

RICHLAND COUNTY
CORONAVIRUS AD HOC COMMITTEE

AGENDA



WEDNESDAY DECEMBER 07, 2022

2:30 PM

COUNCIL CHAMBERS

Richland County Council 2021-2022



Deirek Pugh
District 2



Bill Malinowski
District 1



Overture Walker
District 8
Chair



Gretchen Barron
District 7



Yvonne McBride
District 3



Chakisse Newton
District 11



Allison Terracio
District 5



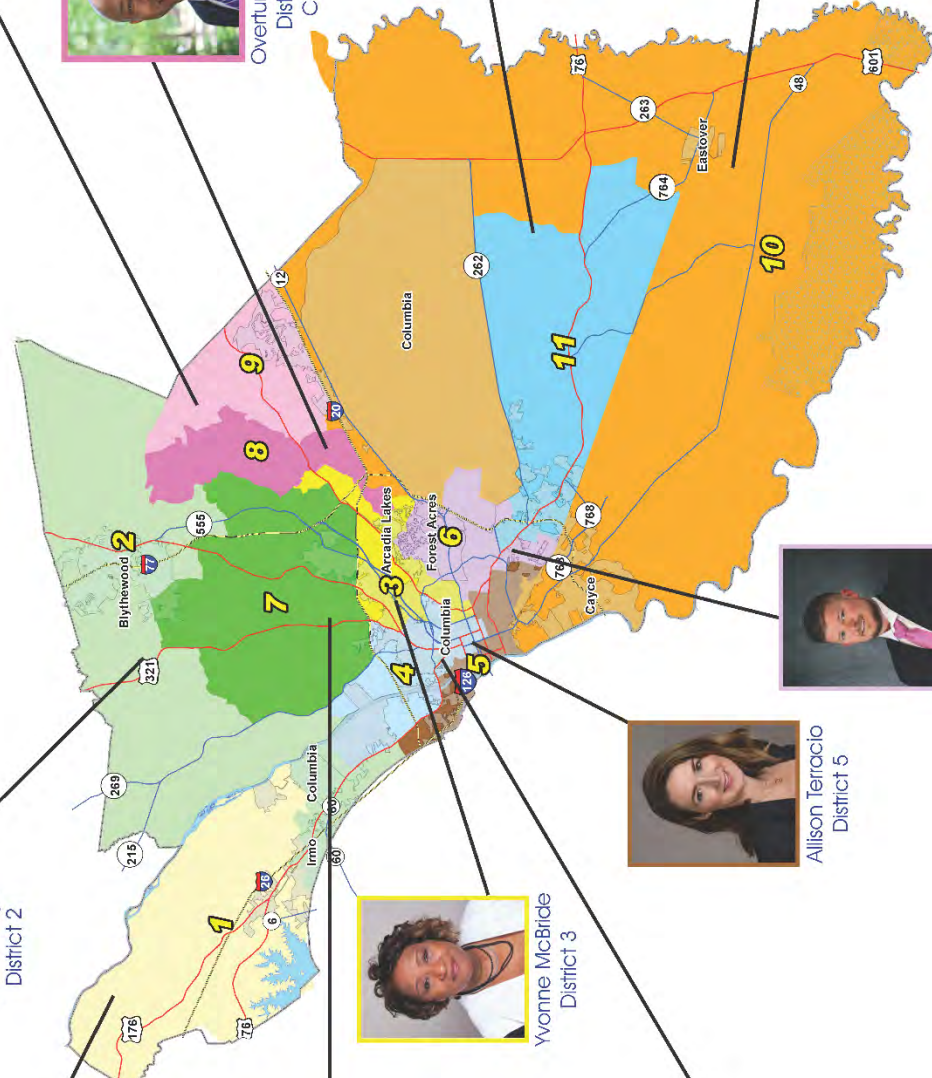
Paul Livingston
District 4



Cheryl English
District 10



Joe Walker, III
District 6





**Richland County
Coronavirus Ad Hoc Committee**

AGENDA

December 07, 2022 - 2:30 PM
2020 Hampton Street, Columbia, SC 29204

The Honorable Paul Livingston	The Honorable Gretchen Barron (Chair)	The Honorable Chakisse Newton
County Council District 4	County Council District 7	County Council District 11

1. **Call to Order** The Honorable Gretchen Barron

2. **Approval of Minutes** The Honorable Gretchen Barron
 - a. June 29, 2022 [PAGES 5-9]
 - b. July 5, 2022 [PAGE 10]

