



# CITY of NOVI CITY COUNCIL

## Agenda Item E December 5, 2016

**SUBJECT:** Approve the Program Year 2017 Community Development Block Grant (CDBG) Application in the approximate amount of \$98,481 and authorize the Mayor to sign the Application and Sub-recipient Agreement.

**SUBMITTING DEPARTMENT:** Finance

**CITY MANAGER APPROVAL:** 

**BACKGROUND INFORMATION:** The proposed program year (PY) 2017 CDBG allocation for the City of Novi is estimated to total \$98,481.

**Housing and Community Development Committee Recommendation:** The committee could not get a quorum despite months of trying so the City will utilize the committee's recommendations from the 2016 program year (less the City of Novi older adults funding as they did not request funding for 2017). Funding requests were reviewed individually by the HCD Committee at their meeting of November 16, 2015 and their recommendation was following program allocations:

Recommended Projects					
CDBG Program Descriptions	Organization Requesting Funding	Description	2016 HCD Allocation Award	2017 Agency Requests	2017 Recommendation
Public Services	HAVEN	Battered and abused spouses	\$6,500	\$6,000	\$6,000
Public Services	Novi Youth Assistance	Specialized counseling and camp scholarships	\$10,000	\$10,000	\$10,000
Public Services	City of Novi	Older Adult Transportation	\$10,000	\$0	\$0
		<b>Sub-Total*</b>	<b>\$26,500</b>	<b>\$16,000</b>	<b>\$16,000</b>
Minor Home Repair	City of Novi	Residential Repair program for Novi Residents	\$71,981	\$82,481	\$82,481
		<b>Total</b>	<b>\$98,481</b>	<b>\$98,481</b>	<b>\$98,481</b>

**\*The maximum 30% allocation allowed within the Public Service category for 2017 is \$29,544**

The deadline to submit the 2017 CDBG application to Oakland County is December 16, 2016

**RECOMMENDED ACTION:** Approve the Program Year 2017 Community Development Block Grant Application in the approximate amount of \$98,481 and authorize the Mayor to sign the Application and Sub-recipient Agreement.

	1	2	Y	N
<b>Mayor Gatt</b>				
<b>Mayor Pro Tem Staudt</b>				
<b>Council Member Burke</b>				
<b>Council Member Casey</b>				

	1	2	Y	N
<b>Council Member Markham</b>				
<b>Council Member Mutch</b>				
<b>Council Member Wrobel</b>				

**CITY OF NOVI**  
**COUNTY OF OAKLAND, MICHIGAN**

**Approving the 2017 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 5, 2016 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 2017 Community Development Block Grant funds, and

WHEREAS, the City of Novi has duly advertised and conducted a public hearing on December 5, 2016, for the purpose of receiving public comments regarding the proposed use of 2016 Community Development Block Grant funds in the approximate amount of \$98,481 , 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.

<b>Account #:</b>	<b>Project Name:</b>	<b>Amount:</b>
<b>172160-730137-40620</b>	<b>Public Services – Battered and Abused Spouses</b>	<b>\$ 6,000</b>
<b>172160-732185</b>	<b>Public Services – Youth Services</b>	<b>\$ 10,000</b>
<b>172170-731227</b>	<b>Minor Home Repair</b>	<b>\$ 82,481</b>
	<b>Total</b>	<b>\$98,481</b>

NOW THEREFORE BE IT RESOLVED, that the City of Novi hereby authorizes that the 2017 Community Development Block Grant Application in the approximate amount of \$98,481 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 5th day of December 2016, 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



