



CITY of NOVI CITY COUNCIL

**Agenda Item #
December 6, 2021**

SUBJECT: Approve the Program Year 2022 Community Development Block Grant (CDBG) Application in the approximate amount of \$133,503 and authorize the Mayor to sign the Application.

SUBMITTING DEPARTMENT: Finance

CITY MANAGER APPROVAL:

BACKGROUND INFORMATION: The proposed program year (PY) 2022 CDBG allocation for the City of Novi is estimated to total \$133,503.

Housing and Community Development Committee (HCD) Recommendation: Funding requests were reviewed individually by the HCD Committee at their meeting of November 18, 2021. After very thoughtful deliberation, the Committee is recommending the following program allocations for 2022:

Recommended Projects					
<i>CDBG Program Descriptions</i>	<i>Organization Requesting Funding</i>	<i>Description</i>	<i>2021 Application Amount</i>	<i>2022 Agency Requests</i>	<i>2022 HCD Committee Recommendation</i>
Public Services	HAVEN	Domestic violence	\$15,000	\$10,000	\$13,000
Public Services	Novi Youth Assistance	Specialized counseling and camp and fieldtrip scholarships	\$8,000	\$8,000	\$8,000
Public Services	Hospitality House	Emergency Services	\$9,900	\$9,900	\$9,900
		Sub-Total*	\$32,900	\$27,900	\$30,900
Minor Home Repair	City of Novi	Residential Repair program for Novi Residents	\$97,630	\$105,603	\$102,603
		Total	\$130,530	\$133,503	\$133,503

***The maximum 30% allocation allowed within the Public Service category for 2022 is \$40,051**

The deadline to submit the 2021 CDBG application to Oakland County is December 17, 2021.

RECOMMENDED ACTION: Approve the Program Year 2022 Community Development Block Grant Application in the approximate amount of \$133,503 and authorize the Mayor to sign the Application.

CITY OF NOVI
COUNTY OF OAKLAND, MICHIGAN

Approving the 2022 Community Development Block Grant Application

Minutes of a Meeting of the City Council of the City of Novi, County of Oakland, Michigan, held in the City Hall of said City on December 6, 2021 at 7 o'clock P.M. Prevailing Eastern Time.

PRESENT: Councilmembers _____

ABSENT: Councilmembers _____

The following preamble and Resolution were offered by Councilmember _____ and supported by Councilmember _____.

WHEREAS, the Housing and Community Development Committee has recommended a program for the use of 2022 Community Development Block Grant funds, and

WHEREAS, the City of Novi has duly advertised and conducted a public hearing on December 6, 2021, for the purpose of receiving public comments regarding the proposed use of 2022 Community Development Block Grant funds in the approximate amount of \$133,503, and

WHEREAS, the City of Novi found that the following projects meet the federal objectives of the Community Development Block Grant program and are prioritized by the community as high priority need.

Account #:	Project Name:	Amount:
172160-730571	Public Services – Emergency Services – Subsistence Payments	\$ 9,900
172160-730137	Public Services – Domestic Violence	\$ 13,000
172160-732185	Public Services – Youth Services	\$ 8,000
172170-731227	Minor Home Repair	\$ 102,603

Total **\$133,503**

NOW THEREFORE BE IT RESOLVED, that the City of Novi hereby authorizes that the 2022 Community Development Block Grant Application in the approximate amount of \$133,503 be approved and submitted for inclusion in Oakland County's Annual Action

Plan to the U.S. Department of Housing and Urban Development, and that the Mayor is hereby authorized to execute all documents, agreements, or contracts which result from this application to Oakland County.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

Cortney Hanson, City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Novi, County of Oakland, and State of Michigan, at a regular meeting held this 6th day of December 2021, and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, and that the minutes of said meeting have been kept and made available to the public as required by said Act.

Cortney Hanson, City Clerk
City of Novi



MEMORANDUM

TO: CARL JOHNSON, FINANCE DIRECTOR

FROM: SABRINA LILLA, DEPUTY FINANCE DIRECTOR

SUBJECT: 2022 COMMUNITY DEVELOPMENT BLOCK GRANT PUBLIC HEARING INFORMATION

DATE: NOVEMBER 22, 2021

The proposed Program Year (PY) 2022 Community Development Block Grant (CDBG) allocation for the City of Novi is **estimated** to total \$133,503. **Funding requests from outside agencies for public service activities were received totaling \$27,900.** The maximum amount the City of Novi is allowed to allocate directly to the public service program category for 2022 is \$40,051. Below is the history of Oakland County's public service cap policy:

Oakland County is required by the U.S. Department of Housing and Urban Development (HUD) to maintain an overall public service cap of 15%. Dating back to November 1, 1996, Oakland County was allowing participating communities to spend a maximum of 50% of its annual allocation for public service activities and still maintain the overall 15% requirement. This was possible because of the large offsetting Oakland County Home Improvement Program. The impact of the 2000 census was to eliminate the area wide benefit activities for many communities forcing more communities to now allocate funds directly to public service activities. As a result, Oakland County in 2006 changed their policy to only allow participating communities to spend a maximum of 45% of their annual allocation on public services. Because of a sever decrease in the amount of revolving loan fund (RLF) paybacks to the Home Improvement Program, the public service cap was reduced even further by Oakland County to a maximum of 30% of community allocations. Decreases in the amount of revolving loan fund (RLF) paybacks to the Home Improvement Program as well as a 17% reduction in federal funding in PY 2011, caused the public service cap to be reduced even further by Oakland County to a maximum of 15% of community allocations. **With the addition of the City of Pontiac to Oakland County's list of participating communities, the public service cap was increased to a maximum of 30% of community allocations.** This continues to be the allowed allocation limit. The public service category allows the City of Novi to fund programs and services such as Youth Assistance and HAVEN.

Housing and Community Development Committee (HCD) Recommendation: The HDC Committee is represented by six members, five residents and one non-voting administrative staff member (Sabrina Lilla).

Funding requests were reviewed by the Housing and Community Development Advisory Committee at their meeting on November 18, 2021 and they are recommending the following program allocations for 2022:

Recommended Projects					
CDBG Program Descriptions	Organization Requesting Funding	Description	2021 Application Amount	2022 Agency Requests	2022 HCD Committee Recommendation
Public Services	HAVEN	Battered and abused spouses	\$15,000	\$10,000	\$13,000
Public Services	Novi Youth Assistance	Specialized counseling and camp scholarships	\$8,000	\$8,000	\$8,000
Public Services	Hospitality House	Emergency services	\$ 9,900	\$9,900	\$9,900
		Sub-Total*	\$32,900	\$27,900	\$30,900
Minor Home Repair	City of Novi	Residential Repair program for Novi Residents	\$97,630	\$105,603	\$102,603
		Total	\$130,530	\$133,503	\$133,503

***The maximum 30% allocation allowed within the Public Service category for 2022 is \$40,051.**

Letters requesting grant funding from HAVEN, Novi Youth Assistance, and Hospitality House have been included within this packet as additional information.

Agency request, in previous years, typically mirror actual awards from the previous year. For Program Year 2022, we spoke with the requesting organizations and suggested they should request funds they believe they can use. They did not need to limit their requests to the level of funding from the prior year but should request the funds they believe they can utilize.

The Committee sought to provide the greatest good for the greatest amount of people. The Committee agreed to recommend continued funding for Novi Youth Assistance (NYA), HAVEN and emergency services. Based on actual spending in past program years, the committee concluded to fund NYA at their requested funding levels. Funding dollars allocated to NYA are used to provide direct intervention services for Novi youth and include counseling, enrichment, skill building and academic support to children who are for various reasons deemed to be at "at risk" or whose families have insufficient financial resources to meet their needs for these activities. The broad goals are: 1) to provide scholarships to allow children (who qualify by income) to attend various summer camps according to their individual interest and needs, 2) to enroll qualifying children in programs that increase skills in various areas and 3) to provide tutoring to qualifying children who can benefit from additional academic support.

The City received emergency service funding requests from Hospitality House. The organization requested a minimum of \$9,900. The Committee felt emergency services are a needed resource within the City, especially this past year due to the pandemic and the organization would be able to utilize the funds. Last year, Hospitality House provided 50,628 pounds of food to 139 individuals which equated to \$85,561.

HAVEN Guidelines for CDBG Communities: Beginning with the 2007 Program Year, Oakland County now contracts directly with HAVEN as a sole source provider on behalf of participating communities. In the past, each community would contract individually with HAVEN. The contract duration period will be one year and at the end of the contract period, any community balance will be expended for the 24-hour crisis hotline. HAVEN provided program services to 112 individuals and 192 crisis calls were received from families within the City of Novi. The Committee recommended to provide the requested funds plus an additional allocation of \$3,000 for HAVEN. The cost to provide services to Novi residents far exceeds the funding request.

Minor Home Repair Program: In addition to our allocation of CDBG funds, Novi offers its residents the ability to participate in the Weatherization Assistance Program (WAP) administered through OLHSA. The WAP provides free, grant-funded, energy-related home repairs to all eligible low income households to help lower their utility bills and to improve living conditions. Additional information regarding this program can be found on the City's website.

The City currently has two outstanding minor home repair contracts, one with OLHSA (program year 2018) and one with McKenna Associates (program year 2019). Due to the COVID pandemic, there was a delay in starting projects as well as finding contractors to do the work. There is currently not a wait list for funds at this point in time. In fact, in order to increase interest in the program, the City included an advertisement in the City's newsletter, Engage. The advertising worked and McKenna has received much interest in the program. Additional funds are available for the minor home repair program once the program year 2020 contract is signed.

The table below reflects funding levels for the Minor Home Repair program since 2018. On average, a minor home repair runs approximately \$1,000 to \$5,000 per unit. We anticipate the need for the Minor Home Repair program to sustain throughout the 2022 grant year.

CDBG Program	Description	2018 CDBG Funding Allocation	2019 CDBG Funding Allocation	2020 CDBG Funding Allocation	2021 CDBG Application Allocation	2022 CDBG HCD Committee Recommendation
Minor Home Repair	Residential repair program	\$74,345	\$104,030	\$100,569	\$97,630	\$102,603

Area-wide Benefit Map: Enclosed with this packet is the current area-wide benefit map as provided by Oakland County which reflects the Program Year 2022 low/moderate income block groups from the U.S. Department of Housing and Urban Development. The **Recommended Projects** for 2022 do not include any area benefit type projects such as

parks, streets or sidewalk improvements. The projects are strictly city-wide individual income-qualified type projects such as minor home repair or direct benefit projects such as public services which are not dependent on location.

Novi Community Development Block Grant History: Since 2002, the City of Novi has received and **successfully managed over \$2,526,922** in CDBG grant funds.

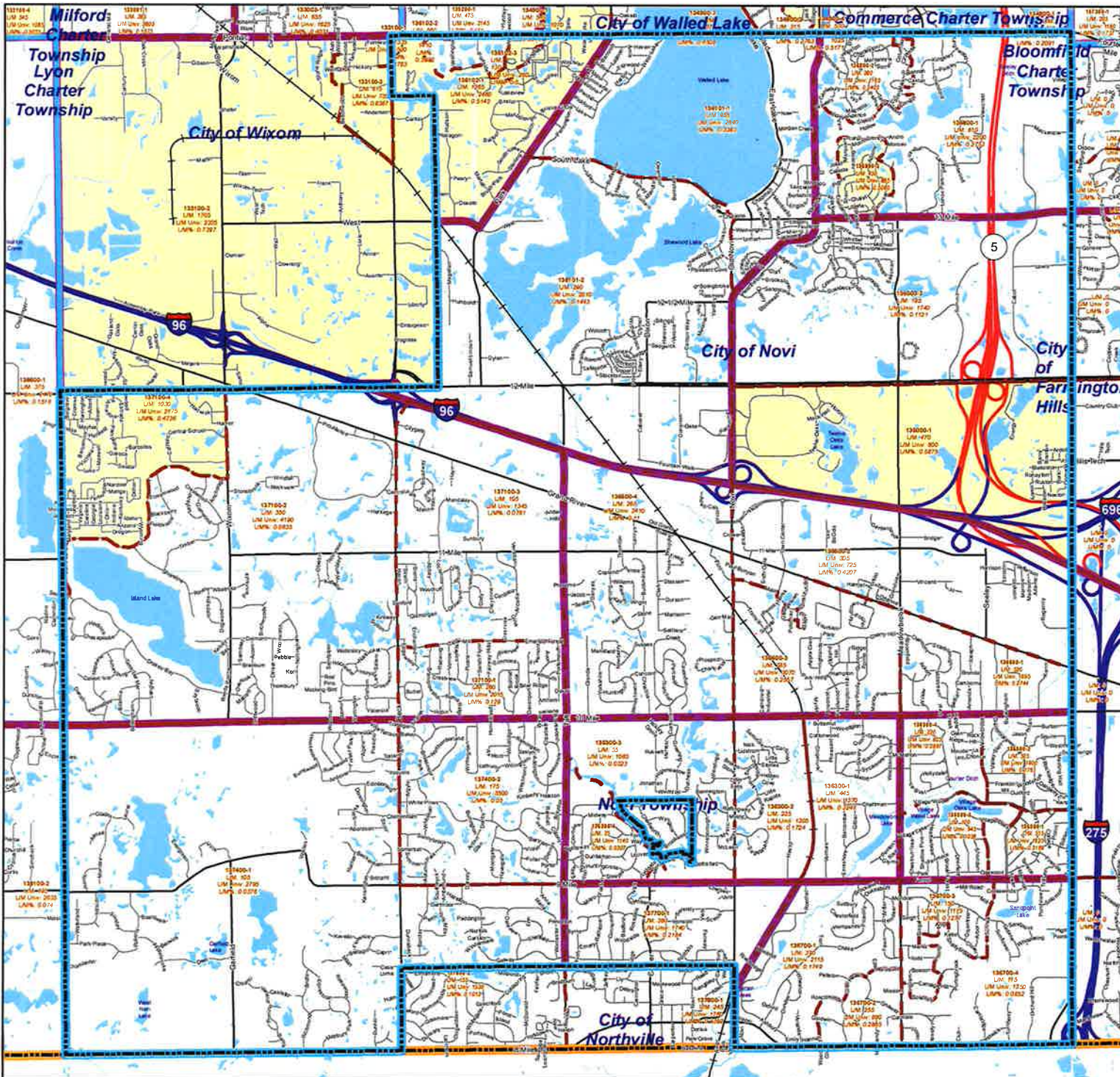
The deadline to submit the 2022 CDBG application to Oakland County is December 17, 2021.

