



**CITY OF NOVI CITY COUNCIL  
DECEMBER 19, 2022**

**SUBJECT:** Approve the Program Year 2023 Community Development Block Grant (CDBG) Application in the approximate amount of \$125,932 and authorize the Mayor to sign the Application.

**SUBMITTING DEPARTMENT:** Finance

**BACKGROUND INFORMATION:** The proposed program year (PY) 2023 CDBG allocation for the City of Novi is estimated to total \$125,932.

**Housing and Community Development Committee Recommendation:**  
Funding requests were reviewed individually by the HCD Committee at their meeting of November 15, 2022. After very thoughtful deliberation, the Committee is recommending the following program allocations for 2023:

| <b>Recommended Projects</b> |                                 |   |                         |                      |                                   |
|-----------------------------|---------------------------------|---|-------------------------|----------------------|-----------------------------------|
| CDBG Program Descriptions   | Organization Requesting Funding | Description   | 2022 Application Amount | 2023 Agency Requests | 2023 HCD Committee Recommendation |
| Public Services             | HAVEN                           | Domestic Violence                                       | \$13,000                | \$15,000             | \$15,000                          |
| Public Services             | Novi Youth Assistance           | Specialized Counseling and Camp/Field Trip Scholarships | \$8,000                 | \$8,000              | \$9,950                           |
| Public Services             | Hospitality House               | Emergency Services                                      | \$9,900                 | \$9,950              | \$9,950                           |
|                             |                                 | <b>Sub-Total*</b>                                       | <b>\$30,900</b>         | <b>\$32,950</b>      | <b>\$34,900</b>                   |
| Minor Home Repair           | City of Novi                    | Residential Repair Program for Novi Residents           | \$102,603               | \$92,982             | \$91,032                          |
|                             |                                 | <b>Total</b>  | <b>\$133,503</b>        | <b>\$125,932</b>     | <b>\$125,932</b>                  |

**\*The Maximum 30% Allocation Allowed within the Public Service Category for 2023 is \$37,780.00**

**RECOMMENDED ACTION:** Approve the Program Year 2023 Community Development Block Grant Application in the approximate amount of \$125,932 and authorize the Mayor to sign the Application.

**CITY OF NOVI**  
**COUNTY OF OAKLAND, MICHIGAN**

**Approving the 2023 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 19, 2022 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 2023 Community Development Block Grant funds, and

WHEREAS, the City of Novi has duly advertised and conducted a public hearing on December 19, 2022, for the purpose of receiving public comments regarding the proposed use of 2023 Community Development Block Grant funds in the approximate amount of \$125,932, 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.

| <b>Account #:</b>    | <b>Project Name:</b>   | <b>Amount:</b>   |
|----------------------|--|------------------|
| <b>172160-730571</b> | <b>Public Services – Emergency Services – Subsistence Payments</b> | <b>\$ 9,950</b>  |
| <b>172160-730137</b> | <b>Public Services – Domestic Violence</b>                         | <b>\$ 15,000</b> |
| <b>172160-732185</b> | <b>Public Services – Child Care Services</b>                       | <b>\$ 9,950</b>  |
| <b>172170-731227</b> | <b>Minor Home Repair</b>   | <b>\$ 91,032</b> |

**Total** **\$125,932**

NOW THEREFORE BE IT RESOLVED, that the City of Novi hereby authorizes that the 2023 Community Development Block Grant Application in the approximate amount of \$123,932 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.

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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 19th day of December 2022, 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.

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Cortney Hanson, City Clerk  
City of Novi

# MEMORANDUM



**TO:** CARL JOHNSON, FINANCE DIRECTOR  
**FROM:** SABRINA LILLA, DEPUTY FINANCE DIRECTOR  
**SUBJECT:** 2023 COMMUNITY DEVELOPMENT BLOCK GRANT PUBLIC HEARING INFORMATION  
**DATE:** NOVEMBER 13, 2022

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The proposed Program Year (PY) 2023 Community Development Block Grant (CDBG) allocation for the City of Novi is **estimated** to total \$125,932. **Funding requests from outside agencies for public service activities were received totaling \$32,950.** The maximum amount the City of Novi is allowed to allocate directly to the public service program category for 2023 is \$37,780. Below is the history of Oakland County's public service cap policy:

Oakland County is required by the U.S. Department of Housing and Urban Development (HUD) to maintain an overall public service cap of 15%. Dating back to November 1, 1996, Oakland County was allowing participating communities to spend a maximum of 50% of its annual allocation for public service activities and still maintain the overall 15% requirement. This was possible because of the large offsetting Oakland County Home Improvement Program. The impact of the 2000 census was to eliminate the area wide benefit activities for many communities forcing more communities to now allocate funds directly to public service activities. As a result, Oakland County in 2006 changed their policy to only allow participating communities to spend a maximum of 45% of their annual allocation on public services. Because of a sever decrease in the amount of revolving loan fund (RLF) paybacks to the Home Improvement Program, the public service cap was reduced even further by Oakland County to a maximum of 30% of community allocations. Decreases in the amount of revolving loan fund (RLF) paybacks to the Home Improvement Program as well as a 17% reduction in federal funding in PY 2011, caused the public service cap to be reduced even further by Oakland County to a maximum of 15% of community allocations. **With the addition of the City of Pontiac to Oakland County's list of participating communities, the public service cap was increased to a maximum of 30% of community allocations.** This continues to be the allowed allocation limit. The public service category allows the City of Novi to fund programs and services such as Youth Assistance and HAVEN.

**Housing and Community Development Committee (HCD) Recommendation:** The HDC Committee is represented by six members, five residents and one non-voting administrative staff member (Sabrina Lilla).

Funding requests were reviewed by the Housing and Community Development Advisory Committee at their meeting on November 15, 2022 and they are recommending the following program allocations for 2023:

| <b>Recommended Projects</b> |                                 |   |                         |                      |                                   |
|-----------------------------|---------------------------------|---|-------------------------|----------------------|-----------------------------------|
| CDBG Program Descriptions   | Organization Requesting Funding | Description                                   | 2022 Application Amount | 2023 Agency Requests | 2023 HCD Committee Recommendation |
| Public Services             | HAVEN                           | Battered and abused spouses                   | \$13,000                | \$15,000             | \$15,000                          |
| Public Services             | Novi Youth Assistance           | Specialized counseling and camp scholarships  | \$8,000                 | \$8,000              | \$9,950                           |
| Public Services             | Hospitality House               | Emergency services                            | \$ 9,900                | \$9,950              | \$9,950                           |
|                             |                                 |   |                         |                      |                                   |
|                             |                                 | <b>Sub-Total*</b>                             | <b>\$30,900</b>         | <b>\$32,950</b>      | <b>\$34,900</b>                   |
| Minor Home Repair           | City of Novi                    | Residential Repair program for Novi Residents | \$102,603               | \$92,982             | \$91,032                          |
|                             |                                 | <b>Total</b>                                  | <b>\$133,503</b>        | <b>\$125,932</b>     | <b>\$125,932</b>                  |

**\*The maximum 30% allocation allowed within the Public Service category for 2023 is \$37,780.**

**Letters requesting grant funding from HAVEN, Novi Youth Assistance, and Hospitality House have been included within this packet as additional information.**

Agency request, in previous years, typically mirror actual awards from the previous year. For Program Year 2023, we spoke with the requesting organizations and suggested they should request funds they believe they can use. They did not need to limit their requests to the level of funding from the prior year but should request the funds they believe they can utilize.

The Committee sought to provide the greatest good for the greatest amount of people. The Committee agreed to recommend continued funding for Novi Youth Assistance (NYA), HAVEN and emergency services. The committee conclude to allocate additional funding, above NYA's request, due to the increased demand for activities for children in the post COVID-19 months. Funding dollars allocated to NYA are used to provide direct intervention services for Novi youth and include counseling, enrichment, skill building and academic support to children who are for various reasons deemed to be at "at risk" or whose families have insufficient financial resources to meet their needs for these activities. The broad goals are: 1) to provide scholarships to allow children (who qualify by income) to attend various summer camps according to their individual interest and needs, 2) to enroll qualifying children in programs that increase skills in various areas and 3) to provide tutoring to qualifying children who can benefit from additional academic support.

The City received emergency service funding requests from Hospitality House. The organization requested a minimum of \$9,950. The Committee felt emergency services are a needed resource within the City, especially following the pandemic and rising

inflation costs. Last year, Hospitality House provided 51,492 pounds of food to 92 households which equated to \$92,170.

**HAVEN Guidelines for CDBG Communities:** Beginning with the 2007 Program Year, Oakland County now contracts directly with HAVEN as a sole source provider on behalf of participating communities. In the past, each community would contract individually with HAVEN. The contract duration period will be one year and at the end of the contract period, any community balance will be expended for the 24-hour crisis hotline. HAVEN provided program services to 121 individuals and 234 crisis calls were received from families within the City of Novi. The Committee recommended to provide the requested funds for HAVEN. The cost to provide services to Novi residents far exceeds the funding request.

**Minor Home Repair Program:** In addition to our allocation of CDBG funds, Novi offers its residents the ability to participate in the Weatherization Assistance Program (WAP) administered through OLHSA. The WAP provides free, grant-funded, energy-related home repairs to all eligible low-income households to help lower their utility bills and to improve living conditions. Additional information regarding this program can be found on the City's website.

The City currently holds the minor home repair contract with McKenna Associates. Due to the COVID pandemic, there was a delay in starting projects as well as finding contractors to do the work; however, we are starting to see less of an issue as of late. There is currently not a wait list for funds. In fact, in order to increase interest in the program, the City included an advertisement in the City's newsletter, Engage. The advertising worked and McKenna has received much interest in the program. Additional funds are available for the minor home repair program once the program year 2022 contract is signed.

The table below reflects funding levels for the Minor Home Repair program since 2019. In prior years the average minor home repair cost approximately \$1,000 to \$5,000 per unit. Since the COVID pandemic and the increase in inflation, we are seeing those costs increase with projects ranging from \$3,000 to \$8,000. We anticipate the need for the Minor Home Repair program to sustain throughout the 2023 grant year.

| <b>CDBG Program</b> | <b>Description</b>         | <b>2019 CDBG Funding Allocation</b> | <b>2020 CDBG Funding Allocation</b> | <b>2021 CDBG Funding Allocation</b> | <b>2022 CDBG Application Allocation</b> | <b>2023 CDBG HCD Committee Recommendation</b> |
|---------------------|----------------------------|-------------------------------------|-------------------------------------|-------------------------------------|---|---|
| Minor Home Repair   | Residential repair program | \$104,030                           | \$100,569                           | \$100,603                           | \$102,603                               | \$91,032                                      |

**Area-wide Benefit Map:** Enclosed with this packet is the current area-wide benefit map as provided by Oakland County which reflects the Program Year 2023 low/moderate income block groups from the U.S. Department of Housing and Urban Development. The **Recommended Projects** for 2023 do not include any area benefit type projects such as parks, streets, or sidewalk improvements. The projects are strictly city-wide individual income-qualified type projects such as minor home repair or direct benefit projects such as public services which are not dependent on location.

**Novi Community Development Block Grant History:** Since 2002, the City of Novi has received and **successfully managed over \$2,655,827** in CDBG grant funds.

The deadline to submit the 2023 CDBG application to Oakland County is December 23, 2022.

|                           | Recommended<br><b>2023</b> | Application<br><b>2022</b> | Program Year           |                        |                        |                        |                        |                        |                        |                        |                        |                             | Total               |
|---------------------------|----------------------------|----------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|-----------------------------|---------------------|
|                           |                            |                            | Awarded<br><b>2021</b> | Awarded<br><b>2020</b> | Awarded<br><b>2019</b> | Awarded<br><b>2018</b> | Awarded<br><b>2017</b> | Awarded<br><b>2016</b> | Awarded<br><b>2015</b> | Awarded<br><b>2014</b> | Awarded<br><b>2013</b> | Awarded<br><b>2002-2011</b> |                     |
| Minor Home Repair         | 91,032                     | 102,603                    | 100,603                | 100,569                | \$ 104,030             | \$ 74,345              | \$ 84,626              | \$ 74,126              | \$ 84,481              | \$ 77,505              | \$ 77,654              | \$ 786,577                  | \$ 1,758,151        |
| Novi Youth Assistance     | -                          | 8,000                      | -                      | 8,000                  | -                      | 18,562                 | 10,000                 | 10,000                 | 8,000                  | 8,000                  | 8,000                  | 67,724                      | 146,286             |
| NYA - Child Care Services | 9,950                      | -                          | 8,000                  | -                      | 15,000                 | -                      | -                      | -                      | -                      | -                      | -                      | -                           | 32,950              |
| Haven                     | 15,000                     | 13,000                     | 15,000                 | 16,000                 | 8,000                  | 7,900                  | 6,000                  | 6,500                  | 6,000                  | 6,000                  | 6,000                  | 53,460                      | 158,860             |
| Transportation            | -                          | -                          | -                      | -                      | -                      | -                      | -                      | 10,000                 | -                      | -                      | -                      | 115,000                     | 125,000             |
| Senior Services           | -                          | -                          | -                      | -                      | -                      | -                      | -                      | -                      | -                      | -                      | -                      | 14,000                      | 14,000              |
| Mobile Home Repair        | -                          | -                          | -                      | -                      | -                      | -                      | 46,407                 | -                      | -                      | -                      | -                      | -                           | 46,407              |
| Emergency Services        | 9,950                      | 9,900                      | 9,900                  | 7,000                  | 3,500                  | 5,400                  | -                      | -                      | -                      | -                      | -                      | -                           | 45,650              |
| Public Services*          | -                          | -                          | -                      | -                      | -                      | -                      | -                      | -                      | -                      | -                      | -                      | 328,523                     | 328,523             |
|                           | <u>125,932</u>             | <u>133,503</u>             | <u>133,503</u>         | <u>131,569</u>         | <u>130,530</u>         | <u>106,207</u>         | <u>147,033</u>         | <u>100,626</u>         | <u>98,481</u>          | <u>91,505</u>          | <u>91,654</u>          | <u>1,365,284</u>            | <u>\$ 2,655,827</u> |

\*The public service was not specifically identified





Novi

Strengthening Families  
Through Community Involvement

# NOVI YOUTH ASSISTANCE

November 4, 2022

Housing and Community Development Committee  
City of Novi  
45175 Ten Mile Rd.  
Novi, MI 48375

Dear Committee Members:

There are risk factors which can increase the likelihood of negative outcomes on a young person, and there are protective factors that *reduce* the likelihood of negative outcomes.

The Novi Youth Assistance Scholarship program exposes Novi youth to protective factors. The program offers financial assistance for skill-building and enrichment programs to youth in low income families. By participating in the programs and services that our scholarships help families to afford, our youth have the potential to be exposed to the following protective factors ([www.ojjdp.gov](http://www.ojjdp.gov)):

- Prosocial opportunities/opportunities for participation/availability of neighborhood resources
- Presence and involvement of caring/supportive adults
- Involvement with positive peer group activities and norms
- Healthy/conventional beliefs and commitment to community and school

It is the mission of Novi Youth Assistance to strengthen youth and families and to reduce the incidence of delinquency, abuse and neglect through community involvement. Novi Youth Assistance has been fortunate to be able to offer the Scholarship program to the Novi community through CDBG funds since 1994. Continued CDBG funding is vital for this program to continue to serve our most vulnerable youth.

Novi Youth Assistance respectfully requests that the committee members consider granting Novi Youth Assistance **\$8,000** for the Child Care Services program in the 2023 budget year.

Sincerely,

*Andrea Smith*

Andrea Smith  
Chairperson, Novi Youth Assistance

The Circuit Court Family Division for the County of Oakland does not discriminate on the basis of disability in admission or access to its programs, activities, or services required by Title II of the Americans with Disabilities Act of 1990. The Circuit Court Family Division is an Equal Employment Opportunity Employer.

## OFFICE

Novi Youth Assistance  
24062 Taft Road  
Novi, MI 48375

## TELEPHONE

(248)675-3089

## WEBSITE

[www.cityofnovi.org/  
nvascholarships](http://www.cityofnovi.org/nvascholarships)

## SPONSORED BY

Oakland County Circuit  
Court Family Division  
City of Novi  
Novi Community Schools

## PROFESSIONAL COUNSELING TO YOUTH AND THEIR FAMILIES



## Hospitality House *food pantry*

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P.O. Box 284  
2075 E. West Maple Rd., Ste. B204  
Commerce Twp, MI 48390

Phone: 248-960-9975  
[www.hhfp.org](http://www.hhfp.org)

Re: 2023 Community Development Block Grant

Dear Sabrina Lilla:

On behalf of the Hospitality House Food Pantry, I would like to request that a minimum of **\$9950** in Community Development Block Grant funding be awarded to help the pantry continue to provide food assistance to the low-income residents of the City of Novi.

Year to date Hospitality House has distributed 51,492 pounds of food to 92 unique households in Novi consisting of 216 unique individuals. This figure has a dollar value of over \$92,170.68 in value. Of the 26 different municipalities Hospitality House serves, Novi is the third largest city from which our clients originate from. Each client received approximately 81 pounds of food per visit from the pantry. Every month, we allow families with incomes below 200% of the federal poverty level to come in and "shop" our pantry, selecting the food that best meets their family needs.

Hospitality House Food Pantry not only serves Novi but all of Oakland County and never turns away anyone seeking food assistance. In the time frame from December 01, 2021, to August 31, 2022, Hospitality House served 590 unique households consisting of 1330 individuals that visited the pantry a total of 4332 times. These household were supplied with a total of 334,376 pounds of food during this time period, for an average of 77 pounds of food per visit.

In addition, Hospitality House has several other programs to assist those who are struggling in the areas of transportation and housing. These programs assist residents with care repair services and homeless individuals with a temporary hotel room until they are able to find housing or a space in a shelter.

Hospitality House is a diligent steward-in the use of its resources; acquiring foods at no or lost cost and primary utilizes volunteers to man its operations. These savings are passed on directly to program beneficiaries who receive services at no cost.

Hospitality House is a 501 (c) (3) organization, licensed by the State of Michigan, and has in the past received CDBG funding from the City of Wixom. Thank you for considering our agency Hospitality House provides a vital service to the low-income residents to the City of Novi. If you have any

questions about the organization regarding this proposal, you can contact Michael Fraley at (248) 960-9975.

Sincerely,



Michael Fraley  
Executive Director



## Hospitality House *food pantry*

---

P.O. Box 284  
2075 E. West Maple Rd., Ste. B204  
Commerce Twp, MI 48390

Phone: 248-960-9975  
[www.hhfp.org](http://www.hhfp.org)

### **Project Description:**

Hospitality House is a "client choice" food pantry which serves all of Oakland County. "Client choice" means that the pantry is set up like a small grocery store and clients can go through and "shop" for their family, selecting the items that meet their family's needs, within established quantity guidelines based on family size. Hospitality House provides a wide range of foods, including cereal, fruit juice, canned fruits and vegetables, pasta, rice, canned meat and fish, frozen foods and baked goods. We also offer a variety of fresh vegetables, fruits, meats, dairy products and bread. Clients can select food from the pantry once every two weeks.

### **Project Management and Administration:**

Hospitality House's Executive Director Michael Fraley and Operations Manager Raymond Sherlock, has primary responsibility for the operations of the pantry, including intake procedures, record-keeping and reporting. Oversight is provided by Hospitality House's Board of Directors.

During the intake process, clients are screened to ensure that their household income does not disqualify them from receiving services that are funded by federal funds. We record the mailing address of every client, as well as the city or township of residence. Relevant demographic information, such as age, race/ethnicity and gender, is also recorded for every member of the household at this time. All of this information is stored in Link2Feed database. Every time a client comes to Hospitality House for food, the pounds of food that they receive is also recorded in this database. This makes it possible for Hospitality House to quickly and precisely report how many pounds of food were distributed to individuals who live within the borders of Novi, as well as the various incomes, racial, and other breakdowns that Hospitality House is required to list on its Direct Benefit Activity Report.

### **Capability:**

Hospitality House is a sizeable organization with a strong record. We also have a dedicated, well-trained group of approximately 50 volunteers who regularly work in the pantry distributing food to the clients, as well as numerous volunteers from local schools, churches, and the community who assist on a more irregular basis. The pantry has a ten-year lease on a warehouse/office space at 2075 E. West Maple Rd. in Commerce Township, and its perishable food storage capacity includes 4 large walk-in freezer/refrigerators, and three refrigerators. In addition, Hospitality House's has relationship with a number of community partners to fight hungry in Oakland County including Gleaners Food Bank, Metro, USDA, US Foods, and Forgotten Harvest.

**Familiarity with CDBG Requirements:**

Hospitality House has had CDBG's from the City of Wixom, and Novi in past years. We are familiar with mandatory Direct Benefit Activity Reports, the income standards for project beneficiaries and other requirements surrounding CDBG's. Funding from this grant will only be used to serve clients who report a household income that places them in the low/moderate income category.



