

COMMUNITY
DEVELOPMENT BLOCK
GRANT (CDBG)
PROGRAM YEAR 2025
(PY25) GRANT CYCLE
INFORMATION SESSION

Agenda

Introduction

City of Cheyenne CDBG Entitlement Program

Available Funding & Grant Requirements

Funding Cycle Timeline and Deadlines

Letters of Intent Requirements

Applications Information

Resources & Technical Assistance

Introductions

- *Renee Smith: Economic Resources Administrator, City of Cheyenne*
- *rsmith@cheyennecity.org*

- *Amy Gorbey: Community Development Manager, Housing & Community Development Division*
- *agorbey@cheyennecity.org*

Online Attendee Check-in

- *For those online, Renee is monitoring the chat for this presentation.*

Presentation Information

- *This presentation has 6 sections. At the end of each section, there will be a Q&A. Please hold your questions until the Q&A.*
- *The links to this PowerPoint presentation will be emailed after the presentation.*
- *Finally, thank you for being here!*

Introductions



COMMUNITY
DEVELOPMENT BLOCK
GRANT (CDBG)
ENTITLEMENT
PROGRAMS

Brief Overview

ATTENDEE KNOWLEDGE CHECK

How much do you know about CDBG?

CDBG Program Description

The Community Development Block Grant (CDBG) Program provides annual grants on a formula basis to states, cities, and counties to develop viable urban communities by providing decent housing and a suitable living environment and by expanding economic opportunities, principally for low- and moderate-income persons.



CDBG ENTITLEMENT PROGRAMS

The Community Development Block Grant (CDBG) Entitlement Program provides annual grants on a formula basis to entitled cities and urban counties to develop viable urban communities by providing decent housing and a suitable living environment and expanding economic opportunities, principally for low— and moderate-income persons.

Housing & Community Development (H&CD) Division

Since 1975, Cheyenne has directly received annual CDBG funds, which the city's H&CD Division manages in compliance with HUD's Code of Federal Regulations (24 CFR Part 570).

Through strategic planning and active public participation, the division is dedicated to making a meaningful impact on the community, addressing critical areas such as housing, poverty, and infrastructure issues.



The H&CD Advisory Council

The H&CD Division works with a nine-member Advisory Council.



During the grant cycle, the Advisory Council oversees the grant process and recommends funding to the City Council.



In addition, the Advisory Council conducts occasional site visits to monitor the progress of funded activities.

AVAILABLE FUNDING & REQUIREMENTS

CDBG Grants



Available Funds for Program Year 2025

Funds are dependent on the annual HUD allocation.

- *General Service (GS) Grants: \$200,000+*
- *Public Service (PS): \$65,000*





Basic CDBG Grant Information

- *CDBG grants have no matching requirement.*
- *CDBG Grants are reimbursement grants*
- *Public Service grant awards will be on a 3-year cycle and have a \$20,000 minimum award for each year.*
- *Activities that prevent homelessness or serve unhoused needs will receive extra ranking points.*

Eligible Activities

- Acquisition of real property
- Relocation and demolition
- Rehabilitation and maintenance of residential and non-residential structures
- Construction of public facilities and improvements, such as water and sewer facilities, streets, neighborhood centers,
- Public services
- Activities relating to energy conservation and renewable energy resources
- Provision of assistance to profit-motivated businesses to carry out economic development and job creation/retention activities

Each activity must meet **one** of the following National Objectives :

- Benefit low- and moderate-income persons
- Prevention or elimination of slums or blight
- Urgent Need

CDBG Basic Grant Requirements: Eligible Activity & National Objectives

The CDBG Matrix Codes Definitions

It is a great place to determine if your project is an eligible activity.

[CDBG Matrix Code Definitions \(hudexchange.info\)](http://hudexchange.info)

Project	Eligible Activity	National Objective	Grant Category
Replace HVAC for a Senior Center	Public Facilities and Improvements-Matrix Code 03A Senior Centers	LMI-Presumed Benefit	General Service
Repair the roof and broken windows for transitional housing for the unhoused.	Public Facilities and Improvements-Matrix Code 03C Homeless Facilities	LMI-Presumed Benefit	General Service
Provide LMI seniors with Health services.	Health Services: Services addressing the physical health needs of community residents. For mental health services-Matric Code 05M	LMI	Public Service
Free Job Training and Placement Program for LMI parents	Employment Training Assistance to increase self-sufficiency, including literacy, independent living skills, resume writing, job coaching, "how to get and keep a job" training, or training students in a particular field on skill when there is no tie to a specific position or business	LMI	Public Service

Examples of Eligible Activities

Q&A

- Available funds
- Basic Grant Information
- Eligible Activity & National Objective Requirements
- Examples of Eligible Activities

- *Do you have any questions about the following topics we covered?*



GRANT TIMELINE

CDBG Program Year
2025

Timeline

10-25-24: Deadline to submit Letters of Intent.

11-06-24: The Advisory Council determines which applicants may apply.

11-07-24: Applicants are notified if they are invited to apply.

11-13-24: CDBG Grant Application Workshop

01-17-25: CDBG Grant Application Deadline.

02-05-25: The Advisory Council determines awards.

February 2025: Award Letters are sent out.

May 2025: Annual Action Plan with Funded Projects is submitted to HUD.

August-September 2025: HUD Allocation is received.

September-October 2025: Subrecipient Agreements are signed. Funds become available.



Q&A

Do you have any questions about the timeline?



LETTER OF INTENT & APPLICATIONS

Basic Info.



Letters of Intent (LOI)

- ☐ Include a brief project description that includes the HUD-eligible activity the project aligns with and the HUD National Objective the project meets.
- ☐ Technical assistance is available.
- ☐ After receiving LOIs, I will review them to ensure they are eligible for CDBG Funding.
- ☐ After the project is determined to be eligible, the Advisory Council reviews them.
- ☐ Submit via email to agorbey@cheyennecity.org by 10-25-24, 11:59PM.
- ☐ If you do not receive a confirmation of receipt, please call the H&CD Office, Amy Gorbey, at (307) 637-6255 or my cell at (307) 640-1922.

Applications

- ☒ Applicant Information session-11-13-24. Attendance is recommended (not required).
- ☒ Technical assistance is available.
- ☒ There will be an application scoring system used by the Advisory Council to rank applications.
- ☒ The scoring system is being developed and will be available to applicants in advance.
- ☒ Online Application Due Date: 01-17-25.





Q&A

Do you have any questions about the LOIs or applications?



Resource Information & Links

Technical Assistance: Amy Gorbey, agorbey@cheyennecity.org

H&CD Website: [Housing & Community Development Division – City of Cheyenne \(cheyennecity.org\)](http://cheyennecity.org)

Matrix Code Information: [CDBG Matrix Code Definitions \(hudexchange.info\)](http://hudexchange.info)

Basically CDBG, Chapter 7 Public Service Projects:
https://www.hud.gov/sites/documents/DOC_16476.PDF

Eligible Activities: [CDBG Guide to National Objectives and Eligible Activities Chapter 2 \(hudexchange.info\)](http://hudexchange.info)

Meeting A National Objective: [CDBG Guide to National Objectives and Eligible Activities Chapter 3 \(hudexchange.info\)](http://hudexchange.info)

THANK YOU

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