

42nd (2016-17) Program Year HCD Action Plan Application Instructions

Action Plan Application Process and Considerations

Applications for the Action Plan will be accepted from **September 15 through October 14, 2015** from City Departments via City staff (see calendar in Attachment 2) through the City's Consolidated Plan Application System (CPAS) at <http://conplan.la-serves.org/42/>, using Internet Explorer.

Guidelines for PY 42 applications:

- Any applications intended for capital projects should be for projects where the construction is ready to start as of April 2016. It is critical that federal funds be spent quickly on projects with sufficient funds to begin and complete construction.
- If you are considering applying for funding and already received City general funds for the same projects or services, your projects and services would not be eligible for federal funds, as the City cannot supplant its own funds with federal funds.
- No new applications will be accepted for Public Service or Planning/Administration activities.
- HCIDLA will provide the training for application submission from September 1 to September 11, 2015. Notices will be sent out to department staff with dates and times of training.

Any non-City entities interested in funding should contact the appropriate implementing City department or the Los Angeles Housing and Community Investment Department (HCIDLA) to discuss possible funding through the City department, or should see Attachment 3 about accessing opportunities through the Los Angeles Business Assistance Virtual Network available online at <http://www.labavn.org>.

The City has received notice from the US Department of Housing and Urban Development (HUD) regarding the length of time our projects are taking to complete. In an effort to improve the readiness and CDBG eligibility of projects, the Mayor is directing HCIDLA to coordinate with Council staff and meet with City departments regarding plans for submitting CDBG applications, in advance of submitting those applications. The meetings will be held between September 1 and September 11. Staff of City department should make themselves available for these meetings.

Community Meetings

Community meetings to solicit resident input will be held in October 2015 and will be held as well in early February 2015 after the release of the draft Action Plan. Comments are used to inform the development of the Action Plan and the City solicits feedback about the draft Plan once it is released. Locations and dates will be posted to the website hcidla.lacity.org.

Additional Information and Assistance

HCIDLA administers funding for the HOME Investment Partnership Program (HOME) and Housing Opportunities for Persons with AIDS (HOPWA). Individual project funding under these entitlement programs are managed through a Request for Proposals (RFP) or Requests for Qualifications (RFQ) process. In coordination with HCIDLA, funding opportunities under the Emergency Solutions Grant (ESG) program are managed by the Los Angeles Homeless Services Authority (LAHSA). For more information about these programs, please visit hcidla.lacity.org and <http://lahsa.org/>

If you are ineligible to submit an application for Action Plan funding, we recommend that you explore the following potential funding resources:

- Los Angeles Business Assistance Virtual Network—<http://www.labavn.org>
- Apply for funding and technical assistance from foundations, government agencies, and other organizations
- Consider cost effective options of offering services, such as collaboration with other organizations