

CDBG-CV1 Application FAQs

1) What communities are not eligible to apply for CDBG-CV1 Funding?

Only non-Entitlement Communities are eligible to apply for CDBG-CV1 funding. The following Entitlement Communities are **not eligible** to apply for CDBG-CV1 funding: Beckley, Charleston, Huntington, Martinsburg, Morgantown, Parkersburg, Vienna, Weirton, Wheeling.

2) Are the activities listed in the CDBG-CV1 Application an exhaustive list or just examples?

At this time, only the activities listed in the CDBG-CV1 Application will be considered for CDBG-CV1 funding.

3) What is a Duplication of Benefits?

A duplication of benefits occurs when a person, household, business, government, or other entity receives financial assistance from multiple sources for the same purpose, and the total assistance received for that purpose is more than the total need for assistance. CDBG-CV funds may not be used to pay for a particular cost if another source of financial assistance is available to fully pay for that same cost. As such, a thorough Duplication of Benefits Analysis is required with all CDBG-CV1 Application submissions.

4) Three national objectives were mentioned in the CDBG-CV1 Application Webinar. Which do I use to qualify my proposed project?

All applicants interested in receiving CDBG-CV1 funding must qualify their project by using the Low- to Moderate-Income Benefit National Objective.

5) How much notice do I need to provide the community regarding a CDBG-CV1 Application Public Hearing?

Applicants must provide at least 7 days' notice to the public of any hearings related to a CDBG-CV1 Application.

6) How long does the Public Comment period need to be?

The public comment period must be 5 days in which the public hearing must be held.

7) Can public hearings be held virtually?

Yes, public hearings may be held virtually; however, attendance must document through meeting software, not a verbal attendance count.

6) If submitting a CDBG-CV1 Application electronically, may I submit the application pdf separately from the Attachments pdf and Budget Form pdf?

Yes. Applicants may submit the attachment pdf and the budget form pdf separately to the application pdf; however, the application, attachments, and budget **must be submitted to the WVDO in one email.**

7) During the presentation, “secured site control” is a factor in the Readiness to Proceed Scoring Criteria for Public Facilities applications. Will a project score higher if the proposed site is acquired before approved for CDBG-CV1 funding?

Applicants may receive more points in the Readiness to Proceed Scoring portion of the Scoring Criteria if the project proposes an expansion or improvement to owned property. **Under no circumstance should an applicant acquire a proposed site in hopes to achieve more points in the Readiness to Proceed Scoring Criteria.** The WVDO is unable to release funds for acquisition, construction, or rehabilitation activities until the proper level of Environmental Review is determined and approved.

The Grantee is responsible for the completion of the Environmental Review Record, as specified and required in regulations pursuant to 24 CFR Part 58. The Grantee must certify to the State that it has complied with all requirements and obligations set forth by 24 CFR Part 58 prior to the obligation of any funds. These requirements prohibit the Grantee from taking and “choice limiting actions” prior to the completion of the environmental review. Choice-limiting actions include any activity that will result in a physical change, including property acquisition, demolition, movement, rehabilitation, conversion, repair, construction, and leasing or disposition.

8) Will there be additional rounds of CDBG-CV1 funding?

It is possible for future rounds of CDBG-CV1 funding. Secondary rounds will be considered depending on the response received during this initial request for proposals.

9) What procurement requirements are there for CDBG-CV1 funds?

All procurement and construction contracting shall be executed in a manner that provides maximum open and free competition consistent with the procedures identified in the CDBG Policies and Procedures Manual, and in accordance with Chapter 5-22-1 of the West Virginia Code and federal regulations, 2CFR 200. The local government is required to take affirmative steps to assure that Section 3 and Women and Minority-Owned Business Enterprises (WBE/MBE) are encouraged to bid. These steps must include direct solicitation of Section 3 and WBE/MBE contractors and businesses, proof of which must be included in the project file.

Written authorization from the WVDO is required prior to the expenditure of any funding associated with this project. The WVDO will provide template language for Requests for Proposals (RFP). **The RFP must contain the applicable HUD language and must be approved by the WVDO prior to release.**