3. **Adoption of Agenda** The Honorable Gretchen Barron

4. **Items for Discussion/Action** The Honorable Gretchen Barron
 - a. Seeking Approval for two Public Service Projects funded by CDBG-CV funds [PAGES 11-17]
 - b. ARPA Funding Update

5. **Adjournment** The Honorable Gretchen Barron



Special Accommodations and Interpreter Services Citizens may be present during any of the County's meetings. If requested, the agenda and backup materials will be made available in alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), as amended and the federal rules and regulations adopted in implementation thereof. Any person who requires a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in the public meeting may request such modification, accommodation, aid or service by contacting the Clerk of Council's office either in person at 2020 Hampton Street, Columbia, SC, by telephone at (803) 576-2061, or TDD at 803-576-2045 no later than 24 hours prior to the scheduled meeting.



Richland County Council
Coronavirus AD Hoc Committee Meeting
MINUTES
June 29, 2022 – 4:30 PM
Council Chambers
2020 Hampton Street, Columbia, SC 29204

COUNCIL MEMBERS PRESENT: Gretchen Barron, Chair and Paul Livingston

OTHERS PRESENT:

1. **CALL TO ORDER** – Chairwoman Gretchen Barron called the meeting to order at approximately 4:30 PM.

2. **APPROVAL OF MINUTES**

- a. June 23, 2022 – Mr. Livingston moved to approve the minutes as distributed, seconded by Ms. Barron.

In Favor: Livingston and Barron

Not Present: Newton

The vote in favor was unanimous.

3. **ADOPTION OF AGENDA** – Mr. Leonardo Brown, County Administrator, requested to add G.A.N.G.S. and Peace Initiative under “Other Items” on the agenda.

Mr. Livingston moved to adopt the agenda as amended, seconded by Ms. Barron.

In Favor: Livingston and Barron

Not Present: Newton

The vote in favor was unanimous.

4. **ITEMS FOR DISCUSSION/ACTION**

- a. Review of Council Approve Funding Recommendations – Ms. Barron stated the committee will have to determine if they want to use a Third-Party qualifier and/or reviewer for the grants, the qualifications for approval and organization’s eligibility to apply in multiple categories.

Mr. Brown stated Council has determined how to grant access to the ARP funds through a grant application. An applications was previously presented to the committee. Since that time, it has been updated with the feedback from the committee. He thought it would be important to have equity and transparency when deciding who did and did not qualify and to have another arm that was separate from County Administration and staff. The recommendation is to have a third-party qualifier and/or reviewer to state what programs are in alignment under the Federal Treasury guidelines before they come before the committee for consideration/approval of the award.

Ms. Barron inquired if the third-party would be found with through a request for qualifications (RFQ), the timeframe and if they could use the Administrator's power to expedite the process.

Mr. Brown stated he is not sure if this qualifies as professional services, but staff will submit an RFQ and communicate why one vendor was chosen over another.

Ms. Barron stated she wants to move as quickly as possible to get the funds out to the community. She inquired if the third-party would be responsible for the review process.

Mr. Brown responded in the affirmative. He noted they would screen the applicants based on the criteria from the committee.

Mr. Livingston inquired how the role of staff would change with a third-party qualifier.

Mr. Brown responded staff would provide technical assistance for people applying. When awards are made, staff would provide funding to the approved agencies. Staff would not be determining eligibility.

Ms. Barron inquired if there was a standard operating procedure for third-parties.

Mr. Brown responded it would be dictated by the scope of service.

Ms. Barron inquired who would determine the scope of service.

Mr. Brown responded staff would make the determination.

Ms. Barron noted Ms. McBride inquired about utilizing a community panel. She inquired if that was something we could include in the process.

Ms. Jennifer Wladischkin, Procurement Director, stated the Administrator could issue a procurement for a \$100,000 threshold for an RFP. The typical process for formal solicitation is 30 days, plus an evaluation process of 2 days to 2 weeks depending on the number of submission received. The Administrator has the authority to shorten that timeframe. They would then negotiate a contract, which would need to fall under the Administrator's \$100,000 threshold. The entire process would be approximately 45-60 days.

Mr. Livingston moved to move forward with procuring a third-party vendor, seconded by Ms. Barron.

In Favor: Livingston and Barron

Not Present: Newton

The vote in favor was unanimous.

Ms. Barron stated, if they are going to utilize the Treasury guidelines, it needs to be stated in the application as there will be people who are not accustomed to grants, but may be eligible for the grants. Ms. Barron inquired if Mr. Brown had a recommendation for the committee as it relates to the criteria.