	Program Year											Total
	Application 2022	Application 2021	Awarded 2020	Awarded 2019	Awarded 2018	Awarded 2017	Awarded 2016	Awarded 2015	Awarded 2014	Awarded 2013	Awarded 2002-2012	
Minor Home Repair	\$ 102,603	\$ 97,630	\$ 100,569	\$ 104,030	\$ 74,345	\$ 84,626	\$ 74,126	\$ 84,481	\$ 77,505	\$ 77,654	\$ 786,577	\$ 1,664,146
Novi Youth Assistance	-	-	8,000	-	18,562	10,000	10,000	8,000	8,000	8,000	67,724	138,286
NYA - Child Care Svc	8,000	8,000	-	15,000	-	-	-	-	-	-	-	31,000
Haven	13,000	15,000	16,000	8,000	7,900	6,000	6,500	6,000	6,000	6,000	53,460	143,860
Transportation	-	-	-	-	-	-	10,000	-	-	-	115,000	125,000
Senior Services	-	-	-	-	-	-	-	-	-	-	14,000	14,000
Mobile Home Repair	-	-	-	-	-	46,407	-	-	-	-	-	46,407
Emergency Services	9,900	9,900	7,000	3,500	5,400	-	-	-	-	-	-	35,700
Public Services*	-	-	-	-	-	-	-	-	-	-	328,523	328,523
	<u>133,503</u>	<u>130,530</u>	<u>131,569</u>	<u>130,530</u>	<u>106,207</u>	<u>147,033</u>	<u>100,626</u>	<u>98,481</u>	<u>91,505</u>	<u>91,654</u>	<u>1,365,284</u>	<u>\$ 2,526,922</u>

*The public service was not specifically identified



Area-wide Benefit Map



Economic Development & Community Affairs
David Coulter, County Executive

**OAKLAND COUNTY
COMMUNITY & HOME IMPROVEMENT**

Oakland Point
250 Elizabeth Lake Road, Ste. 1900
Pontiac, MI 48341-0414
248.858.0493
www.oakgov.com/chi



Area-Wide Benefit Map
City of Novi

- County Border
- Community Boundary (Highlighted)
- Community Boundary (Adjacent)
- Census Tract 2010
- Eligible Area-Wide Benefit Block Groups
- Non-Eligible Block Groups
- Interstate
- US
- State
- Major
- Minor
- Railroad
- Waterbodies

1 in = 0.82 miles

This Census Block Group map reflects the 2011-2015 American Community Survey (ACS).



Outside Agency Requests



HAVEN

LIVE WITHOUT FEAR

November 10, 2021

Ms. Sabrina Lilla
City of Novi
45175 W 10 Mile Rd
Novi, MI 48375

Dear Ms. Lilla:

Violence in families is everywhere, crossing racial, ethnic, cultural, social, and economic boundaries. The impact of this violence invades our schools, places of worship, offices, businesses, factories, and throughout our neighborhoods.

Since 1982, HAVEN has been dedicated to building violence-free communities where everyone can live without fear. HAVEN maintains a 24-hour emergency shelter exclusively for domestic violence victims and their children and sexual assault survivors who are afraid to stay in their own homes. HAVEN offers counseling and education that help families stop the violence, begin the process of healing, and create the hope that their future will be free from abuse. The agency steps out into the community – over the phone, in courtrooms, police stations, hospitals, schools, the workplace, and at community meetings – to provide crisis intervention and education to help victims and families prevent violence in future generations. HAVEN staff manage a Personal Protection Order Office exclusively for victims of domestic violence and sexual assault located in the Circuit Court system, helping victims with the creation and filing of Personal Protection Orders, at no charge, as the first step in their safety plan.

HAVEN, through its comprehensive work, serves to break the silence that has kept the crimes of domestic violence and sexual assault behind closed doors. This silence has only served to allow these crimes to flourish. From July 1, 2020 through June 30, 2021, 112 individuals utilized our program services and 192 crisis calls were received from families in the City of Novi who took the first step to break their own silence by contacting HAVEN.

Our agency is again reaching out to you for support of our work with an even greater need as we assume the burden of increased clientele and additional staff to maintain these vital services. We ask that you continue to support these families through a Community Development Block Grant of \$10,000 for fiscal year 2021-2022. Please remember that the federal government presumes that domestic violence victims are considered to be low-income and therefore qualify for inclusion in block grant public service requests.

HAVEN looks forward to the opportunity to meet with you this year to provide further information on this request and answer any questions you may have. In the meantime, if you wish to speak with me, I can be reached at (248) 334-1284, Ext. 319, or you may contact our Executive Assistant, Patricia Hoskins at Ext. 305.

Sincerely,

Marianne Dwyer

Marianne Dwyer
Director of Business Operations



Hospitality House food pantry

P.O. Box 284
2075 E. West Maple Rd., Ste. B204
Commerce Twp, MI 48390

Phone: 248-960-9975
www.hhfp.org

City of Novi
Sabrina Lilla
45175 Ten Mile Road
Novi, Michigan 48375
Re: 2021 Community Development Block Grants

Dear Sabrina Lilla:

On behalf of the Hospitality House Food Pantry, I would like to request that a minimum of \$9900 in Community Development Block Grant funding be awarded to help the pantry continue to provide food assistance to the low-income residents of the City of Novi.

Year to date Hospitality House has distributed 50,628 pounds of food to 68 unique households in Novi consisting of 139 unique individuals. This figure has a dollar value of over \$85,561.32 in value. Of the 26 different municipalities Hospitality House serves, Novi is the third largest city from which our clients originate from. Each client received approximately 96 pounds of food per visit from the pantry. Every month, we allow families with incomes below 200% of the federal poverty level to come in and "shop" our pantry, selecting the food that best meets their family needs.

Hospitality House Food Pantry not only serves Novi but all of Oakland County and never turns away anyone seeking food assistance. In the time frame from December 01, 2020, to August 21, 2021, Hospitality House served 439 unique households consisting of 823 individuals that visited the pantry a total of 3,141 times. These household were supplied with a total of 310,175 pounds of food during this time period, for an average of 98.75 pounds of food per visit.

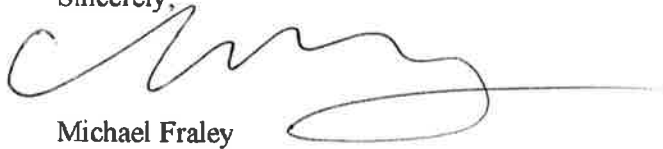
In addition, Hospitality House has several other programs to assist those who are struggling in the areas of transportation, and housing. These programs assist residents with care repair services and homeless individuals with a temporary hotel room until they are able to find housing or a space in a shelter.

Hospitality House is a diligent steward-in the use of its resources; acquiring foods at no or lost cost and primary utilizes volunteers to man its operations. These savings are passed on directly to program beneficiaries who receive services at no cost.

Hospitality House is a 501(c)(3) organization, licensed by the State of Michigan, and has in the past received CDBG funding from the City of Wixom and Walled Lake. Re: 2021 - 2022 Community Development Block Grants.

Thank you for considering our agency. Hospitality House provides a vital service to the low-income residents to the City of Novi. If you have any questions about the organization or about this proposal, you can contact Michael Fraley at (248) 960-9975.

Sincerely,

A handwritten signature in black ink, appearing to read 'Michael Fraley', with a long horizontal line extending to the right.

Michael Fraley
Executive Director
Hospitality House Food Pantry

Project Description:

Hospitality House is a "client choice" food pantry which serves all of Oakland County. "Client choice" means that the pantry is set up like a small grocery store and clients can go through and "shop" for their family, selecting the items that meet their family's needs, within established quantity guidelines based on family size. Hospitality House provides a wide range of foods, including cereal, fruit juice, canned fruits and vegetables, pasta, rice, canned meat and fish, frozen foods and baked goods. We also offer a variety of fresh vegetables, fruits, meats, dairy products and bread. Clients can select food from the pantry once every two weeks.

Project Management and Administration:

Hospitality House's Executive Director Michael Fraley and Operations Manager Raymond Sherlock, has primary responsibility for the operations of the pantry, including intake procedures, record-keeping and reporting. Oversight is provided by Hospitality House's Board of Directors.

During the intake process, clients are screened to ensure that their household income does not disqualify them from receiving services that are funded by federal funds. We record the mailing address of every client, as well as the city or township of residence. Relevant demographic information, such as age, race/ethnicity and gender, is also recorded for every member of the household at this time. All of this information is stored in Link2Feed database. Every time a client comes to Hospitality House for food, the pounds of food that they receive is also recorded in this database. This makes it possible for Hospitality House to quickly and precisely report how many pounds of food were distributed to individuals who live within the borders of Wixom, as well as the various incomes, racial, and other breakdowns that Hospitality House is required to list on its Direct Benefit Activity Report.

Capability:

Hospitality House is a sizeable organization with a strong record. We also have a dedicated, well-trained group of approximately 50 volunteers who regularly work in the pantry distributing food to the clients, as well as numerous volunteers from local schools, churches, and the community who assist on a more irregular basis. The pantry has a ten-year lease on a warehouse/office space at 2075 E. West Maple Rd. in Commerce Township, and its perishable food storage capacity includes 4 large walk-in freezer/refrigerators, and three refrigerators. In addition, Hospitality House's has relationship with a number of community partners to fight hungry in Oakland County including Gleaners Food Bank, Metro, USDA, US Foods, and Forgotten Harvest.

Familiarity with CDBG Requirements:

Hospitality House has had CDBG's from the City of Wixom, and Novi in past years. We are familiar with mandatory Direct Benefit Activity Reports, the income standards for project beneficiaries and other requirements surrounding CDBG's. Funding from this grant will only be used to serve clients who report a household income that places them in the low/moderate income category.



Novi

Strengthening Families
Through Community Involvement

OFFICE

45175 Ten Mile Road
Novi, MI 48375-3024

TELEPHONE

(248) 347-0410

FAX

(248) 347-0552

EMAIL

nya@cityofnovi.org

SPONSORED BY:

Oakland County
Circuit Court-Family Division
City of Novi
Novi Community Schools

STANDING COMMITTEES

-Board of Directors
-Family Education
-Scholarships
-Camp
-Mentors Plus
-Public Relations
-Youth Recognition
-Fund Raising
-Teen Center
-Alcohol/Drug Awareness

**PROFESSIONAL
COUNSELING
TO YOUTH AND
THEIR FAMILIES**

NOVI YOUTH ASSISTANCE

November 15, 2021

Housing and Community Development Committee
City of Novi
45175 Ten Mile Rd.
Novi, MI 48375

Dear Committee Members:

There are risk factors which can increase the likelihood of negative outcomes on a young person, and there are protective factors that *reduce* the likelihood of negative outcomes.

The Novi Youth Assistance Scholarship program exposes Novi youth to protective factors. The program offers financial assistance for skill-building and enrichment programs to youth in low income families. By participating in the programs and services that our scholarships help families to afford, our youth have the potential to be exposed to the following protective factors (www.ojjdp.gov):

- Prosocial opportunities/opportunities for participation/availability of neighborhood resources
- Presence and involvement of caring/supportive adults
- Involvement with positive peer group activities and norms
- Healthy/conventional beliefs and commitment to community and school

It is the mission of Novi Youth Assistance to strengthen youth and families and to reduce the incidence of delinquency, abuse and neglect through community involvement. Novi Youth Assistance has been fortunate to be able to offer the Scholarship program to the Novi community through CDBG funds since 1994. Continued CDBG funding is vital for this program to continue to serve our most vulnerable youth.

Novi Youth Assistance respectfully requests that the committee members consider granting Novi Youth Assistance \$8,000 for the Youth Services program in the 2022 budget year.

Sincerely,

Thomas Smith and Andrea Smith

Thomas Smith and Andrea Smith
Co-Chairs, Novi Youth Assistance

The Circuit Court-Family Division for the County of Oakland does not discriminate on the basis of disability in admission or access to its programs, activities, or services as required by Title II of the Americans with Disabilities Act of 1990. The Circuit Court-Family Division is An Equal Employment Opportunity Employer.



CDBG Application

PY 2022 CDBG APPLICATION PART 1 - CHECKLIST

Place this checklist on top of the application. Submit the following pages in the order outlined below plus required attachments.

