



# **CDBG Commercial Building Facades Application Workshop**

May 2026

NOTE: An accessible version of this file is not provided due to its complexity. More information about this file can be made available upon request.

# Agenda for the Session

- Program Context & Application Logistics
- What is Allowable Work Under the Program?
- Application First Steps
- Identifying & Documenting Blight
- Other Program Requirements
- Next Steps: Application Updates & Scoring

# Program Context

- **CDBG: Community Development Block Grant**
  - Funded by HUD (Department of Housing and Urban Development)
  - Comes with federal requirements
  - Ideal: highly visible outcomes; Required: addressing blight
- **Downtown Revitalization Fund**
  - New economic life to downtown/“main street” areas
  - Includes this Commercial Facades program and Streetscapes program
- **Commercial Building Facades**
  - Exterior repairs to commercial/mixed use spaces (no first floor residential)
  - Predicated on addressing deteriorating building conditions

# Who Applies?

- City is both applicant and recipient of funds
  - Responsible for ensuring that all HUD requirements are met
  - Usually involves contracting with a grant administrator
  - City is still the Responsible Entity
  - City procures for architect, contractor, etc.

# Who Applies?

- A city is the applicant on behalf of a group of buildings:
  - Minimum of 6 addresses to receive any funding at all
  - Minimum of 8 addresses to receive maximum award of \$650,000
  - Possible to apply on behalf of a single “iconic” building
- *What is “iconic”?*
  - *Large in comparison... high visibility from several directions...*
  - *Distinct historic/cultural/architectural features... local landmark...*
  - *Vacant/underutilized... important to downtown redevelopment...*
  - *Very unlikely to have more than one or two in a city*

# Application Cycle Logistics

- Dates and deadlines:

- Applications will open today (May 26, 2026).
- Deadline for submittal is August 17, 2026.
- Apply online via [IowaGrants.gov](https://IowaGrants.gov)

- A few notes...

- Historically, award 5-6 projects per year, on average
- Cannot apply if a current DTR/Commercial Facades is still underway
- Buildings previously receiving DTR/Commercial Facades funding cannot receive it again

# What Kind of Work is Allowable?

- Exterior... and exterior only(!) that addresses blight
- Which facades?
  - Front facades mainly
  - Sides *required* if viewable from adjacent street
  - Rears only eligible if there is a business entrance *and* it's viewable from adjacent street
  - Roofs can be included with other facades
- No other work!
  - From time application is submitted until close out
  - Only exceptions: routine maintenance, emergency repairs, previously initiated (with agreements)

# Why Care about Blight?

- Foundational HUD requirement
  - Two baseline HUD criteria: eligible activity + national objective
  - National objective: elimination of blight on an area basis
- Documented in three phases:
  - Application (“blight exists”)
  - Environmental/historic review post-award (“our plan for this building will adequately address it”)
  - Final photos at grant close out (“blight is gone”)

# What is Blight?

○ Let's talk about what it is... and what it isn't...

- 
- |  |  |
|--|--|
| <ul style="list-style-type: none"><li>• Deterioration/dilapidation</li><li>• Decay</li><li>• Broken, damaged</li><li>• Missing</li><li>• Environmental contamination</li><li>• Rusted, peeling, flaking, crumbling</li><li>• Structural issues</li><li>• Public health and safety concern (faulty wiring, falling plaster)</li></ul> | <ul style="list-style-type: none"><li>• “Approaching end of useful life”</li><li>• Energy inefficient</li><li>• “Outdated/non-historic paint scheme/design”</li><li>• Old</li><li>• Ugly</li><li>• “Likely to...”</li><li>• Anticipated/future blight</li><li>• Slipcovers</li></ul> |
|--|--|
-

# Building Rehab: what, where, how (much)?

- Main building components
  - Exterior wall surface
  - Upper story windows
  - Storefront
  - Doors/entryways
  - Porch/stairs/deck/ramp
  - Foundation
  - “Other”

# Building Rehab: what, where, how (much)?

- How to prioritize where to spend funds?
  - Expectation to address 51% of blighted components
  - The less blight that exists, the less competitive the application
- Optional extras
  - Signage, lighting, etc. where there wasn't any before – if other blight is addressed
  - Correction of code violations
- Beware the storefront re-design
  - Resulting interior work (floors/walls/ceilings) cannot be covered by the grant budget unless it is to make the entrance ADA-compliant.

