



# COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)



Application Workshop | January 08, 2026 | 9:30 am

Financial and Management Services, Grants Division

# AGENDA



1. Welcome
2. Introductions
3. Workshop Goals
4. 2026-27 Grant Schedule
5. Funding Allocations
6. Citizen Participation
7. Purpose of CDBG
8. Project Eligibility for Funding
9. Application Form Highlights
10. Requirements for Funding
11. Grant Award Process
12. Resources
13. Common Terms / Acronyms
14. Technical Assistance & Support
15. Q&A

# INTRODUCTIONS

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Grants Division Manager

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Senior Grants Analyst

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Senior Management Analyst

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HUD Consultant

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HUD Consultant

# WORKSHOP GOALS

Applicants understand the grant requirements.

Applicants know how to navigate the application packet.

Applicants understand the award process.



Fri., Jan. 30, 2026, at 2:00 pm	CDBG Applications due
Tues., Mar. 24, 2026	Public Meeting 2: Open Technical Review Committee during Finance Subcommittee Meeting
Tues., Apr. 21, 2026, at 6:00 pm	Public Hearing 2: City Council to Review Project Applications
Tues., May 05, 2026, at 6:00 pm	Public Hearing 3: City Council to Approve Annual Action Plan
Fri., May 15, 2026	Submittal of 2026-27 Action Plan to HUD
Weds. Jul. 1, 2026	Start of the new Program Year 2026-27

# 2026-27 SCHEDULE



# CDBG FUNDING ALLOCATIONS

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2026-27 CDBG Anticipated Allocation	Amount
Planning and Administration (City) – 20% of annual allocation	\$390,000
Public Services – 15% of annual allocation	\$292,500
Available for Other Activities – 65%	\$1,267,500
<b>Total Anticipated Allocation</b>	<b>\$1,950,000</b>

# FUNDING ALLOCATIONS

ESTIMATED  
FUNDING

# **PURPOSE OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM**

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# PURPOSE

It's a **federal program** run by the U.S. Department of Housing and Urban Development (**HUD**).

- **Authorization:** The Housing and Community Development Act of 1974.
- **Goal:** To help local cities and counties create strong, thriving neighborhoods.



# CITIZEN PARTICIPATION PLAN

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The City of Moreno Valley uses this Citizen Participation Plan to ensure that the public, especially low- and moderate-income residents, directs how federal funds (CDBG, HOME, and ESG) are spent on local needs.

The City ensures transparency by actively reaching out to residents, giving two weeks' notice for all required Public Hearings, and providing a 30-day window for the community to review and comment on the proposed Annual Action Plan before it is adopted.



# HOW IS A PROJECT DETERMINED TO BE ELIGIBLE FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS?

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(NATIONAL OBJECTIVES)



# CDBG OBJECTIVES

All the City's CDBG activities must qualify as meeting one or more of the following three National Objectives:

**Objective #1**      **Activities Benefiting Low- to-Moderate Income Persons and/or Households.**

**Objective #2**      **Activities Which Aid in the Prevention or Elimination of Slums or Blight.**

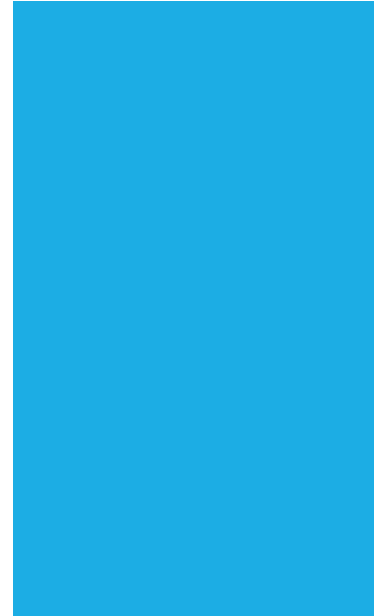
**Objective #3**      **Activities Designed to Meet Community Development Needs Having a Particular Urgency.**



# MEETING NATIONAL OBJECTIVE 1

National Objective 1 can be met by providing:

- Direct Benefit Activities – Benefit clientele where at least 51% are qualified low-mod income.
- Area Benefit Activities – Benefit to areas designated at least 51% low-mod based on the HUD CDBG Census Tract Map.



# ELIGIBLE ACTIVITIES

- Public services
- Activities relating to energy conservation and renewable energy resources.
- Rehabilitation of residential and non-residential structures.
- Construction of public facilities and improvements, such as water and sewer facilities, streets, neighborhood centers, and the conversion of school buildings for eligible purposes.
- Provision of assistance to profit-motivated businesses to carry out economic development and job creation/retention activities or other economic development activities.



