

Executive Committee Meeting

2180 North Main Street Belton, Texas

Thursday, June 23, 2022

Hybrid Meeting: 12:00 PM

Please join from your computer, tablet, or smartphone.

[CTCOG Executive Meeting Link](#)

You can also dial in on your phone.

United States: [+1\(346\) 248-7799](#)

Meeting ID: 827 5771 8101

Passcode: 3926

I. AGENDA

1. Call to Order The Honorable Judge David Blackburn, President
2. Oath of Office Jim Reed, Executive Director, CTCOG
 - Appointment of Commissioner Russell Schneider to fill Bell County Primary Seat and Councilman Fred Chavez as the Copperas Cove Alternate Seat on the Executive Committee.
3. Opportunity for Public Comment

II. CONSENT AGENDA

4. Minutes: May 12, 2022 (pg.03-09)
5. Expenditure Report: May 2022 (pg. 10-11)

III. PUBLIC HEARING

6. Public Hearing: FY 2022-23 TXCDBG Community Development Fund Regional Priorities.

IV. ACTION ITEMS

7. Approval of Resolution 06-22-PRS01 FY 2023-2024 TXCDBG Community Development Fund Regional Priorities. (pg. 12-20)

V. GUEST SPEAKER & PRESENTATIONS

13. GRK Business Development: Your Central Texas Hometown Airport & Our Economic Future.....Michael Wilson, Executive Director of The City of Killeen Department of Aviation and COL Chad R. Foster, Garrison Commander, Fort Hood

VI. REPORTS

14. Area Agency on AgingGeorge Losoya, Director
15. HousingCarmen Lim, Director
16. Planning & Regional ServicesUryan Nelson, Director
17. Workforce Development Board.....Susan Kamas, Workforce Board Executive Director
18. Workforce CentersLouis LeDoux, Workforce Center Chief Operating Officer
19. Executive Director’s ReportJim Reed, AICP, Executive Director, CTCOG

VII. ADJOURN

Executive Committee Officer’s Meeting

2180 North Main Street Belton, Texas

Thursday, May 12, 2022

Hybrid Meeting: 12:00 PM

Executive Committee Officers in Attendance:

President	Judge David Blackburn	Bell County
2 nd Vice President	Judge Steve Young	Milam County
Parliamentarian	Judge Randy Hoyer	Lampasas County
Secretary/Treasurer	Judge Roger Miller	Coryell County
Immediate Past-President	Judge Byron Theodosis	San Saba County

Executive Committee Members in Attendance:

Commissioner Lewis Bridges, Lampasas County	Councilmember Mellisa Brown, City of Killeen	Mayor Gary Chumley, City of Gatesville
Mayor Rodney Craddick, City of Hamilton	Mayor Mike Coggin, Village of Salado	Mayor Tim Davis, City of Temple
Mr. Ryan Haverlah, City of Copperas Cove	Commissioner Lloyd Huggins, Hamilton County	Mr. William Parry, City of Gatesville
Mr. Ryan Polster, City of Hamilton	Mayor Spencer Smith, City of Harker Heights	Ms. Martha Tyroch, Citizen Representative
Mayor Dan Yancey, Copperas Cove	Chancellor Jim Yeonopolus, Central Texas College	

CTCOG Staff Members and Guests in Attendance:

Jim Reed, CTCOG	Anna Olvera, CTCOG	Jeannie Skarosi, CTCOG
George Losoya, CTCOG	Carmen Lim, CTCOG	Uryan Nelson, CTCOG
Michael Irvine, CTCOG	Jesse Hennage, CTCOG	Connie Quinto, CTCOG
Dominic Elizondo, CTCOG	Anna Barge, CTCOG	Anita Jake, CTCOG
Helen Hill Yancey, CTCOG	Susan Kamas, Workforce Board	Stephanie O’Banion, UWCT
Diamond Martinez, UWCT 2-1-1	Keith Sledd, Heart of Texas Defense Alliance	Ashley Johnson, HCAA
Jeff Williford, Office of Senator Cornyn	Jill Wyman, Office of Senator Cornyn	Mr. Don Ferguson, Village of Salado
Becky Cooley, CTCOG		

MEETING MINUTES

I. AGENDA

Bell County Judge David Blackburn called the meeting to order at 12:30 pm.

Oath of Office:

- Commissioner Schneider was unable to attend the meeting on May 12, 2022, it was stated he will be sworn in next meeting if he is in attendance.

