



# **Community Development Block Grant (CDBG) & Emergency Solutions Grant (ESG) Public Services**

## **Program Year 2023-2024 Request for Proposals (RFP) Guidelines**

The City of Modesto is soliciting funding requests for eligible CDBG Public Services and ESG projects. For questions regarding this RFP, please contact Blanca Ramirez or Patty Estrada at (209) 577- 5211 or via email: [housing@modestogov.com](mailto:housing@modestogov.com)

### **About this RFP**

While Community Development Block Grant (CDBG) and Emergency Solutions Grants (ESG) programs are separate and distinct U.S. Department of Housing and Urban Development (HUD) programs, this single RFP solicits applications for both CDBG Public Services and ESG funding. The City of Modesto Community & Economic Development Department will allocate funding to the appropriately selected projects that meet statutory and regulatory guidelines.

**NOTE:** Fair housing services, including tenant-landlord counseling, will be competitively funded via this RFP.

### **Key Dates**

- February 9, 2023                      Notice of Funding Availability
- February 22, 2023                    Mandatory Technical Workshop – Application period Opens
- March 17, 2023                        Application Deadline – Apps due in Neighborly by 4:00 pm

- March 20-24, 2023 City Staff to conduct risk assessment/ application Technical Review
- March 30-31, 2023 Grant Presentations to City of Modesto Grant Review Committee (10 Minute presentation limit).  
In-person Grant Presentations: Will be notified individually upon acceptance of your application.
- April 7, 2023 Deadline to submit appeals of Technical Review
- April 13, 2023 Draft FY 2023-2024 Annual Action Plan, Public Review Period to CH & CDC
- May 9, 2023 City Council: Present final FY 2023-2024 Annual Action Plan to City Council and Hold a Public Hearing to consider approval and submittal to HUD.

### Purpose

The purpose of this RFP is to solicit program proposals from non-profit, 501 (c)(3) and/or eligible service providers for the purpose of awarding CDBG and ESG public service funding to directly serve low-income families and individuals within the City of Modesto.

Federal regulations for direct services funded under CDBG and ESG programs limit funding to either:

- A new service; or
- A quantifiable increase in the level of an existing service above that which has been provided in the previous 12 calendar months (July 1 to June 30) and funded with CDBG or ESG.

This requirement does not prevent continued funding of a CDBG- or ESG-funded project at the same or lower level in successive years.

**Community Development Block Grant (CDBG):** The intent of the **CDBG** program is to develop viable urban communities through the provision of decent housing, suitable living environments, and economic opportunities for persons of low and moderate income. The CDBG Program is governed by 24 Code of Federal Regulations (CFR) Part 570.

**Emergency Solutions Grants (ESG):** Designed as a first step in a continuum of care plan of assistance, the **ESG** program is designed to assist homeless individuals and families, and subpopulations within this group, such as victims of domestic violence, youth, people with mental illness, families with children, and veterans. ESG funds can also be used to aid people who are at imminent risk of becoming homeless. The ESG Program is governed by 24 Code of Federal Regulations (CFR) Parts 91 and 576.

## CDBG Annual Allocations

CDBG Public Services represents up to 15% of the City of Modesto's annual CDBG allocation from the U.S. Department of Housing and Urban Development (HUD).

For Fiscal Year 2023-2024, approximately **\$250,000\*** will be made available for the **CDBG Public Services RFP**.

**The minimum grant award for CDBG will be \$30,000. Any application submitted for a grant proposal totaling less than \$30,000 will be rejected.**

➤ **Maximum grant award for CDBG = \$50,000.**

- \* Amounts listed are a projection based on previous program year allocations. Final amounts are subject to official HUD allocations expected to be released early to late **Spring 2023**.

**NOTE:** Fair housing services, including tenant-landlord counseling, will be competitively funded via this RFP.

➤ **Maximum grant award for Fair Housing services = \$30,000**

## ESG Annual Allocations

Approximately **\$200,000\*** will be made available for the **ESG RFP** (60% maximum for street outreach and shelter activities (\$120,000); 40% or more for homeless prevention & rapid rehousing (\$80,000)).