Mr. Brown responded it is best to stay with the Treasury guidelines. The criteria of who they want to award funds will determine the rest. For example, if there are two entities requesting the same amount to provide affordable housing and one program would impact 50% of the population and another entity would impact 5%, they might prefer awarding the entity that would be more impactful, even though they both are qualified. It would be best to follow the Treasury guidelines and create a criteria on how to award the most impactful applications until the funds dwindle down. You need to determine how you want to make those funds accessible and not whittle down the Treasury's broad guidance.

Mr. Livingston stated they have created broad categories and people will apply based on those categories. As long as they meet the Treasury requirements, they need to make recommendations based on what is best for the County.

Ms. Barron noted she wants to keep it as clean as possible and review those that qualify and make awards.

Ms. Livingston stated on the application it needs to be clear which category they are applying for.

Ms. Barron inquired if they should allow an organization with several programs to apply for different categories of funding.

Mr. Livingston moved to allow an organization to apply for up to three categories of funding, seconded by Ms. Barron.

Mr. Brown stated there could not be duplicate services, when it comes to grant applications.

Ms. Barron noted it was not mentioned on the applications. We need to discuss the difference between "supplementing" and "supplanting".

In Favor: Livingston and Barron

Not Present: Newton

The vote in favor was unanimous.

Mr. Brown inquired how we would like to handle the community reviewers. Would the application go into a pot and potentially be reviewed by the community reviewers? Once reviewed, would the recommendations come back to committee or Council for consideration?

Ms. Barron responded the recommendations should come back to committee.

Mr. Brown recommended the committee formalize the process for community reviewers and how those reviewers will be selected.

Mr. Livingston stated he was not keen on the idea of community reviewers. He is concerned about delaying the process.

Ms. Barron inquired if the third-party reviewers would be taking place of staff and the community reviewers would make a recommendation to the committee.

Mr. Brown responded in terms of qualifying.

Mr. Livingston stated they would have to decide the makeup of the group, the selection process and the meeting schedule.

Ms. Barron inquired if there was previously a process in place for this.

Mr. Brown responded it was before his time but it was done after the 2015 flood. Eventually, the group was unable to maintain a quorum and a lot of work could not be done.

Ms. Barron stated they should circle back to the community reviewers.

Mr. Brown stated the proposed process is:

- Staff initiates information about the application process
- Eligible participants submit to be qualified
- Third-Party qualifier reviews the applications
- Qualified applications come to committee for consideration

Mr. Brown inquired if the committee is going to establish criteria on how to review the applications. What information should staff share with the applicant(s) on the committee's respective ranking of projects?

Ms. Barron inquired if Mr. Brown is speaking of a scoring rubric.

Mr. Brown responded that is a good example.

Ms. Barron stated the current grants team and the third-party vendor could determine that information.

Mr. Livingston wanted Council to give the committee clear criteria.

Ms. Barron moved to use a criteria similar to the current discretionary grant process, seconded by Mr. Livingston.

In Favor: Livingston and Barron

Not Present: Newton

The vote in favor was unanimous.

b. Next Steps:

1. Proposed grant applications
2. Proposed application process

Mr. Brown will provide a briefing document to Council detailing the committee's recommendations as they pertain to the grant application and the application process.

5. Other Topics

- a. G.A.N.G.S. and Peace Initiative – Mr. Brown this initiative is a culmination or work from the community in partnership with the City of Columbia and Richland County Sheriff's Department. In an effort to stop the violence, this initiative has a list of activities such as

organized tournaments like midnight basketball, camps, retreats, boxing programs, football programs and other programs. The requested amount is \$200,000.

Ms. Barron inquired if there is a recommendation from the committee to assist this community group, within the guidelines of how we plan to move forward with administering the funds.

Mr. Brown stated the application process, previously discussed, would be further out and this request is something Council expressed interest in. He did not want them to miss this opportunity. He did not recommend waiting for the application process, as it has not been established. He recommended forwarding this item to Council for a final determination.

Mr. Livingston stated he was reluctant to add this item to the agenda as it came with little information, but he understood it was urgent to address what is currently going on. He does not think the current proposal will get approved as there is no clear budget details, who will be participating (i.e. partners) and if the organization is a 501(c)3.

Ms. Barron stated Council has previously given to other organizations with less information. She noted this project has been working for over 30 days and she would like to see Richland County get involved. She supports requesting additional information before it is presented to full Council.

