



COUNTY OF SAN LUIS OBISPO
DEPARTMENT OF PLANNING & BUILDING

HSG RFP
CARES ACT
11/20/2020

NOTICE OF REQUEST FOR PROPOSAL FOR PROPOSED MAJOR
AMENDMENTS TO THE 2019 ACTION PLAN OF THE 2015-2019
CONSOLIDATED PLAN, AND PUBLIC REVIEW AND COMMENT
PERIOD FOR CDBG-CV3 CARES ACT FUNDS

UPDATE TO APPLICATION DEADLINE

Due to the number of inquiries regarding the CARES Act ESG-CV2 and CDBG-CV3 program funds and the increased number of COVID-19 cases countywide which has many organizations focused on the pandemic, the County Department of Planning and Building is extending the Friday, December 18 application submittal deadline to **Monday, December 28, 2020, 12:00 PM (Noon)**.

This Request for Proposal and the Department of Planning and Building's website page was updated to also reflect this update. All other dates, instructions and requirements per the RFP remain in effect.

The Department of Social Services' (DSS) adopted the same deadline extension for their CARES Act applications. Please utilize the DSS link below to access their RFP and related information.

Update issued Wednesday, December 16, 2020.

REQUEST FOR PROPOSALS (RFP), MAJOR AMENDMENT TO THE 2019 ACTION PLAN OF THE 2015-2019 CONSOLIDATED PLAN, AND PUBLIC REVIEW AND COMMENT PERIOD FOR THE URBAN COUNTY OF SAN LUIS OBISPO UNDER THE CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY ACT (CARES ACT) FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG-CV3) PROGRAM

In response to the Coronavirus Pandemic (COVID-19) the U.S. Department of Housing and Urban Development (HUD) notified the County of San Luis Obispo on September 11, 2020 that it will receive an allocation of \$1,876,904 from the third tranche of Community Development Block Grant (CDBG-CV3) funds to be used **to prevent, prepare for, and respond to the coronavirus**. The Coronavirus Aid, Relief, and Economic Security Act (CARES Act) authorized these allocations via, Public Law 116-136, signed by President Trump on March 27, 2020, to respond to the growing effects of COVID-19.

General Information on the CARES Act and Eligible CDBG-CV3 activities

Most CDBG eligible activities remain eligible under the CDBG-CV3 provided they address the **prevention of, preparation for, and response to the coronavirus per the CARES Act**. Through the CARES Act, HUD issued a mega-waiver for grantees to enable swift implementation of the grant programs that allows truncated public comment period (5-day comment period as opposed to the standard 30 days). Please see other program waivers below.

Important Notes:

2019 CDBG-CV3 APPLICATION

- The Performance Period for the CDBG-CV3 funds extends to August 30, 2022 and funds expended by this date. Invoices must contain supporting expenditure documentation, final beneficiary documentation and accomplishments narratives for County review and approval.
- The County is seeking applicants for eligible activities from non-profit organizations or government entities that have a 1) DUNS number and an active registration in SAM (<https://sam.gov/SAM/>). Please contact Tony Navarro at tnavarro@co.slo.ca.us or at (805) 781-5787, if your organization does not already have an "Active" status in SAM.gov; 2) are able to provide audited financial statements, and 3) comply with all CDBG-CV3 regulations. See "Certifications" section of the CDBG-CV3 application for more information.
- The County Department of Social Services is also releasing its RFP today (November 20, 2020) for COVID-19 related grants. Please click on the following link to access this RFP: <https://www.slocounty.ca.gov/Departments/Social-Services/Homeless-Services/Funding-Availability.aspx>
- The Departments of Social Services and the Department of Planning and Building will host a virtual Workshop via a Zoom meeting (e-mail invitation to be sent to interested parties) at 3:30 PM on Monday, November 30, 2020 to discuss the CDBG-CV3 and ESG-CV2 funds. If you are not on the County's e-mail list, please send a request asking to be placed on the mailing list to: actionplan@co.slo.ca.us.
- CDBG-CV3 applicants must use the pdf application available at the County's website link below. This application is NOT available on ZoomGrants.
- Please contact County staff regarding acquisition or rehabilitation projects as **disposition of real property requirements under 2 CFR 200.311 (Real Property) may apply**. The disposition of real property involves the repayment of federal funds associated with temporary emergency shelter facilities and possibly to other eligible CDBG-CV activities. HUD is working with federal agencies to provide guidance or obtain a waiver to the disposition requirement for CARES Act projects. The County does not know when HUD will provide the guidance and whether it will be timely to the County's review and development of the draft funding recommendations.

