



CITY OF NOVI CITY COUNCIL
MARCH 8, 2021

SUBJECT: Approve the Program Year 2021 Community Development Block Grant (CDBG) Application in the approximate amount of \$130,530 and authorize the Mayor to sign the Application.

SUBMITTING DEPARTMENT: Finance

BACKGROUND INFORMATION: The proposed program year (PY) 2021 CDBG allocation for the City of Novi is estimated to total \$130,530.

Housing and Community Development Committee Recommendation: Funding requests were reviewed individually by the HCD Committee at their meeting of February 2, 2021. After very thoughtful deliberation, the Committee is recommending the following program allocations for 2021:

Recommended Projects					
CDBG Program Descriptions	Organization Requesting Funding	Description	2020 Application Amount	2021 Agency Requests	2021 HCD Committee Recommendation
Public Services	HAVEN	Domestic violence	\$16,000	\$15,000	\$15,000
Public Services	Novi Youth Assistance	Specialized counseling and camp and fieldtrip scholarships	\$8,000	\$8,000	\$8,000
Public Services	Hospitality House	Emergency Services	\$7,000	\$3,500	\$9,900
		Sub-Total*	\$31,000	\$26,500	\$32,900
Minor Home Repair	City of Novi	Residential Repair program for Novi Residents	\$99,530	\$104,030	\$97,630
		Total	\$130,530	\$130,530	\$130,530

***The maximum 30% allocation allowed within the Public Service category for 2020 is \$39,159**

The deadline to submit the 2021 CDBG application to Oakland County is March 9, 2021.

RECOMMENDED ACTION: Approve the Program Year 2021 Community Development Block Grant Application in the approximate amount of \$130,530 and authorize the Mayor to sign the Application.



MEMORANDUM

TO: CARL JOHNSON, FINANCE DIRECTOR

FROM: SABRINA LILLA, DEPUTY FINANCE DIRECTOR

SUBJECT: 2021 COMMUNITY DEVELOPMENT BLOCK GRANT PUBLIC HEARING INFORMATION

DATE: FEBRUARY 3, 2021

The proposed Program Year (PY) 2021 Community Development Block Grant (CDBG) allocation for the City of Novi is **estimated** to total \$130,530. **Funding requests from outside agencies for public service activities were received totaling \$26,500.** The maximum amount the City of Novi is allowed to allocate directly to the public service program category for 2021 is \$39,159. 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 (held via Zoom) on February 2, 2021 and they are recommending the following program allocations for 2021:

Recommended Projects					
CDBG Program Descriptions	Organization Requesting Funding	Description	2020 Application Amount	2021 Agency Requests	2021 HCD Committee Recommendation
Public Services	HAVEN	Battered and abused spouses	\$16,000	\$15,000	\$15,000
Public Services	Novi Youth Assistance	Specialized counseling and camp scholarships	\$8,000	\$8,000	\$8,000
Public Services	Several	Emergency services	\$ 7,000	\$3,500	\$9,900
		Sub-Total*	\$31,000	\$26,500	\$32,900
Minor Home Repair	City of Novi	Residential Repair program for Novi Residents	\$99,530	\$104,030	\$97,630
		Total	\$130,530	\$130,530	\$130,530

*The maximum 30% allocation allowed within the Public Service category for 2021 is \$39,159.

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

Agency request usually mirror actual awards from the previous year. For Program Year 2021, 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. Hospitality House requested a minimum of \$3,500 indicating the organization could use additional funding. In addition, HAVEN provided services to 140 clients within Novi. HAVEN’s request for funding covers less than 5% of actual costs for services provided to residents within Novi.

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 \$3,500. The Committee recommended to Council

to increase the request. 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.

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 has reported last fiscal year a total of 140 Novi residents received direct assistance from HAVEN by way of shelter assistance, crisis intervention as well as services from HAVEN's Personal Protection Order Office. The Committee recommended to provide the requested funds 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 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 most recent edition of Engage. The advertising worked and McKenna has received much interest in the program and has six applications they are currently reviewing. Additional funds will be available shortly when the County releases the program year 2020 funds. Typically program funds are released in November/December, but again, due to COVID, the funds have been delayed. The County could only say they expect the funds soon but were not able to provide an exact date.

The table below reflects funding levels for the Minor Home Repair program since 2017. 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 2021 grant year.

CDBG Program	Description	2017 CDBG Funding Allocation	2018 CDBG Funding Allocation	2019 CDBG Funding Allocation	2020 CDBG Application Allocation	2021 CDBG HCD Committee Recommendation
Minor Home Repair	Residential repair program	\$84,626	\$74,345	\$104,030	\$99,530	\$97,630

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 2021 low/moderate income block groups from the U.S. Department of Housing and Urban Development. The **Recommended Projects** for 2021 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 \$2,392,380* in CDBG grant funds.

The deadline to submit the 2021 CDBG application to Oakland County is March 5, 2021.

	Program Year												Total
	Application 2021	Application 2020	Awarded 2019	Awarded 2018	Awarded 2017	Awarded 2016	Awarded 2015	Awarded 2014	Awarded 2013	Awarded 2012	Awarded 2002-2011		
Minor Home Repair	\$ 97,630	\$ 99,530	\$ 104,030	\$ 74,345	\$ 84,626	\$ 74,126	\$ 84,481	\$ 77,505	\$ 77,654	\$ 74,923	711,654	\$ 1,560,504	
Novi Youth Assistance	8,000	8,000	-	18,562	10,000	10,000	8,000	8,000	8,000	7,000	60,724	146,286	
NYA - Child Care Svc		-	15,000	-	-	-	-	-	-	-	-	15,000	
Haven	15,000	16,000	8,000	7,900	6,000	6,500	6,000	6,000	6,000	5,000	48,460	130,860	
Transportation		-	-	-	-	10,000	-	-	-	-	115,000	125,000	
Senior Services		-	-	-	-	-	-	-	-	-	14,000	14,000	
Mobile Home Repair		-	-	-	46,407	-	-	-	-	-	-	46,407	
Emergency Services	9,900	7,000	3,500	5,400	-	-	-	-	-	-	-	25,800	
Public Services*		-	-	-	-	-	-	-	-	-	328,523	328,523	
	<u>130,530</u>	<u>130,530</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>86,923</u>	<u>1,278,361</u>	<u>\$ 2,392,380</u>	

*The public service was not specifically identified



Outside Agency Requests



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

October 7, 2020

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 Child Care program in the 2021 budget year.

