

Tuesday, July 13, 2021
9:00am

2019 CDBG-DR 2nd Round Housing Application Workshop



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Reminder to Record Meeting!



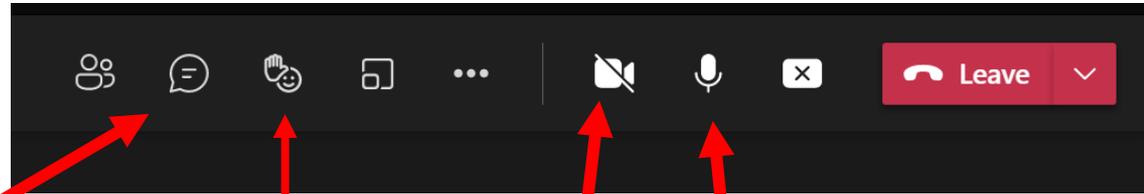
Teams Meeting Format

This meeting will be recorded and posted to our website.

Questions may be submitted through the Chat feature.

At the end of the presentation, we will review questions, publish the question for the group to see and answer the questions.

If the Q&A system doesn't work for you, please email questions to:
makaria.kirianov@iowaeda.com
and I will respond after the event.



Use the Camera and microphone icons to control your personal settings.

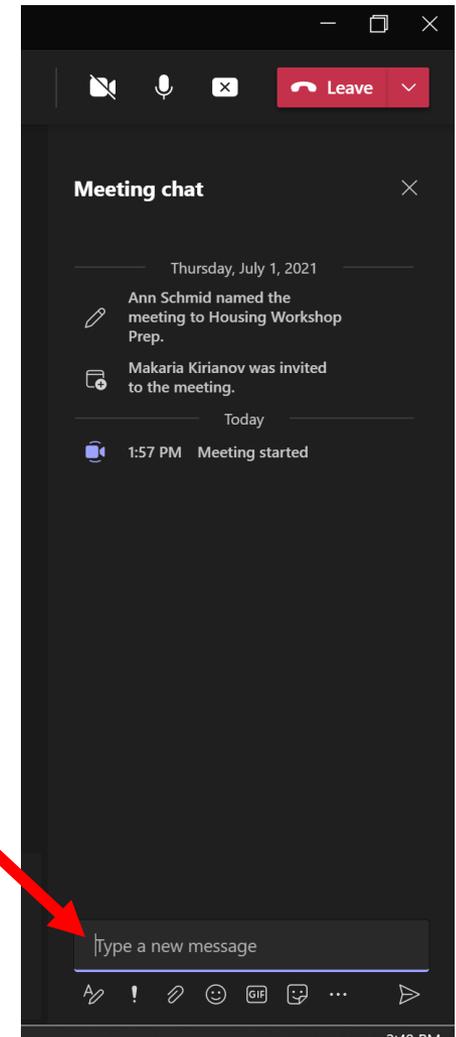
Please turn off your microphone until after the presentation. There will be time for questions and discussion at the end.

After the presentation, you can use the Raise Hand feature to ask a question, or the chat box.

Teams Meeting Format

Questions may be submitted through the Chat feature.

Type Question in the Chat box and click enter to send chat comment. This will be seen by all attendees to the meeting. If you need to send a private question, send an email to ann.schmid@iowaeda.com or makaria.kirianov@iowaeda.com and I will respond after the event.



2019 CDBG-DR Funding

How did we get here?

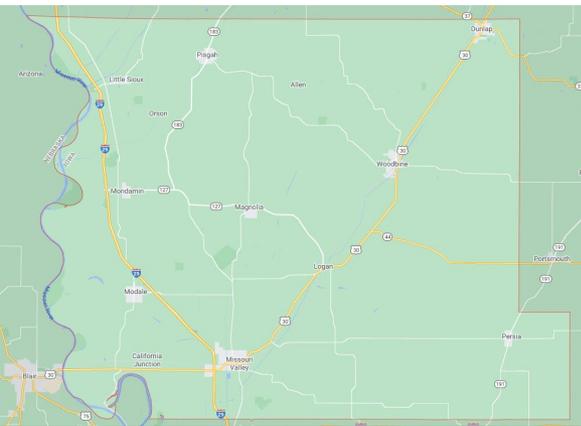
- **March – June 2019:** Disaster Event – Iowa Flooding (DR-4421)
- **June 6, 2019:** *Additional Supplemental Appropriations for Disaster Relief Act, 2019 Signed into law: Public Law 116-20, allocating CDBG-DR funding to HUD.*
- **December 4, 2019:** HUD allocated funds to eligible Cities and States
- **January 27, 2020:** HUD issues Federal Register Notice (Rules regarding funding).
- **February – July 2020:** IEDA Completed and Submitted Financial Management and Grant Compliance Certifications & Action Plan to HUD for review and approval.
- **July 2020:** HUD Approves Action Plan
- **December 2020:** IEDA executes Grant Agreement with HUD.
- **January 2021:** Housing Applications due for first competitive round
- **April 2021:** IEDA made awards for 8 new housing projects
- **June 2021:** Launched second competitive round for Housing projects with new incentives

