
MEMORANDUM

TO: Regional Planning and Development Councils
Mayors and County Commissioners
Other Interested Stakeholders

FROM: Ryan Halsey, CDBG Program Manager *Rjh*

DATE: October 21st, 2026

RE: Fiscal Year 2026 CDBG Application and Guidelines

The West Virginia Division of Economic Development (WVDED) is now accepting applications for the Community Development Block Grant (CDBG) Program. The application and guidelines are available at <https://wvcad.org/infrastructure/community-development-block-grant> under in the section titled 'Program Documentation'.

Public Infrastructure, Public Facilities, and Demolition applications are due on or before Friday, January 15th, 2027. Planning Project applications will be received on Friday, January 15th, 2027, but are accepted year-round.

Each project must meet one of the following U.S. Department of Housing and Urban Development (HUD) National Objectives: Benefit low- and moderate-income (LMI) persons; or Eliminate slums or blight.

The State of West Virginia FY 2026 Consolidated Annual Action Plan and details regarding eligible activities are posted on the West Virginia Community Advancement and Development Website, under the HUD Consolidated Plan and Summary header, at the following location: www.wvcad.org/resources.

The 2026 activity allocations are the following:

- Infrastructure (Water/Sewer/Stormwater): \$10,728,375
- ADA Improvements to Public Facilities: \$500,000
- Blighted/ Abandoned Properties: \$1,500,000
- Community Planning: \$500,000

The funding allocations listed above are estimates and may be adjusted by the WVDED based on the number and readiness of the applications received. Top priority will be given to projects focused on infrastructure and blighted or abandoned properties.

Effective August 1, 2024, HUD requires the use of Low- and Moderate-Income Summary Data (LMISD) derived from the 2016–2020 American Community Survey (ACS). Applications using any other dataset will not be reviewed or scored. Please refer to [Notice CPD-24-04](#) for additional guidance. When using census tract data to qualify an activity, the tract must closely align with the project's service area; if they do not match, an income survey must be conducted to establish eligibility. Additionally, to meet the Low- and Moderate-Income Persons National Objective, at least 51% of service area residents must be LMI.

As stated in the FY2026 State of West Virginia Community Development Block Grant (CDBG) application, all applicants must comply with the citizen participation requirements as outlined in the State of West Virginia Citizen Participation Plan (CPP). To document compliance, all applicants must provide the following attachments to their FY2026 CDBG application submission:

1. E-Tear sheet or newspaper clipping (showing newspaper name and date) of the published advertisement(s).
2. Affidavit of the advertisement, notarized, for BOTH public hearings;
3. Signed minutes of meeting by author of BOTH public hearings;
4. Sign in sheets of **BOTH** public hearings with date, time, and location of meeting.
5. Subrecipient's Citizen Participation Plan

Please note, WVCAD will accept either a display ad or legal ad; however, the notice must contain the Fair Housing logo AND required fair housing language, and the applicant must provide a notarized affidavit for the advertisement. If an applicant is unable to secure an affidavit for the advertisement publication, please submit a formal waiver request to the CDBG Project Manager assigned to your region. In this request, please provide a detailed explanation as to why an affidavit cannot be obtained. Once reviewed, WVDED staff will notify the applicant via email if the waiver request is approved.

If you have any questions, please contact the CDBG Program Manager assigned to your Region:

Regions 2, 4, 6, 8, 10

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