Opportunity for Public Comment:

- Mr. Jim Williford from the Office of Senator Cornyn introduced the new deputy in the Office, Jill Wyman.

II. CONSENT AGENDA

- A motion was made by Mr. Jim Yeonopolus, Central Texas College to pass the entirety of the Consent Agenda (Meeting Minutes from April 21, 2022, and the March 2022 Expenditure Report). Council Member Mellisa Brown, City of Killeen second the motion. All in favor, none opposed.

III. ACTION ITEMS

Resolution 05-22-PRS01 authorizing the CTCOG Adoption of Procurement Policies and Procedures:

- Mr. Jim Reed, CTCOG Executive Director gave a brief explanation of CTCOG's Procurement Policies, advising there have been no changes of merit to them since they were last discussed with the Executive Committee. Mr. Reed advised this discussion is due to the GLO requirements of CTCOG to have their Procurement Policies known and approved by the Executive Committee. A motion was made by Judge Steve Young, Milam County to pass the resolution. Judge Roger Miller, Coryell County second the motion. All in favor, none opposed.

Resolution 05-22-PRS02 authorizing the Fort Hood Alternate Public Safety Answering Point (PSAP):

- Mr. Jim Reed, Executive Director CTCOG briefed the Executive Committee on Fort Hood's request for a secondary PSAP location. Currently Fort Hood uses the Bell County Communication Center as their secondary PSAP, however they no longer wish to do so and are requesting permission to build a secondary PSAP on the Fort Hood Campus to keep their data and lines within Fort Hood's secure network. Mr. Reed advised the Executive Committee that this is an ongoing and evolving conversation and process that currently provides more questions than answers. Mr. Reed also advised that the approval that is being sought from the Committee is to further discuss the details and obtaining of funds between the necessary agencies before seeking approval for the construction of the Secondary PSAP Center. A motion was made by Judge Steve Young, Milam County to pass the resolution. Council Member Mellisa Brown, City of Killeen second the motion. All in favor, none opposed.

Approval of the new appointed Board Members of the District Development of Central Texas:

- Mr. Jim Reed advised the Committee on the newly elected DDCT Board members that were accepted at the DDCT meetings on the January 6, 2022, and April 7, 2022. They are as follows; Cheri Shepherd, Director, City of Gatesville Convention and Visitor's Bureau David Williams, Kempner City Manager Jamie LaDuke, Executive Director, Hamilton EDC Ted Gonzalez, Associate Deputy Chancellor, Business Services at Central Texas College Jim Gibson, Economic Development Director, Rockdale Municipal Development District Kerry Phillip, Coordinator, Nolanville Economic Development Corporation. Mr. Jim Yeonopolus, Central Texas College, spoke up to advise that Mr. Ted Gonzalez would no longer be representing them. Chancellor Yeonopolus was advised of how to put forth another individual to take Mr. Gonzalez's place on the

Board. A motion was made by Judge Steve Young, Milam County to pass the resolution. Commissioner Lloyd Huggins, Hamilton County second the motion. All in favor, none opposed.

Approval of the new appointed Committee Members of the Regional Review Committee:

- Mr. Jim Reed, Executive Director CTCOG advised the Executive Committee that CTCOG is developing a Regional Review Committee and is seeking approval of the newly appointed RRC members. The members are as follows; John Driver, Bell County Commissioner, Precinct 4 Robert Whitson, Bell County Commissioner, Precinct 2 Craig Pearson, Mayor Pro Tem, Belton Ginger Watkins, Executive Director, Cameron Industrial Foundation Cheri Shepherd, Director, Convention and Visitors Bureau, Gatesville Lloyd Huggins, Hamilton County Commissioner, Precinct 3 Kerry Phillip, Coordinator, Nolanville EDC. A motion was made by Judge Steve Young, Milam County to pass the resolution. Council Member Mellisa Brown, City of Killeen second the motion. All in favor, none opposed.

IV. GUEST SPEAKER & PRESENTATIONS

- Ms. Stephanie O’Banion, CEO United Way of Central Texas (UWCT) gave a presentation detailing the services UWCT and their 2-1-1 program provides. She detailed the needs found in the area, the ratio of met to unmet needs, and where in the community these needs are coming from. Ms. O’Banion also provided Executive Committee members with resources to reach out, obtain data, and assess the needs of their communities.

