

Office of Community Development
State of Louisiana
Division of Administration


JOHN BEL EDWARDS
GOVERNOR



JAY DARDENNE
COMMISSIONER OF ADMINISTRATION

MEMORANDUM

TO: Potential LCDBG Applicants
Administrative Consulting Firms
Engineering and Architectural Firms

FROM:  Traci Watts, Director
Office of Community Development – Local Government Assistance

DATE: June 16, 2022

SUBJECT: Citizen Participation and Procurement Information
Louisiana Community Development Block Grant Program (LCDBG)
FY 2023 Program Year

It is time to begin the application planning process for the FY 2023 LCDBG Program. The Office of Community Development – Local Government Assistance (OCD-LGA) will discuss the FY 2023 LCDBG Funding Distribution as well as the upcoming application process and rating criteria in detail regarding the Public Facilities (PF) Program at the Application Workshops listed below. A summary of the programs available under the FY 2023 LCDBG Program Year is attached. In preparation for the FY 2023 LCDBG Public Facilities program, OCD-LGA anticipates the following:

FY 2023 PF Application Available	July 5, 2022
FY 2023 PF Application Workshops	July 6, 2022 (Shreveport) July 7, 2022 (Pineville) July 8, 2022 (Baton Rouge)
FY 2023 PF Applications Due	November 21, 2022
FY 2023 PF Threshold Determination	November 21, 2022

Workshops will be held at the following locations on the dates listed above:

Shreveport	Coordinating & Development Corp., 4000 Viking Drive, Bossier City, LA 71111
Pineville	Main Street Community Center, 708 Main Street, Pineville, LA 71360
Baton Rouge	Claiborne Building, Thomas Jefferson Room, Room 1-136 A & B, 1201 N. 3 rd Street, Baton Rouge, LA 70802

Morning sessions will be held from 9:30 a.m. – 11:30 a.m. to discuss the LCDBG Programs for FY 2023 and specific requirements for the PF Program, including the application process and forms. Afternoon sessions will be held from 1:30 p.m. to 3:30 p.m. to discuss the procedures for conducting a household survey for a LCDBG application. Prior registration is not required. On-site registration will begin thirty (30) minutes prior to the scheduled start time of the session.

At this time, the OCD-LGA plans to propose the following regarding the Public Facilities Program in the State's Proposed FY 2023 Consolidated Annual Action Plan:

- Minimum construction amount of \$200,000.

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- Maximum grant amount of \$800,000 for municipalities with a population up to 12,000 and parishes with an unincorporated population up to 25,000 (according to the 2011-2015 American Community Survey (ACS) Low and Moderate Income Summary Data).
- Maximum grant amount of \$1,600,000 for municipalities with a population of more than 12,000 and parishes which have an unincorporated population of more than 25,000 (according to the 2011-2015 American Community Survey (ACS) Low and Moderate Income Summary Data).
- Pre-agreement costs are not eligible.
- Administrative costs, except pre-agreement, are eligible up to a maximum allowable of \$50,000.
- Non-entitlement units of local government will not be eligible to receive funding for a FY 2023 public facilities grant if past LCDBG program grants awarded by the State under FY 2018 or earlier program years are open as of November 21, 2022.
- Applications will be accepted for single-purpose grants for new construction of graveled residential streets, rehabilitation and/or reconstruction of residential streets (no asphaltic surface treatment).

The application process for the Clearance Program will be announced at a later date.

Please be aware that this information is subject to change, based on comments received during the State's public hearing and the subsequent comment period for citizen participation, and also the comment period following the publication of the State's *Proposed* FY 2023 Consolidated Annual Action Plan.

In order to expedite the application process for the FY 2023 Public Facilities Program, local governments may now begin the citizen participation process. The process must be completed prior to the procurement of firms to assist with the application preparation and the tasks associated with application preparation. After the local public hearing to receive citizen input is conducted, local governments may then decide what type of projects(s) are needed for their community and may then begin procurement procedures for professional services that will be paid for with LCDBG funds, contingent upon receipt of LCDBG funding. Please note a vendor cannot assist an application in the development or drafting of specification requirements for a request for proposals and/or qualifications if that vendor intends to compete for the resulting procurements. The current citizen participation and procurement procedures local governments must follow in order to be eligible for funding are located on the Office of Community Development's website at <https://www.doa.la.gov/doa/ocd-lga/lcdbg-programs/forms-and-information/>.

If you have any questions regarding this memorandum, please contact me at 225-342-0148. Please contact Heather Paul for questions regarding citizen participation and Kristie Galy for questions regarding procurement at 225-342-7412.

Summary of FY 2023 LCDBG Funding Distribution

The OCD-LGA anticipates an allocation in the amount of \$22,881,887 from the U.S. Department of Housing and Urban Development. The following distribution of funds is planned:

State administration/technical assistance	3% + \$100,000
Economic Development	\$2,000,000
Sustainable Water Management Consolidation Planning Grant	\$120,000
Clearance	\$6,000,000
Public Facilities	Remaining LCDBG Funds

Summary of Anticipated Programs

In order to be considered for funding under all of the programs below, proposed projects must meet a CDBG national objective and include an eligible CDBG activity. The FY 2023 Method of Distribution and OCD-LGA website include detailed information regarding all the following programs.

Economic Development – Funding is provided to communities to expand economic opportunities providing financial assistance for projects which will result in job creation or retention for primarily low/moderate income persons. Grants are available for publicly owned infrastructure or facilities. Loans are available for direct assistance to privately-owned businesses. First come/first serve funding process.

Sustainable Water Management Consolidation Planning Grant – Funding to assist in the consolidation of non-profit/municipal water systems to create sustainable, financially solvent, and stable potable water systems. Examples of eligible costs are engineering fees to develop a preliminary engineering report, legal and recordation fees, and administrative costs relating to the consolidation of potable water systems. First come/first serve funding process.

Clearance – Funding available for clearance/demolition activities of privately-owned properties in an effort to reduce/eliminate slums and blighted properties in eligible communities. Competitive funding process.

Public Facilities – Funding available for new construction of graveled residential streets, rehabilitation, and/or reconstruction of residential streets (no asphaltic surface treatment). Competitive funding process.