***Initial questions thus far?***

# Application First Steps: Interested Building Owners

- Don't promise inclusion until funds are secured and blight is confirmed
- Discuss requirements and expectations
  - City holds contracts (and signs them at the right times!)
  - Davis Bacon prevailing wage applies, as does Buy America, Build America (BABA)
  - All work subject to Secretary of Interior Standards
  - No additional work allowed other than routine maintenance and emergency repairs
  - Long timelines

# Application First Steps: Interested Building Owners

- Ideally construction starts spring 2027...
- Draft, circulate, collect owner interest letters, acknowledging:
  - Total cost estimate
  - Eventual financial contribution (percentage and/or not to exceed)
  - Applicability of federal requirements
  - Post-award (post-environmental review & bidding) agreements
  - Addressing blight is highest priority

# Application First Steps: Interested Building Owners

- New application requirement: Building Owner Certifications
  - Goal: Aligned understanding of program parameters
  - Section One: Certifications
  - Section Two: Property plans
  - Submission: signed and uploaded with application

# Application First Steps: Interested Building Owners

## CDBG Commercial Building Facades Application: Property Owner Insert

### Property owner program certifications:

I understand that:

- Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Commercial Building Facades (CBF) dollars can *only* be spent on exterior façade work. The scope cannot redesign your storefront layout, only repair/rehab/replace it.

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

- Furthermore, planning to use any CBF funds at a particular property means that **any funding source (including owner's dollars)** being applied to that property for *any* physical rehab/improvement (inside or outside the CBF scope of work) must follow *all* CBF rules.

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

- The time period for following those rules **starts when the City submits the application to IEDA** and runs until IEDA closes out the award at the end of three years.

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

# Application First Steps: Interested Building Owners

- During this time period, any routine maintenance not included in the table on the following pages and not pre-approved at time of award by IEDA must be cleared by IEDA prior to execution. Routine maintenance is a necessary fix (narrow in scope) to a new problem that allows the building to continue to function. It does *not* mean fixing/repairing/addressing a pre-existing issue that has been put off or implementing an upgrade/change out of preference rather than need.

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

- During this time period, outside of routine maintenance as described above, any property rehab or improvements (interior or exterior, including the grounds) must a) receive IEDA approval, b) follow all CBF rules, and c) must be included in the scope of work submitted as part of the environmental/historic review. **Any rehab or improvements proposed after the environmental/historic review will not be allowed to take place**, regardless of funding source or intention to comply with CBF rules.

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

- The first of only two possible exceptions to this would be for emergency repairs, the need for which results from a natural disaster or building failure that is a time-sensitive, public health and safety concern. In such cases, immediate short-term, temporary mitigation is allowed while alerting IEDA and awaiting IEDA approval to perform long-term repairs without being subject to the CBF federal rules.

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

# Application First Steps: Interested Building Owners

- The second of only two possible exceptions is that any pre-planned work on the property may go forward if there was a written and signed agreement between contractor and property owner and if that agreement is uploaded as part of the application that the City submits to IEDA.

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

- No sale or transfer of ownership of a property included in a CBF application may take place during the time period between the date the City submits the application to IEDA and the date IEDA gives environmental/historic approval (i.e., “Release of Funds.”). Failure to comply with this requirement will result in the property being ineligible for any grant funding.

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

- A property owner, even one licensed in the state of Iowa, a) cannot be the general construction contractor for the CBF project, and b) can only be a subcontractor if s/he does not perform grant scope of work on his/her own building.

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

# Application First Steps: Interested Building Owners

## Property owner plans for property:

What are your plans to maintain and improve your property over the next five years? From the time that the City submits the application for CBF funding, until the time IEDA closes out the award with the City, your property is subject to state and federal CBF rules. Therefore, all work regardless of funding source, including your own, and even if it has nothing to do with the grant project, must go through the environmental/historic review process and receive approval. It also must comply with public/competitive procurement and adhere to federal laws such as Build America, Buy America; Davis-Bacon prevailing wage; Section 3; and lead-based paint regulations, etc. Any plans for work during this period that are *not* reported prior to the environmental/historic review process will *not* be permitted. *Choosing to undertake the work anyway would jeopardize your participation in the grant program.*

Fill out this table and then sign and date below. Expand sections as necessary for space.

