



MEMORANDUM

DATE: March 20, 2023

FROM: Crystal Campbell, Community Development Program Coordinator

TO: Mayor and Council

CC: David Miles, Chief of Staff; Daniel Torres, Economic Development Administrator; Chris Johnson, City Clerk

RE: CDBG Housing, Public Facility, and Infrastructure Notice of Intent Recommendations

1. Background

The Meridian Community Development Block Grant (CDBG) Program opens two competitive applications each year.

- Public Service Application – available from April 1 to April 30.
- Housing, Public Facility, and Infrastructure Application – requires a higher level of review to ensure projects are eligible and viable, so it requires a Notice of Intent (NOI) to apply. If the project appears to be a good fit, the organization will be invited to complete the full application. The NOI was available from March 1 to March 15 and the complete application will be available from April 1 to April 30.

2. Housing, Public Facility, and Infrastructure Applicants

The Program Year 2023 NOI's have been received and evaluated using: 1) Project Eligibility Determination to ensure the project meets the basic federal guidelines; 2) Pre-Award Risk Assessment to determine the level of risk associated with the project; and, 3) Notice of Intent Evaluation to determine if the project falls within the guidelines of the Consolidated Plan.

Applications are divided into separate categories for those addressing housing and those addressing public facility and infrastructure needs. The funds for each category are also separate, so applications are only competing against projects in the same category.

Housing Projects

NeighborWorks Boise

Homebuyer Assistance

- Provide assistance for low income, first time homebuyers to purchase affordable homes within Meridian city limits.
- Eligibility Determination: Eligible
- Pre-Award Risk Assessment: 24 (Medium Risk = 21-30)
- Notice of Intent Evaluation: 226 points

NeighborWorks Boise

Homeowner Repair

- Provide funding to rehabilitate owner-occupied homes for households within Meridian City limits that meet the eligibility requirements.
- Eligibility Determination: Eligible
- Pre-Award Risk Assessment: 28 (Medium Risk = 21-30)
- Notice of Intent Evaluation: 202 points

Public Facility/Infrastructure Projects

Meridian Public Works

Combined Sidewalk/Streetlights

- Combined sidewalk/streetlight project in designated low-mod areas that will utilize all Public Facility/Infrastructure funds for the duration of the 2022-2026 Consolidated Plan.
- Eligibility Determination: Eligible
- Pre-Award Risk Assessment: 25 (Medium Risk = 21-30)
- Notice of Intent Evaluation: 215 points

3. Staff Recommendation

Staff recommends the following projects be invited to complete an application:

- NeighborWorks Boise Homebuyer Assistance
- NeighborWorks Boise Homeowner Repair
- Meridian Public Works Combined Sidewalk/Streetlights

Completed applications will be scored and ranked by a Scoring Committee and included in the PY23 Action Plan, which will then be presented to Council for approval. If there is not enough funding for all of the projects, those that are ranked lower will be included in the PY23 Action Plan as backup projects.

4. Council Decision

Staff is asking Council to approve the recommendations above when this memo is submitted on the consent agenda at the March 28, 2023 Council Work Session meeting. All projects that are invited to complete the full application will be included in the PY23 Action Plan unless there are extenuating circumstances.

5. Next Steps

Below is the timeline for projects included in the PY23 Action Plan:

