

**JEFFERSON COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA REQUEST

TO: Board of Commissioners

FROM: Michael Mark, Grants Administrator

DATE: May 1, 2023

RE: **HEARING NOTICE** re: Washington State Community Development Block Grant (CDBG) 2023 General Purpose Grant for the Early Learning and Family Support Center Project

STATEMENT OF ISSUE:

Jefferson County is securing contingency funds for its role in the Jefferson County Early Learning and Family Support Center project.

ANALYSIS:

The project architect's current estimates suggest that the project may face a cost increase of at least \$700,000, bringing the total financial needs from \$2.79M to around \$3.5M.

In order to hedge against the risk of increased cost estimates, the project team is planning to take two actions: apply for additional funding and reducing the scope of the project in case additional funding cannot be secured.

County staff, with the assistance of Jefferson Healthcare staff, is preparing an application to the CDBG General Purposes grant to ensure expanded cost estimates are covered.

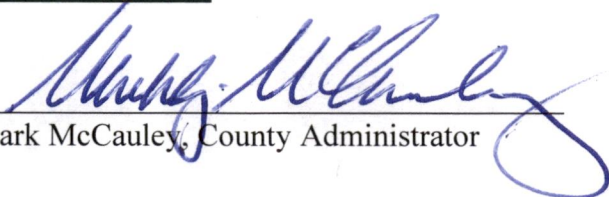
FISCAL IMPACT:

The project team plans to apply for \$700,000 in funding to manage the risk of increased costs. The fiscal impact of CDBG funds is expected to be neutral.

RECOMMENDATION:

Review and Approve the Hearing Notice attached re: Community Development Block Grant (CDBG) for 2023 General Purpose Grant Application for May 22, 2023 at 11:00 am. The notice will be published in the Port Townsend Leader on May 3 and May 10, 2023.

REVIEWED BY:


Mark McCauley, County Administrator

Date 4/25/23

Please publish 2 times: May 3 and May 10, 2023

Contact Person: Auditor's Office

Bill to: Jefferson County Commissioners

P.O. Box 1220

Port Townsend, WA 98368

NOTICE OF PUBLIC HEARING

Community Development Block Grant (CDBG) General Purpose Funds
for the Early Learning and Family Support Center Project

NOTICE IS HEREBY GIVEN that a public hearing is scheduled by the Jefferson County Board of Commissioners for **Monday, May 22, 2023 at 11:00 a.m.** in the Commissioners' Chambers, County Courthouse, 1820 Jefferson Street, Port Townsend, WA 98368. Notice of said hearing is to be published in the official newspaper of Jefferson County.

This hearing is to review community development needs, inform citizens of the availability of funds and eligible uses of the State Community Development Block Grant (CDBG), and receive comments on the proposed use of funds toward the Early Learning and Family Support Center project, particularly from lower income persons residing in the Jefferson County area.

The information is available for viewing on the County website by clicking on:

www.co.jefferson.wa.us – Services – Laserfiche Web Portal – Board of Commissioners – BOCC Agenda Packet – 2023 Weekly Agenda Items – 05 May 2023 – 052223 – Hearing Notice

You are welcome to participate in this hearing. You will need to join the meeting by 11:00 a.m.

using the following methods: **VIRTUALLY:** Via the following Zoom, link:

<https://zoom.us/j/93777841705>, **PHONE:** Dial 1-253-215-8782 and enter access code: 937-7784-1705# and press *9 to "raise your hand" to be called upon. Access for the hearing impaired can be accommodated using Washington Relay Service at 1-800-833-6384, or **IN-PERSON**

To view documents or watch this meeting live with no participation, go to www.co.jefferson.wa.us

Follow the links under "*Quick Links: Videos of Meetings: Today.*" If you experience difficulties joining the meeting or viewing documents please call 360-385-9100 to report any issues.

In addition, written testimony is also invited beginning on May 3, 2023 and ending on May 22, 2023 at the end of the Public Hearing, unless extended by the Board of County Commissioners. Written public testimony may be submitted by **Email to:** jeffbocc@co.jefferson.wa.us You may view testimony received by clicking here: www.co.jefferson.wa.us – Services – Laserfiche Web Portal – Board of County Commissioners – BOCC Agenda Packets – 2023 Weekly Agenda Items – 05 May 2023– 052232

You can also **Mail** your testimony to: Jefferson County Commissioners' Office; P.O. Box 1220, Port Townsend, WA 98368. Written testimony must be received by the Board of County Commissioners by the end of the hearing testimony period.

Signed this 1st day of May, 2023.

JEFFERSON COUNTY
BOARD OF COMMISSIONERS
/S/Greg Brotherton, Chair



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CDBG 2023 General Purpose Grants Application Open

CDBG Program Priorities:

- Financial need- Prioritizing applicants who do not have viable access to other funds/resources.
- Funding readiness- Prioritizing applicants who have secured all other funds.
- Funding efforts- Prioritizing applicants who have pursued other funding.
- Equity- Prioritizing applicants who have not recently received CDBG funding and who do not have open CDBG contracts for similar activities.