Work Planned in Year:	Anticipated routine property/building maintenance	Planned property rehab or improvements (exterior/grounds)	Planned property rehab or improvements (interior)
2026			
2027			

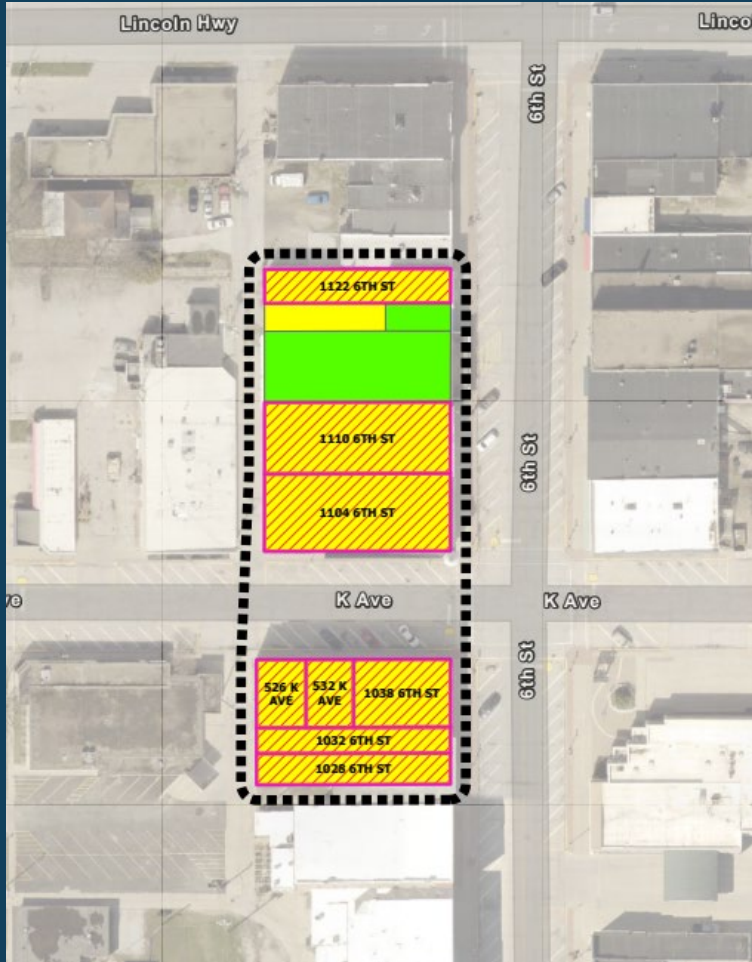
# Application First Steps: Procuring an Architect

- Architect has roles pre- and post-award
  - Documenting blight and drafting an initial design rendering
  - Creating the final design, and later the bid specs
  - Reviewing/approving pay applications, facilitating change orders, etc.
- How to procure?
  - RFQ – public procurement (see CDBG Management Guide)
  - Two different agreements
- New in 2026: Bonus point(s) for structural engineering report(s)

# Application First Steps: Identify Target Area

- Mapped within core downtown, basically rectangular in shape
- At least 25% of buildings in entire target area are “fair” or “poor”
- Meet requirements of Iowa Code Chapter 403
  - Resolution adopted by Council within past 2 years, states:
    - *One or more slum, blighted or economic development areas exist*
    - *The rehabilitation, conservation, redevelopment, development, or a combination thereof, of the area is necessary in the interest of the public health, safety, or welfare of the residents of the municipality*
- New in 2026: Application question to define and explain target area boundaries

