



CITY of NOVI CITY COUNCIL

Agenda Item D
November 24, 2014

SUBJECT: Approve the Program Year 2015 Community Development Block Grant (CDBG) Application in the approximate amount of \$91,505 and authorize the Mayor to sign the Application and Sub-recipient Agreement.

SUBMITTING DEPARTMENT: Finance

CITY MANAGER APPROVAL: *[Signature]* PK

BACKGROUND INFORMATION: The proposed program year (PY) 2015 CDBG allocation for the City of Novi is estimated to total \$91,505.

Housing and Community Development Committee Recommendation: Funding requests were reviewed individually by the HCD Committee at their meeting of September 16th. After very thoughtful deliberation, the Committee is recommending the following program allocations for 2015:

Recommended Projects					
CDBG Program Descriptions	Organization Requesting Funding	Description	2014 Allocation Award	2015 Agency Requests	2015 HCD Committee Recommendation
Public Services	HAVEN	Battered and abused spouses	\$6,000	\$6,500	\$6,000
Public Services	Novi Youth Assistance	Specialized counseling and camp scholarships	\$8,000	\$10,000	\$8,000
		Sub-Total*	\$14,000	\$16,500	\$14,000
Minor Home Repair	City of Novi	Residential Repair program for Novi Residents	\$77,505	\$77,505	\$77,505
		Total	\$91,505	\$94,005	\$91,505

***The maximum 30% allocation allowed within the Public Service category for 2015 is \$27,451**

The deadline to submit the 2015 CDBG application to Oakland County is January 16, 2015

RECOMMENDED ACTION: Approve the Program Year 2015 Community Development Block Grant Application in the approximate amount of \$91,505 and authorize the Mayor to sign the Application and Sub-recipient Agreement.

	1	2	Y	N
Mayor Gatt				
Mayor Pro Tem Staudt				
Council Member Casey				
Council Member Markham				

	1	2	Y	N
Council Member Mutch				
Council Member Poupard				
Council Member Wrobel				

CITY OF NOVI

COUNTY OF OAKLAND, MICHIGAN

Approving the 2015 Community Development Block Grant Application

Minutes of a Meeting of the City Council of the City of Novi, County of Oakland, Michigan, held in the City Hall of said City on November 24, 2014 at 7 o'clock P.M. Prevailing Eastern Time.

PRESENT: Councilmembers _____

ABSENT: Councilmembers _____

The following preamble and Resolution were offered by Councilmember _____ and supported by Councilmember _____.

WHEREAS, the Housing and Community Development Committee has recommended a program for the use of 2015 Community Development Block Grant funds, and

WHEREAS, the City of Novi has duly advertised and conducted a public hearing on November 24, 2014, for the purpose of receiving public comments regarding the proposed use of 2015 Community Development Block Grant funds in the approximate amount of \$91,505 , and

WHEREAS, the City of Novi found that the following projects meet the federal objectives of the Community Development Block Grant program and are prioritized by the community as high priority need.

Account #:	Project Name:	Amount:
172160-730137	Public Services – Battered and Abused Spouses	\$ 6,000
172160-732185	Public Services – Youth Services	\$ 8,000
172170-731227	Minor Home Repair	\$ 77,505
	Total	<u>\$91,505</u>

NOW THEREFORE BE IT RESOLVED, that the City of Novi hereby authorizes that the 2015 Community Development Block Grant Application in the approximate amount of \$91,505 be approved and submitted for inclusion in Oakland County's Annual Action Plan to the U.S. Department of Housing and Urban Development, and that the Mayor is

hereby authorized to execute all documents, agreements, or contracts which result from this application to Oakland County.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

Maryanne Cornelius, City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Novi, County of Oakland, and State of Michigan, at a regular meeting held this 24th day of November 2014, and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, and that the minutes of said meeting have been kept and made available to the public as required by said Act.

Maryanne Cornelius, City Clerk
City of Novi

CDBG Application

PY 2015 CDBG APPLICATION

Part 1 - Applicant Information (Please complete Part 1 only once per application)

Community:	City of Novi, Michigan	
PY 2015 CDBG Planning Allocation:	\$91,505	
Contact Person:	Sabrina Lilla	
Telephone:	248-735-5692	
Best time to contact:	8 a.m. - 4:30 p.m.	
Address:	45175 Ten Mile Road	
City/Township/Village:	Novi, MI 48375	
DUNS #:	944350321	
EIN/TIN #:	38-6032551	
Does community spend \$500,000+ per year in federal funds?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
PY 2015 CDBG Proposed Projects		
Ex. Project #1 Account #730535 Allocation: \$2,500		
Project # 1 Account #172170-731227	Allocation: \$ 77,505	
Project # 2 Account #172160-732185	Allocation: \$ 8,000	
Project # 3 Account #172160-730137	Allocation: \$ 6,000	
Project # 4 Account # _____	Allocation: \$ _____	
Total # of Projects:	Three	
# of Public Service Projects:	Two	
Public Service %:	15%	
Signature of Highest Elected Official (or Designee)		
Name of Highest Elected Official:	Robert J. Gatt	
Title of Highest Elected Official:	Mayor	
Signature of Highest Elected Official:		

Part 2 - Project Information (1 of 2)

Project #1

Allocation: \$77,505

(Please √ one box per project)

