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CITY of NOVI CITY COUNCIL

Agenda Item B November 26, 2018

SUBJECT: Approval of the Program Year 2019 Community Development Block Grant (CDBG) Application in the approximate amount of \$106,207 and authorize the Mayor to sign the Application.

SUBMITTING DEPARTMENT: Finance

CITY MANAGER APPROVAL: 

BACKGROUND INFORMATION: The proposed program year (PY) 2019 CDBG allocation for the City of Novi is estimated to total \$106,207.

Housing and Community Development Committee Recommendation: Funding requests were reviewed individually by the HCD Committee at their meeting of November 14, 2018. After very thoughtful deliberation, the Committee is recommending the following program allocations for 2019:

Recommended Projects					
CDBG Program Descriptions	Organization Requesting Funding	Description	2018 Allocation Award	2019 Agency Requests	2019 HCD Committee Recommendation
Public Services	HAVEN	Battered and abused spouses	\$7,900	\$8,000	\$8,000
Public Services	Novi Youth Assistance	Specialized counseling and camp scholarships	\$16,887	\$15,000	\$15,000
Public Services	Hospitality House	Emergency Services	\$5,400	\$3,500	\$3,500
		Sub-Total*	\$30,187	\$26,500	\$26,500
Minor Home Repair	City of Novi	Residential Repair program for Novi Residents	\$70,439	\$79,707	\$79,707
		Total	\$100,626	\$106,207	\$106,207

***The maximum 30% allocation allowed within the Public Service category for 2016 is \$31,862**

The deadline to submit the 2019 CDBG application to Oakland County is December 14, 2018.

RECOMMENDED ACTION: Approval of the Program Year 2019 Community Development Block Grant Application in the approximate amount of \$106,207 and authorize the Mayor to sign the Application.

CITY OF NOVI
COUNTY OF OAKLAND, MICHIGAN

Approving the 2019 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 November 26, 2018 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 2019 Community Development Block Grant funds, and

WHEREAS, the City of Novi has duly advertised and conducted a public hearing on November 26, 2018, for the purpose of receiving public comments regarding the proposed use of 2019 Community Development Block Grant funds in the approximate amount of \$106,207, 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:
172160-732185	Public Services – Emergency Services – Subsistence Payments	\$ 3,500
172160-730137-40620	Public Services – Battered and Abused Spouses	\$ 8,000
172160-732185	Public Services – Child Care Services	\$ 15,000
172170-731227	Minor Home Repair	\$ 79,707

Total **\$106,207**

NOW THEREFORE BE IT RESOLVED, that the City of Novi hereby authorizes that the 2019 Community Development Block Grant Application in the approximate amount of

\$106,207 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 26th day of November 2018, 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 2019 CDBG APPLICATION - PART 1

(COMPLETE PART 1 ONCE)

1. Applicant Information					
Community:	City of Novi, Michigan				
PY 2019 CDBG Planning Allocation:	\$106,207				
Contact Person:	Sabrina Lilla				
Telephone:	248-735-5692				
Best time to contact:	9:30 AM - 4:30 PM				
DUNS #:	944350321				
Copy of current SAMS attached (Yes or No):	Yes				
If No, Explain:	n/a				
Is community subject to Single Audit? (Yes or No):	No				
2. PY 2019 CDBG Proposed Projects					
SAMPLE - Project #1 Name Code Enforcement				Allocation: \$80,834	
Project:	#1	Name:	Minor Home Repair		Allocation: \$79,707
Project:	#2	Name:	Child Care Services		Allocation: \$15,000
Project:	#3	Name:	Battered & Abused Spouses		Allocation: \$8,000
Project:	#4	Name:	Emergency Services - Subsistence Payments		Allocation: \$3,500
Total # of Projects:					4
# of Public Service Projects:					3
Public Service %:					25%
3. Signature of Highest Elected Official (or Designee)					
Name of HEO or Approved Designee:					Robert J. Gatt
Title of HEO or Approved Designee:					Mayor
Signature of HEO or Designee:					

PY 2019 CDBG APPLICATION - PART 2 continued

(Please ✓ one box per project)

Project # 1

Allocation: \$79,707

4. Account	Account #	Matrix	Authority	Objective	Goal	Indicator	Outcome	
<input checked="" type="checkbox"/>	Housing							
	If interested in activities other than those listed below contact Carla Spradlin at (248) 858-5312 to discuss eligibility							
	Housing Rehabilitation	132290-730898	14A	570.202	Decent Affordable Housing	# of units brought to code		Affordability
	Rehab Publicly Owned Res	172160-731602	14D			# of units/items brought to standard condition		
	Emergency Rehab	172170-730569	14A					
X	Minor Home Repair	172170-731227	14A					
	Mobile Home Repair	172170-731227-40620	14A					
	Housing Rehabilitation Admin	132280-731605	14H			N/A	N/A	N/A
	Other Projects							
	Clearance and Demolition	172170-730345	04	570.201 (d)	Suitable Living Environment	Strengthen Communities	Slum Blight	Sustainability
	Non- Res Hist Preservation	172170-731280	16B	570.202 (d)			# of LMI persons served	
	Code Enforcement	172170-730310	15	570.202 (c)				
	Interim Assistance							
	ED (Micro-Enterprise Assist)							

PY 2019 CDBG APPLICATION - PART 3

(Please complete for each project) Project # 1 Allocation: \$79,707

5. Project Description

Provide a detailed description of the proposed project – 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.

How will CDBG funds be used? (i.e. construction, materials, public service delivery, project service delivery costs) – The City will use a contractor to administer and provide services for its Minor Home Repair program.

6. CDBG National Objective (See Eligible Projects List)

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

7. # of clients to be served in PY 2019

8. Type of clients to be served

	People
12	Households
	Housing Units
	Public Facilities

9. Senior Center Projects Only

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

PY 2019 CDBG APPLICATION - PART 4

(Please complete for each project) Project # 1 Allocation: \$79,707

10. Project Location				
Describe Project Location	<input checked="" type="checkbox"/>	Please one box		
		City/Township/Village Wide		
		Area Wide Benefit Only		
	<input checked="" type="checkbox"/>	Specific		
Parcel ID#				
Public Facilities Projects Only				
Address				
City				
Zip Code				
Areawide Benefit Projects Only				
Census Tracts (CTs) and Block Groups (BGs)				
Attach Areawide Benefit Map				
11. Describe the service area for the following:				
		Project Type	Service Area	
	Fire Station/ Equipment			
	Park Recreational Facilities			
	Special Assessments			
12. Environmental Review Record				
(Please check each box as it applies and attach all required documents)				
<input checked="" type="checkbox"/>	Exempt Project			
	Project is Exempt per 24 CFR 58.34			
	Project Location Map Attached (Google)			
<input checked="" type="checkbox"/>	Categorically Excluded Project			
<input checked="" type="checkbox"/>	Statutory Checklist			
<input checked="" type="checkbox"/>	Project Location Map Attached (Google)			
<input checked="" type="checkbox"/>	Flood Plain Map https://gis.oakgov.com/PropertyGateway/Home.mvc		Project in Flood Plain	8 Step Attached
<input checked="" type="checkbox"/>	Environmentally Assessed Project			
	Environmental Assessment			
	Project Location Map Attached (Google)			
	Flood Plain Map https://gis.oakgov.com/PropertyGateway/Home.mvc		Project in Flood Plain	8 Step Attached
<input checked="" type="checkbox"/>	Other Projects			
	Historic Preservation Profile (HPP) Attached		Demolition Checklist Attached	

