



2026 CDBG Public Services Grants Application Workshop

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Before You Apply

PROGRAM REQUIREMENTS

PUBLIC SERVICES FUND

○ **Scope:**

- Support essential service providers that address the most urgent and persistent needs of low- and moderate-income households in Iowa;
- IEDA will offer Public Services funding exclusively through two targeted grant opportunities:
 - 1) Food Pantries and**
 - 2) Homelessness Service Providers.**
- The program aims to strengthen local safety nets, improve access to nutritious food, support individuals and families experiencing housing instability, and enhance overall community resilience.

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- **Fund Available Budget: \$1,210,432**
- **Fund Ceilings:**
 - **\$100,000 per project** with required **\$5,000 cash match** or In-kind services
 - (more detail later in presentation!);
- **Cost Caps:**
 - Contingency: NTE 10% total project cost
 - Grant Administration: NTE 5% total project cost
- **Eligible Applicants:**
 - Non-Entitlement Units of general local government (UGLGs) must partner with a nonprofit and execute a Subrecipient Agreement;
 - Each Sponsoring Applicant may only have (1) ACTIVE award and no more than (2) awards total.
 - Applicants must work with a grant administrator in compliance with the CGA policy.

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- **Eligible Activities – 24 CFR 570.201, 570.782(c)(2)**
 - **Food Pantries:**
 - Personnel Costs;
 - Supplies & Materials;
 - Facility Operating Costs;
 - Leasing Costs;
 - Essential Equipment (Non-Construction, Non-Capital)
 - Transportation Costs;
 - Client Services / Intake Costs;

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- **Eligible Activities – 24 CFR 570.201, 570.782(c)(2)**
 - **Homelessness Service Providers:**
 - Shelter Expenses;
 - (Staffing, Supplies, Operations, Food Svcs, etc.)
 - Street Outreach:
 - (Workers, Supplies, Case Mgmt, Transportation, CoC Coord.)
 - Rapid Rehousing;
 - (Search & Placement, Financial Assist., Supportive Svcs)
 - Homelessness Prevention:
 - (Financial Assist., Housing Stability, Light-Touch Prevention);
 - Permanent Supportive Housing;
 - (Intensive Case Mgmt, Clinical Svcs, Retention Svcs, Life Skills/Indep. Livign Support, Health & Wellness, Community Integration)

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○ **Ineligible Activities – 24 CFR 570.207**

- General government expenses;
- Political activities;
- Purchase of equipment;
- Project Design Documents;
- Construction;

➤ *The Community Facilities program this Summer provides for Construction costs!*

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○ Application Cycle

- Application Submission Window is 3/02/2026 – 5/01/2026

○ National Objective

- Must meet either of the following:
 - Low- and Moderate-Income (LMI) as defined at 24 CFR § 570.208(a) or
 - Low- and Moderate Income Limited Clientele (LMC) under 24 CFR 570.483(b)(2).
- Projects must be designed to provide a direct benefit to low- and moderate-income persons, or presumed LMI persons (LMC) meaning the activity either:
 - Serves individuals or households whose incomes are verified as LMI, or
 - Provides services to a clearly identifiable group that is presumed to be primarily LMI under HUD regulations.

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The program does not rely on an LMI Area Benefit (LMA) determination. Instead, compliance with the LMI objective is demonstrated through **beneficiary-based eligibility**, ensuring that CDBG funds are targeted to persons with the greatest financial need. This approach promotes equity, accountability, and alignment with HUD's intent that CDBG assistance primarily benefit low- and moderate-income populations.

There are (4) methods for Applicants to demonstrate LMC status:

LMC Pathway	What the Applicant Must Provide
Presumed Group	Policy stating service restricted to a HUD presumed LMI group + documentation verifying group membership.
Income Verification	Completed income certifications or supporting documents + HUD income limits + roster showing ≥51% LMI.
Nature & Location	Narrative explaining why service is inherently LMI-focused + LMISD service area data + intake logs.
Restricted LMI-Only Program	Written program rules limiting to LMI persons + individual income documentation.

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- **Required Grant Match: \$5,000 or in-kind services:**
 - In-kind match (also called non-cash match), which is the value of any real property, equipment, goods, services, or donated building contributed by the UGLG or Subrecipient's proposed project, provided that, if the contribution had been paid for with CDBG funds, the cost would have been allowable.
- ***Eligible types of matching contributions.***
 - (1) ***Cash contributions.*** Cash expended for allowable costs, as defined in OMB Circulars A-87 ([2 CFR part 225](#)) and A-122 ([2 CFR part 230](#)), of the UGLG or Subrecipient.
 - (2) ***Noncash contributions.*** The value of any real property, equipment, goods, or services contributed to the UGLG or Subrecipient 's proposed project, provided that if the UGLG or Subrecipient had to pay for them with grant funds, the costs would have been allowable. Noncash contributions may also include the purchase value of any donated building.

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○ Application Requirements:

- Applicant must have an ACTIVE SAM.gov account & maintain for award cycle
- All UGLGs must work with a council of government or IEDA approved consultant;
- The project description is complete and clearly describes the need for the project;
- The project is ready to proceed and the Applicant includes timelines with milestones;
- The other sources of funding are well documented;
- The other sources of funding are available at the time of application;
- The budget is comprehensive and reasonable for the project scope;
- The project aligns with other projects and long-term planning efforts;
- The Applicant demonstrates the capacity to manage the grant funding;
- Any budget contingencies proposed in the application may not exceed 10%.
- Each project will be evaluated related to the costs and benefits of the project.