# CDBG Application

**PY 2017 CDBG APPLICATION – PART 1**

**(Please complete Part 1 only once per application)**

<b>1. Applicant Information</b>	
Community:	City of Novi
PY 2017 CDBG Planning Allocation:	\$98,481
Contact Person:	Carl Johnson
Telephone:	248-347-0470
Best time to contact:	8:00am-5:00pm
DUNS #:	944350321
Copy of current SAMS Registration attached:	Yes <input checked="" type="checkbox"/> If No, Explain: _____
Is community subject to Single Audit?	Yes _____ No <input checked="" type="checkbox"/>
<b>2. PY 2017 CDBG Proposed Projects</b>	
<b>Project #1</b>	<b>Name Code Enforcement Allocation: \$3,000</b>
<p>Project # <u>1</u> Name: <u>Minor Home Repair</u> Allocation: \$ <u>82,481</u>                  Project # <u>2</u> Name: <u>Youth Services</u> Allocation: \$ <u>10,000</u>                  Project # <u>3</u> Name: <u>Battered and Abused Spouses</u> Allocation: \$ <u>6,000</u>                  Project # _____ Name: _____ Allocation: \$ _____</p>	
Total # of Projects:	3
# of Public Service Projects:	2
Public Service %:	16.25%
<b>3. Signature of Highest Elected Official (or Designee)</b>	
Name of HEO or Designee:	Robert J. Gatt
Title of HEO or Designee:	Mayor
<b>Signature of HEO or Designee:</b>	<div style="border-top: 1px solid black; width: 100%; height: 40px;"></div> <p align="right">Signature/Title</p>

**(Please complete Part 1 only once per application)**

**PY 2017 CDBG APPLICATION – PART 2**

**(Please ✓ one box per project)**

**Project #1 Allocation: \$82,481**

<b>Project Information</b>							
<b>4. Account</b>	<b>Account #</b>	<b>Matrix</b>	<b>Authority</b>	<b>Objective</b>	<b>Goal</b>	<b>Indicator</b>	<b>Outcome</b>
✓	<b>Acquisition and Disposition</b>						
Acquisition of Real Property	172170-730003	01	570.201 (a)	Suitable Living Environment	Strengthen Communities	# of LMI HH with new/ improved access	Sustainability
Disposition	172170-730536	02	570.201 (b)				
<b>Public Facilities and Improvements</b>							
Downtown Revitalization	172170-730541	03N	570.201 (c)	Suitable Living Environment	Strengthen Communities	# of LMI HH with new/ improved access	Sustainability
Fire Station Equipment	172170-730733	03O	570.201 (c)				
Flood Drain Improvements	172170-730744	03I	570.201 (c)				
Parks-Recreational Facilities	172170-731332	03F	570.201 (c)				
Remove Architectural Barriers	172170-731619	03	570.201 (c)				
Senior Center	172170-731696	03A	570.201 (c)				
Sidewalks	172170-731745	03L	570.201 (c)				
Special Assessments - Flood	172170-731815	03I	570.201 (c)				
Special Assessments - Water Sewer	172170-731815	03J	570.201 (c)				
Special Assessments - Street	172170-731815	03K	570.201 (c)				
Special Assessments - Sidewalk	172170-731815	03L	570.201 (c)				
Street Improvements	172170-731864	03K	570.201 (c)				
Tree Planting	172170-732021	03N	570.201 (c)				
Water Sewer Improvements	172170-732114	03J	570.201 (c)				
<b>Public Services</b>							
PS (Battered & Abused Spouses)	172160-730137-40620	05G	570.201 (e)	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/ Accessibility
PS (Disabled Services)	172160-730535	05B	570.201 (e)				
PS (Emergency Services)	172160-730571	05	570.201 (e)				
PS (Fair Housing Services)	172160-730880	05A	570.201 (e)				
PS (Housekeeping Services)	132210-702010	05	570.201 (e)				
PS (Legal Services)	172160-731073	05C	570.201 (e)				
PS (Safety & Repair Services)	172160-731665	05A	570.201 (e)				
PS (Senior Services)	172160-731712	05A	570.201 (e)				
PS (Transportation Services)	172160-732011	05E	570.201 (e)				
PS (Yard Services)	172160-732170	05A	570.201 (e)				
PS (Youth Services)	172160-732185	05D	570.201 (e)				

(Please ✓ one box per project)