PY 2019 CDBG APPLICATION - PART 5

(Please complete for each project) Project # 1 Allocation: \$79,707

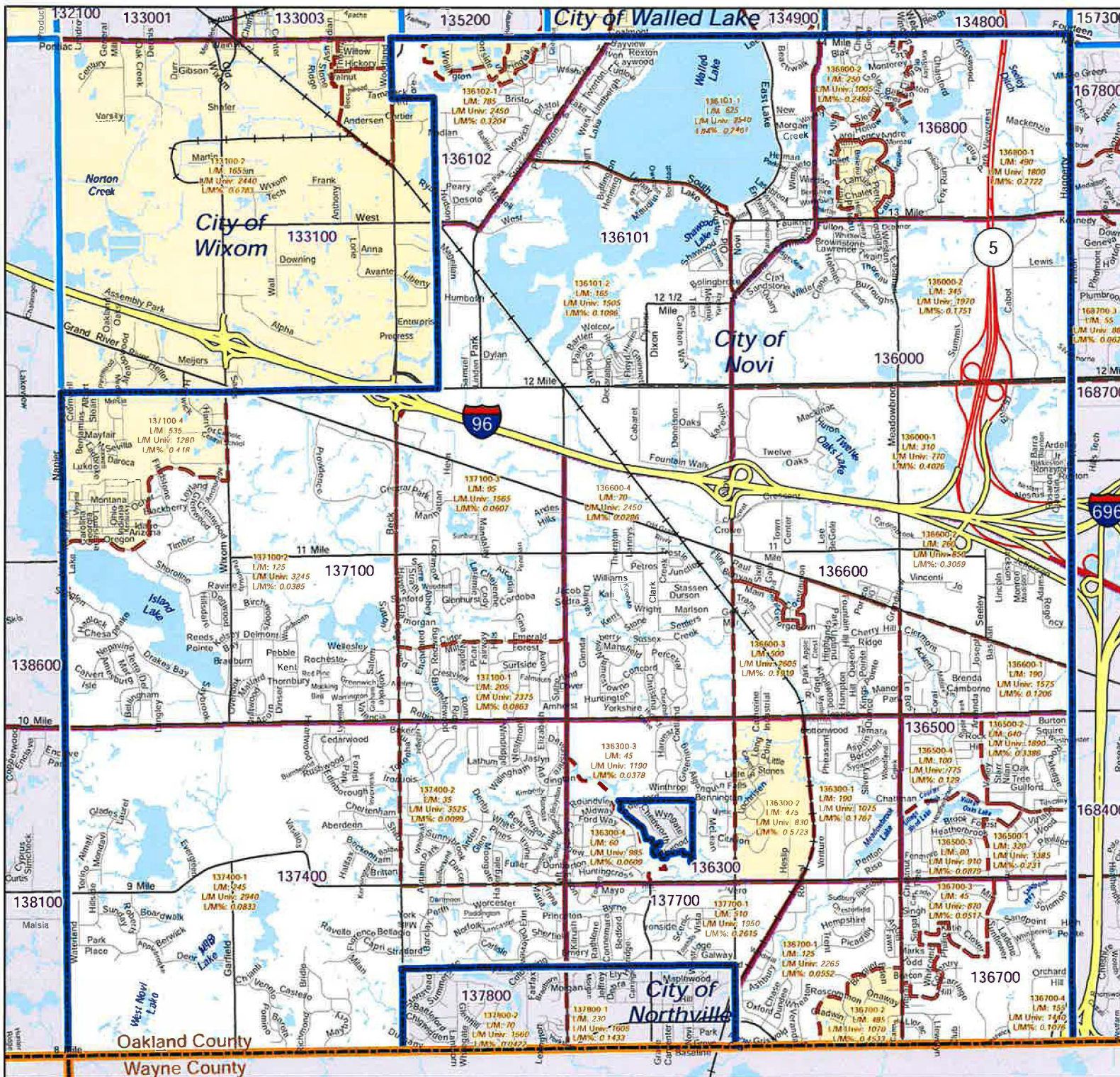
13. Project Purpose (PUBLIC SERVICES PROJECTS ONLY)	
Help Prevent Homelessness? Yes or No	
Help the Homeless? Yes or No	
Help those with HIV/AIDS? Yes or No	
Help Persons with Disabilities? Yes or No	

14. Project Purpose (PUBLIC FACILITIES & IMPROVEMENTS PROJECTS ONLY)	
Will the project meet ADA standards for access? Yes or No	

15. Describe Additional Resources	
Other Federal Funds	
State/Local Funds	
Other Funds	

16. Project Duration	
This is a new project for PY 2019 Yes or No	No
This is an ongoing project Yes or No	Yes
This ongoing project has been offered since PY	2000
For ongoing projects described PY 2018 results i.e. # of new persons with greater access to services	15 housing units were repaired pursuant to program guidelines

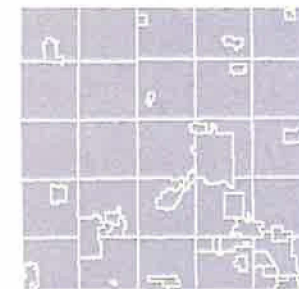
17. Project Administration	
Community will manage project Yes or No	No
Community will hire a vendor to manage project Yes or No	Yes
County will administer contract Yes or No	No



