



Welcome!

Webinar will begin at 1:00 PM



Department of Housing and Community Development

2025 CDBG Program How-to-Apply Webinar

Tuesday, June 24, 2025



VIRGINIA DEPARTMENT OF HOUSING
AND COMMUNITY DEVELOPMENT
Partners for Better Communities



Agenda

- Housekeeping & Introductions
- CDBG General Overview
- 2025 Programmatic Changes
- CDBG Project Grants
- CDBG Planning Grants & Urgent Need Grants
- Application Tips, Evaluation Criteria, & CAMS Overview



Virtual Housekeeping

- Mute your microphone.
- Submit questions in the chat or use 
- Keep camera off.
- Let us know if you experience technical difficulties.





Introductions

Program Administration & Assistance Office (PAAO)

- Richmond
- Abingdon

Office of Program Policy and Compliance





Community Development Block Grant (CDBG)



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CDBG Overview

CDBG funds authorized under the Housing and Community Development Act of 1974.

CDBG funds are made available to DHCD by the U.S. Department of Housing and Urban Development (HUD). DHCD has administered CDBG since 1982.

Every CDBG project must meet one of three National Objectives:

1. Benefit low-to-moderate income persons.
2. Aid in the prevention or elimination of slums or blight
3. Meet community needs having a documented urgency (Urgent Need).





Eligibility for DHCD CDBG

1. Non-entitlement Units of Generalized Local Government (UGLG)
 - See Appendix A of the 2025 CDBG Program Design Manual for a list of eligible UGLGs.
2. No more than \$5M total CDBG awards currently open with DHCD.



Method of Distribution

CDBG Appropriation 2025-26 Proposed Uses	2025/2026
Resources	
HUD Allocation	\$19,453,948
Total	\$19,453,948
Uses	
CDBG Project Grants	\$16,313,103
Planning Grants	\$750,000
Urgent Need	\$1,000,000
Program Planning and Administration	\$743,646
Total	\$19,453,948



CDBG Program Schedule

Timeline	Programs
June 16, 2025 – October 16, 2025	Planning Grants & Urgent Need
June 16, 2025 – August 26, 2025	CDBG Project Grants (formerly Competitive Grants) Submission



2025 CDBG Programmatic Changes



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2025 CDBG Program Changes

Project Grants

- **All implementation projects, regardless of type, will be competitive.**
 - **Project Types:** Economic Development, Public Infrastructure, Housing Rehabilitation, and Public Services
- Grant Administration is now Project Delivery Costs.

Open Submission Grants

- Planning Grants (Activation and Project-Driven)
 - Reduced Cost Limits
 - Activation Planning Grants: \$40,000
 - Project-Driven Planning Grants: \$75,000
- Urgent Need



2025 CDBG Program Changes

No Comprehensive Community Development Projects.

- A locality may submit two applications during the same funding cycle—one for housing rehabilitation and one for public infrastructure.
- For both Infrastructure and Housing Rehabilitation projects, a grantee may incorporate additional, ancillary infrastructure activities that align with the proposed primary activities.
 - Examples: stormwater drainage structures, sidewalks, or curb and gutter.



2025 CDBG Program Changes

Housing Rehab—Targeted and Scattered Site

- Changes to lead testing requirements for pre-1978 houses.

Activity	Allowable Costs	Rehab Specialist Fee	Increase in costs due to COVID-19
CDBG Rehab - Post 1978	\$125,000	10% of const costs	10%
CDBG Rehab - Pre 1978 *Must include lead paint inspection and abatement or hazard reduction	\$125,000	10%	10%
CDBG Rehab - Substantial Reconstruction	\$150,000	10%	10%
Alternative Septic	Additional \$10,000	Additional \$10,000	N/A
On a case-by-case basis, a pre-1978 home can use the "presumption of lead" protocols with a \$25,000 base cost limit. Please work with DHCD's Lead Hazard Reduction Program for pre-1978 rentals and homes occupied by children (6 years or less).			



