

<https://www.miplace.org/cdbg-dr/>

## **PROGRAM INFORMATION**

On behalf of the Michigan Strategic Fund, the Michigan Economic Development Corporation (MEDC) is accepting Applications for hazard mitigation and resilience planning activities under the State of Michigan's Community Development Block Grant – Disaster Recovery (CDBG-DR) 2021 Disaster Planning Program. The U.S. Congress made supplemental disaster assistance funding available for the 2021 disaster, and HUD announced the allocation of \$12,033,000 in CDBG-DR funding to Michigan in response to the June 25 through June 26, 2021, event. An additional allocation of \$7,864,000 in CDBG-DR funds was made by HUD on January 18, 2023, for disasters occurring in 2021 for a total of \$19,897,000. Total funds allocated for the 2021 Planning Program are \$2,984,550 pending HUD approval.

The 2021 Planning Program will award funds to eligible planning activities within the identified HUD MID county of Wayne that aim to minimize future risks through intentional comprehensive and land use planning, building requirements, zoning ordinances, studies and strategic plans. The grant funds will allow recipients to create and update plans, codes, and ordinances to directly benefit individuals and the larger community by promoting development that reduces risk to impacts of floods, fires, excessive heat or winter storms, or other future natural disasters.

MEDC will be using a first come, first service process to award funds to eligible plans and activities being completed by eligible units of local governments.

MEDC will publish the awards on the main recovery website:

<https://www.miplace.org/cdbg-dr/>. MEDC reserves the right to amend this NOFA, cancel it and/or reissue it at its discretion, and to request application revisions as needed.

## **APPLICATION INFORMATION**

The anticipated launch of the MEDC Planning Program application is **July 24, 2023**. The Planning Program will end when all eligible participants have completed project closeout, all budgeted funds have been expended, or 6 years after execution of the grant agreement with HUD. A copy of the full application is also available for reference in Appendix A of the program guidelines that can be found in the provided documents section below.

MEDC will provide applicants with training and guidance on how to complete and submit the application. The training will be recorded and posted on the recovery website.

## **ELIGIBILITY**

Eligibility determination is based on meeting several requirements outlined in the [CDBG-DR Action Plan](#) within the Proposed Use of Funds section and the Program Policies. The application process will require applicants to demonstrate, at a minimum, how the funds will accomplish the following objectives:

- Promote sound, sustainable long-term mitigation planning informed by a post-disaster evaluation of hazard risk, especially land-use decisions that reflect responsible floodplain management and consider future possible extreme weather events and other natural hazards and long-term risks.
- Coordinate with other local and regional planning efforts to ensure consistency and promote community-level and/or regional (e.g., multiple local jurisdictions) mitigation planning.
- Integrate mitigation measures into all projects and achieve objectives outlined in regionally or locally established plans and policies that are designed to reduce future risk to the jurisdiction.
- Activity/Plans benefit the HUD/State MID area.
- The entity has the legal authority to adopt plans, codes and ordinances created.
- Budget is comprehensive, reasonable and that other funds, if included, are under the control of the applicant.

Additionally, the following are requirements for applications to be deemed eligible for funding award:

- Eligible applicants to this program include the State and local government entities located within the Most Impacted and Distressed (MID) Areas.
  - **Hazard Mitigation Planning** - Local government entities permitted by FEMA to complete Hazard Mitigation Plans under 44 CFR 201.2 are eligible for Hazard Mitigation Plan funding and include local county and municipal governments as well as

multi-jurisdictional governing bodies, special districts, and sub-government agencies and departments.

- **Resilience Planning** - For Resilience Planning funding, applicants must have authority to implement the plan or carry out the activity for which the funding is being requested.
- Eligible Applicants Entities may include the following types, subject to eligibility criteria and MEDC approval.
  - Michigan State Police/Office of Homeland Security Emergency Preparedness and (State HMP and related activities only), County, Municipality, City, Town, Township, Public Authority, School District, Special District, Intrastate District, Council of Governments, Regional or interstate government entity, Agency or Department of local government, Authorized Tribal organization, Any rural community, unincorporated town or village or public entity.
- Applicants must demonstrate the capacity to administer grant funds and complete the proposed work on time or describe how they will procure assistance to do so.
- Applicants must have authority to implement the plan or carry out the activity for which the funding is being requested.
- Applicant must have an active record with the U.S. Government System for Award Management (SAM) and must not be delinquent on any federal debt, suspended, or debarred by the federal government.
- Applicant must reveal any potential conflicts of interest.

