



DEPARTMENT OF PARKS AND RECREATION

16161 FLIGHT PATH DRIVE ♦ BROOKSVILLE, FLORIDA 34604 ♦ W www.HernandoCounty.us
PARKS P 352.754.4027 ♦ F 352.754.4427 ♦ RECREATION P 352.754.4031 ♦ F 352.754.4415

August 11, 2023

Mr. Ron Snowberger
City Manager
201 Howell Road
Brooksville, FL 34601

Mr. Snowberger:

The purpose of this letter is to invite the City of Brooksville to participate in the Hernando County Community Development Block Grant (CDBG) program for program year 2024-2026.

The U. S. Department of Housing and Urban Development (HUD) requires the County to create a Cooperation Agreement with participating communities every three years. Your participation is essential to the County and other towns in Hernando County that combine demographics each year to achieve the highest level of federal funding for local projects. Participation in the urban county requires a three-year commitment and your community must remain in the program for the three-year duration. Besides the annual CDBG allocation participating community will also benefit from the County's federal funded Home Investment Partnerships and Emergency Solutions Grant (ESG) program, if Hernando County receives HOME and ESG funding, respectively. Home funds are combined with CDBG funds each year to improve local housing stock through our Home Improvement Program. ESG funds are used to meet the needs of the homeless, through emergency shelter, rapid re-housing, and homeless prevention assistance. However, if your community choose to remain with the urban county, it is ineligible to apply for grants under the State CDBG program while a part of the urban county.

We request that you notify us of your intent to participate in the program no later than August 23, 2023. If you are interested in participating in the Hernando County urban county program, the City of Brooksville must submit the following document to County by August 30, 2023: Resolution (see attached) specifically designed to meet HUD requirements. Please ensure that the original resolution is signed, dated and certified by the City Clerk. Please send us the original resolution and keep a copy for your records.

If you decide not to participate in the urban county program and therefore be ineligible to receive Federal HUD CDBG funding benefits, a letter signed by you as the City Manager is required. The letter should state that the community intend to opt out of the Hernando County Community urban county program. Due to federal requirements, you must submit this letter to the and County and to HUD. Please mail HUDS's copy of the letter to:

Deidra Hembree
Senior Community Planning and Development Representative
U.S. Department of Housing and Urban Development
Jacksonville Field Office
400 West Bay Street, Suite 1015
Jacksonville, Florida 32202

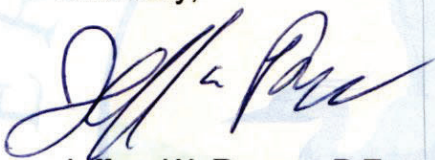
In addition, you must submit a letter to the Entitlement Communities Division in HUD Headquarter at the following address.

U.S. Department of Housing and Urban Development Entitlement Communities
Division
Community Planning and Development
Washington, DC 20410-7000

Both letters should be transmitted no later than August 30, 2023. The county's copy of the letter should be mailed to the Hernando County Health and Human Service Manager, Veda Ramirez.

If you would like to meet with the County to discuss how this initiative will further benefit your community prior to deciding, we are more than happy to facilitate such a meeting. Please call Veda Ramirez at 352-540-4338 or Jessica Wright, 352-540-6249 to schedule a meeting or if have any questions. Attached please find a short summary about the CDBG entitlement Program that includes an example of eligible activities. We look forward to a productive partnership.

Sincerely,



Jeffrey W. Rogers, P.E.
County Administrator
Hernando County

Attachments: Summary CDBG Entitlement Program Eligibility Requirements
Sample Resolution

cc: Veda Ramirez, Hernando County, VRamirez@HernandoCounty.us
Ron Snowberger, City of Brooksville, RSnowberger@cityofbrooksville.us
Blake Bell, City of Brooksville, BBell@cityofbrooksville.us

CDBG Entitlement Program Eligibility Requirements

The Community Development Block Grant (CDBG) Entitlement Program provides annual grants on a formula basis to entitled cities and counties to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons. The program is authorized under Title 1 of the Housing and Community Development Act of 1974, Public Law 93-383, as amended; 42 U.S.C. 5301 et seq (<https://www.govinfo.gov/content/pkg/USCODE-2010-title42/html/USCODE-2010-title42-chap69.htm>).

HUD awards grants to entitlement community grantees to carry out a wide range of community development activities directed toward revitalizing neighborhoods, economic development, and providing improved community facilities and services.

Entitlement communities develop their own programs and funding priorities. However, grantees must give maximum feasible priority to activities which benefit low- and moderate-income persons. A grantee may also carry out activities which aid in the prevention or elimination of slums or blight. Additionally, grantees may fund activities when the grantee certifies that the activities meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community where other financial resources are not available to meet such needs. CDBG funds may not be used for activities which do not meet one of these national objectives.