Project #1 Allocation: \$82,481

4. Account	Account #	Matrix	Authority	Objective	Goal	Indicator	Outcome	
✓	<b>Housing</b>							
	Housing Rehabilitation	132290-730898	14A	570.202	Decent Affordable Housing	# of units brought to code	Affordability	
	Rehab Publicly Owned Residential	172160-731602	14D					
	Emergency Rehab	172170-730569	14A					
x	Minor Home Repair	172170-731227	14A					
	Mobile Home Minor Home Repair	172170-731227-40620	14A					
	Housing Rehabilitation Admin	132280-731605	14H			N/A	N/A	N/A
<b>Other Projects</b>								
	Clearance and Demolition	172170-730345	04	570.201 (d)	Suitable Living Environment	Strengthen Communities	Slum Blight	Sustainability
	Non Res Historic Preservation	172170-731280	16B	570.202 (d)				
	Code Enforcement	172170-730310	15	570.202 (c)				
	Interim Assistance							
	ED (Micro-Enterprise Assistance)							



**PY 2017 CDBG APPLICATION – PART 3**

**(Please complete for each project)**

**Project #1**

**Allocation: \$82,481**

**5. Project Description**

**Provide a detailed description of the proposed project** Fund minor home repairs. Repairs will conform to Oakland County guidelines and State of Michigan lead based paint regulations.

**How will CDBG funds be used? (i.e. construction, materials, public service delivery, project service delivery costs)** The City will contract out the administration services for its minor home repair services. The administrator will offer low to moderate income qualified single family, one-unit structure homes minor home repairs such as (but not limited to) replace furnace, replace water heater, replace toilets, install storm doors and or windows, replace roofs, and replace defective light fixtures.

**6. CDBG National Objective (See Eligible Projects List)**

✓	Code/Description	24 CFR Citation
	<b>LMA - Low/mod area benefit:</b> the service area identified for activities is primarily low/mod income.	570.208(a)(1) 507.483(b)(1)
	<b>LMC - Low/mod limited clientele benefit:</b> activities that benefit a limited clientele, at least 40.81% of which are low/mod income.	570.208(a)(2) 570.483(b)(2)
X	<b>LMH - Low/mod housing benefit:</b> activities that are carried out for the purpose of providing or improving permanent residential structures that will be occupied by low/mod income households.	570.208(a)(3) 570.483(b)(3)
	<b>SBS - Slum/blight spot basis:</b> activities that address conditions of blight or physical decay on a spot basis not located in a designated slum/blight area.	570.201 (f)(1) 570.200 (e) 570.201 (f) (2)
	<b>SBA - Slum/blight area basis:</b> activities that address conditions of blight or physical decay in a designated slum/blight area.	570.201 (f)(1) 570.200 (e) 570.201 (f) (2)

**7. # of clients to be served in PY 2017**

**8. Type of clients to be served**

	People
	Households
14	Housing Units
	Public Facilities

**9. Senior Center Projects Only**

	Estimated Number of Current Members
	White alone
	Black or African American alone
	American Indian and Alaska Native alone
	Asian alone
	Native Hawaiian & Other Pacific Islander alone
	Some other race alone
	Two or more races

**PY 2017 CDBG APPLICATION – PART 4**

**(Please complete for each project) Project #1 Allocation: \$82,481**

10. Project Location			
	<input checked="" type="checkbox"/>	Please <input checked="" type="checkbox"/> one box	
Describe Project Location		City/Township/Village Wide	
		Area Wide Benefit Only	
	<input checked="" type="checkbox"/>	Specific	
<b>Parcel ID# Public Facilities Projects Only</b>			
Address			
City			
Zip Code			
<b>Areawide Benefit Projects Only</b>			
Census Tracts (CTs) and Block Groups (BGs)			
Attach Areawide Benefit Map			
	CT _____	BG _____	
	CT _____	BG _____	
	CT _____	BG _____	
	CT _____	BG _____	
	CT _____	BG _____	
	CT _____	BG _____	
	CT _____	BG _____	

11. Describe the service area for the following:		
	Project Type	Service Area
Fire Station/ Equipment		
Park Recreational Facilities		
Special Assessments		