**BOARD OF DIRECTORS**

October 21, 2022

*Kristin L. Christ*  
**Chairperson**

Carl Johnson  
City of Novi  
45175 W 10 Mile Rd  
Novi, MI 48375-3024

*Bernadette White*  
**1<sup>st</sup> Vice Chair**

*Terry Merritt*  
**2<sup>nd</sup> Vice Chair**

*Steve Howell*  
**Secretary**

*Teresa Mulawa*  
**Treasurer**

*William H. Keller*  
**Immediate Past Chair**

*Diane Antishin*  
*Laura Castone*  
*Diane M. Cartwright*  
*Dr. Brent Davidson*  
*Kim Easley*  
*Steve Green*  
*Jon C. Haupt*  
*Donna Inch*  
*Bryan Kieler*  
*Dr. Adnan Munkarah*  
*Susan B. Perlin*  
*Alexander Schwallbach*  
*John Williams*  
*Jordan Zlotoff*

*Christine Kinal*  
**President/CEO**

Dear Carl Johnson:

Violence in families is everywhere, crossing racial, ethnic, cultural, social, and economic boundaries. The impact of this violence invades our schools, places of worship, offices, businesses, factories, and throughout our neighborhoods.

Since 1982, HAVEN has been dedicated to building violence-free communities where everyone can live without fear. HAVEN maintains a 24-hour emergency shelter exclusively for domestic violence victims and their children and sexual assault survivors who are afraid to stay in their own homes. HAVEN offers counseling and education that help families stop the violence, begin the process of healing, and create the hope that their future will be free from abuse. The agency steps out into the community – over the phone, in courtrooms, police stations, hospitals, schools, the workplace, and at community meetings – to provide crisis intervention and education to help victims and families prevent violence in future generations. HAVEN staff manage a Personal Protection Order Office exclusively for victims of domestic violence and sexual assault located in the Circuit Court system, helping victims with the creation and filing of Personal Protection Orders, at no charge, as the first step in their safety plan.

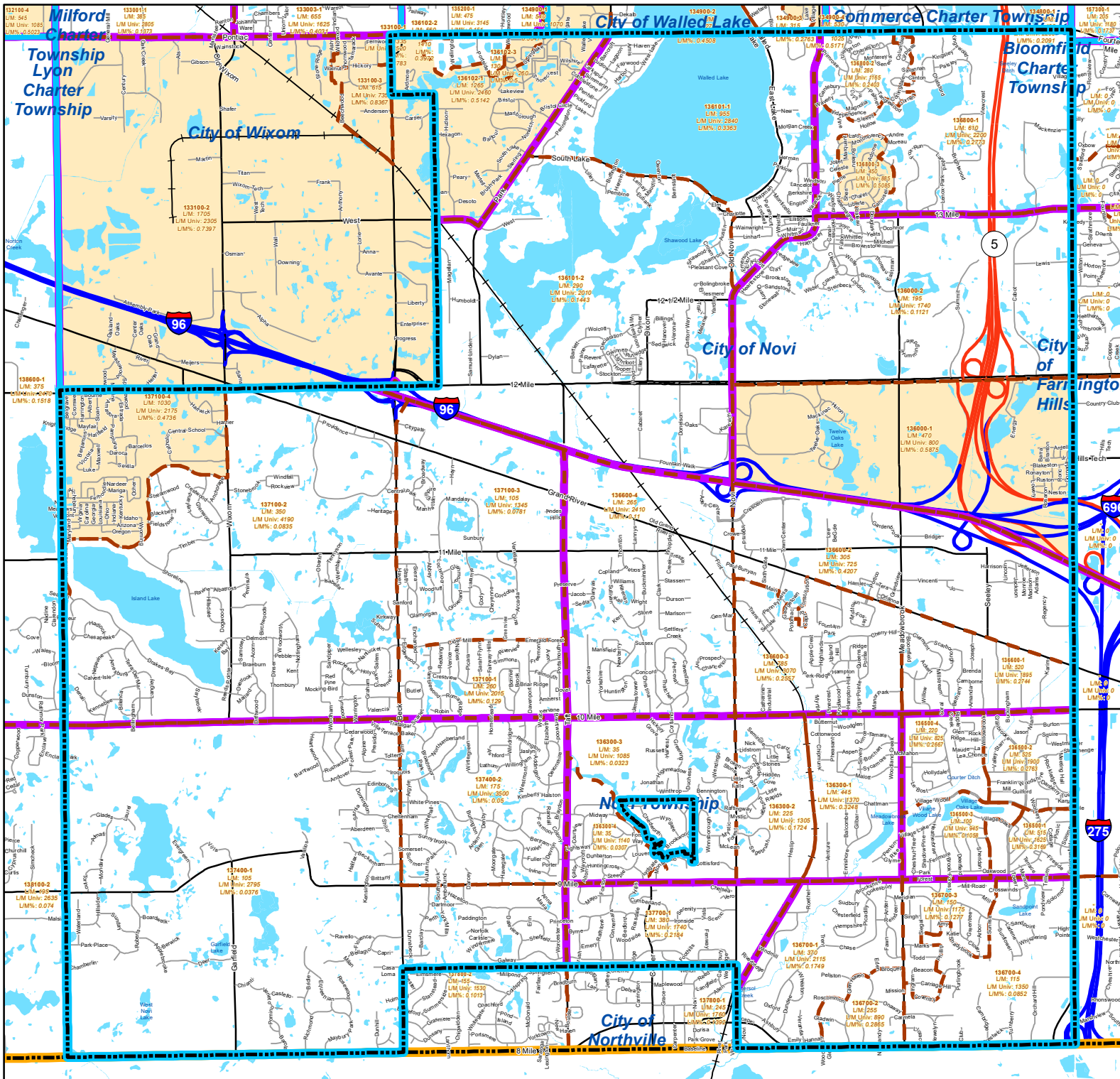
HAVEN, through its comprehensive work, serves to break the silence that has kept the crimes of domestic violence and sexual assault behind closed doors. This silence has only served to allow these crimes to flourish. From July 1, 2021 through June 30, 2022, 121 individuals were seen within our programs and 234 crisis calls were received from families in the City of Novi who took the first step to break their own silence by contacting HAVEN.

Our agency is again reaching out to you for support of our work with an even greater need as we assume the burden of increased clientele and additional staff to maintain these vital services. We ask that you continue to support these families through a Community Development Block Grant of 15000 for fiscal year 2022-2023. Please remember that the federal government presumes that domestic violence victims are considered to be low-income and therefore qualify for inclusion in block grant public service requests.

HAVEN looks forward to the opportunity to meet with you this year to provide further information on this request and answer any questions you may have. In the meantime, if you wish to speak with me, I can be reached at (248) 334-1284, Ext. 319, or you may contact our Executive Assistant, Patricia Hoskins at Ext. 305.

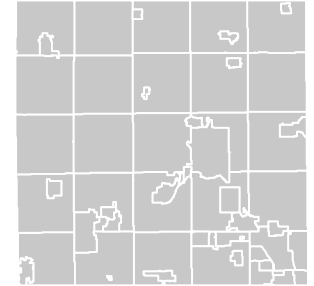
Sincerely,

Marianne Dwyer  
Director of Business Operations



**OAKLAND COUNTY COMMUNITY & HOME IMPROVEMENT**

Oakland Point  
 250 Elizabeth Lake Road, Ste. 1900  
 Pontiac, MI 48341-0414  
 248.858.0493  
[www.oakgov.com/chi](http://www.oakgov.com/chi)



**Area-Wide Benefit Map**  
 City of Novi

- County Border
- Community Boundary (Highlighted)
- Community Boundary (Adjacent)
- Census Tract 2010
- Eligible Area-Wide Benefit Block Groups
- Non-Eligible Block Groups
- Interstate
- US
- State
- Major
- Minor
- Railroad
- Waterbodies



1 in = 0.82 miles

This Census Block Group map reflects the 2011-2015 American Community Survey (ACS).

## CDBG APPLICATION PART 2 - APPLICANT INFORMATION

### A - APPLICANT CONTACT

|                                       |   |                             |       |
|---------------------------------------|---|-----------------------------|-------|
| Community:                            | Novi (City)                             |                             |       |
| CDBG Planning Allocation:             | \$ 125,932.00                           |                             |       |
| Contact Person:                       | Sabrina Lilla                           |                             |       |
| Telephone:                            | 248-735-5692                            |                             |       |
| Best time to contact:                 | 9:00 AM-4:00 PM Monday-Friday           |                             |       |
| UEI #:                                | HSCJU29TX894                            |                             |       |
| Copy of current SAMS attached:        | Yes <input checked="" type="checkbox"/> | If No, Explain: _____       |       |
| Is community subject to Single Audit? | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> | _____ |

### B - PROPOSED PROJECT

|   |      |  |  |
|---|------|--|--|
| Project # <u>1</u> Name: <u>Minor Home Repair</u> Allocation: \$ <u>\$91,032.00</u> |      |  |  |
| Total # of Projects:  | 4    |  |  |
| # of Public Service Projects:   | 3    |  |  |
| Public Service %:   | 27.7 |  |  |

### C - AFFIDAVIT OF COMPLIANCE

The undersigned certifies that the information in this application is true and correct. In applying for CDBG funds, the applicant has read, understands and agrees to comply with all the provisions of all federal regulations issued thereto by the U.S. Department of Housing and Urban Development (HUD), state and local regulations and laws.

|   |                |
|---|----------------|
| Name of Highest Elected Official or Designee: | Robert J. Gatt |
| Title of Highest Elected or Designee:         | Mayor          |
| Signature:                                    |                |



## **CDBG APPLICATION PART 1 - CHECKLIST**

**Place this checklist on top of the application. Submit the following pages in the order outlined below plus required attachments.**

### **PART 2 - COMPLETE ONCE PER APPLICATION**

- A - Applicant Contact
- B - Proposed Projects
- C- Affidavit of Compliance with Federal, State, Local Regulations
- D - Conflict of Interest Certification

### **PART 3 - COMPLETE PER PROJECT**

- A- Project Type

### **PART 4 - COMPLETE PER PROJECT**

- A - CDBG National Objective
- B - Project Description
- C - Code Enforcement
- D - Project Location
- E - Project Purpose
- F - Project Duration
- G - Project Administration
- H - Additional Resources
- I - Environmental Review Record

### **PART 5 - COMPLETE ONCE PER APPLICATION**

- A - Public Hearing Notice
- Option #1 Affidavit of Publication
- Option #2 Web Posting and Certification
  
- B - Public Hearing Minutes
- Option #1 True Copy
- Option #2 Governing Body Resolution

## CDBG APPLICATION PART 2 - CONTINUED

### D - 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-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:

|  |                |
|--|----------------|
| <b>Community Name:</b>                               | Novi (City)    |
| <b>Name of Highest Elected Official or Designee:</b> | Robert J. Gatt |
| <b>Title of Highest Elected or Designee:</b>         | Mayor          |
| <b>Signature:</b>                                    |                |

**CDBG APPLICATION - PART 3 PROJECT TYPE**

(Please check one box per project)

Project #1 Allocation: \$91,032.00

| PROJECT TYPE                                       |               |                             |                        |                                      |                |
|--|---------------|-----------------------------|------------------------|--------------------------------------|----------------|
| Account  | Account #     | Objective                   | Goal                   | Indicator                            | Outcome        |
| <b>ACQUISITION AND DISPOSITION</b>                 |               |                             |                        |                                      |                |
| Acquisition of Real Property                       | 172170-730003 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Disposition of Real Property                       | 172170-730536 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Clearance and Demolition                           | 172170-30345  | Suitable Living Environment | Strengthen Communities | Slum Blight                          | Sustainability |
| Cleanup of Contaminated Sites                      |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Relocation   |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| <b>PUBLIC FACILITIES AND IMPROVEMENTS</b>          |               |                             |                        |                                      |                |
| Senior Center                                      | 172170-731696 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Facilities for Persons with Disabilities           |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Homeless Facilities (not operating costs)          |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Youth Centers                                      |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Neighborhood Facilities                            |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Parks, Recreational Facilities                     | 172170-731332 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Parking Facilities                                 |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Solid Waste Disposal Improvements                  | 172170-730744 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Flood Drainage Improvements                        | 172170-730744 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Water/Sewer Improvements                           | 172170-732114 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Street Improvements                                | 172170-731864 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Sidewalks  | 172170-731745 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Child Care Centers                                 |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Tree Planting                                      | 172170-732021 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Fire Stations/Equipment                            | 172170-730733 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Health Facilities                                  |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Facilities for Abused and Neglected Children       |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Asbestos Removal                                   |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Facilities for AIDS Patients (not operating costs) |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Other Public Improvements Not Listed in 03A-03T    | 172170-731498 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Remove Architectural Barriers                      | 172170-731619 |                             |                        |                                      |                |
| Special Assessments                                | 172170-731815 |                             |                        |                                      |                |

**CDBG APPLICATION - PART 3 PROJECT TYPE CONTINUED**

(Please check one box per project)

**Project # 1**

**Allocation: \$ \$91,032.00**

| PROJECT TYPE CONTINUED  |               |                             |                         |                                      |                            |
|---|---------------|-----------------------------|-------------------------|--------------------------------------|----------------------------|
| Account   | Account #     | Objective                   | Goal                    | Indicator                            | Outcome                    |
| <b>PUBLIC FACILITIES AND IMPROVEMENTS CONTINUED</b>                                   |               |                             |                         |                                      |                            |
| Interim Assistance  |               | Suitable Living Environment | Strengthen Communities  | # of LMI HH with new/improved access | Sustainability             |
| Privately Owned Utilities   |               | Suitable Living Environment | Strengthen Communities  | # of LMI HH with new/improved access | Sustainability             |
| Non-Residential Historic Preservation   | 172170-31280  | Suitable Living Environment | Strengthen Communities  | Slum Blight                          | Sustainability             |
| Tornado Shelters Serving Private Mobile Home Parks                                    |               | Suitable Living Environment | Strengthen Communities  | # of LMI HH with new/improved access | Sustainability             |
| <b>PUBLIC SERVICES</b>  |               |                             |                         |                                      |                            |
| Homeless/AIDS Patients Programs   |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |
| Senior Services   | 172160-731712 |                             |                         |                                      |                            |
| Services for Persons with Disabilities  | 172160-730535 | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |
| Legal Services  | 172160-731073 | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |
| Youth Services  | 172160-732185 | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |
| Transportation Services   | 172160-732011 | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |
| Substance Abuse Services  |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |
| Services for victims of domestic violence/<br>dating violence/sexual assault/stalking | 172160-730137 | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |
| Employment Training   | 172160-731941 | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |
| Crime Awareness/Prevention  |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |
| Fair Housing Activities (subject to PS cap)   | 132210-702010 | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |
| Tenant/Landlord Counseling  |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |
| Child Care Services   |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |
| Health Services   |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |
| Services for Abused and Neglected Children  |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |
| Mental Health Services  |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |
| Screening for Lead Poisoning  |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |
| Subsistence Payments  | 172160-730571 | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |
| Homebuyer Downpayment Assistance<br>- Excluding Housing Counseling under 24 CFR 5.100 |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |
| Rental Housing Subsidies  |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |
| Security Deposits   |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |



**CDBG APPLICATION - PART 3 PROJECT TYPE CONTINUED**

(Please check one box per project)

Project # 1

Allocation: \$ 91,032.00

| PROJECT TYPE CONTINUED  |           |                           |      |           |               |  |
|---|-----------|---------------------------|------|-----------|---------------|--|
| Account   | Account # | Objective                 | Goal | Indicator | Outcome       |  |
| <b>HOUSING CONTINUED</b>  |           |                           |      |           |               |  |
| Residential Historic Preservation   |           | Decent Affordable Housing |      |           | Affordability |  |
| Operation and Repair of Foreclosed Property ("In-Rem Housing")            |           | Decent Affordable Housing |      |           | Affordability |  |
| <b>ECONOMIC DEVELOPMENT</b>   |           |                           |      |           |               |  |
| Rehabilitation: Publicly or Privately Owned Commercial/Industrial         |           |                           |      |           |               |  |
| Commercial/Industrial: Acquisition/Disposition                            |           |                           |      |           |               |  |
| Commercial/Industrial: Infrastructure Development                         |           |                           |      |           |               |  |
| Commercial/Industrial: Building Acquisition, Construction, Rehabilitation |           |                           |      |           |               |  |
| Commercial/Industrial: Other Improvements                                 |           |                           |      |           |               |  |
| Economic Development: Direct Financial Assistance to For-Profit Business  |           |                           |      |           |               |  |
| Economic Development: Technical Assistance                                |           |                           |      |           |               |  |
| Economic Development: Microenterprise Assistance                          |           |                           |      |           |               |  |
| <b>GENERAL ADMINISTRATION</b>   |           |                           |      |           |               |  |
| General Program Administration  |           |                           |      |           |               |  |
| Fair Housing Activities (subject to Admin cap)                            |           |                           |      |           |               |  |
| CDBG Funding of HOME Admin  |           |                           |      |           |               |  |
| CDBG Funding of HOME CHDO Operating Expenses                              |           |                           |      |           |               |  |
| <b>OTHER</b>  |           |                           |      |           |               |  |
| CDBG Non-Profit Capacity Building   |           |                           |      |           |               |  |

## CDBG APPLICATION - PART 4

Project # 1

Allocation: \$ \$91,032.00

### A - CDBG NATIONAL OBJECTIVE

**Which one of the National Objectives will this project target?**

| ✓  | Code/Description   | 24 CFR      |
|--|--|-------------|
| <b>Benefits low and moderate income persons</b>  |  |             |
| For the National Objective that <b>principally benefits low- and moderate-income persons</b> is selected, describe how the activity will address ONE of the subcategories listed below:  |  |             |
| <input type="checkbox"/>   | <b>1) Area Benefit Activity</b> - Those projects carried out in a neighborhood consisting predominantly of LMI persons and providing services for such persons yet could be available to other non-income eligible persons in the area. This information can be documented by documenting that the area is primarily residential (e.g., zoning map); and that the income characteristics of households in the service area (i.e., Census data)   | 570.208(a)  |
| <input type="checkbox"/>   | <b>2) Limited Clientele Activity</b> - Those that benefit a specific group of people (rather than all the residents in a particular area) who are, or presumed to be, income eligible. In order to meet the LMI Limited Clientele criteria, the activity must: serve at least 51% LMI, as evidenced by documentation and data concerning beneficiary family size and income; have income eligibility requirements which limit the service to persons meeting the LMI income requirements, as evidenced by procedures, intake/application forms, income limits and other sources of documentation; serve a specific group presumed by HUD to be income-eligible include: abused children, battered persons, elderly persons, handicapped adults, homeless persons, illiterate persons, migrant farm workers and persons living with AIDS; and be of such a nature and in a location that it may be concluded that the activity's clientele are LMI. |             |
| <input checked="" type="checkbox"/>  | <b>3) Income Eligible Housing Activity</b> - These projects add or improve a permanent residential structure wherein, upon completion, income eligible persons will occupy 51% or more of the housing units.   |             |
| <input type="checkbox"/>   | <b>4) Job Creation or Retention Activity</b> - A project which creates or retains permanent jobs, of which at least 51% are either taken by or available to income eligible persons.   |             |
| <b>JUSTIFICATION:</b>  |  |             |
| Providing or improving permanent residential structures that will be occupied by low income househ <span style="float: right;">+</span>  |  |             |
| <b>Aids in the prevention or elimination of slums or blight</b>  |  |             |
| For the National Objective that <b>principally aids in the prevention of elimination of slums or blight</b> is selected, describe how the activity will address ONE of the subcategories listed below:   |  |             |
| <input type="checkbox"/>   | 1) At least 25% of the properties throughout the area exhibit the following:<br>a. Physical deterioration of buildings/improvements;<br>b. Abandonment of properties;<br>c. Chronic high occupancy turnover rates or chronic high vacancy rates in commercial or industrial buildings;<br>d. Significant declines in property values or abnormally low property values relative to other areas in the community; or<br>e. Known or suspected environmental contamination   | 570.208(b)) |
| <input type="checkbox"/>   | 2) Public improvements throughout the area are in a general state of deterioration.  |             |
| Documentation must be maintained by the grantee on the boundaries of the area and the conditions that qualified the area at the time of its designation. The designation of an area as slum or blighted must be re-determined every 10 years for continued qualifications. |  |             |
| <b>JUSTIFICATION:</b>  |  |             |
| N/A  |  |             |

**CDBG APPLICATION - PART 4 CONTINUED**

**Project #** 1      **Allocation:** \$ \$91,032.00

**B - PROJECT DESCRIPTION**

Provide a detailed description of the proposed activity including how the activity will address the needs of the community:

Minor home repairs and mobile home repairs for the homes of income qualified households. Repair



Identify who will benefit from the proposed activity (ex: homeless, abused children, seniors, etc). If your program was designed to benefit persons on L/M income, describe the process you will use to identify these persons (process for income verification if persons are not members of HUD's presumed L/M clientele):

Person's with low to moderate income will benefit from the program. The City will bid for a contract





**CDBG APPLICATION - PART 4 CONTINUED**

**Project # 1**      **Allocation: \$ \$91,032.00**

**C - CODE ENFORCEMENT PROJECT ONLY**

Will any of the supportive activities offered in conjunction with the Code Enforcement Program possibly trigger displacement of any "persons"?  Yes  
 No

**If "Yes" Explain:**

The grantee will be required as a special condition of the CDBG grant contract to submit a formal relocation or displacement plan for the program prior to release of grant funds.