2019 CDBG-DR Funding

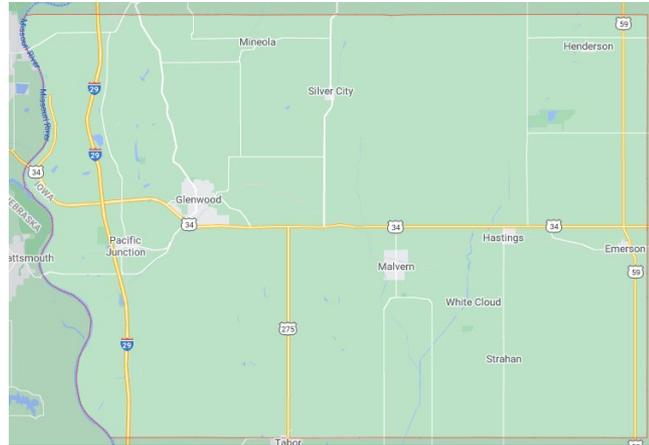
- HUD Allocation to Iowa \$96,741,000
- Goal: Turn funding quickly into high valued construction for recovery and rebuilding – fit the right funds with the right projects.
- 80% of funds must be spent in the Most Impacted and Distressed & Unmet Recovery Needs Areas (**Mills County, Fremont County & Harrison County**)
- The rules for this program are subject to the Housing and Community Development Act of 1974 and Federal Register Notices issued by HUD relevant to this Disaster Funding:
 - 83 FR 5844
 - 83 FR 40317
 - 84 FR 4836
 - 85 FR 4681
 - 85 FR 10182
- Timing – all funds must be expended within **6 years (Dec. 2020 – Dec. 2026)**.



2019 CDBG-DR Most Impacted & Distressed



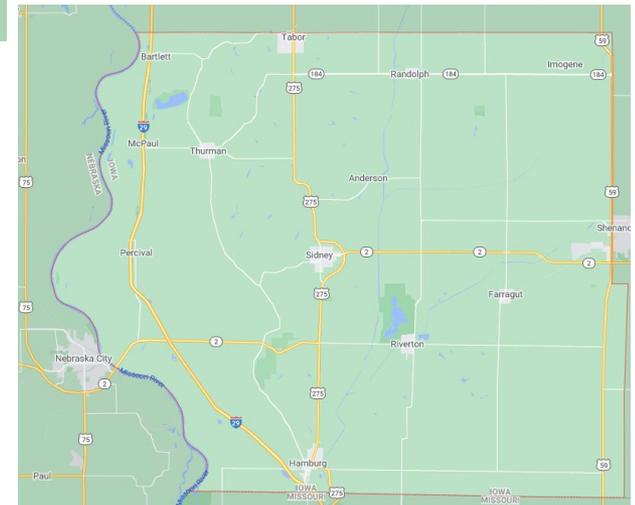
Harrison County, IA



Mills County, IA

80% of funds (\$77,393,000) must be spent in the Most Impacted and Distressed & Unmet Recovery Needs Areas (Mills County, Fremont County & Harrison County)

Fremont County, IA



2019 CDBG-DR

\$64,197,327.60 - 70% of funds must benefit persons of Low-Moderate Income (LMI).

LMI means households at or below 80% Area Median Income, for example to qualify as an LMI household the total household income would need to be at or below:

County	1 person 80% MFI	2 person 80% MFI	3 person 80% MFI	4 person 80% MFI	5 person 80% MFI	6 person 80% MFI	7 person 80% MFI	8 person 80% MFI
Fremont County, IA	\$ 40,250	\$ 46,000	\$ 51,750	\$ 57,450	\$ 62,050	\$ 66,650	\$ 71,250	\$ 75,850
Omaha-Council Bluffs, NE-IA HUD Metro FMR Ar	\$ 49,200	\$ 56,200	\$ 63,250	\$ 70,250	\$ 75,900	\$ 81,500	\$ 87,150	\$ 92,750
Louisa County, IA	\$ 40,250	\$ 46,000	\$ 51,750	\$ 57,450	\$ 62,050	\$ 66,650	\$ 71,250	\$ 75,850
Monona County, IA	\$ 40,250	\$ 46,000	\$ 51,750	\$ 57,450	\$ 62,050	\$ 66,650	\$ 71,250	\$ 75,850
Muscatine County, IA	\$ 40,900	\$ 46,750	\$ 52,600	\$ 58,400	\$ 63,100	\$ 67,750	\$ 72,450	\$ 77,100
Davenport-Moline-Rock Island, IA-IL MSA	\$ 42,750	\$ 48,850	\$ 54,950	\$ 61,050	\$ 65,950	\$ 70,850	\$ 75,750	\$ 80,600
Shelby County, IA	\$ 42,300	\$ 48,350	\$ 54,400	\$ 60,400	\$ 65,250	\$ 70,100	\$ 74,900	\$ 79,750
Sioux City, IA-NE-SD HUD Metro FMR Area	\$ 41,100	\$ 46,950	\$ 52,800	\$ 58,650	\$ 63,350	\$ 68,050	\$ 72,750	\$ 77,450

2019 CDBG-DR

Or, for community-wide benefits such as infrastructure/stormwater management, LMI can be assessed for a geographic area, to qualify for an Area Benefit the community must be at least 51% LMI:

City	2011-2015 ACS LMI%
Hamburg city	61.3%
Hornick city	40.0%
Malvern city	43.6%
Missouri Valley city	58.5%
Pacific Junction city	62.9%
Shenandoah city	48.4%

The remaining 30% of CDBG-DR funds can be used for Urgent Need (UN) – for those areas/persons who are over the 80% AMI income levels. Meaning they don't have to income qualify to receive a benefit. And for our Slum and Blight (SB) demolition/clearance program.

Proposed Action Plan Activities

Program	Funding by Program	%	Activity	Funding by Activity
Housing	\$72,555,750	75%		
			Buyout – FEMA Match (35%)	\$25,394,513
			Buyout – All CDBG (14.862%)	\$10,783,236
			Demolition / Clearance (.138%)	\$100,127
			Infrastructure in Support of Housing (14%)	\$10,157,805
			Construction of New Housing with Down Payment Assistance for Homeowners	\$15,000,000
			Construction of Rental Housing	\$11,120,069
Infrastructure	\$19,154,718	19.8%	CDBG-DR Stormwater Infrastructure	\$19,154,718
Planning	\$193,482	0.20%	Land use planning	\$193,482
Admin	\$4,837,050	5%	IEDA Staff, Recipient Grant Administration, and Professional Services Contracts to assist with grant administration.	\$4,837,050
	\$96,741,000	100%	Total Funds Allocated	\$96,741,000

- It is up to the state to allocate the funds into programs for expenditure.