PART 2 - COMPLETE ONCE PER APPLICATION

- A - Applicant Contact
- B - Proposed Projects
- C- Affidavit of Compliance with Federal, State, Local Regulations
- D - Conflict of Interest Certification

PART 3 - COMPLETE PER PROJECT

- A- Project Type

PART 4 - COMPLETE PER PROJECT

- A - CDBG National Objective
- B - Project Description
- C - Code Enforcement
- D - Project Location
- E - Project Purpose
- F - Project Duration
- G - Project Administration
- H - Additional Resources
- I - Environmental Review Record

PART 5 - COMPLETE ONCE PER APPLICATION

- A - Public Hearing Notice
- Option #1 Affidavit of Publication
- Option #2 Web Posting and Certification

- B - Public Hearing Minutes
- Option #1 True Copy
- Option #2 Governing Body Resolution

PY 2022 CDBG APPLICATION PART 2 - APPLICANT INFORMATION

A - APPLICANT CONTACT

Community:	City of Novi, Michigan		
PY 2022 CDBG Planning Allocation:	133,503		
Contact Person:	Sabrina Lilla		
Telephone:	248-735-5692		
Best time to contact:	9:30 AM - 3:30 PM		
DUNS #:	040583486		
Copy of current SAMS attached:	Yes <input checked="" type="checkbox"/>	If No, Explain: _____	
Is community subject to Single Audit?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	_____

B - PROPOSED PROJECTS

Example	Project # <u>1</u>	Name: <u>Code Enforcement</u>	Allocation: <u>\$80,834</u>
	Project # <u>1</u>	Name: <u>Minor Home Repair</u>	Allocation: \$ <u>102,603</u>
	Project # <u>2</u>	Name: <u>PS- Domestic violence</u>	Allocation: \$ <u>13,000</u>
	Project # <u>3</u>	Name: <u>PS - Subsistence payments</u>	Allocation: \$ <u>9,900</u>
	Project # <u>4</u>	Name: <u>PS - Youth Services</u>	Allocation: \$ <u>8,000</u>
Total # of Projects:		4	
# of Public Service Projects:		3	
Public Service %:		23%	

C - AFFIDAVIT OF COMPLIANCE

The undersigned certifies that the information in this application is true and correct. In applying for CDBG funds, the applicant has read, understands and agrees to comply with all the provisions of all federal regulations issued thereto by the U.S. Department of Housing and Urban Development (HUD), state and local regulations and laws.

Name of Highest Elected Official or Designee:	Robert J. Gatt
Title of Highest Elected or Designee:	Mayor
Signature:	

PY 2022 CDBG APPLICATION PART 2 - CONTINUED

D - CONFLICT OF INTEREST CERTIFICATION

Code of Federal Regulations Title 24, Volume 3 Revised as of April 1, 2004 CITE: 24CFR570.611

TITLE 24--HOUSING AND URBAN DEVELOPMENT CHAPTER V--OFFICE OF ASSISTANT SECRETARY
FOR COMMUNITY PLANNING AND DEVELOPMENT, DEPARTMENT OF HUD

Part 570 Community Development Block Grants

Subpart K Other Program Requirements

Sec. 570.611 Conflict of interest

(a) Applicability. (1) In the procurement of supplies, equipment, construction, and services by recipients and by subrecipients, the conflict of interest provisions in 24 CFR 85.36 and 24 CFR 84.42, respectively, shall apply. (2) In all cases not governed by 24 CFR 85.36 and 84.42, the provisions of this section shall apply. Such cases include the acquisition and disposition of real property and the provision of assistance by the recipient or by its subrecipients to individuals, businesses, and other private entities under eligible activities that authorize such assistance (e.g., rehabilitation, preservation, and other improvements of private properties or facilities pursuant to Sec. 570.202; or grants, loans, and other assistance to businesses, individuals, and other private entities pursuant to Sec. 570.203, 570.204, 570.455, or 570.703(i)).

(b) Conflicts prohibited. The general rule is that no persons described in paragraph (c) of this section who exercise or have exercised any functions or responsibilities with respect to CDBG activities assisted under this part, or who are in a position to participate in a decision making process or gain inside information with regard to such activities, may obtain a financial interest or benefit from a CDBG-assisted activity, or have a financial interest in any contract, subcontract, or agreement with respect to a CDBG-assisted activity, or with respect to the proceeds of the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for one year thereafter.

(c) Persons covered. The conflict of interest provisions of paragraph (b) of this section apply to any person who is an employee, agent, consultant, officer, or elected official or appointed official of the recipient, or of any designated public agencies, or of subrecipients that are receiving funds under this part.

(d) Exceptions. Upon the written request of the recipient, HUD may grant an exception to the provisions of paragraph (b) of this section on a case-by-case basis when it has satisfactorily met the threshold requirements of (d)(1) of this section, taking into account the cumulative effects of paragraph (d)(2) of this section.

(1) Threshold requirements. HUD will consider an exception only after the recipient has provided the following documentation: (i) A disclosure of the nature of the conflict, accompanied by an assurance that there has been public disclosure of the conflict and a description of how the public disclosure was made; and (ii) An opinion of the recipient's attorney that the interest for which the exception is sought would not violate State or local law.

(2) Factors to be considered for exceptions. In determining whether to grant a requested exception after the recipient has satisfactorily met the requirements of paragraph (d)(1) of this section, HUD shall conclude that such an exception will serve to further the purposes of the Act and the effective and efficient administration of the recipient's program or project, taking into account the cumulative effect of the following factors, as applicable: (i) Whether the exception would provide a significant cost benefit or an essential degree of expertise to the program or project that would otherwise not be available; (ii) Whether an opportunity was provided for open competitive bidding or negotiation; (iii) Whether the person affected is a member of a group or class of low-income persons intended to be the beneficiaries of the assisted activity, and the exception will permit such person to receive generally the same interests or benefits as are being made available or provided to the group or class; (iv) Whether the affected person has withdrawn from his or her functions or responsibilities, or the decision making process with respect to the specific assisted activity in question; (v) Whether the interest or benefit was present before the affected person was in a position as described in paragraph (b) of this section; (vi) Whether undue hardship will result either to the recipient or the person affected when weighed against the public interest served by avoiding the prohibited conflict; and (vii) Any other relevant considerations. By applying for CDBG funds, the Participating Community certifies that they have read the above:

Community Name:	City of Novi, Michigan
Name of Highest Elected Official or Designee:	Robert J. Gatt
Title of Highest Elected or Designee:	Mayor
Signature:	

PY 2022 CDBG APPLICATION - PART 3 PROJECT TYPE CONTINUED

(Please one box per project)

Project # 1

Allocation: \$ 102,603

PROJECT TYPE CONTINUED					
Account	Account #	Objective	Goal	Indicator	Outcome
PUBLIC SERVICES CONTINUED					
<input checked="" type="checkbox"/>					
<input type="checkbox"/> Housing Counseling only, under 24 CFR 5.100	132210-702010	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/> Neighborhood Cleanups		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/> Food Banks		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/> Housing Information and Referral Services		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/> Housing Counseling Supporting Homebuyer Downpayment Assist (05R)		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/> Other Public Services Not Listed in 03T and 05A-05Y (Housekeeping/Safety & Repair/Yard)	172160-730880 172160-731665 172160-732170	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
HOUSING					
<input checked="" type="checkbox"/>					
<input type="checkbox"/> Loss of Rental Income		Decent Affordable Housing			Affordability
<input type="checkbox"/> Construction of Housing		Decent Affordable Housing			Affordability
<input type="checkbox"/> Housing Counseling for Homeownership Assist (13B)		Decent Affordable Housing			Affordability
<input type="checkbox"/> Homeownership Assistance – ex Housing Counseling		Decent Affordable Housing			Affordability
<input type="checkbox"/> Rehabilitation: Single-Unit Residential	132290-30898	Decent Affordable Housing	# of units brought to code		Affordability
<input type="checkbox"/> Emergency Rehab	172170-30569	Decent Affordable Housing	# of units brought to code		Affordability
<input checked="" type="checkbox"/> Minor Home Repair	172170-31227	Decent Affordable Housing	# of units brought to code		Affordability
<input type="checkbox"/> Mobile Home Repair		Decent Affordable Housing	# of units brought to code		Affordability
<input type="checkbox"/> Rehabilitation: Multi-Unit Residential		Decent Affordable Housing	# of units brought to code		Affordability
<input type="checkbox"/> Rehabilitation: Public Housing Modernization		Decent Affordable Housing	# of units brought to code		Affordability
<input type="checkbox"/> Rehabilitation: Other Publicly Owned Res Buildings	172160-31602	Decent Affordable Housing	# of units brought to code		Affordability
<input type="checkbox"/> Rehabilitation: Energy Efficiency Improvements		Decent Affordable Housing	# of units brought to code		Affordability
<input type="checkbox"/> Rehabilitation: Acquisition		Decent Affordable Housing	# of units brought to code		Affordability
<input type="checkbox"/> Rehabilitation: Administration	132280-31605	N/A	N/A	N/A	N/A
<input type="checkbox"/> Lead-Based Paint/Lead Hazards Testing/Abatement		Decent Affordable Housing			Affordability
<input type="checkbox"/> Housing Services, Excluding Housing Counseling		Decent Affordable Housing			Affordability
<input type="checkbox"/> Housing Counseling Support HOME Hsg Activities		Decent Affordable Housing			Affordability
<input type="checkbox"/> Housing Counseling in Conjunction with CDBG Assisted Housing Rehab		Decent Affordable Housing			Affordability
<input type="checkbox"/> Code Enforcement (See Part 4 C)	172170-30310	Suitable Living Environment	Strengthen Communities	# of LMI persons served	Sustainability

PY 2022 CDBG APPLICATION - PART 4

Project # 1 Allocation: \$ 102,603

A - CDBG NATIONAL OBJECTIVE		
Which one of the National Objectives will this project target?		
	Code/Description	24 CFR
Benefits low- and moderate-income persons		
For the National Objective that principally benefits low- and moderate-income persons is selected, describe how the activity will address ONE of the subcategories listed below:		
<input type="checkbox"/>	1) Area Benefit Activity - Those projects carried out in a neighborhood consisting predominantly of LMI persons and providing services for such persons yet could be available to other non-income eligible persons in the area. This information can be documented by documenting that the area is primarily residential (e.g., zoning map); and that the income characteristics of households in the service area (i.e., Census data)	570.208(a)
<input type="checkbox"/>	2) Limited Clientele Activity - Those that benefit a specific group of people (rather than all the residents in a particular area) who are, or presumed to be, income eligible. In order to meet the LMI Limited Clientele criteria, the activity must: serve at least 51% LMI, as evidenced by documentation and data concerning beneficiary family size and income; have income eligibility requirements which limit the service to persons meeting the LMI income requirements, as evidenced by procedures, intake/application forms, income limits and other sources of documentation; serve a specific group presumed by HUD to be income-eligible include: abused children, battered persons, elderly persons, handicapped adults, homeless persons, illiterate persons, migrant farm workers and persons living with AIDS; and be of such a nature and in a location that it may be concluded that the activity's clientele are LMI.	
<input checked="" type="checkbox"/>	3) Income Eligible Housing Activity - These projects add or improve a permanent residential structure wherein, upon completion, income eligible persons will occupy 51% or more of the housing units.	
<input type="checkbox"/>	4) Job Creation or Retention Activity - A project which creates or retains permanent jobs, of which at least 51% are either taken by or available to income eligible persons.	
JUSTIFICATION:		
Aids in the prevention or elimination of slums or blight		
For the National Objective that principally aids in the prevention of elimination of slums or blight is selected, describe how the activity will address ONE of the subcategories listed below:		
<input type="checkbox"/>	1) At least 25% of the properties throughout the area exhibit the following: a. Physical deterioration of buildings/improvements; b. Abandonment of properties; c. Chronic high occupancy turnover rates or chronic high vacancy rates in commercial or industrial buildings; d. Significant declines in property values or abnormally low property values relative to other areas in the community; or e. Known or suspected environmental contamination	570.208(b))
<input type="checkbox"/>	2) Public improvements throughout the area are in a general state of deterioration.	
Documentation must be maintained by the grantee on the boundaries of the area and the conditions that qualified the area at the time of its designation. The designation of an area as slum or blighted must be re-determined every 10 years for continued qualifications.		
JUSTIFICATION:		

PY 2022 CDBG APPLICATION - PART 4 CONTINUED

Project # 1

Allocation: \$ 102,603

B - PROJECT DESCRIPTION

Provide a detailed description of the proposed activity including how the activity will address the needs of the community:

Minor home repairs and mobile home repairs for the homes of income qualified households. Repairs will conform to Oakland County guidelines and State of Michigan lead based paint requirements.

Identify who will benefit from the proposed activity (ex: homeless, abused children, seniors, etc). If your program was designed to benefit persons on L/M income, describe the process you will use to identify these persons (process for income verification if persons are not members of HUD's presumed L/M clientele):

Persons with low to moderate income will benefit from the program. The City will bid for a contractor to administer and provide services for its Minor Home/Mobile Home Repair Program. The contractor is responsible for verification of income levels by obtaining the proper support (i.e. proof of income for a three month period from all living in the household, all income is added up to get an annual amount and then compared to the HUD income guideline to determine eligibility).