V. REPORTS

Area Agency on Aging

- George Losoya, Director of Area Agency on Aging gave an update on the activities that are going on in the AACT/CTADVRC Program, including the declaration of May as older American’s Month in the Central Texas Region, the Opening of Senior Center

“Bea’s Kitchen” in Cameron in June/July time frame, and the National Guard resuming the provision of at home vaccinations for homebound individuals. He also provided details for the following events; Sequential Intercept Model Mapping Event March 3-4, 2022. Bell County Jail Diversion, Central Texas Housing Summit March 29,2022; Central Texas Community Health Summit Connect the Dots 5.0, April 27, 2022, Central Texas Homeless Coalition April 27, 2022.

Housing

- Carmen Lim, Director of Housing Division briefed on April 2022 Activities. In April 2022, Lease up offer 32 new vouchers, with 2,085 from the previous month and 72 new vouchers total. Mrs. Lim also briefed on the Landlord activity. The housing division also hosted an event on April 28, 2022, which was a local partner meeting to assist/streamline assistance for Veterans and identify gaps in referrals and lease up.

Planning & Regional Services

- Uryan Nelson, Director of Planning and Regional Services briefed on the upcoming HSAC meeting on June 2, 2022, in Coryell County, the State Emergency Radio Infrastructure (SERI) Grants which opened in January and closed on March 18, 2022 and received a total of 25 grants and \$4,179,417 in funding, as well as the activities of the General Land Office (GLO). CTCOG staff are finalizing a grant application to potentially supplement regional match for the hazard mitigation grant and waiting on approval from GLO on their draft Method of Distribution (MOD) for mitigation funds allocated to Milam and Coryell County. Mr. Nelson advised that the Executive Committee must vote on the plan in the future, even though it is only for Milam and Coryell counties.

Criminal Justice grants opened in December 2021 and closed in February 2022, at total of 30 Grant applications were submitted, and there was \$3,288,887 in funding requested.

A total of 13 applications were submitted for JAG Grants. A total of \$866,605 were requested in the applications, however there is only \$197,663 in funds that are potentially available for allocation, which leaves 8 projects partially funded, 5 projects completely un-funded, and 0 projects with full funding. Mr. Nelson also provided updates on the VOCA, Juvenile Justice, Truancy Prevention, and VAWA Grants, all of which have either been fully or partially funded.

Mr. Nelson stated the Peace Officer Training are hosting and scheduling classes throughout the month and in future dates. The next Peace Officer Training Advisory Board meeting will be held in September 2022.

9-1-1 calls for April 2022 total at 25,433, including 19,028 calls to Bell County Communication Center (BCCC). 9-1-1 texts total at 154, including 129 to BCCC, there were 0 texts from Hamilton and Lampasas and San Saba Sheriff's Offices. GIS also added a total of 543 new address to the region. CTOG has also created the "Grant Wishlist" form, which provides the ability to track funding that is available. Mr. Jim Reed also touched on the Broadband Map information and urged others to go onto the provided website to check their area's coverage, to ensure that an accurate and up to date broadband coverage map is available.

Workforce Development Board and Workforce Center

- Susan Kamas, Workforce Development Board Executive Director briefed on the Workforce Solutions of Central Texas on the clients helped in the month of March, the allocation of their funding, and the success of the Central Texas Workforce in comparison to Workforces statewide. Mrs. Kamas also gave an update to the childcare program, that has never been provided to the service industry in the Central Texas Region before.

- Susan Kamas continued the Workforce presentation on behalf of Louis LeDoux, Workforce Chief Operating Officer who was unable to attend. Mrs. Kamas gave a briefing on unemployment rates in Central Texas Region and an overall unemployment rate in the State of Texas. Central Texas was 4.1 percent. Texas UI Claims as of May 10, 2022, had a total of 8,142 with Administrative and Support, and Waste Management and Remediation Services being the highest UI Claim category at 1,852, which is the lowest since 1970. Unemployment claims for each county during the month of April 2022 was less than the prior year due to many returning to work from the pandemic. Mrs. Kamas stated that 411 individuals who entered Workforce Centers seeking assistance became employed.

Executive Director

- Jim Reed, Executive Director of CTCOG gave an update on Congressman Carter’s office moving into the CTCOG building. Mr. Reed also shared an update on the Central Texas Regional Tourism project and events calendar, as playing the “Discover Central Texas” promotional video that had been put together in collaboration with each region’s Tourism Board.