Application Availability and Deadline

AVAILABLE: <https://www.slocounty.ca.gov/Departments/Planning-Building/Housing/Housing-Forms-Documents/Informational-Documents/CARES-Act.aspx>

WHEN: **12:00 P.M. (Noon), Monday, December 28, 2020**

WHERE: **actionplan@co.slo.ca.us**

CDBG-CV3 Funds

2019 CDBG-CV3 APPLICATION

The CDBG-CV3 (\$1,876,904) funds are to be used to prevent, prepare for, and respond to the coronavirus pandemic (COVID-19) for CDBG-eligible activities and clients. The CARES Act provides certain CDBG program flexibilities in response to the COVID-19 emergency, such as the **waiver to the 15% cap on the amount of grant funds that can be used for public services activities**. Other waivers provide that grantees (County), may use CDBG-CV3 grant funds to cover or reimburse costs to prevent, prepare for, and respond to coronavirus incurred by the County.

\$1,501,524 in CDBG-CV3 funds will be available for award as the County plans to retain the allowed 20% for administrative costs.

The County's CDBG-CV3 allocation is the third and final tranche of the \$5B total of CDBG-CV funds. The allocation to the County was based on the current CDBG formula as determined by the Secretary of HUD. The process that is outlined here is applicable to the third tranche award of \$1,876,904 for COVID-19 related activities.

Proposals for CDBG-CV3 funds from interested agencies and organizations for a possible CDBG-CV award under a major amendment to the Consolidated Plan's Program Year 2019 Action Plan will be considered and, if accepted, made part of the County of San Luis Obispo's 2019 Annual Action Plan. The 2019 Annual Action Plan is the fifth and final plan made in connection with the Urban County's 2015-2019 Consolidated Plan for Housing and Community Development.

For an application to be considered for funding, the following qualifications must be met:

- The proposed activity must comply with application program regulations in meeting one of the national objectives of the CDBG Program – benefit to low- and moderate-income persons, aid in the prevention or elimination of slums or blight, meet a need having a particular urgency;
- The proposed activity must be listed as an “eligible” activity in the CDBG regulations; and
- The proposed activity must address a CARES Act need.

Applications that are deemed eligible for CDBG-CV3 funding will be evaluated by the 1) a committee consisting of County Public Health officials; 2) **Interagency Review Committee**, comprised of city managers, or their designee, from the participating jurisdictions of the Urban County and County officials; and 3) the **Homeless Services Oversight Commission (HSOC)** to develop funding recommendations. These parties may consider other appropriate and reasonable homelessness related criteria during their review/assessment of funding requests based on, but not limited to, the following criteria:

- Geographic distribution of funds
- Benefit to low- and moderate-income persons
- Benefit to target population
- Activity need and justification
- Activity management
- Activity implementation
- Financial capacity and stability of organization
- Application completeness

2019 CDBG-CV3 APPLICATION

- Other criteria – cost reasonableness and effectiveness, prior experience with CDBG-related activities or other grant programs, any open/underway CDBG-funded projects from previous years, organizational strength (record-keeping methods, filing system, financial systems, existence of written procedures for financial management and personnel, relocation of existing residents when applicable), etc.

Additionally, specific to the COVID-19 outbreak, applications must be for activities/programs that prevent, prepare for and/or respond to COVID-19. The following activities are examples of potential, but not limited to, eligible activities for CDBG-CV3 funds:

- Construction of a facility for testing, diagnosis, or treatment.
- Rehabilitation of a community facility to establish an infectious disease treatment clinic, e.g., a neighborhood/community center in a predominately low and moderate-income (LMA) area
- Acquisition/rehabilitation/construction of a group living facility designed to centralize patients undergoing treatment.
- Rehabilitation of a commercial building or closed school building to establish an infectious disease treatment clinic.
- Acquire and quickly rehabilitate (if necessary) a motel or hotel to expand capacity of hospitals to accommodate isolation of patients during recovery.
- Make interim improvements to private properties to enable an individual patient to remain quarantined on a temporary basis, such as minor home rehabilitations.
- Assistance to small businesses to retain jobs held by low-/moderate-income persons
- Provide technical assistance/grants/loans to establish, stabilize and expand microenterprises that provide medical, food delivery cleaning and other services to support home health and quarantine.
- Carry out job training to expand the pool of healthcare workers available to treat infectious disease.
- Provide testing, diagnosis, or other services at a fixed or mobile location.
- Increase the capacity of targeted health services for infectious disease response within existing health facilities.
- Provide equipment, supplies and materials necessary to carry out a public service.
- Deliver meals on wheels to quarantined individuals.