12. Environmental Review Record				
(Please <input checked="" type="checkbox"/> each box as it applies and attach all required documents)				
<input checked="" type="checkbox"/>	<b>Exempt Project</b>			
	Project is Exempt per 24 CFR 58.34			
	Project Location Map Attached (Google)			
<input checked="" type="checkbox"/>	<b>Categorically Excluded Project</b>			
<input checked="" type="checkbox"/>	Statutory Checklist			
	Project Location Map Attached (Google)			
	Flood Plain Map <a href="https://gis.oakgov.com/PropertyGateway/Home.mvc">https://gis.oakgov.com/PropertyGateway/Home.mvc</a>	Project in Flood Plain		8 Step Attached
<input checked="" type="checkbox"/>	<b>Environmentally Assessed Project</b>			
	Environmental Assessment			
	Project Location Map Attached (Google)			
	Flood Plain Map <a href="https://gis.oakgov.com/PropertyGateway/Home.mvc">https://gis.oakgov.com/PropertyGateway/Home.mvc</a>	Project in Flood Plain		8 Step Attached
<input checked="" type="checkbox"/>	<b>Other Projects</b>			
	Historic Preservation Profile (HPP) Attached			Demolition Checklist Attached

**PY 2017 CDBG APPLICATION – PART 5**

**(Please complete for each project) Project #1 Allocation: \$82,481**

<b>13. Project Purpose (PUBLIC SERVICES PROJECTS ONLY)</b>	
Help Prevent Homelessness?	_____ Yes <input checked="" type="checkbox"/> No
Help the Homeless?	_____ Yes <input checked="" type="checkbox"/> No
Help those with HIV/AIDS?	_____ Yes <input checked="" type="checkbox"/> No
Help Persons with Disabilities?	_____ Yes <input checked="" type="checkbox"/> No

<b>14. Project Purpose (PUBLIC FACILITIES &amp; IMPROVEMENTS PROJECTS ONLY)</b>	
Will the project meet ADA standards for access?	_____ Yes _____ No

<b>15. Describe Additional Resources</b>	
Other Federal Funds	\$ _____
State/Local Funds	\$ _____
Other Funds	\$ _____

<b>16. Project Duration</b>	
This is a new project for PY 2017	_____ Yes <input checked="" type="checkbox"/> No
This is an ongoing project from PY	<input checked="" type="checkbox"/> Yes _____ No
This ongoing project has been offered since PY	2000
For ongoing projects describe PY 2016 results i.e. 9% of participants had greater access to public services.	14 housing units were repaired pursuant to program guidelines

<b>17. Project Administration</b>	
Community will manage project	_____ Yes <input checked="" type="checkbox"/> No
Community will hire a vendor to manage project	<input checked="" type="checkbox"/> Yes _____ No
County will administer contract	_____ Yes <input checked="" type="checkbox"/> No

**PY 2017 CDBG APPLICATION – PART 2**

**(Please ✓ one box per project)**

**Project #2 Allocation: \$10,000**

<b>Project Information</b>							
<b>4. Account</b>	<b>Account #</b>	<b>Matrix</b>	<b>Authority</b>	<b>Objective</b>	<b>Goal</b>	<b>Indicator</b>	<b>Outcome</b>
✓	<b>Acquisition and Disposition</b>						
Acquisition of Real Property	172170-730003	01	570.201 (a)	Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
Disposition	172170-730536	02	570.201 (b)				
<b>Public Facilities and Improvements</b>							
Downtown Revitalization	172170-730541	03N	570.201 (c)	Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
Fire Station Equipment	172170-730733	03O	570.201 (c)				
Flood Drain Improvements	172170-730744	03I	570.201 (c)				
Parks-Recreational Facilities	172170-731332	03F	570.201 (c)				
Remove Architectural Barriers	172170-731619	03	570.201 (c)				
Senior Center	172170-731696	03A	570.201 (c)				
Sidewalks	172170-731745	03L	570.201 (c)				
Special Assessments - Flood	172170-731815	03I	570.201 (c)				
Special Assessments - Water Sewer	172170-731815	03J	570.201 (c)				
Special Assessments - Street	172170-731815	03K	570.201 (c)				
Special Assessments - Sidewalk	172170-731815	03L	570.201 (c)				
Street Improvements	172170-731864	03K	570.201 (c)				
Tree Planting	172170-732021	03N	570.201 (c)				
Water Sewer Improvements	172170-732114	03J	570.201 (c)				
<b>Public Services</b>							
PS (Battered & Abused Spouses)	172160-730137-40620	05G	570.201 (e)	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
PS (Disabled Services)	172160-730535	05B	570.201 (e)				
PS (Emergency Services)	172160-730571	05	570.201 (e)				
PS (Fair Housing Services)	172160-730880	05A	570.201 (e)				
PS (Housekeeping Services)	132210-702010	05	570.201 (e)				
PS (Legal Services)	172160-731073	05C	570.201 (e)				
PS (Safety & Repair Services)	172160-731665	05A	570.201 (e)				
PS (Senior Services)	172160-731712	05A	570.201 (e)				
PS (Transportation Services)	172160-732011	05E	570.201 (e)				
PS (Yard Services)	172160-732170	05A	570.201 (e)				
X PS (Youth Services)	172160-732185	05D	570.201 (e)				