# Application First Steps: Identify Target Area



## Legend

- Target Area
- Participating Parcels

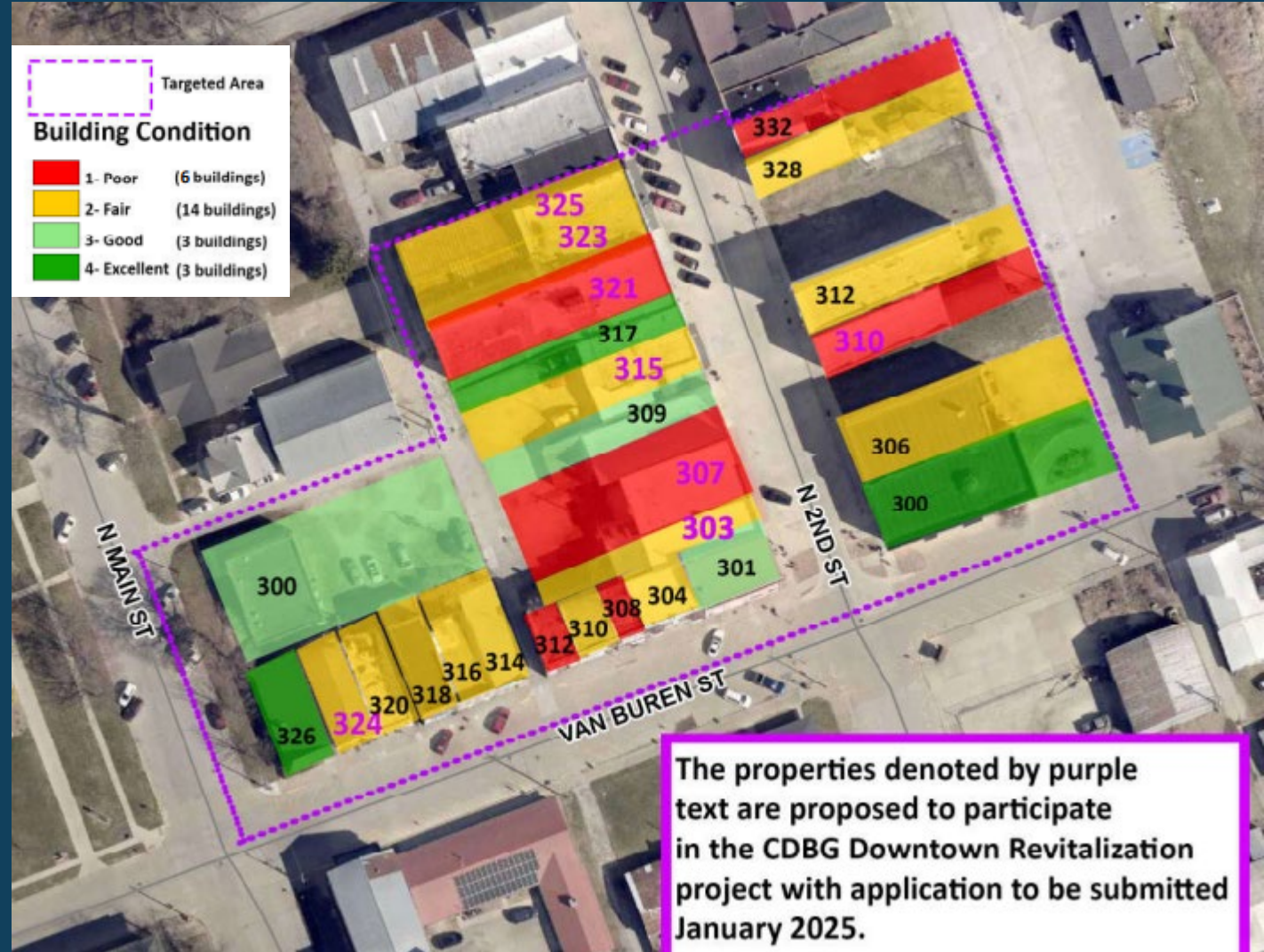
## Slum and Blight Assessment Condition

- Excellent
- Good
- Fair
- Poor



0 50 100 150 200 Feet

January 2025



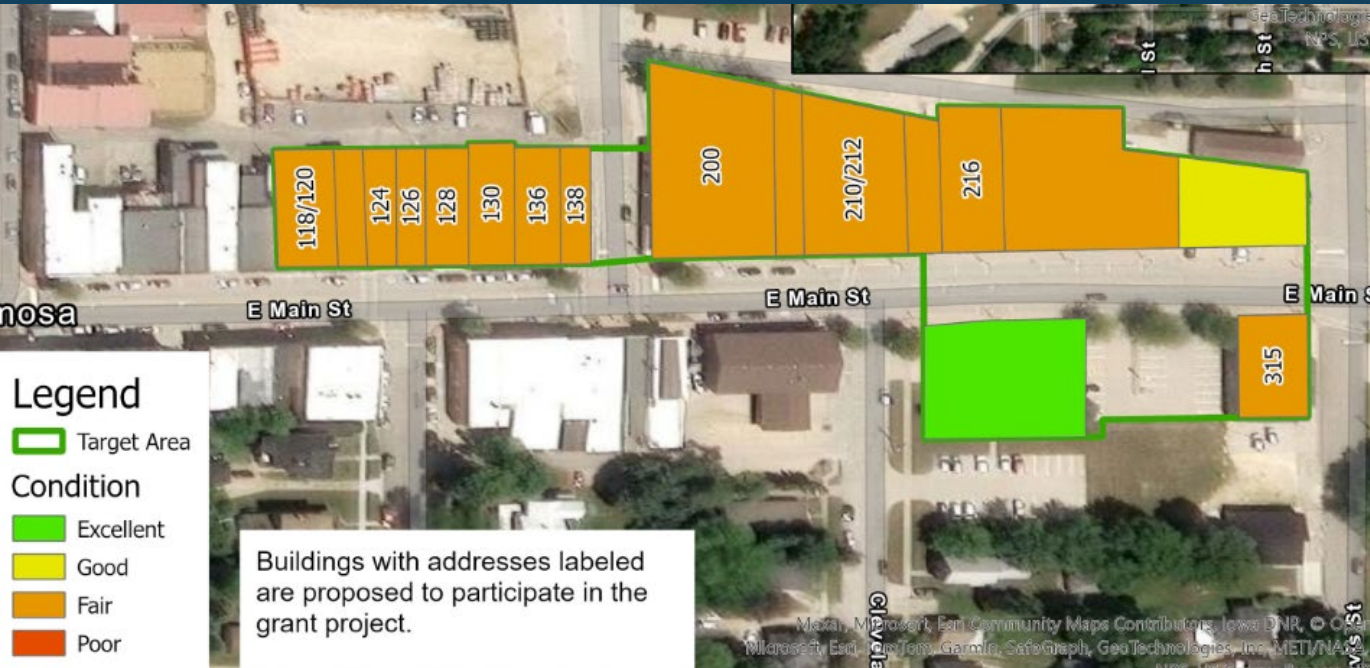
Targeted Area

### Building Condition

- 1- Poor (6 buildings)
- 2- Fair (14 buildings)
- 3- Good (3 buildings)
- 4- Excellent (3 buildings)

The properties denoted by purple text are proposed to participate in the CDBG Downtown Revitalization project with application to be submitted January 2025.

# Application First Steps: Identify Target Area



# Identifying Blight

- Every building in the target area must be classified as being in either “excellent,” “good,” “fair,” or “poor” condition.
- Buildings proposed for funding need the blight in the individual components (e.g., exterior wall surface, upper story windows, etc.) to be described and documented as well.
  - Photos
  - Descriptions
  - Rankings

# Identifying Blight

*CDBG Commercial Building Facades– May 2026*

## **CDBG Slum and Blight – Initial Documentation**

An activity in a Commercial Building Facades program must meet certain criteria in order to meet the national objective of elimination or prevention of slum and blight. This is documented in three phases: first, the application, in which the blight conditions are established; second, the Section 106 historic review process, in which the final designs containing plans to address that blight are reviewed and approved; third, the final “before and after” photos, in which the finished product shows successful eliminated of blight.

Within the initial application phase, there are four main tasks to establishing slum and blight conditions:

- ✓ The city must **complete the requirements of Iowa Code chapter 403** for the target area, including **adoption of a resolution** within two years prior to the time of application submittal.
- ✓ A **map of the slum and blight target area** is created with locations of buildings proposed for funding identified and the current condition of all buildings visually denoted.
- ✓ A **Slum and Blight Summary** narrative response is completed within the lowagrants.gov application.
- ✓ A **Slum and Blight Inventory** form is completed within the lowagrants.gov application for every building in the slum/blight area. High-level data is required for every building and more specific data and photos are required for any building proposed for improvements with Community Development Block Grant (CDBG) funds.