Application submission is online using ZoomGrants. Click on the **Apply via ZoomGrants** button below to reach the ZoomGrants website. If you have a ZoomGrants account, login and follow the instructions. If you are a new user, create a ZoomGrants account. Once the agency profile has been created, **go to the 2023 CDBG General Purpose Grants Program by selecting the "Apply" button**, and start your application.



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[Setting Up Your Application Account and Creating Application – ZG University \(Zoomgrants.com\)](#)
[Using ZoomGrants to apply for CDBG General Purpose Grants](#)
[Preview of 2023 ZoomGrants CDBG Application](#)

[Application Materials](#)

[Program Overview](#)
[Eligible Project Tests](#)
[CDBG Requirements](#)
[LMI Worksheet and Guide](#)
[LMI Map SAMPLE](#)
[Citizen Participation Guide](#)
[Public Hearing HANDOUT 2023- English](#)
[Public Hearing HANDOUT 2023- Spanish](#)
[Public Hearing SAMPLE NOTICE](#)
[Grievance Procedure SAMPLE](#)
[Ethnicity and Race Instructions](#)
[Application Questions](#)
[Project Budget Form and Instructions](#)
[Operations Budget Form and Instructions](#)
[Work Plan](#)

[Application Questions](#)

CDBG Content Related Questions

Jon Galow, CDBG Program Administrator

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Development (HUD).

Examples of eligible General Purpose Grant activities include:

- Public facilities, such as water, wastewater, streets and sidewalks
- Community facilities, such as community centers, libraries, food banks and fire stations
- Local assistance programs such as housing rehabilitation

Funds Available

We estimate \$11 million will be available for CDBG General Purpose Grants in 2023. The maximum amount is \$2,000,000 for construction projects.

Eligibility Guidelines

Eligible applicants are [HUD non-entitlement cities, towns, and counties in Washington State](#).

Special purpose districts, public housing authorities, port districts, community action agencies, economic development councils, other non-profit organizations, and Indian tribes are **not** eligible to apply directly to the state CDBG Program for funding, but may be a partner and sub-recipient of funding through eligible jurisdictions.

Projects must principally benefit low-and moderate-income persons.

Additional resources are available under [Technical Assistance Resources/Guidance Materials](#).

Program Links



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Technical Assistance Resources

[Management Handbook & Attachments](#)

[Guidance Materials](#)

[HUD Exchange](#)

[HUD LMI data for non-entitlement jurisdictions](#)

[HUD LMI Interactive Map](#)

[Infrastructure Assistance Coordinating Council \(IACC\)](#)

[Municipal Research Services Center of Washington](#)

Need help?

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Jeff Hinckle, Project Manager