**If "No" Explain how that determination was made?**

**Service Area Where the Code Enforcement Program Will Be Carried Out:** Provide a brief narrative of the proposed activity and service area where the Code Enforcement activity will be carried out.

N/A

**Severity of Problem**

What level of service is needed?

- A new code enforcement program
- An existing code enforcement program to be increased currently funded by:
- An existing code enforcement program previously funded with CDBG funds

How was need determined? N/A

**Service Area Identified**

Census Tract/Block Groups

| Census Tract    | Census Tract    | Census Tract    | Census Tract    | Census Tract    |
|-----------------|-----------------|-----------------|-----------------|-----------------|
|                 |                 |                 |                 |                 |
| Block Group (s) | Block Group (s) | Block Group (s) | Block Group (s) | Block Group (s) |
|                 |                 |                 |                 |                 |

Specific streets within a service area

- Maps attached showing the area is primarily residential

**Beneficiaries (People)**

Specify the type of beneficiaries who will benefit from this program. Supporting documentation is required.

- Primarily Low/Mod (Include % of total population that is Low/Mod)

**Jurisdiction's definition of *deteriorated or deteriorating* (HCDA, Section 105(a)(3)) Define:**

N/A

## CDBG APPLICATION - PART 5

Project # 1

Allocation: \$ \$91,032.00

### Conditions within the Service Area

Describe, in enough detail, the existing conditions in the service area that qualifies the area, as defined above by the jurisdiction, as deteriorating or deteriorated.

Photos attached with any applicable reports or information

**Identify problems resulting if the code enforcement program is not provided, continued or expanded:**

### Extent of the Solution

Explain how and to what extent the proposed activity will solve the problem:

Provide a summary of the proposed strategy for using code enforcement together with public or private improvements or services (e.g., a homeowner rehabilitation program) that can be expected to arrest the decline of the service area.

Describe the methodology and metrics to be used to assess whether the code enforcement program and other activities will mitigate the deterioration of the service area during the time CDBG funds are expended to implement the code enforcement program.

### Activity Implementation Plan

Provide a detailed plan of how the code enforcement program, together with "supportive activities" (i.e. public or private improvements, rehabilitation, or services) will mitigate deterioration and is expected to arrest the decline of the area. Also, identify any current or potential funding sources available to assist with proposed supportive activities.

Project # 1 Allocation: \$ \$91,032.00

| D - PROJECT LOCATION                               |  |
|--|--|
| Please <input checked="" type="checkbox"/> one box | <input checked="" type="checkbox"/>                            |
| Describe Project Location                          | <input checked="" type="checkbox"/> City/Township/Village Wide |
|  | <input type="checkbox"/> Area Wide Benefit Only                |
|  | <input checked="" type="checkbox"/> Specific                   |
| Parcel ID#   |  |
| Address  |  |
| City   | Novi   |
| Zip Code   | 45175  |
| Areawide Benefit (AWB) Projects Only               | List Census Tract  |
|  | List Block Group   |
| Attach AWB Map with project location indicated     |  |
| <b>Describe service area for:</b>                  |  |
| Fire Stations/ Equipment                           |  |
| Parks, Recreational Facilities                     |  |
| Special Assessments                                |  |

| E - PROJECT PURPOSE   |  |
|---|--|
| <b>ALL PROJECTS</b> Enter number of units in the appropriate type. Enter 0 for other unit types |  |
| <b># of clients to be served</b>  | <b>Type of clients to be served</b>                      |
| 0   | People   |
| 15  | Households   |
| 0   | Housing Units  |
| 0   | Public Facilities  |
| <b>PUBLIC SERVICES PROJECTS ONLY</b>  |  |
| Help Prevent Homelessness?  | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Help the Homeless?  | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Help those with HIV/AIDS?   | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Help Persons with Disabilities?   | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <b>PUBLIC FACILITIES &amp; IMPROVEMENTS PROJECTS ONLY</b>                                       |  |
| Will the project meet ADA standards for access?   | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <b>SENIOR CENTER PROJECT DEMOGRAPHICS</b>   |  |
| <b>Estimated Number of Current Members</b>  |  |
| White alone   | Asian Alone  |
| Black or African American alone   | Some other race alone                                    |
| American Indian and Alaska Native alone   | Two or more races  |
| Native Hawaiian & Other Pacific Islander alone  |  |

**Project # 1**      **Allocation: \$91,032.00**

|   |                              |  |
|---|------------------------------|--|
| This is a new project                           | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| This is an ongoing project                      | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| This is an expanded project from previous years | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |

| <b>G - PROJECT ADMINISTRATION</b>              |   |  |
|--|---|--|
| Community will manage project                  | Yes <input type="checkbox"/>            | No <input checked="" type="checkbox"/> |
| Community will hire a vendor to manage project | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| County will administer contract                | Yes <input type="checkbox"/>            | No <input checked="" type="checkbox"/> |

|                     |     |                   |     |       |     |
|---------------------|-----|-------------------|-----|-------|-----|
| Other Federal Funds | \$0 | State/Local Funds | \$0 | Other | \$0 |
|---------------------|-----|-------------------|-----|-------|-----|

Please  each box as it applies and attach all required documents

| <input checked="" type="checkbox"/> | <b>Exempt Project</b>              |  |
|-------------------------------------|------------------------------------|--|
| <input type="checkbox"/>            | Project is Exempt per 24 CFR 58.34 |  |
| <input type="checkbox"/>            | Exempt Form Attached               | <input type="checkbox"/> Project Location Map Attached |

**OR**

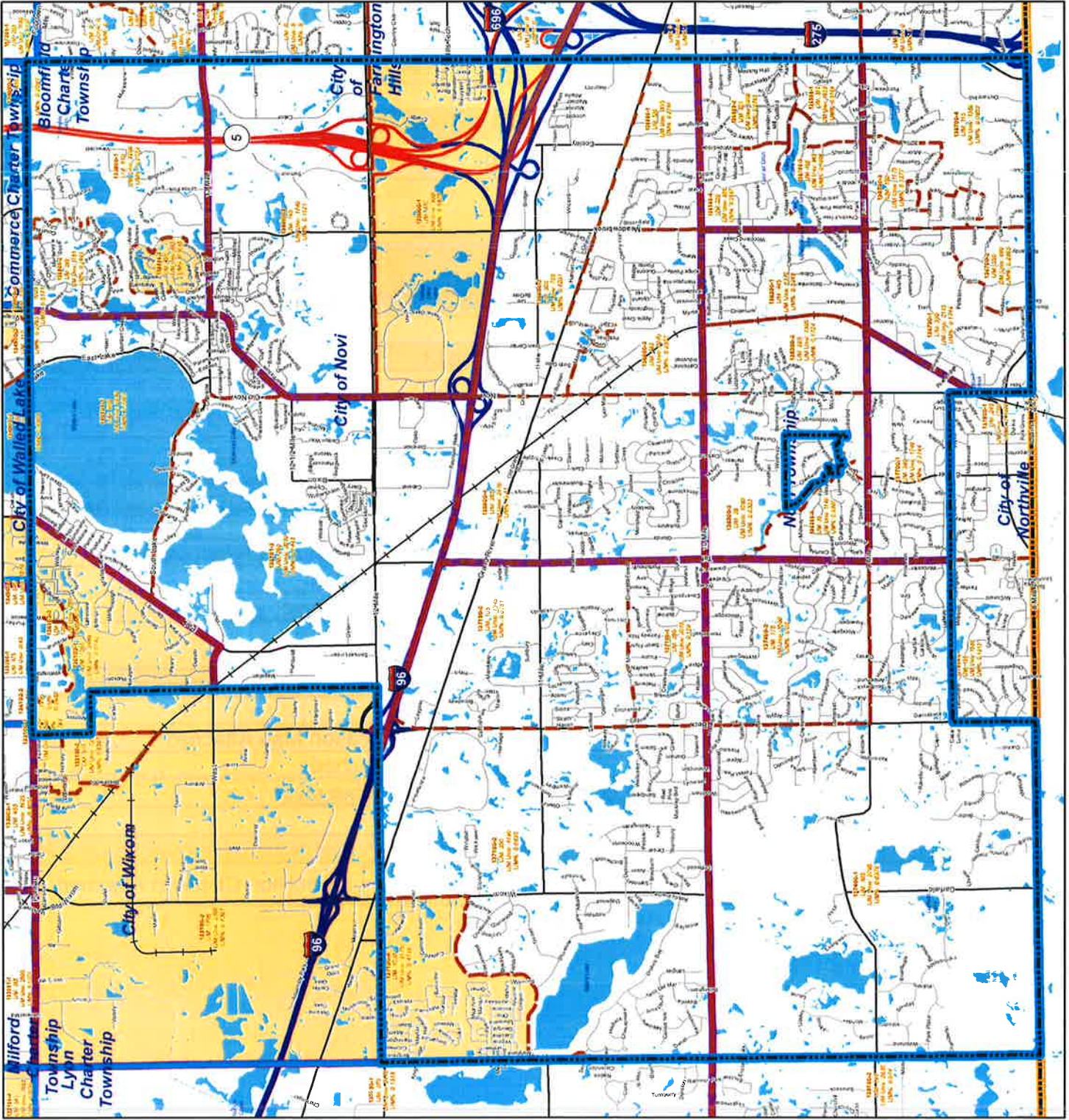
| <input checked="" type="checkbox"/> | <b>Categorically Excluded Project</b>   |   |
|-------------------------------------|---|---|
| <input checked="" type="checkbox"/> | Project is Categorically Excluded   |   |
| <input checked="" type="checkbox"/> | Statutory Checklist Attached  | <input checked="" type="checkbox"/> Project Location Map Attached |
| <input type="checkbox"/>            | Project is in Flood Plain   | <input type="checkbox"/> 8 Step Attached                          |
| <input checked="" type="checkbox"/> | Flood Plain Map <a href="https://gis.oakgov.com/PropertyGateway/Home.mvc">https://gis.oakgov.com/PropertyGateway/Home.mvc</a> |   |

**OR**

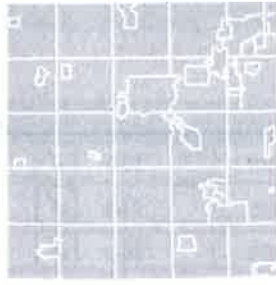
| <input checked="" type="checkbox"/> | <b>Environmentally Assessed Project</b>   |  |
|-------------------------------------|---|--|
| <input type="checkbox"/>            | Project is Environmentally Assessed   |  |
| <input type="checkbox"/>            | Environmental Assessment Attached   | <input type="checkbox"/> Project Location Map Attached |
| <input type="checkbox"/>            | Project is in Flood Plain   | <input type="checkbox"/> 8 Step Attached               |
| <input type="checkbox"/>            | Flood Plain Map <a href="https://gis.oakgov.com/PropertyGateway/Home.mvc">https://gis.oakgov.com/PropertyGateway/Home.mvc</a> |  |

| <input checked="" type="checkbox"/> | <b>Other Projects</b>                        |  |
|-------------------------------------|--|--|
| <input type="checkbox"/>            | Historic Preservation Profile (HPP) Attached | <input type="checkbox"/> Demolition Checklist Attached |

City-wide



**OAKLAND COUNTY**  
**COMMUNITY & HOME IMPROVEMENT**  
 Oakland Pointe  
 250 Elizabeth Lake Road, Ste. 1900  
 Pontiac, MI 48341-0414  
 248.858.0493  
 www.oakgov.com/ehi



### Area-Wide Benefit Map

City of Novi

- County Border
- Community Boundary (Highlighted)
- Community Boundary (Adjacent)
- Census Tract 2010
- Eligible Area-Wide Benefit Block Groups
- Non-Eligible Block Groups
- Interstate
- US
- State
- Major
- Minor
- Railroad
- Waterbodies



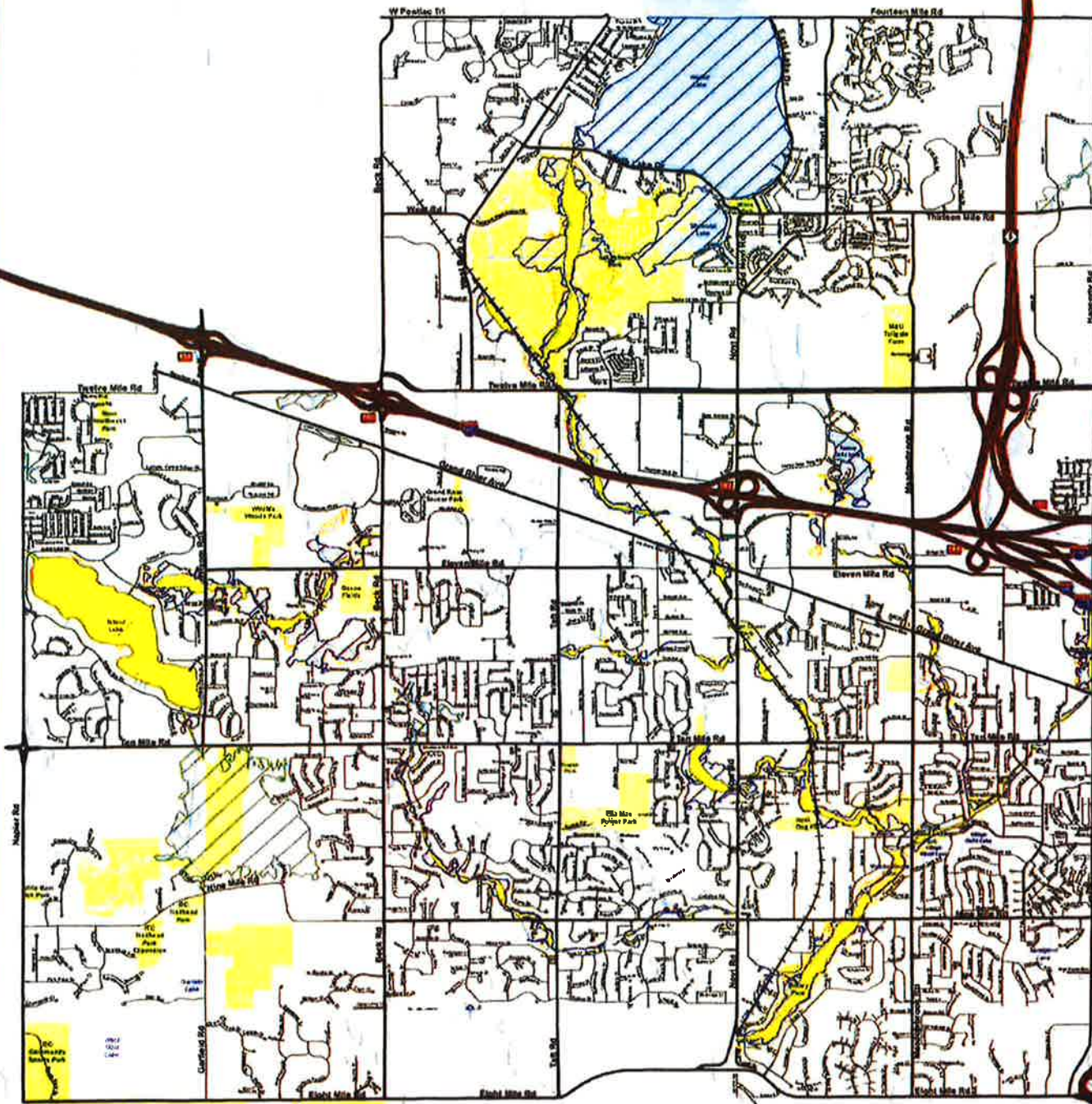
1 in = 0.82 miles

This Census Block Group map reflects the 2011-2015 American Community Survey (ACS).

Map Created On: 8/1/2020

# Flood Data Maintenance

## Floodway



Map updated for growth.  
 Date: February 4, 2004  
 Project: Flood Data Maintenance  
 Version: 1.0

### Map Legend

- |   |  |
|---|--|
| <ul style="list-style-type: none"> <li>~ Major Road</li> <li>~ Minor Road</li> <li>~ Multi-Lane Divided Highway</li> <li>—+— Railroad</li> <li>- - - FEMA Base Flood Elevation (ft)</li> <li>■ Parks</li> </ul> | <ul style="list-style-type: none"> <li>▨ 1.0% Chance Flood Zone A</li> <li>▨ 1.0% Chance Flood Zone AE</li> <li>■ 0.2% Chance Flood Zone X</li> <li>■ Floodway</li> <li>○ Lake</li> <li>— Stream or Drain</li> </ul> |
|---|--|



### City of Novi

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 313.486.6000

**NOVI CITY ENGINEERING DEPARTMENT**

NOVI CITY ENGINEERING DEPARTMENT  
 4500 W. FAIRLANE BLVD.  
 NOVI, MI 48240  
 313.486.6000







U.S. Department of Housing and Urban Development

451 Seventh Street, SW  
Washington, DC 20410  
www.hud.gov

espanol.hud.gov

## Environmental Review for Activity/Project that is Categorically Excluded Subject to Section 58.5

Pursuant to 24 CFR 58.35(a)

### Project Information

**Project Name:** Minor Home Repair

**Responsible Entity:** OAKLAND COUNTY

**Grant Recipient** (if different than Responsible Entity):

**State/Local Identifier:** Novi

**Preparer:** Sabrina Lilla

**Certifying Officer Name and Title:** Robert J. Gatt, Mayor

**Grant Recipient** (if different than Responsible Entity):

**Consultant** (if applicable):

**Direct Comments to:** Sabrina Lilla, Deputy Finance Director 248-735-5692

**Project Location:** City Wide

**Description of the Proposed Project** [24 CFR 50.12 & 58.32; 40 CFR 1508.25]:

The City will contract out the administration services for its minor home repair and mobile home repair services. The administrator will offer low to moderate income qualified single family, one-unit structure homes minor home (mobile home) repairs such as (but not limited to) furnace replacement, water heater replacement, toilet replacement, installation of storm doors and or windows, roof replacement, and replacement of defective light fixtures.

**Level of Environmental Review Determination:**

Categorically Excluded per 24 CFR 58.35(a), and subject to laws and authorities at §58.5: \_\_\_\_\_

### Funding Information

| Grant Number | HUD Program | Funding Amount |
|--------------|-------------|----------------|
| OAKLAND      | COUNTY      | USE ONLY       |
|              |             |                |

**Estimated Total HUD Funded Amount = PLANNING ALLOCATION \$91,032**



**Estimated Total Project Cost (HUD and non-HUD funds) [24 CFR 58.32(d)]: \$91,032**

**Compliance with 24 CFR 50.4, 58.5, and 58.6 Laws and Authorities**

Record below the compliance or conformance determinations for each statute, executive order, or regulation. Provide credible, traceable, and supportive source documentation for each authority. Where applicable, complete the necessary reviews or consultations and obtain or note applicable permits of approvals. Clearly note citations, dates/names/titles of contacts, and page references. Attach additional documentation as appropriate.

| <b>Compliance Factors:</b><br>Statutes, Executive Orders,<br>and Regulations listed at 24<br>CFR §58.5 and §58.6  | Are formal<br>compliance<br>steps or<br>mitigation<br>required?           | Compliance determinations  |
|---|---|--|
| <b>STATUTES, EXECUTIVE ORDERS, AND REGULATIONS LISTED AT 24 CFR 50.4 &amp; 58.6</b>   |   |  |
| <b>Airport Hazards</b><br><br>24 CFR Part 51 Subpart D  | Yes    No<br><input type="checkbox"/> <input checked="" type="checkbox"/> | <i>No airports near Novi</i>   |
| <b>Coastal Barrier Resources</b><br><br>Coastal Barrier Resources Act, as<br>amended by the Coastal Barrier<br>Improvement Act of 1990 [16<br>USC 3501]             | Yes    No<br><input type="checkbox"/> <input checked="" type="checkbox"/> | <i>Novi is not within a coastal zone</i>   |
| <b>Flood Insurance</b><br><br>Flood Disaster Protection Act of<br>1973 and National Flood<br>Insurance Reform Act of 1994<br>[42 USC 4001-4128 and 42 USC<br>5154a] | Yes    No<br><input type="checkbox"/> <input checked="" type="checkbox"/> | <i>Each site will be checked on the Flood plain map</i>  |
| <b>STATUTES, EXECUTIVE ORDERS, AND REGULATIONS LISTED AT 24 CFR 50.4 &amp; 58.5</b>   |   |  |
| <b>Clean Air</b><br><br>Clean Air Act, as amended,<br>particularly section 176(c) & (d);<br>40 CFR Parts 6, 51, 93  | Yes    No<br><input type="checkbox"/> <input checked="" type="checkbox"/> | <i>Local permits will be required, and inspectors will monitor compliance</i>  |
| <b>Coastal Zone Management</b><br><br>Coastal Zone Management Act,<br>sections 307(c) & (d)   | Yes    No<br><input type="checkbox"/> <input checked="" type="checkbox"/> | <i>Novi is not within a coastal zone</i>   |
| <b>Contamination and Toxic Substances</b><br><br>24 CFR Part 50.3(i) & 58.5(i)(2)   | Yes    No<br><input type="checkbox"/> <input checked="" type="checkbox"/> | <i>Project will be evaluated to discover if house is near contamination or toxic substances</i>  |
| <b>Endangered Species</b><br><br>Endangered Species Act of 1973,<br>particularly section 7; 50 CFR<br>Part 402  | Yes    No<br><input type="checkbox"/> <input checked="" type="checkbox"/> | <i>The City is not aware of any endangered species within the City limits; however, the Michigan Natural Features Inventory will be reviewed before starting a project</i> |

|  |   |  |
|--|---|--|
| <b>Explosive and Flammable Hazards</b><br>24 CFR Part 51 Subpart C   | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | <i>Project will be evaluated to discover if house is near thermal explosives</i>                     |
| <b>Farmlands Protection</b><br>Farmland Protection Policy Act of 1981, particularly sections 1504(b) and 1541; 7 CFR Part 658              | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | <i>Applications will be checked for impact on farmland</i>   |
| <b>Floodplain Management</b><br>Executive Order 11988, particularly section 2(a); 24 CFR Part 55   | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | <i>Each site will be checked on Floodplan map</i>  |
| <b>Historic Preservation</b><br>National Historic Preservation Act of 1966, particularly sections 106 and 110; 36 CFR Part 800             | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | <i>Houses greater than 50 years old will be submitted to State if required</i>                       |
| <b>Noise Abatement and Control</b><br>Noise Control Act of 1972, as amended by the Quiet Communities Act of 1978; 24 CFR Part 51 Subpart B | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> | <i>Noise abatement will be considered if within feet of a major road or 3,000 feet of a railroad</i> |
| <b>Sole Source Aquifers</b><br>Safe Drinking Water Act of 1974, as amended, particularly section 1424(e); 40 CFR Part 149                  | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | <i>None in State of Michigan</i>   |
| <b>Wetlands Protection</b><br>Executive Order 11990, particularly sections 2 and 5   | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | <i>Area will be checked for wetlands</i>   |
| <b>Wild and Scenic Rivers</b><br>Wild and Scenic Rivers Act of 1968, particularly section 7(b) and (c)                                     | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | <i>None in Oakland County</i>  |
| <b>ENVIRONMENTAL JUSTICE</b>   |   |  |
| <b>Environmental Justice</b><br>Executive Order 12898  | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | Environmental Justice regulations will be followed   |