All the documentation listed above must be uploaded into lowagrants.gov in the community’s Commercial Building Facades program application. The Council resolution and the target area map must be added to the “Required Uploads” page of the application. The Slum and Blight Summary questions are answered within the “Project Information” page of the application. The Slum and Blight Inventory is completed within the “Individual Building Detail” page of the application.

# Identifying Blight

## Definition of Excellent Condition

Buildings in excellent condition require little or no exterior work. Buildings that are in excellent condition may be of any age or style. They demonstrate consistent, planned maintenance and repair, components appear to be code-compliant and energy efficient.

## Definition of Good Condition

Buildings in good condition have cosmetic deficiencies or other early signs of aging and wear.

### Example indicators:

- Building components appear to meet code, but energy efficiency improvements such as storm doors and windows and caulking may be needed.
- Decorative features may need to be secured but items are in place.
- Materials do not need replacement but do need some minor maintenance and repair. For example, roofs may be of older composition but not yet deteriorated or leaking; siding may need spot painting or other “touch-up”; foundations and chimneys appear structurally sound but may show beginning signs of voids or loose mortar joints.

# Identifying Blight

## Definition of Fair Condition

Buildings in fair condition show **clear signs of deterioration** indicative of a property that has not been maintained for 5 to 10 years. A determination of fair for a building component means that the extent of defective conditions or deficiencies applies to **at least 25% of the component**.

### Example indicators:

- Small wood and metal trim pieces of buildings may be lifting away from primary surfaces.
- At least 25% of roofing and related surfaces, including roofline, trim, flashing, and chimneys, may be brittle, curled, cracked, and missing, and are starting to deteriorate.
- At least 25% of doors and windows may be worn, loose, ill-fitting, drafty resulting in some moisture damage, and may have peeling paint or deteriorating vinyl or other surfaces.
- Exterior walls have at least 25% of surfaces with missing, broken or otherwise deteriorated siding, painted surfaces in progressed state of peeling, or brick surfaces needing repointing.
- At least 25% of porches, stairs, and decking show early signs of deterioration including worn, cracked, and warped components affecting components such as treads, balusters, rails, joists, and support posts.
- Foundations have cracks and voids over at least 25% of surface area.