Proposed Programs:

Housing Buyout – makes sure that all who want a buyout can receive one. Buyout is a significant step in fully recovering from a disaster event.

Demolition/Clearance– to allow communities to help property owners by demolishing their flood damaged structures without deed restricting their property.

Housing Incentive – makes the construction of new housing units feasible in locations where the cost of new construction out paces the ability of residents to afford clean, quality housing. This will incentivize development that is affordable to flood impacted residents. This plan could generate as many as 300 new housing units. This incentive will be first offered in Mills, Fremont & Harrison Counties, and only expanded to other eligible areas based on demand, available funds, and timing.

Infrastructure – helps municipalities ensure that they are better able to prevent future disasters and all utilities are scaled properly for future risks.

How to Apply:

lowagrants.gov– All applications are submitted through IEDA’s grant management website. Only qualified CDBG-DR program providers (COGs or IEDA approved Qualified Consultants) can apply.

Unit of Local Government– All awards are made to a unit of local government (City or County), therefore the local municipality is technically the applicant of CDBG-DR funding.

Local Council of Governments– Local COGs and IEDA approved Qualified consultants are regularly trained on CDBG rules and regulations, and the State’s applications system. Only these qualified entities can submit an application for a CDBG-DR project. Application team must coordinate with the COG/consultant in order to successfully develop and submit an application.

Team Effort – Most applications will require teamwork from all parties, including municipality, COG/consultant, owner/developer, designer, contractor, etc.

How to Apply:

Federal Compliance – All projects are subject to federal rules and regulations. Most of these rules will be incorporated into Program Guidelines and the 2019 CDBG-DR Policies and Procedures Manual, which will be available on the IEDA Disaster Recovery website.

Required Uploads* – All applications will require some standard HUD/CDBG documents, along with program specific requirements. The general required documents include:

- Resolution of Support from the applicant municipality that identifies the project in detail and includes local approval.
- HUD Disclosure Form 2880 (linked in iowagrants.gov application)
- Federal Assurances Signature Page (linked in iowagrants.gov application)
- Developer Assurances Form

Duplication of Benefits

All Programs

- Congress mandates that CDBG-DR funds can not be used to duplicate any other assistance provided for the same purpose and use.
- No Duplication of Benefits (DOB) will be allowed for any programs.
- Recipient in coordination with the COG or qualified consultant will complete all necessary DOB documentation in accordance with the DOB Policy Requirements noted in the 2019 CDBG-DR Policies and Procedures Manual.
- Some DOB may be calculated at award, through an analysis of application information, while other DOB maybe documented later in the program, as beneficiaries are determined.
- New Housing will use a DOB Certification signed by the Developer and uploaded with application to document the potential for any duplicative benefits.

Housing – Developer Incentive – What’s New

- Added New Documents and Templates in the Application:
 - Developer Assurances
 - DOB Certifications
 - Template Legal Documents
- Increased Housing Incentive for Single Family for Sale.
- Expanded Definition of Single-Family homes to include: *“Single-Family Housing” includes free standing single-family homes, attached duplex or fourplex that will be sold as individual units.*
- Clarification on the Definition of Public Infrastructure.
- Clarification and updated forms for Green Plus Requests.
- Updated Forms for Increased Cost of Compliance Requests.
- Section 3 Compliance.

Housing – Developer Incentive \$16,388,686

- **Multi-Family and Rental Housing**

<https://www.iowaeda.com/userdocs/programs/resources/rental-housing-construction-guidelines.pdf>

- Awarded as a non-receding forgivable loan in the amount of the award for the affordability period:
 - 5 years = 4 units or less;
 - 20 years = 5 units or more.
- 10% retainage held until LMI qualified tenants occupy 51% of units.

- **Single-Family and Down Payment Assistance**

<https://www.iowaeda.com/userdocs/programs/resources/single-family-down-payment-assistance-guidelines.pdf>

- Awarded as a non-receding forgivable loan in the amount of the award to the developer during construction.
- All sold units must utilize a CDBG-DR down-payment assistance, as a benefit to the buyer, providing 50% of the minimum required down-payment, recorded with a 5-year receding lien.
- All buyers must qualify as LMI.



Housing – Program Overview

- » Eligible entities are city and county governments located in the MID Counties
- » Applications are due **4:00pm, Thursday, September 30, 2021**
- » \$10,000,000 total is available for Public Infrastructure needs in support of these housing units.
- » Future rounds will be established at no less than one round per year until the funds in this program are fully expended.
- » All new units must be constructed outside of the 100-year regulatory floodplain. Priority will be given to projects located outside of the 500-year floodplain. Future mapping should be taken into consideration, when possible, to best forecast future homeowner expenses.
- » All units must have access and connection to municipal utilities including water and sewer, no projects dependent on wells and/or septic systems will be eligible.
- » Mandatory design consultations will be available to all developers to ensure proper integration of high-performance home design. All new housing projects will be required to participate prior to applying for CDBG-DR construction funding. Consultation will include Green Streets Criteria. Please contact Jeff Geerts at jeff.geerts@iowaeda.com to schedule a design consultation.

Incentives

- » \$75,000 per housing unit proposed in Rental Housing projects
- » \$100,000 per housing unit proposed in Single-Family for Sale projects.

Housing - Criteria

- 40-unit maximum number of units per application.
- \$3,000,000 max housing award per application.
- Projects must meet the Green Streets Baseline requirements per project.
- Developers will be allowed to request an increased award for voluntarily complying with Green Streets Plus criteria.
- Davis Bacon Act compliance is required for the Housing Program:
 - Applications with 7 units or fewer of residential construction are exempt from this compliance requirement.
 - All public infrastructure will be subject to federal labor standards and Davis Bacon Prevailing wage compliance; and construction contracts must be separated from housing contracts.
- “Single-Family Housing” includes free standing single-family homes, attached duplex or fourplex that will be sold as individual units.