Account	Account #	Matrix	Authority	Objective	Goal	Indicator	Outcome
Acquisition and Disposition							
Acquisition of Real Property	172170-730003	01	570.201 (a)	Create Suitable Living Environment	Strengthen Communities	# of LMI HH with new/ improved access	Sustainability
Disposition	172170-730536	02	570.201 (b)				
Public Facilities and Improvements							
Downtown Revitalization	172170-730541	03N	570.201 (c)	Create Suitable Living Environment	Strengthen Communities	# of LMI HH with new/ improved access	Sustainability
Fire Station Equipment	172170-730733	03O	570.201 (c)				
Flood Drain Improvements	172170-730744	03I	570.201 (c)				
Parks-Recreational Facilities	172170-731332	03F	570.201 (c)				
Remove Architectural Barriers	172170-731619	03	570.201 (c)				
Senior Center	172170-731696	03A	570.201 (c)				
Sidewalks	172170-731745	03L	570.201 (c)				
Special Assessments - Flood	172170-731815	03I	570.201 (c)				
Special Assessments - Water Sewer	172170-731815	03J	570.201 (c)				
Special Assessments - Street	172170-731815	03K	570.201 (c)				
Special Assessments - Sidewalk	172170-731815	03L	570.201 (c)				
Street Improvements	172170-731864	03K	570.201 (c)				
Tree Planting	172170-732021	03N	570.201 (c)				
Water Sewer Improvements	172170-732114	03J	570.201 (c)				
Public Services							
PS (Battered & Abused Spouses)	172160-730137-40620	05G	570.201 (e)	Create Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/ Accessibility
PS (Disabled Services)	172160-730535	05B	570.201 (e)				
PS (Emergency Services)	172160-730571	05	570.201 (e)				
PS (Fair Housing Services)	172160-730880	05A	570.201 (e)				
PS (Housekeeping Services)	132210-702010	05	570.201 (e)				
PS (Legal Services)	172160-731073	05C	570.201 (e)				
PS (Safety & Repair Services)	172160-731665	05A	570.201 (e)				
PS (Senior Services)	172160-731712	05A	570.201 (e)				
PS (Transportation Services)	172160-732011	05E	570.201 (e)				
PS (Yard Services)	172160-732170	05A	570.201 (e)				
PS (Youth Services)	172160-732185	05D	570.201 (e)				

Part 2 - Project Information (2 of 2)

(Please one box per project)

Project #1

Allocation: \$77,505

Account	Account #	Matrix	Authority	Objective	Goal	Indicator	Outcome
Housing							
Emergency Rehab	172170-730569	14A	570.202	Provide Decent Affordable Housing	Promote Decent Affordable Housing	# of units/items brought to standard condition	Affordability
Housing Rehabilitation	132290-730898	14A	570.202	Provide Decent Affordable Housing	Promote Decent Affordable Housing	# of units brought to code	Affordability
<input checked="" type="checkbox"/> Minor Home Repair	172170-731227	14A	570.202	Provide Decent Affordable Housing	Promote Decent Affordable Housing	# of units/items brought to standard condition	Affordability
Mobile Home Minor Home Repair	172170-731227-40620	14A	570.202				
Rehab Publicly Owned Residential	172160-731602	14D	570.202	Provide Decent Affordable Housing	Promote Decent Affordable Housing	# of units brought to code	Affordability
Rehabilitation Administration	132280-731605	14H	570.202	N/A	N/A	N/A	N/A
Other Projects							
Clearance and Demolition	172170-730345	04	570.201 (d)	Create Suitable Living Environment	Strengthen Communities	Slum blight spot Y/N	Sustainability
Non Res Historic Preservation	172170-731280	16B	570.202 (d)				
Code Enforcement	172170-730310	15	570.202 (c)	Create Suitable Living Environment	Strengthen Communities	# of LMI persons served	Sustainability

Part 3 - Project Description

(Please complete for each project)

Project #1

Allocation: \$77,505

Project Description (Describe the proposed project and how CDBG funds will be used)	
Fund minor home repairs. Repairs will conform to Oakland County guidelines and State of Michigan lead based paint regulations.	

CDBG National Objective (See Eligible Projects List on pages 9-45)		
	Code/Description	24 CFR Citation
	LMA - Low/mod area benefit: the service area identified for activities is primarily low/mod income.	570.208(a)(1) 507.483(b)(1)
	LMC - Low/mod limited clientele benefit: activities that benefit a limited clientele, at least 40.81% of which are low/mod income.	570.208(a)(2) 570.483(b)(2)
X	LMH - Low/mod housing benefit: activities that are carried out for the purpose of providing or improving permanent residential structures that will be occupied by low/mod income households.	570.208(a)(3) 570.483(b)(3)
	SBS - Slum/blight spot basis: activities that address conditions of blight or physical decay on a spot basis not located in a designated slum/blight area.	570.201 (f)(1) 570.200 (e) 570.201 (f) (2)
	SBA - Slum/blight area basis: activities that address conditions of blight or physical decay in a designated slum/blight area.	570.201 (f)(1) 570.200 (e) 570.201 (f) (2)

Number of clients to be served	Type of clients to be served (See Eligible Projects List)
	People
	Households
15-20	Housing Units
	Public Facilities

Senior Center Projects Only	
	Estimated Current Membership
	White alone
	Black or African American alone
	American Indian and Alaska Native alone
	Asian alone
	Native Hawaiian & Other Pacific Islander alone
	Some other race alone

Two or more races

Part 4 - Project Location

(Please complete for each project)

Project #1

Allocation: \$77,505

Project Location						
Describe Project Location	<input checked="" type="checkbox"/>	City/Township/Village Wide				
	<input type="checkbox"/>	Area Wide Benefit Only				
	<input type="checkbox"/>	Specific				
Parcel ID# Public Facilities Projects Only						
Address						
City						
Zip Code						
Areawide Benefit Projects Only Census Tracts (CTs) and Block Groups (BGs) Attach Areawide Benefit Map	<input type="checkbox"/>	CT	BG	<input type="checkbox"/>	CT	BG
	<input type="checkbox"/>	CT	BG	<input type="checkbox"/>	CT	BG
	<input type="checkbox"/>	CT	BG	<input type="checkbox"/>	CT	BG
	<input type="checkbox"/>	CT	BG	<input type="checkbox"/>	CT	BG
	<input type="checkbox"/>	CT	BG	<input type="checkbox"/>	CT	BG

Service Area	
Describe the service area for the following project types:	
Fire Station/ Equipment	
Park Recreational Facilities	
Special Assessments	