Low- and Moderate-Income Guidelines: At least 51% of the funded activity participants or beneficiaries must meet the low- or moderate-income guidelines as determined by HUD for the San Luis Obispo-Paso Robles-Arroyo Grande, CA MSA Median Family Income (FMI) limits. The current income guidelines/limits are as follows:

HUD Income Limits for the San Luis Obispo-Paso Robles- Arroyo Grande, CA MSA MFI = \$97,300

Income Category	1P HH	2P HH	3P HH	4P HH	5P HH	6P HH	7P HH	8P HH
Extremely Low-Income (30%)	\$20,400	\$23,300	\$26,200	\$29,100	\$31,450	\$35,160	\$39,640	\$44,120

2019 CDBG-CV3 APPLICATION

Very Low-Income (50%)	\$33,950	\$38,800	\$43,650	\$48,500	\$52,400	\$56,300	\$60,150	\$64,050
Low-Income (80%)	\$54,350	\$62,100	\$69,850	\$77,600	\$83,850	\$90,050	\$96,250	\$102,450

Published by HUD, April 1, 2020: <https://www.huduser.gov/portal/datasets/il/il2020/2020summary.odn>

For examples please reference the Quick Guide to CDBG Eligible Activities to support Coronavirus and Other Infectious Disease Response:

<https://files.hudexchange.info/resources/documents/Quick-Guide-CDBG-Infectious-Disease-Response.pdf>

RACIAL EQUITY

Each community has unique circumstances impacting people experiencing homelessness. People of color are disproportionately represented among people experiencing homelessness and low-income, cost-burdened households, and data is emerging that coronavirus is infecting and killing people of color at a disproportionately high rate.

HUD is encouraging grantees and subrecipients via the use of CARES Act funds to address the urgent housing needs of marginalized populations, including people of color, people with disabilities, people with criminal records, undocumented immigrants, and other individuals who face barriers to affordable, accessible housing and who may not be eligible for other forms of federal assistance.

Subrecipients must respond to disproportionality in access to services, service provision and outcomes and should seek to the voices of disproportionately impacted communities and those with lived experience of homelessness are centered in a meaningful, sustained way in creating effective approaches to reducing and ending homelessness.

HEALTH EQUITY

As part of its effort to ensure the grants will reach communities and populations disproportionately impacted by COVID-19, the Planning Department is working in collaboration with the County Department of Social Services and the Public Health Agency to ensure effective coordination. The Health Agency, following guidelines issued by the State of California’s Blueprint to a Safer Economy and using data provided by the California Healthy Places Index (<https://map.healthylacesindex.org/>), has identified census tracts that will be areas of special focus for County efforts to ensure Health Equity.

Applicants are encouraged to identify these areas as part of the “service area” for funds used to provide a direct benefit via services to eligible clientele. As part of this effort applications for ESG-CV2 funds under this Request for Proposals will be given additional points for Health Equity measures that operate in or that provide specific, achievable plans for serving persons in one or more tracts that have been identified as target areas.

The following census tracts have been identified as the highest priority areas:

2019 CDBG-CV3 APPLICATION

Track Area Description (please review area Track maps and data from cited link above)

- 100.16 San Miguel – Includes Track 100.16 Block 1 but target population is within Track 100.16 Block 2 (San Miguel)
- 101.02 City of Paso Robles - Representing city area west of the Salinas River
- 102.04 City of Paso Robles - Representing an area within the city per Track boundaries
- 105.04 Cayucos
- 107.03 Representing the eastern half of Los Osos – consult Tract Map for specific area boundaries
- 109.02 City of San Luis Obispo - Represents an area within the city per Track boundaries
- 111.03 City of San Luis Obispo - Represents an area within the city per Track boundaries
- 112 City of San Luis Obispo - Represents an area within the city per Track boundaries
- 122 Oceano
- 124.01 Representing an area within Nipomo – consult Tract Map for area boundaries
- 125.02 City of Atascadero - Represent an area within the city per Track boundaries
- *120 Represents the eastern half of the City of Grover Beach. This area is not eligible for entitlement CDBG-CV and ESG-CV funds administered by the County’s Department of Planning and Building. Please consult with the Department of Social Services for eligible use of CA ESG-CA2 funds within this area.**

INFORMATION ON ESG-CV2 FUNDS

This RFP also serves as a reminder to the ESG-CV2 applicants who submitted their draft applications on October 28, 2020. ESG-CV2 applicant can now make edits to their applications via ZoomGrants. The **ESG-CV2 applications are due on Monday, December 28, 2020, at 12:00 PM (Noon)**. The County will send out guidance and updates as provided by HUD on the use of the ESG-CV2 funds.