Economic Development & Community Affairs
L. Brooks Patterson, County Executive

OAKLAND COUNTY
COMMUNITY & HOME IMPROVEMENT

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



Area-Wide Benefit Map

City of Novi

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

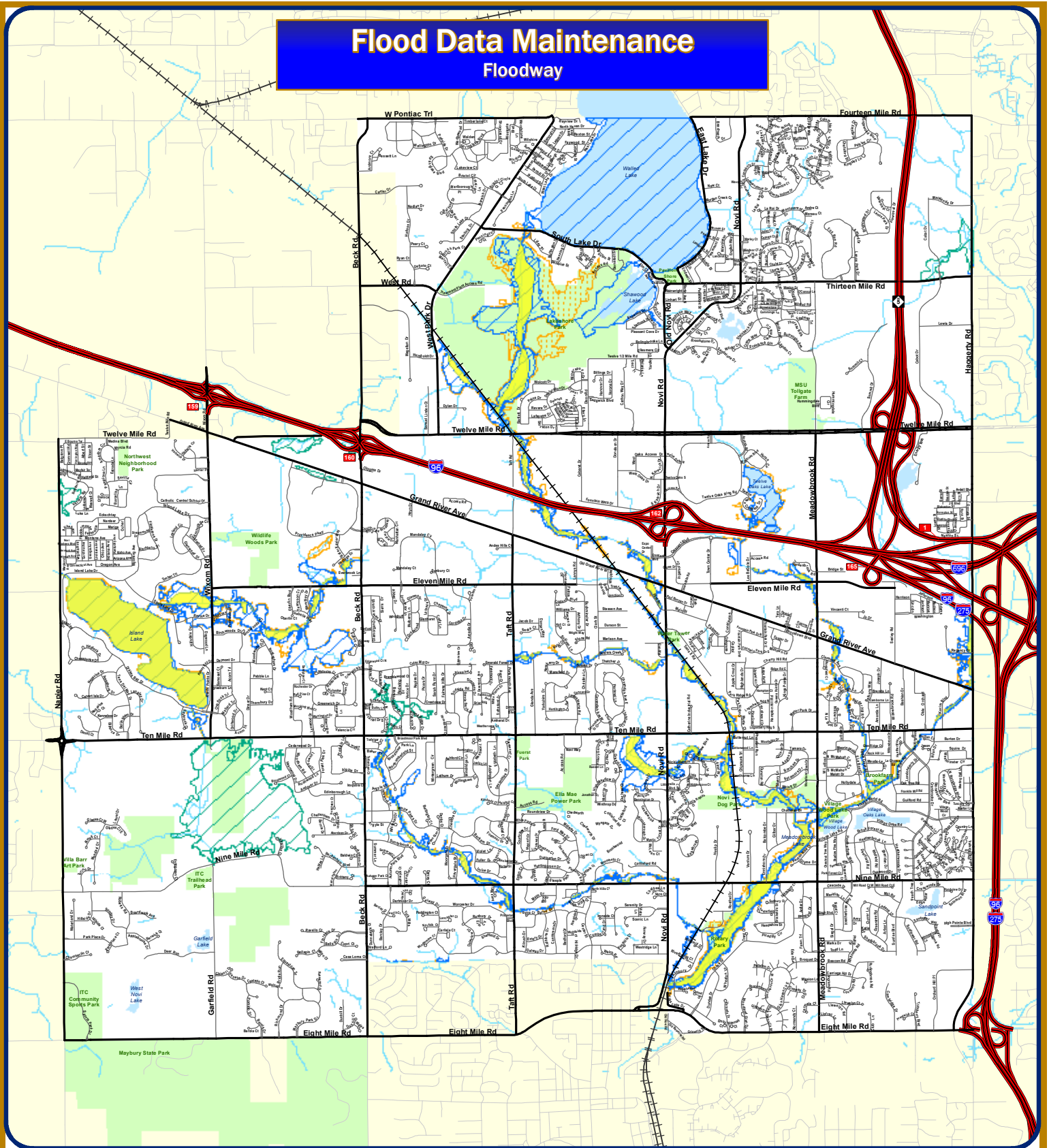


1 in = 0.82 miles

This Census Block Group map reflects 2014 LMSD data from the U.S. Department of Housing and Urban Development.

Flood Data Maintenance

Floodway



Map Author: Jon Gartha
 Date: May 21, 2018
 Project: Flood Data Maintenance
 Version #: 1.0

MAP INTERPRETATION NOTICE

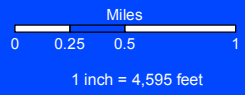
Map information depicted is not intended to replace or substitute for any official or primary source. This map was intended to meet National Map Accuracy Standards and use the most recent, accurate sources available to the people of the City of Novi. Boundary measurements and area calculations are approximate 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 to 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
 - 1.0% Chance Flood Zone
 - 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



PY 2019 CDBG APPLICATION - PART 2

(Please ✓ one box per project)

Project # 2

Allocation: \$15,000

Project Information							
4. Account	Account #	Matrix	Authority	Objective	Goal	Indicator	Outcome
Acquisition and Disposition							
Acquisition of Real Property	172170-730003	01	570.201 (a)	Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
Disposition	172170-730536	02	570.201 (b)				
Public Facilities and Improvements							
Fire Station Equipment	172170-730733	03O	570.201 (c)	Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
Flood Drain Improvements	172170-730744	03I					
Parks-Recreational Facilities	172170-731332	03F					
Public Fac & Improv General	172170-731498	03					
Remove Architectural Barriers	172170-731619	03					
Senior Center	172170-731696	03A					
Sidewalks	172170-731745	03L					
Solid Waste Disposal Improv	172170-730744						
Special Assessments	172170-731815	03I/J/K/L					
Street Improvements	172170-731864	03K					
Tree Planting	172170-732021	03N					
Water Sewer Improvements	172170-732114	03J					
Public Services							
X PS (Battered & Abused)	172160-730137-40620	05G	570.201 (e)	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
PS (Child Care Services)							
PS (Crime Awareness/Prev)							
PS (Disabled Services)	172160-730535	05B					
PS (Emergency Services)	172160-730571	05					
PS (Employment Training)	172160-731941						
PS (Fair Housing Services)	132210-702010	05A					
PS (General - Housekeeping)	172160-730880	05					
PS (General - Safety & Repair)	172160-731665	05A					
PS (General - Yard Services)	172160-732170	05A					
PS (Health Services)							
PS (Housing Counseling Serv)	132210-702010						
PS (Legal Services)	172160-731073	05C					
PS (Mental Health Services)							
PS (Neighborhood Cleanups)							
PS (Senior Services)	172160-731712	05A					
PS (Transportation Services)	172160-732011	05E					
PS (Youth Services)	172160-732185	05D					

PY 2019 CDBG APPLICATION - PART 3

(Please complete for each project) Project # 2 Allocation: \$15,000

5. Project Description

Provide a detailed description of the proposed project – Provide specialized counseling and camp scholarships to youth (under the age of 13) from income qualified households.

How will CDBG funds be used? (i.e. construction, materials, public service delivery, project service delivery costs) – Provide specialized counseling and camp scholarships to youth (under the age of 13) from income qualified households.