VI. ADJOURN

Bell County Judge David Blackburn adjourned the meeting at 01:58 pm

The Honorable Judge David Blackburn, President

The Honorable Judge Roger Miller, Secretary/Treasurer



Expenditure Report
Fiscal Year: 07/01/2021 – 06/30/2022

Descriptions	May 2022 Expenditures	Cumulative Expenditures	Annual Budget	Remaining Budget
Personnel	\$ 485,360	\$ 5,209,435	\$ 5,683,408	\$ 473,973
Employee Benefits	304,568	3,355,966	3,661,300	305,334
Contract services	493,318	7,680,786	8,357,871	677,085
Travel	26,255	163,328	172,681	9,353
Housing Assistance Payments	1,248,988	13,429,264	14,677,616	1,248,352
Other	2,242,544	21,003,329	23,081,712	2,078,383
In-kind	-	60,648	61,964	1,316
Indirect costs	124,750	1,408,742	1,540,132	131,390
Totals	<u>\$ 4,925,783</u>	<u>\$ 52,311,498</u>	<u>\$ 57,236,684</u>	<u>\$ 4,925,186</u>

Central Texas Council of Governments

**Detail of Other Expenditures
Fiscal Year: 07/01/2021 – 06/30/2022**

Descriptions	May 2022 Expenditures	Cumulative Expenditures
Participant Salaries	\$ 34,559	\$ 311,264
FICA Taxes	2,644	27,260
Workers Compensation	1,046	10,126
Building Expense	31,288	392,126
Equipment	-	27,860
Consumable Supplies	12,618	130,966
Employee Development	2,257	129,407
Insurance and Bonding	1,125	15,379
Rent	87,017	948,188
Printing	5,749	27,699
Furniture/Equipment Rental	6,998	70,206
IT Supplies	165	1,138
Maintenance and Repairs	1,138	20,921
Communications	9,747	140,315
Postage	3,123	36,565
Utilities	9,697	93,665
Public Relations	28,847	155,179
Tuition	189,581	1,019,061
Dues and Subscriptions	8,021	98,457
Quality Assurance	25,325	543,831
Other Expenditures	15,650	90,312
Work Related Expense	59,855	539,379
Gasoline	666	3,007
Janitorial	9,494	121,705
Client Rent Payment	1,195	32,163
Client Transportation	37,666	187,479
Client Child Care	1,627,818	15,259,478
Client Utilitites/Utility Dep	-	12,852
Other Support Services	19,984	143,956
Client Auto Repairs	-	1,229
Inventory Equipment	-	6,164
Inventory Furniture	2,885	57,060
Software & Software Updates	6,386	348,932
	<u>\$ 2,242,544</u>	<u>\$ 21,003,329</u>

CONSIDERATION FOR ITEM APPROVAL EXECUTIVE COMMITTEE MEETING

MEETING DATE: 6/23/2022

AGENDA ITEM: Approval of TxCDBG Community Development Fund Regional Priorities

GENERAL DESCRIPTION OF ITEM:

Approval of FY 2023-24 Regional Priorities for TxCDBG Community Development Fund that were selected by Regional Review Committee on Jun.1. First priority projects are:

03I flood drainage improvements

03J water sewer improvements

03K street improvements

14A first-time public service water/wastewater yard line projects

03O Fire

Stations/Equipment

Second priority is all other eligible project types.

THIS ITEM REPRESENTS A:

- New issue, project, or purchase
- Routine, regularly scheduled item
- Follow-up to a previously discussed item
- Special item requested by board member
- Other

PRIMARY CONTACT/STAFF MEMBER: Dominic Elizondo, Economic Development Planner,
dominic.elizondo@ctcog.org

BUDGETARY IMPACT:

Total estimated cost: [Click or tap here to enter text.](#)

Source of Funds: [Click or tap here to enter text.](#)

Is item already included in fiscal year budget? Yes No

Does item represent a new expenditure? Yes No

Does item represent a pass-through purchase? Yes No

If so, for what city/county/etc.? [Click or tap here to enter text.](#)

PROCUREMENT:

[Click or tap here to enter text.](#)

ACTION REQUESTED:

Approval of FY 2023-24 TxCDBG Community Development Fund Regional Priorities

BACK-UP DOCUMENTS ATTACHED: Y/N?

