

**Instructions for Program Year 46 Consolidated Action Plan
Applications for Community Development Block Grant (CDBG) Funding**

Action Plan Application Process and Considerations

Applications for the PY 46 Con Plan (July 1, 2020 – June 30, 2021) will be accepted as indicated below **from October 8 through November 15, 2019.**

I. Instructions for City Departments Reapplying for CDBG funds:

City staff will use the City's Consolidated Plan Application System (CPAS) to submit applications for PY 46 funding for existing projects. Existing projects are those that currently receive funding. If a City department submitted an application in prior years that did not receive funding, it will need to follow the instructions for new projects to be reconsidered for funding. The Los Angeles Housing + Community Investment Department (HCIDLA) administers the CPAS and application process. HCIDLA has provided the training on how to use the CPAS to reapply for Con Plan funds, but if you did not attend, need technical assistance, or need to request access to the PY 46 CPAS, please email hcidla.grantsadmin@lacity.org.

II. Instructions for Applications for New Projects:

Due to high demand for finite funding and limitations on how funds can be used, the City will accept applications for new projects *only for CDBG funds to be used for Economic Development or Neighborhood Improvement projects not currently receiving CDBG funds.*

- A. Economic Development** projects are those that will benefit businesses and commercial and industrial developments. These projects may be funded in the form of loans and must meet specific CDBG-mandated public benefit requirements, as well as demonstrate sound underwriting principals. Due to the specific nature of these projects, interested parties should contact the Economic and Workforce Development Department (EWDD) for further information on how to apply. Please contact:

Daisy Hernandez, Chief Grants Administrator
Economic and Workforce Development Department
Daisy.hernandez@lacity.org, 213-744-9340

- B. Neighborhood Improvement** projects are *capital* projects such as acquisition, construction, rehabilitation, reconstruction, environmental remediation or installation of public facilities or improvements. These facilities or improvements must be permanent and owned by the City or by a private nonprofit organization. Eligible applicants are City departments or private nonprofit organizations. HCIDLA oversees applications for neighborhood improvement projects.

Applications are available at the webpage below:

<https://hcidla.lacity.org/Neighborhood-Development>

If you have questions, please email hcidla.grantsadmin@lacity.org or contact Karen Banks at Karen.banks@lacity.org or 213-808-8540.

Application Review Guidelines:

To be considered for CDBG funding for PY 46, new projects involving construction should be ready to start construction in December 2020. Prior to beginning construction, you will need to complete all environmental reviews, procure contractors, and execute City agreements. Other factors that will be evaluated when considering project readiness may include, but are not limited to, site control, environmental testing and review, if all funds needed to start and finish the project are committed, and the capacity of applicant to use federal funds in compliance with regulations.

If you do not think your project will meet all of these guidelines, the City is also interested in receiving applications to establish a *pipeline* of projects that will be ready for federal funding in future years. You may submit applications for new economic development and neighborhood improvement projects if you are contemplating needing funding in future years; the City will review and provide feedback on potential future funding.

Other Funding Opportunities:

The City has strategically allocated the large percentage of Consolidated Plan funding to projects or systems such as the Affordable Housing Managed Pipeline, the FamilySource System, BusinessSource Centers, the Los Angeles Homeless Services Authority, and other projects to target funding. Several different City departments oversee these projects. Some are implemented by City staff and others are carried out by nonprofit organizations, contractors or developers. Departments will issue notices of funding opportunities or requests for proposals to obtain service providers or developers to implement specific activities.

Non-City entities interested in funding should contact the appropriate implementing City department or access opportunities through the Los Angeles Business Assistance Virtual Network (LABAVN): <http://www.labavn.org>.