# ELIGIBLE ACTIVITIES: PUBLIC SERVICES

Public services activities generally include:

- Crime prevention/public safety, homeless services, recreation and youth programs, senior services and other specialized counseling.

Public service programs must be a new service or an increase in the existing level of services.

- Typically, no duplication to the same individual during the program year.

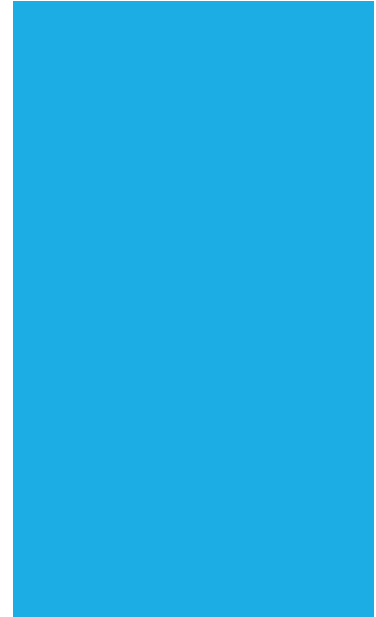




# CITY'S OBJECTIVES & POLICIES

## Public Service Priority Ranking

1. Fair Housing Activities
2. 'Basic Needs' Related Social Services Programs
3. Programs offering Low-Cost Transportation
4. Free/Low-Cost programs for School-Aged Youth
5. Community Public Safety Programs
6. Employment Services/Programs and Job Skills Training



# PROGRAM BENEFICIARIES

City's Grant Programs must benefit Extremely Low-to-Moderate Income (LMI) persons.

An income eligible household or participant is one whose household income is equal to or less than the extremely-low to low-moderate income limits established by HUD, as demonstrated in the table in the next slide.



Family Size	1	2	3	4	5	6	7	8
Extremely Low (30%)	\$23,500	\$26,850	\$30,200	\$33,550	\$36,250	\$38,950	\$41,650	\$44,300
Very Low Income (50%)	\$39,200	\$44,750	\$50,350	\$55,950	\$60,450	\$64,900	\$69,400	\$73,850
Low-Mod Income (80%)	\$62,250	\$71,600	\$80,550	\$89,500	\$96,700	\$103,850	\$111,000	\$118,150

# HUD LOW-MOD INCOME LIMITS



# ELIGIBLE ACTIVITIES: ECONOMIC DEVELOPMENT

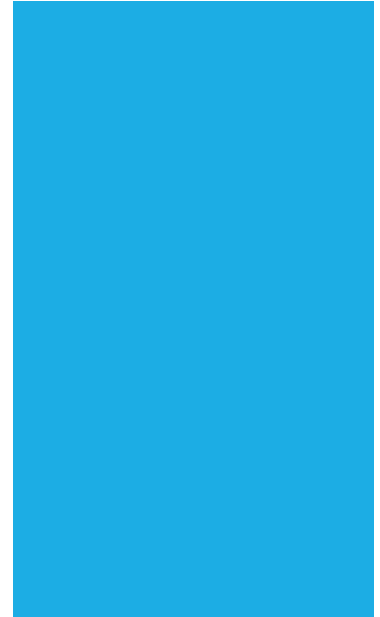
Economic development activities include endeavors aimed at increasing or maintaining the level of business activity in the City.

Activities typically create/retain permanent jobs or provide area services of which at least 51% must be made available to low- to-moderate income persons.