Environmental Review Record (ERR) (Please <input checked="" type="checkbox"/> each box as it applies and attach all required documents)					
Exempt Project					
<input type="checkbox"/>	Project is Exempt per 24 CFR 58.34				
<input type="checkbox"/>	Project Location Map Attached (Google)				
Categorically Excluded Project					
<input checked="" type="checkbox"/>	Statutory Checklist				
<input type="checkbox"/>	Project Location Map Attached (Google)				
<input type="checkbox"/>	Flood Plain Map https://gis.oakgov.com/PropertyGateway/Home.mvc	<input type="checkbox"/>	Project in Flood Plain	<input type="checkbox"/>	8 Step Attached
Environmentally Assessed Project					
<input type="checkbox"/>	Environmental Assessment				
<input type="checkbox"/>	Project Location Map Attached (Google)				
<input type="checkbox"/>	Flood Plain Map https://gis.oakgov.com/PropertyGateway/Home.mvc	<input type="checkbox"/>	Project in Flood Plain	<input type="checkbox"/>	8 Step Attached
Other Projects					
<input type="checkbox"/>	Historic Preservation Profile (HPP) Attached			<input type="checkbox"/>	Demolition Checklist Attached

Part 5 - Project Purpose

(Please complete for each project)

Project #1

Allocation: \$77,505

Project Purpose Public Services Projects ONLY	
Help Prevent Homelessness?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Help the Homeless?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Help those with HIV/AIDS?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Help Persons with Disabilities?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Project Purpose Public Facilities & Improvements Projects ONLY	
Will the project meet ADA standards for access?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Describe Additional Resources	
Other Federal Funds	\$
State/Local Funds	\$
Other Funds	\$

Project Duration	
This is a new project for PY 2015	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
This is an ongoing project from PY	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
This ongoing project has been offered since PY	July 1, 1998
For ongoing projects describe PY 2013 results i.e. 9% of participants had greater access to public services.	Approximately 12

Project Administration	
Community will administer project	<input type="checkbox"/> Yes <input type="checkbox"/> No
Community will hire a vendor to administer contract	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
County will administer contract	<input type="checkbox"/> Yes <input type="checkbox"/> No

Part 2 - Project Information (1 of 2)

Project #2

Allocation: \$8,000

(Please one box per project)

Account	Account #	Matrix	Authority	Objective	Goal	Indicator	Outcome
Acquisition and Disposition							
Acquisition of Real Property	172170-730003	01	570.201 (a)	Create Suitable Living Environment	Strengthen Communities	# of LMI HH with new/ improved access	Sustainability
Disposition	172170-730536	02	570.201 (b)				
Public Facilities and Improvements							
Downtown Revitalization	172170-730541	03N	570.201 (c)	Create Suitable Living Environment	Strengthen Communities	# of LMI HH with new/ improved access	Sustainability
Fire Station Equipment	172170-730733	03O	570.201 (c)				
Flood Drain Improvements	172170-730744	03I	570.201 (c)				
Parks-Recreational Facilities	172170-731332	03F	570.201 (c)				
Remove Architectural Barriers	172170-731619	03	570.201 (c)				
Senior Center	172170-731696	03A	570.201 (c)				
Sidewalks	172170-731745	03L	570.201 (c)				
Special Assessments - Flood	172170-731815	03I	570.201 (c)				
Special Assessments - Water Sewer	172170-731815	03J	570.201 (c)				
Special Assessments - Street	172170-731815	03K	570.201 (c)				
Special Assessments - Sidewalk	172170-731815	03L	570.201 (c)				
Street Improvements	172170-731864	03K	570.201 (c)				
Tree Planting	172170-732021	03N	570.201 (c)				
Water Sewer Improvements	172170-732114	03J	570.201 (c)				
Public Services							
PS (Battered & Abused Spouses)	172160-730137-40620	05G	570.201 (e)	Create Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/ Accessibility
PS (Disabled Services)	172160-730535	05B	570.201 (e)				
PS (Emergency Services)	172160-730571	05	570.201 (e)				
PS (Fair Housing Services)	172160-730880	05A	570.201 (e)				
PS (Housekeeping Services)	132210-702010	05	570.201 (e)				
PS (Legal Services)	172160-731073	05C	570.201 (e)				
PS (Safety & Repair Services)	172160-731665	05A	570.201 (e)				
PS (Senior Services)	172160-731712	05A	570.201 (e)				
PS (Transportation Services)	172160-732011	05E	570.201 (e)				
PS (Yard Services)	172160-732170	05A	570.201 (e)				
<input checked="" type="checkbox"/> PS (Youth Services)	172160-732185	05D	570.201 (e)				

Part 2 - Project Information (2 of 2)

Project #2 Allocation: \$8,000

(Please ✓ one box per project)

Account	Account #	Matrix	Authority	Objective	Goal	Indicator	Outcome
Housing							
Emergency Rehab	172170-730569	14A	570.202	Provide Decent Affordable Housing	Promote Decent Affordable Housing	# of units/items brought to standard condition	Affordability
Housing Rehabilitation	132290-730898	14A	570.202	Provide Decent Affordable Housing	Promote Decent Affordable Housing	# of units brought to code	Affordability
Minor Home Repair	172170-731227	14A	570.202	Provide Decent Affordable Housing	Promote Decent Affordable Housing	# of units/items brought to standard condition	Affordability
Mobile Home Minor Home Repair	172170-731227-40620	14A	570.202				
Rehab Publicly Owned Residential	172160-731602	14D	570.202	Provide Decent Affordable Housing	Promote Decent Affordable Housing	# of units brought to code	Affordability
Rehabilitation Administration	132280-731605	14H	570.202	N/A	N/A	N/A	N/A
Other Projects							
Clearance and Demolition	172170-730345	04	570.201 (d)	Create Suitable Living Environment	Strengthen Communities	Slum blight spot Y/N	Sustainability
Non Res Historic Preservation	172170-731280	16B	570.202 (d)				
Code Enforcement	172170-730310	15	570.202 (c)	Create Suitable Living Environment	Strengthen Communities	# of LMI persons served	Sustainability

