

Frequently Asked Questions to the CDBG-MIT Public Services Program

1. Is there a limit on awards for individual applications?
 - Currently, there is a \$7.5M award cap for individual applications for Public Services funding however alternate project awards will be deemed reasonable on a case-by-case basis within the parameters of the program policies, established procedures, and cost reasonableness.
2. Can an agency submit multiple applications for funding several projects?
 - Yes, an agency can submit more than one application for funding. Eligible projects must increase resilience to disasters and eliminate long-term risk of loss of life, injury, damage to property, loss of property suffering and hardship by lessening the impact of future disasters. For information, please see the CDBG-Mitigation Action Plan, available on www.vihfa.gov
3. Is it a rolling application process?
 - Applications are accepted in order received and processed based on criteria outlined in the Public Services Policy published on the Mitigation tab on the VIHFA website available at www.vihfa.gov. Projects will be selected based on scores assigned to completed applications, including all requested supporting documentation, until all funds have been awarded or the period of performance has expired.
4. How long is the length of time from application to award of funds?
 - The length of time from application to award of funds is approximately 45 days. All applications are reviewed for capacity, compliance with HUD requirements, environmental impact, align with the definition of Mitigation, align with HUD National Objectives, align with FEMA Community Lifelines and are a sustainable activity. Award or Notice to Proceed will only be issued once all criteria have been assessed as complete.



5. Are generators an eligible expense?

- Generators may be an eligible expense, under certain conditions (cannot use funds to build a slab, build a shelter). Projects that include provision or procurement of generators as an activity must align with the definition of Mitigation, align with HUD National Objectives, align with FEMA Community Lifelines and is a sustainable activity.

6. Can I use Public Services funds for an existing program?

- No, Public Services funding must be either: A new service; or A quantifiable increase in the level of an existing service which has been provided by the grantee or another entity on its behalf through State or local government funds in the 12 months preceding the submission of the grantee's Consolidated Plan Annual Action Plan to HUD.

7. Can funds be used for digitization or purchase of software?

- Digitization or purchase of software may be an eligible expense if the service represents a new service or significant expansion of services, aligns with the definition of Mitigation, align with HUD National Objectives, align with FEMA Community Lifelines and is a sustainable activity.

8. What is the period of performance? Is it a one-time award or multiyear?

- The award can be a multiyear award ending in 2035. Fifty percent of Public Services funds should be expended within six years and the remaining funds allocated as soon thereafter as is reasonable and feasible.

9. Is there a checklist for the application which details required information/documents?

- An application checklist detailing required documents, information and procedures is available upon request to applicants for Public Services funding.





10. How are funds provided to subrecipients once an award has been made?

- Subrecipients are funded through a drawdown process in line with VIHFA and the subrecipients approved procurement procedure.

11. Are non-profits required to be a 501 (c)3?

- As a subrecipient of federal funds, non-profits must be a registered 501 (c)3 in good standing in accordance with 2 CFR 200.

12. Can applicants use a fiscal sponsor?

- Applicants may use a fiscal sponsor as a part of their procurement process as found in 24 CFR Part 84, approved and detailed in the subrecipient agreement.