2025 CDBG Program Changes

Housing Rehab—Targeted and Scattered Site

- Zero % forgivable loans with amortization periods based on amount of CDBG investment.

Loan Amount	Amortization Period
Up to \$50,000	5-year forgivable loan
\$50,001 to \$100,000	10-year forgivable loan
\$100,001 and above	15-year forgivable loan



2025 CDBG Program Changes

Build America Buy America (BABA)

BABA does not apply to housing rehabilitation projects if the three-party construction contract is for up to four (4) housing units.

Grantees will document compliance by:

- Completing the Optional HUD BAP Preference Checklist for each housing unit.
- Uploading the checklist and executed three-party contract for each housing unit in CAMS.



2025 CDBG Program Changes

Build America Buy America (BABA) Applicable Materials for FY25

- Iron and steel
- Non-ferrous metals, lumber, plastic- and polymer-based composite building materials, pipe, and tube.
- All other plastic- and polymer-based materials (such as polymers used in fiber optic cables), glass, fiber optic cable, optical fiber, engineered wood, and drywall.
- Manufactured materials such as articles, materials, or supplies that have either been processed into a specific shape; combined with other articles, materials, or supplies to create a product with different properties than the individual articles, materials, or supplies.



Questions?

Email: CDBGProgram@dhcd.virginia.gov



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CDBG Project Grants



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Maximum Grant Award & Project Delivery Cost Limits

Program	Project/Activity Type	Maximum Award	Project Delivery Costs
Planning Grants	Activation	\$40,000	-
	Project-Driven	\$75,000	-
Project Grants	Economic Development		
	Job Creation/Retention		
	1 locality	\$1,250,000	\$125,000
	2 localities	\$1,500,000	\$150,000
	BDR	\$1,250,000	\$125,000
	Infrastructure		
	Water/Sewer		
	1 locality	\$2,000,000	\$125,000
	2 localities	\$3,500,000	\$150,000
	Community Service Facilities	\$1,250,000	\$125,000
	Housing Production	\$2,000,000	\$200,000
	Housing Rehabilitation	\$1,250,000	\$125,000
	Public Services		
	1 locality	\$250,000	\$25,000
	2 localities	\$500,000	\$50,000
Urgent Need		\$1,500,000	\$150,000



CAMS Budget Categories

Infrastructure	Water Improvements		
	Construction		
	Construction Soft Cost		
	Waste Water Improvements		
	Construction		
	Construction Soft Cost		
	Storm Drainage Improvements		
	Construction		
	Construction Soft Cost		
	Side Walk/Street Improvements		
	Construction		
	Construction Soft Cost		
Public Services	Community Services Facilities		
	Construction		
	Construction Soft Cost		
	Equipment		
	Public Service		
	Operations		
	Program Staff Costs		
	Supplies		
	Other		
Housing Rehabilitation	Owner-Occupied Rehab		
	Construction		
	Construction Soft Cost		
	Other		
	Owner-Occupied Substantial		
	Construction		
	Construction Soft Cost		
	Other		
	Investor-Owned Rehab		
	Construction		
Economic Development	Construction Soft Cost		
	Other		
	Job Creation/Retention		
	Job Creation, Retention, & Training		
	Construction		
	Construction Soft Cost		
	Other		
	BDR		
	Construction		
	Construction related soft costs		
	Other		



Economic Development—Job Creation/Retention

Creation or retention of jobs that are held by or made available to LMI persons.

Activities include job creation/retention, site redevelopment, development readiness.

An irrevocable Letter of Credit or other DHCD-approved security will be required in the amount of the award, and it must remain in place until all program requirements are satisfactorily met.

Max Award: \$1,250,000 (one locality); **\$1,500,000** (two + localities)

Project Delivery Cost Limit: \$125,000 (one locality); **\$150,000** (two + localities)



Economic Development— Business District Revitalization (BDR)

Planning Grant required before applying for BDR project grant.

Façade improvements must occur before any other project activities begin.

Project area properties must have at least 25% physical blight or have at least a 50% vacancy rate.

Max Award: \$1,250,000

Project Delivery Cost Limit: \$125,000



Public Infrastructure—Water/Sewer/Streets/Etc.