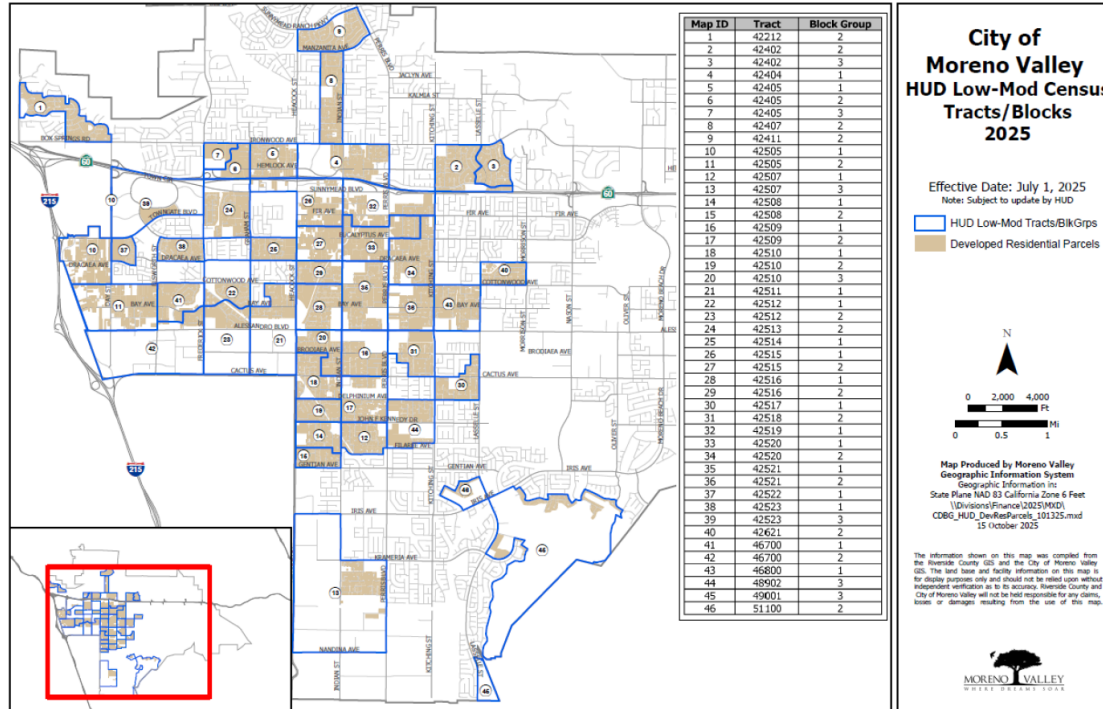


# AREA BENEFIT ACTIVITIES

- Area Benefit Activities include Public Improvements (e.g., street rehab).
- At least 51% of area residents must be LMI.
- HUD Census Tracts/Block map identifies these LMI areas (on next slide).
- Area served must be primarily residential.



# HUD LOW-MOD CENSUS TRACTS



2025 HUD Low-Mod Tracts

# GRANT POLICIES

- Funding priority for local service providers and previously funded programs.
- Three (3) years of successful grant management experience preferred.
- Minimum CDBG award is \$15,000.



# APPLICATION FORM HIGHLIGHTS

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(Exhibit B)





# APPLICATION SECTIONS

## I. GENERAL INFORMATION

- Agency type
- UEI ([www.SAM.gov](http://www.SAM.gov))
- Contact information

## II. ORGANIZATIONAL INFORMATION

- Pertinent Organization Information/Contact
- Required Attachments



# APPLICATION SECTIONS

## III. PROJECT DESCRIPTION

- Clear project description
- Service model
- Community need addressed
- Purpose
- Goals
- Milestones
- Target beneficiaries



# APPLICATION SECTIONS

## IV. NATIONAL OBJECTIVES

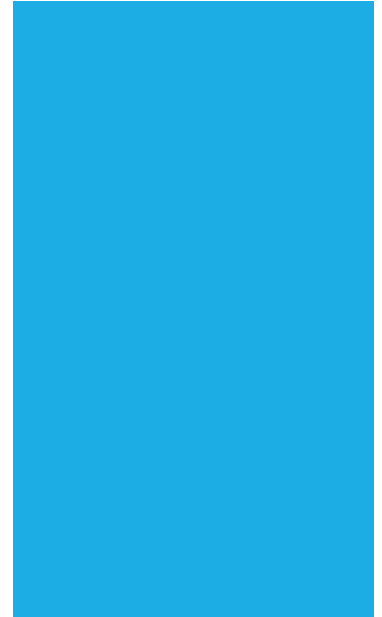
- Area Benefit (Census Tracts)
- Limited Clientele (Income-verified)
- Presumed Benefit
- Slum/Blight
- Urgent Need



# APPLICATION SECTIONS

## V. BUDGET

- Total program budget
- Moreno Valley-only budget
- CDBG request amount
- Accuracy, allowable costs, cost per participant



# APPLICATION SECTIONS

## VI. CAPACITY & MANAGEMENT

- Financial & procurement systems
- Audit history & internal controls
- Reporting capacity
- Plan if not fully funded



# REQUIREMENTS FOR FUNDED PROJECTS & CERTIFICATION

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(EXHIBIT C)



# SUBRECIPIENT REQUIREMENTS



REPORTING



INSURANCE



COMPLIANCE

# EVALUATION CRITERIA

- Administration Capacity – 10 points
- Identification/Analysis of Local Needs – 20 points
- Program Design – 10 points
- Reasonable Budget/Leveraging Funds – 10 points
- Technical Quality of Application – 5 points
- Collaboration – 5 bonus points





# EVALUATION PROCESS

- Initial Review for completeness & project eligibility.
- Technical Review Committee scoring based on Evaluation Criteria.
- Final Review and Selections are made by the City Council based on identified priorities, application submission, and consideration of past performance (for returning applicants).