Sincerely,

Linda Cianferra

Linda Cianferra
Chairperson, 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.



HAVEN

LIVE WITHOUT FEAR

October 26, 2020

Ms. Sabrina Lilla
City of Novi
45175 W 10 Mile Rd
Novi, MI 48375-3024

(248) 735-5692;
slilla@cityofnovi.org

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, 2019 through June 30, 2020, 127 individuals utilized our program services and 13 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 \$15,000 for fiscal year 2020-2021. 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. 306.

Sincerely,

Philip D. Whitfield
Director of Business Operations

HAVEN
CDBG Cost Breakdown by Program
Actual Cost to Provide Service

City of Novi
Fiscal Year 2019-20

Program	Clients Served		Cost
Counseling Program	15	\$	6,555.00
Personal Protection Orders	11	\$	1,595.00
Court Advocacy	90	\$	35,100.00
Residential	1	\$	2,411.00
START - Forensic Exams	10	\$	9,890.00
Crisis Line	13	\$	1,508.00
Total	140	\$	57,059.00



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*

October 24, 2020

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

Dear Alicia Parrinello:

On behalf of the Hospitality House food pantry, I would like to request that a minimum of \$3500 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 77,122 pounds of food to 106 households in Novi. This figure has a dollar value of over \$129,564 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 61 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.

In addition, in the upcoming fall of this year Hospitality House will be launching several new programs to assist those who are struggling in the areas of transportation, and housing. Increasing our provision of services to the city.

Hospitality House is a diligent steward in the use of its resources; acquiring foods at no or lost cost and primarily 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.

Hospitality House is a 501 (c) (3) organization. Your donation is 100% tax deductible to the extent allowed by the law if you received no goods or services from this contribution. Your contribution qualifies for a Federal tax deduction. Also, individuals, couples and businesses may claim 50% of their cash donations to Hospitality House on the Michigan Income Tax Return (homeless/food bank cash contribution) tax credit line. Individuals may claim 50% of gifts up to \$200; couples filing jointly may claim 50% of gifts up to \$400; and businesses may claim 50% of gifts up to \$10,000. #MISC26196



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

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 Donovan Neal at (248) 960-9975.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Neal', is written over the word 'Sincerely,'.

Donovan M. Neal M.S.N.P.
Executive Director
Hospitality House

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Hospitality House food pantry

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2075 E. West Maple Rd Ste B204
Commerce Twp, MI 48390

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

Project Description:

Hospitality House is a “client choice” food pantry which serves the entire Walled Lake School district and beyond. “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. Clients can select food from the pantry once every two weeks.

Project Management and Administration:

Hospitality House’s Director Donovan Neal, 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. Included in this proposal is information about Donovan Neal and the Board.

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 secure online 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 Novi, 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 also assist. 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 2 large walk-in freezer/refrigerators, two chest freezers and three refrigerators. In addition, Hospitality House’s relationship with

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Gleaners Community Food Bank of SE Michigan and Forgotten Harvest Community Food Bank allows the pantry to remain well stocked at a low cost.

Familiarity with CDBG Requirements:

Hospitality House had a CDBG's from the City of Wixom, the City of Walled Lake and West Bloomfield Township 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.

Cost:

Per the standards we received from the Food Bank of Oakland County, we value all of the food we distribute at a flat rate of \$1.68 per pound. On average, each individual client receives about 61 pounds of food per visit.

Actual amounts of food distributed vary, since each family "shops" our shelves for the food that is appropriate for their family (based on size and their needs). Thus, the cost to serve the average client for one month is approximately \$177.46.

Board of Directors

Voting Members:

Scott Lavine, President
Alyson Lobert, Vice President
Denise Montgomery, Treasurer
Lindsey Lavine, Secretary
Kevin Mulhall
Barry Hiscox
Judy Evola
Ginger Houghton
Jason Gibb
Ray Sherlock
Jane Thornhill
Linda Hyaduck
Jay Bland
Sara Habbo
Regina Nock

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Jason Gibb
Ray Sherlock
Jane Thornhill
Linda Hyaduck
Jay Bland
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Key Personnel Biographies

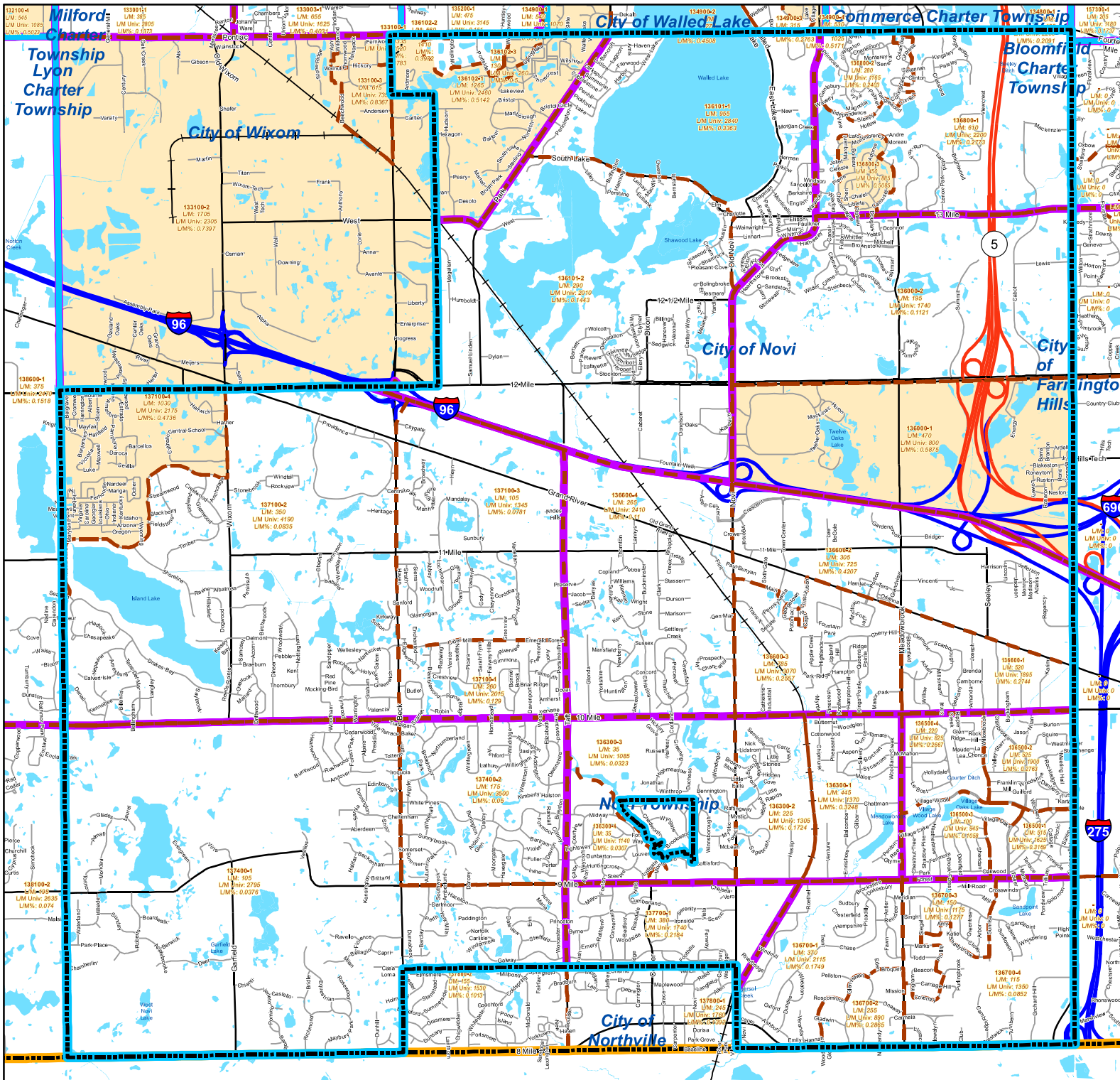
Donovan M. Neal M.S.N.P., Executive Director of Hospitality House