Y



**RESOLUTION APPROVING THE FY 2023-2024 TxCDBG COMMUNITY DEVELOPMENT FUND
REGIONAL PRIORITIES**

06-22-PRS01

WHEREAS, the Governor of Texas has designated the Central Texas Council of Governments areas as State Planning Region #23, and

WHEREAS, the Central Texas Council of Governments is organized in accordance with Section 391 of the Local Government Code and encompasses the region of Bell, Coryell, Hamilton, Lampasas, Milam, Mills, and San Saba counties, and

WHEREAS, the Texas Department of Agriculture's Community Development Block Grant (CDBG) Community Development Fund is a biennial grant program whose primary objective of the Community Development Block Grant program is to provide funding to non-entitlement communities for public facilities, and

WHEREAS, the Texas Department of Agriculture has requested each State Planning Region submit a list of priorities for FY 2023-24 Community Development Block Grant (CDBG) Community Development Fund project types by July 1st, 2022, in order to score applications, and

WHEREAS, the governing body of the Central Texas Council of Governments formed a Regional Review subcommittee comprised of representatives from non-entitlement communities to select the priorities for the region, and

WHEREAS, non-entitlement communities were notified in advance of a public hearing held at this Executive Committee meeting on the regional priorities through email and newspaper advertisements, and have been given the opportunity to make public comment on the regional priorities, and

WHEREAS, the Regional Review subcommittee has determined that first priority projects for the region are flood drainage improvements, water/sewer improvements, street improvements, first-time public service water/wastewater yard line projects, and fire stations/equipment with second priority being all other eligible project types;

NOW, THEREFORE, BE IT RESOLVED that the **TxCDBG Community Development Fund Regional Priorities** for fiscal years 2023-24 have been approved by the Executive Committee.

PASSED AND APPROVED at a special meeting of the Central Texas Council of Governments, this 23rd day of June 2022.

The Honorable David Blackburn, President

Judge Roger Miller, Secretary/Treasurer

2023-2024 Community Development Fund

Regional Project Priority Scoring

State Planning Region	CTCOG
Date of Public Meeting	06/23/2022
List Names of Persons Responsible for Establishing Priorities (if a standing committee, identify name of committee or group rather than list individuals)	CTCOG Executive Committee

For each category of Project Priority, list the activities that qualify for the category, and the number of points assigned.

- Up to three categories may be identified, which may include “all other eligible activities”.
- All activities within a category will receive the same number of points.
- First Priority Activities will receive the full 50 points available for this scoring element.
- Second and/or Third Priority should receive less than 50 points.

Category	Activities	Number of Points (maximum 50 points per priority)
First Priority	03I flood drainage improvements, 03J water sewer improvements, 03K street improvements, 14A first-time public service water/wastewater yard line projects, 03O Fire Stations/Equipment	50
Second Priority	All other eligible CDBG projects.	45
Third Priority		

As Presiding Officer of the Central Texas Council of Governments, I certify that the above Regional Project Priorities were established in accordance with 4 TAC 4 TAC §30.50(e)(1) for the 2021-2022 TxCDBG Community Development Fund.

[Name, Title]

Date

Reference: TxCDBG Activity Codes

Code	Description
01	<p>Acquisition of Real Property Acquisition of real property that will be developed for a public purpose. Use code 01 for the CDBG-funded purchase of real property on which, for example, a public facility or housing will be constructed.</p> <p>When CDBG funds are used to:</p> <ul style="list-style-type: none"> • acquire a public facility that will be rehabilitated with CDBG funds and continue to be used as a public facility, assign the appropriate 03* code. • acquire housing that will be rehabilitated, use code 14G.
02	<p>Disposition of Real Property Costs related to the sale, lease, or donation of real property acquired with CDBG funds or under urban renewal. These include the costs of temporarily maintaining property pending disposition and costs incidental to disposition of the property.</p>
03A	<p>Senior Centers Acquisition, construction, or rehabilitation of facilities (except permanent housing) for seniors. 03A may be used for a facility serving both the elderly and the handicapped, provided it is not intended primarily to serve persons with handicaps. If it is, use 03B instead. For the construction of permanent housing for the elderly, use code 12; for the rehabilitation of such housing, use the appropriate 14* code.</p>
03D	<p>Youth Centers Acquisition, construction, or rehabilitation of facilities intended primarily for young people age 13 to 19. These include playground and recreational facilities that are part of a youth center. For the acquisition, construction or rehabilitation of facilities intended primarily for children age 12 and under, use 03M; for facilities for abused and neglected children, use 03Q.</p>
03E	<p>Neighborhood Facilities Acquisition, construction, or rehabilitation of facilities that are principally designed to serve a neighborhood and that will be used for social services or multiple purposes (including recreational). Such facilities may include libraries and public schools.</p>
03F	<p>Parks, Recreational Facilities Development of open space areas or facilities intended primarily for recreational use.</p>
03G	<p>Parking Facilities Acquisition, construction, or rehabilitation of parking lots and parking garages. Also use 03G if the primary purpose of rehabilitating a public facility or carrying out a street improvement activity is to improve parking. If parking improvements are only part of a larger street improvement activity, use 03K.</p>
03I	<p>Flood Drainage Improvements Acquisition, construction, or rehabilitation of flood drainage facilities, such as retention ponds or catch basins.</p>