Housing – Criteria, continued:

- Incentive can be drawn down during construction, but contract with IEDA is not closed until housing units are occupied.
- Examples of Calculating Incentive:
 - Developer proposes to build 5 twin-homes to sell:
 - incentive = $\$100,000 \times 10 \text{ units} = \$1,000,000$
 - Developer proposed to build a 20 units Multi-Family Rental:
 - incentive = $\$75,000 \times 20 \text{ units} = \$1,500,000$
 - Developer proposed to build 4 single family homes for sale:
 - incentive = $\$100,000 \times 4 \text{ units} = \$400,000$

Housing – Criteria, continued

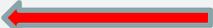
- The sale of housing units must be capped at no more than **\$175,000** per housing unit. For example:

Number of Housing Units	Cost to Build	Developer Incentive as already paid to Developer during construction	Total Development Max. Sales Price	Max. Sale Price per unit	Developer Profit (Sales Price + Incentive) – Cost to Build = \$25,000.
1	\$250,000	\$100,000	\$175,000	\$175,000	\$25,000
2	\$500,000	\$200,000	\$350,000	\$175,000	\$50,000
4	\$1,000,000	\$400,000	\$700,000	\$175,000	\$100,000

- Minimum Profit \$25,000 per unit (based on \$250,000 cost to build).
- All sales must be LMI qualified buyers.
- All rental units are subject to HUD 65% HOME rent limits for the LMI tenants for the term of affordability.
- All units (rental and sales) must be offered to flood impacted victims for **4 months** prior to being opened to the general public.

» Required Documentation – Housing Programs

Required Attachments

Attachment	Description	File Name	Type	File Size
Resolution of Support from local City				null
Completed HUD Disclosure Form 2880 (Applicant/Recipient Disclosure/Update Form). Download the form from portal.hud.gov				null
Federal Assurances Signature Page. Click here for the form .				null
Developer Assurances. Click here for the form . 				null
Procurement completed for Project Delivery Services				null
Site control (not necessarily ownership) for each lot in the project. Include property addresses and legal descriptions (Purchase Agreement)				null
List of known development team members showing roles and responsibilities and contact information				null
Documentation of Proper Zoning / Or steps required for proper zoning				null
Other Documents as applicable to this project				
Project Design Documents (site plan, building plan, unit layout, renderings, etc.)				null
Financial commitments including terms for construction and permanent financing for all sources of funds other than CDBG.				null
Draft Development Agreement with the City 				null
Project Cost Estimates				null
Proforma – including minimum 10-year operating projections. For Scattered Site Projects, provide a single proforma that includes all rental units, income and expenses for the project. Download the template here				null
DOB Certification Download the Housing DOB Certification template HERE . 				null

DEVELOPER ASSURANCES: 2019 CDBG-DR New Housing Program

Name of Property Owner/Developer:

Address of Project Property:

As rightful owner(s), developer(s), and/or responsible entity(s), we: *(check boxes to confirm)*

- Agree to the submission of the 2019 CDBG-DR Grant application for the benefit of the above-named property/project.
- Agree to all terms and conditions defined in the CDBG-DR Program Guidelines and Grant Application.
- Understand and agree to the federal compliance requirements of this grant including but not limited to: **environmental review** (no work on project site shall occur until after the environmental review record is complete and IEDA issues release of funds), **labor standards** and prevailing wages are required for all projects producing 8 or more housing units and/or public infrastructure, **Section 3** - all labor hours and income certification of all laborers must be recorded for any project receiving \$200,000 or more in CDBG-DR funds.
- Understand and agree to the term of affordability requirements of this program. All single family homes must be sold to buyers who qualify at or below 80% AMI, all rental projects must maintain at least 51% income qualified units for the term of affordability (five years for projects with four or fewer units, twenty years for projects with five or more units).
- Understand and agree to the baseline Green Streets building standards for disaster recovery housing as outlined in the Green Streets Green Development Plan and Checklist. Some Green Plus items may be eligible for additional cost requests, but only after baseline standards are met.
- Understand that grant funds are made as a reimbursement and understand that you must complete the proposed scope of work for the project before receiving final reimbursement of grant funds.
- Agree to notify local grant recipient AND Iowa Economic Development Authority regarding changes in scope of work that may occur during construction that vary from the proposed plans submitted in the grant application. Substantial change in a project design may affect the amount of an award.
- Agree to abide by state and federal civil rights requirements which bars discrimination against any employee, applicant for employment, or any person participating in any sponsored program on the basis of race, creed, color, national origin, religion, sex, age, physical or mental disability.
- Understand that IEDA reserves the right to use information relevant to the project in case studies, program marketing, etc.

By signing this Applicant Assurances document, we certify the information presented above, and in the application and attachments, to be true and correct to the best of the entity's knowledge.

Owner/Developer:

Grant Recipient:

» Required Documentation – Sources and Uses of Funds

Within the Budget section of the Application, all housing projects will identify their total project costs, and detailed sources and uses of funds for the whole project.

Be sure that the Total Sources matches the Total Uses!