Donovan Neal became Director of Hospitality House in July 1, 2013. Donovan Neal M. S. N. P. has served as an Adjunct Professor at Washtenaw Community College in Ann Arbor, Michigan; he has his graduate degree in Nonprofit Management from Walden University and his undergraduate from the University of Michigan, Ann Arbor. He is an Amazon bestselling independently-published author and has been a freelance writer for Examiner.com. Donovan has spent his entire 23-year career, helping underprivileged and disempowered populations ranging from abused and neglected children, adults with disabilities, to survivors of domestic abuse and sexual assault. He has worked in a variety of nonprofit organizations overseeing multimillion dollar budgets and personnel. Donovan was selected to assist the pantry in taking it forward in its next step of growth and development. Donovan is a resident of Commerce, Michigan

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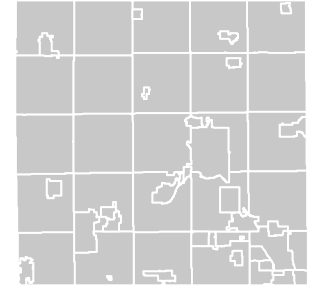


Area-wide Benefit Map



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).

CITY OF NOVI
COUNTY OF OAKLAND, MICHIGAN

Approving the 2021 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 March 8, 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 2021 Community Development Block Grant funds, and

WHEREAS, the City of Novi has duly advertised and conducted a public hearing on March 8, 2021, for the purpose of receiving public comments regarding the proposed use of 2021 Community Development Block Grant funds in the approximate amount of \$130,530, 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	\$ 15,000
172160-730283	Public Services – Child Care Services	\$ 8,000
172170-731227	Minor Home Repair	\$ 97,630

Total **\$130,530**

NOW THEREFORE BE IT RESOLVED, that the City of Novi hereby authorizes that the 2021 Community Development Block Grant Application in the approximate amount of \$130,530 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 8th day of March 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



CDBG Application

PY 2021 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 2021 CDBG APPLICATION PART 2 - APPLICANT INFORMATION

A - APPLICANT CONTACT	
Community:	City of Novi, Michigan
PY 2021 CDBG Planning Allocation:	\$130,530
Contact Person:	Sabrina Lilla
Telephone:	248-735-5692
Best time to contact:	9:30AM-3:00 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 _____

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>\$97,630</u>
	Project # <u>2</u>	Name: <u>PS-domestic violence</u>	Allocation: \$ <u>\$15,000</u>
	Project # <u>3</u>	Name: <u>PS-subsistence payments</u>	Allocation: \$ <u>\$9,900</u>
	Project # <u>4</u>	Name: <u>PS-child care services</u>	Allocation: \$ <u>\$8,000</u>
Total # of Projects:	4		
# of Public Service Projects:	3		
Public Service %:	25%		

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 2021 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 2021 CDBG APPLICATION - PART 3 PROJECT TYPE CONTINUED

(Please one box per project)

Project # ¹

Allocation: \$ 97,630

PROJECT TYPE CONTINUED						
Account	Account #	Objective	Goal	Indicator	Outcome	
<input checked="" type="checkbox"/>	PUBLIC SERVICES CONTINUED					
	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
	Neighborhood Cleanups		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
	Food Banks		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
	Housing Information and Referral Services		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
	Housing Counseling Supporting Homebuyer Downpayment Assist (05R)		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
	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
<input checked="" type="checkbox"/>	HOUSING					
	Loss of Rental Income		Decent Affordable Housing			Affordability
	Construction of Housing		Decent Affordable Housing			Affordability
	Housing Counseling for Homeownership Assist (13B)		Decent Affordable Housing			Affordability
	Homeownership Assistance – ex Housing Counseling		Decent Affordable Housing			Affordability
	Rehabilitation: Single-Unit Residential	132290-30898	Decent Affordable Housing	# of units brought to code		Affordability
	Emergency Rehab	172170-30569	Decent Affordable Housing	# of units brought to code		Affordability
	Minor Home Repair	172170-31227	Decent Affordable Housing	# of units brought to code		Affordability
<input checked="" type="checkbox"/>	Mobile Home Repair		Decent Affordable Housing	# of units brought to code		Affordability
	Rehabilitation: Multi-Unit Residential		Decent Affordable Housing	# of units brought to code		Affordability
	Rehabilitation: Public Housing Modernization		Decent Affordable Housing	# of units brought to code		Affordability
	Rehabilitation: Other Publicly Owned Res Buildings	172160-31602	Decent Affordable Housing	# of units brought to code		Affordability
	Rehabilitation: Energy Efficiency Improvements		Decent Affordable Housing	# of units brought to code		Affordability
	Rehabilitation: Acquisition		Decent Affordable Housing	# of units brought to code		Affordability
	Rehabilitation: Administration	132280-31605	N/A	N/A	N/A	N/A
	Lead-Based Paint/Lead Hazards Testing/Abatement		Decent Affordable Housing			Affordability
	Housing Services, Excluding Housing Counseling		Decent Affordable Housing			Affordability
	Housing Counseling Support HOME Hsg Activities		Decent Affordable Housing			Affordability
	Housing Counseling in Conjunction with CDBG Assisted Housing Rehab		Decent Affordable Housing			Affordability
	Code Enforcement (See Part 4 C)	172170-30310	Suitable Living Environment	Strengthen Communities	# of LMI persons served	Sustainability