**Field Inspection** (Date and completed by): N/A

**Summary of Findings and Conclusions:** N/A

**Mitigation Measures and Conditions [40 CFR 1505.2(c)]**

Summarize below all mitigation measures adopted by the Responsible Entity to reduce, avoid, or eliminate adverse environmental impacts and to avoid non-compliance or non-conformance with the above-listed authorities and factors. These measures/conditions must be incorporated into project contracts, development agreements, and other relevant documents. The staff responsible for implementing and monitoring mitigation measures should be clearly identified in the mitigation plan.

| Law, Authority, or Factor | Mitigation Measure |
|---------------------------|--------------------|
| N/A                       | N/A                |
|                           |                    |
|                           |                    |
|                           |                    |

**Determination:**

- This categorically excluded activity/project converts to Exempt, per 58.34(a)(12) because there are no circumstances which require compliance with any of the federal laws and authorities cited at §58.5. **Funds may be committed and drawn down after certification of this part** for this (now) EXEMPT project; OR
- This categorically excluded activity/project cannot convert to Exempt because there are circumstances which require compliance with one or more federal laws and authorities cited at §58.5. Complete consultation/mitigation protocol requirements, **publish NOI/RROF and obtain “Authority to Use Grant Funds”** (HUD 7015.16) per Section 58.70 and 58.71 before committing or drawing down any funds; OR
- This project is now subject to a full Environmental Assessment according to Part 58 Subpart E due to extraordinary circumstances (Section 58.35(c)).

Preparer Signature: Sabrina Lilla Date: 11-21-2022

Name/Title/Organization: Sabrina Lilla, Deputy Finance Director, City of Novi

Responsible Entity Agency Official Signature:

\_\_\_\_\_ Date: \_\_\_\_\_

Name/Title: \_\_\_\_\_

This original, signed document and related supporting material must be retained on file by the Responsible Entity in an Environmental Review Record (ERR) for the activity/project (ref: 24 CFR Part 58.38) and in accordance with recordkeeping requirements for the HUD program(s).

## CDBG APPLICATION PART 2 - APPLICANT INFORMATION

### A - APPLICANT CONTACT

|                                       |                               |                                     |                             |
|---------------------------------------|-------------------------------|-------------------------------------|-----------------------------|
| Community:                            | Novi (City)                   |                                     |                             |
| CDBG Planning Allocation:             | \$ 125,932.00                 |                                     |                             |
| Contact Person:                       | Sabrina Lilla                 |                                     |                             |
| Telephone:                            | 248-735-5692                  |                                     |                             |
| Best time to contact:                 | 9:00 AM-4:00 PM Monday-Friday |                                     |                             |
| UEI #:                                | HSCJU29TX894                  |                                     |                             |
| Copy of current SAMS attached:        | Yes                           | <input checked="" type="checkbox"/> | If No, Explain: _____       |
| Is community subject to Single Audit? | Yes                           | <input checked="" type="checkbox"/> | No <input type="checkbox"/> |

### B - PROPOSED PROJECT

Project # 2      Name: Public Service - Domestic Violence      Allocation: \$ \$15,000.00

|                               |      |
|-------------------------------|------|
| Total # of Projects:          | 4    |
| # of Public Service Projects: | 3    |
| Public Service %:             | 27.7 |

### C - AFFIDAVIT OF COMPLIANCE

The undersigned certifies that the information in this application is true and correct. In applying for CDBG funds, the applicant has read, understands and agrees to comply with all the provisions of all federal regulations issued thereto by the U.S. Department of Housing and Urban Development (HUD), state and local regulations and laws.

|   |                |
|---|----------------|
| Name of Highest Elected Official or Designee: | Robert J. Gatt |
| Title of Highest Elected or Designee:         | Mayor          |
| Signature:                                    |                |

## **CDBG APPLICATION PART 1 - CHECKLIST**

**Place this checklist on top of the application. Submit the following pages in the order outlined below plus required attachments.**

### **PART 2 - COMPLETE ONCE PER APPLICATION**

- A - Applicant Contact
- B - Proposed Projects
- C - Affidavit of Compliance with Federal, State, Local Regulations
- D - Conflict of Interest Certification

### **PART 3 - COMPLETE PER PROJECT**

- A - Project Type

### **PART 4 - COMPLETE PER PROJECT**

- A - CDBG National Objective
- B - Project Description
- C - Code Enforcement
- D - Project Location
- E - Project Purpose
- F - Project Duration
- G - Project Administration
- H - Additional Resources
- I - Environmental Review Record

### **PART 5 - COMPLETE ONCE PER APPLICATION**

- A - Public Hearing Notice
- Option #1 Affidavit of Publication
- Option #2 Web Posting and Certification
  
- B - Public Hearing Minutes
- Option #1 True Copy
- Option #2 Governing Body Resolution

## CDBG APPLICATION PART 2 - CONTINUED

### D - 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-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:

|  |                |
|--|----------------|
| <b>Community Name:</b>                               | Novi (City)    |
| <b>Name of Highest Elected Official or Designee:</b> | Robert J. Gatt |
| <b>Title of Highest Elected or Designee:</b>         | Mayor          |
| <b>Signature:</b>                                    |                |

**CDBG APPLICATION - PART 3 PROJECT TYPE**

(Please check one box per project)

Project #2

Allocation: \$15,000.00

| PROJECT TYPE                                       |               |                             |                        |                                      |                |
|--|---------------|-----------------------------|------------------------|--------------------------------------|----------------|
| Account  | Account #     | Objective                   | Goal                   | Indicator                            | Outcome        |
| <b>ACQUISITION AND DISPOSITION</b>                 |               |                             |                        |                                      |                |
| Acquisition of Real Property                       | 172170-730003 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Disposition of Real Property                       | 172170-730536 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Clearance and Demolition                           | 172170-30345  | Suitable Living Environment | Strengthen Communities | Slum Blight                          | Sustainability |
| Cleanup of Contaminated Sites                      |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Relocation   |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| <b>PUBLIC FACILITIES AND IMPROVEMENTS</b>          |               |                             |                        |                                      |                |
| Senior Center                                      | 172170-731696 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Facilities for Persons with Disabilities           |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Homeless Facilities (not operating costs)          |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Youth Centers                                      |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Neighborhood Facilities                            |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Parks, Recreational Facilities                     | 172170-731332 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Parking Facilities                                 |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Solid Waste Disposal Improvements                  | 172170-730744 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Flood Drainage Improvements                        | 172170-730744 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Water/Sewer Improvements                           | 172170-732114 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Street Improvements                                | 172170-731864 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Sidewalks  | 172170-731745 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Child Care Centers                                 |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Tree Planting                                      | 172170-732021 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Fire Stations/Equipment                            | 172170-730733 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Health Facilities                                  |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Facilities for Abused and Neglected Children       |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Asbestos Removal                                   |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Facilities for AIDS Patients (not operating costs) |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Other Public Improvements Not Listed in 03A-03T    | 172170-731498 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Remove Architectural Barriers                      | 172170-731619 |                             |                        |                                      |                |
| Special Assessments                                | 172170-731815 |                             |                        |                                      |                |

**CDBG APPLICATION - PART 3 PROJECT TYPE CONTINUED**

(Please check one box per project)

Project # 2      Allocation: \$ 15,000.00

| PROJECT TYPE CONTINUED  |               |                             |                         |                                      |                            |  |
|---|---------------|-----------------------------|-------------------------|--------------------------------------|----------------------------|--|
| Account   | Account #     | Objective                   | Goal                    | Indicator                            | Outcome                    |  |
| <b>PUBLIC FACILITIES AND IMPROVEMENTS CONTINUED</b>                                   |               |                             |                         |                                      |                            |  |
| Interim Assistance  |               | Suitable Living Environment | Strengthen Communities  | # of LMI HH with new/improved access | Sustainability             |  |
| Privately Owned Utilities   |               | Suitable Living Environment | Strengthen Communities  | # of LMI HH with new/improved access | Sustainability             |  |
| Non-Residential Historic Preservation   | 172170-31280  | Suitable Living Environment | Strengthen Communities  | Slum Blight                          | Sustainability             |  |
| Tornado Shelters Serving Private Mobile Home Parks                                    |               | Suitable Living Environment | Strengthen Communities  | # of LMI HH with new/improved access | Sustainability             |  |
| <b>PUBLIC SERVICES</b>  |               |                             |                         |                                      |                            |  |
| Homeless/AIDS Patients Programs   |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Senior Services   | 172160-731712 |                             |                         |                                      |                            |  |
| Services for Persons with Disabilities  | 172160-730535 | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Legal Services  | 172160-731073 | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Youth Services  | 172160-732185 | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Transportation Services   | 172160-732011 | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Substance Abuse Services  |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Services for victims of domestic violence/<br>dating violence/sexual assault/stalking | 172160-730137 | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Employment Training   | 172160-731941 | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Crime Awareness/Prevention  |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Fair Housing Activities (subject to PS cap)   | 132210-702010 | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Tenant/Landlord Counseling  |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Child Care Services   |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Health Services   |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Services for Abused and Neglected Children  |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Mental Health Services  |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Screening for Lead Poisoning  |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Subsistence Payments  | 172160-730571 | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Homebuyer Downpayment Assistance<br>- Excluding Housing Counseling under 24 CFR 5.100 |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Rental Housing Subsidies  |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Security Deposits   |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |



**CDBG APPLICATION - PART 3 PROJECT TYPE CONTINUED**

(Please check one box per project) Project #2 Allocation: \$ 15,000.00

| Account                          |   | Account #                                       | Objective                   | Goal                       | Indicator                        | Outcome                    |
|----------------------------------|---|---|-----------------------------|----------------------------|----------------------------------|----------------------------|
| <b>PROJECT TYPE CONTINUED</b>    |   |   |                             |                            |                                  |                            |
| <b>PUBLIC SERVICES CONTINUED</b> |   |   |                             |                            |                                  |                            |
|                                  | Housing Counseling only, under 24 CFR 5.100   | 132210-702010                                   | Suitable Living Environment | Improve Quality of Life    | # of LMI persons with new access | Availability/Accessibility |
|                                  | Neighborhood Cleanups   |   | Suitable Living Environment | Improve Quality of Life    | # of LMI persons with new access | Availability/Accessibility |
|                                  | Food Banks  |   | Suitable Living Environment | Improve Quality of Life    | # of LMI persons with new access | Availability/Accessibility |
|                                  | Housing Information and Referral Services   |   | Suitable Living Environment | Improve Quality of Life    | # of LMI persons with new access | Availability/Accessibility |
|                                  | Housing Counseling Supporting Homebuyer Downpayment Assist (05R)                        |   | Suitable Living Environment | Improve Quality of Life    | # of LMI persons with new access | Availability/Accessibility |
|                                  | Other Public Services Not Listed in 03T and 05A-05Y (Housekeeping/Safety & Repair/Yard) | 172160-730880<br>172160-731665<br>172160-732170 | Suitable Living Environment | Improve Quality of Life    | # of LMI persons with new access | Availability/Accessibility |
| <b>HOUSING</b>                   |   |   |                             |                            |                                  |                            |
|                                  | Loss of Rental Income   |   | Decent Affordable Housing   |                            |                                  | Affordability              |
|                                  | Construction of Housing   |   | Decent Affordable Housing   |                            |                                  | Affordability              |
|                                  | Housing Counseling for Homeownership Assist (13B)                                       |   | Decent Affordable Housing   |                            |                                  | Affordability              |
|                                  | Homeownership Assistance - ex Housing Counseling  |   | Decent Affordable Housing   |                            |                                  | Affordability              |
|                                  | Rehabilitation: Single-Unit Residential   | 132290-30898                                    | Decent Affordable Housing   | # of units brought to code |                                  | Affordability              |
|                                  | Emergency Rehab   | 172170-30569                                    | Decent Affordable Housing   | # of units brought to code |                                  | Affordability              |
|                                  | Minor Home Repair   | 172170-31227                                    | Decent Affordable Housing   | # of units brought to code |                                  | Affordability              |
|                                  | Mobile Home Repair  |   | Decent Affordable Housing   | # of units brought to code |                                  | Affordability              |
|                                  | Rehabilitation: Multi-Unit Residential  |   | Decent Affordable Housing   | # of units brought to code |                                  | Affordability              |
|                                  | Rehabilitation: Public Housing Modernization  |   | Decent Affordable Housing   | # of units brought to code |                                  | Affordability              |
|                                  | Rehabilitation: Other Publicly Owned Res Buildings                                      | 172160-31602                                    | Decent Affordable Housing   | # of units brought to code |                                  | Affordability              |
|                                  | Rehabilitation: Energy Efficiency Improvements  |   | Decent Affordable Housing   | # of units brought to code |                                  | Affordability              |
|                                  | Rehabilitation: Acquisition   |   | Decent Affordable Housing   | # of units brought to code |                                  | Affordability              |
|                                  | Rehabilitation: Administration  | 132280-31605                                    | N/A                         | N/A                        | N/A                              | N/A                        |
|                                  | Lead-Based Paint/Lead Hazards Testing/Abatement   |   | Decent Affordable Housing   |                            |                                  | Affordability              |
|                                  | Housing Services, Excluding Housing Counseling  |   | Decent Affordable Housing   |                            |                                  | Affordability              |
|                                  | Housing Counseling Support HOME Hsg Activities  |   | Decent Affordable Housing   |                            |                                  | Affordability              |
|                                  | Housing Counseling in Conjunction with CDBG Assisted Housing Rehab                      |   | Decent Affordable Housing   |                            |                                  | Affordability              |
|                                  | Code Enforcement (See Part 4 C)   | 172170-30310                                    | Suitable Living Environment | Strengthen Communities     | # of LMI persons served          | Sustainability             |

**CDBG APPLICATION - PART 3 PROJECT TYPE CONTINUED**

(Please check one box per project) **Project #2** Allocation: \$15,000.00

| PROJECT TYPE CONTINUED  |           |                           |      |           |               |  |
|---|-----------|---------------------------|------|-----------|---------------|--|
| Account   | Account # | Objective                 | Goal | Indicator | Outcome       |  |
| <b>HOUSING CONTINUED</b>  |           |                           |      |           |               |  |
| Residential Historic Preservation   |           | Decent Affordable Housing |      |           | Affordability |  |
| Operation and Repair of Foreclosed Property ("In-Rem Housing")            |           | Decent Affordable Housing |      |           | Affordability |  |
| <b>ECONOMIC DEVELOPMENT</b>   |           |                           |      |           |               |  |
| Rehabilitation: Publicly or Privately Owned Commercial/Industrial         |           |                           |      |           |               |  |
| Commercial/Industrial: Acquisition/Disposition                            |           |                           |      |           |               |  |
| Commercial/Industrial: Infrastructure Development                         |           |                           |      |           |               |  |
| Commercial/Industrial: Building Acquisition, Construction, Rehabilitation |           |                           |      |           |               |  |
| Commercial/Industrial: Other Improvements                                 |           |                           |      |           |               |  |
| Economic Development: Direct Financial Assistance to For-Profit Business  |           |                           |      |           |               |  |
| Economic Development: Technical Assistance                                |           |                           |      |           |               |  |
| Economic Development: Microenterprise Assistance                          |           |                           |      |           |               |  |
| <b>GENERAL ADMINISTRATION</b>   |           |                           |      |           |               |  |
| General Program Administration  |           |                           |      |           |               |  |
| Fair Housing Activities (subject to Admin cap)                            |           |                           |      |           |               |  |
| CDBG Funding of HOME Admin  |           |                           |      |           |               |  |
| CDBG Funding of HOME CHDO Operating Expenses                              |           |                           |      |           |               |  |
| <b>OTHER</b>  |           |                           |      |           |               |  |
| CDBG Non-Profit Capacity Building   |           |                           |      |           |               |  |

## CDBG APPLICATION - PART 4

Project # 2      Allocation: \$ \$15,000.00

| A - CDBG NATIONAL OBJECTIVE  |  |             |
|--|--|-------------|
| Which one of the National Objectives will this project target?   |  |             |
| ✓  | Code/Description   | 24 CFR      |
| <b>Benefits low and moderate income persons</b>  |  |             |
| For the National Objective that <b>principally benefits low- and moderate-income persons</b> is selected, describe how the activity will address ONE of the subcategories listed below:  |  |             |
| <input type="checkbox"/>   | <b>1) Area Benefit Activity</b> - Those projects carried out in a neighborhood consisting predominantly of LMI persons and providing services for such persons yet could be available to other non-income eligible persons in the area. This information can be documented by documenting that the area is primarily residential (e.g., zoning map); and that the income characteristics of households in the service area (i.e., Census data)   | 570.208(a)  |
| <input checked="" type="checkbox"/>  | <b>2) Limited Clientele Activity</b> - Those that benefit a specific group of people (rather than all the residents in a particular area) who are, or presumed to be, income eligible. In order to meet the LMI Limited Clientele criteria, the activity must: serve at least 51% LMI, as evidenced by documentation and data concerning beneficiary family size and income; have income eligibility requirements which limit the service to persons meeting the LMI income requirements, as evidenced by procedures, intake/application forms, income limits and other sources of documentation; serve a specific group presumed by HUD to be income-eligible include: abused children, battered persons, elderly persons, handicapped adults, homeless persons, illiterate persons, migrant farm workers and persons living with AIDS; and be of such a nature and in a location that it may be concluded that the activity's clientele are LMI. |             |
| <input type="checkbox"/>   | <b>3) Income Eligible Housing Activity</b> - These projects add or improve a permanent residential structure wherein, upon completion, income eligible persons will occupy 51% or more of the housing units.   |             |
| <input type="checkbox"/>   | <b>4) Job Creation or Retention Activity</b> - A project which creates or retains permanent jobs, of which at least 51% are either taken by or available to income eligible persons.   |             |
| <b>JUSTIFICATION:</b>  |  |             |
| LMC - Low income limited clientele benefit: activities that benefit a limited clientele, at least 51% of <span style="float: right;">+</span>  |  |             |
| <b>Aids in the prevention or elimination of slums or blight</b>  |  |             |
| For the National Objective that <b>principally aids in the prevention of elimination of slums or blight</b> is selected, describe how the activity will address ONE of the subcategories listed below:   |  |             |
| <input type="checkbox"/>   | 1) At least 25% of the properties throughout the area exhibit the following:<br>a. Physical deterioration of buildings/improvements;<br>b. Abandonment of properties;<br>c. Chronic high occupancy turnover rates or chronic high vacancy rates in commercial or industrial buildings;<br>d. Significant declines in property values or abnormally low property values relative to other areas in the community; or<br>e. Known or suspected environmental contamination   | 570.208(b)) |
| <input type="checkbox"/>   | 2) Public improvements throughout the area are in a general state of deterioration.  |             |
| Documentation must be maintained by the grantee on the boundaries of the area and the conditions that qualified the area at the time of its designation. The designation of an area as slum or blighted must be re-determined every 10 years for continued qualifications. |  |             |
| <b>JUSTIFICATION:</b>  |  |             |
| N/A  |  |             |

**CDBG APPLICATION - PART 4 CONTINUED**

**Project #** 2

**Allocation:** \$ 15,000.00

**B - PROJECT DESCRIPTION**

Provide a detailed description of the proposed activity including how the activity will address the needs of the community:

Provide services to abused spouses and their children as part of a county executed and administered



Identify who will benefit from the proposed activity (ex: homeless, abused children, seniors, etc). If your program was designed to benefit persons on L/M income, describe the process you will use to identify these persons (process for income verification if persons are not members of HUD's presumed L/M clientele):

Abused spouses and their children

## CDBG APPLICATION - PART 4 CONTINUED

Project # 2      Allocation: \$ \$15,000.00

### C - CODE ENFORCEMENT PROJECT ONLY

|  |                                     |     |
|--|-------------------------------------|-----|
| Will any of the supportive activities offered in conjunction with the Code Enforcement Program possibly trigger displacement of any "persons"? | <input type="checkbox"/>            | Yes |
|  | <input checked="" type="checkbox"/> | No  |

**If "Yes" Explain:**

The grantee will be required as a special condition of the CDBG grant contract to submit a formal relocation or displacement plan for the program prior to release of grant funds.