Part 3 - Project Description
 (Please complete for each project)

Project #1 **Allocation: \$8,000**

Project Description (Describe the proposed project and how CDBG funds will be used)	
	Provide specialized counseling and camp scholarships to low and moderate income families

CDBG National Objective (See Eligible Projects List on pages 9-45)		
	Code/Description	24 CFR Citation
	LMA - Low/mod area benefit: the service area identified for activities is primarily low/mod income.	570.208(a)(1) 507.483(b)(1)
X	LMC - Low/mod limited clientele benefit: activities that benefit a limited clientele, at least 40.81% of which are low/mod income.	570.208(a)(2) 570.483(b)(2)
	LMH - Low/mod housing benefit: activities that are carried out for the purpose of providing or improving permanent residential structures that will be occupied by low/mod income households.	570.208(a)(3) 570.483(b)(3)
	SBS - Slum/blight spot basis: activities that address conditions of blight or physical decay on a spot basis not located in a designated slum/blight area.	570.201 (f)(1) 570.200 (e) 570.201 (f) (2)
	SBA - Slum/blight area basis: activities that address conditions of blight or physical decay in a designated slum/blight area.	570.201 (f)(1) 570.200 (e) 570.201 (f) (2)

Number of clients to be served	Type of clients to be served (See Eligible Projects List)
Approx 40	People
	Households
	Housing Units
	Public Facilities

Senior Center Projects Only	
	Estimated Current Membership
	White alone
	Black or African American alone
	American Indian and Alaska Native alone
	Asian alone
	Native Hawaiian & Other Pacific Islander alone
	Some other race alone

Two or more races

Part 4 - Project Location

(Please complete for each project)

Project #2

Allocation: \$8,000

Project Location			
Describe Project Location	<input checked="" type="checkbox"/>	City/Township/Village Wide	
	<input type="checkbox"/>	Area Wide Benefit Only	
	<input type="checkbox"/>	Specific	
Parcel ID# Public Facilities Projects Only			
Address			
City			
Zip Code			
Areawide Benefit Projects Only	CT	BG	CT
Census Tracts (CTs) and Block Groups (BGs)	CT	BG	CT
Attach Areawide Benefit Map	CT	BG	CT
	CT	BG	CT
	CT	BG	CT

Service Area	
Describe the service area for the following project types:	
Fire Station/ Equipment	
Park Recreational Facilities	
Special Assessments	

Environmental Review Record (ERR)			
(Please <input checked="" type="checkbox"/> each box as it applies and attach all required documents)			
Exempt Project			
<input checked="" type="checkbox"/>	Project is Exempt per 24 CFR 58.34		
<input type="checkbox"/>	Project Location Map Attached (Google)		
Categorically Excluded Project			
<input type="checkbox"/>	Statutory Checklist		
<input type="checkbox"/>	Project Location Map Attached (Google)		
<input type="checkbox"/>	Flood Plain Map https://gis.oakgov.com/PropertyGateway/Home.mvc	<input type="checkbox"/> Project in Flood Plain	<input type="checkbox"/> 8 Step Attached
Environmentally Assessed Project			
<input type="checkbox"/>	Environmental Assessment		
<input type="checkbox"/>	Project Location Map Attached (Google)		
<input type="checkbox"/>	Flood Plain Map https://gis.oakgov.com/PropertyGateway/Home.mvc	<input type="checkbox"/> Project in Flood Plain	<input type="checkbox"/> 8 Step Attached
Other Projects			
<input type="checkbox"/>	Historic Preservation Profile (HPP) Attached		<input type="checkbox"/> Demolition Checklist Attached

Part 5 - Project Purpose

(Please complete for each project)

Project #2

Allocation: \$8,000

Project Purpose Public Services Projects ONLY	
Help Prevent Homelessness?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Help the Homeless?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Help those with HIV/AIDS?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Help Persons with Disabilities?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Project Purpose Public Facilities & Improvements Projects ONLY	
Will the project meet ADA standards for access?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Describe Additional Resources	
Other Federal Funds	\$
State/Local Funds	\$
Other Funds	\$

Project Duration	
This is a new project for PY 2015	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
This is an ongoing project from PY	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
This ongoing project has been offered since PY	July 1, 2000
For ongoing projects describe PY 2013 results i.e. 9% of participants had greater access to public services.	Approximately 40 persons received services

Project Administration	
Community will administer project	<input type="checkbox"/> Yes <input type="checkbox"/> No
Community will hire a vendor to administer contract	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
County will administer contract	<input type="checkbox"/> Yes <input type="checkbox"/> No

Part 2 - Project Information (1 of 2)
(Please √ one box per project)

Project #3 Allocation: \$6,000

Account	Account #	Matrix	Authority	Objective	Goal	Indicator	Outcome
Acquisition and Disposition							
Acquisition of Real Property	172170-730003	01	570.201 (a)	Create Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
Disposition	172170-730536	02	570.201 (b)				
Public Facilities and Improvements							
Downtown Revitalization	172170-730541	03N	570.201 (c)	Create Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
Fire Station Equipment	172170-730733	03O	570.201 (c)				
Flood Drain Improvements	172170-730744	03I	570.201 (c)				
Parks-Recreational Facilities	172170-731332	03F	570.201 (c)				
Remove Architectural Barriers	172170-731619	03	570.201 (c)				
Senior Center	172170-731696	03A	570.201 (c)				
Sidewalks	172170-731745	03L	570.201 (c)				
Special Assessments - Flood	172170-731815	03I	570.201 (c)				
Special Assessments - Water Sewer	172170-731815	03J	570.201 (c)				
Special Assessments - Street	172170-731815	03K	570.201 (c)				
Special Assessments - Sidewalk	172170-731815	03L	570.201 (c)				
Street Improvements	172170-731864	03K	570.201 (c)				
Tree Planting	172170-732021	03N	570.201 (c)				
Water Sewer Improvements	172170-732114	03J	570.201 (c)				
Public Services							
✓ PS (Battered & Abused Spouses)	172160-730137-40620	05G	570.201 (e)	Create Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
PS (Disabled Services)	172160-730535	05B	570.201 (e)				
PS (Emergency Services)	172160-730571	05	570.201 (e)				
PS (Fair Housing Services)	172160-730880	05A	570.201 (e)				
PS (Housekeeping Services)	132210-702010	05	570.201 (e)				
PS (Legal Services)	172160-731073	05C	570.201 (e)				
PS (Safety & Repair Services)	172160-731665	05A	570.201 (e)				
PS (Senior Services)	172160-731712	05A	570.201 (e)				
PS (Transportation Services)	172160-732011	05E	570.201 (e)				
PS (Yard Services)	172160-732170	05A	570.201 (e)				
PS (Youth Services)	172160-732185	05D	570.201 (e)				