NOTE to ESG-CV2 Applicants: As of the date of this RFP, HUD has not provided updated guidance on the disposition requirements applicable under 2 CFR 200.311 (Real Property) involving repayment of federal funds associated with temporary emergency shelter facilities described in Section III (E) (3) (a) (ii) (b) of HUD Notice: CPD-20-08 (September 1, 2020) (<https://www.hudexchange.info/resource/6135/notice-cpd-20-08-waivers-and-alternative-requirements-for-the-esg-program-under-the-cares-act/>).

5-DAY PUBLIC REVIEW AND COMMENT PERIOD AND BOARD OF SUPERVISORS APPROVAL:

The 5-Day Public Review and Comment period shall commence with the release of the Draft Funding Recommendations on Friday, January 29 - February 3, 2021. See below for additional timelines.

The County invites public comments on the major amendment of the Con Plan (2019 Action Plan) to include the CDBG-CV3 funding. In consideration of the COVID-19 pandemic, the County established an abbreviated notice and application period for CDBG-CV3 funding as allowed by the CARES Act and HUD.

Timeline

RFP issued:	Friday, November 20, 2020
Virtual Workshop (e-mail invitation to be sent):	Monday, November 30, 2020
Applications due:	Monday, December 28, 2020, 12:00 P.M. (Noon)

2019 CDBG-CV3 APPLICATION

Technical Review (staff level):	Date TBD due to application deadline extension
Ad Hoc Review Committee (Public Health):	January 4 – 11, 2021
CDBG-CV Inter-agency Review Committee:	January 4 – 11, 2021
Prepare Recommendations (HSOC)	Tuesday, January 12, 2021
HSOC review and approval	Wednesday, January 20, 2021
Release Draft Funding Recommendations	Friday, January 29, 2021
Start of 5-day public review and comment period:	Friday, January 29, 2021
Draft Funding Recommendation Public Workshop	Wednesday, February 3, 2021
End of 5-day public review and comment period	Monday, February 8, 2021
Prepare and Finalize Board package	February 9 – 28, 2021
Board of Supervisors hearing	Tuesday, March 16, 2021

If your organization anticipates an increase in services directly related to the COVID-19 outbreak, or has a new proposal for directly addressing increased community need related to the COVID-19 outbreak, please submit this application to the County Planning and Building Department via e-mail no later than **12:00 P.M. (Noon), on Monday, December 28, 2020**. The application should highlight how the need for services has increased directly because of the COVID-19 pandemic, or detail how a new program/activity is meeting the needs created by the current health crisis.

The County's response to the CARES Act streamlined procedures will provide at least five days of public notice and a reasonable opportunity to comment. The five (5) business day public comment period will begin on January 29, 2021 and concludes February 3, 2021.

APPLICATIONS:

Any individual, group or organization wishing to apply for CDBG-CV3 funding must apply to the County, using the official application available Friday, November 20, 2020. CDBG-CV3 applications must be filled out using a pdf version of the application, NOT via ZoomGrants. To obtain a CDBG-CV3 application, visit

<https://www.slocounty.ca.gov/Departments/Planning-Building/Housing/Housing-Forms-Documents/Informational-Documents/CARES-Act.aspx>

Applications and comments can be sent to Tony Navarro, Planner III, Department of Planning and Building, 976 Osos Street, Room 300, San Luis Obispo, CA. 93408, at **actionplan@co.slo.ca.us**. The County will only accept CDBG-CV3 applications emailed applications until **12:00 P.M. (Noon), Monday, December 28, 2020**.

The following project selection criteria will be used to evaluate the project proposals:

1. Consistency with the CARES Act and regulations and laws under the federal CDBG program to prevent, prepare for, and respond to the coronavirus.
2. Community support (for example, support from a City Council or the Homeless Services Oversight Council)
3. Addresses serious and immediate community needs to address the COVID-19 pandemic through the benefit to low- and moderate-income persons and households
4. Cost effectiveness of federal funds requested and leveraging of other funding sources

2019 CDBG-CV3 APPLICATION

5. Non-profit organizations or governmental agencies with experience and knowledge regarding the CDBG program
6. All applicants must have a DUNS number and be registered at <https://sam.gov/SAM/> at the time of APPLICATION SUBMISSION so a search can be conducted regarding debarment from receiving federal funds. There is no cost for registration. The entity's legal name, address, and DUNS number must match the information provided on the application for funding.

****Please note that decreases in funding/fundraising from other sources are not considered to be eligible reasons for the allocation of CDBG-CV3 funding. Applicants must show a direct increase in service need because of the pandemic. Additionally, CDBG-CV3 applicants must verify that no other state/federal funding is available to meet these needs to avoid duplication. Finally, all proposals must comply with applicable CDBG regulations and potential subrecipient of funds must understand the CDBG-CV3 under the CARES Act requirements, programmatic requirements, and the applicant must have the capacity to undertake and comply with all applicable federal regulations. ****