**The minimum grant award for ESG will be \$30,000. Any application submitted for a grant proposal totaling less than \$30,000 will be rejected**

➤ **Maximum grant award for ESG = NA (no limit imposed)** (60% maximum for street outreach and shelter activities; 40% or more for homeless prevention & rapid rehousing).

- \* Amounts listed are a projection based on previous program year allocations. Final amounts are subject to official HUD allocations expected to be released early to late **Spring 2023**.

## One application per program per funding source

- Through the application evaluation and scoring process, the City of Modesto may elect to award program proposals under the most eligible funding source.
- Organizations may submit only one application per program by funding source.

## CDBG National Objectives

The authorizing statute of the CDBG program requires that each activity funded must meet one of three National Objectives. The three National Objectives are:

- **Benefit to low- and moderate-income (LMI) persons;**

- Aid in the prevention or elimination of slums or blight; and
- Meet a need having a particular urgency (e.g. local natural disaster)

**This RFP solicits projects that will primarily benefit LMI persons.** For Public Service activities, the following category is used to meet the LMI National Objective:

- **Limited clientele activities**

Per 24CFR 570.208(a) limited clientele activity requires that at least 51 percent of beneficiaries be LMI persons. With this category the number of LMI persons that benefit from the activity (51% or more) determines whether the activity will qualify or not.

The City will require 100 percent of beneficiaries served during the contract period be LMI persons. Special consideration may be allowed on a case-by-case basis.

Activities in this category provide benefits to a specific group of persons rather than everyone in an area. It may benefit particular persons without regard to their residence, or it may be an activity that provides a benefit to only particular persons within a particular area.

With respect to determining the beneficiaries of activities as LMI and qualifying under the limited clientele category, activities must meet one of the following criteria:

- Benefit a clientele that is generally presumed to be principally LMI. This presumption covers: abused children, battered spouses, elderly persons, severely disabled\* adults, persons experiencing homelessness, illiterate adults, persons living with HIV/AIDS, and migrant farm workers; or
- Require documentation on household size and income in order to demonstrate that at least 100 percent of the clientele are LMI; or
- Have Income eligibility requirements limiting the activity to LMIS persons only; or
- Be of such a nature and in such a location that it can be concluded that clients are primarily LMI. An example is a day care center that is designed to serve residents of a public housing complex.
- Persons are considered severely disabled if they:
  - Use a wheelchair or another special aid for 6 months or longer;
  - Are unable to perform one or more functional activities (seeing, hearing, having one's speech understood, lifting and carrying, walking up a flight of stairs and walking);
  - Need assistance with activities of daily living (getting around inside the home, getting in or out of bed or a chair, bathing, dressing, eating, and toileting) or instrumental activities or daily living (going outside the home, keeping track of money or bills, preparing meals, doing light household, and using the telephone);
  - Are prevented from working at a job or doing housework;
  - Have a selected condition including autism, cerebral palsy, Alzheimer's disease, senility, or dementia or mental retardation; or
  - Are under than 65 years of age and are covered by Medicare or receive Supplemental Security Income (SSI)

**Low- and Moderate-Income (LMI)**  
**Limits for Modesto Metropolitan Statistical Area (MSA)**

Percent of Area Median Income (AMI)	1- Person Household	2-Person Household	3-Person Household	4-Person Household	5-Person Household	6-Person Household	7-Person Household	8-Person Household
Extremely Low 30%	\$16,750	\$19,150	\$21,550	<b>\$23,900</b>	\$25,850	\$27,750	\$29,650	\$31,550
Very Low 50%	\$27,900	\$31,900	\$35,900	<b>\$39,850</b>	\$43,050	\$46,250	\$49,450	\$52,650
Moderate 80%	\$44,650	\$51,000	\$57,400	<b>\$63,750</b>	\$68,850	\$73,950	\$79,050	\$84,150