The first section of the application will ask questions to determine an applicant's eligibility to participate in the program and will ask applicants to certify their application for submission. The second section will ask project specific questions and may require document submissions that will be used to ensure eligibility.

## **ELIGIBLE ACTIVITIES**

Applicants may choose from the following planning and resilience activities:

- Hazard Mitigation Plans
- Comprehensive Plans
- Land-Use Plans
- Site-Development Plans

- Building Codes
- Energy Codes
- Zoning Ordinances
- Flood Damage Prevention Ordinances
- Other mitigation-specific studies, plans, or strategies that support hazard risk reduction within sectors, such as economic development, housing development, or environmental development.

Applicant requests for funding cannot exceed \$500,000 for State HMP and related activities, \$150,000 for local Hazard Mitigation Plans, and \$300,000 for Resilience Planning.

## **APPLICATION REVIEW PROCEDURES**

After MEDC announces the availability of CDBG-DR funding, MEDC will release the application. The MEDC Planning Program is a non-competitive first come, first serve program. MEDC will award funds to eligible activities/plans for eligible applicants as long as funding remains or until the program ends, whichever comes first.

Application reviews will be based on application responses, supporting documentation submitted, and third-party verifications.

MEDC will post the application and publish the awards on the main recovery website: <https://www.miplace.org/cdbg-dr/>.

## **REQUIRED MATERIALS FOR APPLICATION SUBMISSION:**

Applications will be evaluated on the following project components; a full document list is included at the end of each Application section:

- Completed CDBG-DR Planning Program Application
- SAM.gov Verification (Unique Entity Identifier)
- Disaster Tie-Back Supporting Documentation
- Detailed Project Location Map
- Detailed Project Budget
- Single Audit Form
- Fiscal End of Year Statement
- Schedule of Federal Expenditure
- Activities Timeline
- Subrecipient Capacity and Conflict of Interest
- Statement of Assurances Form

- Legal Authority
- Identified Compliance Policies/Plans
- Local Citizen Participation Plan
- Procurement Policy
- Financial Policies and Procedures
- Fraud, Waste, & Abuse Policy
- Cross-Cutting Federal Compliance (Fair Housing and Civil Rights Laws, Labor Standards and Section 3)
- Associated Local Plans, Codes or Ordinances and Resolutions

## **DOCUMENTS:**

- Program Guidelines
- Application Template
  - Budget Worksheet
  - Project Timeline
- Application Criteria

## **ADDITIONAL RESOURCES**

- Grant Administration Manual (miplace.org)
- Resiliency-guide-2022.pdf (miplace.org)
- CDBG-DR: Community Development Block Grant Disaster Recovery Funds - HUD Exchange

## **QUESTIONS?**

If you have further questions regarding public infrastructure, please contact MEDC at [CDBG@michigan.org](mailto:CDBG@michigan.org). Answers to questions received will be posted publicly on a weekly basis on this webpage.

## **FREQUENTLY ASKED QUESTIONS**

### **How will MEDC be evaluating applications?**

Applications will be evaluated on a variety of factors. Complete applications that describe eligible activities and otherwise meet program requirements will be awarded funding on a first come, first served basis. For more information on eligibility, please review the Planning Program policy document on the CDBG-DR website.

### **What are the Scope of Work requirements?**

Each project scope of work must provide sufficient information to clearly identify the proposed project and its objective, describe previous plans, codes, ordinances or studies which the funded activity will build upon, describe the site or area covered by the plan, clearly describe the scope of work and how it responds to flood risk in the community and how it will benefit the population. For more information on eligibility and application requirements, please review the Planning Program policy and Application Form documents on the CDBG-DR website.

**Is a Certified Grant Administrator (CGA) required?**

MEDC does not require subrecipients to use a Certified Grant Administrator (CGA) to assist in grant administration. For complex projects, it is highly recommended to use a CGA and MEDC may require a subrecipient to use a CGA as part of the awarded funds. The administrator is responsible for compliance with federal regulations, program guidelines, and program oversight. If necessary, in advance of the award, MEDC may provide technical assistance to Subrecipients to assist in the submission of application and the development of their capacity.