PY 2022 CDBG APPLICATION - PART 4 CONTINUED

Project # 1 **Allocation:** \$ 102,603

D - PROJECT LOCATION	
Please <input checked="" type="checkbox"/> one box	<input checked="" type="checkbox"/>
Describe Project Location	<input checked="" type="checkbox"/> City/Township/Village Wide
	<input type="checkbox"/> Area Wide Benefit Only
	<input checked="" type="checkbox"/> Specific
Parcel ID#	
Address	45175
City	
Zip Code	
Areawide Benefit (AWB) Projects Only	List Census Tract
	List Block Group
Attach AWB Map with project location indicated	
Describe service area for:	
Fire Stations/ Equipment	
Parks, Recreational Facilities	
Special Assessments	

E - PROJECT PURPOSE	
ALL PROJECTS	
# of clients to be served in PY 2022	Type of clients to be served
15	People
	Households
	Housing Units
	Public Facilities
PUBLIC SERVICES PROJECTS ONLY	
Help Prevent Homelessness?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Help the Homeless?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Help those with HIV/AIDS?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Help Persons with Disabilities?	<input type="checkbox"/> Yes <input type="checkbox"/> No
PUBLIC FACILITIES & IMPROVEMENTS PROJECTS ONLY	
Will the project meet ADA standards for access?	<input type="checkbox"/> Yes <input type="checkbox"/> No
SENIOR CENTER PROJECT DEMOGRAPHICS	
Estimated Number of Current Members	
White alone	Asian Alone
Black or African American alone	Some other race alone
American Indian and Alaska Native alone	Two or more races
Native Hawaiian & Other Pacific Islander alone	

PY 2022 CDBG APPLICATION - PART 4 CONTNUED

Project #1 **Allocation: \$ 102,603**

F - PROJECT DURATION			
This is a new project for PY 2022	Yes	<input type="checkbox"/>	No <input checked="" type="checkbox"/>
This is an ongoing project	Yes	<input type="checkbox"/>	No <input checked="" type="checkbox"/>
This is an expanded project from previous years	Yes	<input type="checkbox"/>	No <input checked="" type="checkbox"/>

G - PROJECT ADMINISTRATION			
Community will manage project	Yes	<input type="checkbox"/>	No <input checked="" type="checkbox"/>
Community will hire a vendor to manage project	Yes	<input checked="" type="checkbox"/>	No <input type="checkbox"/>
County will administer contract	Yes	<input type="checkbox"/>	No <input checked="" type="checkbox"/>

H - ADDITIONAL RESOURCES					
Other Federal Funds	\$		State/Local Funds	\$	
				Other	\$

I - ENVIRONMENTAL REVIEW RECORD
 Environmental Reviews are required for each project
 Please each box as it applies and attach all required documents

Exempt Project			
<input checked="" type="checkbox"/>	Project is Exempt per 24 CFR 58.34		
<input type="checkbox"/>	Exempt Form Attached	<input type="checkbox"/>	Project Location Map Attached

OR

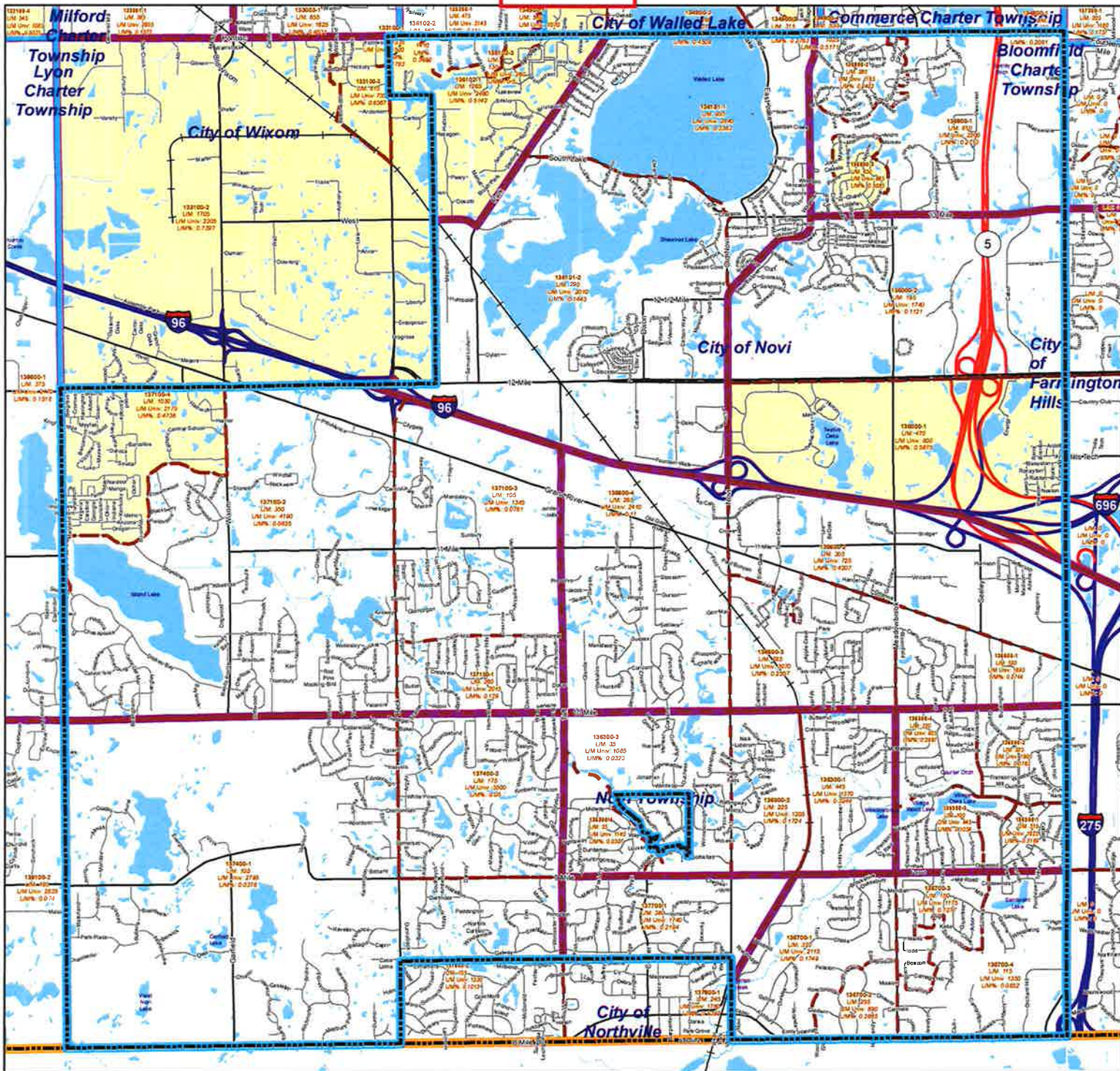
Categorically Excluded Project			
<input checked="" type="checkbox"/>	Project is Categorically Excluded		
<input checked="" type="checkbox"/>	Statutory Checklist Attached	<input checked="" type="checkbox"/>	Project Location Map Attached
<input type="checkbox"/>	Project is in Flood Plain	<input type="checkbox"/>	8 Step Attached
<input checked="" type="checkbox"/>	Flood Plain Map https://gis.oakgov.com/PropertyGateway/Home.mvc		

OR

Environmentally Assessed Project			
<input checked="" type="checkbox"/>	Project is Environmentally Assessed		
<input type="checkbox"/>	Environmental Assessment Attached	<input type="checkbox"/>	Project Location Map Attached
<input type="checkbox"/>	Project is in Flood Plain	<input type="checkbox"/>	8 Step Attached
<input type="checkbox"/>	Flood Plain Map https://gis.oakgov.com/PropertyGateway/Home.mvc		

Other Projects			
<input checked="" type="checkbox"/>	Historic Preservation Profile (HPP) Attached		
<input type="checkbox"/>	Historic Preservation Profile (HPP) Attached	<input type="checkbox"/>	Demolition Checklist Attached

City-Wide



Economic Development & Community Affairs
David Coulter, County Executive

**OAKLAND COUNTY
COMMUNITY & HOME IMPROVEMENT**

Oakland Point
250 Elizabeth Lake Road, Ste. 1900
Pontiac, MI 48341-0414
248.858.0493
www.oakgov.com/chi



**Area-Wide Benefit Map
City of Novi**

- County Border
- Community Boundary (Highlighted)
- Community Boundary (Adjacent)
- Census Tract 2010
- Eligible Area-Wide Benefit Block Groups
- Non-Eligible Block Groups
- Interstate
- US
- State
- Major
- Minor
- Railroad
- Waterbodies

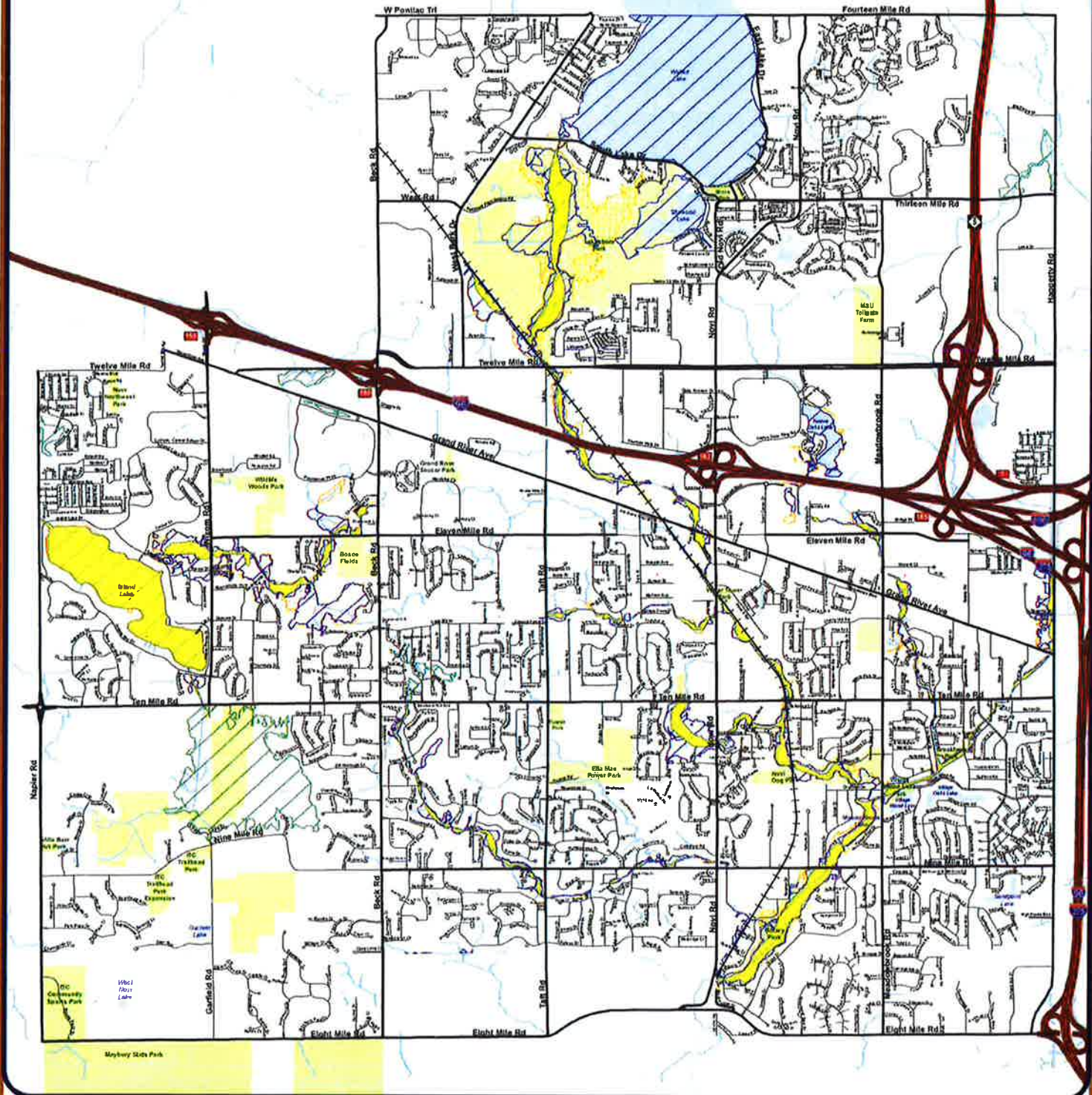
1 in = 0.82 miles

This Census Block Group map reflects the 2011-2015 American Community Survey (ACS).

Map Created On: 9/1/2020

Flood Data Maintenance

Floodway



Map Author: Jon Garbis
 Date: February 4, 2021
 Project: Flood Data Maintenance
 version # 1.0

MAP SUPPORTING DOCUMENT

Map information may be used for informational purposes only. It is not intended to be used for any other purpose. The City of Novi is not responsible for any errors or omissions. The City of Novi is not responsible for any damages or losses resulting from the use of this map. The City of Novi is not responsible for any damages or losses resulting from the use of this map. The City of Novi is not responsible for any damages or losses resulting from the use of this map.

Map Legend

- ~ Major Road
 - ~ Minor Road
 - ~ Multi-Lane Divided Highway
 - ⇄ Railroad
 - FEMA Base Flood Elevation (ft)
 - Parks
- Flood Zones**
- 1.0% Chance Flood Zone A
 - 1.0% Chance Flood Zone AE
 - 0.2% Chance Flood Zone X
 - Floodway
 - Lake
 - Stream or Drain



City of Novi
 Integrated Solutions Team
 Geospatial Resources Division
 45175 W. Ten Mile Rd
 Novi, MI 48375
 cityofnovi.org



The following **Statutory Checklist**
is required for **Categorically Excluded Projects**

For assistance contact
Environmental Review
at **(248) 858-5309**



**U.S. Department of Housing and Urban
Development**

451 Seventh Street, SW
Washington, DC 20410

www.hud.gov

espanol.hud.gov

**Environmental Review for Activity/Project that is
Categorically Excluded Subject to Section 58.5
Pursuant to 24 CFR 58.35(a)**

Project Information

Project Name: Minor Home Repair

Responsible Entity: OAKLAND COUNTY

Grant Recipient (if different than Responsible Entity):

State/Local Identifier: Novi

Preparer: Sabrina Lilla

Certifying Officer Name and Title: Robert J. Gatt, Mayor

Grant Recipient (if different than Responsible Entity):

Consultant (if applicable):

Direct Comments to: Sabrina Lilla, Deputy Finance Director. 248-735-5692 slilla@cityofnovi.org

Project Location: City wide

Description of the Proposed Project [24 CFR 50.12 & 58.32; 40 CFR 1508.25]:

The City will contract out the administration services for its minor home repair and mobile home repair services. The administrator will offer low to moderate income qualified single family, one-unit structure homes minor home (mobile home) repairs such as (but not limited to) furnace replacement, water heater replacement, toilet replacement, installation of storm doors and or windows, roof replacement, and replacement of defective light fixtures.

Level of Environmental Review Determination:

Categorically Excluded per 24 CFR 58.35(a), and subject to laws and authorities at §58.5: _____

Funding Information

Grant Number	HUD Program	Funding Amount
OAKLAND	COUNTY	USE ONLY

Estimated Total HUD Funded Amount = PLANNING ALLOCATION \$ 102,603

Estimated Total Project Cost (HUD and non-HUD funds) [24 CFR 58.32(d)]:

Compliance with 24 CFR 50.4, 58.5, and 58.6 Laws and Authorities

Record below the compliance or conformance determinations for each statute, executive order, or regulation. Provide credible, traceable, and supportive source documentation for each authority. Where applicable, complete the necessary reviews or consultations and obtain or note applicable permits of approvals. Clearly note citations, dates/names/titles of contacts, and page references. Attach additional documentation as appropriate.