Part 2 - Project Information (2 of 2)

Project #3 Allocation: \$6,000

(Please ✓ one box per project)

Account	Account #	Matrix	Authority	Objective	Goal	Indicator	Outcome
Housing							
Emergency Rehab	172170-730569	14A	570.202	Provide Decent Affordable Housing	Promote Decent Affordable Housing	# of units/items brought to standard condition	Affordability
Housing Rehabilitation	132290-730898	14A	570.202	Provide Decent Affordable Housing	Promote Decent Affordable Housing	# of units brought to code	Affordability
Minor Home Repair	172170-731227	14A	570.202	Provide Decent Affordable Housing	Promote Decent Affordable Housing	# of units/items brought to standard condition	Affordability
Mobile Home Minor Home Repair	172170-731227-40620	14A	570.202				
Rehab Publicly Owned Residential	172160-731602	14D	570.202	Provide Decent Affordable Housing	Promote Decent Affordable Housing	# of units brought to code	Affordability
Rehabilitation Administration	132280-731605	14H	570.202	N/A	N/A	N/A	N/A
Other Projects							
Clearance and Demolition	172170-730345	04	570.201 (d)	Create Suitable Living Environment	Strengthen Communities	Slum blight spot Y/N	Sustainability
Non Res Historic Preservation	172170-731280	16B	570.202 (d)				
Code Enforcement	172170-730310	15	570.202 (c)	Create Suitable Living Environment	Strengthen Communities	# of LMI persons served	Sustainability

Part 3 - Project Description

(Please complete for each project)

Project #3

Allocation: \$6,000

Project Description (Describe the proposed project and how CDBG funds will be used)	
Provide services to abused spouses and their children who are residents of Novi.	

CDBG National Objective (See Eligible Projects List on pages 9-45)		
	Code/Description	24 CFR Citation
	LMA - Low/mod area benefit: the service area identified for activities is primarily low/mod income.	570.208(a)(1) 507.483(b)(1)
X	LMC - Low/mod limited clientele benefit: activities that benefit a limited clientele, at least 40.81% of which are low/mod income.	570.208(a)(2) 570.483(b)(2)
	LMH - Low/mod housing benefit: activities that are carried out for the purpose of providing or improving permanent residential structures that will be occupied by low/mod income households.	570.208(a)(3) 570.483(b)(3)
	SBS - Slum/blight spot basis: activities that address conditions of blight or physical decay on a spot basis not located in a designated slum/blight area.	570.201 (f)(1) 570.200 (e) 570.201 (f) (2)
	SBA - Slum/blight area basis: activities that address conditions of blight or physical decay in a designated slum/blight area.	570.201 (f)(1) 570.200 (e) 570.201 (f) (2)

Number of clients to be served	Type of clients to be served (See Eligible Projects List)
Approx 150	People
	Households
	Housing Units
	Public Facilities

Senior Center Projects Only	
	Estimated Current Membership
	White alone
	Black or African American alone
	American Indian and Alaska Native alone
	Asian alone
	Native Hawaiian & Other Pacific Islander alone
	Some other race alone
	Two or more races

Part 4 - Project Location

(Please complete for each project)

Project #3

Allocation: \$6,000

Project Location					
Describe Project Location	X	City/Township/Village Wide			
		Area Wide Benefit Only			
		Specific			
Parcel ID# Public Facilities Projects Only					
Address					
City					
Zip Code					
Areawide Benefit Projects Only		CT	BG	CT	BG
Census Tracts (CTs) and Block Groups (BGs)		CT	BG	CT	BG
Attach Areawide Benefit Map		CT	BG	CT	BG
		CT	BG	CT	BG
		CT	BG	CT	BG

Service Area	
Describe the service area for the following project types:	
Fire Station/ Equipment	
Park Recreational Facilities	
Special Assessments	

Environmental Review Record (ERR)				
(Please ✓ each box as it applies and attach all required documents)				
Exempt Project				
X	Project is Exempt per 24 CFR 58.34			
	Project Location Map Attached (Google)			
Categorically Excluded Project				
	Statutory Checklist			
	Project Location Map Attached (Google)			
	Flood Plain Map https://gis.oakgov.com/PropertyGateway/Home.mvc		Project in Flood Plain	8 Step Attached
Environmentally Assessed Project				
	Environmental Assessment			
	Project Location Map Attached (Google)			
	Flood Plain Map https://gis.oakgov.com/PropertyGateway/Home.mvc		Project in Flood Plain	8 Step Attached
Other Projects				
	Historic Preservation Profile (HPP) Attached		Demolition Checklist Attached	

Part 5 - Project Purpose

(Please complete for each project)

Project #3**Allocation: \$6,000**

Project Purpose Public Services Projects ONLY	
Help Prevent Homelessness?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Help the Homeless?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Help those with HIV/AIDS?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Help Persons with Disabilities?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Project Purpose Public Facilities & Improvements Projects ONLY	
Will the project meet ADA standards for access?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Describe Additional Resources	
Other Federal Funds	\$
State/Local Funds	\$
Other Funds	\$