Effective: June 15, 2022

**CDBG Public Services ELIGIBLE Activities (24CFR 570.201(e))**

CDBG Public Services may fund a wide range of public service activities, including, but not limited to:

- Senior Services
- Child/Youth Services
- Job Training
- Recreation Programs
- Education Programs
- Public Safety Programs
- Fair Housing Activities
- Homeless Services
- Homeless Prevention
- Drug Abuse Counseling & Treatment
- Counseling Services
- Services to Disabled Individuals
- Housing Services
- Food Assistance

CDBG Public Services funds may be used to pay for labor, supplies, and material, as well as to operational costs within the scope of the proposed program.

Indirect Costs will be approved on a case-to-case basis at the City’s discretion and need to be in accordance with the guidelines found in 2 CFR Part 200, Subpart E.

**CDBG Public Services proposals must align with the City of Modesto Five-Year Consolidated Plan, 2020-2025** (see Consistency with Consolidated Plan section of this RFP).

**Program proposals must only fund one program/activity.**

## CDBG INELIGIBLE Activities

- Political Activities
- Income payments to an individual or family, which are used to provide basic services such as food, shelter (including payment for rent, mortgage, and/or utilities), or clothing. However, such expenditures are eligible under the following conditions:
  - The income payments do not exceed 3 consecutive months;
  - AND
  - The payments are made directly to the provider of such services on behalf of an individual or family.

This list of ineligible activities is not exhaustive.

If you are uncertain as to whether or not a proposed activity is eligible, please contact Blanca Ramirez or Patty Estrada at the City of Modesto Community & Economic Development Department at (209) 577- 5211 or [housing@modestogov.com](mailto:housing@modestogov.com) BEFORE submitting your application. Proposals with ineligible activities will be rejected.

## ESG ELIGIBLE Activities (24CFR 576.100(b))

**ESG awards require a dollar-for-dollar match, which may be satisfied with cash, in-kind contributions, and/or State and Federal funds (exceptions may apply). This requirement may be waived subject to adjustments afforded by the federal government.**

➤ **Street Outreach (24 CFR 576.101):**

Essential Services related to reaching out to unsheltered homeless individuals and families, connecting them with emergency shelter, housing, or critical services, and providing them with urgent, non-facility-based care. Eligible costs include engagement, case management, emergency health and mental health services, transportation, and services for special populations.

➤ **Emergency Shelter (24 CFR 576.102):**

Renovation, including major rehabilitation or conversion, of a building to serve as an emergency shelter. The emergency shelter must be owned by a government entity or private nonprofit organization. The shelter must serve homeless persons for at least 3 or 10 years, depending on the type of renovation and the value of the building. Note: Property acquisition and new construction are ineligible ESG activities.

Essential Services, including case management, childcare, education services, employment assistance and job training, outpatient health services, legal services, life skills training, mental health services, substance abuse treatment services, transportation, and services for special populations.

Shelter Operations, including maintenance, rent, repair, security, fuel, equipment, insurance, utilities, food, furnishings, and supplies necessary for the operation of the emergency shelter. Where no appropriate emergency shelter is available for a homeless

family or individual, eligible costs may also include a hotel or motel voucher for that family or individual.

**NOTE: Street Outreach and Emergency Shelter Activities must not exceed 60% of the City's total ESG allocation.**

- **Homelessness Prevention (24 CFR 576.103):**  
Housing relocation and stabilization services and short-and/or medium-term rental assistance as necessary to prevent the individual or family from moving to an emergency shelter, a place not meant for human habitation, or another place described in [paragraph \(1\)](#) of the homeless definition.

The costs of homelessness prevention are only eligible to the extent that the assistance is necessary to help the program participant regain stability in their current housing or move into other permanent housing and achieve stability in that housing.