Sources of Funding								
Sources	\$ Amount	Type	Rate	Term (Yrs)	Amort. (Yrs)	Debt Service	Security	Comments
Conventional Debt								
Add Provider in Comments	\$0.00		0%	0	0			
Iowa Economic Dev. Authority (IEDA)	\$0.00		0%	0	0			
Federal Home Loan Bank of DSM								
Affordable Housing Program (AHP)	\$0.00		0%	0	0			
Owner/Developer Contribution								
Cash	\$0.00		0%	0	0			
Land Value	\$0.00		0%	0	0			
Other Value	\$0.00		0%	0	0			
City Contribution	\$0.00		0%	0	0			
Other (Specify in comments)	\$0.00		0%	0	0			
Totals	\$0.00							

Uses of Funds		
Use Description	Amount	Sources of Funds (Mandatory)
Administration	\$0.00	
Land Acquisition	\$0.00	
Building Acquisition	\$0.00	
Demolition	\$0.00	
On-Site Improvements	\$0.00	
Construction	\$0.00	
Contingency (MUST be <10%)	\$0.00	
Not Eligible CDBG		
Architect & Engineering	\$0.00	
Lead Hazard Abatement	\$0.00	
Financing Costs	\$0.00	
Financing Costs	\$0.00	
Fees and Charges	\$0.00	
Legal & Accounting	\$0.00	
Owner/Developer Fee (12% or less)	\$0.00	
Other (Specify)	\$0.00	
Totals	\$0.00	

» Required Documentation – Rent Calculation Worksheet

Maximum Rents

Using the most recent HOME Program Rents (<https://www.hudexchange.info/programs/home/home-rent-limits/>) record in the table below the 65% Rent for the county or metropolitan statistical area (MSA) for each of the unit sizes (efficiency, 1-bedroom, 2-bedroom, 3-bedroom, 4-bedroom) proposed.

MAXIMUM RENTS for LMI assisted units	Efficiency	1-Bedroom	2-Bedroom	3-Bedroom	4-Bedroom
65% Rent	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Project Rents

Record in the table below the Gross Rent (Rent + Utility Allowances for tenant-paid utilities) to be charged for the proposed project for each of the unit sizes. Gross Rents cannot exceed the rents recorded as 65% Rents listed above. If the proposed project has different rents for the same size of unit (Market Rate), use both boxes for the unit size. Record the Utility Allowance for each unit size (Utility Allowances are available from the local Housing Authority) and subtract the Utility Allowance from the Gross Rent to determine the Net Rent.

Project Rents	Efficiency Market Rate	Efficiency LMI Assisted Rate	1-Bedroom Market Rate	1-Bedroom LMI Assisted Rate	2-Bedroom Market Rate	2-Bedroom LMI Assisted Rate	3-Bedroom Market Rate	3-Bedroom LMI Assisted Rate	4-Bedroom Market Rate	4-Bedroom LMI Assisted Rate
Gross Rents	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
- Utility Allowance (electric, gas, sewer)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Net Market Rate	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Rental Projects will need to calculate their proposed rental income in order to determine if the project will be viable for the term of affordability. This is done by using the current HOME 65% rent limits by unit size, subtracting any essential utilities to determine the maximum rent that can be charged to LMI tenants. Use this information along with anticipated Market unit rents to complete the Proforma.

» Required Documentation – Proforma

15-YEAR CASH FLOW PROFORMA																
Project Name:																
Escalating Factors:	Vacancy	Expenses	Income													
	Reserve Replacement Fund		PMI %													
Income:	(Explain, if necessary)	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15
Rental Income			0	0	0	0	0	0	0	0	0	0	0	0	0	0
Laundry Income			0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Income (Specify)			0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Income (Specify)			0	0	0	0	0	0	0	0	0	0	0	0	0	0
Less Vacancy		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rental Income		0														
Operating Expenses:																
Accounting and Auditing																
Office Expenses/																
On-site Manager Salaries																
Property Mgmt fee*																
Electric and Gas																
Water and Sewer																
Waste Removal																
Advertising																
Maintenance payroll																
Repairs and Maintenance																
Decorating																
Elevator Maintenance																
Grounds Maintenance																
Snow Removal																
Real Estate Taxes*																
Insurance																
Supportive Services																
Other (Specify)																
Other (Specify)																
Adjustments** (ie tax abatements):																
Total Operating Expenses		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Net Operating Income		0														
Operating Expense Ratio		#DIV/0!														
Reserve replacement funds*																
Mortgage Ins. Prem. (MIP)*																
Adjusted N.O.I.		0	#VALUE!													
1st Mortgage Debt Service																
HOME Debt Service																
Other Subordinate Loans																
Deferred Developer Fee																
Other Subordinate Loans																
Total Debt		0														

The Proforma will provide information on the fiscal vitality of a housing rental project. Complete this document to show all anticipated rental income and building expenses (along with debt) to determine the Debt Service Ratio of the project.

Housing –Supplements

Applications will allow projects to request additional funding for the following:

- Funding for **Public Infrastructure** improvements required for housing units such as road and roadway improvements, access to utilities, etc. are eligible for an additional funding request. Associated infrastructure requests will be submitted based on actual cost/need and reviewed by IEDA prior to award. This will be asked as a separate line item of the application with support documentation.
- Funding for **High Performance** home design to provide energy efficient and resilient homes (IEDA checklist for criteria). Supplement based on increased cost difference.
- Funding for increased costs of **Compliance** – if federal compliance issues such as environmental mitigation or labor standards compliance significantly increases the cost of a project, supplemental funds may be requested.