At least 51% of project area must be LMI.

Water and Sewer Per Connection Limits:

- CDBG investment per water connection: \$30,000
- CDBG investment per sewer connection: \$50,000

Max Award: \$2,000,000 (one locality); **\$3,500,000** (two + localities)

Project Delivery Cost Limits: \$125,000 (one locality); **\$150,000** (two + localities)



Public Infrastructure—Housing Production

Infrastructure to support the creation of single- and multi-family housing units targeted for LMI persons.

Locality must have control of the property during the CDBG funded improvements.

Application must include a Market Study demonstrating a clear local need for additional housing units.

Max Award: \$2,000,000

Project Delivery Cost Limit: \$200,000



Public Infrastructure—Community Service Facilities

Construction or renovation of a facility associated with the provision of services to LMI community members or limited clientele (LMC).

- Examples:
 - Child and/or adult care facilities
 - Health and/or dental clinics
 - Facilities for protected populations (e.g. elderly, homeless, persons with disabilities)

Locality must have control of the property during the CDBG-funded improvements.

Max Award: \$1,250,000

Project Delivery Cost Limit: \$125,000



Housing Rehabilitation—Targeted Neighborhood

Housing rehabilitation, substantial reconstruction, temporary relocation, and removal of residential blight **in a targeted, well-defined project area.**

All households improved must be LMI.

Owner-Occupied and Investor-Owned households eligible for housing rehabilitation; Substantial Reconstruction only for Owner-Occupied households.

Max Award: \$1,250,000

Project Delivery Cost Limits: \$125,000



Housing Rehabilitation—Scattered Site

Housing rehabilitation, substantial reconstruction, temporary relocation, and removal of residential blight **in a non-contiguous area**.

All households improved must be LMI.

Owner-Occupied and Investor-Owned households eligible for housing rehabilitation; Substantial Reconstruction only for Owner-Occupied households.

Max Award: \$1,250,000

Project Delivery Cost Limits: \$125,000



Public Services

Project **must** provide a new service or expand an existing service in response to a timely or persistent need targeting one of the following:

- Child Care Programs
- Health Service Programs
- Food Security Programs

Max Award: \$250,000 (one locality); **\$500,000** (two + localities)

Project Delivery Cost Limits: \$25,000 (one locality); **\$50,000** (two + localities)



Questions?

Email: CDBGProgram@dhcd.virginia.gov



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CDBG Urgent Need & Planning Grants



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Open Submission Grant Cycle

Applications accepted June 16, 2025—October 16, 2025, or until all funding has been committed.

Applications reviewed on a rolling basis during the application timeframe.

Project Types:

- Urgent Need
- Planning Grants



Maximum Grant Award & Project Delivery Cost Limits

	Project/Activity Type	Maximum Award	Project Delivery Cost Limit
Planning Grants	Activation	\$40,000	-
	Project-Driven	\$75,000	-
Urgent Need		\$1,500,000	\$150,000



Urgent Need

Projects to support long-term recovery for communities that have experienced catastrophic disasters and loss.

Must be supported by either:

- A declaration of emergency by the Governor, or
- A current declaration of an immediate and severe health threat by the State Commissioner of Health.

Max Award: \$1,500,000

Project Delivery Cost Limit: \$150,000



Activation Planning Grants

Previously named "Community Organizing," "Community Needs Assessments," "Overall Assessments."

Allows grantees to **activate** their community development process.

Max Award Amount: \$40,000.00



Project-Driven Planning Grants

Directly align with CDBG Competitive and Open-Submission implementation projects.

All localities interested in pursuing a BDR Implementation project **must** complete a Project-Driven Planning Grant before applying.

Max Award Amount: \$75,000.00



Questions?

Email: Kelly Charapich, Planning Grant Specialist kelly.charapich@dhcd.virginia.gov OR CDBGProgram@dhcd.virginia.gov



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Tips for a Competitive Application, Proposal Evaluation Scoring, & CAMS



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Required Public Hearings

First Public Hearing

- To solicit input on local community development and housing needs and locality's past use of CDBG funds.