Eligible costs include:

- Rental Assistance: rental assistance and rental arrears
- Financial assistance: rental application fees, security and utility deposits, utility payments, last month's rent, moving costs
- Services: housing search and placement, housing stability case management, landlord-tenant mediation, tenant legal services, credit repair

- **Rapid Re-Housing (24 CFR 576.104):**  
Housing relocation and stabilization services and/or short-and/or medium-term rental assistance as necessary to help individuals or families living in shelters or in places not meant for human habitation move as quickly as possible into permanent housing and achieve stability in that housing.

Eligible costs include:

- Rental Assistance: rental assistance and rental arrears
- Financial Assistance: rental application fees, security and utility deposits, utility payments, last month's rent, moving costs (must all result in housing unit secured).
- Services: housing search and placement, housing stability case management, landlord-tenant mediation, tenant legal services, credit repair

- **HMIS Data Collection (24 CFR 576.107)**  
ESG funds are encouraged to be used to pay for the costs of participating in and contributing to the HMIS designated by the Continuum of Care for the area.

**Program proposals must only fund one program/activity**

**[CDBG and ESG Prohibition Against Supplanting](#)**

**CDBG and ESG funds must supplement, not supplant local funds.**

This requirement does not prevent continued funding of a CDBG or ESG funded project at the same or lower level in successive years.

### Eligible Applicants

- Nonprofit Organizations
- Governmental Entities
- Religious/Faith-Based Organizations\*
- Institutions of Higher Education

\*A religious/faith-based organization may retain its independence from federal, state, and local governments, and may continue to carry out its mission, including the definition, practice, and expression of its religious beliefs, provided that it does not use direct CDBG/ESG funds to support any inherently religious activities, such as worship, religious instruction, or proselytizing. These organizations may use space in its facilities to provide CDBG funded services without removing religious art, icons, scriptures, or other religious symbols. In addition, a CDBG/ESG funded religious/faith-based organization retains its authority over its internal governance, and it may retain religious terms in its organization's name, select its board members on a religious basis, and include religious references in its organization's mission statements and other governing documents. A CDBG/ESG funded organization may not, in CDBG/ESG funded service delivery, discriminate against beneficiaries or potential beneficiaries on the basis of religion or religious belief.

### Organizational Capacity

Applicant organizations shall demonstrate organizational capacity; Organizational capacity is typically demonstrated via the submission of the various application documents (exhibits) used by the City to substantiate the applicant's ability to comply with the stringent CDBG/ESG grant requirements. As such, the following will be considered to determine organizational capacity:

- Applicant organizations shall be clear of any evidence and/or appearance of conflicts of interest within the makeup of the organization;
- Organization shall have clear internal controls and measures and clear separation of duties between Board of Directors and staff employed by the organization (e.g. the Board of Directors must not be composed of or include persons acting as employees of the organization);
- Organization must have established clear protocols to eliminate any appearance of conflict of interest due to any employees who are related to any of the Board of Directors;
- Organization must comply with all subrecipient requirements outlined in HUD's *Playing by the Rules – A Handbook for CDBG Subrecipients on Administrative Systems*, see link: <https://files.hudexchange.info/resources/documents/Playing-By-the-Rules-a-Handbook-for-CDBG-Subrecipients-On-Administrative-Systems.pdf>
- Applicant organizations must demonstrate a service delivery history and track record of ability to efficiently and effectively administer programs and achieve desired outcomes;
- There should be evidence of the ability to fundraise and access to other revenue sources used to supplement CDBG/ESG funds;



- The application should demonstrate a logical relationship between the organization, its mission, and the proposed project, as well as between project outputs and outcomes;
- Organizations that were unable to either meet stated CDBG/ESG-funded project outputs or fully expend past CDBG/ESG awards must provide additional supportive information on enhanced ability to successfully carry out the project for which it is seeking funding.
- ESG Funds: *Centralized or coordinated assessment systems and procedures*. The subrecipients must keep documentation evidencing the use of, and written intake procedures for, the centralized or coordinated assessment system(s) developed by the Continuum of Care(s) in accordance with the requirements established by HUD.