Storefronts and signage are showing signs of deterioration over at least 25% of their surfaces. If the storefronts have coverings of sheet metal, asbestos, asphalt, or other materials from renovations of earlier decades, those coverings are starting to deteriorate and/or are starting to cause damage to the original storefront underneath.

# Identifying Blight

## Definition of Poor Condition

Buildings in poor condition appear to have not been maintained for at least 10 years. A determination of poor for a building component means that the extent of defective conditions or deficiencies applies to **at least 50%** of the component.

### Example indicators:

- Exterior trim is missing altogether.
- One or more major building systems may be in danger of failure.
- The roof (e.g., roofline trim, flashing, chimneys) may be sagging with areas of extensive wear, exposed sheathing, and evidence of leaks over at least 50% of surfaces.
- At least 50% of doors and windows are rotted, broken, missing, and/or boarded up, with peeling paint or deteriorating vinyl or other surfaces.
- Exterior walls have at least 50% of surfaces with missing, broken, or otherwise deteriorated siding; painted surfaces rotted or in advanced state of peeling paint; or brick or other masonry surfaces needing repair or repointing.
- At least 50% of porches, stairs, and decking exhibit hazardous and unsafe conditions including sagging, rotted, and missing components, and separation from the main structure.
- Foundations are extensively cracked with missing stone or masonry over at least 50% of areas, indications of structural instability, and may require replacement and shoring up, including sill work.
- Storefronts and signage are extensively deteriorated over at least 50% of their surfaces (e.g., rusted or rotted framing, significant peeling paint, broken glass, damaged transoms or kick panels, etc.). If the storefronts have coverings of sheet metal, asbestos, asphalt, or other materials from renovations of earlier decades, those coverings are also at least 50% deteriorated and/or are causing significant damage to the original storefront underneath.

# Documenting Blight: Photos

- Good examples: Full, front façade photos (entire height & width)



# Documenting Blight: Photos

- Bad examples: Full, front façade photos (show only a portion, or poor angle)



# Documenting Blight: Photos

- Good\* examples: External wall surface
  - *\*still want to see the exterior wall as a whole...*



# Documenting Blight: Photos

- Good\* examples: Upper story windows
  - *\*still want to see entire row of windows...*



# Documenting Blight: Photos

- Good\* examples: Storefront
  - *\*where is the detail?*



# Documenting Blight: Descriptions

## ○ Exterior Walls & Surfaces

- Brick work, primarily on second story, showing discoloration, face deterioration and missing or crumbling mortar.
- Some bricks appear to be loosening and out of alignment. Others are cracked, chipped, or pitted and much of paint cover has worn off.
- A degree of bowing has been noted on the exterior wall of the first floor. Lintel appears to be sagging and beginning to lose structural integrity.
- Cornice in need of cleaning and restoration of northeast end decorative elements.

# Documenting Blight: Descriptions

## ○ Upper Story Windows

- A total of four windows on the second floor are missing and the openings have been filled in with plywood that is beginning to rot.
- Two other windows are not operational.
- Upper sash on one second floor window is cracked. All window frames are also showing signs of rot.

## ○ Storefront System Windows

- First floor storefront windows showing moisture damage; need to be resealed – caulking and weather stripping is deteriorating.
- Transom windows covered with metal panel that exhibits significant rust.

# Prioritizing Blight

- Rank the building components
  - Worst to best
  - Worst = most blighted = rank (priority) 1
- Ways to fail
  - Ties/duplicate numbers
  - Thinking of the number as “levels/degrees” of blight versus a ranked list
  - Leaving blanks where a component clearly exists
  - Only taking the components on the front façade into consideration when ranking

# Prioritizing Blight

- Exterior wall surface
  - crumbling/missing mortar and/or spalled brick over more than half of the wall, bowing slightly, cornice coming loose
- Upper story windows
  - one missing, two more in great shape
- Storefront
  - missing caulk, pane of glass is cracked, peeling paint on the wooden storefront framing
- Doors/entryways
  - apartment door won't lock; tile outside of main door is chipped and coming loose across the design
- Porch/stairs/deck/ramp
  - none on this building, or, ramp in great shape
- Foundation
  - cracking in a few places, but not bad at all
- “Other”
  - nothing unique, roof not blighted