**If "No" Explain how that determination was made?**

**Service Area Where the Code Enforcement Program Will Be Carried Out:** Provide a brief narrative of the proposed activity and service area where the Code Enforcement activity will be carried out.

N/A

### Severity of Problem

What level of service is needed?

- A new code enforcement program
- An existing code enforcement program to be increased currently funded by:
- An existing code enforcement program previously funded with CDBG funds

How was need determined? N/A

### Service Area Identified

Census Tract/Block Groups

|                 |                 |                 |                 |                 |
|-----------------|-----------------|-----------------|-----------------|-----------------|
| Census Tract    | Census Tract    | Census Tract    | Census Tract    | Census Tract    |
|                 |                 |                 |                 |                 |
| Block Group (s) | Block Group (s) | Block Group (s) | Block Group (s) | Block Group (s) |
|                 |                 |                 |                 |                 |

Specific streets within a service area

- Maps attached showing the area is primarily residential

### Beneficiaries (People)

Specify the type of beneficiaries who will benefit from this program. Supporting documentation is required.

- Primarily Low/Mod (Include % of total population that is Low/Mod)

**Jurisdiction's definition of *deteriorated or deteriorating* (HCDA, Section 105(a)(3)) Define:**

N/A

## CDBG APPLICATION - PART 5

Project #<sup>2</sup>

Allocation: \$ \$15,000.00

### Conditions within the Service Area

Describe, in enough detail, the existing conditions in the service area that qualifies the area, as defined above by the jurisdiction, as deteriorating or deteriorated.

Photos attached with any applicable reports or information

**Identify problems resulting if the code enforcement program is not provided, continued or expanded:**

### Extent of the Solution

Explain how and to what extent the proposed activity will solve the problem:

Provide a summary of the proposed strategy for using code enforcement together with public or private improvements or services (e.g., a homeowner rehabilitation program) that can be expected to arrest the decline of the service area.

Describe the methodology and metrics to be used to assess whether the code enforcement program and other activities will mitigate the deterioration of the service area during the time CDBG funds are expended to implement the code enforcement program.

### Activity Implementation Plan

Provide a detailed plan of how the code enforcement program, together with "supportive activities" (i.e. public or private improvements, rehabilitation, or services) will mitigate deterioration and is expected to arrest the decline of the area. Also, identify any current or potential funding sources available to assist with proposed supportive activities.

Project # 2 Allocation: \$ \$15,000.00

| <b>D - PROJECT LOCATION</b>                        |   |
|--|---|
| Please <input checked="" type="checkbox"/> one box | <input checked="" type="checkbox"/>                 |
| Describe Project Location                          | <input type="checkbox"/> City/Township/Village Wide |
|  | <input type="checkbox"/> Area Wide Benefit Only     |
|  | <input checked="" type="checkbox"/> Specific        |
| Parcel ID#   |   |
| Address  | 80 Vanguard Drive                                   |
| City   | Pontiac   |
| Zip Code   | 48341   |
| Areawide Benefit (AWB) Projects Only               | List Census Tract                                   |
|  | List Block Group                                    |
| Attach AWB Map with project location indicated     |   |
| <b>Describe service area for:</b>                  |   |
| Fire Stations/ Equipment                           |   |
| Parks, Recreational Facilities                     |   |
| Special Assessments                                |   |

| <b>E - PROJECT PURPOSE</b>  |   |
|---|---|
| <b>ALL PROJECTS</b> Enter number of units in the appropriate type. Enter 0 for other unit types |   |
| # of clients to be served   | Type of clients to be served  |
| 355   | People  |
| 0   | Households  |
| 0   | Housing Units   |
| 0   | Public Facilities   |
| <b>PUBLIC SERVICES PROJECTS ONLY</b>  |   |
| 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 |
| <b>PUBLIC FACILITIES &amp; IMPROVEMENTS PROJECTS ONLY</b>                                       |   |
| Will the project meet ADA standards for access?   | <input type="checkbox"/> Yes <input type="checkbox"/> No            |
| <b>SENIOR CENTER PROJECT DEMOGRAPHICS</b>   |   |
| Estimated Number of Current Members   |   |
| White alone   | Asian Alone   |
| Black or African American alone   | Some other race alone   |
| American Indian and Alaska Native alone   | Two or more races   |
| Native Hawaiian & Other Pacific Islander alone  |   |

**Project #2**      **Allocation: \$15,000.00**

|   |                              |  |
|---|------------------------------|--|
| This is a new project                           | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| This is an ongoing project                      | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| This is an expanded project from previous years | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |

| G - PROJECT ADMINISTRATION                     |   |  |
|--|---|--|
| Community will manage project                  | Yes <input type="checkbox"/>            | No <input checked="" type="checkbox"/> |
| Community will hire a vendor to manage project | Yes <input type="checkbox"/>            | No <input checked="" type="checkbox"/> |
| County will administer contract                | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |

|                     |     |                   |     |       |     |
|---------------------|-----|-------------------|-----|-------|-----|
| Other Federal Funds | \$0 | State/Local Funds | \$0 | Other | \$0 |
|---------------------|-----|-------------------|-----|-------|-----|

Please  each box as it applies and attach all required documents

|                                     |                                    |   |
|-------------------------------------|------------------------------------|---|
| <input checked="" type="checkbox"/> | <b>Exempt Project</b>              |   |
| <input checked="" type="checkbox"/> | Project is Exempt per 24 CFR 58.34 |   |
| <input checked="" type="checkbox"/> | Exempt Form Attached               | <input checked="" type="checkbox"/> Project Location Map Attached |

**OR**

|                                     |   |  |
|-------------------------------------|---|--|
| <input checked="" type="checkbox"/> | <b>Categorically Excluded Project</b>   |  |
| <input type="checkbox"/>            | Project is Categorically Excluded   |  |
| <input type="checkbox"/>            | Statutory Checklist Attached  | <input type="checkbox"/> Project Location Map Attached |
| <input type="checkbox"/>            | Project is in Flood Plain   | <input type="checkbox"/> 8 Step Attached               |
| <input type="checkbox"/>            | Flood Plain Map <a href="https://gis.oakgov.com/PropertyGateway/Home.mvc">https://gis.oakgov.com/PropertyGateway/Home.mvc</a> |  |

**OR**

|                                     |   |  |
|-------------------------------------|---|--|
| <input checked="" type="checkbox"/> | <b>Environmentally Assessed Project</b>   |  |
| <input type="checkbox"/>            | Project is Environmentally Assessed   |  |
| <input type="checkbox"/>            | Environmental Assessment Attached   | <input type="checkbox"/> Project Location Map Attached |
| <input type="checkbox"/>            | Project is in Flood Plain   | <input type="checkbox"/> 8 Step Attached               |
| <input type="checkbox"/>            | Flood Plain Map <a href="https://gis.oakgov.com/PropertyGateway/Home.mvc">https://gis.oakgov.com/PropertyGateway/Home.mvc</a> |  |

|                                     |  |  |
|-------------------------------------|--|--|
| <input checked="" type="checkbox"/> | <b>Other Projects</b>                        |  |
| <input type="checkbox"/>            | Historic Preservation Profile (HPP) Attached | <input type="checkbox"/> Demolition Checklist Attached |



City-wide
















**OAKLAND COUNTY MICHIGAN**  
 Economic Development & Community Affairs  
 David Coulter, County Executive

**OAKLAND COUNTY  
 COMMUNITY & HOME IMPROVEMENT**  
 Oakland Pointe  
 250 Elizabeth Lake Road, Ste. 1900  
 Pontiac, MI 48341-0414  
 248.856.0493  
 www.oakgov.com/chi



### Area-Wide Benefit Map

City of Novi

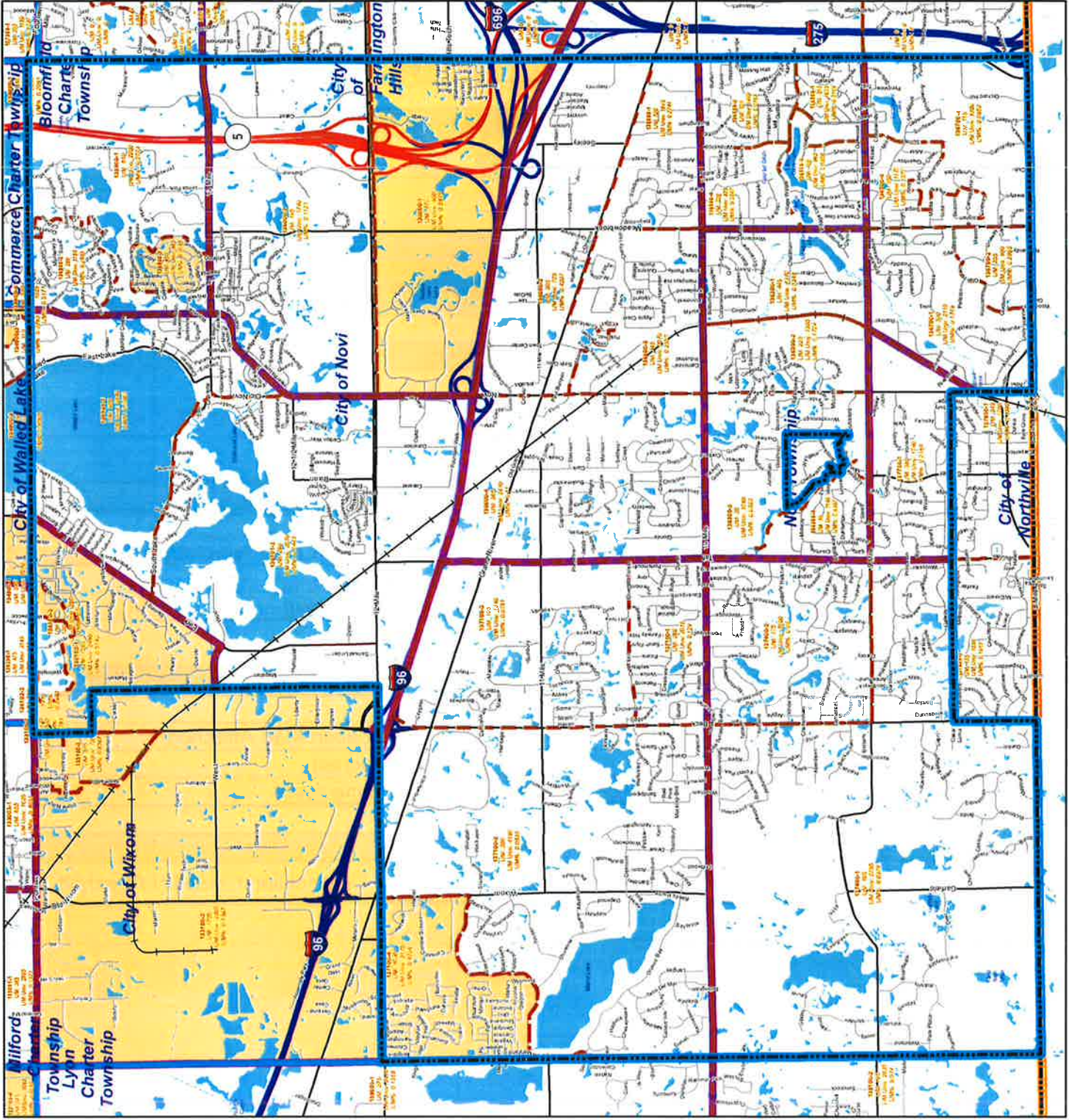
-  County Border
-  Community Boundary (highlighted)
-  Community Boundary (Adjacent)
-  Census Tract 2010
-  Eligible Area-Wide Benefit Block Groups
-  Non-Eligible Block Groups
-  Interstate
-  US
-  State
-  Major
-  Minor
-  Railroad
-  Waterbodies



1 in = 0.82 miles

This Census Block Group map reflects the 2011-2015 American Community Survey (ACS).

Map Created On: 9/1/2020





U.S. Department of Housing and Urban  
Development

451 Seventh Street, SW  
Washington, DC 20410  
www.hud.gov

[espanol.hud.gov](http://espanol.hud.gov)

**Environmental Review  
for Activity/Project that is Exempt or  
Categorically Excluded Not Subject to Section 58.5  
Pursuant to 24 CFR Part 58.34(a) and 58.35(b)**

**Project Information**

**Project Name:** Services for victims of domestic violence, dating violence, sexual assault or stalking.

**Responsible Entity:** OAKLAND COUNTY

**Grant Recipient** (if different than Responsible Entity):

**State/Local Identifier:** Novi

**Preparer:** Sabrina Lilla

**Certifying Officer Name and Title:** Robert J. Gatt

**Consultant** (if applicable):

**Project Location:** Novi

**Description of the Proposed Project** [24 CFR 58.32; 40 CFR 1508.25]:

**Provide services to abused spouses and their children as part of a county executed and administered contract**

**Level of Environmental Review Determination:**

Activity/Project is Exempt per 24 CFR 58.34(a): \_\_\_\_\_

Activity/Project is Categorically Excluded Not Subject To §58.5 per 24 CFR 58.35(b):  
\_\_\_\_\_

**Funding Information**

| Grant Number | HUD Program | Funding Amount |
|--------------|-------------|----------------|
| OAKLAND      | COUNTY      | USE ONLY       |
|              |             |                |

**Estimated Total HUD Funded Amount: \$15,000**

**Estimated Total Project Cost (HUD and non-HUD funds) [24 CFR 58.32(d)]: \$15,000**

**Compliance with 24 CFR §50.4 and §58.6 Laws and Authorities**

Record below the compliance or conformance determinations for each statute, executive order, or regulation. Provide credible, traceable, and supportive source documentation for each authority. Where applicable, complete the necessary reviews or consultations and obtain or note applicable permits of approvals. Clearly note citations, dates/names/titles of contacts, and page references. Attach additional documentation as appropriate.

| <b>Compliance Factors:</b><br>Statutes, Executive Orders,<br>and Regulations listed at 24<br>CFR 50.4 and 58.6  | Are formal<br>compliance<br>steps or<br>mitigation<br>required?           | Compliance determinations                |
|---|---|--|
| <b>STATUTES, EXECUTIVE ORDERS, AND REGULATIONS LISTED AT 24 CFR §58.6</b>   |   |  |
| <b>Airport Runway Clear Zones<br/>and Accident Potential Zones</b><br><br>24 CFR Part 51 Subpart D  | Yes    No<br><input type="checkbox"/> <input checked="" type="checkbox"/> | <i>No airports near Novi</i>             |
| <b>Coastal Barrier Resources</b><br><br>Coastal Barrier Resources Act, as<br>amended by the Coastal Barrier<br>Improvement Act of 1990 [16<br>USC 3501]             | Yes    No<br><input type="checkbox"/> <input checked="" type="checkbox"/> | <i>Novi is not within a coastal zone</i> |
| <b>Flood Insurance</b><br><br>Flood Disaster Protection Act of<br>1973 and National Flood<br>Insurance Reform Act of 1994<br>[42 USC 4001-4128 and 42 USC<br>5154a] | Yes    No<br><input type="checkbox"/> <input checked="" type="checkbox"/> | <i>Not applicable to public service</i>  |

**Mitigation Measures and Conditions [40 CFR 1505.2(c)]**

Summarize below all mitigation measures adopted by the Responsible Entity to reduce, avoid, or eliminate adverse environmental impacts and to avoid non-compliance or non-conformance with the above-listed authorities and factors. These measures/conditions must be incorporated into project contracts, development agreements, and other relevant documents. The staff responsible for implementing and monitoring mitigation measures should be clearly identified in the mitigation plan.

| Law, Authority, or Factor | Mitigation Measure |
|---------------------------|--------------------|
| N/A                       | N/A                |
|                           |                    |
|                           |                    |
|                           |                    |

Preparer Signature: Sabrina Lilla Date: 11-21-22

Name/Title/Organization: Sabrina Lilla, Deputy Finance Director, City of Novi

Responsible Entity Agency Official Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name/Title: \_\_\_\_\_

This original, signed document and related supporting material must be retained on file by the Responsible Entity in an Environmental Review Record (ERR) for the activity/project (ref: 24 CFR Part 58.38) and in accordance with recordkeeping requirements for the HUD program(s).



## CDBG APPLICATION PART 2 - APPLICANT INFORMATION

### A - APPLICANT CONTACT

|                                       |   |                             |       |
|---------------------------------------|---|-----------------------------|-------|
| Community:                            | Novi (City)                             |                             |       |
| CDBG Planning Allocation:             | \$ 125,932.00                           |                             |       |
| Contact Person:                       | Sabrina Lilla                           |                             |       |
| Telephone:                            | 248-735-5692                            |                             |       |
| Best time to contact:                 | 9:00 AM-4:00 PM Monday-Friday           |                             |       |
| UEI #:                                | HSCJU29TX894                            |                             |       |
| Copy of current SAMS attached:        | Yes <input checked="" type="checkbox"/> | If No, Explain:             | _____ |
| Is community subject to Single Audit? | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> | _____ |

### B - PROPOSED PROJECT

|                               |  |                                  |
|-------------------------------|--|----------------------------------|
| Project # <u>3</u>            | Name: <u>Public Service - Subsistence payments</u> | Allocation: \$ <u>\$9,950.00</u> |
| Total # of Projects:          | 4  |                                  |
| # of Public Service Projects: | 3  |                                  |
| Public Service %:             | 27.7   |                                  |

### C - AFFIDAVIT OF COMPLIANCE

The undersigned certifies that the information in this application is true and correct. In applying for CDBG funds, the applicant has read, understands and agrees to comply with all the provisions of all federal regulations issued thereto by the U.S. Department of Housing and Urban Development (HUD), state and local regulations and laws.

|   |                |
|---|----------------|
| Name of Highest Elected Official or Designee: | Robert J. Gatt |
| Title of Highest Elected or Designee:         | Mayor          |
| Signature:                                    |                |

## **CDBG APPLICATION PART 1 - CHECKLIST**

**Place this checklist on top of the application. Submit the following pages in the order outlined below plus required attachments.**

### **PART 2 - COMPLETE ONCE PER APPLICATION**

- A - Applicant Contact
- B - Proposed Projects
- C- Affidavit of Compliance with Federal, State, Local Regulations
- D - Conflict of Interest Certification

### **PART 3 - COMPLETE PER PROJECT**

- A- Project Type

### **PART 4 - COMPLETE PER PROJECT**

- A - CDBG National Objective
- B - Project Description
- C - Code Enforcement
- D - Project Location
- E - Project Purpose
- F - Project Duration
- G - Project Administration
- H - Additional Resources
- I - Environmental Review Record

### **PART 5 - COMPLETE ONCE PER APPLICATION**

- A - Public Hearing Notice
- Option #1 Affidavit of Publication
- Option #2 Web Posting and Certification
  
- B - Public Hearing Minutes
- Option #1 True Copy
- Option #2 Governing Body Resolution

## CDBG APPLICATION PART 2 - CONTINUED

### D - 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-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:

|  |                |
|--|----------------|
| <b>Community Name:</b>                               | Novi (City)    |
| <b>Name of Highest Elected Official or Designee:</b> | Robert J. Gatt |
| <b>Title of Highest Elected or Designee:</b>         | Mayor          |
| <b>Signature:</b>                                    |                |



**CDBG APPLICATION - PART 3 PROJECT TYPE**

(Please check one box per project)