### Housing Activity Requirements

Applicant organizations engaged in housing activities shall demonstrate organizational capacity; this will be demonstrated via the submission of the various application documents (exhibits) used by the City to substantiate the applicant’s ability to comply with the stringent CDBG/ESG grant requirements. As such, the following policies/certifications will be considered to determine organizational capacity for Housing Activities:

- Affirmatively Furthering Fair Housing
- Compliance with the Fair Housing Act
  - Executive Order 13988 – Housing Discrimination and Persons Identifying as LGBTQ
  - Rights of Families with Children
  - Rights of Persons with Limited English Proficiency
  - Sexual Harassment
  - Rights of Persons with Disabilities
- Violence Against Women Act (VAWA)
  - Emergency Transfer Plan
- Coordinated Entry
- Housing First

If your organization does not have these policies/certifications in place at time of application submission, a statement with a plan for implementation with dates will be required.

Please reference links provided at the end of this document under “**Useful Resources**” for more information.

### Reporting and Reimbursement

Funded organizations will be required to maintain records on beneficiaries (i.e., clients), as well as other records necessary to document all services provided and/or activities carried out.

Using primary and secondary records, organizations will prepare and submit a quarterly performance report, which contains project outputs and beneficiary data (e.g., race, ethnicity, household income level, etc.).

City of Modesto will reimburse funds based upon reporting information submitted by the organization. Expenditures must be consistent with the approved budget, as contained in the executed agreement between the City of Modesto and the organization. **Only eligible expenses will be approved for reimbursements. Costs must be necessary, reasonable, and documented.**

Funded organizations must submit reimbursement requests periodically (quarterly) and should follow the City's reimbursement procedures to ensure timely reimbursements. City of Modesto HUD Division staff will review all reimbursement requests, performance/beneficiary data reports, and supporting documentation for eligibility, completeness, and accuracy, prior to approving the reimbursement requests for processing. Only those items included in the approved budget, or through an approved budget amendment will be eligible for reimbursement.

NOTE: An allocation of CDBG funds does not authorize the implementation of project services or expenditure accrual. Only an executed written agreement or a Memorandum of Understanding (MOU) with the City of Modesto authorizes these activities. Any project services provided or expenditures accrued and/or incurred prior to the start date of the executed agreement will not be eligible for reimbursement with CDBG/ESG funds.

### **Consistency with Consolidated Plan**

The following priorities, strategies, and objectives are in line with the priorities identified in the **City of Modesto Five-Year Consolidated Plan 2020-2025**.

Strong applications will describe project outcomes that closely align to the following Consolidated Plan objectives listed in order of priority:

1. Addressing and preventing homelessness
2. Affordable Housing Supportive Services; Fair Housing Education
3. Increasing access to jobs and education
4. Programs addressing seniors, youth, veterans, persons with disabilities, and survivors of domestic violence

### **Evaluation Criteria**

Evaluation criteria is outlined in detail in Attachment A - Application with Technical Review scoring matrix.

- **Design/Capacity (30 points)**
- **Urgency/Persistence of Need (25 points)**
- **Collaboration (10 points)**
- **Past Performance and General Compliance (10 Points)**
- **Budget/Financial Management/Fund Development (25 points)**

## Application Evaluation, Risk Analysis and Scoring Process

City of Modesto staff will conduct a technical review of all applications upon submission.

The technical review will include a review of the applicant organization to ensure that the applicant is an eligible nonprofit organization and has sufficient Organizational Capacity. This will generally be determined by:

- Ensuring that the organization complies with the requirements outlined in the “Organizational Capacity” section of this document;
- Ensuring that the applicant is not excluded from conducting business with any federal agency by conducting a search on the Federal System for Award Management website at [www.sam.gov](http://www.sam.gov).

Notification of ineligibility will be provided in writing to applicants who are deemed to have a lack of organizational capacity to comply with the stringent CDBG/ESG grant requirements.