Model Disaster Recovery

» The High Bar for Model Disaster Recovery

1. Iowa Green Streets Criteria – all houses must meet the baseline checklist for green building standards.
2. To Assist in Green Street compliance, IEDA has contracted with a 3rd party HERS rater to assist, inspect and certify all projects funded under this program.
3. All housing projects achieve the following performance goals
 - Healthy indoor quality
 - Safe and secure (saferooms or basements)
 - Water conservation
 - Stormwater mitigation

Model Disaster Recovery

Examples of High-Performance homes



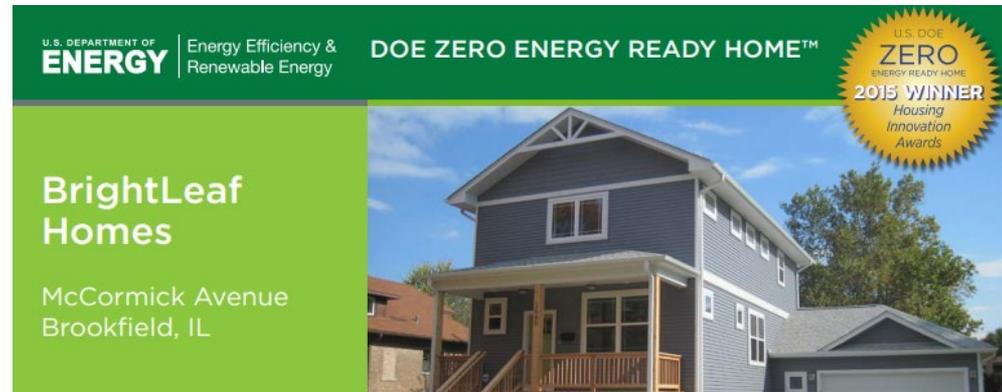
Parkside – Charles City



Rose Court - Woodbine



Equinox Homes – Clear Lake



Zero Energy Home from DOE Zero Energy Ready Home Program – Thousands of homes in database

- More information/examples can be found at <https://www.iowaeda.com/green-streets/>

Green Streets Criteria Updates

- » All projects must meet minimum **baseline** Green Streets Criteria Requirements to be considered for award
- » Additional supplemental funds can be requested for the following criteria:
 - 3.5 Surface Stormwater Management: Channel Protection Volume
 - 4.2 Advanced Water Conservation
 - 5.2b Moving to Zero Energy: Near Net Zero Certification
 - 5.4 Achieving Zero Energy
 - 5.5b Moving to Zero Carbon: All-Electric
 - 5.11 Electric Vehicle Charging
 - 6.7 Regional Materials

Application Forms	
	Form Name
General Information	
Cover Sheet-General Information	
Project Information	
Budget	
Rent Calculation Worksheet (Complete for Rental Project Only)	
Green Streets Criteria	
Other Attachments	
Required Attachments	
Minority Impact Statement (2020)	

Green Streets Criteria – Iowa Grants

Green Streets Criteria

Is additional funding being requested for Green Streets Plus Criteria for this project? Yes ▾

Is the development designed to meet the minimum Green Streets Criteria? ▾

Is the development designed for Green Streets PLUS Criteria? ▾

Date of Green Streets Consultation: 

3. Site Improvements

3.5 Surface Stormwater Management: Channel Protection Volume

Through on-site infiltration, evapotranspiration, and rainwater harvesting, retain the 1.25" rain event on site (rehab projects) or 2.5" rain event on site (new construction or projects disturbing ≥ 1,000 square feet).

Implement section 3.5 Yes ▾

Additional Funding Amount Requested

Additional Cost Description

Supporting Cost Documentation No file chosen

4. Water

4.2 Advanced Water Conservation

Reduce total indoor water consumption by at least 30% compared to baseline indoor water consumption chart. Any new toilet, showerhead, and/or lavatory faucet must be WaterSense certified.

Implement section 4.2 ▾

Example of Green Streets Criteria Section – includes additional Green PLUS requests

Green Streets Criteria Update

- Required documentation includes:
 - Green Streets Green Development Plan and Checklist (Excel)
 - Will need to be completed to demonstrate how the project will achieve the baseline Green Streets Criteria points
 - Additional Green Streets Plus points can be requested within the Excel for the previously mentioned criteria
 - Green Streets Criteria Certification of Intent to Comply (PDF)

Supporting Documents

All Green Plus Criteria and costs selected on this form above should be included in the uploaded Green Streets Green Development Plan and Checklist in this section.

PLEASE TAKE CARE TO ENSURE DATA IS CONSISTENT IN BOTH LOCATIONS.

Document	Attachment
Green Streets Green Development Plan & Checklist (Appendix A)(Not applicable to stormwater projects) Click here for the form. [MS Excel] [PDF]	
Green Streets Criteria Cert. of Intent to Comply (Appendix B)(Not applicable to stormwater projects) Click here for the form. [PDF]	

Housing –Supplements

Applications will allow projects to request additional funding for Public Infrastructure in Support of Housing:

- » Must be based on true cost with documented estimates.
- » CDBG-DR can pay up to 100% of Public Infrastructure for LMI benefit housing projects (rental or all LMI Single Family), or when the infrastructure serves at least a 51% LMI service area.
- » For this program public infrastructure must be tied to the production of new housing. Infrastructure alone does not meet a HUD National Objective – as there is no beneficiary to the service area.

Project Type / Location

Disaster Recovery Project Type:*

The answer to this question populates the questions below for your project type.

Project City/County/Zip*

Population of the community:

Please use the Census Race & Ethnicity Information on our web site to determine population. [Click here](#) for population data.

Has the City Procured for Project Delivery/Admin services or using the COG?

Name of Project Delivery/Admin Organization

Not to exceed Project Delivery/Admin Amount

Type of Housing Project

Number of New Single-Family Housing Units Proposed



Total Housing Incentive Request Per unit

Per the program guidelines, rental projects can select a per unit incentive up to \$75,000 and single family projects can select up to \$100,000.

Will this project require NEW Public infrastructure (roads, curbs, sewer, water, etc.)



Total Request Amount for New Public Infrastructure

Upload Public infrastructure worksheet

No file chosen
[Download the template here](#)

Project Delivery for Public Infrastructure fees for Admin (should be included in services contract)

Please upload documentation to support and substantiate this request (cost estimates, etc.)

No file chosen
Documentation is required for all supplemental requests.

Are there anticipated increased costs for Federal Compliance (environmental mitigation, labor standards, etc.) needed to make this project feasible?

Anticipated increased costs for Federal Compliance

Please upload anticipated increased cost worksheet

No file chosen
[Download the template here](#)

Please upload documentation to support and substantiate this request (cost estimates, etc.).

