

Trumbull County, Ohio
PY2021 Community Development Block Grant Programs
Application Instructions

March 2021

Application Instructions

Applications must be delivered no later
than Friday, April 16, 2021 at 4:00 p.m. to the:

Trumbull County Planning Commission Office, 2nd Floor
Attn: Julie M. Green, Director
185 East Market Street, NE
Warren, Ohio 44481
Phone (330) 675-6620
Fax (330) 675-2790

Or by e-mail at pcgreen@co.trumbull.oh.us

Community Development Block Grant (CDBG) Application Instructions

A complete CDBG Application includes the following:

1. Application Cover Sheet including:
 - Applicant's Name
 - Street Address
 - Mailing Address (if different from street address)
 - City and Zip Code
 - Phone, Fax, E-Mail
 - Brief description of project (3-5 Sentences)
 - Certification that all information submitted for consideration for allocation of CDBG funds is true and accurate
 - Signature, date and phone number of authorized official

2. Proposal Narrative - three pages maximum not including exhibits (exhibits include maps and engineering specifications) and attachments including:
 - The need for a Community Development Block Grant
 - The objective of the project - National Objective met as result of implementing this project
 - Budget, including itemizations
 - Engineering/construction cost estimate including the cost of bonds and federal prevailing wage rates
 - Map of project area/location

3. One original and two copies of the application printed single-sided on 8 1/2-inch by 11-inch paper with all pages numbered consecutively.

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Background:

Trumbull County, Ohio was awarded \$578,000 from the Ohio Development Services Agency (ODSA) Community Development Block Grant (CDBG) Program in PY2019 for a two-year period through the Community Development Allocation Program. The PY2021 Community Development Allocation is expected to be approximately the same amount for the next two-year grant cycle. In addition, the State of Ohio Development Services Agency has structured their programs in such a way that in order to competitively apply for the Critical Infrastructure Grant Program, the Neighborhood Revitalization Program and the Downtown Revitalization Program, Trumbull County must utilize Community Development Allocation funds as leverage in order to maximize the chances of receiving additional CDBG funds for our county. The funds, administered by ODSA, originate with the United States Department of Housing and Urban Development (HUD). The purpose of the CDBG Program is to implement a wide range of community development activities directed towards revitalizing neighborhoods, economic development and providing improved facilities and services.

In the recent past, the highest priorities have been the construction of sanitary sewer and water lines in low- and moderate-income target areas. These activities remain a high priority for Trumbull County. Priority rankings are applied to all projects submitted for consideration however the most points will be awarded to those projects that are part of a competitive grant program. See ODSA Consolidated Plan for more details on these programs.

Trumbull County is required to give maximum feasible priority to activities that **benefit low- and moderate-income persons or aid in the prevention or elimination of slums or blight**. These two categories of activities are referred to as the *CDBG National Objectives*.

CDBG funds may be used for **Eligible Activities** that meet a CDBG National Objective. Eligible activities may include, but are not limited to:

1. Acquisition of real property as part of a larger project
2. Relocation and demolition
3. Construction of public facilities and improvements, such as water and sewer facilities, streets, neighborhood centers, and the conversion of school buildings for eligible purposes although with the new competitive grant rules some of these activities are not eligible projects

Activities not eligible for CDBG funding include, but are not limited to:

1. Construction of new housing
2. Acquisition, construction, or reconstruction of buildings for the general conduct of government

Starting in PY2015, all grantees were required to convene multiple Community Development Implementation Strategy meetings. See additional handout herein for more information.

For a more comprehensive list of eligible and ineligible activities or any questions on the application, please contact Julie M. Green at pcgreen@co.trumbull.oh.us or at 330-675-6620.