**Project #3 Allocation: \$9,950.00**

| PROJECT TYPE                                       |               |                             |                        |                                      |                |
|--|---------------|-----------------------------|------------------------|--------------------------------------|----------------|
| Account  | Account #     | Objective                   | Goal                   | Indicator                            | Outcome        |
| <b>ACQUISITION AND DISPOSITION</b>                 |               |                             |                        |                                      |                |
| Acquisition of Real Property                       | 172170-730003 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Disposition of Real Property                       | 172170-730536 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Clearance and Demolition                           | 172170-30345  | Suitable Living Environment | Strengthen Communities | Slum Blight                          | Sustainability |
| Cleanup of Contaminated Sites                      |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Relocation   |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| <b>PUBLIC FACILITIES AND IMPROVEMENTS</b>          |               |                             |                        |                                      |                |
| Senior Center                                      | 172170-731696 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Facilities for Persons with Disabilities           |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Homeless Facilities (not operating costs)          |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Youth Centers                                      |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Neighborhood Facilities                            |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Parks, Recreational Facilities                     | 172170-731332 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Parking Facilities                                 |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Solid Waste Disposal Improvements                  | 172170-730744 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Flood Drainage Improvements                        | 172170-730744 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Water/Sewer Improvements                           | 172170-732114 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Street Improvements                                | 172170-731864 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Sidewalks  | 172170-731745 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Child Care Centers                                 |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Tree Planting                                      | 172170-732021 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Fire Stations/Equipment                            | 172170-730733 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Health Facilities                                  |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Facilities for Abused and Neglected Children       |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Asbestos Removal                                   |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Facilities for AIDS Patients (not operating costs) |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Other Public Improvements Not Listed in 03A-03T    | 172170-731498 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Remove Architectural Barriers                      | 172170-731619 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Special Assessments                                | 172170-731815 |                             |                        |                                      |                |

**CDBG APPLICATION - PART 3 PROJECT TYPE CONTINUED**

(Please check one box per project)

**Project #3**

**Allocation: \$9,950.00**

| PROJECT TYPE CONTINUED  |               |                             |                         |                                      |                            |  |
|---|---------------|-----------------------------|-------------------------|--------------------------------------|----------------------------|--|
| Account   | Account #     | Objective                   | Goal                    | Indicator                            | Outcome                    |  |
| <b>PUBLIC FACILITIES AND IMPROVEMENTS CONTINUED</b>                                   |               |                             |                         |                                      |                            |  |
| Interim Assistance  |               | Suitable Living Environment | Strengthen Communities  | # of LMI HH with new/improved access | Sustainability             |  |
| Privately Owned Utilities   |               | Suitable Living Environment | Strengthen Communities  | # of LMI HH with new/improved access | Sustainability             |  |
| Non-Residential Historic Preservation   | 172170-31280  | Suitable Living Environment | Strengthen Communities  | Slum Blight                          | Sustainability             |  |
| Tornado Shelters Serving Private Mobile Home Parks                                    |               | Suitable Living Environment | Strengthen Communities  | # of LMI HH with new/improved access | Sustainability             |  |
| <b>PUBLIC SERVICES</b>  |               |                             |                         |                                      |                            |  |
| Homeless/AIDS Patients Programs   |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Senior Services   | 172160-731712 |                             |                         |                                      |                            |  |
| Services for Persons with Disabilities  | 172160-730535 | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Legal Services  | 172160-731073 | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Youth Services  | 172160-732285 | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Transportation Services   | 172160-732011 | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Substance Abuse Services  |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Services for victims of domestic violence/<br>dating violence/sexual assault/stalking | 172160-730137 | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Employment Training   | 172160-731941 | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Crime Awareness/Prevention  |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Fair Housing Activities (subject to PS cap)   | 132210-702010 | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Tenant/Landlord Counseling  |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Child Care Services   |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Health Services   |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Services for Abused and Neglected Children  |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Mental Health Services  |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Screening for Lead Poisoning  |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Subsistence Payments  | 172160-730571 | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Homebuyer Downpayment Assistance<br>- Excluding Housing Counseling under 24 CFR 5.100 |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Rental Housing Subsidies  |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Security Deposits   |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |

**CDBG APPLICATION - PART 3 PROJECT TYPE CONTINUED**

(Please check one box per project)

Project #3 Allocation: \$9,950.00

| Account                   |   | Account #                                       | Objective                   | Goal                       | Indicator                        | Outcome                    |
|---------------------------|---|---|-----------------------------|----------------------------|----------------------------------|----------------------------|
| PROJECT TYPE CONTINUED    |   |   |                             |                            |                                  |                            |
| PUBLIC SERVICES CONTINUED |   |   |                             |                            |                                  |                            |
|                           | Housing Counseling only, under 24 CFR 5.100   | 132210-702010                                   | Suitable Living Environment | Improve Quality of Life    | # of LMI persons with new access | Availability/Accessibility |
|                           | Neighborhood Cleanups   |   | Suitable Living Environment | Improve Quality of Life    | # of LMI persons with new access | Availability/Accessibility |
|                           | Food Banks  |   | Suitable Living Environment | Improve Quality of Life    | # of LMI persons with new access | Availability/Accessibility |
|                           | Housing Information and Referral Services   |   | Suitable Living Environment | Improve Quality of Life    | # of LMI persons with new access | Availability/Accessibility |
|                           | Housing Counseling Supporting Homebuyer Downpayment Assist (05R)                        |   | Suitable Living Environment | Improve Quality of Life    | # of LMI persons with new access | Availability/Accessibility |
|                           | Other Public Services Not Listed in 03T and 05A-05Y (Housekeeping/Safety & Repair/Yard) | 172160-730880<br>172160-731665<br>172160-732170 | Suitable Living Environment | Improve Quality of Life    | # of LMI persons with new access | Availability/Accessibility |
| HOUSING                   |   |   |                             |                            |                                  |                            |
|                           | Loss of Rental Income   |   | Decent Affordable Housing   |                            |                                  | Affordability              |
|                           | Construction of Housing   |   | Decent Affordable Housing   |                            |                                  | Affordability              |
|                           | Housing Counseling for Homeownership Assist (13B)                                       |   | Decent Affordable Housing   |                            |                                  | Affordability              |
|                           | Homeownership Assistance - ex Housing Counseling  |   | Decent Affordable Housing   |                            |                                  | Affordability              |
|                           | Rehabilitation: Single-Unit Residential   | 132290-30898                                    | Decent Affordable Housing   | # of units brought to code |                                  | Affordability              |
|                           | Emergency Rehab   | 172170-30569                                    | Decent Affordable Housing   | # of units brought to code |                                  | Affordability              |
|                           | Minor Home Repair   | 172170-31227                                    | Decent Affordable Housing   | # of units brought to code |                                  | Affordability              |
|                           | Mobile Home Repair  |   | Decent Affordable Housing   | # of units brought to code |                                  | Affordability              |
|                           | Rehabilitation: Multi-Unit Residential  |   | Decent Affordable Housing   | # of units brought to code |                                  | Affordability              |
|                           | Rehabilitation: Public Housing Modernization  |   | Decent Affordable Housing   | # of units brought to code |                                  | Affordability              |
|                           | Rehabilitation: Other Publicly Owned Res Buildings                                      | 172160-31602                                    | Decent Affordable Housing   | # of units brought to code |                                  | Affordability              |
|                           | Rehabilitation: Energy Efficiency Improvements  |   | Decent Affordable Housing   | # of units brought to code |                                  | Affordability              |
|                           | Rehabilitation: Acquisition   |   | Decent Affordable Housing   | # of units brought to code |                                  | Affordability              |
|                           | Rehabilitation: Administration  | 132280-31605                                    | N/A                         | N/A                        | N/A                              | N/A                        |
|                           | Lead-Based Paint/Lead Hazards Testing/Abatement   |   | Decent Affordable Housing   |                            |                                  | Affordability              |
|                           | Housing Services, Excluding Housing Counseling  |   | Decent Affordable Housing   |                            |                                  | Affordability              |
|                           | Housing Counseling Support HOME Hsg Activities  |   | Decent Affordable Housing   |                            |                                  | Affordability              |
|                           | Housing Counseling in Conjunction with CDBG Assisted Housing Rehab                      |   | Decent Affordable Housing   |                            |                                  | Affordability              |
|                           | Code Enforcement (See Part 4 C)   | 172170-30310                                    | Suitable Living Environment | Strengthen Communities     | # of LMI persons served          | Sustainability             |

**CDBG APPLICATION - PART 3 PROJECT TYPE CONTINUED**

(Please check one box per project)

Project #3

Allocation: \$9,950.00

| PROJECT TYPE CONTINUED  |           |                           |      |           |               |  |
|---|-----------|---------------------------|------|-----------|---------------|--|
| Account   | Account # | Objective                 | Goal | Indicator | Outcome       |  |
| <b>HOUSING CONTINUED</b>  |           |                           |      |           |               |  |
| Residential Historic Preservation   |           | Decent Affordable Housing |      |           | Affordability |  |
| Operation and Repair of Foreclosed Property ("In-Rem Housing")            |           | Decent Affordable Housing |      |           | Affordability |  |
| <b>ECONOMIC DEVELOPMENT</b>   |           |                           |      |           |               |  |
| Rehabilitation: Publicly or Privately Owned Commercial/Industrial         |           |                           |      |           |               |  |
| Commercial/Industrial: Acquisition/Disposition                            |           |                           |      |           |               |  |
| Commercial/Industrial: Infrastructure Development                         |           |                           |      |           |               |  |
| Commercial/Industrial: Building Acquisition, Construction, Rehabilitation |           |                           |      |           |               |  |
| Commercial/Industrial: Other Improvements                                 |           |                           |      |           |               |  |
| Economic Development: Direct Financial Assistance to For-Profit Business  |           |                           |      |           |               |  |
| Economic Development: Technical Assistance                                |           |                           |      |           |               |  |
| Economic Development: Microenterprise Assistance                          |           |                           |      |           |               |  |
| <b>GENERAL ADMINISTRATION</b>   |           |                           |      |           |               |  |
| General Program Administration  |           |                           |      |           |               |  |
| Fair Housing Activities (subject to Admin cap)                            |           |                           |      |           |               |  |
| CDBG Funding of HOME Admin  |           |                           |      |           |               |  |
| CDBG Funding of HOME CHDO Operating Expenses                              |           |                           |      |           |               |  |
| <b>OTHER</b>  |           |                           |      |           |               |  |
| CDBG Non-Profit Capacity Building   |           |                           |      |           |               |  |

## CDBG APPLICATION - PART 4

Project # 3

Allocation: \$ \$9,950.00

### A - CDBG NATIONAL OBJECTIVE

**Which one of the National Objectives will this project target?**

|  | Code/Description   | 24 CFR      |
|--|--|-------------|
| ✓  | <b>Benefits low and moderate income persons</b>  |             |
| For the National Objective that <b>principally benefits low- and moderate-income persons</b> is selected, describe how the activity will address ONE of the subcategories listed below:  |  |             |
| <input type="checkbox"/>   | <b>1) Area Benefit Activity</b> - Those projects carried out in a neighborhood consisting predominantly of LMI persons and providing services for such persons yet could be available to other non-income eligible persons in the area. This information can be documented by documenting that the area is primarily residential (e.g., zoning map); and that the income characteristics of households in the service area (i.e., Census data)   | 570.208(a)  |
| <input checked="" type="checkbox"/>  | <b>2) Limited Clientele Activity</b> - Those that benefit a specific group of people (rather than all the residents in a particular area) who are, or presumed to be, income eligible. In order to meet the LMI Limited Clientele criteria, the activity must: serve at least 51% LMI, as evidenced by documentation and data concerning beneficiary family size and income; have income eligibility requirements which limit the service to persons meeting the LMI income requirements, as evidenced by procedures, intake/application forms, income limits and other sources of documentation; serve a specific group presumed by HUD to be income-eligible include: abused children, battered persons, elderly persons, handicapped adults, homeless persons, illiterate persons, migrant farm workers and persons living with AIDS; and be of such a nature and in a location that it may be concluded that the activity's clientele are LMI. |             |
| <input type="checkbox"/>   | <b>3) Income Eligible Housing Activity</b> - These projects add or improve a permanent residential structure wherein, upon completion, income eligible persons will occupy 51% or more of the housing units.   |             |
| <input type="checkbox"/>   | <b>4) Job Creation or Retention Activity</b> - A project which creates or retains permanent jobs, of which at least 51% are either taken by or available to income eligible persons.   |             |
| <b>JUSTIFICATION:</b>  |  |             |
| LMC - Low income limited clientele benefit: activities that benefit a limited clientele, at least 51% of   |  |             |
| <b>Aids in the prevention or elimination of slums or blight</b>  |  |             |
| For the National Objective that <b>principally aids in the prevention of elimination of slums or blight</b> is selected, describe how the activity will address ONE of the subcategories listed below:   |  |             |
| <input type="checkbox"/>   | 1) At least 25% of the properties throughout the area exhibit the following:<br>a. Physical deterioration of buildings/improvements;<br>b. Abandonment of properties;<br>c. Chronic high occupancy turnover rates or chronic high vacancy rates in commercial or industrial buildings;<br>d. Significant declines in property values or abnormally low property values relative to other areas in the community; or<br>e. Known or suspected environmental contamination   | 570.208(b)) |
| <input type="checkbox"/>   | 2) Public improvements throughout the area are in a general state of deterioration.  |             |
| Documentation must be maintained by the grantee on the boundaries of the area and the conditions that qualified the area at the time of its designation. The designation of an area as slum or blighted must be re-determined every 10 years for continued qualifications. |  |             |
| <b>JUSTIFICATION:</b>  |  |             |
| N/A  |  |             |

**CDBG APPLICATION - PART 4 CONTINUED**

**Project #** 3      **Allocation:** \$ \$9,950.00

**B - PROJECT DESCRIPTION**

Provide a detailed description of the proposed activity including how the activity will address the needs of the community:

Provide one-time or short-term (no more than three months per household per year) emergency pay



Identify who will benefit from the proposed activity (ex: homeless, abused children, seniors, etc). If your program was designed to benefit persons on L/M income, describe the process you will use to identify these persons (process for income verification if persons are not members of HUD's presumed L/M clientele):

Low to moderate income households. Income will be verified by reviewing household documents (i.



## CDBG APPLICATION - PART 4 CONTINUED

Project # 3 Allocation: \$ \$9,950.00

### C - CODE ENFORCEMENT PROJECT ONLY

Will any of the supportive activities offered in conjunction with the Code Enforcement Program possibly trigger displacement of any "persons"? 

|                                     |     |
|-------------------------------------|-----|
| <input type="checkbox"/>            | Yes |
| <input checked="" type="checkbox"/> | No  |

**If "Yes" Explain:**

The grantee will be required as a special condition of the CDBG grant contract to submit a formal relocation or displacement plan for the program prior to release of grant funds.

**If "No" Explain how that determination was made?**

**Service Area Where the Code Enforcement Program Will Be Carried Out:** Provide a brief narrative of the proposed activity and service area where the Code Enforcement activity will be carried out.

N/A

### Severity of Problem

What level of service is needed?

- A new code enforcement program
- An existing code enforcement program to be increased currently funded by:
- An existing code enforcement program previously funded with CDBG funds

How was need determined? N/A

### Service Area Identified

Census Tract/Block Groups

| Census Tract    | Census Tract    | Census Tract    | Census Tract    | Census Tract    |
|-----------------|-----------------|-----------------|-----------------|-----------------|
|                 |                 |                 |                 |                 |
| Block Group (s) | Block Group (s) | Block Group (s) | Block Group (s) | Block Group (s) |
|                 |                 |                 |                 |                 |

Specific streets within a service area

- Maps attached showing the area is primarily residential

### Beneficiaries (People)

Specify the type of beneficiaries who will benefit from this program. Supporting documentation is required.

- Primarily Low/Mod (Include % of total population that is Low/Mod)

**Jurisdiction's definition of *deteriorated or deteriorating* (HCDA, Section 105(a)(3)) Define:**

N/A

## CDBG APPLICATION - PART 5

Project # 3      Allocation: \$ \$9,950.00

### Conditions within the Service Area

Describe, in enough detail, the existing conditions in the service area that qualifies the area, as defined above by the jurisdiction, as deteriorating or deteriorated.

Photos attached with any applicable reports or information

**Identify problems resulting if the code enforcement program is not provided, continued or expanded:**

### Extent of the Solution

Explain how and to what extent the proposed activity will solve the problem:

Provide a summary of the proposed strategy for using code enforcement together with public or private improvements or services (e.g., a homeowner rehabilitation program) that can be expected to arrest the decline of the service area.

Describe the methodology and metrics to be used to assess whether the code enforcement program and other activities will mitigate the deterioration of the service area during the time CDBG funds are expended to implement the code enforcement program.

### Activity Implementation Plan

Provide a detailed plan of how the code enforcement program, together with "supportive activities" (i.e. public or private improvements, rehabilitation, or services) will mitigate deterioration and is expected to arrest the decline of the area. Also, identify any current or potential funding sources available to assist with proposed supportive activities.



Project # 3 Allocation: \$ \$9,950.00

| D - PROJECT LOCATION                               |  |
|--|--|
| Please <input checked="" type="checkbox"/> one box | <input checked="" type="checkbox"/>                            |
| Describe Project Location                          | <input checked="" type="checkbox"/> City/Township/Village Wide |
|  | <input type="checkbox"/> Area Wide Benefit Only                |
|  | <input type="checkbox"/> Specific                              |
| Parcel ID#   |  |
| Address  |  |
| City   | Novi   |
| Zip Code   | 48375  |
| Areawide Benefit (AWB) Projects Only               | List Census Tract  |
|  | List Block Group   |
| Attach AWB Map with project location indicated     |  |
| <b>Describe service area for:</b>                  |  |
| Fire Stations/ Equipment                           |  |
| Parks, Recreational Facilities                     |  |
| Special Assessments                                |  |

| E - PROJECT PURPOSE   |   |
|---|---|
| <b>ALL PROJECTS</b> Enter number of units in the appropriate type. Enter 0 for other unit types |   |
| <b># of clients to be served</b>  | <b>Type of clients to be served</b>                                 |
| 216   | People  |
| 0   | Households  |
| 0   | Housing Units   |
| 0   | Public Facilities   |
| <b>PUBLIC SERVICES PROJECTS ONLY</b>  |   |
| 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 |
| <b>PUBLIC FACILITIES &amp; IMPROVEMENTS PROJECTS ONLY</b>                                       |   |
| Will the project meet ADA standards for access?   | <input type="checkbox"/> Yes <input type="checkbox"/> No            |
| <b>SENIOR CENTER PROJECT DEMOGRAPHICS</b>   |   |
| <b>Estimated Number of Current Members</b>  |   |
| White alone   | Asian Alone   |
| Black or African American alone   | Some other race alone   |
| American Indian and Alaska Native alone   | Two or more races   |
| Native Hawaiian & Other Pacific Islander alone  |   |

**Project #** 3      **Allocation:** \$9,950.00

|   |                              |  |
|---|------------------------------|--|
| This is a new project                           | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| This is an ongoing project                      | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| This is an expanded project from previous years | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |

| <b>G - PROJECT ADMINISTRATION</b>              |   |  |
|--|---|--|
| Community will manage project                  | Yes <input type="checkbox"/>            | No <input checked="" type="checkbox"/> |
| Community will hire a vendor to manage project | Yes <input checked="" type="checkbox"/> | No <input checked="" type="checkbox"/> |
| County will administer contract                | Yes <input type="checkbox"/>            | No <input checked="" type="checkbox"/> |

|                     |     |                   |     |       |     |
|---------------------|-----|-------------------|-----|-------|-----|
| Other Federal Funds | \$0 | State/Local Funds | \$0 | Other | \$0 |
|---------------------|-----|-------------------|-----|-------|-----|

Please  each box as it applies and attach all required documents

| <input checked="" type="checkbox"/> <b>Exempt Project</b>              |   |
|--|---|
| <input checked="" type="checkbox"/> Project is Exempt per 24 CFR 58.34 |   |
| <input checked="" type="checkbox"/> Exempt Form Attached               | <input checked="" type="checkbox"/> Project Location Map Attached |

