

## **QUESTIONS AND RESPONSES**

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PHCD's responses below become a part of the guidance for the Fiscal Year (FY) 2023 Community Development Block Grant (CDBG), Home Investment Partnerships Program (HOME) and Emergency Solutions Grant (ESG) Request for Applications.

### **General Questions**

- 1. Question:** I would like to have more information about this program or how I can apply for assistance.

**PHCD Response:** Applicants should go to the following website to get information about PHCD's CDBG, HOME and ESG programs:  
[www.miamidade.gov/global/housing/requests.page](http://www.miamidade.gov/global/housing/requests.page)

- 2. Question:** Please provide more information on the below announcement:

Miami-Dade County's Public Housing and Community Development will be hosting public meetings to teach nonprofit organizations and community members how to apply for close to \$19 million available in federal grants. Please inform those you serve that they can attend a public meeting at North Dade Regional Library, 2455 NW 183 St., on Thursday, March 16 for free.

**PHCD Response:** Three public meetings/technical assistance workshops for the FY 2023 CDBG, HOME and ESG RFA were held March 14-16, 2023 for the North, Central and South regions of the county.

- 3. Question:** Where can I find the following: Miami-Dade County's Consolidated Plan 2020-2024 and 2023 Action Plan.

**PHCD Response:** The Fiscal Year (FY) 2020-2024 Consolidated Plan can be found in Attachment 3 to the HOME application. The FY 2023 Action Plan is not available yet, however the 2022 Action Plan can be found at the following link:  
<https://www.miamidade.gov/govaction/legistarfiles/MinMatters/Y2022/221602min.pdf>

- 4. Question:** Can TIFF funding be considered matching funds from an entitlement City?

**PHCD Response:** Yes, Tax Increment Financing (TIF) is an eligible match for a housing project where the County provides HOME funds.

- 5. Question:** Does the matching funds from the entitlement city (North Miami) have to be the same amount of funding being requested from Miami Dade County?

**PHCD Response:** No, however the matching funds amount should be reasonable and substantial when compared to the total project cost.

### **Community Development Block Grant (CDBG) Funds**

6. **Question:** In the latest draft of the 2023 RFA for CDBG funding under economic development on page 17 you have allocated \$1,250,000 for micro enterprise lending. On page 12 it states, " *applicants that apply for more than 20% of the total funds available in any one category will not be recommended for funding*". Based on the information available micro enterprise lending is a high priority in the bcc's consolidated plan for 2020-2024. but if you take 20% of the proposed allocation of \$1,250,000 - an applicant can only apply for \$250,000 of which \$50,000 can be used for administrative cost which leaves \$200,000 for loans to businesses. If the average loan is \$ 20,000-we can only make 10 loans. We understand that the funds provided by the RFA do not stand alone and are to be used in conjunction with other funding for the loan program. If our purpose with the loan funds is to spur economic growth in the eligible and non-eligible block group communities through new employment will 10 loans to businesses make a true impact?

The questions outstanding from the above information are as follows:

- With such a small allocation, is micro enterprise lending a priority?
- How will only 10 loans make an impact in the community for low to moderate income owners of small businesses in Miami-Dade County?
- We all agree on the need for loans and development services for small businesses, but are we providing enough resources especially after the covid pandemic?

If at all possible, we believe the allocation for micro enterprise lending should be increased to allow the 20% cap to amount from \$400,000 to \$600,000 or remove the cap altogether for this category.

**PHCD Response:** The maximum amount an applicant can apply for any activity in the Economic Development category is now 50%.

7. **Question:** May please request to be included in the mailing list to receive information when the CDBG FY 2023 if officially released. Please let me know - what do I need to do to be added to the email list for all communication regarding all future CDBG RFPs?

