checklist			
	Project Location Map Attached (Google)			
	Flood Plain Map https://gis.oakgov.com/PropertyGateway/Home.mvc	Project in Flood Plain	8 Step Attached	
<input checked="" type="checkbox"/>	Environmentally Assessed Project			
	Environmental Assessment			
	Project Location Map Attached (Google)			
	Flood Plain Map https://gis.oakgov.com/PropertyGateway/Home.mvc	Project in Flood Plain	8 Step Attached	
<input checked="" type="checkbox"/>	Other Projects			
	Historic Preservation Profile (HPP) Attached		Demolition Checklist Attached	

PY 2018 CDBG APPLICATION – PART 5

(Please complete for each project) Project #3 Allocation: \$7,900

13. Project Purpose (PUBLIC SERVICES PROJECTS ONLY)		
Help Prevent Homelessness?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Help the Homeless?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Help those with HIV/AIDS?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Help Persons with Disabilities?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

14. Project Purpose (PUBLIC FACILITIES & IMPROVEMENTS PROJECTS ONLY)		
Will the project meet ADA standards for access?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

15. Describe Additional Resources	
Other Federal Funds	\$
State/Local Funds	\$
Other Funds	\$

16. Project Duration		
This is a new project for PY 2018	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
This is an ongoing project from PY 2017	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
This ongoing project has been offered since PY	2000	
For ongoing projects describe PY 2017 results i.e. 9% of participants had greater access to public services.	95 persons received services	

17. Project Administration		
Community will manage project	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Community will hire a vendor to manage project	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
County will administer contract	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

PY 2018 CDBG APPLICATION – PART 2

Please ✓ one box per project)

Project #4

Allocation: \$5,400

Project Information							
4. Account	Account #	Matrix	Authority	Objective	Goal	Indicator	Outcome
Acquisition and Disposition							
✓ Acquisition of Real Property	172170-730003	01	570.201 (a)	Suitable Living Environment	Strengthen Communities	# of LMI HH with new/ improved access	Sustainability
Disposition	172170-730536	02	570.201 (b)				
Public Facilities and Improvements							
Downtown Revitalization	172170-730541	03N	570.201 (c)	Suitable Living Environment	Strengthen Communities	# of LMI HH with new/ improved access	Sustainability
Fire Station Equipment	172170-730733	03O	570.201 (c)				
Flood Drain Improvements	172170-730744	03I	570.201 (c)				
Parks-Recreational Facilities	172170-731332	03F	570.201 (c)				
Remove Architectural Barriers	172170-731619	03	570.201 (c)				
Senior Center	172170-731696	03A	570.201 (c)				
Sidewalks	172170-731745	03L	570.201 (c)				
Special Assessments - Flood	172170-731815	03I	570.201 (c)				
Special Assessments - Water Sewer	172170-731815	03J	570.201 (c)				
Special Assessments - Street	172170-731815	03K	570.201 (c)				
Special Assessments - Sidewalk	172170-731815	03L	570.201 (c)				
Street Improvements	172170-731864	03K	570.201 (c)				
Tree Planting	172170-732021	03N	570.201 (c)				
Water Sewer Improvements	172170-732114	03J	570.201 (c)				
Public Services							
PS (Battered & Abused Spouses)	172160-730137-40620	05G	570.201 (e)	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/ Accessibility
PS (Disabled Services)	172160-730535	05B	570.201 (e)				
✓ PS (Emergency Services)	172160-730571	05	570.201 (e)				
PS (Fair Housing Services)	172160-730880	05A	570.201 (e)				
PS (Housekeeping Services)	132210-702010	05	570.201 (e)				
PS (Legal Services)	172160-731073	05C	570.201 (e)				
PS (Safety & Repair Services)	172160-731665	05A	570.201 (e)				
PS (Senior Services)	172160-731712	05A	570.201 (e)				
PS (Transportation Services)	172160-732011	05E	570.201 (e)				
PS (Yard Services)	172160-732170	05A	570.201 (e)				
PS (Youth Services)	172160-732185	05D	570.201 (e)				

(Please ✓ one box per project)