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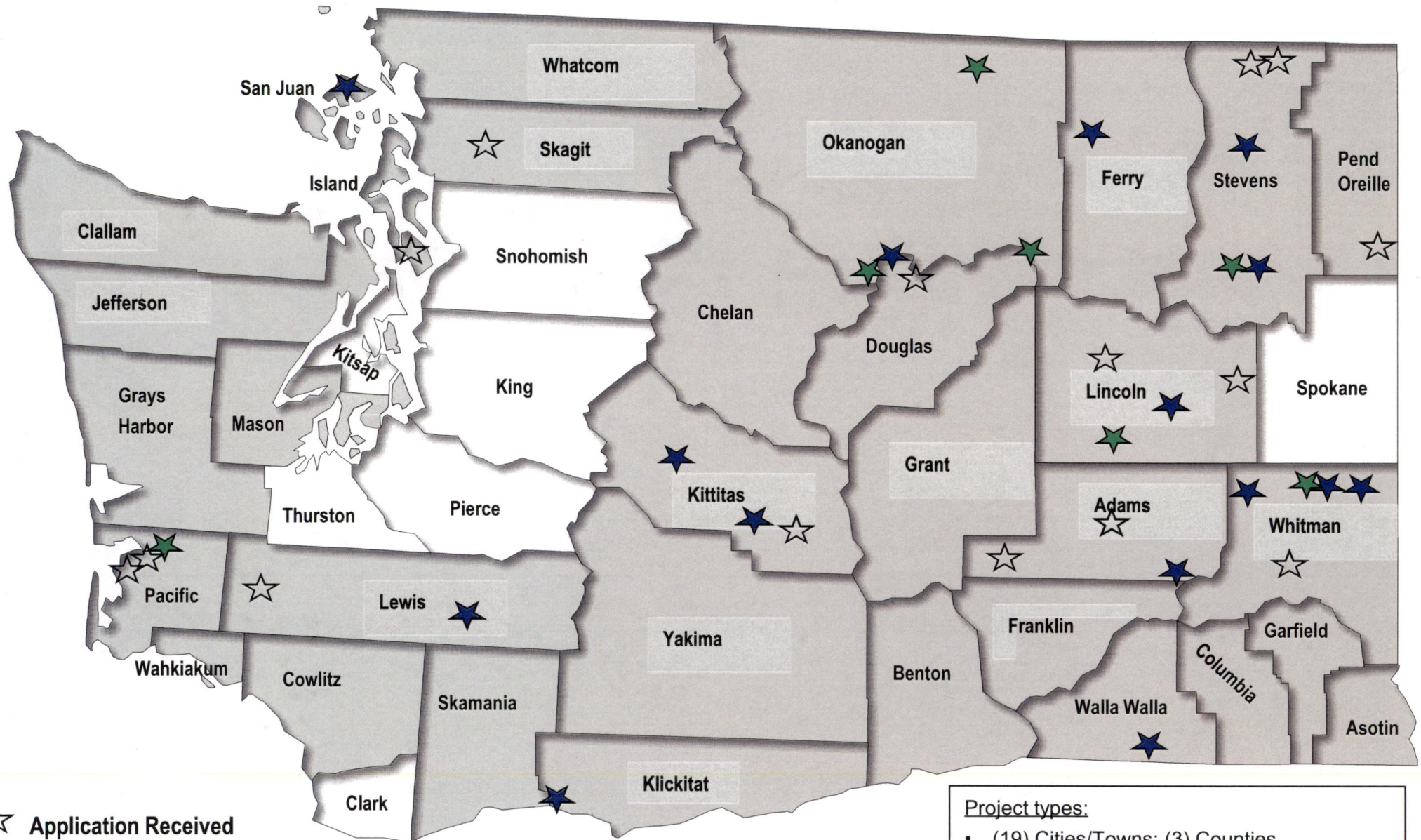
2021 CDBG General Purpose Grant Awards

Grant Recipient	Project Type	Project Description	Award	Total Project Costs
City of Brewster	Sewer	Wastewater Improvements	\$900,000	\$7,109,632
City of Cle Elum	Streets	Stafford Avenue Corridor Improvements	\$800,000	\$1,195,335
City of College Place	Streets	SafeWalk College Place Sidewalk Construction	\$341,184	\$382,873
City of Colville	Community Facility	Fire and Emergency Service Facility Upgrades with Stevens County Fire District No. 3	\$900,000	\$1,034,400
Town of Elmer City	Planning	Force Main Assessment and Feasibility Study	\$30,000	\$30,000
City of Harrington	Sewer	Wastewater Plant Modifications	\$366,750	\$1,357,000
Kittitas County	Community Facility	Food Bank and Food Pantry Expansion with Friends in Service to Humanity (FISH-Ellensburg)	\$900,000	\$2,721,177
Town of Lamont	Water	Telemetry & Water System Improvements	\$668,900	\$670,900
Lewis County	Water	New Water Reservoir with Water District No. 1 (Randle)	\$900,000	\$1,120,000
Town of Malden	Community Facility	Fire Station	\$900,000	\$1,588,300
Town of Malden	Planning	Outdoor Recreation Planning	\$30,000	\$32,000
Town of Odessa	Planning	Well 3 Assessment	\$30,000	\$30,000
City of Oroville	Planning	Public Utilities GIS Mapping	\$30,000	\$39,970
City of Pateros	Planning	Planning & Construction Standards	\$30,000	\$38,235
City of Raymond	Planning	Comprehensive Plan Update	\$25,000	\$40,000
City of Republic	Community Facility	EMS Station Construction with Ferry County EMS District No. 1	\$850,000	\$1,289,000
Town of Rosalia	Water	Water System Emergency Power Improvements	\$600,051	\$600,051
San Juan County	Sewer	Wastewater Treatment Plant Expansion with Eastsound Sewer & Water District	\$900,000	\$5,795,600
Town of Springdale	Water	New Reservoir and Water System Improvements	\$900,000	\$900,000
Town of Springdale	Planning	Asset Management Plan	\$30,000	\$30,000
Town of Washtucna	Water	Well Improvements	\$895,000	\$895,000
City of White Salmon	Housing	Regional Housing Rehabilitation Program with Columbia Cascade Housing Corporation (Klickitat and Skamania)	\$400,000	\$400,000

\$11,426,885

\$27,299,473

2021 CDBG GENERAL PURPOSE GRANT AWARDS



Project types:

- (19) Cities/Towns; (3) Counties
- (7) Planning
- (4) Community Facility; (1) Housing;
(2) Street/Sidewalk; (3) Sewer; (5) Water

- ☆ Application Received
- ★ Grant Award - Planning
- ★ Grant Award - Construction