# APPLICATION TIPS: DEADLINE

Applications available  
Via PlanetBids

The Deadline is  
**Friday, January 30, 2026,**  
**2:00 p.m.**

CDBG:

<https://vendors.planetbids.com/portal/24660/bo/bo-detail/135542>



# GRANT AWARD PROCESS

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## **Award Notification**

### **Anticipated Time:**

(Early- Mid June)

The City sends letters notifying organizations of award selection. An acceptance letter is also sent requesting a response from the organization.



## **Agreement from HUD**

### **Anticipated Time:**

(September-October)

Upon obtaining a formal agreement from HUD, City staff starts processing subrecipient agreements for approval and signature by the City Manager and City Attorney.



## **Agreement Processing & Legal Review**

### **Anticipated Time:**

(October- November)

The City Attorney's office reviews and approves all subrecipient agreements. Upon approval, the agreements are prepared and routed for subrecipients to provide review/comments.

# **GRANT AWARD PROCESS**





## Agreements Executed

### Anticipated Time:

October- November

After all comments are received and addressed the final agreements are routed for internal City signatures. Once an agreement is fully executed, the subrecipient will receive a copy of the agreement and Notice to Proceed.



## Finance Review

### Anticipated Time:

November-December

The Grants Division enters the agreement and all supporting documentation into the City's Financial Operations System and a Purchase Order is created for each subrecipient.



## Invoice Review for Approval

### Anticipated Time:

2 weeks after the Agreement is signed (November-December)

Subrecipients are expected to submit monthly invoices/reports to the City on the 10<sup>th</sup> of each month for review.

City Staff/Consultants will review invoices for completeness, compliance, and review program deliverables via a statistical report.

# GRANT AWARD PROCESS

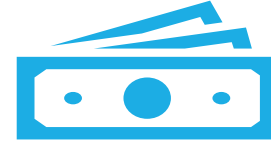




## Invoice Submittal for Payment

**Anticipated Time:** 1-2 weeks processing  
(November-December)

After invoices have been reviewed and approved the Grants Division will submit the invoices to Accounts Payable to initiate the internal approval process.



## Initial Payment Authorization

**Anticipated Time:** 1-2 weeks  
(November-December)

Once the invoices have obtained the necessary approvals, Accounts Payable will then issue the check to subrecipients. All payments are sent as an ACH.

# GRANT AWARD PROCESS



# RESOURCES

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# RESOURCES: FEDERAL REGULATIONS

Subrecipients will be held to Federal Grant Regulation Standards for:

## CDBG Title 24 CFR Part 570

Must have staff who can study, understand, and comply with the complexities of the Regulations.

<https://www.ecfr.gov/current/title-24/subtitle-B/chapter-V/subchapter-C/part-570>





# RESOURCES: FEDERAL REGULATIONS

## Title 2 CFR 200

UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS

Labor Standards

Record Keeping

Conflicts of Interest

Internal Controls

Purchasing

Anti-Discrimination

Applies to all HUD grants and can be found at:

[https://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200\\_main\\_02.tpl](https://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl)



# COMMON TERMS / ACRONYMS

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# COMMON TERMS AND ACRONYMS



**AMI:** Area Median Income-The median income for a specific metropolitan area or county, determined annually by HUD. Used to calculate LMI eligibility.



**CDBG:** Community Development Block Grant-The main program that provides annual grants to local and state governments to address community development needs, primarily benefiting low- and moderate-income persons.



**HUD:** U.S. Department of Housing and Urban Development The federal agency that administers the CDBG program and is responsible for its regulations and funding.



**LMI:** Low- and Moderate-Income-The primary target group for CDBG benefits. Defined by HUD as a household or area where income is at or below 80% of the



**PY:** Program Year- The Program Year for the Federal Award.

# TECHNICAL ASSISTANCE

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# TECHNICAL ASSISTANCE (TA) & SUPPORT

Last date to request assistance or ask questions

- **January 15, 2026 @ 5 PM**

PlanetBids troubleshooting tips

- [PlanetBids Vendor Portal](#)

How to contact staff

- [grantadmin@moval.org](mailto:grantadmin@moval.org)



# QUESTIONS

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