
2023

Hamilton County

CDBG

Community and Economic

Development Assistance

Program

September 28, 2023



HAMILTON COUNTY
Planning +
Development

What is the CEDAP Program?

In 2017, Hamilton County established the Community and Economic Development Assistance Program (CEDAP) using Community Development Block Grant (CDBG) funds from the US Department of Housing and Urban Development (HUD). CEDAP funds strategic large-scale projects that will make a significant impact in our communities. Participating local governments are encouraged to implement community and economic development plans that will have a catalytic impact by revitalizing community assets, spurring other development projects, removing blighted properties or conditions, and promoting economic development.

What are the Funding Requirements?

The 2023 program will have up to \$836K in CDBG funds which are restricted to projects that:

- Benefit residents and businesses in a low to moderate income area
- Create or retain jobs for low to moderate income employees
- Remove slum/blighted buildings
- Minimum award: \$25,000
- Maximum award: \$300,000
- Follow all CDBG regulations including federal prevailing wage regulations

Who Can Apply?

Only Hamilton County communities outside the City of Cincinnati that participate in the County's CDBG program can apply for these funds. The City receives separate CDBG funding from HUD. A list of participating communities can be found here:

https://hamiltoncountyohio.gov/government/departments/community_development/for_local_governments

What Can Be Funded?

Program funds, which will be awarded as loans and grants, can be used for projects that enhance the community and economic development for an area, including but not limited to:

- Site preparation including environmental studies, remediation, demolition, land clearance, etc.
- Property acquisition and assembly
- Business district improvements such as streetscape improvements, façade renovations, gateway signs, traffic calming, etc.
- Public infrastructure that promotes economic development, including providing matching funds to State of Ohio Transportation Improvement District (TID) and State Capital Improvement Program (SCIP) grants, such as upgraded traffic signals, widening or narrowing of lanes, expanding utilities, etc.
- Building renovations and expansions
- Gap financing for a business expansion

Please see national objectives: [Meeting a National Objective via HUD Exchange](#). Or refer to Chapter 3: National Objectives (attached) .

What Cannot Be Funded?

CDBG program funds cannot be used for private infrastructure; acquisition or improvements to government owned buildings or land; cultural or sports centers; and airports or hospitals.

Previously Funded Projects:

A list of some previously funded projects can be found here:

https://hamiltoncountyohio.gov/government/departments/community_development/cedap_rfp

How Will Projects Be Evaluated?

The following criteria will be used to evaluate applications:

Element	Explanation	Max Pts.
Project Readiness	1 point for each of the following up to 10 points: site control; no pending litigation or liens filed against property; no rezoning or special use permit required; utilities are adequate at site; right-of-way vacated; architectural plans completed; site plan completed; engineering reports detailing property condition completed; environmental study completed; appraisal completed	10
CDBG Loan versus Grant	Loans of CDBG funds are preferred over grants, requesting a higher percentage of funds as a grant will receive fewer points 0% Loan, 0 points 25% Loan, 5 points 50% Loan, 7 points 75% Loan, 10 points	10
Match or Leverage of non-CDBG funds	If no match, 0 points If up to \$1 for \$1, 2 points If \$1 for \$1 to \$1.50, 5 points If \$1 for \$1.51 to \$3.00, 7 points If \$1 for \$3.01 +, 10 points	10
Implements prior community plans	How much of the plan does it implement? Provide detail on issues or facets addressed	5
Focus on placed-based investments	Number of development projects and initiatives near proposed project during the last 2 years and in the next 5 years If there are 0, 0 points If there are 1 to 2, 3 points If there are 3 to 5, 6 points	10

	If there are 6+, 10 points	
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Element	Explanation	Max Pts.
Job retention and/or creation	Number of jobs / type of jobs (FT/PT) full time equivalents (FTEs) If project does not create or retain any jobs, 0 points 1-9 FTE – 3 points 10-17 FTE – 6 points 18-24 FTE – 8 points 25+ FTE – 10 points	10
Businesses assisted	1 business – 3 points 2 to 4 business – 7 points 5 or more business – 10 points	10
Real Property Improvements	\$250,000 minimum – 4 points \$500,000 minimum – 6 points \$750,000 minimum – 8 points \$1,000,000 minimum – 10 points	10
Economic Inclusion	Project includes minority and/or women business enterprises as contractors, subcontractors or end users – 7 points Project includes minority and/or women business enterprises in professional services, or community has an inclusion plan, add 3 points	10
Discretionary points – 2-3 points each	Redevelopment of Brownfield site(s)/ remediation completed - 2 points Project supported by other State or Federal funding - 2 points Project supports sustainability efforts (e.g., LEED certified, reduces storm water runoff, etc.) - 2 points Community has not received CEDAP funds in 2 years - 2 points Return on investment with projected tax generation – 2 points Market study complete/project addresses community need – 2 points Eliminates Blight-Improves the health, safety and overall quality of life for residents – 3 points	15
Total		100

How Are Projects Selected?

A pre-application must be submitted for each project to ensure that the proposed project is CDBG eligible. After pre-applications are submitted, County Staff will review all pre-applications and solicit full applications.

After full applications are due, County staff will review all submissions and underwrite project applications and forward them to the CEDAP Advisory Committee. The Committee of seven community and economic development professionals will review and rank the applications. Then the Committee will invite top ranked project applicants to make short 15-minute presentations. Funding recommendations

will be made to the County Administrator for final approval. See program timetable below for additional details.

Program Timetable

Date(s)	Action
October 11, 2023	Program announced to CDBG participating jurisdictions
October 18, 2023	Host workshop for eligible communities - provide full application, scoring criteria, etc.
November 1, 2023	Release RFP
November 28, 2023	Pre-applications due
Week of December 4	Review pre-applications and review preliminary historic + environmental data
December 11, 2023	Notify applicants with eligible projects to complete full applications
January 9, 2024	Complete applications due
Week of January 15 and 22	County staff review and underwrite applications
January 29, 2024	Provide results to Advisory Committee
By February 2, 2024	Convene Advisory Committee to review and rank applications
By February 9, 2024	Advisory Committee invites top applicants to make presentations
By February 9, 2024	Advisory Committee meets and recommends project awards
By February 23, 2024	County Administrator announces project awards/Presentation to Board of County Commissioners
April 1, 2024	Funding is available and project contracts are drafted

What if We Have Questions?

If you have any questions about the program or possible projects, please contact Maria Collins at maria.collins@hamilton-co.org

All questions and related answers will be shared via this link: [Q&A](#).