**PHCD Response:** Individuals/organizations interested in being a part of PHCD's electronic contact list to receive future notifications are encouraged to use the following link to access the registration page: <https://cloud.info.miamidade.gov/PHCD-subscription-management>

8. **Question:** I see that the RFP has been released. We sent an email on March 14th requesting clarification on whether CDBG funding can be used to purchase a building for a nonprofit (see original message below).

*"Good evening Mr. Brown, Be Strong International is a local nonprofit with 30 years experience working with high-need youth and families throughout Miami-Dade, with a concentration in the high-need jurisdictions of Goulds and Perrine. The organization currently rents program space in Perrine. We'd like to know if CDBG funding can be used to assist Be Strong in purchasing a building in which to house its 34-person program staff. Any guidance you can provide is greatly appreciated. Kindly reply all to this email."*

**PHCD Response:** This RFA does not include a Public Facilities category. Therefore, a non-profit would be unable to apply for CDBG funds to purchase a building.

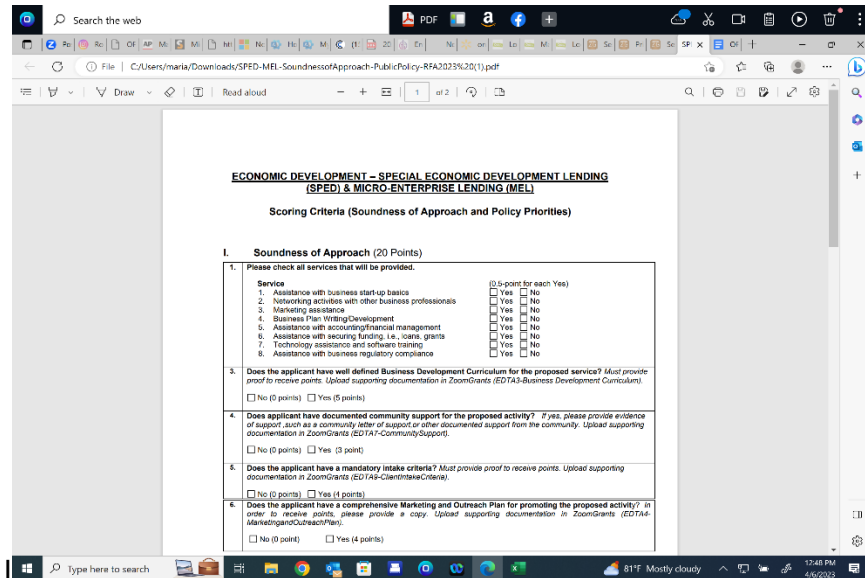
- 9. Question:** On page 12 of the RFA it states that "applicants that apply for more than 20% of the total funds available in any one category (i.e.. Public service, economic development, public service-technical assistance to small businesses) will not be recommended for funding". On page 17 you have a table with available FY 2023 CDBG funds by category. Our question is, on page 12 economic development is not broken out as a category when you refer to the 20% cap, but on page 17 you have broken down economic development to it's sub-categories-( this is how you refer to it on page 21, 2nd paragraph, line one" the economic development sub-categories to be funded in this RFA ". Does the 20% cap refer to the total amount of funds allocated to economic development\$ 2,950,000 ( has detailed on page 21, 1st paragraph, 8th word in "\$ 2,950,000" or does the 20% cap refer to the sub-categories you have detailed on page 17 in your table for micro enterprise lending of \$ 1,250,000. Please let us know, because this will make a difference in the amount we will be applying for the economic development-micro enterprise lending program. Our request would be \$ 250,000 if its 20% of the \$ 1,250,000 or our request would be \$ 590,000 if its 20% of \$ 2,950,000.

**PHCD Response:** The maximum amount an applicant can apply for any activity in the Economic Development category is now 50%.