Eligible Grantees

Eligible grantees are as follows:

- Principal cities of Metropolitan Statistical Areas (MSAs)
- Other metropolitan cities with populations of at least 50,000
- Qualified urban counties with populations of at least 200,000 (excluding the population of entitled cities)

Eligibility for participation as an entitlement community is based on population data provided by the U.S. Census Bureau and metropolitan area delineations published by the Office of Management and Budget. HUD determines the amount of each entitlement grantee's annual funding allocation by a statutory dual formula which uses several objective measures of community needs, including the extent of poverty, population, housing overcrowding, age of housing and population growth lag in relationship to other metropolitan areas.

Eligible Activities

CDBG funds may be used for activities which include, but are not limited to:

- Acquisition of real property

- Relocation and demolition
- Rehabilitation of residential and non-residential structures
- Construction of public facilities and improvements, such as water and sewer facilities, streets, neighborhood centers, and the conversion of school buildings for eligible purposes
- Public services, within certain limits
- Activities relating to energy conservation and renewable energy resources
- Provision of assistance to profit-motivated businesses to carry out economic development and job creation/retention activities

Each activity must meet one of the following national objectives for the program: benefit low- and moderate-income persons, prevention or elimination of slums or blight, or address community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community for which other funding is not available.

Generally, the following types of activities are ineligible:

- Acquisition, construction, or reconstruction of buildings for the general conduct of government
- Political activities
- Certain income payments
- Construction of new housing (with some exceptions)

Eligible Beneficiaries

Over a 1, 2, or 3-year period, as selected by the grantee, not less than 70 percent of CDBG funds must be used for activities that benefit low- and moderate-income persons.

HUD does not provide CDBG assistance directly to individuals, businesses, nonprofit or organizations or other non-governmental entities. If you are interested in participating in this program, you need to contact your local municipal or county officials to find out how the program operates in your area. Participation requirements may differ from one grantee to another.

Find out who administers the CDBG Program in your area. (/grantees/)

If your local government officials cannot answer your questions, or if you are a local official, contact the **HUD field office** (https://www.hud.gov/program_offices/field_policy_mgt/localoffices) that serves your area. Note that the local government administers the program and determines which local projects receive funding.

Citizen Participation

A grantee must develop and follow a detailed plan which provides for, and encourages, citizen participation and which emphasizes participation by persons of low- or moderate-income, particularly residents of predominantly low- and moderate-income neighborhoods, slum or blighted areas, and areas in which the grantee proposes to use CDBG funds. The plan must:

- Provide citizens with reasonable and timely access to local meetings, information, and records related to the

grantee's proposed and actual use of funds

- Provide for public hearings to obtain citizen views and to respond to proposals and questions at all stages of the community development program, including at least the development of needs, the review of proposed activities, and review of program performance
- Provide for timely written answers to written complaints and grievances
- Identify how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate

In May 2012, HUD introduced the **eCon Planning Suite (/consolidated-plan/econ-planning-suite/)**, including the Consolidated Plan template in IDIS OnLine and the CPD Maps website. By creating a more cohesive planning and grants management framework and providing better data and a tool for analysis, the eCon Planning Suite supports grantees and the public to assess their needs and make strategic investment decisions. HUD grantees are now required to submit their Consolidated Plan and year one Annual Action Plan using the Consolidated Plan template in IDIS OnLine. If grantees have an approved multi-year Consolidated Plan, they are not required to use IDIS to submit their Annual Action Plan until the next multi-year strategy is due.

Related Resources

CDBG Laws and Regulations (/community-development/cdbg-laws-and-regulations)

CPD Notices (/manage-a-program/cpd-notices)

CDBG Entitlement Guides, Tools, and Webinars (/cdbg-entitlement/guides)

CDBG Reports, Program Data, and Income Limits (/community-development/cdbg-reports-program-data-and-income-limits)

IDIS: Integrated Disbursement and Information System (/idis)

FSRS: FFATA Subaward Reporting System (<https://www.fsrs.gov/>)

SAM: System for Award Management (<https://www.sam.gov>)

Sample Resolution

Approving Participation in Clay County's Urban County Community Development Block Grant (CDBG) Programs for 2024, 2025, and 2026

WHEREAS the City of Brookville resolves to participate in Hernando County's Urban County Community Development Block Grant (CDBG) programs for the years 2024, 2025, and 2026.

FURTHERMORE, we resolve to remain in Hernando County's Urban Community Development Programs, which shall be automatically renewed in successive three-year qualification periods of time, or until such time that it is in the best interest of the local Community to terminate the Cooperative Agreement.

NOW THEREFORE BE IT RESOLVED, the City of Brookville hereby resolve to remain in Hernando County's Urban Community Development programs for 2024, 2025, and 2026. Participation shall be automatically renewed in successive three-year qualification period of time, or until such that it is in the best interest of the local Community to terminate to the Cooperative Agreement.

Certification I, Jennifer Battista, the duly appointed Clerk of the City of Brookville, Hernando County, Florida, hereby certify that the above is a true and complete copy of a resolution adopted by City Council at a regular meeting held on _____ at which time a quorum was present.

Jennifer Battista, City Clerk