6. CDBG National Objective (See Eligible Projects List)

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

7. # of clients to be served in PY 2019	8. Type of clients to be served
50	People
	Households
	Housing Units
	Public Facilities

9. Senior Center Projects Only

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

PY 2019 CDBG APPLICATION - PART 4

(Please complete for each project) Project # 2 Allocation: \$15,000

10. Project Location			
Describe Project Location	<input checked="" type="checkbox"/>	Please one box	
		City/Township/Village Wide	
		Area Wide Benefit Only	
	<input checked="" type="checkbox"/>	Specific	Novi Youth Assistance
Parcel ID# Public Facilities Projects Only			
Address	45175 Ten Mile Road		
City	Novi		
Zip Code	48375		
Areawide Benefit Projects Only Census Tracts (CTs) and Block Groups (BGs) Attach Areawide Benefit Map			
11. Describe the service area for the following:			
	Project Type	Service Area	
Fire Station/ Equipment			
Park Recreational Facilities			
Special Assessments			
12. Environmental Review Record			
(Please check 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"/>	Project Location Map Attached (Google)		
<input checked="" type="checkbox"/>	Categorically Excluded Project		
	Statutory Checklist		
	Project Location Map Attached (Google)		
	Flood Plain Map https://gis.oakgov.com/PropertyGateway/Home.mvc	Project in Flood Plain	8 Step Attached
<input checked="" type="checkbox"/>	Environmentally Assessed Project		
	Environmental Assessment		
	Project Location Map Attached (Google)		
	Flood Plain Map https://gis.oakgov.com/PropertyGateway/Home.mvc	Project in Flood Plain	8 Step Attached
<input checked="" type="checkbox"/>	Other Projects		
	Historic Preservation Profile (HPP) Attached		Demolition Checklist Attached

PY 2019 CDBG APPLICATION - PART 5

(Please complete for each project) Project # 2 Allocation: \$15,000

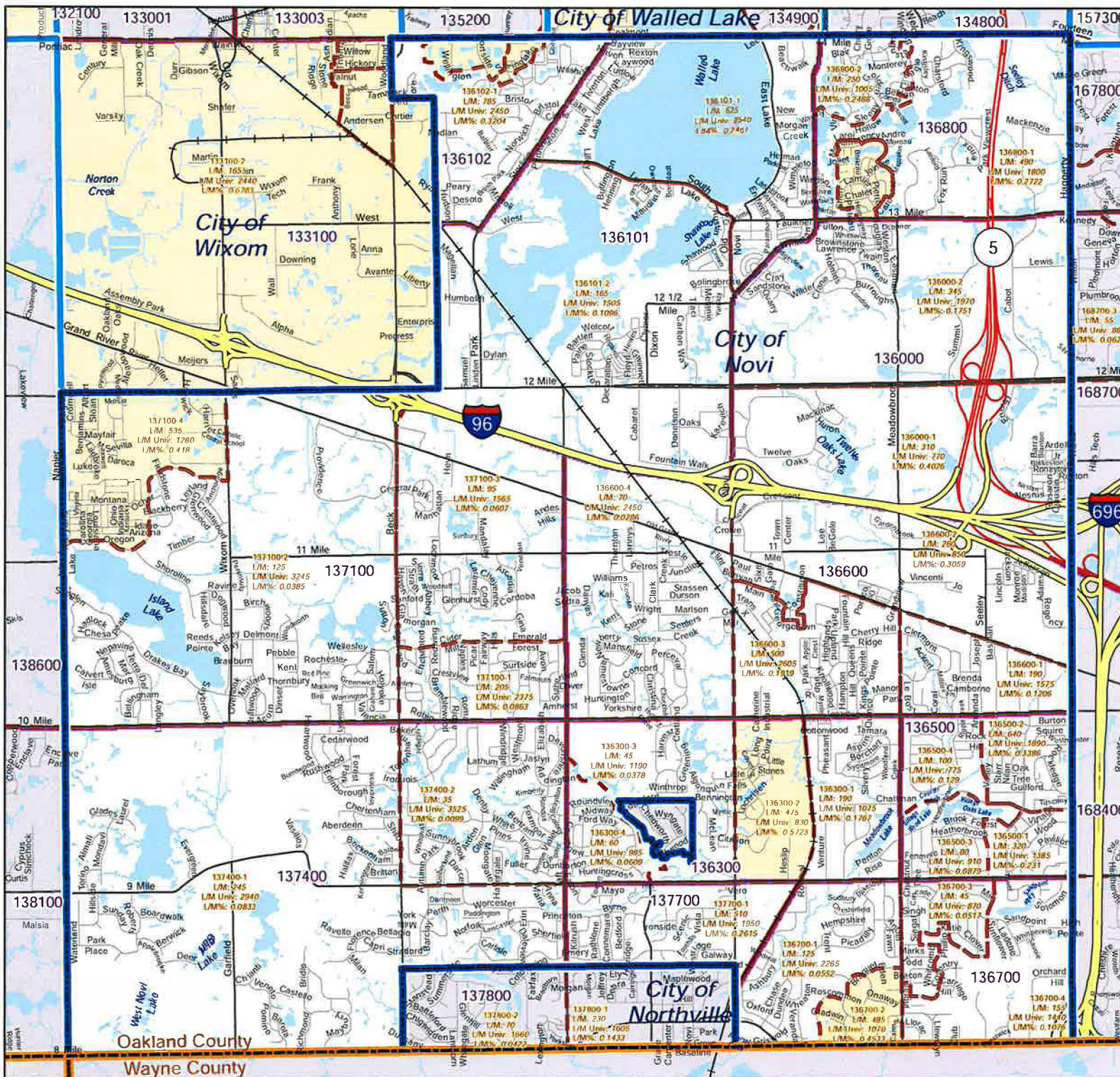
13. Project Purpose (PUBLIC SERVICES PROJECTS ONLY)	
Help Prevent Homelessness? Yes or No	No
Help the Homeless? Yes or No	No
Help those with HIV/AIDS? Yes or No	No
Help Persons with Disabilities? Yes or No	No

14. Project Purpose (PUBLIC FACILITIES & IMPROVEMENTS PROJECTS ONLY)	
Will the project meet ADA standards for access? Yes or No	

15. Describe Additional Resources	
Other Federal Funds	
State/Local Funds	
Other Funds	

16. Project Duration	
This is a new project for PY 2019 Yes or No	No
This is an ongoing project Yes or No	Yes
This ongoing project has been offered since PY	2000
For ongoing projects described PY 2018 results i.e. # of new persons with greater access to services	Approximately 50 perons received services

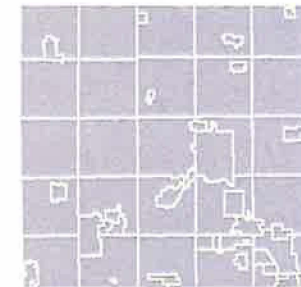
17. Project Administration	
Community will manage project Yes or No	No
Community will hire a vendor to manage project Yes or No	Yes
County will administer contract Yes or No	No



Economic Development & Community Affairs
L. Brooks Patterson, County Executive

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Area-Wide Benefit Map

City of Novi

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



1 in = 0.82 miles

This Census Block Group map reflects 2014 LMISD data from the U.S. Department of Housing and Urban Development.