(Please ✓ one box per project)

Project #2 Allocation: \$10,000

4. Account	Account #	Matrix	Authority	Objective	Goal	Indicator	Outcome
✓	<b>Housing</b>						
Housing Rehabilitation	132290-730898	14A	570.202	Decent Affordable Housing	N/A	N/A	Affordability
Rehab Publicly Owned Residential	172160-731602	14D					
Emergency Rehab	172170-730569	14A					
Minor Home Repair	172170-731227	14A					
Mobile Home Minor Home Repair	172170-731227-40620	14A					
Housing Rehabilitation Admin	132280-731605	14H					
<b>Other Projects</b>							
Clearance and Demolition	172170-730345	04	570.201 (d)	Suitable Living Environment	Strengthen Communities	Slum Blight	Sustainability
Non Res Historic Preservation	172170-731280	16B	570.202 (d)				
Code Enforcement	172170-730310	15	570.202 (c)				
Interim Assistance							
ED (Micro-Enterprise Assistance)							

**PY 2017 CDBG APPLICATION – PART 3**

**(Please complete for each project)**

**Project #2**

**Allocation: \$10,000**

**5. Project Description**

**Provide a detailed description of the proposed project** Provide specialized counseling and camp scholarships to low and moderate income families

**How will CDBG funds be used? (i.e. construction, materials, public service delivery, project service delivery costs)** Provide specialized counseling and camp scholarships to low and moderate income families

**6. CDBG National Objective (See Eligible Projects List)**

✓	Code/Description	24 CFR Citation
	<b>LMA - Low/mod area benefit:</b> the service area identified for activities is primarily low/mod income.	570.208(a)(1) 507.483(b)(1)
X	<b>LMC - Low/mod limited clientele benefit:</b> activities that benefit a limited clientele, at least 40.81% of which are low/mod income.	570.208(a)(2) 570.483(b)(2)
	<b>LMH - Low/mod housing benefit:</b> activities that are carried out for the purpose of providing or improving permanent residential structures that will be occupied by low/mod income households.	570.208(a)(3) 570.483(b)(3)
	<b>SBS - Slum/blight spot basis:</b> activities that address conditions of blight or physical decay on a spot basis not located in a designated slum/blight area.	570.201 (f)(1) 570.200 (e) 570.201 (f) (2)
	<b>SBA - Slum/blight area basis:</b> activities that address conditions of blight or physical decay in a designated slum/blight area.	570.201 (f)(1) 570.200 (e) 570.201 (f) (2)

**7. # of clients to be served in PY 2017**

51

**8. Type of clients to be served**

- People
- Households
- Housing Units
- Public Facilities

**9. Senior Center Projects Only**

Estimated Number of Current Members
White alone
Black or African American alone
American Indian and Alaska Native alone
Asian alone
Native Hawaiian & Other Pacific Islander alone
Some other race alone
Two or more races

**PY 2017 CDBG APPLICATION – PART 4**

**(Please complete for each project) Project #2 Allocation: \$10,000**

10. Project Location		
	<input checked="" type="checkbox"/>	Please <input checked="" type="checkbox"/> one box
Describe Project Location	X	City/Township/Village Wide
		Area Wide Benefit Only
		Specific
Parcel ID# <b>Public Facilities Projects Only</b>		
Address		
City		
Zip Code		
<b>Areawide Benefit Projects Only</b>	CT _____ BG _____	CT _____ BG _____
Census Tracts (CTs) and Block Groups (BGs)	CT _____ BG _____	CT _____ BG _____
Attach Areawide Benefit Map	CT _____ BG _____	CT _____ BG _____
	CT _____ BG _____	CT _____ BG _____
	CT _____ BG _____	CT _____ BG _____