No file chosen
Documentation is required for all supplemental requests.



Applications will allow projects to request additional funding and auto calculate award:

Example: a Single-Family Project for 4 Homes with Down Payment Assistance, Green Plus, Infrastructure and Increased Cost of Compliance for labor standards tied to infrastructure:

Housing –Supplements

Applications will allow projects to request additional funding and auto calculate award:

Based on a Single-Family Project for 4 Homes with Down Payment Assistance, Green Plus, Infrastructure and Increased Cost of Compliance for labor standards tied to infrastructure:

Breakdown of Cost Estimates

The Breakdown of Cost Estimate amounts will be auto filled based on your answers in the Project Location component of the application. If the Total Estimated CDBG-DR award needs adjustment, you MUST change the answers on the Project Information form in the Project Location section for changes to reflect in this section.

*When completing the budget above, the Total CDBG Award **MUST** be the same as the Estimated CDBG award here.*

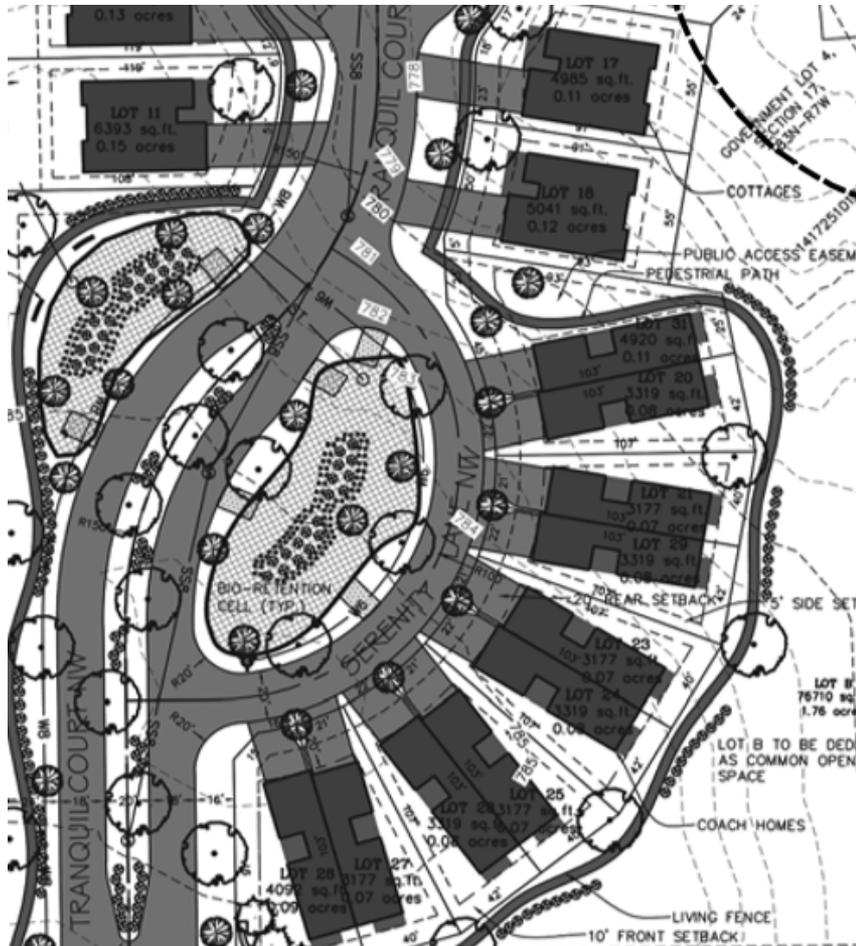
Activity	Amount
Housing Activity Amount	\$400,000.00
Green Plus extra amount	\$25,000.00
Increased cost of compliance amount	\$100,000.00
Housing Project Delivery	\$20,000.00
Down Payment	\$80,000.00
Housing Infrastructure	\$1,000,000.00
Infrastructure Project Delivery	\$20,000.00
Total Estimated CDBG Award	\$1,645,000.00

Federal Compliance

All projects must comply with federal regulations as applicable, including but not limited to:

- » Environmental Review Record – including consultation with interested parties and public comment periods.
- » Federal Procurement Regulations – including open competition, cost reasonableness and review/clearing contractors.
- » Labor Standards as applicable – including Davis Bacon wages, weekly payroll reviews, on-site interviews, etc.
- » Required Language Provisions in all contracts.
- » Single Audit requirements for Recipient City/County.
- » Section 3 compliance.

Environmental Review



- » **Environmental Review Criteria**
 - **Required consultation and publication for this process to ensure compliance with all federal and state laws.**
 - **Required completion before the release of funds**
 - **Can take 4-6 months post award**
 - **No choice limiting action – until review is complete and applicant has received an approved Request for Release of Funds from the State. Neither applicant nor partners are allowed to commit or spend HUD or non-HUD funds on physical or choice-limiting activities: Including activities such as:**
 - Purchase of property
 - Bidding
 - Entering a contract
 - Construction

What is Section 3?