Upon request, staff will provide technical assistance to applicants who are found to lack organizational capacity and provide information to such applicants on the steps needed to attain organizational capacity to allow participation in future funding cycles.

A **Risk Analysis** will also be conducted at technical review to assure the organization meets CDBG/ESG requirements. The risk analysis identifies factors and ranks the degree of risk associated with a potential subrecipient or application submitted for funding.

In addition to the standard technical review, City staff will conduct a thorough review and score all applications prior to the Application review committee hearing presentations. This objective analysis will be reviewed and scored based on the Technical Review Scoring Matrix (Attachment A). The full review will be presented to the Application Review subcommittee.

### **Application Review Committee:**

The Application Review Committee made up of members from both the Citizen’s Housing and Community Development Committee (CH&CDC) and the Stanislaus Community System of Care (SCSOC) will evaluate the applicants during the oral presentations based on the evaluation criteria. This subcommittee will have the authority to adjust staff scores by two points in each category not to exceed the maximum allowable score.

### **Scoring Methodology:**

Once all the proposals have been heard the final score will be all applications with a score of 70 points or greater will be funded by a range

Application Scoring Range	Percentage of Funding
100 – 91 points	100%
90 – 81 points	90%
80 – 75 points	80%
74 – 70 points	70%

Unless otherwise decided by CH&CDC and/or City Council, any remaining funds after the 70 points score threshold may be used at the City’s discretion to fund special community based public service projects.

Draft scoring and funding results will be presented to the CH&CDC at the monthly meeting referenced in the calendar of events if this meeting date changes will be noticed through the Citizen Participation Plan Policy.

The CH&CDC will deliberate on the subcommittee's recommendations. Final recommendations will be approved by majority vote. City staff will present these CH&CDC recommendations to Modesto City Council via the FY 2023-2024 Annual Action Plan, which will ultimately determine funding awards.

CDBG/ESG applicants will be notified in writing of the Application Review Committee funding recommendations upon release of the Draft Annual Action Plan. The written notification will provide each applicant application rank, scoring information, and funding recommendations.

**Appeal Process**

Any applicant who disagrees with being determined ineligible may submit a written response to the **City of Modesto Community & Economic Development Department, Attn: Edgar Garcia, Housing and Urban Development Supervisor** at [edgarcia@modestogov.com](mailto:edgarcia@modestogov.com) within 7 business days of the City notification. The written response must include specific details that address/cure the ineligibility determination issued.

Upon request, City Staff will schedule an in-person meeting (Technical Assistance) with applicant representatives to discuss the factors/compliance issues that deemed the application ineligible in the view of the Application Review Committee. City Staff will use this opportunity to provide technical assistance to be considered by the applicant in future funding cycles. After meeting with the applicant, staff will confirm the discussion in writing by sending a follow up letter outlining the Technical Assistance points of discussion.

**This application appeal process does not provide applicants with an opportunity to submit missing documentation, replace ineligible project activities with new proposed project activities, nor does it ensure that ineligible determinations will be overturned.**

## UEI, CoC and HMIS

On April 4, 2022, the DUNS number was replaced by a new, non-proprietary identifier, the Unique Entity Identifier (UEI). The UEI will be requested in and assigned by the System for Award Management ([SAM.gov](https://sam.gov)). Subrecipients will be required to provide their UEI numbers once they receive them.

### **What Action Do I Need to Take?**

If your entity is registered in SAM.gov today, your Unique Entity ID (SAM) has already been assigned and is viewable in SAM.gov. This includes inactive registrations. The Unique Entity ID is currently located below the DUNS Number on your entity registration record.

Remember, you must be signed in to your SAM.gov account to view entity records. To learn how to view your Unique Entity ID (SAM) [go to this help article](#).

### **Unique Entity Identifier Resources:**

- Watch Recorded Session
- <https://sam.gov/content/duns-uei>

You can also go to [fsd.gov](https://fsd.gov) and select the green Help on UEI Transition button to learn more. and select the green Help on UEI Transition button to learn more.