- 10. Question:** During the public meeting a few days ago, it was said that the best area for a non-profit to apply to this new cycle of HUD funding would be under the CDBG's Public Services. Since we provide technical assistance to Small Businesses, we would like to understand better if we are eligible (even not being a CDC, CBO, CBDO, etc.), and if we should apply under Public Services or Economic Development. Under Public Service - Technical Assistance to Businesses, the RFP lists the following as eligible organizations: "Public Service activities must principally benefit low and moderate-income persons. Entities eligible for funding include Miami-Dade County Departments, Participating Municipalities, and not-for-profit Community-Based Organizations (CBO's), qualified Community-Based Development Organizations (CBDOs) and Community Development Corporations (CDCs)." Also, we provide extensive services toward homeless prevention, and would like to apply for the ESG grant – can we apply with more than one proposal (one for CDBG and other for ESG)?

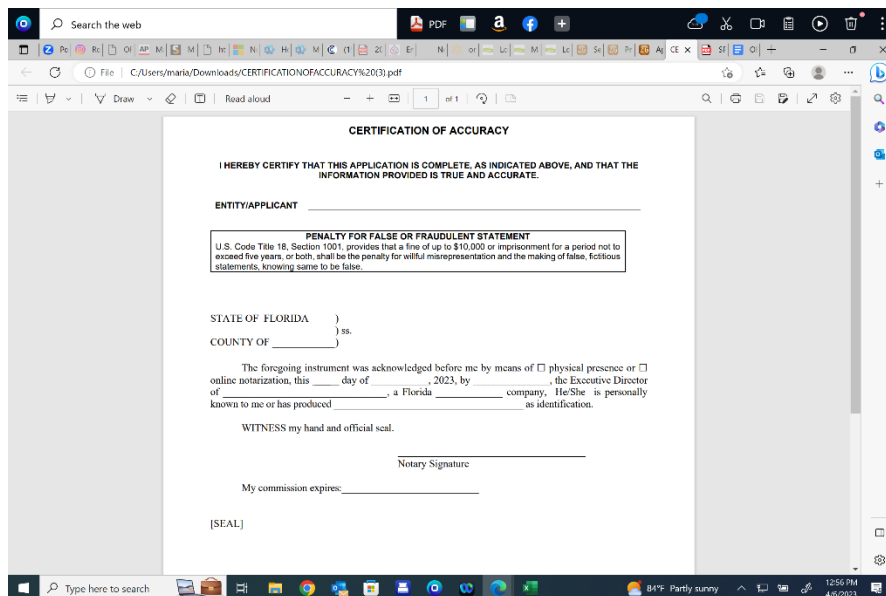
**PHCD Response:** Entities are encouraged to apply for whatever category that best aligns with their program. Entities can apply for both CDBG and ESG funding.

- 11. Question:** The template that downloads for the micro enterprise lending soundness of approach question (see below) is actually the template that corresponds to the TA application. Will there be a corrected template provided?



**PHCD Response:** A revised template for soundness of approach questions has been uploaded to ZoomGrants.

**12. Question:** Certification of Accuracy Template (see below)– the template available doesn't have a spot for the organization's representative to sign, the signature is what the notary will notarize. Will there be an updated template provided or should we just add a signature to the form as is?



**PHCD Response:** The document provided is accurate.

**13. Question:** Are we no longer required to add documents such as the Environmental Review forms, Scope of Services and Action Steps? I don't see where I would upload it in. If I've missed it please point me to where I should be uploading these docs.

**PHCD Response:** Yes, scopes are still required, and revised templates for Attachments 14 (Action Steps and Scope of Services) and 20 (Environmental Review Request Form) have been uploaded to the library section of ZoomGrants.

**14. Question:** Can some options for additional attachments be added like they were last year. Some of the attachments such as lending policies are too large to be uploaded as one attachment so I have had to break it down and attach it in the additional fields.

**PHCD Response:** Three additional attachment upload locations have been added to the documents tab in ZoomGrants for the CDBG, HOME and ESG applications.

**15. Question:** Just seeking clarification based on my calculations (see below) the max amount that any one micro lender can apply for is \$250,000, am I correct?