11. Describe the service area for the following:		
	Project Type	Service Area
Fire Station/ Equipment		
Park Recreational Facilities		
Special Assessments		

12. Environmental Review Record				
(Please <input checked="" type="checkbox"/> each box as it applies and attach all required documents)				
<input checked="" type="checkbox"/>	<b>Exempt Project</b>			
X	Project is Exempt per 24 CFR 58.34			
	Project Location Map Attached (Google)			
<input checked="" type="checkbox"/>	<b>Categorically Excluded Project</b>			
	Statutory Checklist			
	Project Location Map Attached (Google)			
	Flood Plain Map <a href="https://gis.oakgov.com/PropertyGateway/Home.mvc">https://gis.oakgov.com/PropertyGateway/Home.mvc</a>		Project in Flood Plain	8 Step Attached
<input checked="" type="checkbox"/>	<b>Environmentally Assessed Project</b>			
	Environmental Assessment			
	Project Location Map Attached (Google)			
	Flood Plain Map <a href="https://gis.oakgov.com/PropertyGateway/Home.mvc">https://gis.oakgov.com/PropertyGateway/Home.mvc</a>		Project in Flood Plain	8 Step Attached
<input checked="" type="checkbox"/>	<b>Other Projects</b>			
	Historic Preservation Profile (HPP) Attached		Demolition Checklist Attached	

**PY 2017 CDBG APPLICATION – PART 5**

**(Please complete for each project) Project #2 Allocation: \$10,000**

<b>13. Project Purpose (PUBLIC SERVICES PROJECTS ONLY)</b>	
Help Prevent Homelessness?	____ Yes <input checked="" type="checkbox"/> No
Help the Homeless?	____ Yes <input checked="" type="checkbox"/> No
Help those with HIV/AIDS?	____ Yes <input checked="" type="checkbox"/> No
Help Persons with Disabilities?	____ Yes <input checked="" type="checkbox"/> No

<b>14. Project Purpose (PUBLIC FACILITIES &amp; IMPROVEMENTS PROJECTS ONLY)</b>	
Will the project meet ADA standards for access?	____ Yes ____ No

<b>15. Describe Additional Resources</b>	
Other Federal Funds	\$
State/Local Funds	\$
Other Funds	\$

<b>16. Project Duration</b>	
This is a new project for PY 2017	____ Yes <input checked="" type="checkbox"/> No
This is an ongoing project from PY	<input checked="" type="checkbox"/> Yes ____ No
This ongoing project has been offered since PY	2000
For ongoing projects describe PY 2016 results i.e. 9% of participants had greater access to public services.	Approximately 51 persons received services

<b>17. Project Administration</b>	
Community will manage project	____ Yes <input checked="" type="checkbox"/> No
Community will hire a vendor to manage project	<input checked="" type="checkbox"/> Yes ____ No
County will administer contract	____ Yes <input checked="" type="checkbox"/> No



