191.3 SUBJECT: COMMUNITY DEVELOPMENT BLOCK GRANT PROJECTS

:1 OBJECTIVE:
Implement Community Development Block Grant (CDBG) projects as approved by City Council.

:2 AUTHORITY:

:3 DIRECTION:
Housing Division Manager under the supervision of the Housing Director.

:4 METHOD OF OPERATION:

A. CDBG funds, in the forms of grants may be used to undertake projects in the City’s Capital Improvement Plan. Selected projects will be implemented in accordance with a Memorandum of Understanding between the Housing Department and other City Departments that may be responsible for the implementation of the project.

B. Deferred loans shall be used to undertake eligible projects sponsored by non-profit organizations involving acquisition, construction, reconstruction, rehabilitation or installation of improvements following approval by City Council.

C. Grants and deferred loans shall be used for funding awards in the City’s housing rehabilitation program. Grants shall be used when the financial assistance is less than $7,500. Deferred loans shall be used for financial assistance greater than $7,500. Housing rehabilitation project implementation is addressed in Policy and Procedures Manual Section 192.2.

D. Payback loans may be used for projects undertaken by for-profit entities where sufficient revenue is generated to repay the City.

E. The Housing Director, or designee, approves expenditures of all grants and loans following project approval by City Council.

:5 FORMS:
None.

:6 COMMITTEE RESPONSIBILITIES:
None.

:7 REFERENCE:

8 EFFECTIVE DATE:
This procedure effective July 19, 2004.