PY 2021 CDBG APPLICATION - PART 4

Project # 1 **Allocation: \$** 97,630

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:		
	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)
	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.	
X	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.	
	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:		
	1) At least 25% of the properties throughout the area exhibit the following: <ul style="list-style-type: none"> 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))
	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:		
1		

PY 2021 CDBG APPLICATION - PART 4 CONTINUED

Project # 1 **Allocation: \$** \$97,630

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 2021 CDBG APPLICATION - PART 4 CONTINUED

Project # 1 **Allocation: \$** 97,630

D - PROJECT LOCATION		
Please <input checked="" type="checkbox"/> one box	<input checked="" type="checkbox"/>	
Describe Project Location	<input type="checkbox"/> x	City/Township/Village Wide
		Area Wide Benefit Only
	<input type="checkbox"/> x	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 2019		Type of clients to be served	
_____ 15 _____		People	
		Households	
		Housing Units	
		Public Facilities	
PUBLIC SERVICES PROJECTS ONLY			
Help Prevent Homelessness?		_____ Yes _____ No	
Help the Homeless?		_____ Yes _____ No	
Help those with HIV/AIDS?		_____ Yes _____ No	
Help Persons with Disabilities?		_____ Yes _____ No	
PUBLIC FACILITIES & IMPROVEMENTS PROJECTS ONLY			
Will the project meet ADA standards for access?		_____ Yes _____ 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 2021 CDBG APPLICATION - PART 4 CONTNUED

Project # 1 **Allocation: \$** 97,630

F - PROJECT DURATION	
This is a new project for PY 2021	Yes _____ No <u>X</u>
This is an ongoing project	Yes _____ No <u>X</u>
This is an expanded project from previous years	Yes _____ No <u>X</u>

G - PROJECT ADMINISTRATION	
Community will manage project	Yes _____ No <u>X</u>
Community will hire a vendor to manage project	Yes <u>X</u> _____ No _____
County will administer contract	Yes _____ No <u>X</u>

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

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

OR

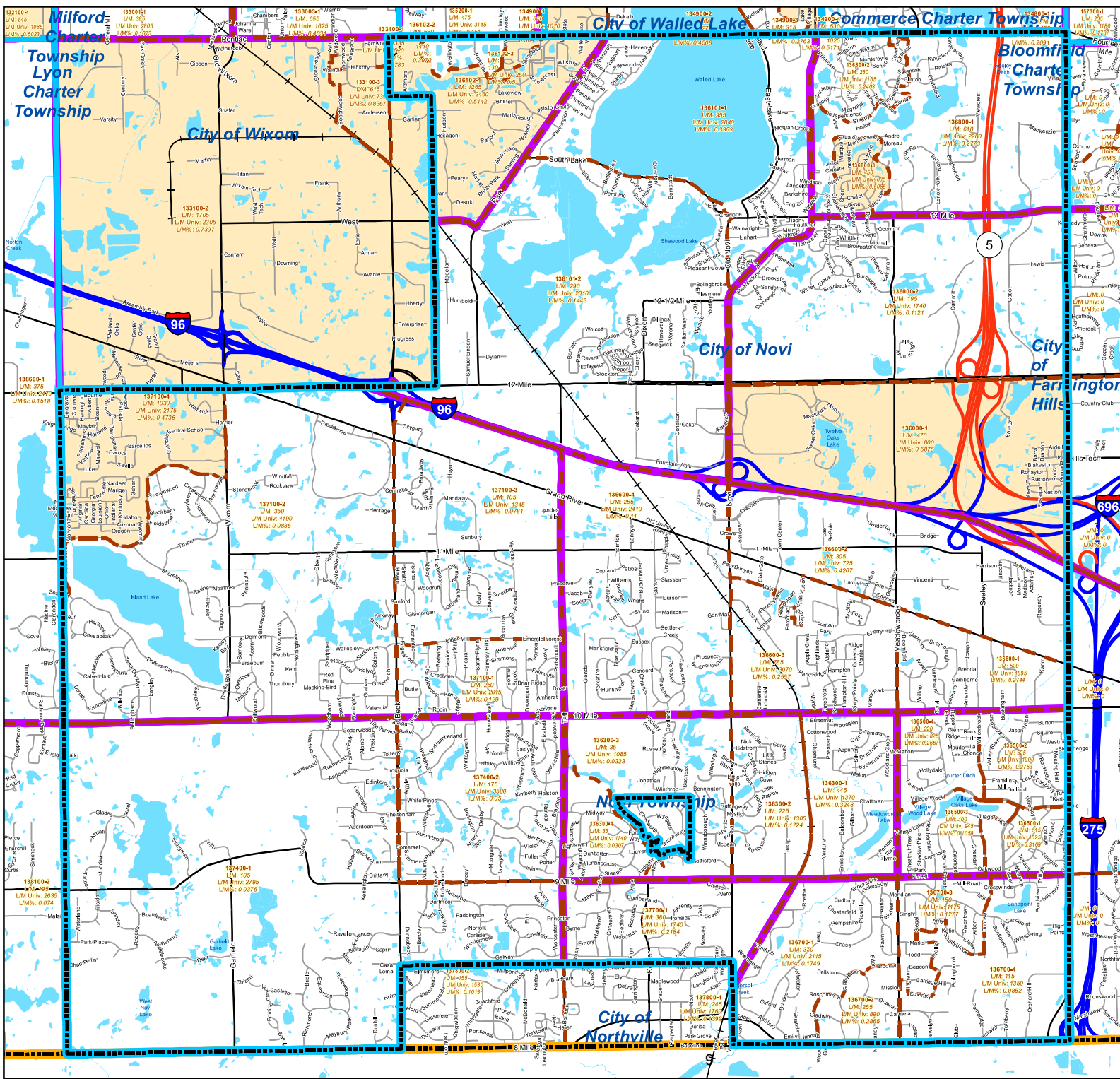
<input checked="" type="checkbox"/>	Categorically Excluded Project	
<input checked="" type="checkbox"/>	Project is Categorically Excluded	
<input checked="" type="checkbox"/>	Statutory Checklist Attached	<input checked="" type="checkbox"/> Project Location Map Attached
	Project is in Flood Plain	8 Step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