**OR**

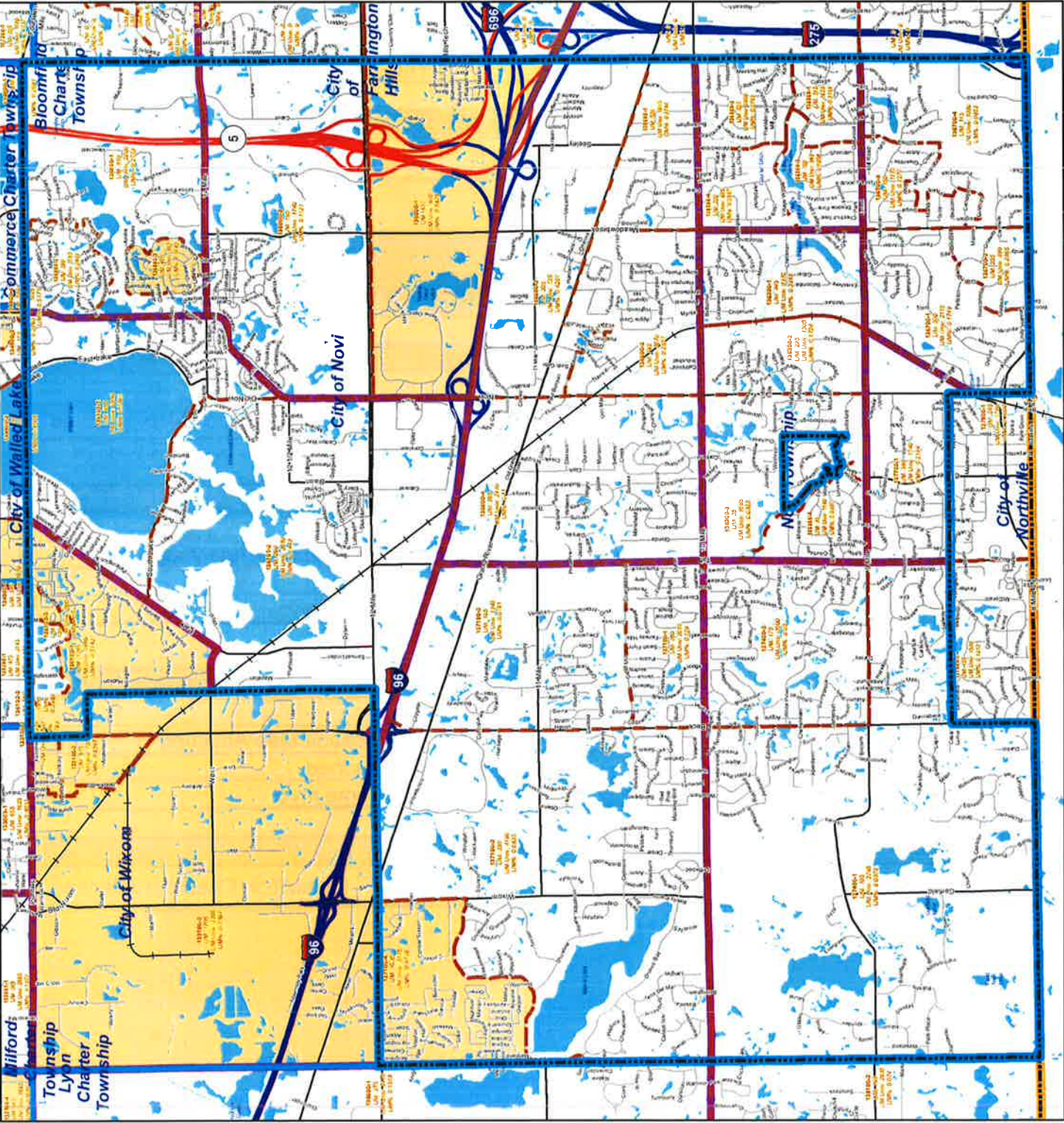
| <input checked="" type="checkbox"/> <b>Categorically Excluded Project</b>  |  |
|--|--|
| <input type="checkbox"/> Project is Categorically Excluded   |  |
| <input type="checkbox"/> Statutory Checklist Attached  | <input type="checkbox"/> Project Location Map Attached |
| <input type="checkbox"/> Project is in Flood Plain   | <input type="checkbox"/> 8 Step Attached               |
| <input type="checkbox"/> Flood Plain Map <a href="https://gis.oakgov.com/PropertyGateway/Home.mvc">https://gis.oakgov.com/PropertyGateway/Home.mvc</a> |  |

**OR**

| <input checked="" type="checkbox"/> <b>Environmentally Assessed Project</b>  |  |
|--|--|
| <input type="checkbox"/> Project is Environmentally Assessed   |  |
| <input type="checkbox"/> Environmental Assessment Attached   | <input type="checkbox"/> Project Location Map Attached |
| <input type="checkbox"/> Project is in Flood Plain   | <input type="checkbox"/> 8 Step Attached               |
| <input type="checkbox"/> Flood Plain Map <a href="https://gis.oakgov.com/PropertyGateway/Home.mvc">https://gis.oakgov.com/PropertyGateway/Home.mvc</a> |  |

| <input checked="" type="checkbox"/> <b>Other Projects</b>             |  |
|---|--|
| <input type="checkbox"/> Historic Preservation Profile (HPP) Attached | <input type="checkbox"/> Demolition Checklist Attached |

City-wide



**OAKLAND COUNTY MICHIGAN**  
 Economic Development & Community Affairs  
 David Coulter, County Executive

**OAKLAND COUNTY COMMUNITY & HOME IMPROVEMENT**  
 Oakland Pointe  
 250 Elizabeth Lake Road, Ste. 1900  
 Pontiac, MI 48341-0414  
 248.858.0493  
 www.oakgov.com/chi



### Area-Wide Benefit Map

City of Novi

- County Border
- Community Boundary (highlighted)
- Community Boundary (Adjacent)
- Census Tract 2010
- Eligible Area-Wide Benefit Block Groups
- Non-Eligible Block Groups
- Interstate
- US
- State
- Major
- Minor
- Railroad
- Waterbodies

1 in = 0.82 miles

This Census Block Group map reflects the 2011-2015 American Community Survey (ACS).  
 Map Created On: 9/1/2020



U.S. Department of Housing and Urban  
Development  
451 Seventh Street, SW  
Washington, DC 20410  
www.hud.gov  
espanol.hud.gov

**Environmental Review  
for Activity/Project that is Exempt or  
Categorically Excluded Not Subject to Section 58.5  
Pursuant to 24 CFR Part 58.34(a) and 58.35(b)**

**Project Information**

**Project Name: Subsistence Payments**

**Responsible Entity: OAKLAND COUNTY**

**Grant Recipient (if different than Responsible Entity):**

**State/Local Identifier: Novi**

**Preparer: Sabrina Lilla**

**Certifying Officer Name and Title: Robert J. Gatt**

**Consultant (if applicable):**

**Project Location: Novi**

**Description of the Proposed Project [24 CFR 58.32; 40 CFR 1508.25]:**

**Provide one time or short term (no more than three month per household per year ) emergency payments or food assistance to low or moderate income residents of Novi.**

**Level of Environmental Review Determination:**

Activity/Project is Exempt per 24 CFR 58.34(a): \_\_\_\_\_

Activity/Project is Categorically Excluded Not Subject To §58.5 per 24 CFR 58.35(b):  
\_\_\_\_\_

**Funding Information**

| Grant Number | HUD Program | Funding Amount |
|--------------|-------------|----------------|
| OAKLAND      | COUNTY      | USE ONLY       |
|              |             |                |

**Estimated Total HUD Funded Amount: \$9,950**

**Estimated Total Project Cost (HUD and non-HUD funds) [24 CFR 58.32(d)]: \$9,950**

**Compliance with 24 CFR §50.4 and §58.6 Laws and Authorities**

Record below the compliance or conformance determinations for each statute, executive order, or regulation. Provide credible, traceable, and supportive source documentation for each authority. Where applicable, complete the necessary reviews or consultations and obtain or note applicable permits of approvals. Clearly note citations, dates/names/titles of contacts, and page references. Attach additional documentation as appropriate.

| Compliance Factors:<br>Statutes, Executive Orders,<br>and Regulations listed at 24<br>CFR 50.4 and 58.6   | Are formal<br>compliance<br>steps or<br>mitigation<br>required?           | Compliance determinations                |
|---|---|--|
| <b>STATUTES, EXECUTIVE ORDERS, AND REGULATIONS LISTED AT 24 CFR §58.6</b>   |   |  |
| <b>Airport Runway Clear Zones<br/>and Accident Potential Zones</b><br><br>24 CFR Part 51 Subpart D  | Yes    No<br><input type="checkbox"/> <input checked="" type="checkbox"/> | <i>No airports near Novi</i>             |
| <b>Coastal Barrier Resources</b><br><br>Coastal Barrier Resources Act, as<br>amended by the Coastal Barrier<br>Improvement Act of 1990 [16<br>USC 3501]             | Yes    No<br><input type="checkbox"/> <input checked="" type="checkbox"/> | <i>Novi is not within a coastal zone</i> |
| <b>Flood Insurance</b><br><br>Flood Disaster Protection Act of<br>1973 and National Flood<br>Insurance Reform Act of 1994<br>[42 USC 4001-4128 and 42 USC<br>5154a] | Yes    No<br><input type="checkbox"/> <input checked="" type="checkbox"/> | <i>Not applicable to public service</i>  |

**Mitigation Measures and Conditions [40 CFR 1505.2(c)]**

Summarize below all mitigation measures adopted by the Responsible Entity to reduce, avoid, or eliminate adverse environmental impacts and to avoid non-compliance or non-conformance with the above-listed authorities and factors. These measures/conditions must be incorporated into project contracts, development agreements, and other relevant documents. The staff responsible for implementing and monitoring mitigation measures should be clearly identified in the mitigation plan.

| Law, Authority, or Factor | Mitigation Measure |
|---------------------------|--------------------|
| N/A                       | N/A                |
|                           |                    |
|                           |                    |
|                           |                    |

Preparer Signature: Sabrina Lilla Date: 11-21-22

Name/Title/Organization: Sabrina Lilla, Deputy Finance Director, City of Novi

Responsible Entity Agency Official Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name/Title: \_\_\_\_\_

This original, signed document and related supporting material must be retained on file by the Responsible Entity in an Environmental Review Record (ERR) for the activity/project (ref: 24 CFR Part 58.38) and in accordance with recordkeeping requirements for the HUD program(s).



## CDBG APPLICATION PART 2 - APPLICANT INFORMATION

### A - APPLICANT CONTACT

|                                       |                               |                                     |                             |
|---------------------------------------|-------------------------------|-------------------------------------|-----------------------------|
| Community:                            | Novi (City)                   |                                     |                             |
| CDBG Planning Allocation:             | \$ 125,932.00                 |                                     |                             |
| Contact Person:                       | Sabrina Lilla                 |                                     |                             |
| Telephone:                            | 248-735-5692                  |                                     |                             |
| Best time to contact:                 | 9:00 AM-4:00 PM Monday-Friday |                                     |                             |
| UEI #:                                | HSCJU29TX894                  |                                     |                             |
| Copy of current SAMS attached:        | Yes                           | <input checked="" type="checkbox"/> | If No, Explain: _____       |
| Is community subject to Single Audit? | Yes                           | <input checked="" type="checkbox"/> | No <input type="checkbox"/> |

### B - PROPOSED PROJECT

Project # 4      Name: Public Service - Child care services      Allocation: \$ \$9,950.00

|                               |      |
|-------------------------------|------|
| Total # of Projects:          | 4    |
| # of Public Service Projects: | 3    |
| Public Service %:             | 27.7 |

### C - AFFIDAVIT OF COMPLIANCE

The undersigned certifies that the information in this application is true and correct. In applying for CDBG funds, the applicant has read, understands and agrees to comply with all the provisions of all federal regulations issued thereto by the U.S. Department of Housing and Urban Development (HUD), state and local regulations and laws.

|   |                |
|---|----------------|
| Name of Highest Elected Official or Designee: | Robert J. Gatt |
| Title of Highest Elected or Designee:         | Mayor          |
| <b>Signature:</b>                             |                |



## **CDBG APPLICATION PART 1 - CHECKLIST**

**Place this checklist on top of the application. Submit the following pages in the order outlined below plus required attachments.**

### **PART 2 - COMPLETE ONCE PER APPLICATION**

- A - Applicant Contact
- B - Proposed Projects
- C- Affidavit of Compliance with Federal, State, Local Regulations
- D - Conflict of Interest Certification

### **PART 3 - COMPLETE PER PROJECT**

- A- Project Type

### **PART 4 - COMPLETE PER PROJECT**

- A - CDBG National Objective
- B - Project Description
- C - Code Enforcement
- D - Project Location
- E - Project Purpose
- F - Project Duration
- G - Project Administration
- H - Additional Resources
- I - Environmental Review Record

### **PART 5 - COMPLETE ONCE PER APPLICATION**

- A - Public Hearing Notice
- Option #1 Affidavit of Publication
- Option #2 Web Posting and Certification
  
- B - Public Hearing Minutes
- Option #1 True Copy
- Option #2 Governing Body Resolution

## CDBG APPLICATION PART 2 - CONTINUED

### D - 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-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:

|  |                |
|--|----------------|
| <b>Community Name:</b>                               | Novi (City)    |
| <b>Name of Highest Elected Official or Designee:</b> | Robert J. Gatt |
| <b>Title of Highest Elected or Designee:</b>         | Mayor          |
| <b>Signature:</b>                                    |                |

**CDBG APPLICATION - PART 3 PROJECT TYPE**

(Please check one box per project)

Project # 4

Allocation: \$9,950.00

| PROJECT TYPE                                       |               |                             |                        |                                      |                |
|--|---------------|-----------------------------|------------------------|--------------------------------------|----------------|
| Account  | Account #     | Objective                   | Goal                   | Indicator                            | Outcome        |
| <b>ACQUISITION AND DISPOSITION</b>                 |               |                             |                        |                                      |                |
| Acquisition of Real Property                       | 172170-730003 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Disposition of Real Property                       | 172170-730536 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Clearance and Demolition                           | 172170-30345  | Suitable Living Environment | Strengthen Communities | Slum Blight                          | Sustainability |
| Cleanup of Contaminated Sites                      |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Relocation   |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| <b>PUBLIC FACILITIES AND IMPROVEMENTS</b>          |               |                             |                        |                                      |                |
| Senior Center                                      | 172170-731696 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Facilities for Persons with Disabilities           |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Homeless Facilities (not operating costs)          |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Youth Centers                                      |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Neighborhood Facilities                            |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Parks, Recreational Facilities                     | 172170-731332 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Parking Facilities                                 |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Solid Waste Disposal Improvements                  | 172170-730744 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Flood Drainage Improvements                        | 172170-730744 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Water/Sewer Improvements                           | 172170-732114 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Street Improvements                                | 172170-731864 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Sidewalks  | 172170-731745 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Child Care Centers                                 |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Tree Planting                                      | 172170-732021 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Fire Stations/Equipment                            | 172170-730733 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Health Facilities                                  |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Facilities for Abused and Neglected Children       |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Asbestos Removal                                   |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Facilities for AIDS Patients (not operating costs) |               | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Other Public Improvements Not Listed in 03A-03T    | 172170-731498 | Suitable Living Environment | Strengthen Communities | # of LMI HH with new/improved access | Sustainability |
| Remove Architectural Barriers                      | 172170-731619 |                             |                        |                                      |                |
| Special Assessments                                | 172170-731815 |                             |                        |                                      |                |

**CDBG APPLICATION - PART 3 PROJECT TYPE CONTINUED**

(Please check one box per project)

Project # 4

Allocation: \$9,950.00

| PROJECT TYPE CONTINUED  |               |                             |                         |                                      |                            |  |
|---|---------------|-----------------------------|-------------------------|--------------------------------------|----------------------------|--|
| Account   | Account #     | Objective                   | Goal                    | Indicator                            | Outcome                    |  |
| <b>PUBLIC FACILITIES AND IMPROVEMENTS CONTINUED</b>                                   |               |                             |                         |                                      |                            |  |
| Interim Assistance  |               | Suitable Living Environment | Strengthen Communities  | # of LMI HH with new/improved access | Sustainability             |  |
| Privately Owned Utilities   |               | Suitable Living Environment | Strengthen Communities  | # of LMI HH with new/improved access | Sustainability             |  |
| Non-Residential Historic Preservation   | 172170-31280  | Suitable Living Environment | Strengthen Communities  | Slum Blight                          | Sustainability             |  |
| Tornado Shelters Serving Private Mobile Home Parks                                    |               | Suitable Living Environment | Strengthen Communities  | # of LMI HH with new/improved access | Sustainability             |  |
| <b>PUBLIC SERVICES</b>  |               |                             |                         |                                      |                            |  |
| Homeless/AIDS Patients Programs   |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Senior Services   | 172160-731712 |                             |                         |                                      |                            |  |
| Services for Persons with Disabilities  | 172160-730535 | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Legal Services  | 172160-731073 | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Youth Services  | 172160-732185 | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Transportation Services   | 172160-732011 | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Substance Abuse Services  |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Services for victims of domestic violence/<br>dating violence/sexual assault/stalking | 172160-730137 | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Employment Training   | 172160-731941 | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Crime Awareness/Prevention  |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Fair Housing Activities (subject to PS cap)   | 132210-702010 | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Tenant/Landlord Counseling  |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Child Care Services   |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Health Services   |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Services for Abused and Neglected Children  |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Mental Health Services  |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Screening for Lead Poisoning  |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Substance Payments  | 172160-730571 | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Homebuyer Downpayment Assistance<br>- Excluding Housing Counseling under 24 CFR 5.100 |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Rental Housing Subsidies  |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |
| Security Deposits   |               | Suitable Living Environment | Improve Quality of Life | # of LMI persons with new access     | Availability/Accessibility |  |

**CDBG APPLICATION - PART 3 PROJECT TYPE CONTINUED**

(Please check one box per project)

Project # 4

Allocation: \$ 9,950.00

| Account                   |   | Account #                                       | Objective                   | Goal                       | Indicator                        | Outcome                    |
|---------------------------|---|---|-----------------------------|----------------------------|----------------------------------|----------------------------|
| PROJECT TYPE CONTINUED    |   |   |                             |                            |                                  |                            |
| PUBLIC SERVICES CONTINUED |   |   |                             |                            |                                  |                            |
|                           | Housing Counseling only, under 24 CFR 5.100   | 132210-702010                                   | Suitable Living Environment | Improve Quality of Life    | # of LMI persons with new access | Availability/Accessibility |
|                           | Neighborhood Cleanups   |   | Suitable Living Environment | Improve Quality of Life    | # of LMI persons with new access | Availability/Accessibility |
|                           | Food Banks  |   | Suitable Living Environment | Improve Quality of Life    | # of LMI persons with new access | Availability/Accessibility |
|                           | Housing Information and Referral Services   |   | Suitable Living Environment | Improve Quality of Life    | # of LMI persons with new access | Availability/Accessibility |
|                           | Housing Counseling Supporting Homebuyer Downpayment Assist (05R)                        |   | Suitable Living Environment | Improve Quality of Life    | # of LMI persons with new access | Availability/Accessibility |
|                           | Other Public Services Not Listed in 03T and 05A-05Y (Housekeeping/Safety & Repair/Yard) | 172160-730880<br>172160-731665<br>172160-732170 | Suitable Living Environment | Improve Quality of Life    | # of LMI persons with new access | Availability/Accessibility |
| HOUSING                   |   |   |                             |                            |                                  |                            |
|                           | Loss of Rental Income   |   | Decent Affordable Housing   |                            |                                  | Affordability              |
|                           | Construction of Housing   |   | Decent Affordable Housing   |                            |                                  | Affordability              |
|                           | Housing Counseling for Homeownership Assist (13B)                                       |   | Decent Affordable Housing   |                            |                                  | Affordability              |
|                           | Homeownership Assistance – ex Housing Counseling  |   | Decent Affordable Housing   |                            |                                  | Affordability              |
|                           | Rehabilitation: Single-Unit Residential   | 132290-30898                                    | Decent Affordable Housing   | # of units brought to code |                                  | Affordability              |
|                           | Emergency Rehab   | 172170-30569                                    | Decent Affordable Housing   | # of units brought to code |                                  | Affordability              |
|                           | Minor Home Repair   | 172170-31227                                    | Decent Affordable Housing   | # of units brought to code |                                  | Affordability              |
|                           | Mobile Home Repair  |   | Decent Affordable Housing   | # of units brought to code |                                  | Affordability              |
|                           | Rehabilitation: Multi-Unit Residential  |   | Decent Affordable Housing   | # of units brought to code |                                  | Affordability              |
|                           | Rehabilitation: Public Housing Modernization  |   | Decent Affordable Housing   | # of units brought to code |                                  | Affordability              |
|                           | Rehabilitation: Other Publicly Owned Res Buildings                                      | 172160-31602                                    | Decent Affordable Housing   | # of units brought to code |                                  | Affordability              |
|                           | Rehabilitation: Energy Efficiency Improvements  |   | Decent Affordable Housing   | # of units brought to code |                                  | Affordability              |
|                           | Rehabilitation: Acquisition   |   | Decent Affordable Housing   | # of units brought to code |                                  | Affordability              |
|                           | Rehabilitation: Administration  | 132280-31605                                    | N/A                         | N/A                        | N/A                              | N/A                        |
|                           | Lead-Based Paint/Lead Hazards Testing/Abatement   |   | Decent Affordable Housing   |                            |                                  | Affordability              |
|                           | Housing Services, Excluding Housing Counseling  |   | Decent Affordable Housing   |                            |                                  | Affordability              |
|                           | Housing Counseling Support HOME Hsg Activities  |   | Decent Affordable Housing   |                            |                                  | Affordability              |
|                           | Housing Counseling in Conjunction with CDBG Assisted Housing Rehab                      |   | Decent Affordable Housing   |                            |                                  | Affordability              |
|                           | Code Enforcement (See Part 4 C)   | 172170-30310                                    | Suitable Living Environment | Strengthen Communities     | # of LMI persons served          | Sustainability             |

**CDBG APPLICATION - PART 3 PROJECT TYPE CONTINUED**

(Please check one box per project)