Project Duration	
This is a new project for PY 2015	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
This is an ongoing project from PY	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
This ongoing project has been offered since PY	July 1, 1998
For ongoing projects describe PY 2013 results i.e. 9% of participants had greater access to public services.	Approximately 150 perons received services

Project Administration	
Community will administer project	<input type="checkbox"/> Yes <input type="checkbox"/> No
Community will hire a vendor to administer contract	<input type="checkbox"/> Yes <input type="checkbox"/> No
County will administer contract	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No



Subrecipient Agreement

**Program Year 2015 Community Development Block Grant (CDBG)
Subrecipient Agreement Between the
County of Oakland and the City of Novi**

INTRODUCTION

This agreement is entered into by and between the County of Oakland, a Michigan constitutional corporation (herein called the "Grantee"), and the City of Novi (herein called the "Subrecipient") in accordance with Community Development Block Grant (CDBG) regulations at 24 CFR 570.503. The Grantee is designated as an Urban County entitlement community and has applied for and received funds from the United States Government under Title I of the Housing and Community Development Act of 1974, as amended (HCD Act), Public Law 93-383. As an entitlement community the Grantee has received an entitlement of CDBG funds for the program year (PY) 2015 period beginning July 1, 2015 and ending June 30, 2016. The Grantee has the right and authority under said CDBG Program to allocate a portion of its funds to the Subrecipient for purposes of administering eligible activities. It is the purpose and intent of this Subrecipient Agreement to enable the Grantee to pass the responsibility and CDBG funds to the Subrecipient to carry out the project(s) described in the PY 2015 CDBG application which was approved and funded by the Grantee as the grant. The following statements and provisions are acknowledged and agreed upon by and between the parties.

I. TIME PERIOD

This agreement shall go into effect on the day that PY 2015 CDBG funds are released to the Subrecipient for expenditure and will remain in effect until either (A) all PY 2015 CDBG funds are expended and the seven-year record retention period has expired as specified in Section IV of this agreement, or (B) the community terminates participation in the CDBG program at the end of a given three-year cooperative agreement period and the seven-year record retention period has expired as specified in Section IV of this agreement, or (C) at the expiration of any additional period specified in the body of this agreement, whichever is longer.

II. STATEMENT OF WORK

The Subrecipient Project Summary as contained in the Grantee approved PY 2015 CDBG application to the U.S. Department of Housing and Urban Development (HUD) and any changes to the project summary through grantee approved reprogramming shall constitute the CDBG statement of work as attached. The specific activities, scope of work, national objective identifications, eligibility determinations, budget, levels of accomplishment, project schedule and goals and performance measures are specified in the Subrecipient PY 2015 Project Summary as attached.

The Subrecipient shall assign and maintain personnel to administer CDBG activities and expend funds. The Grantee shall monitor the performance of the Subrecipient against CDBG goals and performance standards and federal CDBG regulations.

III. GENERAL CONDITIONS

A. General Compliance

The Subrecipient agrees to comply with the requirements of Title 24 of the Code of Federal Regulations, Part 570, the U.S. Housing and Urban Development regulations concerning CDBG as applicable. The Subrecipient further agrees to comply with all other applicable Federal, state and local laws, regulations, and policies governing the funds provided under this contract.

B. Relationship of Grantee and Subrecipient

For purposes of this agreement, the relationship of the Subrecipient to the Grantee shall be that of two independent governmental entities. No partnership, association, or joint enterprise shall arise between the parties hereto as a result of any provision of this agreement except as specified in the 2015-2017 Cooperative Agreement, as renewed, already executed between the Subrecipient and the Grantee, nor shall any provision herein be construed as making an employee of the Subrecipient an agent or employee of the Grantee.

C. Hold Harmless

The Subrecipient shall indemnify, defend, and hold harmless the Grantee, its officials, volunteers, boards, commissions, and agents against any and all expense and liability arising from any act, omission, or negligence of the Subrecipient. In the event the Subrecipient becomes involved in, or is threatened with, litigation relative to the CDBG program, the Subrecipient shall immediately notify the Grantee through the Manager of Community & Home Improvement and the Grantee may enter into such litigation to protect the interests of the Grantee as they may appear.

D. Workers' Compensation

The Subrecipient shall provide Workers' Compensation Insurance coverage for all of its employees involved in the performance of this Agreement.

E. Insurance & Bonding

The Subrecipient shall carry sufficient insurance coverage to protect contract assets from loss due to theft, fraud and/or undue physical damage.

F. Notification of Legal Action

The Subrecipient shall notify the Grantee, through the Manager of Community & Home Improvement, in writing, of its intent to pursue a claim against the Grantee for breach of any of the terms of this agreement. No suit may be commenced by the Subrecipient for breach of this contract prior to the expiration of ninety days from the date of such notification. Within this ninety-day period, the Subrecipient, at the request of the Grantee, must meet with an appointed representative of the Grantee for purposes of attempting to resolve the dispute.

G. Amendments

The Grantee or Subrecipient may amend this Agreement at any time provided that such amendments make specific reference to this Agreement, and are executed in writing, signed by a duly authorized representative of each organization, and are approved by the Grantee. Such amendments shall not invalidate this Agreement, nor relieve or release the Grantee or Subrecipient from its obligations under this Agreement.

The Grantee may, in its discretion, amend this Agreement to conform with Federal, state or local governmental guidelines, policies and available funding amounts, or for other reasons. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as a part of this Agreement, such modifications will be incorporated only by written amendment signed by both Grantee and Subrecipient through the Grantee's Reprogramming Process.