	Do not use 03I for construction/rehabilitation of storm sewers, street drains, or storm drains. Use 03J for storm sewers and 03K for street and storm drains.
03J	<p>Water/Sewer Improvements Installation or replacement of water lines, sanitary sewers, storm sewers, and fire hydrants. Costs of street repairs (usually repaving) made necessary by water/sewer improvement activities are included under 03J.</p> <p>For water/sewer improvements that are part of:</p> <ul style="list-style-type: none"> • more extensive street improvements, use 03K (assign 03K, for example, to an activity that involves paving six blocks of Main Street and installing 100 feet of new water lines in one of those blocks). • a housing rehabilitation activity, use the appropriate 14* matrix code. <p>For construction or rehabilitation of flood drainage facilities, use 03I.</p>
03K	<p>Street Improvements Installation or repair of streets, street drains, storm drains, curbs and gutters, tunnels, bridges, and traffic lights/signs.</p> <p>Also use 03K:</p> <ul style="list-style-type: none"> • for improvements that include landscaping, street lighting, and/or street signs (commonly referred to as “streetscaping”). • if sidewalk improvements (see code 03L) are part of more extensive street improvements.
03L	<p>Sidewalks Improvements to sidewalks. Also use 03L for sidewalk improvements that include the installation of trash receptacles, lighting, benches, and trees.</p>
03M	<p>Child Care Centers Acquisition, construction, or rehabilitation of facilities intended primarily for children age 12 and under. Examples are daycare centers and Head Start preschool centers.</p> <p>For the construction or rehabilitation of facilities for abused and neglected children, use 03Q. For the construction or rehabilitation of facilities for teenagers, use 03D.</p>
03O	<p>Fire Stations/Equipment Acquisition, construction, or rehabilitation of fire stations and/or the purchase of fire trucks and emergency rescue equipment.</p>
03P	<p>Health Facilities Acquisition, construction, or rehabilitation of physical or mental health facilities. Examples of such facilities include neighborhood clinics, hospitals, nursing homes, and convalescent homes. Health facilities for a specific client group should use the matrix code for that client group. For example, use 03Q for the construction or rehabilitation of health facilities for abused and neglected children.</p>
03	<p>Other Public Facilities and Improvements One legitimate use of 03 is for activities that assist persons with disabilities by removing architectural barriers from or providing ADA improvements to government buildings (activities that otherwise would not be eligible for CDBG funding).</p>
04	<p>Clearance and Demolition Clearance or demolition of buildings/improvements, or the movement of buildings to other sites.</p>