OR

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

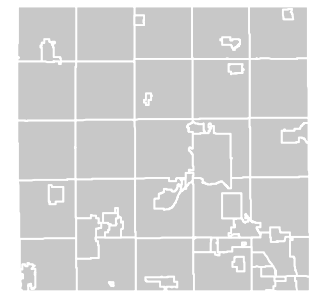
<input checked="" type="checkbox"/>	Other Projects	
	Historic Preservation Profile (HPP) Attached	Demolition Checklist Attached

City Wide



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

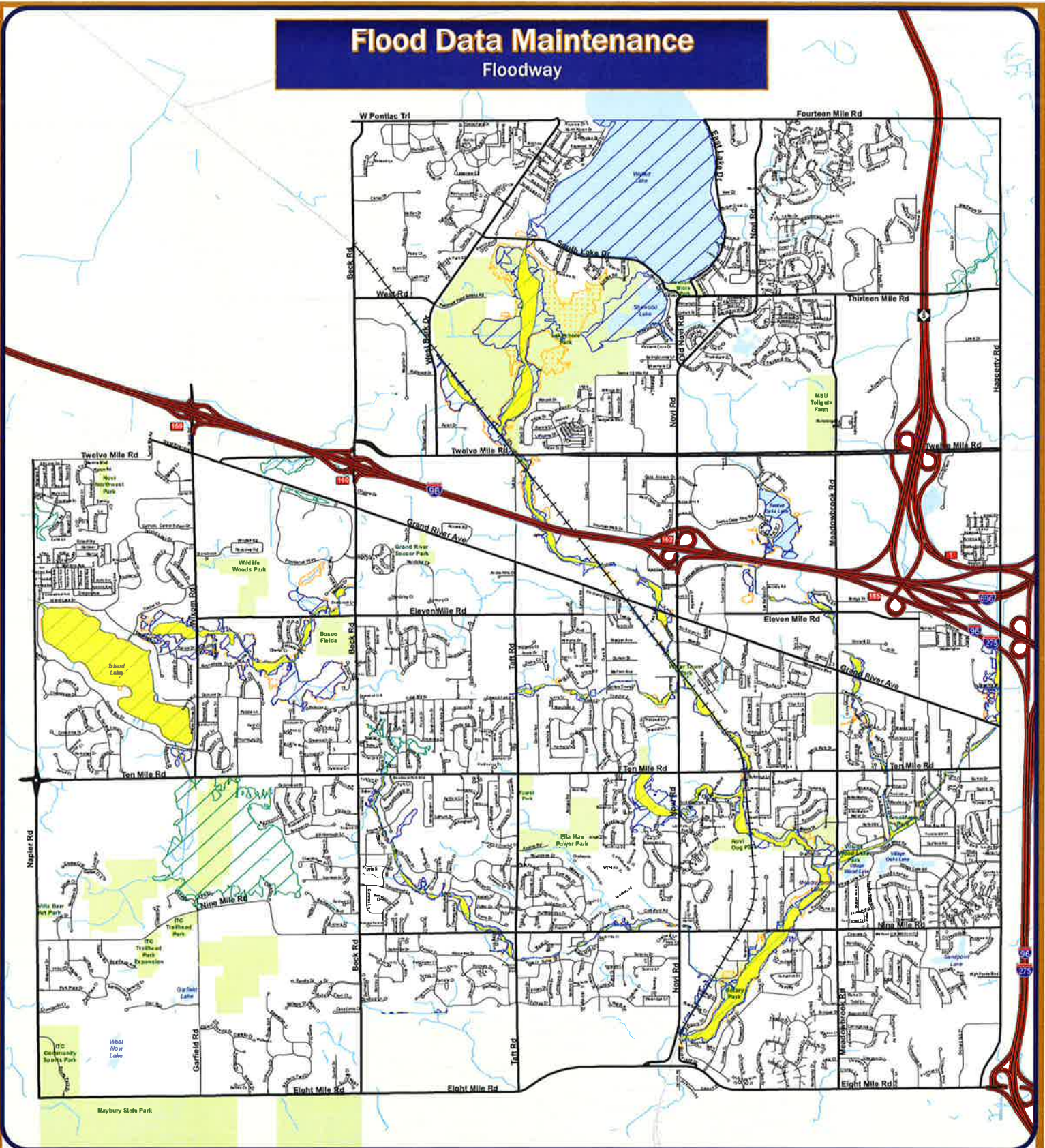
1 in = 0.82 miles

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

Map Created On: 9/1/2020

Flood Data Maintenance

Floodway



Map Author: Jon Gartha
 Date: February 4, 2021
 Project: Flood Data Maintenance
 Version #: 1.0

MAP INTERPRETATION NOTICE

Map information depicted is not intended to replace or substitute for any official or necessary source. This map was intended to disseminate National Map Accuracy Standards and use the most recent, accurate sources available to the people of the City of Novi. Boundary measurements and area calculations are approximate and should not be construed as survey measurements performed by a licensed Michigan Surveyor as defined in Michigan Public Act 132 of 1970 as amended. Please contact the City GIS Manager for confirm source and accuracy information related to 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) 858-0196**