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- **Food Pantries:**

- Performance statistics for CY2024 and CY2025 as reported in the Food Bank of Iowa's online ordering system. Must include:
 - Number of households served & total number of individuals in those households.
- If the Food Pantry is required to report the age range of each person served to the Food Bank of Iowa, those statistics should also be included.

If required documentation is not submitted with the application, the application will not be reviewed

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- **Homelessness Services Providers:**
 - Support letter from Coordinated Services Region and/or Continuum of Care;
 - Service performance numbers from CY2024 and CY2025;
 - If the Subrecipient reports in HMIS/DVIMS, CY2024 and CY2025 performance reports reflecting the proposed Public Services project must be included in the application submission;

If required documentation is not submitted with the application, the application will not be reviewed

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- **Program Specific Documentation:**

- A Subrecipient Agreement for the project
 - (template provided);
- Proof of procurement for Grant Administration if not utilizing a COG;
- Participating entity / Subrecipient Inventory Tracking & Disposal Rules
 - (examples provided);
- Support documentation for the project budget;
 - 3-year Operating Budget, including sources of funds;
 - Evidence of Match;
- Project Schedule of critical milestones;

If required documentation is not submitted with the application, the application will not be reviewed

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General Threshold Criteria: (Must be present to be scored!)

- Applicant has an Active SAM.gov account and Unique Entity Identifier (UEI) #;
- Grant amount requested does not exceed the program cap;
- Grant Admin fee does not exceed program cap;
- Required Uploads are provided, complete and fully executed;
- NOFA Public Hearing Minutes are complete with the 9 elements;
- Project Budget is correct;
- Evidence of Match is provided;

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General Threshold Criteria: (Must be present to be scored!)

- Evidence that beneficiaries meet LMI National Objective (Income Survey or ACS data) or LMC;
- Proposal must be for a NEW level of service, demonstrating evidence to provide more services than provided in CY2025;
- Evidence of Match is provided;
- Independent Audit Reports must be available from both the Applicant and the Subrecipient Partner;
- Proposed CDBG funds must not replace existing local, state or federal funding;
- Must be able to track beneficiary demographics;
- No cancelled funding contracts with Iowa Economic Development Authority or the Iowa Finance Authority in the last 2 years;

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Threshold Criteria: (Must be present to be scored!)

○ Food Pantries:

- Must provide performance statistics for CY2024 and CY2025 as reported in the Food Bank of Iowa's online ordering system including the number of households served and total number of individuals in those households.
- If the Food Pantry is required to report the age range of each person served to the Food Bank of Iowa, those statistics should also be included.

○ Homelessness Service Providers:

- Must provide HMIS/DVIMS performance reports from CY 2024 & CY2025 for ESG and /or SAF, as applicable;

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General Scoring Criteria:

- Magnitude of need for the project;
- Degree to which the project is ready to proceed;
- Degree to which the project can be completed in a timely fashion ;
- Degree to which the project can be leveraged by other funds;
- Degree to which the cost per beneficiary is within a reasonable range
 - (CDBG dollars per beneficiary);
- Potential degree of impact the activity will have on the identified need and the standard of living or quality of life of the proposed beneficiaries;
 - *# of current vs projected services expanded with proposed grant funds;*
 - *Brief Quantitative and Qualitative impact to the community;*
- Percentage of LMI / LMC project beneficiaries;
- Experience and capacity of the Subrecipient Partner in delivering public services;

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Scoring Criteria - Food Pantries:

- The degree to which the project includes measurable impact goals to increase access to nutritious food for lowans in need;
- The degree to which the project will serve lowans in rural communities with populations under 5,000;

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Scoring Criteria – Homelessness Providers:

- The degree to which the Subrecipient Partner participates in Coordinated Entry or Centralized Intake in their Coordinated Services Region;
- Subrecipient Partners level of data completeness in HMIS/DVIMS (all applicable data fields are checked for completeness, and all must show missing (null) values within specified percentages for points);
- Subrecipient Partners level of data timeliness (average days from program participant start date to data entry) in HMIS/DVIMS;

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Monitoring & Closeout:

- Will check the typical elements as required by HUD at 50% expense of grant funds:
 - Financial Risk- how large is the grant;
 - Submitted Draws- are claims on schedule as outlined in contract;
 - Program Management/Capacity – is the GA familiar with CDBG and attended mandatory IEDA trainings;
 - Project Compliance – are there outstanding compliance/reporting concerns;
 - ***Is the Inventory Disposal & Tracking List being utilized / updated;***
 - Program Income- has the contract generated program income;
 - Is the program reasonably on track;

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Closeout:

- Standard list of Closeout criteria;
- Additionally:
 - Subrecipient Partners must provide to IEDA an **Inventory Disposal & Tracking list** to identify positive use of grant funds;
 - Confirmation that Single Audits, if applicable, have been uploaded the Federal Audits Clearinghouse;

RESOURCES:

- **Public Services Fund Webpage:**

<https://opportunityiowa.gov/community/community-infrastructure/cdbg-programs/public-services-fund>

➤ **PROGRAM GUIDE FOUND ON THIS PAGE!**

- **CDBG Training Resources:**

<https://opportunityiowa.gov/community/community-infrastructure/cdbg-resources/training-resources>

- **CDBG Management Guide:**

<https://opportunityiowa.gov/community/community-infrastructure/cdbg-resources/management-guide>

- **CDBG Program Guidance and Related Resources:**

<https://opportunityiowa.gov/community/community-infrastructure/cdbg-resources/cdbg-program-guidance-resources>

Questions?





THANK YOU

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