H. Suspension or Termination

In accordance with 24 CFR 85.43, the Grantee may suspend or terminate this Agreement if the Subrecipient materially fails to comply with any term of this Agreement. Written suspension or termination notice will be sent to the Subrecipient by the Grantee to the Subrecipient's business address. The Subrecipient's termination of its participation in the CDBG program at the end of a given three-year cooperative agreement period or its suspension or termination by the Grantee or HUD for program noncompliance does not relieve it of the obligations concerning Reversion of Assets (see Section IV), nor the requirements of Record Retention (see Section IV), nor of being monitored and/or audited by Oakland County or HUD regarding the Community's CDBG program performance prior to termination or suspension.

IV. ADMINISTRATIVE REQUIREMENTS

A. Financial Management

1. Accounting Standards

The Subrecipient agrees to comply with 24 CFR 84.21-28 and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls and maintain necessary source documentation for all costs incurred.

2. Cost Principles

The Subrecipient shall administer its program in conformance with applicable requirements of OMB Circular A-87 "Cost Principles for State and Local Governments", OMB Circular A-133 "Audits of States and Local Governments and Non-Profit Organizations" and 24 CFR 85 "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments".

B. Documentation and Record Keeping

1. Records to be Maintained

The Subrecipient shall maintain all records required by the Federal regulations specified in 24 CFR 570.506 that are pertinent to the activities to be funded under this Agreement. Such records shall include but not be limited to: records providing a full description of each activity undertaken; records demonstrating each activity undertaken meets a national objective of the CDBG program; records required to determine the eligibility of activities; records required to document acquisition, improvement, use or disposition of real property acquired or improved with CDBG assistance; records documenting compliance with the fair housing and equal opportunity components of the CDBG program; financial records as required by 24 CFR 570.502 and 24 CFR 84.21-28; beneficiary reports, performance data and other records necessary to document compliance with Subpart K of 24 CFR Part 570.

2. Retention

The Subrecipient shall retain all CDBG project and financial records, supporting documents, statistical records and all other records pertinent to the Agreement for a period of seven years after the Grantee has issued the final payment for the project and closed all pending matters related to the Subrecipient's grant in that program year. Records for nonexpendable real property purchased with CDBG funds must be retained for seven years after its final disposition. If any litigation, claim or audit is started before the expiration of the seven year period, then records must be retained for seven years after the litigation, claim or audit is resolved.

3. Disclosure

CDBG records are public to the extent allowed by State and Federal Freedom of Information Act laws. Client information collected under this Agreement is private and the use or disclosure of such information, when not directly connected with the administration of the Grantee's or Subrecipient's responsibilities with respect to services provided under this Agreement, is prohibited unless written consent is obtained from such client or guardian.

4. Monitoring, Audits and Inspections

All Subrecipient records with respect to any matters covered by this Agreement shall be made available to the Grantee, grantor agency, and the Comptroller General of the United States or any of their authorized representatives, at anytime during normal business hours, as often as deemed necessary, to monitor, audit, examine, and make excerpts or transcripts of all relevant data. Any deficiencies noted in audit reports must be fully cleared by the Subrecipient within 60 days after receipt by the Subrecipient. Failure of the Subrecipient to comply with the above audit requirements will constitute a violation of this contract and may result in the withholding of future payments. The Subrecipient shall also comply with the provisions of the Single Audit Act of 1984, if applicable.

C. Reporting and Payment Procedures

1. Program Income

The Subrecipient will remit to the Grantee any and all CDBG program income received during PY 2015, from whatever program year's funding generated, to the Grantee upon its receipt by the Subrecipient. The Grantee shall hold these funds for the remainder of the 2015 program year and re-issue these funds to the Subrecipient in PY 2016 as an addition to its PY 2016 formula allocation or under a separate release of funds process as mutually agreed by the Subrecipient and the Grantee, unless the Grantee, for good cause, shall in writing inform the Subrecipient that it shall not have the program income returned and the reasons why it shall not be returned.

2. Payment

The Grantee will pay to the Subrecipient funds available under this Agreement based upon information submitted by the Subrecipient and consistent with any approved budget and Grantee policy concerning payments. Payments will be made for eligible expenses actually incurred by the Subrecipient, and not to exceed the total grant amount delineated in the Subrecipient's PY 2015 Project Summary. Drawdowns for the payments of eligible expenses shall be reimbursed to the Subrecipient against line item budgets specified in the PY 2015 Project Summary and in compliance with supporting financial and performance documentation required by the Grantee.

3. Progress and Performance Reports

The Subrecipient shall report on its progress or performance to the Grantee in the form, content and frequency as required by the Grantee.

D. Procurement

The Subrecipient shall comply with current Grantee procurement policies concerning the purchase of goods and services to facilitate fair and open competition and shall maintain inventory records.

All persons, agencies, suppliers, organizations, etc. hired by the Subrecipient to carry out activities funded in whole or in part with CDBG funds are vendors or contractors, not subrecipients or subgrantees. All procurement and other requirements as they relate to contractors apply. The Subrecipient must have written agreements with all contractors. The Subrecipient may not subgrant CDBG funds to any person or non-profit or private for-profit organization or agency.

E. Use and Reversion of Assets

The use and disposition of real property and equipment under this Agreement shall be in compliance with the Requirements of 24 CFR Part 84 and 24 CFR 570.502, 570.503 and 570.504, as applicable, which include but are not limited to the following:

1. The Subrecipient shall transfer to the Grantee any CDBG funds on hand and any accounts receivable attributable to the use of funds under this Agreement at the time of expiration, cancellation or termination.
2. At the termination of the Subrecipient's participation in the CDBG program, or at the point of converting real property acquired or improved with CDBG funds in excess of \$25,000, to a use inconsistent with one or more objectives of the CDBG program, there shall be a reversion of assets. In the case of a conversion to a non-eligible use, the Subrecipient will pay the Grantee an amount equal to the current market value of the property less any portion of the value attributable to expenditures of non-CDBG funds for the acquisition of or improvement to the property. Such payment shall constitute program income in accordance with the Grantee's program income policy. If the Subrecipient terminates its participation in the CDBG program, then all real property acquired or improved with CDBG funds must meet one or more objectives of the CDBG program for a period of five years after the official termination. If the property will not be used to meet one or more objectives of the CDBG program, the Subrecipient must pay the County an amount equal to the current market value of the property less any portion of the value attributable to expenditures of non-CDBG funds for the acquisition of or improvement to the property.
3. In all cases in which equipment acquired, in whole or in part, with funds under this Agreement is sold, the proceeds shall be program income (prorated to reflect the extent to that CDBG funds were used to acquire the equipment). Equipment not needed by the Subrecipient for activities under this Agreement shall be transferred to the Grantee for the CDBG program or retained after compensating the Grantee (an amount equal to the current fair market value of the equipment less the percentage of non-CDBG funds used to acquire the equipment).