# Prioritizing Blight

- Exterior wall surface [1]
  - crumbling/missing mortar and/or spalled brick over more than half of the wall, bowing slightly, cornice coming loose
- Upper story windows [4]
  - one missing, two more in great shape
- Storefront [2]
  - missing caulk, pane of glass is cracked, peeling paint on the wooden storefront framing
- Doors/entryways [3]
  - apartment door won't lock; tile outside of main door is chipped and coming loose across the design
- Porch/stairs/deck/ramp [6]
  - none on this building, or, ramp in great shape
- Foundation [5]
  - cracking in a few places, but not bad at all
- “Other” [NA]
  - nothing unique, roof not blighted

# The Goal: Impactful, Noticeable, “Before” & “After”

- Aim for this...
  - “Before”



“After”



# The Goal: Impactful, Noticeable, “Before” & “After”

○ Aim for this...

• “Before”



“After”



# The Goal: Impactful, Noticeable, “Before” & “After”

- Aim for this...
  - “Before”



“After”



# The Goal: Impactful, Noticeable, “Before” & “After”

- Aim for this...
  - “Before”



“After”



# The Goal: Impactful, Noticeable, “Before” & “After”

○ Aim for this...

• “Before”



“After”



***Any questions about blight?***

# Other Programmatic Rules & Considerations

- Design Guide
- Historic preservation/Environmental Review
- Federal “Cross-Cutting” Requirements

# Design Guide

- New this year: *required compliance* with the Design Guide
- Commercial Facades Design Guide
  - Adapted from Main Street Iowa's Downtown Design Guide
  - The Design Guide will be linked in application and on website
  - Downtown Resource Center staff will score this question at application and may require revision to final design post-award

# Design Guide

- Guiding Principles:
  - Maintain Authenticity
  - Avoid False History
  - Respect Historic Scale
  - Align New Features
  - Simplicity in Design
- Inappropriate Materials: avoid EIFS, vinyl siding, standing seam metal, residential-type wood siding, shingles, or shakes

# Design Guide

## Commercial Facades Design Guide

Quick Design Tips for Commercial Facades Projects

*Note: These tips are adapted from the [Downtown Design Guide](#).*

### General

- **Maintain authenticity:** Base any restoration efforts on documentation or physical evidence.
- **Avoid False History:** Do not add features or ornamentation that never existed on the building.
- **Respect Historic Scale:** Storefronts should maintain traditional proportions, including two side piers and a lintel or cornice band. Avoid enlarging, reducing, or infilling the storefront with inappropriate materials.
- **Align New Features:** Ensure new elements align with existing architectural details. E.g. Edge of new transom aligns with edge of storefront glass.
- **Simplicity in Design:** Use simple, straightforward designs that complement classical proportions. Avoid unnecessary ornamentation unless historically accurate. E.g. Do not add patterns to new cement board paneling and trim if that area was originally another material, such as transom glass.

### Materials

- **Appropriate Material Use:** Design for appropriate treatment of existing/historic materials and appropriate selection of new.
- **Avoid Inappropriate Materials:** Refrain from using materials like Exterior Insulation Finishing Systems (EIFS), Vinyl Siding, Standing Seam Metal Roofing and Siding, Residential type wood siding, shingles, or shakes.
- **Masonry Treatment:** For proper cleaning and repointing of brick and masonry, refer to [Preservation Briefs 1](#) and [2](#) from the National Park Service.

### Transoms

- **New Transom Windows:** Ensure new transom windows follow traditional proportions. Transoms over storefront glass should not be bisected with brick, unless the brick is a pier that goes from the ground through the transom.
- **Infilled Transoms:** If transoms cannot be restored, ensure sign panels fit the original transom space. Awnings may also be used to conceal infilled or missing transoms.

### Windows

- **Storefront Windows:** Use large, single, fixed windows without muntins for display windows.
- **Upper Story & Side Facade Windows:** Replace windows with historically accurate types and configurations. Retain original window sizes and ensure replacements fit the full opening.

- **Window Alterations:** Avoid infilling or blocking part of a window opening with masonry or plywood. Do not enlarge openings.

### Doors

- **Commercial Doors:** Use predominantly glass doors for commercial spaces to maintain transparency and visibility.
- **Secondary Entrances:** Differentiate secondary entrances from primary ones. Half glass doors are appropriate for doors to upper stories.

### Awnings

- **Proportionate Awning Design:** Awning shapes should correspond with the building's openings. Use sloped, rectangular awnings for rectangular openings and rounded awnings for arched windows.
- **Scale Consideration:** Ensure awnings do not obscure too much of the storefront or extend excessively over the sidewalk. Awning widths should allow proper anchoring while maintaining visibility of columns. Leave at least 8 feet of clearance from the sidewalk.
- **Multiple Awnings:** Use individual awnings for each storefront to break up large facades. Avoid extending a single awning across multiple storefronts.