05D	<p>Youth Services Services for young people age 13 to 19 that include, for example, recreational services limited to teenagers and teen counseling programs. Also use 05D for counseling programs that target teens but include counseling for the family as well. For services for children age 12 and under, use 05L; for services for abused and neglected children, use 05N.</p>
05L	<p>Child Care Services Services that will benefit children (generally under age 13), including parenting skills classes. For services exclusively for abused and neglected children, use 05N.</p>
05M	<p>Health Services Services addressing the physical health needs of residents of the community. For mental health services, use 05O.</p>
05R	<p>Homeownership Assistance (not direct) Homeowner downpayment assistance provided as a public service. If housing counseling is provided to those applying for downpayment assistance, the counseling is considered part of the 05R activity.</p> <p>Assistance provided under 05R must meet the low/mod housing national objective. Therefore, unless the assistance is provided by an 105(a)(15) entity in a CRSA, it is subject to the public service cap and only low/mod households may be assisted. If the assistance is provided by a 105(a)(15) in a CRSA, the housing units for which CDBG funds are obligated in a program year may be aggregated and treated as a single structure for purposes of meeting the housing national objective (that is, only 51% of the units must be occupied by LMI households). For more extensive types of homeownership assistance provided under authority of the National Affordable Housing Act, use code 13.</p>
05U	<p>Housing Counseling Housing counseling for renters, homeowners, and/or potential new homebuyers that is provided as an independent public service (i.e., not as part of another eligible housing activity).</p>
05	<p>Other Public Services Examples of legitimate uses of this code are referrals to social services, neighborhood cleanup, graffiti removal, and food distribution (community kitchen, food bank, and food pantry services).</p>
06	<p>Interim Assistance Only for activities undertaken either to:</p> <ul style="list-style-type: none"> • Make limited improvements (e.g., repair of streets, sidewalks, or public buildings) intended solely to arrest further deterioration of physically deteriorated areas prior to making permanent improvements. • Alleviate emergency conditions threatening public health and safety, such as removal of tree limbs or other debris after a major storm.
08	<p>Relocation Relocation payments and other assistance for permanently or temporarily displaced individuals, families, businesses, non-profit organizations, and farms.</p>
14A	<p>Rehab: Single-Unit Residential Rehabilitation of privately owned, single-unit homes.</p>

14A	Rehab: Single-Unit Residential Water Services First-time yardlines/service connections.
14A	Rehab: Single-Unit Residential Sewer Services First-time yardlines/service connections and on-site sewage facilities.
14B	Rehab: Multi-Unit Residential Rehabilitation of privately owned buildings with two or more permanent residential units. For the rehabilitation of units that will provide temporary shelter or transitional housing for the homeless, use 03C.
14C	Rehab: Public Housing Modernization Rehabilitation of housing units owned/operated by a public housing authority (PHA).
14D	Rehab: Other Publicly Owned Residential Buildings Rehabilitation of permanent housing owned by a public entity other than a PHA. For the rehabilitation of other publicly owned buildings that will provide temporary shelter or transitional housing for the homeless, use 03C.
14H	Rehab: Administration All delivery costs (including staff, other direct costs, and service costs) directly related to carrying out housing rehabilitation activities. Examples include appraisal, architectural, engineering, and other professional services; preparation of work specifications and work write-ups; loan processing; survey, site, and utility plans; application processing; and other fees. Do not use 14H for the costs of actual rehabilitation and do not use it for costs unrelated to running a rehab program (e.g., tenant/landlord counseling). For housing rehabilitation administration activities carried out as part of general program administration (and thus not required to meet a national objective), use code 21.
15	Code Enforcement Salaries and overhead costs associated with property inspections and followup actions (such as legal proceedings) directly related to the enforcement (not correction) of state and local codes. For the correction of code violations, use the appropriate rehabilitation code.
16A	Residential Historic Preservation Rehabilitation of historic buildings for residential use.
16B	Non-Residential Historic Preservation Rehabilitation of historic buildings for non-residential use. Examples include the renovation of an historic building for use as a neighborhood facility, as a museum, or by an historic preservation society.
18A	Economic Development: Direct Financial Assistance to For-Profits Financial assistance to for-profit businesses to (for example) acquire property, clear structures, build, expand or rehabilitate a building, purchase equipment, or provide operating capital. Forms of assistance include loans, loan guarantees, and grants. With one exception, a separate 18A activity must be set up for each business assisted. The exception is an activity carried out under 570.483(b)(4)(vi), for which job aggregation is allowed.
19C	CDBG Non-Profit Organization Capacity Building

	Activities specifically designed to increase the capacity of non-profit organizations to carry out eligible community revitalization or economic development activities. Such activities may include providing technical assistance and specialized training to staff.
20	Planning Program planning activities, including the development of comprehensive plans (e.g., a consolidated plan), community development plans, energy strategies, capacity building, environmental studies, area neighborhood plans, and functional plans.
21A	General Program Administration Overall program administration, including (but not limited to) salaries, wages, and related costs of grantee staff or others engaged in program management, monitoring, and evaluation. Also use 21A to report the use of CDBG funds to administer Federally designated Empowerment Zones or Enterprise Communities. For CDBG funding of HOME admin costs, use 21H; for CDBG funding of HOME CHDO operating expenses, use 21I.

For a more comprehensive list of activity codes, go to:

(http://archives.hud.gov/offices/cpd/systems/idis/library/refmanual/ref_man_b)

End of Packet.