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 \$ 97,630

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 <input type="checkbox"/> No <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 <input type="checkbox"/> No <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 <input type="checkbox"/> No <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 <input type="checkbox"/> No <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 project.
Explosive and Flammable Hazards 24 CFR Part 51 Subpart C	Yes <input type="checkbox"/> No <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 <input type="checkbox"/> No <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 <input type="checkbox"/> No <input checked="" type="checkbox"/>	Each site will be checked on Floodplain map
Historic Preservation National Historic Preservation Act of 1966, particularly sections 106 and 110; 36 CFR Part 800	Yes <input type="checkbox"/> No <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 <input checked="" type="checkbox"/> No <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 <input type="checkbox"/> No <input checked="" type="checkbox"/>	None in the State of Michigan
Wetlands Protection Executive Order 11990, particularly sections 2 and 5	Yes <input type="checkbox"/> No <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 <input type="checkbox"/> No <input checked="" type="checkbox"/>	None in Oakland County
ENVIRONMENTAL JUSTICE		
Environmental Justice Executive Order 12898	Yes <input type="checkbox"/> No <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

PY 2021 CDBG APPLICATION - PART 3 PROJECT TYPE CONTINUED

(Please one box per project)

Project # ²

Allocation: \$ 15,000

PROJECT TYPE CONTINUED					
Account	Account #	Objective	Goal	Indicator	Outcome
<input checked="" type="checkbox"/>	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
<input checked="" type="checkbox"/>	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
X 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 2021 CDBG APPLICATION - PART 4

Project # 2 **Allocation: \$** 15,000

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:		
X	<p>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)</p> <p>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.</p> <p>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.</p> <p>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.</p>	570.208(a))
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:		
	<p>1) At least 25% of the properties throughout the area exhibit the following:</p> <ul style="list-style-type: none"> 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 <p>2) Public improvements throughout the area are in a general state of deterioration.</p> <p>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.</p>	570.208(b))
JUSTIFICATION:		

PY 2021 CDBG APPLICATION - PART 4 CONTINUED

Project # 2 **Allocation: \$** \$15,000

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 2021 CDBG APPLICATION - PART 4 CONTINUED

Project # 2 **Allocation: \$** 15,000

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 2019	Type of clients to be served
<u> 140 </u>	People
	Households
	Housing Units
	Public Facilities
PUBLIC SERVICES PROJECTS ONLY	
Help Prevent Homelessness?	<u> </u> Yes <u> X </u> No
Help the Homeless?	<u> </u> Yes <u> X </u> No
Help those with HIV/AIDS?	<u> </u> Yes <u> X </u> No
Help Persons with Disabilities?	<u> </u> Yes <u> X </u> No
PUBLIC FACILITIES & IMPROVEMENTS PROJECTS ONLY	
Will the project meet ADA standards for access?	<u> </u> Yes <u> </u> 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 2021 CDBG APPLICATION - PART 4 CONTNUED

Project # 2 **Allocation: \$** 15,000

F - PROJECT DURATION	
This is a new project for PY 2021	Yes _____ No <u>X</u>
This is an ongoing project	Yes _____ No <u>X</u>
This is an expanded project from previous years	Yes _____ No <u>X</u>

G - PROJECT ADMINISTRATION	
Community will manage project	Yes _____ No <u>X</u>
Community will hire a vendor to manage project	Yes _____ No <u>X</u>
County will administer contract	Yes <u>X</u> No _____

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

<input checked="" type="checkbox"/>	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

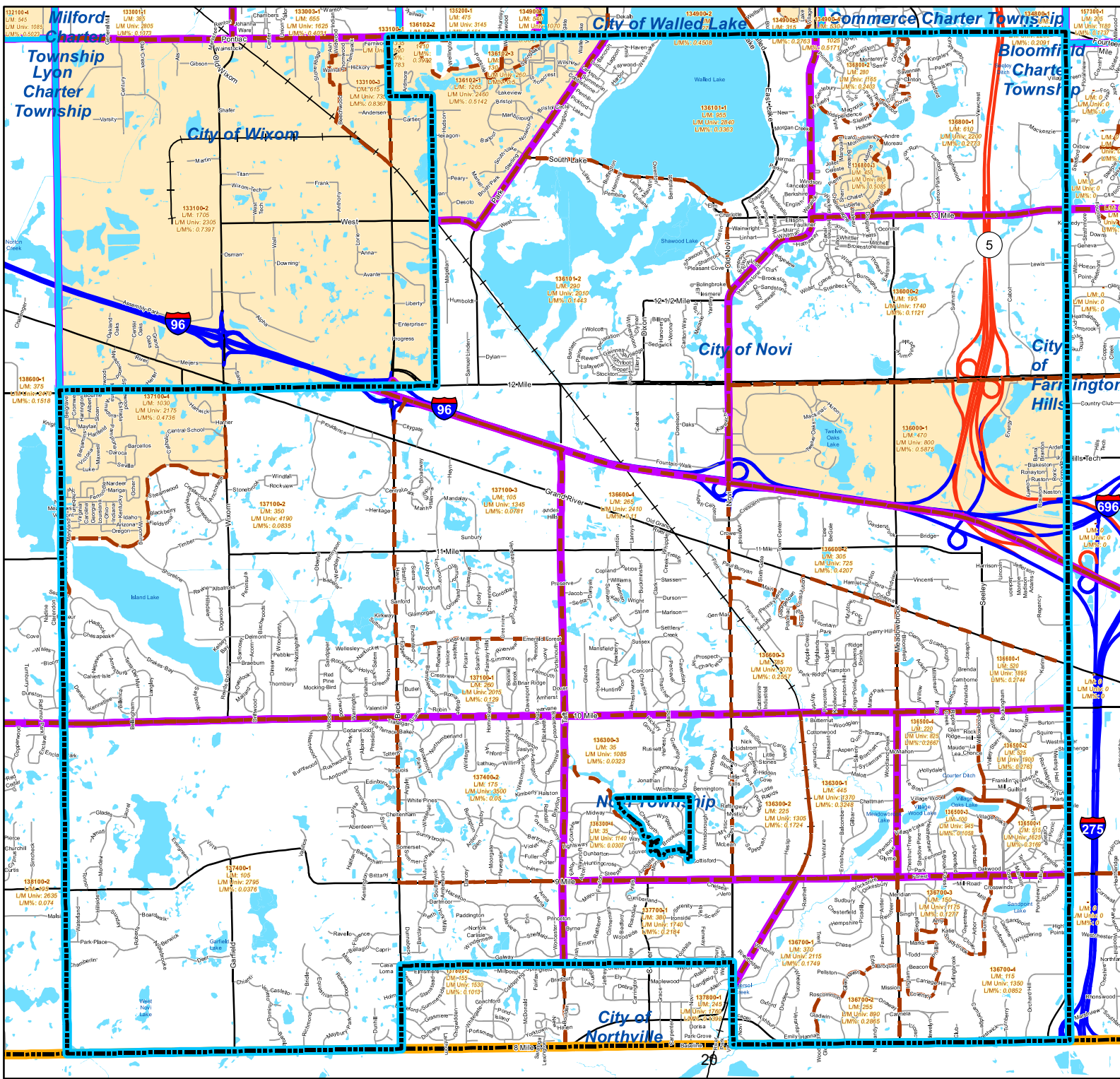
<input checked="" type="checkbox"/>	Categorically Excluded Project	
<input checked="" type="checkbox"/>	Project is Categorically Excluded	
<input checked="" type="checkbox"/>	Statutory Checklist Attached	Project Location Map Attached
<input checked="" type="checkbox"/>	Project is in Flood Plain	8 Step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

