

**Minnesota Department of Employment and Economic Development  
Small Cities Development Program Unit**

**CALL FOR APPLICATIONS  
Community Development Block Grant Coronavirus Program (CDBG-CV)**

*Date of Issuance: April 16, 2021*

The Small Cities Development Program Unit is accepting grant applications for eligible activities addressing community needs to prevent, prepare for, and respond to the coronavirus pandemic (COVID-19). These activities include broadband development, public services, retrofitting/repurposing buildings and commercial rehabilitation through the Small Cities Development Program (SCDP) under M.S. § 116J.401.

**Funds Available**

The State of Minnesota has received special allocation of Community Development Block Grant (CDBG-CV) funds to be used to prevent, prepare for, and respond to the coronavirus pandemic (COVID-19). The funding is made available from U.S. Department of Housing and Urban Development (HUD) through Department of Employment and Economic Development (DEED) under the CARES Act as follows:

The State of Minnesota has been awarded the following in 3 funding rounds:

Round 1 - non-entitlement jurisdictions	\$ 11,217,782
Round 2 - entitlement and non-entitlement jurisdictions	\$ 17,464,118
Round 3 - entitlement and non-entitlement jurisdictions	\$ 8,918,968
<b>Total CDBG-CV funds awarded to Minnesota</b>	<b>\$ 37,600,868</b>

**Submission Deadlines and Requirements**

The deadline for the submission of applications is no later than **4:30 p.m. on June 1, 2021.**

Applications must be submitted to the Department of Employment and Economic Development, Business and Community Development Division, Small Cities Development Program Unit, 1<sup>st</sup> National Bank Building, 332 Minnesota Street, Suite E200, St. Paul, MN 55101-1351. **One original and one copy of the application, including all required attachments must be submitted by the deadline to be considered for funding. Faxed or e-mailed applications will not be accepted.**

**Contact Information**

For questions regarding the application process, please email Small Cities Development Program Unit staff at [SmallCities@state.mn.us](mailto:SmallCities@state.mn.us). SCDP staff will respond via email within 48 hours or less. Please consider that this is a high-volume time and we appreciate your patience.

## **Background**

The Community Development Block Grant (CDBG) Program is a federal program that provides funding for housing, community, and economic development. In 1974, Congress passed the Housing and Community Development Act, Title I, which authorized the development of the CDBG Program. The Program, administered by the U.S. Department of Housing and Urban Development (HUD), consists of two components, a program that provides funding directly to urban (entitlement) areas and a Small Cities Development Program (SCDP) which provides funding to non-entitlement jurisdictions.

The State of Minnesota has received special allocations of Community Development Block Grant (CDBG-CV) funds to be used to prevent, prepare for, and respond to the coronavirus pandemic (COVID-19). These allocations were authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136, which was signed by President Trump on March 27, 2020, to respond to the growing effects of this historic public health crisis.

The Minnesota Department of Employment and Economic Development (DEED) is responsible for administrating CDBG-CV program.

## **Program Descriptions**

The State of Minnesota CDBG-CV Program is designed to help entitlement and non-entitlement communities to prevent, prepare for, and respond to the coronavirus pandemic (COVID-19). These efforts will aid in health and economic recovery. Additionally, the State has established the following funding priorities by eligible activity:

### **Broadband Development**

This category is to provide broadband infrastructure and/or components; enhancing internet access to support increased connectivity for telework, telemedicine, telelearning and televisit. CDBG-CV funds may be used towards the installation of main fiber lines, lines to towers and tower installation. Middle mile and tower installation will be allowed if last mile infrastructure will be included and will serve as the final leg in connecting the broadband network to end-users. A total of \$25,468,807.24 CDBG-CV funds will be available for this category.

### **Public Service**

This category is to provide a new or increased level of a public service.