For more information, visit [GSA's UEI Update page](#).

CDBG/ESG funded projects designed to assist persons experiencing homelessness or designed to prevent homelessness will be required to participate in the Homeless Management Information System (HMIS) of the Stanislaus Community System of Care (CSOC); and regularly attend CSOC meetings.

## Participation, and Commitment to Fair Housing

All CDBG/ESG funded organizations will be required to post fair housing materials and brochures at project locations.

All organizations must also comply with the Discriminatory Conduct under the Fair Housing Act under 24 CFR part 100.

Organizations Certify to affirmatively further fair housing.

Affirmatively Furthering Fair Housing, AB686, requires all public agencies to ensure that their housing and community development programs and activities – taken together – affirmatively further fair housing, and that they take no action materially inconsistent with this obligation. For more information, please reference the links provided under **“Useful Resources”** located on the last page.

## Violence Against Women Act (VAWA)

The Violence Against Women Act (VAWA) provides housing protections for survivors of

domestic violence, dating violence, sexual assault, and/or stalking. VAWA was reauthorized by Congress and became effective on October 1, 2022. HUD is required by Congress to implement and enforce the housing provisions of VAWA and all covered housing programs are required to adhere to VAWA policies in a manner consistent with the Fair Housing Act. VAWA prohibits retaliation against victims of domestic violence. The applicant or participant cannot be denied assistance, have their assistance terminated, or be evicted from their housing solely because they are a victim of domestic violence.

As a subrecipient of HUD funding, your program is required to have a VAWA policy. For more information regarding VAWA, reference links provided under the **“Useful Resources”** section located on the last page.

### **Advancing Racial Equity (E.O. 13985)**

On January 20, 2021, The White House implemented an Executive Order on Advancing Racial Equity and Support for the Underserved Communities through the Federal Government. Section 2 of the Order states; “equity” means the consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality.

It further explains the term “underserved communities” refers to populations sharing a particular characteristic, as well as geographic communities, that have been systematically denied a full opportunity to participate in aspects of economic, social, and civic life, as exemplified by the list in the preceding definition of “equity.”

Subrecipients should adhere to Executive Order 13985 and ensure policies and procedures are in place to support guidance.

For more information regarding E.O. 13985, reference links provided under the **“Useful Resources”** section located on the last page.

### **CoC**

All CDBG/ESG funded organizations will be required to participate in Continuum of Care activities (e.g. Meetings, Subcommittee Meetings, PIT, Reporting)

### **Useful Resources**

#### **City of Modesto Five-Year Consolidated Plan, 2020-2025**

<https://www.modestogov.com/Archive.aspx?AMID=109>

#### **Code of Federal Regulations (CFR):**

<http://www.ecfr.gov/cgi-bin/ECFR?page=browse>

- CDBG regulations: 24 CFR 570

- ESG regulations: 24 CFR 576

**Office of Management and Budget (OMB) Circulars:**

<https://www.whitehouse.gov/omb/information-for-agencies/circulars/>

- A-122 Cost Principles for Non-Profit Organizations
- A-21 Cost Principles for Educational Institutions
- A-87 Cost Principles for State, Local, and Indian Tribal Governments

***Playing by the Rules: A Handbook for CDBG Subrecipients on Administrative Systems* (U.S. Department of Housing and Urban Development, March 2005)**

<https://files.hudexchange.info/resources/documents/CDBG-Subrecipient-Oversight-Guidebook.pdf>

**Managing CDBG – A Guidebook for Grantees on Subrecipient Oversight**

<https://files.hudexchange.info/resources/documents/CDBG-Subrecipient-Oversight-Guidebook.pdf>

**CDBG Guide to National Objectives and Eligible Activities**

[https://files.hudexchange.info/resources/documents/CDBG\\_Guide\\_National\\_Objectives\\_Eligible\\_Activities.pdf](https://files.hudexchange.info/resources/documents/CDBG_Guide_National_Objectives_Eligible_Activities.pdf)

