



2023 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATIONS

APPLICATION GUIDELINES

Background:

The County of Summit is an entitlement community which receives funds from the U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant Program. The funds are used to assist low-moderate income persons/households in Summit County (outside of Akron, Barberton and Cuyahoga Falls).

Available Funding:

During the 2023 CDBG program year, the County of Summit will receive \$974,810 in funding. In accordance with HUD guidelines 20% of the funding amount may be used for internal administration, 15% of the funding amount may be used for public services. 70% of the funding amount must be used to serve low to moderate income individuals. 30% of the funding amount may be used for slums and blight.

Important Things to Remember:

The Department of Community and Economic Development will be looking at the applicant's financial fitness along with ability to perform based on past contracts with the County (if applicable) or other relevant experience. The Department is also looking at the staff/board participation in the project and if the agency is collaborating with like agencies to accomplish their mission. All projects must be shovel ready at the time of application. The County of Summit is considered a January 1 funder. Which means when the contract is executed it will include any and all expenses after January 1 of the program year. Once the applicant is made aware of the award, they should begin their project. All CDBG rules and regulations are in place even if a contract has not been signed with the County.

Applicants must provide leveraged funds for each project. A project with no leveraged funds may not be funded. A project that is requesting funding for staff/administration funds only will not be funded. The County is looking for new innovative projects that will provide a service to the residents of the County and carry out the objectives of the Consolidated Plan. If an applicant is requesting activity delivery cost funding it must be related to the specific project funded by CDBG and be related to the staff person providing the services and result in a beneficiary. Increased monitoring from the Department of Community and Economic Development will occur to all awarded applications. Each funded application/project will be assigned a development staff person to monitor and assist with the project to ensure compliance with HUD CDBG regulations.

Applications MUST be typed in the space provided on the application. Applications are in fillable PDF forms. If additional space is needed the agency may attach additional sheets. Please do not provide any additional attachments beyond those that have been requested. If there are attachments that are requested but the agency is unable to provide, there must be an explanation regarding their omission. If at any time while completing the application, the agency has questions regarding the completion of this application, please contact Holly Miller at 330-643-8013 or hmill@summitoh.net. Technical assistance in completing the application is available upon request.

Evaluation Criteria:

Each CDBG application will be evaluated on the following:

- Completed in its entirety
- All appropriate documentation attached
- Evidence of appropriate leveraged funds
- Collaboration with other agencies
- Agency capacity
- Meeting a need based on the Consolidated Plan
- Other criteria as deemed necessary by the staff and CDBG review committee

Application Process:

Applications can be emailed to Hmill@summitoh.net or mailed to:

The County of Summit
175 S. Main Street
Room 207
Akron, Ohio 44308

Applications are due July 1, 2023

If at any time while completing the application, you have questions regarding the proposed project and/or the feasibility, contact Holly Miller at 330-643-8013 or hmill@summitoh.net