Project #4

Allocation: \$ \$9,950.00

| PROJECT TYPE CONTINUED  |           |                           |      |           |               |
|---|-----------|---------------------------|------|-----------|---------------|
| Account   | Account # | Objective                 | Goal | Indicator | Outcome       |
| <b>HOUSING CONTINUED</b>  |           |                           |      |           |               |
| Residential Historic Preservation   |           | Decent Affordable Housing |      |           | Affordability |
| Operation and Repair of Foreclosed Property ("In-Rem Housing")            |           | Decent Affordable Housing |      |           | Affordability |
| <b>ECONOMIC DEVELOPMENT</b>   |           |                           |      |           |               |
| Rehabilitation: Publicly or Privately Owned Commercial/Industrial         |           |                           |      |           |               |
| Commercial/Industrial: Acquisition/Disposition                            |           |                           |      |           |               |
| Commercial/Industrial: Infrastructure Development                         |           |                           |      |           |               |
| Commercial/Industrial: Building Acquisition, Construction, Rehabilitation |           |                           |      |           |               |
| Commercial/Industrial: Other Improvements                                 |           |                           |      |           |               |
| Economic Development: Direct Financial Assistance to For-Profit Business  |           |                           |      |           |               |
| Economic Development: Technical Assistance                                |           |                           |      |           |               |
| Economic Development: Microenterprise Assistance                          |           |                           |      |           |               |
| <b>GENERAL ADMINISTRATION</b>   |           |                           |      |           |               |
| General Program Administration  |           |                           |      |           |               |
| Fair Housing Activities (subject to Admin cap)                            |           |                           |      |           |               |
| CDBG Funding of HOME Admin  |           |                           |      |           |               |
| CDBG Funding of HOME CHDO Operating Expenses                              |           |                           |      |           |               |
| <b>OTHER</b>  |           |                           |      |           |               |
| CDBG Non-Profit Capacity Building   |           |                           |      |           |               |

## CDBG APPLICATION - PART 4

Project # 4 Allocation: \$ \$9,950.00

| <b>A - CDBG NATIONAL OBJECTIVE</b>   |  |            |
|--|--|------------|
| <b>Which one of the National Objectives will this project target?</b>  |  |            |
|  | Code/Description   | 24 CFR     |
| ✓  |  |            |
| <b>Benefits low and moderate income persons</b>  |  |            |
| For the National Objective that <b>principally benefits low- and moderate-income persons</b> is selected, describe how the activity will address ONE of the subcategories listed below:                |  |            |
| <input type="checkbox"/>   | <b>1) Area Benefit Activity</b> - Those projects carried out in a neighborhood consisting predominantly of LMI persons and providing services for such persons yet could be available to other non-income eligible persons in the area. This information can be documented by documenting that the area is primarily residential (e.g., zoning map); and that the income characteristics of households in the service area (i.e., Census data)   |            |
| <input checked="" type="checkbox"/>  | <b>2) Limited Clientele Activity</b> - Those that benefit a specific group of people (rather than all the residents in a particular area) who are, or presumed to be, income eligible. In order to meet the LMI Limited Clientele criteria, the activity must: serve at least 51% LMI, as evidenced by documentation and data concerning beneficiary family size and income; have income eligibility requirements which limit the service to persons meeting the LMI income requirements, as evidenced by procedures, intake/application forms, income limits and other sources of documentation; serve a specific group presumed by HUD to be income-eligible include: abused children, battered persons, elderly persons, handicapped adults, homeless persons, illiterate persons, migrant farm workers and persons living with AIDS; and be of such a nature and in a location that it may be concluded that the activity's clientele are LMI. | 570.208(a) |
| <input type="checkbox"/>   | <b>3) Income Eligible Housing Activity</b> - These projects add or improve a permanent residential structure wherein, upon completion, income eligible persons will occupy 51% or more of the housing units.   |            |
| <input type="checkbox"/>   | <b>4) Job Creation or Retention Activity</b> - A project which creates or retains permanent jobs, of which at least 51% are either taken by or available to income eligible persons.   |            |
| <b>JUSTIFICATION:</b>  |  |            |
| LMC - Low income limited clientele benefit: activities that benefit a limited clientele, at least 51% of <span style="float: right;">+</span>  |  |            |
| <b>Aids in the prevention or elimination of slums or blight</b>  |  |            |
| For the National Objective that <b>principally aids in the prevention or elimination of slums or blight</b> is selected, describe how the activity will address ONE of the subcategories listed below: |  |            |
| <input type="checkbox"/>   | 1) At least 25% of the properties throughout the area exhibit the following:<br>a. Physical deterioration of buildings/improvements;<br>b. Abandonment of properties;<br>c. Chronic high occupancy turnover rates or chronic high vacancy rates in commercial or industrial buildings;<br>d. Significant declines in property values or abnormally low property values relative to other areas in the community; or<br>e. Known or suspected environmental contamination   | 570.208(b) |
| <input type="checkbox"/>   | 2) Public improvements throughout the area are in a general state of deterioration.  |            |
|  | Documentation must be maintained by the grantee on the boundaries of the area and the conditions that qualified the area at the time of its designation. The designation of an area as slum or blighted must be re-determined every 10 years for continued qualifications.   |            |
| <b>JUSTIFICATION:</b>  |  |            |
| N/A  |  |            |

**CDBG APPLICATION - PART 4 CONTINUED**

**Project #** 4

**Allocation:** \$ 9,950.00

**B - PROJECT DESCRIPTION**

Provide a detailed description of the proposed activity including how the activity will address the needs of the community:

Provide specialized counseling and camp and field trip scholarships to children under the age of 13



Identify who will benefit from the proposed activity (ex: homeless, abused children, seniors, etc). If your program was designed to benefit persons on L/M income, describe the process you will use to identify these persons (process for income verification if persons are not members of HUD's presumed L/M clientele):

Low to moderate income households. NYA collections the family's 1040 tax forms from the most rec





**CDBG APPLICATION - PART 4 CONTINUED**

Project # 4 Allocation: \$ \$9,950.00

**C - CODE ENFORCEMENT PROJECT ONLY**

|  |                                     |     |
|--|-------------------------------------|-----|
| Will any of the supportive activities offered in conjunction with the Code Enforcement Program possibly trigger displacement of any "persons"? | <input type="checkbox"/>            | Yes |
|  | <input checked="" type="checkbox"/> | No  |

**If "Yes" Explain:**

The grantee will be required as a special condition of the CDBG grant contract to submit a formal relocation or displacement plan for the program prior to release of grant funds.

**If "No" Explain how that determination was made?**

**Service Area Where the Code Enforcement Program Will Be Carried Out:** Provide a brief narrative of the proposed activity and service area where the Code Enforcement activity will be carried out.

N/A

**Severity of Problem**

What level of service is needed?

- A new code enforcement program
- An existing code enforcement program to be increased currently funded by:
- An existing code enforcement program previously funded with CDBG funds

How was need determined? N/A

**Service Area Identified**

Census Tract/Block Groups

|                 |                 |                 |                 |                 |
|-----------------|-----------------|-----------------|-----------------|-----------------|
| Census Tract    | Census Tract    | Census Tract    | Census Tract    | Census Tract    |
|                 |                 |                 |                 |                 |
| Block Group (s) | Block Group (s) | Block Group (s) | Block Group (s) | Block Group (s) |
|                 |                 |                 |                 |                 |

Specific streets within a service area

- Maps attached showing the area is primarily residential

**Beneficiaries (People)**

Specify the type of beneficiaries who will benefit from this program. Supporting documentation is required.

- Primarily Low/Mod (Include % of total population that is Low/Mod)

**Jurisdiction's definition of *deteriorated or deteriorating* (HCDA, Section 105(a)(3)) Define:**

N/A

## CDBG APPLICATION - PART 5

Project # 4

Allocation: \$ \$9,950.00

### Conditions within the Service Area

Describe, in enough detail, the existing conditions in the service area that qualifies the area, as defined above by the jurisdiction, as deteriorating or deteriorated.

Photos attached with any applicable reports or information

**Identify problems resulting if the code enforcement program is not provided, continued or expanded:**

### Extent of the Solution

Explain how and to what extent the proposed activity will solve the problem:

Provide a summary of the proposed strategy for using code enforcement together with public or private improvements or services (e.g., a homeowner rehabilitation program) that can be expected to arrest the decline of the service area.

Describe the methodology and metrics to be used to assess whether the code enforcement program and other activities will mitigate the deterioration of the service area during the time CDBG funds are expended to implement the code enforcement program.

### Activity Implementation Plan

Provide a detailed plan of how the code enforcement program, together with "supportive activities" (i.e. public or private improvements, rehabilitation, or services) will mitigate deterioration and is expected to arrest the decline of the area. Also, identify any current or potential funding sources available to assist with proposed supportive activities.

Project #4

Allocation: \$9,950.00

| D - PROJECT LOCATION                               |  |
|--|--|
| Please <input checked="" type="checkbox"/> one box | <input checked="" type="checkbox"/>                            |
| Describe Project Location                          | <input checked="" type="checkbox"/> City/Township/Village Wide |
|  | <input type="checkbox"/> Area Wide Benefit Only                |
|  | <input type="checkbox"/> Specific                              |
| Parcel ID#   |  |
| Address  | 25345 Taft Road  |
| City   | Novi   |
| Zip Code   | 48374  |
| Areawide Benefit (AWB) Projects Only               | List Census Tract  |
|  | List Block Group   |
| Attach AWB Map with project location indicated     |  |
| <b>Describe service area for:</b>                  |  |
| Fire Stations/ Equipment                           |  |
| Parks, Recreational Facilities                     |  |
| Special Assessments                                |  |

| E - PROJECT PURPOSE   |   |
|---|---|
| <b>ALL PROJECTS</b> Enter number of units in the appropriate type. Enter 0 for other unit types |   |
| <b># of clients to be served</b>  | <b>Type of clients to be served</b>                                 |
| 50  | People  |
| 0   | Households  |
| 0   | Housing Units   |
| 0   | Public Facilities   |
| <b>PUBLIC SERVICES PROJECTS ONLY</b>  |   |
| 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 |
| <b>PUBLIC FACILITIES &amp; IMPROVEMENTS PROJECTS ONLY</b>                                       |   |
| Will the project meet ADA standards for access?   | <input type="checkbox"/> Yes <input type="checkbox"/> No            |
| <b>SENIOR CENTER PROJECT DEMOGRAPHICS</b>   |   |
| <b>Estimated Number of Current Members</b>  |   |
| White alone   | Asian Alone   |
| Black or African American alone   | Some other race alone   |
| American Indian and Alaska Native alone   | Two or more races   |
| Native Hawaiian & Other Pacific Islander alone  |   |

**Project #** 4      **Allocation: \$** \$9,950.00

|   |                              |  |
|---|------------------------------|--|
| This is a new project                           | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| This is an ongoing project                      | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| This is an expanded project from previous years | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |

| G - PROJECT ADMINISTRATION                     |   |  |
|--|---|--|
| Community will manage project                  | Yes <input type="checkbox"/>            | No <input checked="" type="checkbox"/> |
| Community will hire a vendor to manage project | Yes <input checked="" type="checkbox"/> | No <input checked="" type="checkbox"/> |
| County will administer contract                | Yes <input type="checkbox"/>            | No <input checked="" type="checkbox"/> |

|                     |      |                   |      |       |      |
|---------------------|------|-------------------|------|-------|------|
| Other Federal Funds | \$ 0 | State/Local Funds | \$ 0 | Other | \$ 0 |
|---------------------|------|-------------------|------|-------|------|

Please  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   |
| <input checked="" type="checkbox"/> | Exempt Form Attached <input checked="" type="checkbox"/> Project Location Map Attached |

**OR**

| <input checked="" type="checkbox"/> | Categorically Excluded Project  |
|-------------------------------------|---|
| <input type="checkbox"/>            | Project is Categorically Excluded   |
| <input type="checkbox"/>            | Statutory Checklist Attached <input type="checkbox"/> Project Location Map Attached   |
| <input type="checkbox"/>            | Project is in Flood Plain <input type="checkbox"/> 8 Step Attached  |
| <input type="checkbox"/>            | Flood Plain Map <a href="https://gis.oakgov.com/PropertyGateway/Home.mvc">https://gis.oakgov.com/PropertyGateway/Home.mvc</a> |

**OR**

| <input checked="" type="checkbox"/> | Environmentally Assessed Project  |
|-------------------------------------|---|
| <input type="checkbox"/>            | Project is Environmentally Assessed   |
| <input type="checkbox"/>            | Environmental Assessment Attached <input type="checkbox"/> Project Location Map Attached                                      |
| <input type="checkbox"/>            | Project is in Flood Plain <input type="checkbox"/> 8 Step Attached  |
| <input type="checkbox"/>            | Flood Plain Map <a href="https://gis.oakgov.com/PropertyGateway/Home.mvc">https://gis.oakgov.com/PropertyGateway/Home.mvc</a> |

| <input checked="" type="checkbox"/> | Other Projects  |
|-------------------------------------|---|
| <input type="checkbox"/>            | Historic Preservation Profile (HPP) Attached <input type="checkbox"/> Demolition Checklist Attached |



**OAKLAND COUNTY**  
**COMMUNITY & HOME IMPROVEMENT**  
 Oakland Pointe  
 250 Elizabeth Lake Road, Ste. 1900  
 Pontiac, MI 48341-0414  
 248.858.0493  
 www.oakgov.com/chi



## Area-Wide Benefit Map

City of Novi

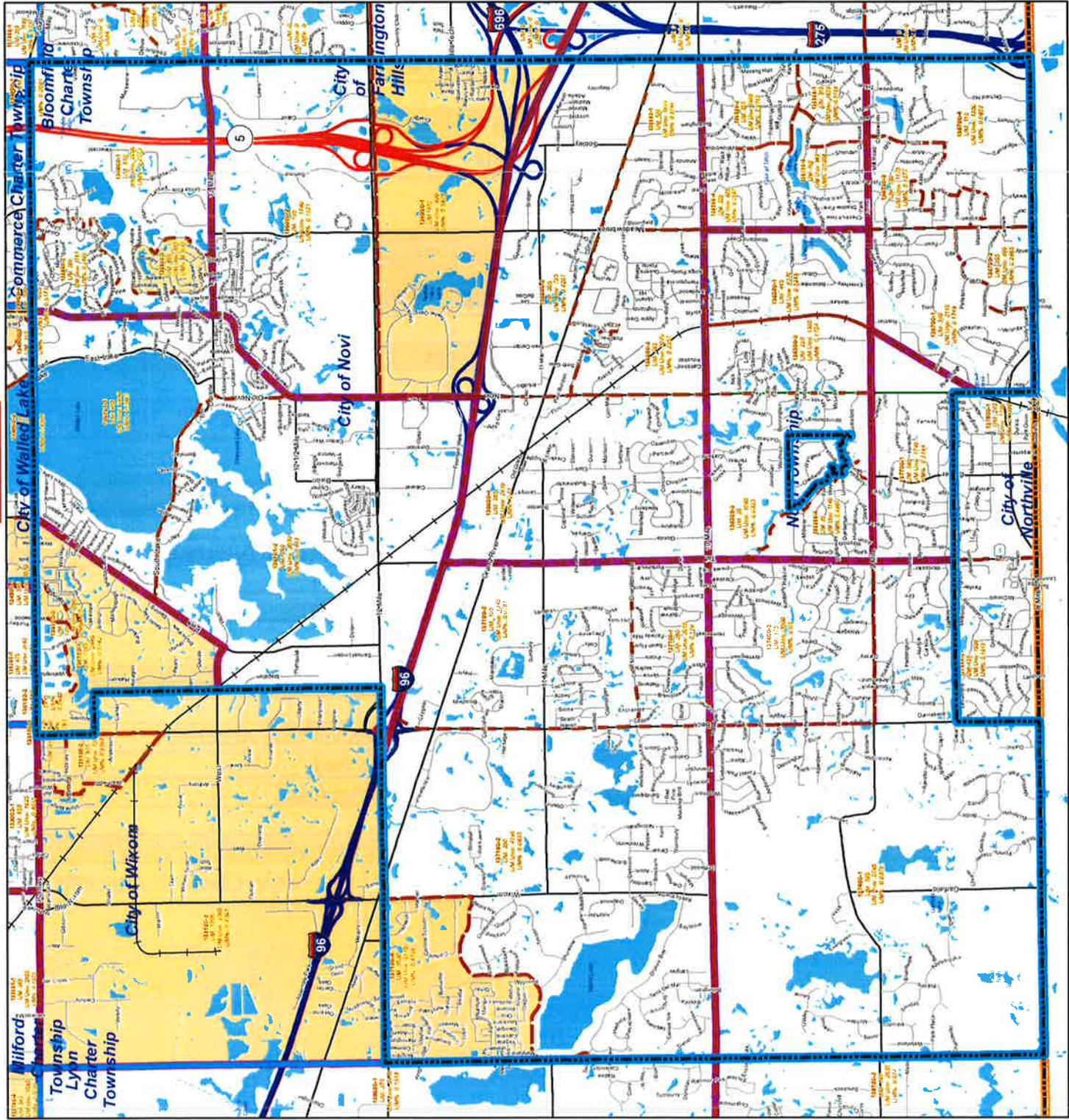
- County Border
- Community Boundary (Highlighted)
- Community Boundary (Adjacent)
- Census Tract 2010
- Eligible Area-Wide Benefit Block Groups
- Non-Eligible Block Groups
- Interstate
- US
- State
- Major
- Minor
- Railroad
- Waterbodies

1 in = 0.82 miles

This Census Block Group map reflects the 2011-2015 American Community Survey (ACS).

Map Created On: 9/1/2020

City-wide





U.S. Department of Housing and Urban  
 Development  
 451 Seventh Street, SW  
 Washington, DC 20410  
 www.hud.gov  
 espanol.hud.gov

**Environmental Review  
 for Activity/Project that is Exempt or  
 Categorically Excluded Not Subject to Section 58.5  
 Pursuant to 24 CFR Part 58.34(a) and 58.35(b)**

**Project Information**

**Project Name:** Child care services

**Responsible Entity:** OAKLAND COUNTY

**Grant Recipient** (if different than Responsible Entity):

**State/Local Identifier:** Novi

**Preparer:** Sabrina Lilla

**Certifying Officer Name and Title:** Robert J. Gatt

**Consultant** (if applicable):

**Project Location:** Novi

**Description of the Proposed Project** [24 CFR 58.32; 40 CFR 1508.25]:

**Provide specialized counseling and camp scholarships for youth under the age of 13 years old from income qualified households.**

**Level of Environmental Review Determination:**

Activity/Project is Exempt per 24 CFR 58.34(a): \_\_\_\_\_

Activity/Project is Categorical Excluded Not Subject To §58.5 per 24 CFR 58.35(b):  
 \_\_\_\_\_

**Funding Information**

| Grant Number | HUD Program | Funding Amount |
|--------------|-------------|----------------|
| OAKLAND      | COUNTY      | USE ONLY       |
|              |             |                |

**Estimated Total HUD Funded Amount: \$9,950**

**Estimated Total Project Cost (HUD and non-HUD funds) [24 CFR 58.32(d)]: \$9,950**

**Compliance with 24 CFR §50.4 and §58.6 Laws and Authorities**

Record below the compliance or conformance determinations for each statute, executive order, or regulation. Provide credible, traceable, and supportive source documentation for each authority. Where applicable, complete the necessary reviews or consultations and obtain or note applicable permits of approvals. Clearly note citations, dates/names/titles of contacts, and page references. Attach additional documentation as appropriate.

| <b>Compliance Factors:</b><br>Statutes, Executive Orders,<br>and Regulations listed at 24<br>CFR 50.4 and 58.6  | Are formal<br>compliance<br>steps or<br>mitigation<br>required?           | Compliance determinations                |
|---|---|--|
| <b>STATUTES, EXECUTIVE ORDERS, AND REGULATIONS LISTED AT 24 CFR §58.6</b>   |   |  |
| <b>Airport Runway Clear Zones<br/>and Accident Potential Zones</b><br><br>24 CFR Part 51 Subpart D  | Yes    No<br><input type="checkbox"/> <input checked="" type="checkbox"/> | <i>No airports near Novi</i>             |
| <b>Coastal Barrier Resources</b><br><br>Coastal Barrier Resources Act, as<br>amended by the Coastal Barrier<br>Improvement Act of 1990 [16<br>USC 3501]             | Yes    No<br><input type="checkbox"/> <input checked="" type="checkbox"/> | <i>Novi is not within a coastal zone</i> |
| <b>Flood Insurance</b><br><br>Flood Disaster Protection Act of<br>1973 and National Flood<br>Insurance Reform Act of 1994<br>[42 USC 4001-4128 and 42 USC<br>5154a] | Yes    No<br><input type="checkbox"/> <input checked="" type="checkbox"/> | <i>Not applicable to public service</i>  |

**Mitigation Measures and Conditions [40 CFR 1505.2(c)]**

Summarize below all mitigation measures adopted by the Responsible Entity to reduce, avoid, or eliminate adverse environmental impacts and to avoid non-compliance or non-conformance with the above-listed authorities and factors. These measures/conditions must be incorporated into project contracts, development agreements, and other relevant documents. The staff responsible for implementing and monitoring mitigation measures should be clearly identified in the mitigation plan.

| Law, Authority, or Factor | Mitigation Measure |
|---------------------------|--------------------|
| N/A                       | N/A                |
|                           |                    |
|                           |                    |
|                           |                    |

Preparer Signature: Sabrina Lilla Date: 11-21-22

Name/Title/Organization: Sabrina Lilla, Deputy Finance Director, City of Novi

Responsible Entity Agency Official Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name/Title: \_\_\_\_\_

This original, signed document and related supporting material must be retained on file by the Responsible Entity in an Environmental Review Record (ERR) for the activity/project (ref: 24 CFR Part 58.38) and in accordance with recordkeeping requirements for the HUD program(s).