V. OTHER PROGRAM REQUIREMENTS

The Subrecipient shall carry out its CDBG activities in a manner consistent with the requirements contained in the three-year Cooperation Agreement between the Grantee and the Subrecipient for program years 2015 through 2017, as renewed, with the applicable statutes and regulations governing the Consolidated and Annual Action Plans as authorized by the Oakland County Board of Commissioners, and under Subpart K of the CDBG regulations at 24 CFR Part 570, with the exception of the CDBG environmental review responsibilities, which shall be borne by the Grantee using information and/or reports provided by the Subrecipient in accordance with the CDBG environmental review process. CDBG compliance requirements address civil rights laws; non-discrimination in providing services, employment and contracting opportunities; affirmative action; prohibited political, religious and lobbying activities; and conflict of interest, copyright and labor standards.

VI. SEVERABILITY

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

IN WITNESS WHEREOF, the authorized representatives of the County and the Community have signed this agreement below, and agree to abide by all terms as set forth herein.

County of Oakland by

City of Novi by

County Executive

Highest Elected Official

Date _____

Date _____

Witnessed By

Witnessed By

Date _____

Date _____

The Subrecipient Agreement is subject to the terms and conditions of the Grant Agreements as approved by the Oakland County Board of Commissioners by resolution on file with the Oakland County Clerk.

Conflict of Interest Certification

CONFLICT OF INTEREST CERTIFICATION

Code of Federal Regulations Title 24, Volume 3
Revised as of April 1, 2004 CITE: 24CFR570.611

TITLE 24--HOUSING AND URBAN DEVELOPMENT CHAPTER V--OFFICE OF ASSISTANT SECRETARY FOR
COMMUNITY PLANNING AND DEVELOPMENT, DEPARTMENT OF HUD
Part 570 Community Development Block Grants Subpart K Other Program Requirements
Sec. 570.611 Conflict of interest

(a) Applicability. (1) In the procurement of supplies, equipment, construction, and services by recipients and by subrecipients, the conflict of interest provisions in 24 CFR 85.36 and 24 CFR 84.42, respectively, shall apply. (2) In all cases not governed by 24 CFR 85.36 and 84.42, the provisions of this section shall apply. Such cases include the acquisition and disposition of real property and the provision of assistance by the recipient or by its subrecipients to individuals, businesses, and other private entities under eligible activities that authorize such assistance (e.g., rehabilitation, preservation, and other improvements of private properties or facilities pursuant to Sec. 570.202; or grants, loans, and other assistance to businesses, individuals, and other private entities pursuant to Sec. 570.203, 570.204, 570.455, or 570.703(i)).

(b) Conflicts prohibited. The general rule is that no persons described in paragraph (c) of this section who exercise or have exercised any functions or responsibilities with respect to CDBG activities assisted under this part, or who are in a position to participate in a decision making process or gain inside information with regard to such activities, may obtain a financial interest or benefit from a CDBG-assisted activity, or have a financial interest in any contract, subcontract, or agreement with respect to a CDBG-assisted activity, or with respect to the proceeds of the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for one year thereafter.

(c) Persons covered. The conflict of interest provisions of paragraph (b) of this section apply to any person who is an employee, agent, consultant, officer, or elected official or appointed official of the recipient, or of any designated public agencies, or of subrecipients that are receiving funds under this part.

(d) Exceptions. Upon the written request of the recipient, HUD may grant an exception to the provisions of paragraph (b) of this section on a case-by-case basis when it has satisfactorily met the threshold requirements of (d)(1) of this section, taking into account the cumulative effects of paragraph (d)(2) of this section.

(1) Threshold requirements. HUD will consider an exception only after the recipient has provided the following documentation: (i) A disclosure of the nature of the conflict, accompanied by an assurance that there has been public disclosure of the conflict and a description of how the public disclosure was made; and (ii) An opinion of the recipient's attorney that the interest for which the exception is sought would not violate State or local law.

(2) Factors to be considered for exceptions. In determining whether to grant a requested exception after the recipient has satisfactorily met the requirements of paragraph (d)(1) of this section, HUD shall conclude that such an exception will serve to further the purposes of the Act and the effective and efficient administration of the recipient's program or project, taking into account the cumulative effect of the following factors, as applicable:(i) Whether the exception would provide a significant cost benefit or an essential degree of expertise to the program or project that would otherwise not be available;(ii) Whether an opportunity was provided for open competitive bidding or negotiation;(iii) Whether the person affected is a member of a group or class of low- or moderate-income persons intended to be the beneficiaries of the assisted activity, and the exception will permit such person to receive generally the same interests or benefits as are being made available or provided to the group or class;(iv) Whether the affected person has withdrawn from his or her functions or responsibilities, or the decision making process with respect to the specific assisted activity in question;(v) Whether the interest or benefit was present before the affected person was in a position as described in paragraph (b) of this section;(vi) Whether undue hardship will result either to the recipient or the person affected when weighed against the public interest served by avoiding the prohibited conflict; and (vii) Any other relevant considerations. By applying for CDBG funds, the Participating Community certifies that they have read the above:

Enter Community Name:	City of Novi, Michigan
Enter Name of Highest Elected Official and Title:	Robert J. Gatt, Mayor
Signature of Highest Elected Official:	