OR

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

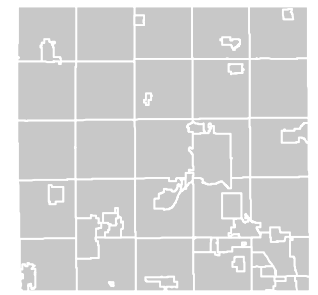
<input checked="" type="checkbox"/>	Other Projects	
<input checked="" type="checkbox"/>	Historic Preservation Profile (HPP) Attached	Demolition Checklist Attached

City Wide



**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
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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, sexual assault/stalking

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 \$ 15,000

Estimated Total Project Cost (HUD and non-HUD funds) [24 CFR 58.32(d)]: \$15,000

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).

PY 2021 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				
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
<input checked="" type="checkbox"/>	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
X 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 2021 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:		
X	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) 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. 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. 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.	570.208(a))
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:		
	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 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.	570.208(b))
JUSTIFICATION:		

PY 2021 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 or 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 2021 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 2019	Type of clients to be served
	People
106	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 checked="" 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 2021 CDBG APPLICATION - PART 4 CONTNUED

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

F - PROJECT DURATION	
This is a new project for PY 2021	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

<input checked="" type="checkbox"/>	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

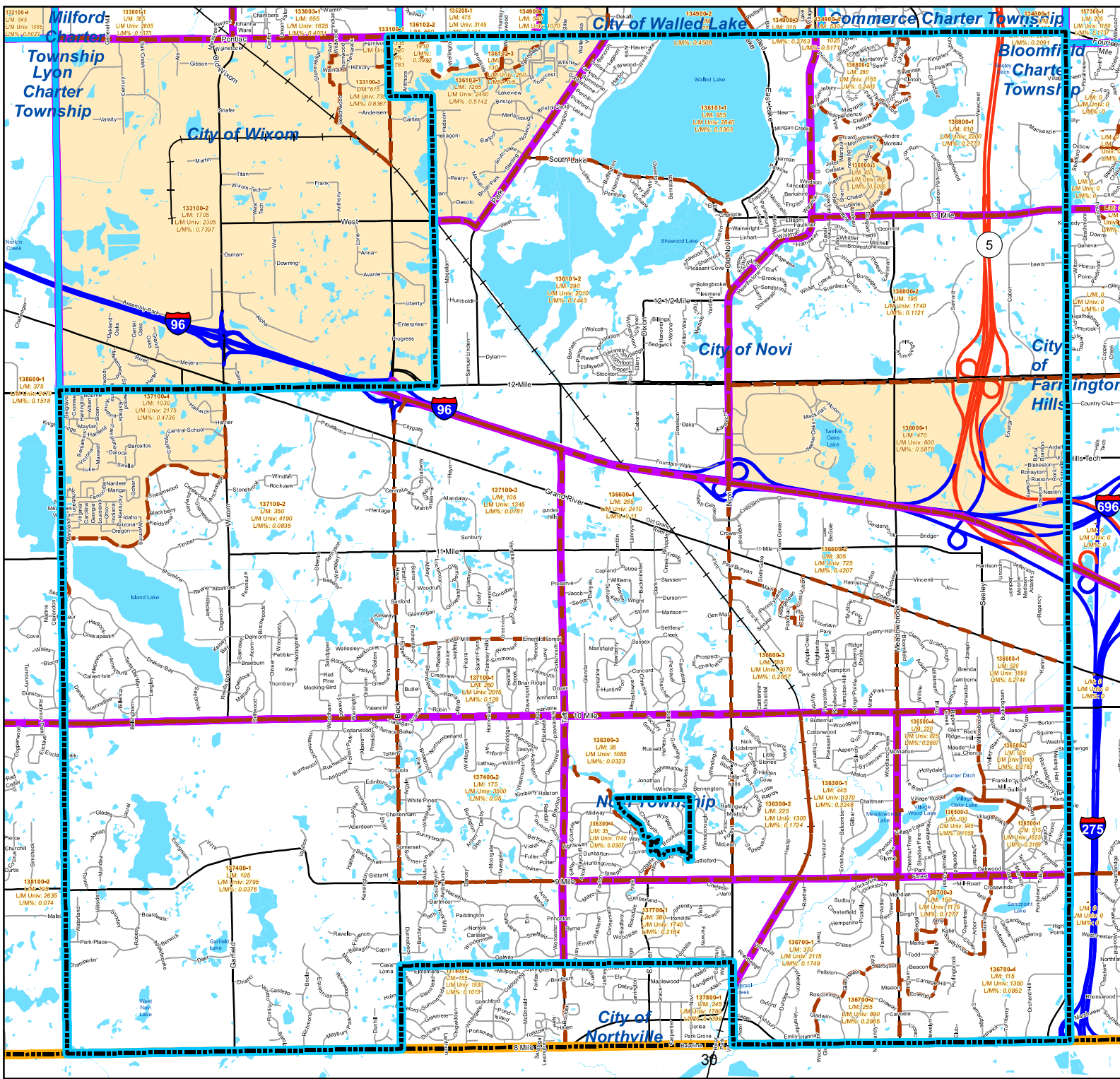
<input checked="" type="checkbox"/>	Categorically Excluded Project	
<input checked="" type="checkbox"/>	Project is Categorically Excluded	
<input type="checkbox"/>	Statutory Checklist Attached	<input type="checkbox"/> Project Location Map Attached
<input type="checkbox"/>	Project is in Flood Plain	<input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