Project #4 Allocation: \$5,400

4. Account	Account #	Matrix	Authority	Objective	Goal	Indicator	Outcome	
Housing								
✓	Housing Rehabilitation	132290-730898	14A	570.202	Decent Affordable Housing	# of units brought to code	Affordability	
	Rehab Publicly Owned Residential	172160-731602	14D					
	Emergency Rehab	172170-730569	14A					
	Minor Home Repair	172170-731227	14A					
	Mobile Home Repair	172170-731224-40620	14A					
	Housing Rehabilitation Admin	132280-731605	14H	N/A	N/A	N/A	N/A	
Other Projects								
	Clearance and Demolition	172170-730345	04	570.201 (d)	Suitable Living Environment	Strengthen Communities	Slum Blight	Sustainability
	Non Res Historic Preservation	172170-731280	16B	570.202 (d)				
	Code Enforcement	172170-730310	15	570.202 (c)				
	Interim Assistance							
	ED (Micro-Enterprise Assistance)							

PY 2018 CDBG APPLICATION – PART 3

(Please complete for each project)

Project #4

Allocation: \$5,400

5. Project Description

Provide a detailed description of the proposed project Provide one-time or short-term (no more than three months per household per year) emergency payments or food assistance to low and moderate income residents of Novi.

How will CDBG funds be used? (i.e. construction, materials, public service delivery, project service delivery costs) Provide one-time or short-term (no more than three months per household per year) emergency payments or food assistance to low and moderate income residents of Novi.

6. CDBG National Objective (See Eligible Projects List)

✓	Code/Description	24 CFR Citation
	LMA - Low/mod area benefit: the service area identified for activities is primarily low/mod income.	570.208(a)(1) 507.483(b)(1)
X	LMC - Low/mod limited clientele benefit: activities that benefit a limited clientele, at least 40.81% of which are low/mod income.	570.208(a)(2) 570.483(b)(2)
	LMH - Low/mod housing benefit: activities that are carried out for the purpose of providing or improving permanent residential structures that will be occupied by low/mod income households.	570.208(a)(3) 570.483(b)(3)
	SBS - Slum/blight spot basis: activities that address conditions of blight or physical decay on a spot basis not located in a designated slum/blight area.	570.201 (f)(1) 570.200 (e) 570.201 (f) (2)

7. # of clients to be served in PY 2018

8. Type of clients to be served

	People
587	Households
	Housing Units
	Public Facilities

9. Senior Center Projects Only

	Estimated Number of Current Members
	White alone
	Black or African American alone
	American Indian and Alaska Native alone
	Asian alone
	Native Hawaiian & Other Pacific Islander alone
	Some other race alone

(Please complete for each project) Project #4 Allocation: \$5,400

10. Project Location		
	<input checked="" type="checkbox"/>	Please <input checked="" type="checkbox"/> one box
Describe Project Location	X	City/Township/Village Wide
		Area Wide Benefit Only
		Specific
Parcel ID# Public Facilities Projects Only		
Address		
City		
Zip Code		
Areawide Benefit Projects Only		
Census Tracts (CTs) and Block Groups (BGs) Attach Areawide Benefit Map		
	CT _____	BG _____
	CT _____	BG _____
	CT _____	BG _____
	CT _____	BG _____

11. Describe the service area for the following:		
	Project Type	Service Area
Fire Station/ Equipment		
Park Recreational Facilities		
Special Assessments		

12. Environmental Review Record				
(Please <input checked="" type="checkbox"/> each box as it applies and attach all required documents)				
<input checked="" type="checkbox"/>	Exempt Project			
X	Project is Exempt per 24 CFR 58.34			
	Project Location Map Attached (Google)			
<input checked="" type="checkbox"/>	Categorically Excluded Project			
	Statutory Checklist			
	Project Location Map Attached (Google)			
	Flood Plain Map https://gis.oakgov.com/PropertyGateway/Home.mvc	Project in Flood Plain		8 Step Attached
<input checked="" type="checkbox"/>	Environmentally Assessed Project			
	Environmental Assessment			
	Project Location Map Attached (Google)			
	Flood Plain Map https://gis.oakgov.com/PropertyGateway/Home.mvc	Project in Flood Plain		8 Step Attached
<input checked="" type="checkbox"/>	Other Projects			
	Historic Preservation Profile (HPP) Attached			Demolition Checklist Attached

PY 2018 CDBG APPLICATION – PART 5

(Please complete for each project) Project #4 Allocation: \$5,400

13. Project Purpose (PUBLIC SERVICES PROJECTS ONLY)		
Help Prevent Homelessness?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Help the Homeless?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Help those with HIV/AIDS?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Help Persons with Disabilities?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

14. Project Purpose (PUBLIC FACILITIES & IMPROVEMENTS PROJECTS ONLY)		
Will the project meet ADA standards for access?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

15. Describe Additional Resources	
Other Federal Funds	\$
State/Local Funds	\$
Other Funds	\$

16. Project Duration		
This is a new project for PY 2018	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
This is an ongoing project from PY	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
This ongoing project has been offered since PY		
For ongoing projects describe PY 2017 results i.e. 9% of participants had greater access to public services.		