Compliance Factors: Statutes, Executive Orders, and Regulations listed at 24 CFR §58.5 and §58.6	Are formal compliance steps or mitigation required?	Compliance determinations
STATUTES, EXECUTIVE ORDERS, AND REGULATIONS LISTED AT 24 CFR 50.4 & 58.6		
Airport Hazards 24 CFR Part 51 Subpart D	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	No airports near Novi
Coastal Barrier Resources Coastal Barrier Resources Act, as amended by the Coastal Barrier Improvement Act of 1990 [16 USC 3501]	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	Novi is not within a coastal zone
Flood Insurance Flood Disaster Protection Act of 1973 and National Flood Insurance Reform Act of 1994 [42 USC 4001-4128 and 42 USC 5154a]	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	Each site will be checked on the Floodplain map

STATUTES, EXECUTIVE ORDERS, AND REGULATIONS LISTED AT 24 CFR 50.4 & 58.5		
Clean Air Clean Air Act, as amended, particularly section 176(c) & (d); 40 CFR Parts 6, 51, 93	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	Local permits will be required and inspectors will monitor compliance
Coastal Zone Management Coastal Zone Management Act, sections 307(c) & (d)	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	Novi is not within a coastal zone
Contamination and Toxic Substances 24 CFR Part 50.3(i) & 58.5(i)(2)	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	Project will be evaluated to discover if house is near contamination or toxic substances
Endangered Species Endangered Species Act of 1973, particularly section 7; 50 CFR Part 402	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	The City is not aware of any endangered species within the City limits; however, the Michigan Natural Features Inventory will be reviewed before starting a projected
Explosive and Flammable Hazards 24 CFR Part 51 Subpart C	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	Project will be evaluated to discover if house is near thermal explosives
Farmlands Protection Farmland Protection Policy Act of 1981, particularly sections 1504(b) and 1541; 7 CFR Part 658	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	Applications will be checked for impact on farmland
Floodplain Management Executive Order 11988, particularly section 2(a); 24 CFR Part 55	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	Each site will be checked on Floodplan map
Historic Preservation National Historic Preservation Act of 1966, particularly sections 106 and 110; 36 CFR Part 800	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	Houses greater than 50 years old will be submitted to State if required
Noise Abatement and Control Noise Control Act of 1972, as amended by the Quiet Communities Act of 1978; 24 CFR Part 51 Subpart B	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	Noise abatement will be considered if within feet of a major road or 3,000 feet of a railroad

STATUTES, EXECUTIVE ORDERS, AND REGULATIONS LISTED AT 24 CFR 50.4 & 58.5		
Sole Source Aquifers Safe Drinking Water Act of 1974, as amended, particularly section 1424(e); 40 CFR Part 149	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	None in the State of Michigan
Wetlands Protection Executive Order 11990, particularly sections 2 and 5	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	Area will be checked for wetlands
Wild and Scenic Rivers Wild and Scenic Rivers Act of 1968, particularly section 7(b) and (c)	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	None in Oakland County
ENVIRONMENTAL JUSTICE		
Environmental Justice Executive Order 12898	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	Environmental Justice regulations will be followed

Field Inspection (Date and completed by):

Summary of Findings and Conclusions:

Mitigation Measures and Conditions [40 CFR 1505.2(c)]

Summarize below all mitigation measures adopted by the Responsible Entity to reduce, avoid, or eliminate adverse environmental impacts and to avoid non-compliance or non-conformance with the above-listed authorities and factors. These measures/conditions must be incorporated into project contracts, development agreements, and other relevant documents. The staff responsible for implementing and monitoring mitigation measures should be clearly identified in the mitigation plan.

Law, Authority, or Factor	Mitigation Measure

Determination:

This categorically excluded activity/project converts to Exempt, per 58.34(a)(12) because there are no circumstances which require compliance with any of the federal laws and authorities cited at §58.5. **Funds may be committed and drawn down after certification of this part** for this (now) EXEMPT project; OR

This categorically excluded activity/project cannot convert to Exempt because there are circumstances which require compliance with one or more federal laws and authorities cited at §58.5. Complete consultation/mitigation protocol requirements, **publish NOI/RROF and obtain "Authority to Use Grant Funds"** (HUD 7015.16) per Section 58.70 and 58.71 before committing or drawing down any funds; OR

This project is now subject to a full Environmental Assessment according to Part 58 Subpart E due to extraordinary circumstances (Section 58.35(c)).

Preparer Signature: _____ Date: 12/1/21

Name/Title/Organization: Sabrina Lilla, Deputy Finance Director, City of Novi

Responsible Entity (Oakland County) Official Signature:

_____ Date: _____

Name/Title: _____

This original, signed document and related supporting material must be retained on file by the Responsible Entity in an Environmental Review Record (ERR) for the activity/project (ref: 24 CFR Part 58.38) and in accordance with recordkeeping requirements for the HUD program(s).

PY 2022 CDBG APPLICATION - PART 3 PROJECT TYPE CONTINUED

(Please ✓ one box per project)

Project #2

Allocation: \$ 13,000

PROJECT TYPE CONTINUED					
Account	Account #	Objective	Goal	Indicator	Outcome
✓ PUBLIC FACILITIES AND IMPROVEMENTS CONTINUED					
Interim Assistance		Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
Privately Owned Utilities		Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
Non-Residential Historic Preservation	172170-31280	Suitable Living Environment	Strengthen Communities	Slum Blight	Sustainability
Tornado Shelters Serving Private Mobile Home Parks		Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
✓ PUBLIC SERVICES					
Homeless/AIDS Patients Programs		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
Senior Services	172160-731712				
Services for Persons with Disabilities	172160-730535	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
Legal Services	172160-731073	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
Youth Services	172160-732185	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
Transportation Services	172160-732011	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
Substance Abuse Services		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
✓ Services for victims of domestic violence/ dating violence/sexual assault/stalking	172160-730137	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
Employment Training	172160-731941	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
Crime Awareness/Prevention		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
Fair Housing Activities (subject to PS cap)	132210-702010	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
Tenant/Landlord Counseling		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
Child Care Services		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
Health Services		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
Services for Abused and Neglected Children		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
Mental Health Services		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
Screening for Lead Poisoning		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
Subsistence Payments	172160-730571	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
Homebuyer Downpayment Assistance - Excluding Housing Counseling under 24 CFR 5.100		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
Rental Housing Subsidies		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
Security Deposits		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility

PY 2022 CDBG APPLICATION - PART 4

Project # 2 **Allocation:** \$ 13,000

A - CDBG NATIONAL OBJECTIVE		
Which one of the National Objectives will this project target?		
✓	Code/Description	24 CFR
Benefits low- and moderate-income persons		
For the National Objective that principally benefits low- and moderate-income persons is selected, describe how the activity will address ONE of the subcategories listed below:		
<input type="checkbox"/>	1) Area Benefit Activity - Those projects carried out in a neighborhood consisting predominantly of LMI persons and providing services for such persons yet could be available to other non-income eligible persons in the area. This information can be documented by documenting that the area is primarily residential (e.g., zoning map); and that the income characteristics of households in the service area (i.e., Census data)	570.208(a)
<input checked="" type="checkbox"/>	2) Limited Clientele Activity - Those that benefit a specific group of people (rather than all the residents in a particular area) who are, or presumed to be, income eligible. In order to meet the LMI Limited Clientele criteria, the activity must: serve at least 51% LMI, as evidenced by documentation and data concerning beneficiary family size and income; have income eligibility requirements which limit the service to persons meeting the LMI income requirements, as evidenced by procedures, intake/application forms, income limits and other sources of documentation; serve a specific group presumed by HUD to be income-eligible include: abused children, battered persons, elderly persons, handicapped adults, homeless persons, illiterate persons, migrant farm workers and persons living with AIDS; and be of such a nature and in a location that it may be concluded that the activity's clientele are LMI.	
<input type="checkbox"/>	3) Income Eligible Housing Activity - These projects add or improve a permanent residential structure wherein, upon completion, income eligible persons will occupy 51% or more of the housing units.	
<input type="checkbox"/>	4) Job Creation or Retention Activity - A project which creates or retains permanent jobs, of which at least 51% are either taken by or available to income eligible persons.	
JUSTIFICATION:		
Aids in the prevention or elimination of slums or blight		
For the National Objective that principally aids in the prevention of elimination of slums or blight is selected, describe how the activity will address ONE of the subcategories listed below:		
<input type="checkbox"/>	1) At least 25% of the properties throughout the area exhibit the following: a. Physical deterioration of buildings/improvements; b. Abandonment of properties; c. Chronic high occupancy turnover rates or chronic high vacancy rates in commercial or industrial buildings; d. Significant declines in property values or abnormally low property values relative to other areas in the community; or e. Known or suspected environmental contamination	570.208(b))
<input type="checkbox"/>	2) Public improvements throughout the area are in a general state of deterioration.	
Documentation must be maintained by the grantee on the boundaries of the area and the conditions that qualified the area at the time of its designation. The designation of an area as slum or blighted must be re-determined every 10 years for continued qualifications.		
JUSTIFICATION:		

PY 2022 CDBG APPLICATION - PART 4 CONTINUED

Project # 2

Allocation: \$ 13,000

B - PROJECT DESCRIPTION

Provide a detailed description of the proposed activity including how the activity will address the needs of the community:

Provide services to abused spouses and their children as part of a county executed and administered contract.

Identify who will benefit from the proposed activity (ex: homeless, abused children, seniors, etc). If your program was designed to benefit persons on L/M income, describe the process you will use to identify these persons (process for income verification if persons are not members of HUD's presumed L/M clientele):

Abused spouses and their children.

PY 2022 CDBG APPLICATION - PART 4 CONTINUED

Project # 2 **Allocation:** \$ 13,000

D - PROJECT LOCATION	
Please <input checked="" type="checkbox"/> one box	<input checked="" type="checkbox"/>
Describe Project Location	<input type="checkbox"/> City/Township/Village Wide
	<input type="checkbox"/> Area Wide Benefit Only
	<input checked="" type="checkbox"/> Specific
Parcel ID#	
Address	801 Van Guard Rd
City	Pontiac
Zip Code	48341
Areawide Benefit (AWB) Projects Only	List Census Tract
	List Block Group
Attach AWB Map with project location indicated	
Describe service area for:	
Fire Stations/ Equipment	
Parks, Recreational Facilities	
Special Assessments	

E - PROJECT PURPOSE	
ALL PROJECTS	
# of clients to be served in PY 2022	Type of clients to be served
304	People
	Households
	Housing Units
	Public Facilities
PUBLIC SERVICES PROJECTS ONLY	
Help Prevent Homelessness?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Help the Homeless?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Help those with HIV/AIDS?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Help Persons with Disabilities?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
PUBLIC FACILITIES & IMPROVEMENTS PROJECTS ONLY	
Will the project meet ADA standards for access?	<input type="checkbox"/> Yes <input type="checkbox"/> No
SENIOR CENTER PROJECT DEMOGRAPHICS	
Estimated Number of Current Members	
White alone	Asian Alone
Black or African American alone	Some other race alone
American Indian and Alaska Native alone	Two or more races
Native Hawaiian & Other Pacific Islander alone	

PY 2022 CDBG APPLICATION - PART 4 CONTNUED

Project # 2 **Allocation: \$** 13,000

F - PROJECT DURATION			
This is a new project for PY 2022	Yes	<input type="checkbox"/>	No <input checked="" type="checkbox"/>
This is an ongoing project	Yes	<input type="checkbox"/>	No <input checked="" type="checkbox"/>
This is an expanded project from previous years	Yes	<input type="checkbox"/>	No <input checked="" type="checkbox"/>

G - PROJECT ADMINISTRATION			
Community will manage project	Yes	<input type="checkbox"/>	No <input checked="" type="checkbox"/>
Community will hire a vendor to manage project	Yes	<input type="checkbox"/>	No <input checked="" type="checkbox"/>
County will administer contract	Yes	<input checked="" type="checkbox"/>	No <input type="checkbox"/>

H - ADDITIONAL RESOURCES					
Other Federal Funds	\$		State/Local Funds	\$	
			Other	\$	

I - ENVIRONMENTAL REVIEW RECORD
 Environmental Reviews are required for each project
 Please each box as it applies and attach all required documents

Exempt Project			
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Project is Exempt per 24 CFR 58.34	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Exempt Form Attached	Project Location Map Attached