OR

<input checked="" type="checkbox"/>	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	

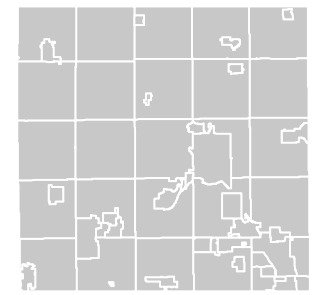
<input checked="" type="checkbox"/>	Other Projects	
<input checked="" type="checkbox"/>	Historic Preservation Profile (HPP) Attached	<input type="checkbox"/> Demolition Checklist Attached

City Wide

















OAKLAND COUNTY
COMMUNITY & HOME IMPROVEMENT

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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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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: 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 months 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

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 2021 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				
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
<input checked="" type="checkbox"/>	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
X 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 2021 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:		
X	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) 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. 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. 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.	570.208(a))
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:		
	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 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.	570.208(b))
JUSTIFICATION:		

PY 2021 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 under 13 years old 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, W2s/1099s 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 2021 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 2019	Type of clients to be served
<u>50</u>	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 checked="" 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 2021 CDBG APPLICATION - PART 4 CONTNUED

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

F - PROJECT DURATION	
This is a new project for PY 2021	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

<input checked="" type="checkbox"/>	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

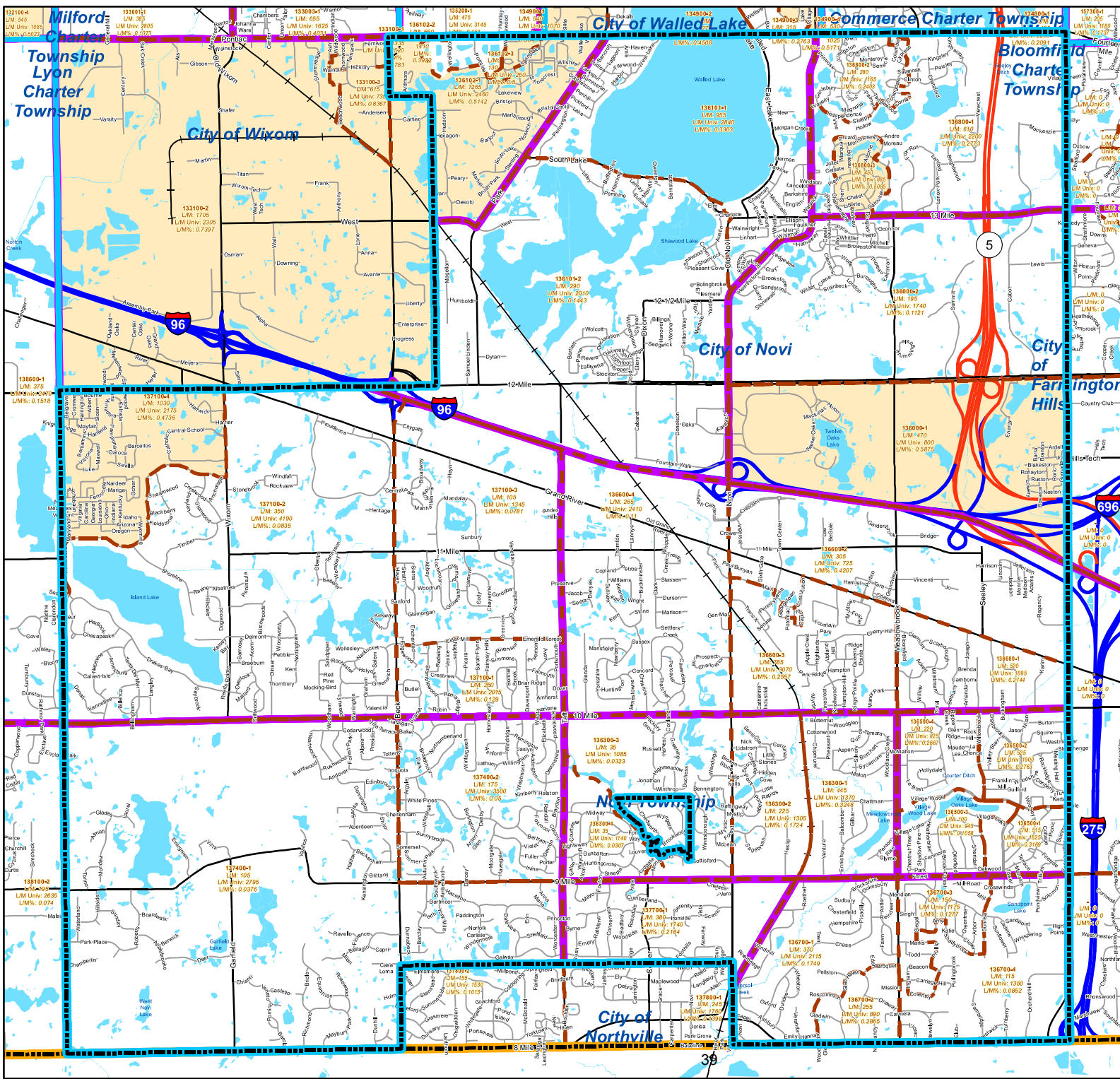
OR

<input checked="" type="checkbox"/>	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	

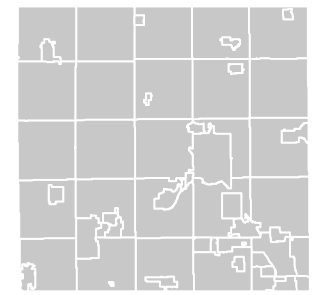
OR

<input checked="" type="checkbox"/>	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	

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



OAKLAND COUNTY
COMMUNITY & HOME IMPROVEMENT
 Oakland Pointe
 250 Elizabeth Lake Road, Ste. 1900
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 248.858.0493
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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).



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: Child Care 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 and under 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).