**CDBG Chapter 3: National Objectives**

<https://files.hudexchange.info/resources/documents/Basically-CDBG-Chapter-3-Nat-Obj.pdf>

**Match FAQs**

<https://www.hudexchange.info/faqs/programs/emergency-solutions-grants-esg-program/program-requirements/program-requirements-general/what-sources-of-funds-can-be-used-as-cash-match-for-esg/>

**Match Requirements**

<https://www.ecfr.gov/current/title-24/subtitle-B/chapter-V/subchapter-C/part-576/subpart-C/section-576.201>

**2021 Emergency Solutions Grants Program**

[https://www.hcd.ca.gov/grants-funding/active-funding/esg/docs/esg-2021bosnofa\\_final-8-4-21.pdf](https://www.hcd.ca.gov/grants-funding/active-funding/esg/docs/esg-2021bosnofa_final-8-4-21.pdf)

**Fair Housing Rights and Obligations**

[https://www.hud.gov/program\\_offices/fair\\_housing\\_equal\\_opp/fair\\_housing\\_rights\\_and\\_obligations#:~:text=The%20Fair%20Housing%20Act%20prohibits,%2C%20familial%20status%2C%20and%20disability.](https://www.hud.gov/program_offices/fair_housing_equal_opp/fair_housing_rights_and_obligations#:~:text=The%20Fair%20Housing%20Act%20prohibits,%2C%20familial%20status%2C%20and%20disability.)

**Discriminatory Conduct Under the Fair Housing Act**

<https://www.ecfr.gov/current/title-24/subtitle-B/chapter-I/part-100>

**Affirmatively Furthering Fair Housing**

[https://www.hcd.ca.gov/community-development/affh/docs/affh\\_document\\_final\\_4-27-2021.pdf](https://www.hcd.ca.gov/community-development/affh/docs/affh_document_final_4-27-2021.pdf)

**HUD Fact Sheet; Affirmatively Furthering Fair Housing**

<https://www.hud.gov/sites/dfiles/FHEO/documents/AFFH%20Fact%20Sheet.pdf>

**Violence Against Women Act (VAWA) Reauthorization Act of 2022**

<https://www.congress.gov/bill/117th-congress/senate-bill/3623/text>

**Violence Against Women Act – HUD**

[https://www.hud.gov/program\\_offices/fair\\_housing\\_equal\\_opp/VAWA](https://www.hud.gov/program_offices/fair_housing_equal_opp/VAWA)

**VAWA Compliance Policy**

<https://www.hcd.ca.gov/sites/default/files/2022-07/CA-HCD-ESG-VAWA-Compliance-Policy-6.27.2022-508.pdf>

**Executive Order 13985 – Advancing Racial Equity**

<https://www.whitehouse.gov/briefing-room/presidential-actions/2021/01/20/executive-order-advancing-racial-equity-and-support-for-underserved-communities-through-the-federal-government/>

**U.S Department of Housing and Urban Development – Executive Order 13985**

<https://www.whitehouse.gov/wp-content/uploads/2022/04/HUD-EO13985-equity-summary.pdf>

**Section 3 HUD Compliance Review Checklist**

<https://www.hudexchange.info/resource/6559/section-3-hud-compliance-review-checklist/>

**Minority Business Enterprise and Women’s Business Enterprise Outreach (MBE/WBE)**

[https://files.hudexchange.info/resources/documents/MBE-WBE\\_Outreach.pdf](https://files.hudexchange.info/resources/documents/MBE-WBE_Outreach.pdf)

**Coordinated Entry**

<https://files.hudexchange.info/resources/documents/Coordinated-Entry-Policy-Brief.pdf>

**Housing First**

<https://www.hcd.ca.gov/grants-funding/active-funding/docs/housing-first-fact-sheet.pdf>