OR

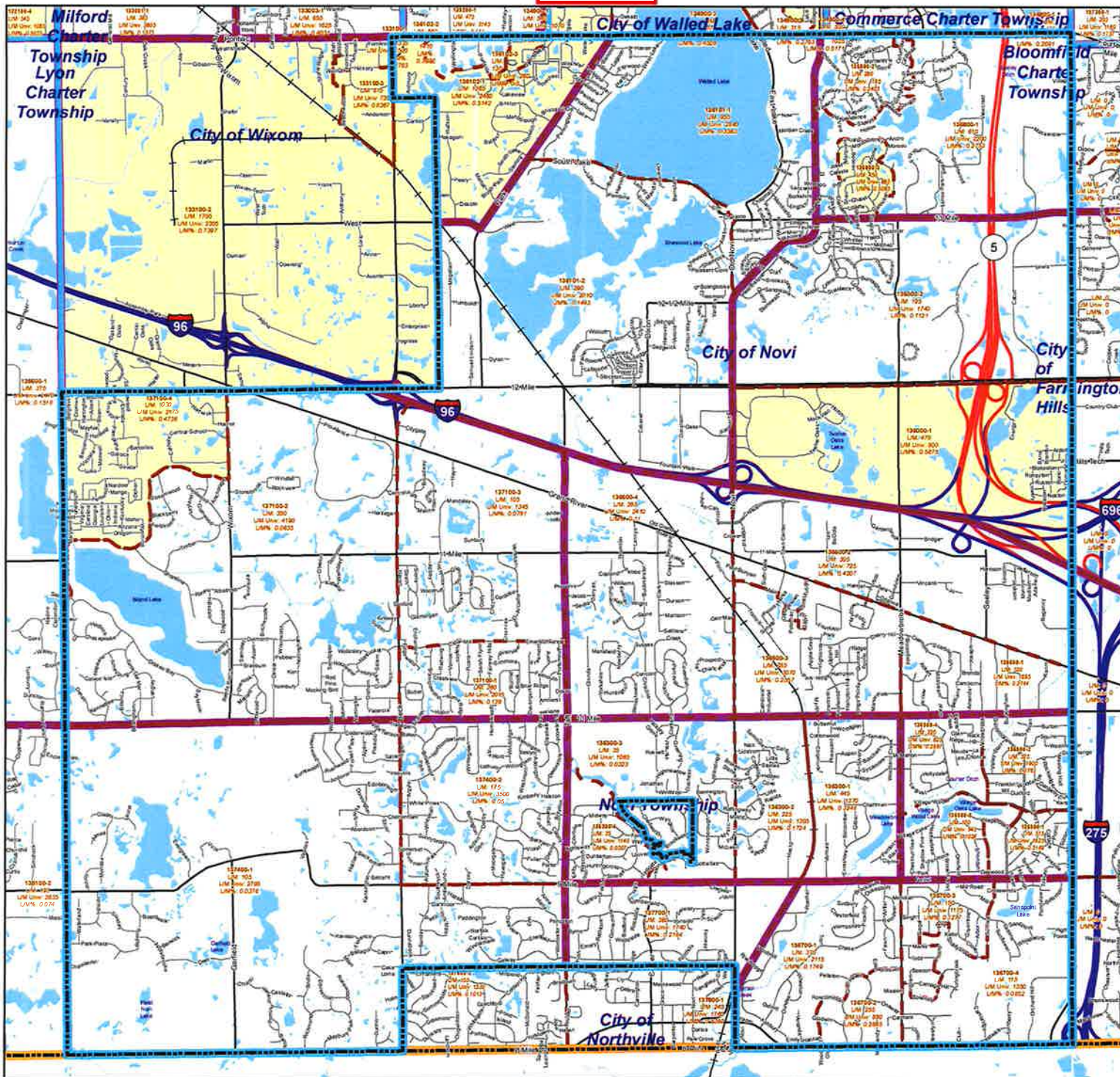
Categorically Excluded Project			
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Project is Categorically Excluded	
<input type="checkbox"/>	<input type="checkbox"/>	Statutory Checklist Attached	Project Location Map Attached
<input type="checkbox"/>	<input type="checkbox"/>	Project is in Flood Plain	8 Step Attached
<input type="checkbox"/>	<input type="checkbox"/>	Flood Plain Map https://gis.oakgov.com/PropertyGateway/Home.mvc	

OR

Environmentally Assessed Project			
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Project is Environmentally Assessed	
<input type="checkbox"/>	<input type="checkbox"/>	Environmental Assessment Attached	Project Location Map Attached
<input type="checkbox"/>	<input type="checkbox"/>	Project is in Flood Plain	8 Step Attached
<input type="checkbox"/>	<input type="checkbox"/>	Flood Plain Map https://gis.oakgov.com/PropertyGateway/Home.mvc	

Other Projects			
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Historic Preservation Profile (HPP) Attached	Demolition Checklist Attached

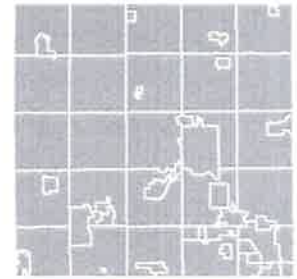
City wide



Economic Development & Community Affairs
David Coulter, County Executive

**OAKLAND COUNTY
COMMUNITY & HOME IMPROVEMENT**

Oakland Pointe
250 Elizabeth Lake Road, Ste. 1900
Pontiac, MI 48341-0414
248.858.0493
www.oakgov.com/chi



**Area-Wide Benefit Map
City of Novi**

- County Border
- Community Boundary (Highlighted)
- Community Boundary (Adjacent)
- Census Tract 2010
- Eligible Area-Wide Benefit Block Groups
- Non-Eligible Block Groups
- Interstate
- US
- State
- Major
- Minor
- Railroad
- Waterbodies

1 in = 0.82 miles

This Census Block Group map reflects the 2011-2015 American Community Survey (ACS).



U.S. Department of Housing and Urban
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451 Seventh Street, SW
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**Environmental Review
for Activity/Project that is Exempt or
Categorically Excluded Not Subject to Section 58.5
Pursuant to 24 CFR Part 58.34(a) and 58.35(b)**

Project Information

Project Name: Services for victims of domestic violence/dating violence/dating violence, sexual

Responsible Entity: OAKLAND COUNTY

Grant Recipient (if different than Responsible Entity):

State/Local Identifier: Novi

Preparer: Sabrina Lilla

Certifying Officer Name and Title: Robert J. Gatt, Mayor

Consultant (if applicable):

Project Location: Novi

Description of the Proposed Project [24 CFR 58.32; 40 CFR 1508.25]:

Provide services to abused spouses and their children as part of a county executed and administered contract.

Level of Environmental Review Determination:

Activity/Project is Exempt per 24 CFR 58.34(a): _____

Activity/Project is Categorically Excluded Not Subject To §58.5 per 24 CFR 58.35(b): _____

Funding Information

Grant Number	HUD Program	Funding Amount
OAKLAND	COUNTY	USE ONLY

Estimated Total HUD Funded Amount = PLANNING ALLOCATION \$ 13,000

Estimated Total Project Cost (HUD and non-HUD funds) [24 CFR 58.32(d)]: 13,000

Compliance with 24 CFR §50.4 and §58.6 Laws and Authorities

Record below the compliance or conformance determinations for each statute, executive order, or regulation. Provide credible, traceable, and supportive source documentation for each authority. Where applicable, complete the necessary reviews or consultations and obtain or note applicable permits of approvals. Clearly note citations, dates/names/titles of contacts, and page references. Attach additional documentation as appropriate.

Compliance Factors: Statutes, Executive Orders, and Regulations listed at 24 CFR 50.4 and 58.6	Are formal compliance steps or mitigation required?	Compliance determinations
STATUTES, EXECUTIVE ORDERS, AND REGULATIONS LISTED AT 24 CFR §58.6		
Airport Runway Clear Zones and Accident Potential Zones 24 CFR Part 51 Subpart D	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	No airports near Novi
Coastal Barrier Resources Coastal Barrier Resources Act, as amended by the Coastal Barrier Improvement Act of 1990 [16 USC 3501]	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	Novi is not within a coastal zone
Flood Insurance Flood Disaster Protection Act of 1973 and National Flood Insurance Reform Act of 1994 [42 USC 4001-4128 and 42 USC 5154a]	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	Not applicable to public service

Project Name

Project Locality and State

HEROS Number

Mitigation Measures and Conditions [40 CFR 1505.2(c)]

Summarize below all mitigation measures adopted by the Responsible Entity to reduce, avoid, or eliminate adverse environmental impacts and to avoid non-compliance or non-conformance with the above-listed authorities and factors. These measures/conditions must be incorporated into project contracts, development agreements, and other relevant documents. The staff responsible for implementing and monitoring mitigation measures should be clearly identified in the mitigation plan.

Law, Authority, or Factor	Mitigation Measure

Preparer Signature: _____ Date: _____

Name/Title/Organization: Sabrina Lilla, Deputy Finance Director, City of Novi

Responsible Entity (Oakland County) Official Signature:

_____ Date: _____

Name/Title: _____

This original, signed document and related supporting material must be retained on file by the Responsible Entity in an Environmental Review Record (ERR) for the activity/project (ref: 24 CFR Part 58.38) and in accordance with recordkeeping requirements for the HUD program(s).

PY 2022 CDBG APPLICATION - PART 3 PROJECT TYPE CONTINUED

(Please one box per project)

Project # 3

Allocation: \$ 9,900

PROJECT TYPE CONTINUED						
Account	Account #	Objective	Goal	Indicator	Outcome	
<input checked="" type="checkbox"/>	PUBLIC FACILITIES AND IMPROVEMENTS CONTINUED					
<input type="checkbox"/>	Interim Assistance		Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
<input type="checkbox"/>	Privately Owned Utilities		Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
<input type="checkbox"/>	Non-Residential Historic Preservation	172170-31280	Suitable Living Environment	Strengthen Communities	Slum Blight	Sustainability
<input type="checkbox"/>	Tornado Shelters Serving Private Mobile Home Parks		Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
<input checked="" type="checkbox"/>	PUBLIC SERVICES					
<input type="checkbox"/>	Homeless/AIDS Patients Programs		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Senior Services	172160-731712				
<input type="checkbox"/>	Services for Persons with Disabilities	172160-730535	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Legal Services	172160-731073	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Youth Services	172160-732185	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Transportation Services	172160-732011	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Substance Abuse Services		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Services for victims of domestic violence/ dating violence/sexual assault/stalking	172160-730137	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Employment Training	172160-731941	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Crime Awareness/Prevention		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Fair Housing Activities (subject to PS cap)	132210-702010	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Tenant/Landlord Counseling		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Child Care Services		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Health Services		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Services for Abused and Neglected Children		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Mental Health Services		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Screening for Lead Poisoning		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input checked="" type="checkbox"/>	Subsistence Payments	172160-730571	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Homebuyer Downpayment Assistance - Excluding Housing Counseling under 24 CFR 5.100		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Rental Housing Subsidies		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Security Deposits		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility

PY 2022 CDBG APPLICATION - PART 4

Project #3 **Allocation: \$ 9,900**

A - CDBG NATIONAL OBJECTIVE		
Which one of the National Objectives will this project target?		
✓	Code/Description	24 CFR
Benefits low- and moderate-income persons		
For the National Objective that principally benefits low- and moderate-income persons is selected, describe how the activity will address ONE of the subcategories listed below:		
<input type="checkbox"/>	1) Area Benefit Activity - Those projects carried out in a neighborhood consisting predominantly of LMI persons and providing services for such persons yet could be available to other non-income eligible persons in the area. This information can be documented by documenting that the area is primarily residential (e.g., zoning map); and that the income characteristics of households in the service area (i.e., Census data)	570.208(a)
<input checked="" type="checkbox"/>	2) Limited Clientele Activity - Those that benefit a specific group of people (rather than all the residents in a particular area) who are, or presumed to be, income eligible. In order to meet the LMI Limited Clientele criteria, the activity must: serve at least 51% LMI, as evidenced by documentation and data concerning beneficiary family size and income; have income eligibility requirements which limit the service to persons meeting the LMI income requirements, as evidenced by procedures, intake/application forms, income limits and other sources of documentation; serve a specific group presumed by HUD to be income-eligible include: abused children, battered persons, elderly persons, handicapped adults, homeless persons, illiterate persons, migrant farm workers and persons living with AIDS; and be of such a nature and in a location that it may be concluded that the activity's clientele are LMI.	
<input type="checkbox"/>	3) Income Eligible Housing Activity - These projects add or improve a permanent residential structure wherein, upon completion, income eligible persons will occupy 51% or more of the housing units.	
<input type="checkbox"/>	4) Job Creation or Retention Activity - A project which creates or retains permanent jobs, of which at least 51% are either taken by or available to income eligible persons.	
JUSTIFICATION:		
Aids in the prevention or elimination of slums or blight		
For the National Objective that principally aids in the prevention of elimination of slums or blight is selected, describe how the activity will address ONE of the subcategories listed below:		
<input type="checkbox"/>	1) At least 25% of the properties throughout the area exhibit the following: a. Physical deterioration of buildings/improvements; b. Abandonment of properties; c. Chronic high occupancy turnover rates or chronic high vacancy rates in commercial or industrial buildings; d. Significant declines in property values or abnormally low property values relative to other areas in the community; or e. Known or suspected environmental contamination	570.208(b))
<input type="checkbox"/>	2) Public improvements throughout the area are in a general state of deterioration.	
Documentation must be maintained by the grantee on the boundaries of the area and the conditions that qualified the area at the time of its designation. The designation of an area as slum or blighted must be re-determined every 10 years for continued qualifications.		
JUSTIFICATION:		

PY 2022 CDBG APPLICATION - PART 4 CONTINUED

Project # 3

Allocation: \$ 9,900

B - PROJECT DESCRIPTION

Provide a detailed description of the proposed activity including how the activity will address the needs of the community:

Provide one-time or short-term (no more than three months per household per year) emergency payments for food assistance to low and moderate income residents of Novi.

Identify who will benefit from the proposed activity (ex: homeless, abused children, seniors, etc). If your program was designed to benefit persons on L/M income, describe the process you will use to identify these persons (process for income verification if persons are not members of HUD's presumed L/M clientele):

Low to moderate income households. Income will be verified by reviewing household documents (ie, tax returns, W-2's, 1099's).

