

# Bureau of Small Cities and Rural Communities FFY 2021 & 2022 Community Development Block Grant Application Preparation and Submission Guidance



## Overview

The Community Development Block Grant (CDBG) Program is a federal program that provides funding for housing and community development activities. The Department of Economic Opportunity administers the Small Cities CDBG Program that awards funds to units of local government in small and rural areas. This program provides an opportunity for communities to obtain funds for projects such as water and sewer improvements, housing rehabilitation, street and sidewalk improvements, economic development activities, downtown revitalization, park facilities and community centers, and drainage and stormwater improvements.

## Application Submission Information

### Application Cycle

- June 6, 2022 – July 21, 2022
- Deadline for submittal: **5:00 p.m. EST, July 21, 2022**
- Total of \$25 million in FFY 2019 funding available in four program areas: Neighborhood Revitalization, Housing Rehabilitation, Commercial Revitalization and Economic Development

### Eligible Applicants and Project Requirements

- Eligible Applicants include units of local government as follows:
  - Cities with fewer than 50,000 residents and have not opted to join entitlement program
  - Counties with fewer than 200,000 residents
  - Cities with more than 50,000 that have opted out of the urban entitlement program
- Project activities must meet at least one of the follow National Objectives:
  - Benefit to Low-and-Moderate Income Persons (LMI) – at least 51% of beneficiaries must be LMI
  - Elimination of Slum and Blight – defined by Section 163.340(7),(8) Florida Statutes
  - Address an Urgent Need – must alleviate a condition that poses serious and immediate threat to those living in the area.

## Application Preparation Tips

- Attend the FFY 2021 & 2022 CDBG Application Overview Webinar – **June 29, 2022, from 9 a.m. to 4 p.m. E.T.**
  - Join us at [GoToMeeting - FFY 2019 CDBG Application Overview Webinar](#)
  - Call-in at 866-899-4679 (Access Code: 378-069-397)
- Allow sufficient time for pre-application activities:
  - Hold two public hearings – must be properly noticed in accordance with 73C-23.0031(27) FAC
    - First public hearing to discuss community needs
    - Second public hearing to discuss proposed CDBG application, including specific activities and funding requested
  - Determine if census data supports required LMI population or if project area surveys are necessary
- Review detailed information and resources provided on [www.floridajobs.org/CDBGApplicantInfo](http://www.floridajobs.org/CDBGApplicantInfo)
- Review Small Cities CDBG Application for Funding – Form SC-60, Part 8 and “self-score” to determine application competitiveness – compare to FFY 2021 & 2022 Application Self Scores will be available on [www.floridajobs.org/SmallCitiesCDBG](http://www.floridajobs.org/SmallCitiesCDBG)

## Additional Resources and Information

- [www.floridajobs.org/CDBGApplicantInfo](http://www.floridajobs.org/CDBGApplicantInfo)
  - Application Form downloads
  - Application-related documents/resources
  - Census data links
  - Sample documents
- 73C-23 Florida Administrative Code
- Sections 290.040 – 290.046, Florida Statutes
- Contact Shaurita Jackson, Small Cities CDBG Program Manager for questions/technical assistance
  - [Shaurita.Jackson@deo.myflorida.com](mailto:Shaurita.Jackson@deo.myflorida.com) (850) 717-8416