**PY 2017 CDBG APPLICATION – PART 2**

**(Please ✓ one box per project)**

**Project #3 Allocation: \$6,000**

<b>Project Information</b>							
<b>4. Account</b>	<b>Account #</b>	<b>Matrix</b>	<b>Authority</b>	<b>Objective</b>	<b>Goal</b>	<b>Indicator</b>	<b>Outcome</b>
<input checked="" type="checkbox"/>	<b>Acquisition and Disposition</b>						
Acquisition of Real Property	172170-730003	01	570.201 (a)	Suitable Living Environment	Strengthen Communities	# of LMI HH with new/ improved access	Sustainability
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<b>Public Facilities and Improvements</b>							
Downtown Revitalization	172170-730541	03N	570.201 (c)	Suitable Living Environment	Strengthen Communities	# of LMI HH with new/ improved access	Sustainability
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Special Assessments - Flood	172170-731815	03I	570.201 (c)				
Special Assessments - Water Sewer	172170-731815	03J	570.201 (c)				
Special Assessments - Street	172170-731815	03K	570.201 (c)				
Special Assessments - Sidewalk	172170-731815	03L	570.201 (c)				
Street Improvements	172170-731864	03K	570.201 (c)				
Tree Planting	172170-732021	03N	570.201 (c)				
Water Sewer Improvements	172170-732114	03J	570.201 (c)				
<b>Public Services</b>							
X PS (Battered & Abused Spouses)	172160-730137-40620	05G	570.201 (e)	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/ Accessibility
PS (Disabled Services)	172160-730535	05B	570.201 (e)				
PS (Emergency Services)	172160-730571	05	570.201 (e)				
PS (Fair Housing Services)	172160-730880	05A	570.201 (e)				
PS (Housekeeping Services)	132210-702010	05	570.201 (e)				
PS (Legal Services)	172160-731073	05C	570.201 (e)				
PS (Safety & Repair Services)	172160-731665	05A	570.201 (e)				
PS (Senior Services)	172160-731712	05A	570.201 (e)				
PS (Transportation Services)	172160-732011	05E	570.201 (e)				
PS (Yard Services)	172160-732170	05A	570.201 (e)				
PS (Youth Services)	172160-732185	05D	570.201 (e)				

(Please ✓ one box per project)

Project #3 Allocation: \$6,000

4. Account	Account #	Matrix	Authority	Objective	Goal	Indicator	Outcome	
✓	<b>Housing</b>							
Housing Rehabilitation	132290-730898	14A	570.202	Decent Affordable Housing	N/A	N/A	N/A	
Rehab Publicly Owned Residential	172160-731602	14D						Affordability
Emergency Rehab	172170-730569	14A						
Minor Home Repair	172170-731227	14A						
Mobile Home Minor Home Repair	172170-731227-40620	14A						
Housing Rehabilitation Admin	132280-731605	14H						N/A
<b>Other Projects</b>								
Clearance and Demolition	172170-730345	04	570.201 (d)	Suitable Living Environment	Strengthen Communities	Slum Blight	Sustainability	
Non Res Historic Preservation	172170-731280	16B	570.202 (d)					
Code Enforcement	172170-730310	15	570.202 (c)			# of LMI persons served		
Interim Assistance								
ED (Micro-Enterprise Assistance)								

**PY 2017 CDBG APPLICATION – PART 3**

**(Please complete for each project)**

**Project #3**

**Allocation: \$6,000**

**5. Project Description**

**Provide a detailed description of the proposed project** Provide services to abused spouses and their children who are residents of Novi

**How will CDBG funds be used? (i.e. construction, materials, public service delivery, project service delivery costs)** Provide services to abused spouses and their children who are residents of Novi

**6. CDBG National Objective (See Eligible Projects List)**

✓	Code/Description	24 CFR Citation
	<b>LMA - Low/mod area benefit:</b> the service area identified for activities is primarily low/mod income.	570.208(a)(1) 507.483(b)(1)
X	<b>LMC - Low/mod limited clientele benefit:</b> activities that benefit a limited clientele, at least 40.81% of which are low/mod income.	570.208(a)(2) 570.483(b)(2)
	<b>LMH - Low/mod housing benefit:</b> activities that are carried out for the purpose of providing or improving permanent residential structures that will be occupied by low/mod income households.	570.208(a)(3) 570.483(b)(3)
	<b>SBS - Slum/blight spot basis:</b> activities that address conditions of blight or physical decay on a spot basis not located in a designated slum/blight area.	570.201 (f)(1) 570.200 (e) 570.201 (f) (2)
	<b>SBA - Slum/blight area basis:</b> activities that address conditions of blight or physical decay in a designated slum/blight area.	570.201 (f)(1) 570.200 (e) 570.201 (f) (2)

7. # of clients to be served in PY 2017	8. Type of clients to be served
120	People
	Households
	Housing Units
	Public Facilities

**9. Senior Center Projects Only**

	Estimated Number of Current Members
	White alone
	Black or African American alone
	American Indian and Alaska Native alone
	Asian alone
	Native Hawaiian & Other Pacific Islander alone
	Some other race alone
	Two or more races