PY 2019 CDBG APPLICATION - PART 2

(Please ✓ one box per project)

Project # 3

Allocation: \$8,000

Project Information							
4. Account	Account #	Matrix	Authority	Objective	Goal	Indicator	Outcome
Acquisition and Disposition							
Acquisition of Real Property	172170-730003	01	570.201 (a)	Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
Disposition	172170-730536	02	570.201 (b)				
Public Facilities and Improvements							
Fire Station Equipment	172170-730733	03O	570.201 (c)	Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
Flood Drain Improvements	172170-730744	03I					
Parks-Recreational Facilities	172170-731332	03F					
Public Fac & Improv General	172170-731498	03					
Remove Architectural Barriers	172170-731619	03					
Senior Center	172170-731696	03A					
Sidewalks	172170-731745	03L					
Solid Waste Disposal Improv	172170-730744						
Special Assessments	172170-731815	03I/J/K/L					
Street Improvements	172170-731864	03K					
Tree Planting	172170-732021	03N					
Water Sewer Improvements	172170-732114	03J					
Public Services							
X PS (Battered & Abused)	172160-730137-40620	05G	570.201 (e)	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
PS (Child Care Services)							
PS (Crime Awareness/Prev)							
PS (Disabled Services)	172160-730535	05B					
PS (Emergency Services)	172160-730571	05					
PS (Employment Training)	172160-731941						
PS (Fair Housing Services)	132210-702010	05A					
PS (General - Housekeeping)	172160-730880	05					
PS (General - Safety & Repair)	172160-731665	05A					
PS (General - Yard Services)	172160-732170	05A					
PS (Health Services)							
PS (Housing Counseling Serv)	132210-702010						
PS (Legal Services)	172160-731073	05C					
PS (Mental Health Services)							
PS (Neighborhood Cleanups)							
PS (Senior Services)	172160-731712	05A					
PS (Transportation Services)	172160-732011	05E					
PS (Youth Services)	172160-732185	05D					

PY 2019 CDBG APPLICATION - PART 3

(Please complete for each project) Project # 3 Allocation: \$8,000

5. Project Description

Provide a detailed description of the proposed project – Provide services to abused spouses and their children as part of a county executed and administered contract.

How will CDBG funds be used? (i.e. construction, materials, public service delivery, project service delivery costs) – Hire a vendor through a contract to provide services to abused spouses and their children.

6. CDBG National Objective (See Eligible Projects List)

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

7. # of clients to be served in PY 2019	8. Type of clients to be served
100	People
	Households
	Housing Units
	Public Facilities

9. Senior Center Projects Only

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

PY 2019 CDBG APPLICATION - PART 4

(Please complete for each project) Project # 3 Allocation: \$8,000

10. Project Location			
Describe Project Location	<input checked="" type="checkbox"/>	Please one box	
		City/Township/Village Wide	
		Area Wide Benefit Only	
	<input checked="" type="checkbox"/>	Specific	
Parcel ID# Public Facilities Projects Only			
Address	801 Vanguard		
City	Pontiac		
Zip Code	X48342		
Areawide Benefit Projects Only Census Tracts (CTs) and Block Groups (BGs) Attach Areawide Benefit Map			
11. Describe the service area for the following:			
	Project Type	Service Area	
Fire Station/ Equipment			
Park Recreational Facilities			
Special Assessments			
12. Environmental Review Record			
(Please check 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"/>	Project Location Map Attached (Google)		
<input checked="" type="checkbox"/>	Categorically Excluded Project		
	Statutory Checklist		
	Project Location Map Attached (Google)		
	Flood Plain Map https://gis.oakgov.com/PropertyGateway/Home.mvc	Project in Flood Plain	8 Step Attached
<input checked="" type="checkbox"/>	Environmentally Assessed Project		
	Environmental Assessment		
	Project Location Map Attached (Google)		
	Flood Plain Map https://gis.oakgov.com/PropertyGateway/Home.mvc	Project in Flood Plain	8 Step Attached
<input checked="" type="checkbox"/>	Other Projects		
	Historic Preservation Profile (HPP) Attached		Demolition Checklist Attached

PY 2019 CDBG APPLICATION - PART 5

(Please complete for each project) Project # 3 Allocation: \$8,000

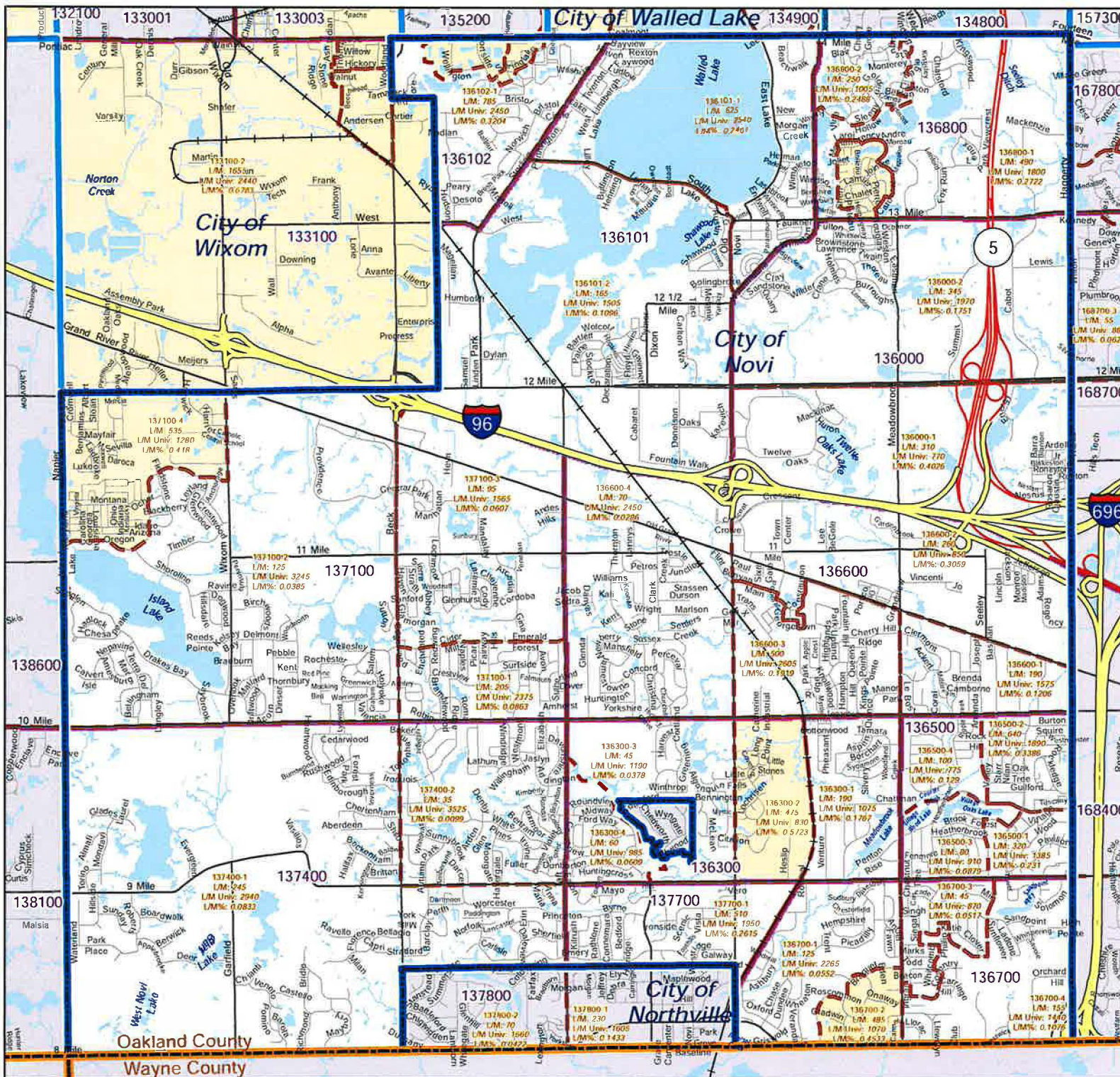
13. Project Purpose (PUBLIC SERVICES PROJECTS ONLY)	
Help Prevent Homelessness? Yes or No	No
Help the Homeless? Yes or No	No
Help those with HIV/AIDS? Yes or No	No
Help Persons with Disabilities? Yes or No	No