PY 2022 CDBG APPLICATION - PART 4 CONTINUED

Project # 3 **Allocation: \$** 9,900

D - PROJECT LOCATION	
Please <input checked="" type="checkbox"/> one box	<input checked="" type="checkbox"/>
Describe Project Location	<input checked="" type="checkbox"/> City/Township/Village Wide
	<input type="checkbox"/> Area Wide Benefit Only
	<input type="checkbox"/> Specific
Parcel ID#	
Address	
City	
Zip Code	
Areawide Benefit (AWB) Projects Only	List Census Tract
	List Block Group
Attach AWB Map with project location indicated	
Describe service area for:	
Fire Stations/ Equipment	
Parks, Recreational Facilities	
Special Assessments	

E - PROJECT PURPOSE	
ALL PROJECTS	
# of clients to be served in PY 2022	Type of clients to be served
	People
68	Households
	Housing Units
	Public Facilities
PUBLIC SERVICES PROJECTS ONLY	
Help Prevent Homelessness?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Help the Homeless?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Help those with HIV/AIDS?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Help Persons with Disabilities?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
PUBLIC FACILITIES & IMPROVEMENTS PROJECTS ONLY	
Will the project meet ADA standards for access?	<input type="checkbox"/> Yes <input type="checkbox"/> No
SENIOR CENTER PROJECT DEMOGRAPHICS	
Estimated Number of Current Members	
White alone	Asian Alone
Black or African American alone	Some other race alone
American Indian and Alaska Native alone	Two or more races
Native Hawaiian & Other Pacific Islander alone	

PY 2022 CDBG APPLICATION - PART 4 CONTNUED

Project # 3 **Allocation:** \$ 9,900

F - PROJECT DURATION			
This is a new project for PY 2022	Yes	<input type="checkbox"/>	No <input checked="" type="checkbox"/>
This is an ongoing project	Yes	<input type="checkbox"/>	No <input checked="" type="checkbox"/>
This is an expanded project from previous years	Yes	<input type="checkbox"/>	No <input checked="" type="checkbox"/>

G - PROJECT ADMINISTRATION			
Community will manage project	Yes	<input type="checkbox"/>	No <input checked="" type="checkbox"/>
Community will hire a vendor to manage project	Yes	<input checked="" type="checkbox"/>	No <input checked="" type="checkbox"/>
County will administer contract	Yes	<input type="checkbox"/>	No <input checked="" type="checkbox"/>

H - ADDITIONAL RESOURCES					
Other Federal Funds	\$	State/Local Funds	\$	Other	\$

I - ENVIRONMENTAL REVIEW RECORD
 Environmental Reviews are required for each project
 Please each box as it applies and attach all required documents

Exempt Project			
<input checked="" type="checkbox"/>	Project is Exempt per 24 CFR 58.34		
<input checked="" type="checkbox"/>	Exempt Form Attached	<input checked="" type="checkbox"/>	Project Location Map Attached

OR

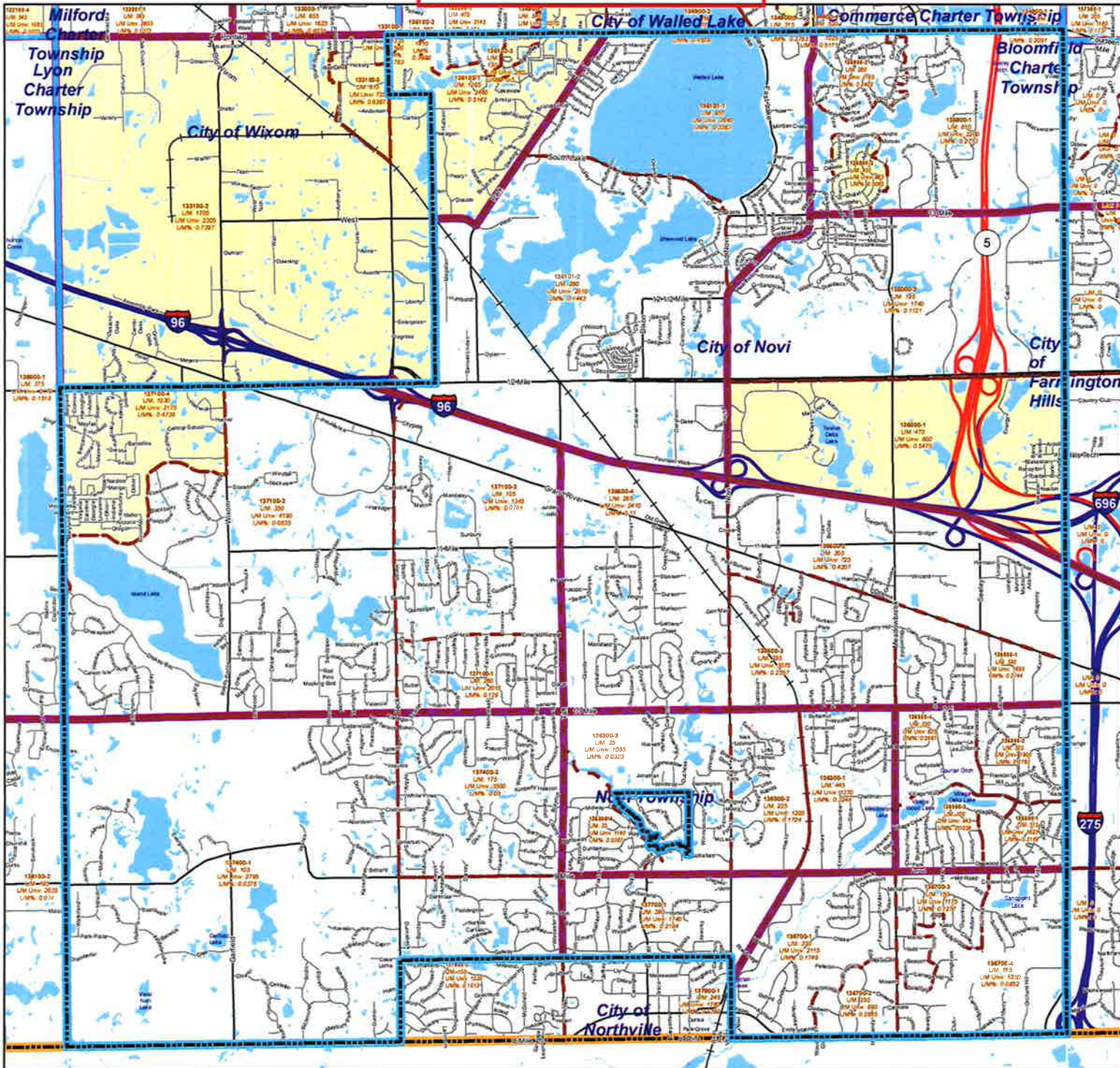
Categorically Excluded Project			
<input type="checkbox"/>	Project is Categorically Excluded		
<input type="checkbox"/>	Statutory Checklist Attached	<input type="checkbox"/>	Project Location Map Attached
<input type="checkbox"/>	Project is in Flood Plain	<input type="checkbox"/>	8 Step Attached
<input type="checkbox"/>	Flood Plain Map https://gis.oakgov.com/PropertyGateway/Home.mvc		

OR

Environmentally Assessed Project			
<input checked="" type="checkbox"/>	Project is Environmentally Assessed		
<input type="checkbox"/>	Environmental Assessment Attached	<input type="checkbox"/>	Project Location Map Attached
<input type="checkbox"/>	Project is in Flood Plain	<input type="checkbox"/>	8 Step Attached
<input type="checkbox"/>	Flood Plain Map https://gis.oakgov.com/PropertyGateway/Home.mvc		

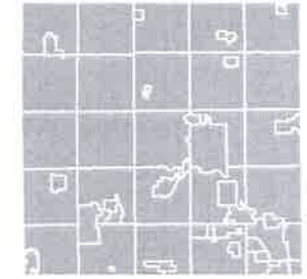
Other Projects				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Historic Preservation Profile (HPP) Attached	<input type="checkbox"/>	Demolition Checklist Attached

City-wide



OAKLAND COUNTY MICHIGAN
 Economic Development & Community Affairs
 David Coulter, County Executive

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Area-Wide Benefit Map
 City of Novi

- County Border
- Community Boundary (Highlighted)
- Community Boundary (Adjacent)
- Census Tract 2010
- Eligible Area-Wide Benefit Block Groups
- Non-Eligible Block Groups
- Interstate
- US
- State
- Major
- Minor
- Railroad
- Waterbodies

1 in = 0.82 miles

This Census Block Group map reflects the 2011-2015 American Community Survey (ACS).
 Map Created On: 9/1/2020



**U.S. Department of Housing and Urban
Development**

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**Environmental Review
for Activity/Project that is Exempt or
Categorically Excluded Not Subject to Section 58.5
Pursuant to 24 CFR Part 58.34(a) and 58.35(b)**

Project Information

Project Name: Subsistence Payments

Responsible Entity: OAKLAND COUNTY

Grant Recipient (if different than Responsible Entity):

State/Local Identifier: Novi

Preparer: Sabrina Lilla

Certifying Officer Name and Title: Robert J. Gatt, Mayor

Consultant (if applicable):

Project Location: Novi

Description of the Proposed Project [24 CFR 58.32; 40 CFR 1508.25]:

Provide one time or short term (no more than three month per household per year) emergency payments or food assistance to low or moderate income residents of Novi.

Level of Environmental Review Determination:

Activity/Project is Exempt per 24 CFR 58.34(a): _____

Activity/Project is Categorically Excluded Not Subject To §58.5 per 24 CFR 58.35(b): _____

Funding Information

Grant Number	HUD Program	Funding Amount
OAKLAND	COUNTY	USE ONLY

Estimated Total HUD Funded Amount = PLANNING ALLOCATION \$ 9,900

Estimated Total Project Cost (HUD and non-HUD funds) [24 CFR 58.32(d)]: 9,900

Compliance with 24 CFR §50.4 and §58.6 Laws and Authorities

Record below the compliance or conformance determinations for each statute, executive order, or regulation. Provide credible, traceable, and supportive source documentation for each authority. Where applicable, complete the necessary reviews or consultations and obtain or note applicable permits of approvals. Clearly note citations, dates/names/titles of contacts, and page references. Attach additional documentation as appropriate.

Compliance Factors: Statutes, Executive Orders, and Regulations listed at 24 CFR 50.4 and 58.6	Are formal compliance steps or mitigation required?	Compliance determinations
STATUTES, EXECUTIVE ORDERS, AND REGULATIONS LISTED AT 24 CFR §58.6		
Airport Runway Clear Zones and Accident Potential Zones 24 CFR Part 51 Subpart D	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	No airports near Novi
Coastal Barrier Resources Coastal Barrier Resources Act, as amended by the Coastal Barrier Improvement Act of 1990 [16 USC 3501]	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	Novi is not within a coastal zone
Flood Insurance Flood Disaster Protection Act of 1973 and National Flood Insurance Reform Act of 1994 [42 USC 4001-4128 and 42 USC 5154a]	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	Not applicable to public service

Project Name

Project Locality and State

HEROS Number

Mitigation Measures and Conditions [40 CFR 1505.2(c)]

Summarize below all mitigation measures adopted by the Responsible Entity to reduce, avoid, or eliminate adverse environmental impacts and to avoid non-compliance or non-conformance with the above-listed authorities and factors. These measures/conditions must be incorporated into project contracts, development agreements, and other relevant documents. The staff responsible for implementing and monitoring mitigation measures should be clearly identified in the mitigation plan.

Law, Authority, or Factor	Mitigation Measure

Preparer Signature: _____ Date: _____

Name/Title/Organization: Sabrina Lilla, Deputy Finance Director, City of Novi

Responsible Entity (Oakland County) Official Signature:

_____ Date: _____

Name/Title: _____

This original, signed document and related supporting material must be retained on file by the Responsible Entity in an Environmental Review Record (ERR) for the activity/project (ref: 24 CFR Part 58.38) and in accordance with recordkeeping requirements for the HUD program(s).

09/08/21

PY 2022 CDBG APPLICATION - PART 3 PROJECT TYPE CONTINUED

(Please one box per project)

Project # 4

Allocation: \$ 8,000

PROJECT TYPE CONTINUED						
Account	Account #	Objective	Goal	Indicator	Outcome	
<input checked="" type="checkbox"/>	PUBLIC FACILITIES AND IMPROVEMENTS CONTINUED					
<input type="checkbox"/>	Interim Assistance		Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
<input type="checkbox"/>	Privately Owned Utilities		Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
<input type="checkbox"/>	Non-Residential Historic Preservation	172170-31280	Suitable Living Environment	Strengthen Communities	Slum Blight	Sustainability
<input type="checkbox"/>	Tornado Shelters Serving Private Mobile Home Parks		Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
<input checked="" type="checkbox"/>	PUBLIC SERVICES					
<input type="checkbox"/>	Homeless/AIDS Patients Programs		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Senior Services	172160-731712				
<input type="checkbox"/>	Services for Persons with Disabilities	172160-730535	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Legal Services	172160-731073	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input checked="" type="checkbox"/>	Youth Services	172160-732185	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Transportation Services	172160-732011	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Substance Abuse Services		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Services for victims of domestic violence/ dating violence/sexual assault/stalking	172160-730137	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Employment Training	172160-731941	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Crime Awareness/Prevention		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Fair Housing Activities (subject to PS cap)	132210-702010	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Tenant/Landlord Counseling		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Child Care Services		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Health Services		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Services for Abused and Neglected Children		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Mental Health Services		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Screening for Lead Poisoning		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Subsistence Payments	172160-730571	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Homebuyer Downpayment Assistance - Excluding Housing Counseling under 24 CFR 5.100		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Rental Housing Subsidies		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Security Deposits		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility

PY 2022 CDBG APPLICATION - PART 4

Project #4 **Allocation: \$ 8,000**

A - CDBG NATIONAL OBJECTIVE		
Which one of the National Objectives will this project target?		
✓	Code/Description	24 CFR
Benefits low- and moderate-income persons		
For the National Objective that principally benefits low- and moderate-income persons is selected, describe how the activity will address ONE of the subcategories listed below:		
<input type="checkbox"/>	1) Area Benefit Activity - Those projects carried out in a neighborhood consisting predominantly of LMI persons and providing services for such persons yet could be available to other non-income eligible persons in the area. This information can be documented by documenting that the area is primarily residential (e.g., zoning map); and that the income characteristics of households in the service area (i.e., Census data)	570.208(a))
<input checked="" type="checkbox"/>	2) Limited Clientele Activity - Those that benefit a specific group of people (rather than all the residents in a particular area) who are, or presumed to be, income eligible. In order to meet the LMI Limited Clientele criteria, the activity must: serve at least 51% LMI, as evidenced by documentation and data concerning beneficiary family size and income; have income eligibility requirements which limit the service to persons meeting the LMI income requirements, as evidenced by procedures, intake/application forms, income limits and other sources of documentation; serve a specific group presumed by HUD to be income-eligible include: abused children, battered persons, elderly persons, handicapped adults, homeless persons, illiterate persons, migrant farm workers and persons living with AIDS; and be of such a nature and in a location that it may be concluded that the activity's clientele are LMI.	
<input type="checkbox"/>	3) Income Eligible Housing Activity - These projects add or improve a permanent residential structure wherein, upon completion, income eligible persons will occupy 51% or more of the housing units.	
<input type="checkbox"/>	4) Job Creation or Retention Activity - A project which creates or retains permanent jobs, of which at least 51% are either taken by or available to income eligible persons.	
JUSTIFICATION:		
Aids in the prevention or elimination of slums or blight		
For the National Objective that principally aids in the prevention of elimination of slums or blight is selected, describe how the activity will address ONE of the subcategories listed below:		
<input type="checkbox"/>	1) At least 25% of the properties throughout the area exhibit the following: a. Physical deterioration of buildings/improvements; b. Abandonment of properties; c. Chronic high occupancy turnover rates or chronic high vacancy rates in commercial or industrial buildings; d. Significant declines in property values or abnormally low property values relative to other areas in the community; or e. Known or suspected environmental contamination	570.208(b))
<input type="checkbox"/>	2) Public improvements throughout the area are in a general state of deterioration.	
Documentation must be maintained by the grantee on the boundaries of the area and the conditions that qualified the area at the time of its designation. The designation of an area as slum or blighted must be re-determined every 10 years for continued qualifications.		
JUSTIFICATION:		