17. Project Administration		
Community will manage project	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Community will hire a vendor to manage project	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
County will administer contract	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

CONFLICT OF INTEREST CERTIFICATION

Code of Federal Regulations Title 24, Volume 3
Revised as of April 1, 2004 CITE: 24CFR570.611

TITLE 24--HOUSING AND URBAN DEVELOPMENT CHAPTER V--OFFICE OF ASSISTANT SECRETARY
FOR COMMUNITY PLANNING AND DEVELOPMENT, DEPARTMENT OF HUD
Part 570 Community Development Block Grants Subpart K Other Program Requirements
Sec. 570.611 Conflict of interest

(a) Applicability. (1) In the procurement of supplies, equipment, construction, and services by recipients and by subrecipients, the conflict of interest provisions in 24 CFR 85.36 and 24 CFR 84.42, respectively, shall apply. (2) In all cases not governed by 24 CFR 85.36 and 84.42, the provisions of this section shall apply. Such cases include the acquisition and disposition of real property and the provision of assistance by the recipient or by its subrecipients to individuals, businesses, and other private entities under eligible activities that authorize such assistance (e.g., rehabilitation, preservation, and other improvements of private properties or facilities pursuant to Sec. 570.202; or grants, loans, and other assistance to businesses, individuals, and other private entities pursuant to Sec. 570.203, 570.204, 570.455, or 570.703(i)).

(b) Conflicts prohibited. The general rule is that no persons described in paragraph (c) of this section who exercise or have exercised any functions or responsibilities with respect to CDBG activities assisted under this part, or who are in a position to participate in a decision making process or gain inside information with regard to such activities, may obtain a financial interest or benefit from a CDBG-assisted activity, or have a financial interest in any contract, subcontract, or agreement with respect to a CDBG-assisted activity, or with respect to the proceeds of the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for one year thereafter.

(c) Persons covered. The conflict of interest provisions of paragraph (b) of this section apply to any person who is an employee, agent, consultant, officer, or elected official or appointed official of the recipient, or of any designated public agencies, or of subrecipients that are receiving funds under this part.

(d) Exceptions. Upon the written request of the recipient, HUD may grant an exception to the provisions of paragraph (b) of this section on a case-by-case basis when it has satisfactorily met the threshold requirements of (d)(1) of this section, taking into account the cumulative effects of paragraph (d)(2) of this section.

(1) Threshold requirements. HUD will consider an exception only after the recipient has provided the following documentation: (i) A disclosure of the nature of the conflict, accompanied by an assurance that there has been public disclosure of the conflict and a description of how the public disclosure was made; and (ii) An opinion of the recipient's attorney that the interest for which the exception is sought would not violate State or local law.

(2) Factors to be considered for exceptions. In determining whether to grant a requested exception after the recipient has satisfactorily met the requirements of paragraph (d)(1) of this section, HUD shall conclude that such an exception will serve to further the purposes of the Act and the effective and efficient administration of the recipient's program or project, taking into account the cumulative effect of the following factors, as applicable: (i) Whether the exception would provide a significant cost benefit or an essential degree of expertise to the program or project that would otherwise not be available; (ii) Whether an opportunity was provided for open competitive bidding or negotiation; (iii) Whether the person affected is a member of a group or class of low- or moderate-income persons intended to be the beneficiaries of the assisted activity, and the exception will permit such person to receive generally the same interests or benefits as are being made available or provided to the group or class; (iv) Whether the affected person has withdrawn from his or her functions or responsibilities, or the decision making process with respect to the specific assisted activity in question; (v) Whether the interest or benefit was present before the affected person was in a position as described in paragraph (b) of this section; (vi) Whether undue hardship will result either to the recipient or the person affected when weighed against the public interest served by avoiding the prohibited conflict; and (vii) Any other relevant considerations. By applying for CDBG funds, the Participating Community certifies that they have read the above:

Community Name:	
Name of Highest Elected Official (HEO) and Title:	
Signature of HEO or Designee:	<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Signature/Title