Second Public Hearing

- To solicit input on a locality's specific proposed CDBG project.

For both Public Hearings, the locality must:

- Publish the public notice hearings in the non-legal section of the local newspaper at least seven (7) days prior to the public hearing;
- Maintain documentation for at least one (1) other means of notifying the public; and
- The first and second public hearing must be held at least one (1) week apart.



Attachment Basics

Provide assurances, copies of advertisements, and copies of notices.

Provide a map of the project area(s) with legends/keys.

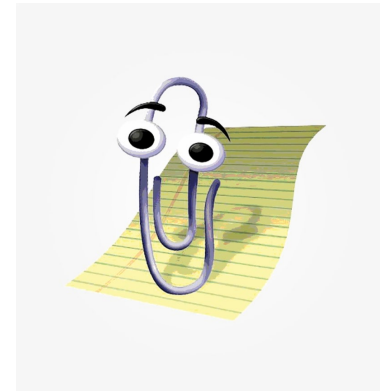
Provide pictures of project area(s) and proposed structures to be improved.

Provide cost estimates prepared within 12 months of application deadline.

Provide documentation of all committed leverage.

If applicable, provide documentation verifying LMI National Objective:

- Spreadsheet of project area household survey results.
- Documentation of LMA using the [HUD LMISD Mapping Tool](#).





Project Management Team (PMT) Basics

- At a minimum, the following PMT roles need to be filled:
 - Chief Elected and/or Administrative Official
 - Locality Finance Director
 - Grant Manager
 - Housing Rehab Specialist or Engineer/Architect
 - Project Sparkplug(s)



Image Source: <https://www.istockphoto.com/photos/teamwork-makes-the-dream-work>



Avoid A Common Mistake

Community Needs Assessment vs Project Needs Assessment

- **Community Needs:** A description of the identified comprehensive community development needs for the locality.
 - Needs identified through a comprehensive plan/study, general community needs surveys or broad public input sessions.
 - **Supporting Documentation:** comprehensive plan/study, regional plan, etc.
- **Project Needs:** A description of the specific needs identified for the project.
 - Needs identified through a project area survey, input from project area residents, etc.
 - **Supporting Documentation:** project area survey instrument, spreadsheet of survey results, participation agreements, consent orders, letters from residents, etc.



Competitive Proposal Evaluation Criteria

100 Point Scoring System:

- **Need – 40 points**
 - Community Needs & Project Needs Assessments
 - Project Demand & Impact
- **Capacity – 30 points**
 - Grant History
 - Staff Capacity
 - Organizational Capacity
- **Approach – 30 points**
 - National Objectives
 - Feasibility
 - Activity Specific



How to Access the 2025 CDBG Application

1. Go to the DHCD website, www.dhcd.virginia.gov
2. Click on Access CAMS button in the upper right corner
3. Click Applications and Programs
4. Click Apply on the top menu
5. Select Community Development Block Grant (CDBG) 2025
6. Click Go
7. Click Apply



CAMS Tips

Save work often!

Google Chrome is the recommended browser.

Check locality's CAMS user roles and assignments prior to starting application. Multiple staff can work on an application at the same time.

Draft application narrative in MS Word and copy into CAMS text boxes.

Text boxes will only accommodate text responses up to 6,000 characters.

•Do not include graphics, tables, or charts in the narrative responses.



Project Q&A Sessions



Housing Rehab—June 30, 11:00—noon

Public Infrastructure—June 30, 1:00—2:00

Economic Development—July 1, 11:00—noon

Public Services—July 1, 1:00—2:00

Planning Grants—July 2, 11:00—noon



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THANK YOU

Competitive Application Deadline: August 26, 2025 at 11:59 PM EST

Open Submission Application Window: June 16, 2025—October 16, 2025

For CAMS assistance/questions, please contact: CAMSHelp@dhcd.virginia.gov

**For general application questions and/or project questions, please contact:
CDBGProgram@dhcd.virginia.gov**



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