14. Project Purpose (PUBLIC FACILITIES & IMPROVEMENTS PROJECTS ONLY)	
Will the project meet ADA standards for access? Yes or No	

15. Describe Additional Resources	
Other Federal Funds	
State/Local Funds	
Other Funds	

16. Project Duration	
This is a new project for PY 2019 Yes or No	No
This is an ongoing project Yes or No	Yes
This ongoing project has been offered since PY	2000
For ongoing projects described PY 2018 results i.e. # of new persons with greater access to services	119 perons received services

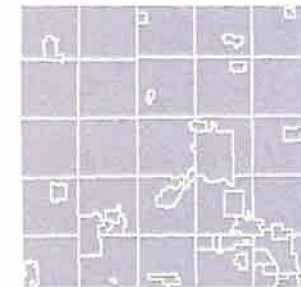
17. Project Administration	
Community will manage project Yes or No	No
Community will hire a vendor to manage project Yes or No	Yes
County will administer contract Yes or No	No



Economic Development & Community Affairs
L. Brooks Patterson, County Executive

OAKLAND COUNTY
COMMUNITY & HOME IMPROVEMENT

Oakland Point
250 Elizabeth Lake Road, Ste. 1900
Pontiac, MI 48341-0414
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 2014 LMSD data from the U.S. Department of Housing and Urban Development.

PY 2019 CDBG APPLICATION - PART 2

(Please ✓ one box per project)

Project # 4

Allocation: \$3,500

Project Information								
4. Account	Account #	Matrix	Authority	Objective	Goal	Indicator	Outcome	
Acquisition and Disposition								
	Acquisition of Real Property	172170-730003	01	570.201 (a)	Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
	Disposition	172170-730536	02	570.201 (b)				
Public Facilities and Improvements								
	Fire Station Equipment	172170-730733	03O	570.201 (c)	Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
	Flood Drain Improvements	172170-730744	03I					
	Parks-Recreational Facilities	172170-731332	03F					
	Public Fac & Improv General	172170-731498	03					
	Remove Architectural Barriers	172170-731619	03					
	Senior Center	172170-731696	03A					
	Sidewalks	172170-731745	03L					
	Solid Waste Disposal Improv	172170-730744						
	Special Assessments	172170-731815	03I/J/K/L					
	Street Improvements	172170-731864	03K					
	Tree Planting	172170-732021	03N					
	Water Sewer Improvements	172170-732114	03J					
Public Services								
	PS (Battered & Abused)	172160-730137-40620	05G	570.201 (e)	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
	PS (Child Care Services)							
	PS (Crime Awareness/Prev)							
	PS (Disabled Services)	172160-730535	05B					
X	PS (Emergency Services)	172160-730571	05					
	PS (Employment Training)	172160-731941						
	PS (Fair Housing Services)	132210-702010	05A					
	PS (General - Housekeeping)	172160-730880	05					
	PS (General - Safety & Repair)	172160-731665	05A					
	PS (General - Yard Services)	172160-732170	05A					
	PS (Health Services)							
	PS (Housing Counseling Serv)	132210-702010						
	PS (Legal Services)	172160-731073	05C					
	PS (Mental Health Services)							
	PS (Neighborhood Cleanups)							
	PS (Senior Services)	172160-731712	05A					
	PS (Transportation Services)	172160-732011	05E					
	PS (Youth Services)	172160-732185	05D					

PY 2019 CDBG APPLICATION - PART 3

(Please complete for each project) Project # 4 Allocation: \$3,500

5. Project Description
<p>Provide a detailed description of the proposed project – 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.</p>
<p>How will CDBG funds be used? (i.e. construction, materials, public service delivery, project service delivery costs) – 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 via a vendor selected through a procurement process and a contract will be signed.</p>

6. CDBG National Objective (See Eligible Projects List)		
✓	Code/Description	24 CFR Citation
	LMA – Low-income area benefit: the service area identified for activities is primarily low-income based on Areawide Benefit Map.	570.208(a)(1) 507.483(b)(1)
X	LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 40.81% of which are low-income.	570.208(a)(2) 570.483(b)(2)
	LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.	570.208(a)(3) 570.483(b)(3)
	SBS - Slum/blight spot basis: activities that address conditions of blight or physical decay on a spot basis not located in a designated slum/blight area.	570.201 (f)(1) 570.200 (e) 570.201 (f) (2)
	SBA - Slum/blight area basis: activities that address conditions of blight or physical decay in a designated slum/blight area.	570.201 (f)(1) 570.200 (e) 570.201 (f) (2)
7. # of clients to be served in PY 2019	8. Type of clients to be served	
	People	
100	Households	
	Housing Units	
	Public Facilities	
9. Senior Center Projects Only		
	Estimated Number of Current Members	
	White alone	
	Black or African American alone	
	American Indian and Alaska Native alone	
	Asian alone	
	Native Hawaiian & Other Pacific Islander alone	
	Some other race alone	
	Two or more races	