### Lighting

- **Effective Lighting:** Gooseneck lights are ideal for highlighting signage and adding architectural interest. Focus lighting on signage areas or over doors to enhance visibility and impact.

# Environmental/Historic Review

- HUD rule to get “release of funds” – not following this could jeopardize all funding
- Changes this year:
  - No more “tiered review”
  - Level of review determination is project-specific
  - Historic architectural survey (good for 5 years) – required at application
- Demonstrating readiness could positively impact application scoring...

# Federal Requirements

- Davis Bacon
- Lead-Based Paint
- Radon
- Buy America, Build America (BABA)
- Section 3 (rarely)


# What's Next: IowaGrants Application

- Create an IowaGrants.gov account & search for funding opportunity
- City (or grant administrator on their behalf) can create and submit the application
- Can start a “test” application to become familiar with it
- Note: City will need to hold a public meeting

# Updates in 2026

- Building Owner Certifications (required per address)
- Required compliance with the DTR Design Guide
- Bonus point(s) for structural engineering report(s)
- Narrative question added re: Target Area boundaries
- Clarification on instructions: blight ranking/prioritization must take into account all eligible facades
- Historic architectural survey required at application


# What's Next: IowaGrants Application




**IOWA GRANTS**

Welcome to  
IowaGrants.gov


## Login

 IowaGrants Users Click Here To Login

[Click Here to Access Single Sign On Tool](#)

 Interested in the current posted Opportunities?

[View Current Funding Opportunities](#)

 **DISABLED (IOWA USERS DO NOT USE)**

User ID

Password

[SIGN IN](#)

## Announcements

### NEW LOGIN PROCESS

All IowaGrants users must login using the Single Sign On Tool via the blue button titled '[Click here to Access Single Sign on Tool](#)'. Do not use the gray 'Disabled' section to login.

**Login & Registration Instructions**

If you are registering for the first time, please follow the instructions below:

**Text:** <https://dom.iowa.gov/media/149/download?inline>

**Video:** <https://youtu.be/OHE2ijDwQ2c>

**Program Information**

If you have questions specific to the program or grant you are applying for, please contact the program manager should you have questions.

### DISASTER RELIEF

If you are applying for disaster related housing relief, please register and login via the instructions below.

If you are having difficulty registering or logging into IowaGrants, please contact the State of Iowa Service Desk by calling 515-281-5703 or 1-800-532-1174.

If you are looking for disaster related program information, please visit [disasterrecovery.iowa.gov](http://disasterrecovery.iowa.gov).

# Scoring Method

- Three sections: Checklist, Review, and Score
- Maximum “perfect” score of 45 (+3 for bonus)
- Competitive apps historically start around 28 points
- Applications are evaluated by three people; scores averaged

## Scoring Criteria (9 Questions)

- Degree of community involvement with the proposed downtown revitalization efforts
- Degree to which the applicant adhered to the Commercial Facades Design Guide based on the quality and appropriateness of their design choices
- Degree to which the applicant has included structural engineering report(s) for proposed address(es) [bonus question]
- Degree to which CDBG funds will be leveraged by other funds
- Degree to which applicant appropriately and accurately completed the individual building elements prioritization ranking for each participating building

## Scoring Criteria (9 Questions)

- Degree to which the proposed design and work specs address identified and prioritized contributing factors to slum and blight identified per individual building
- Degree of impact the activity will have on the overall elimination of slum and blight in the identified target area
- Degree to which the project is planned out and prepared to proceed
- Degree of clarity, completeness, readability, and viability of the application
- Degree to which the proposed activity is appropriate for CDBG funding

# Most Common Application Failings

- Missing required attachments
- Public hearing not properly noticed/conducted
- Poor documentation/prioritization of blight
- Nondescript/incomplete initial design renderings
- Not as high of an impact overall as other applications
- Amount/level of local match funding not demonstrated or firm
- Lack of consistency/clarity/readability/organization across the application

# After Submission

- IEDA has historically taken 30-45 days to make awards
  - Internal review and averaging of scores
  - Make recommendation and await approval
- Formal contract and award letter
  - Do nothing before signing/returning contract
  - Still do (almost) nothing before receiving Release of Funds
  - Read the CDBG Management Guide!
- Recipient & Grant Administrator Workshops likely late October or early November 2026

***Final questions?***



**THANK YOU**

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