

# VERMONT COMMUNITY DEVELOPMENT PROGRAM

The Vermont Community Development Program (VCDP) is a division in the Department of Housing and Community Development (DHCD) within the Agency of Commerce and Community Development (ACCD). The program assists communities on a competitive basis and operates the Community Development Block Grant (CDBG) Program of the U.S. Department of Housing and Urban Development ("HUD").

## Eligibility

Any Vermont town, city (except Burlington), or incorporated village chartered to function as a general-purpose unit of local government, or a consortium of such entities, is eligible for funding. However, the majority of projects are a coordinated effort between the municipalities, community groups and local or state non-profit organizations. (See 10 V.S.A. Chapter 29). Each project must also meet one of the three National Objects established under the Federal Act.

## National & State Objectives

The National Objectives are Low-and-Moderate Income, Slums and Blight, and Urgent Need. VCDP is a program that primarily serves income eligible beneficiaries, and this benefit requirement is one of the most important program mandates to understand and meet as you consider pursuing VCDP funds for a project. The benefit requirement varies from project to project, so this is an important issue to fully understand by consulting with VCDP staff.

## Grant Types

VCDP provides federal CDBG funding for eligible activities through the following application types:

### Accessibility Modification Grants (AM):

(Grant Range: \$5,000 - \$100,000 with a required 10% cash or cash-in-kind match)

Provides funding, on a first-come first-serve basis for projects that bring existing municipally owned buildings that serve a municipal function and non-school-community libraries into compliance with the Americans with Disabilities Act (ADA). Projects must be bid ready all decisions must be made that would impact the bid documents.

Construction of a new standalone buildings is not eligible for the AM program.

**Example:** Bring municipally owned buildings and libraries into compliance with state and federal accessibility requirements.

### Implementation Grant (IG):

(Grant Range: \$50,000 - \$1,000,000\* with a required 10% cash or cash-in-kind match)

Provides funding for economic development, housing, public facilities, and public services, in support of economic development or housing that will result in direct benefit to persons of low-and moderate-income, will eliminate slum or blight, or will address a community's urgent need. If an applicant seeks VCDP funding to remediate and reuse a brownfield site(s), VCDP funds will only be available for sites where there is a clear commitment to the reoccupation and reuse of the subject property, and the project is not eligible or appropriate for the Brownfields Revolving Loan Fund or any other federal or state brownfield funds.

**Example:** Assist businesses to create or retain jobs, create or rehabilitate housing units, build infrastructure, create or assist childcare and senior centers, etc.

### Planning Grant (PG):

(Grant Range: \$3,000 - \$60,000 with a 10% cash or cash-in-kind match)

Provides funding for community development planning activities and/or pre-development activities in preparation for implementing a project in one or more of the program areas (housing, economic development, public facilities, or public services). Planning grant funds allow communities access to the technical expertise and professional resources needed to test ideas, propose strategies, develop plans, establish policies and procedures, and conduct organizational activities.

**Example:** Conduct feasibility studies and marketing plans, produce architectural and engineering plans (etc.) for IG projects.

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## Funding Decision Process

### The Agency Secretary makes all final funding decisions.

A VCDP Pre-application is required to be submitted prior to a full application being completed and submitted for a funding decision. Grant applications are submitted approximately two months prior to the targeted CD Board meeting and are reviewed by VCDP staff and VCDP Board. The CD Specialist assigned to your region will also produce an analysis of your grant application for review by the Board. The VCDP Board is a nine-member citizen Board established by the State Act and appointed by the Governor.

### Implementation (IG) and Scattered Site (SS) Grants

- Applicants have an opportunity to respond to the staff analysis before the Board performs its final review.
- Applicants have an opportunity to present their proposal to the Board at its meeting.

### Planning Grants (PG)

- Applicants for Planning Grants will not present their proposals to the Board.
- Planning Grants are presented to the Board through a consent agenda, based on VCDP staff recommendations.
- The Board will make funding recommendations to the Secretary of the Agency of Commerce and Community Development based on an evaluation of the project with respect to need, impact and feasibility.

### Accessibility Modification Grants (AM)

- Applications are reviewed by VCDP staff and brought directly to the Agency Secretary for funding decisions.
- The decision is based on an eligibility review and the balance of funds available. AM grant applications do not go before the VCDP Board and do not compete against other grant types.

## Grant Agreement Process