PY 2019 CDBG APPLICATION - PART 4

(Please complete for each project) Project # 4 Allocation: \$3,500

10. Project Location			
Describe Project Location	<input checked="" type="checkbox"/>	Please one box	
	<input checked="" type="checkbox"/>	City/Township/Village Wide	
		Area Wide Benefit Only	
		Specific	
Parcel ID# Public Facilities Projects Only			
Address			
City			
Zip Code			
Areawide Benefit Projects Only Census Tracts (CTs) and Block Groups (BGs) Attach Areawide Benefit Map			
11. Describe the service area for the following:			
	Project Type	Service Area	
Fire Station/ Equipment			
Park Recreational Facilities			
Special Assessments			
12. Environmental Review Record			
(Please check 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"/>	Project Location Map Attached (Google)		
<input checked="" type="checkbox"/>	Categorically Excluded Project		
	Statutory Checklist		
	Project Location Map Attached (Google)		
	Flood Plain Map https://gis.oakgov.com/PropertyGateway/Home.mvc	Project in Flood Plain	8 Step Attached
<input checked="" type="checkbox"/>	Environmentally Assessed Project		
	Environmental Assessment		
	Project Location Map Attached (Google)		
	Flood Plain Map https://gis.oakgov.com/PropertyGateway/Home.mvc	Project in Flood Plain	8 Step Attached
<input checked="" type="checkbox"/>	Other Projects		
	Historic Preservation Profile (HPP) Attached		Demolition Checklist Attached

PY 2019 CDBG APPLICATION - PART 5

(Please complete for each project) Project # 4 Allocation: \$3,500

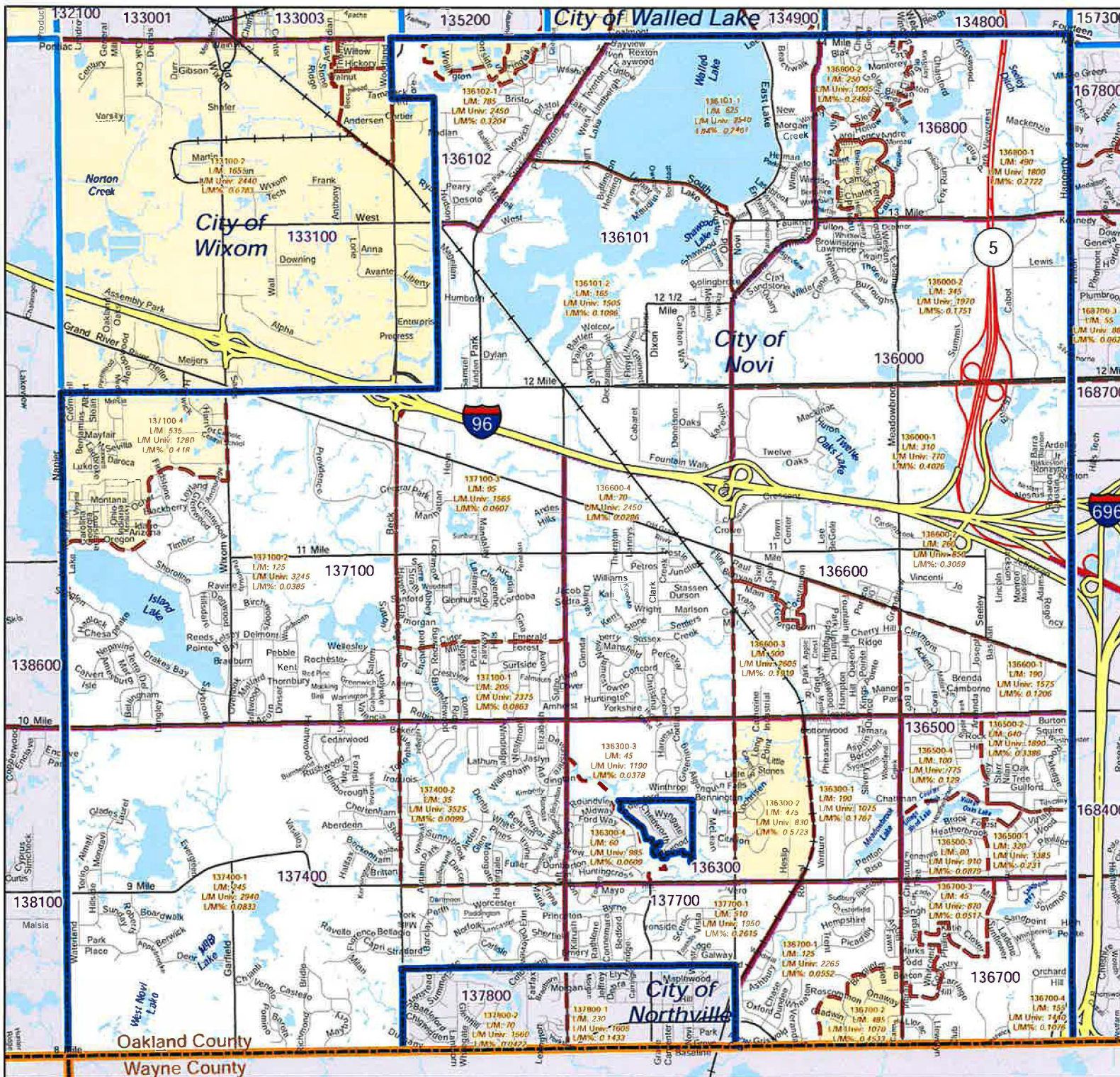
13. Project Purpose (PUBLIC SERVICES PROJECTS ONLY)	
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Help the Homeless? Yes or No	No
Help those with HIV/AIDS? Yes or No	No
Help Persons with Disabilities? Yes or No	No

14. Project Purpose (PUBLIC FACILITIES & IMPROVEMENTS PROJECTS ONLY)	
Will the project meet ADA standards for access? Yes or No	

15. Describe Additional Resources	
Other Federal Funds	
State/Local Funds	
Other Funds	

16. Project Duration	
This is a new project for PY 2019 Yes or No	No
This is an ongoing project Yes or No	Yes
This ongoing project has been offered since PY	2018
For ongoing projects described PY 2018 results i.e. # of new persons with greater access to services	95 perons received services

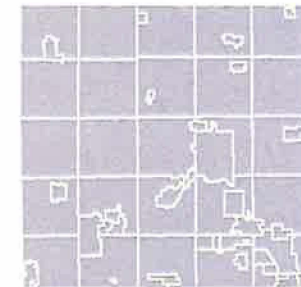
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Community will manage project Yes or No	No
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This Census Block Group map reflects 2014 LMISD data from the U.S. Department of Housing and Urban Development.