- » Section 3 is a provision of the Housing & Urban Development Act of 1968 that is applicable to CDBG-funded projects.
- » 24 CFR Part 75
- » HUD updated the rule and it will come into effect on July 1, 2021 for applicable IEDA-awarded projects. These include:
 - Projects awarded after July 1, 2021 AND projects that have not launched bids or entered into construction contracts until after July 1, 2021 AND receiving at least \$200,000 in CDBG funds
- » Section 3 encourages the employment of low-income persons, preferably low-income persons residing in the local area, in HUD-funded projects. This is intended so that:
 - Low-income persons may gain professional skills that lead to long-term employment;
 - Extend employment opportunities to nearby low-income residents;
 - Maximize the benefits of the federal investment to the community

Section 3 Reporting Benchmarks

- » Reporting to HUD requires the % of Section 3 Labor Hours on a project, as such all projects that trigger Section 3 compliance must track labor hours.
- » The tracking of labor hours applies even if the project does not have to comply with Davis Bacon labor standards.
- » **All hours** on the project should be tracked, **not just** Section 3 workers – in order to show the % of Section 3 hours worked.
- » Hours should be tracked by the contractor & grant administrator as the project is underway and reported to IEDA at the conclusion of the project. IEDA monitoring will include Section 3.
- » IEDA will be providing templates to guide the tracking of labor hours on Section 3 projects

Recipient Responsibilities

- » All businesses must demonstrate that they are responsible and able to perform under the terms & conditions of proposed contracts.
- » Contractors are not required to hire workers specifically to meet Section 3 requirements. If existing employees meet the criteria, they can be counted.
- » Recipients, contractors, and subcontractors are required to give preference to Section 3 workers, to the “greatest extent feasible”, when employment & training opportunities result from a CDBG project.

Recipient Responsibilities

- » Contractors and subcontractors should work with the Grant Administrator to advertise the opportunity to Section 3 workers
- » Notices of employment/training should be sent to the President of the Iowa Chapter of the National Association of Housing and Redevelopment Officials (NAHRO). See the following link for contact information: <http://www.ianahro.org/contactus.cfm>
- » Employment priority should be given to Section 3 workers in the service area, followed by YouthBuild participants, and then followed by other Section 3 workers

Worker Certification Form

SECTION 3 WORKER CERTIFICATION

A Section 3 Worker seeking preference in training and employment must certify eligibility (as defined in Section 75.5) by residency and household income. Please certify below and submit documentation of eligibility to the recipient contractor or subcontractor.

I, _____, am a legal resident of _____,
(Worker Name) (Community Name)
and meet the income eligibility guidelines for low- or very low-income person as published below:

Please check below the size and income limit that apply to your household	Number in Household	Low Income Under 80% of <u>Area Median Income</u>
<input type="checkbox"/>	1 individual	ENTER INCOME LIMIT HERE

My permanent address is:

I have attached the following Section 3 Worker documentation:

- Copy of lease/mortgage or other acceptable verification indicating current address
- Copy of receipt of public housing or Section 8 assistance
- Copy of public assistance documentation
- Copy of annual income documentation
- Other: _____

I affirm that the information contained in this report, including the above statements, are true, complete, and correct to the best of my knowledge and belief. Any false statements made knowingly and willfully may subject the signer to penalties under Section 1010 of Title 18 of the United States Code.

Worker's Signature

Date

Laborers will:

- 1) Write their name
- 2) Write their community name
- 3) Check if their income was at or below the limit grant administrators provided

If their income is at or below 80% AMI, see the next steps:

(continued on next slide)

Worker Certification Form

SECTION 3 WORKER CERTIFICATION

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I affirm that the information contained in this report, including the above statements, are true, complete, and correct to the best of my knowledge and belief. Any false statements made knowingly and willfully may subject the signer to penalties under Section 1010 of Title 18 of the United States Code.

Worker's Signature _____

Date _____

If income eligible, laborers will:

4) Write their permanent address

5) Check and attach which verifying documentation to provide

6) Sign and date the form

Labor Hours Worksheet Template

Labor Hours Worksheet

Project Name:	Sample IEDA CDBG Project
Project Address:	1963 Bell Ave., Des Moines, IA 50315
Project Start Date:	8/1/2021

Sum of Labor Hours Worked	200
Sum of Section 3 Hours Worked	80
Sum of Targeted Section Hours Worked	20

Percentage of Total Labor Hours worked by Section 3	40.0%
Percentage of Total Labor Hours worked by Targeted Section 3	10.0%

Enter all laborers working on project

Laborer ID	Work Week (enter date range)	Labor Hours Worked	Initial Date of Hire	Days From Hire Date to Project Start Date	Hourly Rate at Time of Hire	Current Hourly Rate	Section 3 Hours Worked	Targeted Section 3 Worker? Yes or No	Targeted Section 3 Hours Worked
Example: Robert Crawley	8/1/21-8/7/21	40	1/1/2010	4230	\$ 7.00	\$ 35.00	-	No	
Example: Cora Crawley	8/1/21-8/7/21	40	1/1/2014	2769	\$ 9.00	\$ 25.00	-	No	
Example: Mary Crawley	8/1/21-8/7/21	40	1/1/2018	1308	\$ 25.00	\$ 30.00	-	No	
Example: Charles Carson	8/1/21-8/7/21	40	1/1/2019	943	\$ 17.00	\$ 20.00	40	No	
Example: Anna Smith	8/1/21-8/7/21	20	7/1/2021	31	\$ 24.00	\$ 24.00	20	No	
Example: Beryl Patmore	8/1/21-8/7/21	20	1/1/2020	578	\$ 17.00	\$ 17.00	20	Yes	20
				44409			-		

2019 CDBG-DR

- **Application Next Steps:**

- Coordinate with City/County for Resolution of Support
- Coordinate with COG/Consultant to prepare application documents.
- Download required forms/worksheets in the application
- Housing Applications due – submitted in iowagrants.gov by 4:00pm, Thursday, September 30, 2021

- Website – Please visit the IEDA 2019 CDBG-DR New Housing dedicated website. The recording of this workshop will be posted for public viewing and reference.

- Guidance – IEDA has finalized all program specific guidelines and are incorporated into the 2019 CDBG-DR Policies and Procedures Manual, which will also be posted to the website. They can also be downloaded as separate documents within the Resources section on the website.

- <https://www.iowaeda.com/disaster-recovery/new-housing/>
- <https://www.iowaeda.com/userdocs/programs/resources/single-family-down-payment-assistance-guidelines.pdf>
- <https://www.iowaeda.com/userdocs/programs/resources/rental-housing-construction-guidelines.pdf>

Questions/ Comments.

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