



CITY GRANTS

Nonprofit agencies that serve a public purpose may apply for funding from one of these categories:

Grant Type #1: City of Concord Grant:

1. One-time project grant

- Grant funds projects such as capital campaigns or any other type of special project.

2. Start-up grant for new programs or nonprofit agencies

- A grant for new agencies or for new programs within established nonprofit agencies.
- Programs or Agencies are only eligible during the first two years of existence.
- If a second consecutive year of funding is approved, this amount shall be no more than 50% of the initial year's funding.

3. Sustaining grant

- This grant funds core operational expenses such as overhead costs including rent, utilities, director's salaries, phone, etc.
- Agencies must be providing an essential service that the City would have to provide at a potentially greater expense if the nonprofit agency were not available to do so.

Grant Type #2: Affordable Housing Grant:

- Grant reimburses nonprofit agencies building safe, decent and affordable housing in Concord city limits for their cost of applicable City Water and Wastewater Connection Charges and City Zoning Clearance Permit Fees.
- Applicable charges and fees can be determined using the City of Concord's Fees and Charges Schedule located at: <http://concordnc.gov/Departments/Finance/Adopted-Fees-Schedule> or by calling the City's Planning & Neighborhood Development Department (704.920.5152).
- For Additional Specifics regarding Affordable Housing Grants, please see the Appendix.
- Nonprofit applicants must meet the following to be considered for funding:
 - Maintain a current 501(c)(3), nonprofit status.
 - Maintain a Board of Directors and bylaws and present this information to the City with annual grant request.
 - Be in good financial standing and present to the City an annual, audited financial statement with annual grant request.
 - Must have planned and constructed quality, affordable housing for at least three (3) years,
 - Be an active member of the Cabarrus Housing Partnership, and offer education programs to homebuyers

AFFORDABLE HOUSING CONSTRUCTION GRANT POLICY

If funds are available during the annual budget process, the City of Concord shall allocate resources to provide grants based on a formula using the cost of applicable City Water and Wastewater Connection Charges and Zoning Clearance Permit Fees to all nonprofit agencies building safe, decent and affordable housing in Concord city limits.

To be eligible for a grant the agency must:

- Maintain a current 501(c)(3), nonprofit status.
- Maintain a Board of Directors and bylaws and present this information to the City with annual grant request.
- Be in good financial standing and present to the City an annual, audited financial statement with annual grant request.
- Have planned and constructed quality, affordable housing for at least three (3) years.
- Be an active member of the Cabarrus Housing Partnership.
- Offer education programs to homebuyers.

To submit a grant request, an agency must complete the City of Concord External Agency Funding Application (available on the City's budget website or mail by request) and submit it during the City's annual budget process to the City's Finance staff as part of funding requests from external or nonprofit agencies. The Application will be reviewed by the City's Business and Neighborhood Services, City Manager's Office, and Finance Departments and presented to City Council along with other nonprofit funding requests at City Council's annual external agency presentations for funding.

Funding for the nonprofit agency affordable housing grants shall generally be allocated from Community Development Block Grant (CDBG) Funds only with no utility fund monies allocated for this purpose. ALL GRANTS WILL BE SUBJECT TO AVAILABLE FUNDS AS PART OF THE ANNUAL BUDGET PROCESS. A portion of or no grant requests may be funded if funds are limited or not available to support the grant requests.

Nonprofit agencies wishing to request an affordable housing grant, should base the grant amount on formula using the applicable fees described herein multiplied by the number of houses expected to be fully constructed and occupied during the next fiscal year (July 1-June 30). The agency shall list addresses or locations of houses to be constructed and construction schedule for each. The agency will be notified at the beginning of each fiscal year of the grant amount approved in the City budget.

The agency is still required to pay all applicable City Water and Wastewater Connection Charges and Zoning Clearance Permit Fees before construction begins, even if grant has been approved in the budget process. After a house is constructed and a Certificate of Occupancy is received from Cabarrus County, the agency shall submit a request in writing for a grant to the City's Director of Business and Neighborhood Services who will review the application and submit it to the City's Finance Director to pay the agency using a formula based on the amount previously paid the City for Water and Wastewater Connection Charges and Zoning Clearance Permit Fees. The agency must attach the County's Certificate of Occupancy to the written request for the grant. The agency shall submit only one written request per house to for a payment based on the formula using the applicable fees as the basis per this policy after Certificate of Occupancy is received.

All approved grants expire at the end of the fiscal year (June 30). Houses that have been approved by the City and are eligible for grants but are not completed during the fiscal year should be included in the grant application for the following year or the agency may substitute houses for grants if approved by the City of Concord City Manager. Agencies are required to notify the City of Concord Finance Director in writing of any changes requested with the grant.



CDBG REIMBURSEMENT FUND REQUIREMENTS

CDBG Funding Type: Community Development Block Grant (CDBG)

Subrecipient must meet 3 Federal guidelines to be considered for funding:

- I. Seventy percent (70%) of program funds must be dedicated to assisting low and moderate-income citizens.
- II. The agency must retain a 501(c)(3) IRS status.
- III. The agency must demonstrate a need for assistance.

Compliance by Applicant with Federal Requirements (monitoring required)

Applicants, in accepting and using Community Development Block Grant Funds, hereby assures and certifies that it will conduct and administer the activities and funds under this Agreement in compliance with the following Federal statutes, regulations, and circulars:

1. Title VI of the Civil Rights Act of 1964 (Pub. L. 88-352) and implementing regulations issued a 24 CFR Part I;
2. Section 109 of the Housing and Community Development Act of 1974, as amended; and the regulations issued pursuant thereto;
3. Section 3 of the Housing and Urban Development Act of 1968, as amended;
4. Section 504 of the Rehabilitation Act of 1973 (Pub. L. 93-112), as amended; and implementing regulations when published for effect;
5. The Age Discrimination Act of 1975 (Pub. L. 94-135), as amended, and implementing regulation when published for effect;
6. The labor standards requirements as set forth in 24 CFR Part 570, Subpart K and HUD regulations issued to implement such requirements;
7. The regulations, policies, guidelines and requirements of OMB Circular Nos. A-122 and A-110 as they relate to the acceptance and use of Federal funds under this federally assisted program; and
8. The prohibition against employing, awarding contracts to, or engaging the services of any contractor or subcontractor debarred, suspended, or ineligible for Federal funds under 24 CFR Part 24.

Re-imbusement fund - categories of eligible activity

Public Services include, but not limited to:

- **Child Care**
- **Health Care**
- **Job Training (including training a qualified pool of candidates for unspecified jobs but see Special Economic Development Activities and Special Activities by CBDO's categories)**
- **Recreation Programs**
- **Education Programs**
- **Public Safety Services**
- **Fair Housing activities (but see Program Administration category)**
- **Services for senior citizens**
- **Services for homeless persons**
- **Drug abuse counseling and treatment**
- **Energy conservation counseling and testing**
- **Homebuyer downpayment assistance**
- **Welfare (but excluding provisions of income payments described at §570.207(b)(4))**

Paying the cost of operating and maintaining that portion of a facility in which the service is located is also considered to fall under the basic eligibility category of Public Services, even if such costs are the only contributions made by CDBG for those services.