- Provide subsistence assistance to income-eligible residents economically impacted by the COVID-19 pandemic for rent payments, mortgage assistance or utility payments for up to 6 months of continuous assistance. A total of \$3,000,000 CDBG-CV funds will be available for this activity.
- Provide Testing Kits and Personal Protective Equipment (PPE) to help reduce the risk of exposure to COVID-19. PPE includes and is not limited to gloves, masks, safety Plexiglas shield barriers, etc. to be utilized/distributed within grantee jurisdiction to comply with social distancing requirements. A total of \$1,000,000 CDBG-CV funds will be available for this activity.
- Support food shelves/pantries by providing increased access to food and delivery support to those economically impacted by the pandemic and/or unable to access nutritious food. A total of \$1,000,000 CDBG-CV funds will be available for this activity.

## **Retrofitting Buildings & Commercial Rehabilitation**

This category is to provide for the repurposing of buildings into COVID-19 patient treatment centers, retrofitting of buildings into new or existing food shelves/pantries, rehabbing existing shelters and commercial buildings to allow for social distancing measures, or minimizing health and safety issues related to COVID-19. A total of \$4,500,000 CDBG-CV funds will be available for this category.

## **Eligibility Requirements**

Eligible applicants are non-entitlement and entitlement jurisdictions.

Non-entitlement jurisdictions include units of general local government which do not receive CDBG funds directly from HUD (i.e., incorporated municipalities under 50,000 and counties under 200,000 in population).

Entitlement jurisdictions include Bloomington, Coon Rapids, Duluth, Eden Prairie, Mankato, Minneapolis, Minnetonka, Fargo/Moorhead, Plymouth, Rochester, St. Cloud, St. Paul, Woodbury, Counties of Hennepin, Anoka, Dakota, Ramsey, Washington, and St. Louis.

Eligible activities for the CARES Act dollars must address the prevention, preparation and response to COVID-19 and meet one of the following CDBG National Objectives (*24 CFR part 570 subpart I*).

1. Benefit to low and moderate income (LMI) persons/households. LMI is defined as when a household's total income, from all members, does not exceed 80% of the county median income, adjusted for household size as determined by HUD annually.
2. Prevent or eliminate slum and blight conditions. *Note: It is unlikely that an activity will be using this national objective.*
3. Urgent Need.

At least 70 percent of the funds awarded shall benefit LMI individuals or households. Duplication of benefits are not allowed, and cannot be used to pay for costs if another source of financial assistance (e.g., local, Federal, non-profit) is available and **already** addressing that expense.

## **Match Requirements**

A match is not required.

## **Selection Criteria and Review Process**

Applications are evaluated and ranked based on need, community impact and cost effectiveness. Funds can only be used toward eligible activities that ***prevent, prepare for, and respond*** to the coronavirus pandemic (COVID-19).

Application maximum awarded points:

1. 90 Points for Need
2. 90 Points for Community Impact
3. 90 Points for Cost Effectiveness & Capacity

## **Review and Award Process**

Applications are reviewed and evaluated by the Small Cities Development Program Manager and staff. Final scores and recommended award amounts are reached by staff concurrence based on the ranking criteria established. Staff recommendations are made to the Commissioner of Employment and Economic Development (DEED). When final approval is made by the DEED Commissioner, award notices will be sent out to successful applicants by mid-June. Projects awarded must be completed within 32 months from the awards letter.

The State of Minnesota public data can be found at Minn. Stat. § [13.599](#)

## **Reporting Requirements**

CDBG-CV grants are subject to oversight and timeliness. Quarterly reports on project activity status, statistics and financial expenditures are due on the 7<sup>th</sup> day of each quarter.

## **Grant Application Instructions and Forms**

For more detailed information on the Community Development Block Grant Coronavirus Program (CDBG-CV) application and instructions, please refer to the program page on our website [Small Cities Coronavirus CDBG-CV Program](#)

## **CDBG-CV Webinar**

DEED will be hosting a webinar to provide potential applicants with an overview of the program and to answer any questions.

Microsoft Teams meeting

Time: 1:00 p.m.

Date: Friday, April 23, 2021

**Join on your computer or mobile app**

[MN CDBG-CV Coronavirus Webinar](#)

**Or call in (audio only)**

1- 651-395-7448

Phone Conference ID: 687 187 744#

Meeting link is also available at [Training & Workshop](#)