Total Available for Lending Programs	\$1,250,000.00
Apply for max 20% Page 12 of the application book	\$ 250,000.00
20% Admin	\$ 50,000.00
80% Loans	\$ 200,000.00

**PHCD Response:** The maximum amount an applicant can apply for any activity in the Economic Development category is now 50%.

**16. Question:** We are happy to see the CDBG application is open and that funding opportunities for new community service programs that assist low and moderate income persons and micro-enterprise businesses are part of your Consolidated Plan. I have a couple follow up questions:

- Are there any mandatory workshops. If yes, when?
- Are there are public hearings scheduled for CDBG? If yes, when?

**PHCD Response:** Yes, successful applicants will be invited to a mandatory contract development workshop in fall 2023. The public hearing for the FY 2023 Action Plan and CDBG, HOME and ESG RFA funding recommendations is projected to occur in June or July 2023.

**HOME Investment Partnerships (HOME) program funds**

**17. Question:** I would like more intel on funding for housing

**PHCD Response:** For housing activities in this RFA, please visit PHCD’s website for more information about the CDBG, HOME and ESG programs: [www.miamidade.gov/global/housing/requests.page](http://www.miamidade.gov/global/housing/requests.page)

**18. Question:** I was hoping we could apply for CDBG funding of construction of office space and ground floor retail/commercial space at Citadelle Village. The office space is for the nonprofit Haitian American CDC, which is a qualified CHDO, and the retail/commercial space would be for small local businesses displaced by the gentrification of Little Haiti. We would be seeking approximately \$1.5 million. Would we be eligible to apply for these

activities? On page 5 it says: "Public Facilities and Capital Improvements and Special Economic Development programs not operated by PHCD are not eligible for funding in this RFA" However, number 5 on page 6 is says: Community Housing Development Organizations (CHDO) are eligible to apply for construction funding. The Haitian American CDC is a registered CHDO so can we apply construction financing?

**PHCD Response:** No, this RFA does not have a Public Facilities/Capital Improvement category. Yes, a CHDO can apply for funds, but must be certified by PHCD annually and only with the submission of an application for a HOME funded housing project.

**19. Question:** Can the CHDO be just a sponsor of the project without having any ownership in the land or entity?

**PHCD Response:** No, a CHDO must maintain effective project control when acting as a sponsor of rental housing. A CHDO sponsors rental housing when the property is owned or developed by: a) A subsidiary of the CHDO in which case the subsidiary, which may be a for-profit or nonprofit organization, must be wholly owned by the CHDO; b) A limited partnership in which the CHDO or its wholly owned subsidiary must be the sole general partner; or c) A limited liability company in which the CHDO or its wholly owned subsidiary must be the sole managing member.

### **Emergency Solutions Grant (ESG) Funds**

**20. Question:** It has come to my attention that I have missed the informational meetings in regard to the 2023 ESG Funds. Is there a recording of the South Regional Public Meeting that I may access? I have attached the draft information from the website, but I do not see any deadlines listed. I would like to access the ZoomGrants application, but do not yet have login access. May I be added to the email distribution list regarding future opportunities? I appreciate your assistance.

**PHCD Response:** The power point presentation from the three public meetings/technical assistance workshops held March 14-16 is available in the Library tab in ZoomGrants. The deadline to submit CDBG, HOME and ESG applications is **April 24, 2023 at 11:59 PM.** Individuals/organizations interested in being a part of PHCD's electronic contact list to receive future notifications are encouraged to use the following link to access the registration page: <https://cloud.info.miamidade.gov/PHCD-subscription-management>

### **ZoomGrants Questions**

**21. Question:** Can you send me the link so I can register for ZoomGrants and start the application process for 2023 RFA.

**PHCD Response:** Please visit PHCD's website for the ZoomGrants link: [www.miamidade.gov/global/housing/requests.page](http://www.miamidade.gov/global/housing/requests.page)