PY 2022 CDBG APPLICATION - PART 4 CONTINUED

Project #4 **Allocation: \$ 8,000**

B - PROJECT DESCRIPTION

Provide a detailed description of the proposed activity including how the activity will address the needs of the community:

Provide specialized counseling and camp and field trip scholarships to youth 13-19 years of age from income qualified households

Identify who will benefit from the proposed activity (ex: homeless, abused children, seniors, etc). If your program was designed to benefit persons on L/M income, describe the process you will use to identify these persons (process for income verification if persons are not members of HUD's presumed L/M clientele):

Low to moderate income households. NYA collects the family's 1040 tax forms from the most recent year. If a 1040 is not available, W2/1099's from the most recent year is obtained. The NYA application also asks the total gross household income and the applicant signs an affidavit at the end of the application.

PY 2022 CDBG APPLICATION - PART 4 CONTINUED

Project # 4 **Allocation:** \$ 8,000

D - PROJECT LOCATION	
Please <input checked="" type="checkbox"/> one box	<input checked="" type="checkbox"/>
Describe Project Location	<input type="checkbox"/> City/Township/Village Wide
	<input type="checkbox"/> Area Wide Benefit Only
	<input checked="" type="checkbox"/> Specific
Parcel ID#	
Address	45175 Ten Mile Road
City	Novi
Zip Code	48375
Areawide Benefit (AWB) Projects Only	List Census Tract
	List Block Group
Attach AWB Map with project location indicated	
Describe service area for:	
Fire Stations/ Equipment	
Parks, Recreational Facilities	
Special Assessments	

E - PROJECT PURPOSE	
ALL PROJECTS	
# of clients to be served in PY 2022	Type of clients to be served
50	People
	Households
	Housing Units
	Public Facilities
PUBLIC SERVICES PROJECTS ONLY	
Help Prevent Homelessness?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Help the Homeless?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Help those with HIV/AIDS?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Help Persons with Disabilities?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
PUBLIC FACILITIES & IMPROVEMENTS PROJECTS ONLY	
Will the project meet ADA standards for access?	<input type="checkbox"/> Yes <input type="checkbox"/> No
SENIOR CENTER PROJECT DEMOGRAPHICS	
Estimated Number of Current Members	
White alone	Asian Alone
Black or African American alone	Some other race alone
American Indian and Alaska Native alone	Two or more races
Native Hawaiian & Other Pacific Islander alone	

PY 2022 CDBG APPLICATION - PART 4 CONTNUED

Project #4 **Allocation: \$ 8,000**

F - PROJECT DURATION		
This is a new project for PY 2022	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
This is an ongoing project	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
This is an expanded project from previous years	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

G - PROJECT ADMINISTRATION		
Community will manage project	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Community will hire a vendor to manage project	Yes <input checked="" type="checkbox"/>	No <input checked="" type="checkbox"/>
County will administer contract	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

H - ADDITIONAL RESOURCES					
Other Federal Funds	\$	State/Local Funds	\$	Other	\$

I - ENVIRONMENTAL REVIEW RECORD
 Environmental Reviews are required for each project
 Please each box as it applies and attach all required documents

Exempt Project	
<input checked="" type="checkbox"/>	Project is Exempt per 24 CFR 58.34
<input checked="" type="checkbox"/>	Exempt Form Attached <input checked="" type="checkbox"/> Project Location Map Attached

OR

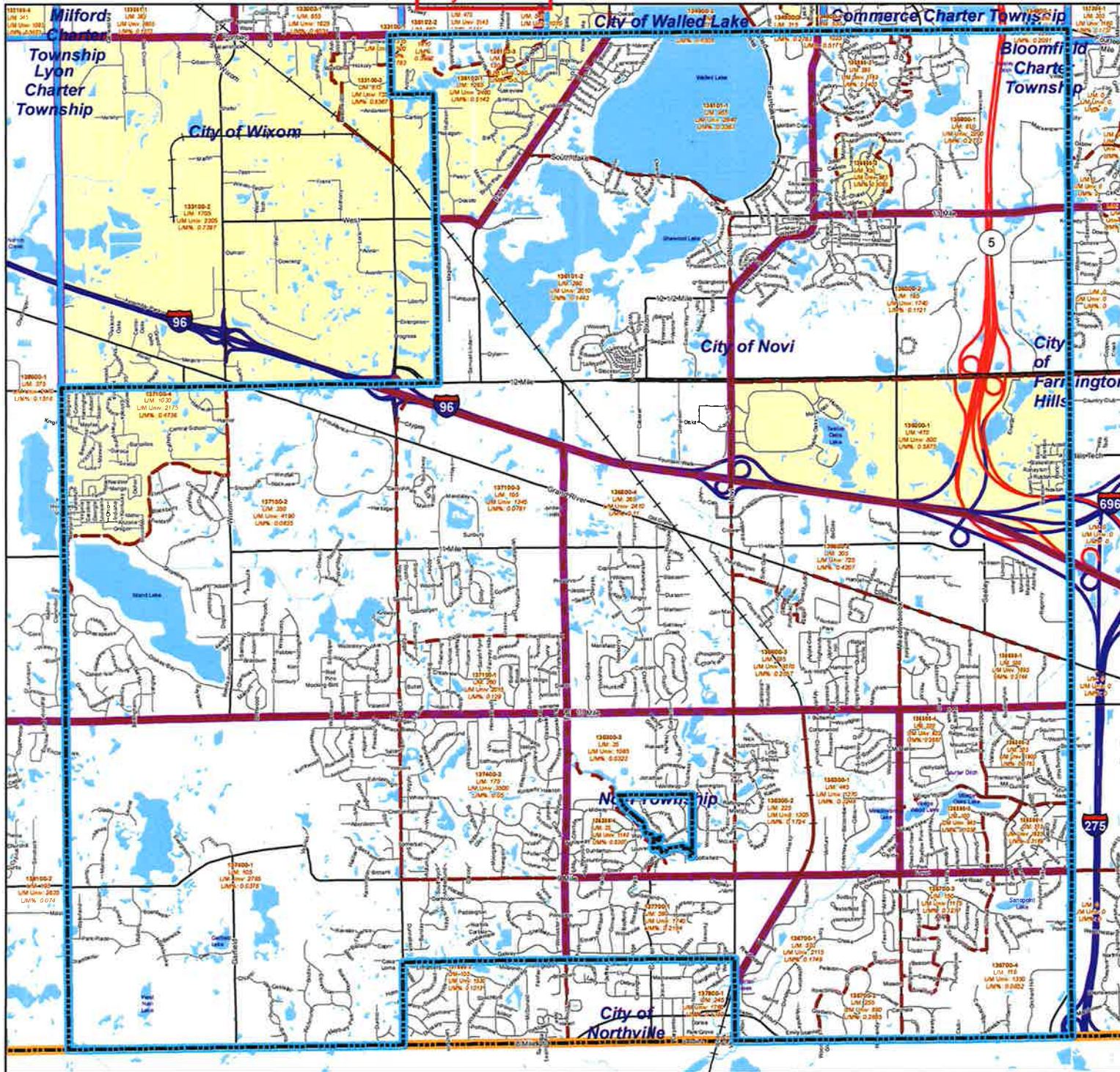
Categorically Excluded Project	
<input checked="" type="checkbox"/>	Project is Categorically Excluded
<input type="checkbox"/>	Statutory Checklist Attached <input type="checkbox"/> Project Location Map Attached
<input type="checkbox"/>	Project is in Flood Plain <input type="checkbox"/> 8 Step Attached
<input type="checkbox"/>	Flood Plain Map https://gis.oakgov.com/PropertyGateway/Home.mvc

OR

Environmentally Assessed Project	
<input checked="" type="checkbox"/>	Project is Environmentally Assessed
<input type="checkbox"/>	Environmental Assessment Attached <input type="checkbox"/> Project Location Map Attached
<input type="checkbox"/>	Project is in Flood Plain <input type="checkbox"/> 8 Step Attached
<input type="checkbox"/>	Flood Plain Map https://gis.oakgov.com/PropertyGateway/Home.mvc

Other Projects	
<input checked="" type="checkbox"/>	Historic Preservation Profile (HPP) Attached <input type="checkbox"/> Demolition Checklist Attached

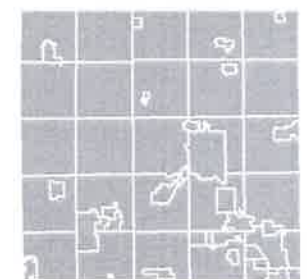
City wide



Economic Development & Community Affairs
David Coulter, County Executive

**OAKLAND COUNTY
COMMUNITY & HOME IMPROVEMENT**

Oakland Pointe
250 Elizabeth Lake Road, Ste. 1900
Pontiac, MI 48341-0414
248.858.0493
www.oakgov.com/chi



**Area-Wide Benefit Map
City of Novi**

- County Border
- Community Boundary (Highlighted)
- Community Boundary (Adjacent)
- Census Tract 2010
- Eligible Area-Wide Benefit Block Groups
- Non-Eligible Block Groups
- Interstate
- US
- State
- Major
- Minor
- Railroad
- Waterbodies

1 in = 0.82 miles

This Census Block Group map reflects the 2011-2015 American Community Survey (ACS).

Map Created On: 9/1/2020



U.S. Department of Housing and Urban
Development
451 Seventh Street, SW
Washington, DC 20410
www.hud.gov
espanol.hud.gov

**Environmental Review
for Activity/Project that is Exempt or
Categorically Excluded Not Subject to Section 58.5
Pursuant to 24 CFR Part 58.34(a) and 58.35(b)**

Project Information

Project Name: Youth services

Responsible Entity: OAKLAND COUNTY

Grant Recipient (if different than Responsible Entity):

State/Local Identifier: Novi

Preparer: Sabrina Lilla

Certifying Officer Name and Title: Robert J. Gatt, Mayor

Consultant (if applicable):

Project Location: Novi

Description of the Proposed Project [24 CFR 58.32; 40 CFR 1508.25]:

Provide specialized counseling and camp scholarships for youth 13-19 years of age from income qualified households.

Level of Environmental Review Determination:

Activity/Project is Exempt per 24 CFR 58.34(a): _____

Activity/Project is Categorically Excluded Not Subject To §58.5 per 24 CFR 58.35(b): _____

Funding Information

Grant Number	HUD Program	Funding Amount
OAKLAND	COUNTY	USE ONLY

Estimated Total HUD Funded Amount = PLANNING ALLOCATION \$ 8,000

Estimated Total Project Cost (HUD and non-HUD funds) [24 CFR 58.32(d)]: 8,000

Compliance with 24 CFR §50.4 and §58.6 Laws and Authorities

Record below the compliance or conformance determinations for each statute, executive order, or regulation. Provide credible, traceable, and supportive source documentation for each authority. Where applicable, complete the necessary reviews or consultations and obtain or note applicable permits of approvals. Clearly note citations, dates/names/titles of contacts, and page references. Attach additional documentation as appropriate.

Compliance Factors: Statutes, Executive Orders, and Regulations listed at 24 CFR 50.4 and 58.6	Are formal compliance steps or mitigation required?	Compliance determinations
STATUTES, EXECUTIVE ORDERS, AND REGULATIONS LISTED AT 24 CFR §58.6		
Airport Runway Clear Zones and Accident Potential Zones 24 CFR Part 51 Subpart D	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	No airports near Novi
Coastal Barrier Resources Coastal Barrier Resources Act, as amended by the Coastal Barrier Improvement Act of 1990 [16 USC 3501]	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	Novi is not within a coastal zone
Flood Insurance Flood Disaster Protection Act of 1973 and National Flood Insurance Reform Act of 1994 [42 USC 4001-4128 and 42 USC 5154a]	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	Not applicable to public service

Mitigation Measures and Conditions [40 CFR 1505.2(c)]

Summarize below all mitigation measures adopted by the Responsible Entity to reduce, avoid, or eliminate adverse environmental impacts and to avoid non-compliance or non-conformance with the above-listed authorities and factors. These measures/conditions must be incorporated into project contracts, development agreements, and other relevant documents. The staff responsible for implementing and monitoring mitigation measures should be clearly identified in the mitigation plan.

Law, Authority, or Factor	Mitigation Measure

Preparer Signature: _____ Date: _____

Name/Title/Organization: Sabrina Lilla, Deputy Finance Director, City of Novi

Responsible Entity (Oakland County) Official Signature:

_____ Date: _____

Name/Title: _____

This original, signed document and related supporting material must be retained on file by the Responsible Entity in an Environmental Review Record (ERR) for the activity/project (ref: 24 CFR Part 58.38) and in accordance with recordkeeping requirements for the HUD program(s).