**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 administer 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
172170-731227	Minor Home Repair	\$79,707

Estimated Total HUD Funded Amount: \$79,707

Estimated Total Project Cost (HUD and non-HUD funds) [24 CFR 58.32(d)]: \$79,707

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

Level of Environmental Review Determination:

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

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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

<p>Flood Insurance</p> <p>Flood Disaster Protection Act of 1973 and National Flood Insurance Reform Act of 1994 [42 USC 4001-4128 and 42 USC 5154a]</p>	<p>Yes No <input type="checkbox"/> <input checked="" type="checkbox"/></p>	<p>Each site will be checked on the Floodplain map</p>
<p>STATUTES, EXECUTIVE ORDERS, AND REGULATIONS LISTED AT 24 CFR 50.4 & 58.5</p>		
<p>Clean Air</p> <p>Clean Air Act, as amended, particularly section 176(c) & (d); 40 CFR Parts 6, 51, 93</p>	<p>Yes No <input type="checkbox"/> <input checked="" type="checkbox"/></p>	<p>Local permits will be required and inspectors will monitor compliance</p>
<p>Coastal Zone Management</p> <p>Coastal Zone Management Act, sections 307(c) & (d)</p>	<p>Yes No <input type="checkbox"/> <input checked="" type="checkbox"/></p>	<p>Novi is not within a coastal zone</p>
<p>Contamination and Toxic Substances</p> <p>24 CFR Part 50.3(i) & 58.5(i)(2)</p>	<p>Yes No <input type="checkbox"/> <input checked="" type="checkbox"/></p>	<p>Project will be evaluated to discover if house is near contamination or toxic substances</p>
<p>Endangered Species</p> <p>Endangered Species Act of 1973, particularly section 7; 50 CFR Part 402</p>	<p>Yes No <input type="checkbox"/> <input checked="" type="checkbox"/></p>	<p>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.</p>
<p>Explosive and Flammable Hazards</p> <p>24 CFR Part 51 Subpart C</p>	<p>Yes No <input type="checkbox"/> <input checked="" type="checkbox"/></p>	<p>Project will be evaluated to discover if house is near thermal explosives</p>
<p>Farmlands Protection</p> <p>Farmland Protection Policy Act of 1981, particularly sections 1504(b) and 1541; 7 CFR Part 658</p>	<p>Yes No <input type="checkbox"/> <input checked="" type="checkbox"/></p>	<p>Applications will be checked for impact on farmland</p>
<p>Floodplain Management</p> <p>Executive Order 11988, particularly section 2(a); 24 CFR Part 55</p>	<p>Yes No <input type="checkbox"/> <input checked="" type="checkbox"/></p>	<p>Each site will be checked on Floodplain map</p>
<p>Historic Preservation</p> <p>National Historic Preservation Act of 1966, particularly sections 106 and 110; 36 CFR Part 800</p>	<p>Yes No <input type="checkbox"/> <input checked="" type="checkbox"/></p>	<p>Houses greater than 50 years old will be submitted to State if required</p>

Noise Abatement and Control Noise Control Act of 1972, as amended by the Quiet Communities Act of 1978; 24 CFR Part 51 Subpart B	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	Noise abatement will be considered if within 1,000 feet of a major road or 3,000 feet of a railroad
Sole Source Aquifers Safe Drinking Water Act of 1974, as amended, particularly section 1424(e); 40 CFR Part 149	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	None in the State of Michigan
Wetlands Protection Executive Order 11990, particularly sections 2 and 5	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	Area will be checked for wetlands
Wild and Scenic Rivers Wild and Scenic Rivers Act of 1968, particularly section 7(b) and (c)	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	None in Oakland County
ENVIRONMENTAL JUSTICE		
Environmental Justice Executive Order 12898	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	Environmental Justice regulations will be followed.

Field Inspection (Date and completed by):

Summary of Findings and Conclusions:

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

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

Law, Authority, or Factor	Mitigation Measure

Determination:

- This categorically excluded activity/project converts to Exempt, per 58.34(a)(12) because there are no circumstances which require compliance with any of the federal laws and authorities cited at §58.5. **Funds may be committed and drawn down after certification of this part** for this (now) EXEMPT project; OR
- This categorically excluded activity/project cannot convert to Exempt because there are circumstances which require compliance with one or more federal laws and authorities cited at §58.5. Complete consultation/mitigation protocol requirements, **publish NOI/RROF and obtain “Authority to Use Grant Funds”** (HUD 7015.16) per Section 58.70 and 58.71 before committing or drawing down any funds; OR
- This project is now subject to a full Environmental Assessment according to Part 58 Subpart E due to extraordinary circumstances (Section 58.35(c)).

Preparer Signature: _____ Date: _____

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

Responsible Entity Agency Official Signature:

_____ Date: _____

Name/Title: Karry Rieth, Manager OCCHI

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).



Environmental Review for Activity/Project that is Exempt

Project Information

Project Name: Child Care Services

Responsible Entity: OAKLAND COUNTY

Preparer: Sabrina Lilla

Certifying Officer Name and Title: Robert J Gatt, Mayor

Project Location: OAKLAND COUNTY

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

Provide specialized counseling and camp scholarships to low and moderate income families.

Level of Environmental Review Determination:

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

Responsible Entity Signature:

Date: _____

Name/Title: Karry Rieth, Manager OCCHI

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).



Environmental Review for Activity/Project that is Exempt

Project Information

Project Name: Battered and Abused

Responsible Entity: OAKLAND COUNTY

Preparer: Sabrina Lilla

Certifying Officer Name and Title: Robert J Gatt, Mayor

Project Location: OAKLAND COUNTY

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):

Responsible Entity Signature:

Date: _____

Name/Title: Karry Rieth, Manager OCCHI

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Environmental Review for Activity/Project that is Exempt

Project Information

Project Name: Emergency Services

Responsible Entity: OAKLAND COUNTY

Preparer: Sabrina Lilla

Certifying Officer Name and Title: Robert J Gatt, Mayor

Project Location: OAKLAND COUNTY

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 and moderate income residents of Novi.

Level of Environmental Review Determination:

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

Responsible Entity Signature:

Date: _____

Name/Title: Karry Rieth, Manager OCCHI

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).



Conflict of Interest Certification

CONFLICT OF INTEREST CERTIFICATION

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

TITLE 24--HOUSING AND URBAN DEVELOPMENT CHAPTER V--OFFICE OF ASSISTANT SECRETARY
FOR COMMUNITY PLANNING AND DEVELOPMENT, DEPARTMENT OF HUD
Part 570 Community Development Block Grants Subpart K Other Program Requirements Sec. 570.611 Conflict
of interest

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

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

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

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

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

(2) Factors to be considered for exceptions. In determining whether to grant a requested exception after the recipient has satisfactorily met the requirements of paragraph (d)(1) of this section, HUD shall conclude that such an exception will serve to further the purposes of the Act and the effective and efficient administration of the recipient's program or project, taking into account the cumulative effect of the following factors, as applicable: (i) Whether the exception would provide a significant cost benefit or an essential degree of expertise to the program or project that would otherwise not be available; (ii) Whether an opportunity was provided for open competitive bidding or negotiation; (iii) Whether the person affected is a member of a group or class of low-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
Highest Elected Official or Approved Designee Name:	Robert J. Fratt
Highest Elected Official or Approved Designee Title:	Mayor
Signature of HEO or Approved Designee:	