**PY 2017 CDBG APPLICATION – PART 4**

**(Please complete for each project) Project #3 Allocation: \$6,000**

10. Project Location			
	<input checked="" type="checkbox"/>	Please <input checked="" type="checkbox"/> one box	
Describe Project Location	<input checked="" type="checkbox"/>	City/Township/Village Wide	
		Area Wide Benefit Only	
		Specific	
<b>Parcel ID# Public Facilities Projects Only</b>			
Address			
City			
Zip Code			
<b>Areawide Benefit Projects Only</b>		CT _____ BG _____	CT _____ BG _____
Census Tracts (CTs) and Block Groups (BGs)		CT _____ BG _____	CT _____ BG _____
Attach Areawide Benefit Map		CT _____ BG _____	CT _____ BG _____
		CT _____ BG _____	CT _____ BG _____
		CT _____ BG _____	CT _____ BG _____

11. Describe the service area for the following:		
	Project Type	Service Area
Fire Station/ Equipment		
Park Recreational Facilities		
Special Assessments		

12. Environmental Review Record				
(Please <input checked="" type="checkbox"/> each box as it applies and attach all required documents)				
<input checked="" type="checkbox"/>	<b>Exempt Project</b>			
<input checked="" type="checkbox"/>	Project is Exempt per 24 CFR 58.34			
	Project Location Map Attached (Google)			
<input checked="" type="checkbox"/>	<b>Categorically Excluded Project</b>			
	Statutory Checklist			
	Project Location Map Attached (Google)			
	Flood Plain Map <a href="https://gis.oakgov.com/PropertyGateway/Home.mvc">https://gis.oakgov.com/PropertyGateway/Home.mvc</a>	Project in Flood Plain		8 Step Attached
<input checked="" type="checkbox"/>	<b>Environmentally Assessed Project</b>			
	Environmental Assessment			
	Project Location Map Attached (Google)			
	Flood Plain Map <a href="https://gis.oakgov.com/PropertyGateway/Home.mvc">https://gis.oakgov.com/PropertyGateway/Home.mvc</a>	Project in Flood Plain		8 Step Attached
<input checked="" type="checkbox"/>	<b>Other Projects</b>			
	Historic Preservation Profile (HPP) Attached		Demolition Checklist Attached	

**PY 2017 CDBG APPLICATION – PART 5**

**(Please complete for each project) Project #3 Allocation: \$6,000**

<b>13. Project Purpose (PUBLIC SERVICES PROJECTS ONLY)</b>	
Help Prevent Homelessness?	____ Yes <u>X</u> No
Help the Homeless?	____ Yes <u>X</u> No
Help those with HIV/AIDS?	____ Yes <u>X</u> No
Help Persons with Disabilities?	____ Yes <u>X</u> No

<b>14. Project Purpose (PUBLIC FACILITIES &amp; IMPROVEMENTS PROJECTS ONLY)</b>	
Will the project meet ADA standards for access?	____ Yes ____ No

<b>15. Describe Additional Resources</b>	
Other Federal Funds	\$
State/Local Funds	\$
Other Funds	\$

<b>16. Project Duration</b>	
This is a new project for PY 2017	____ Yes <u>x</u> No
This is an ongoing project from PY	<u>X</u> Yes ____ No
This ongoing project has been offered since PY	2000
For ongoing projects describe PY 2016 results i.e. 9% of participants had greater access to public services.	120 persons received services

<b>17. Project Administration</b>	
Community will manage project	____ Yes <u>X</u> No
Community will hire a vendor to manage project	<u>x</u> Yes ____ No
County will administer contract	____ Yes <u>X</u> No



# Conflict of Interest Certification

# 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- or moderate-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:

<b>Community Name:</b>	City of Novi
<b>Name of Highest Elected Official (HEO) and Title:</b>	Robert J. Gatt, Mayor
<b>Signature of HEO or Designee:</b>	<div style="border-top: 1px solid black; width: 100%;"></div> <div style="text-align: right; font-size: small; margin-top: 5px;">Signature/Title</div>