Mr. Livingston stated, for clarification, for the process to be successful, Council needs more information, so we do not debate the matter during the Council meeting. He noted it was his intention to forward this item to Council, but he does not want to forward it and it not go anywhere.

Mr. Livingston moved to forward this item to Council and request additional information, seconded by Ms. Barron.

In Favor: Livingston and Barron

Not Present: Newton

The vote in favor was unanimous.

6. **ADJOURNMENT** – Mr. Livingston moved to adjourn, seconded by Ms. Barron.

In Favor: Livingston and Barron

Not Present: Newton

The vote in favor was unanimous.

The meeting adjourned at approximately 5:30 PM.



Richland County Council
Coronavirus AD Hoc Committee Meeting
MINUTES
July 5, 2022 – 1:30 PM
Council Chambers
2020 Hampton Street, Columbia, SC 29204

COUNCIL MEMBERS PRESENT: Gretchen Barron, Chair; Paul Livingston and Chakisse Newton

1. **CALL TO ORDER** – Chairwoman Gretchen Barron called the meeting to order at approximately 1:30PM.
2. **ADOPTION OF AGENDA** – Mr. Livingston moved to adopt the agenda as distributed, seconded by Ms. Barron.

In Favor: Livingston, Barron, and Newton

The vote in favor was unanimous.

3. **ITEMS FOR DISCUSSION AND ACTION**

- a. **Proposed grant application and application process** – Mr. Brown stated they updated the agenda packet with input from previous meetings. He requested approval of the grant application and the application process, as discussed.

Mr. Livingston requested the required documentation for the application state more succinctly what each category would require.

Mr. Livingston moved to approve the grant application and application process, seconded by Mr. Barron.

In Favor: Livingston, Barron and Newton

The vote in favor was unanimous.

4. **Other Topics** – There were no other topics.
5. **ADJOURNMENT** – Mr. Livingston moved to adjourn, seconded by Ms. Barron.

In Favor: Livingston, Barron and Newton

The vote in favor was unanimous.

The meeting adjourned at approximately 1:42 PM.



Agenda Briefing

Prepared by:	Callison Richardson	Title:	Division Manager
Department:	Community Planning & Development	Division:	Grants and Community Development
Date Prepared:	November 30, 2022	Meeting Date:	December 7, 2022
Legal Review	Elizabeth McLean via email	Date:	December 2, 2022
Budget Review	Abhijit Deshpande via email	Date:	December 2, 2022
Finance Review	<i>Pending review</i>	Date:	Click or tap to enter a date.
Approved for consideration:	Assistant County Administrator	Aric A Jensen, AICP	
Meeting/Committee	Coronavirus Ad Hoc		
Subject	Seeking Approval for two Public Service Projects funded by CDBG-CV funds.		

RECOMMENDED/REQUESTED ACTION:

Staff requests approval to move forward with funding two Public Service projects totaling \$150,000 to be funded using Community Development Block Grant Covid-19 (CDBG-CV) Federal funds.

Request for Council Reconsideration: Yes

FIDUCIARY:

Are funds allocated in the department’s current fiscal year budget?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
If not, is a budget amendment necessary?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No

ADDITIONAL FISCAL/BUDGETARY MATTERS TO CONSIDER:

The funding for these proposed COVID-19 Public Service projects is in the Community Planning & Development Budget for CDBG-CV funds (GL/JL 1202992010.52800 4891900.527600).

The Community Development Block Grant (CDBG) program, administered by the U.S. Department of Housing and Urban Development, is an annual grant program provided on a formula basis to Richland County to develop viable urban communities and expand economic opportunity for low-to-moderate-income persons. Through the CDBG-CV program, HUD provides grants to states, insular areas, and local governments to prevent, prepare and respond to the spread of COVID-19. Eligible uses are listed in the attached Quick Guide to CDBG Eligible Activities to Support Coronavirus & Other Infectious Disease Response document.

Funds to cover the cost of these projects are available for disbursement from the approved budget for CDBG-CV funds. As part of the initial \$2,197,908 budget total for CDBG-CV, \$980,000 was allocated for the purposes of CDBG-CV Public Service activities in the way of supporting the COVID-19 relief efforts of local nonprofits. Council approved the CDBG-CV action plan as a consent agenda item (15f) on July 13, 2021. There is a remaining balance of \$500,000 allocated for Public Service activities that must be disbursed by August 30, 2023. Per HUD Guidelines, these would be reimbursable grants.

Applicable department/grant key and object codes: GL/JL Key: 1202992010 / 4891900
Object Code: 527600

OFFICE OF PROCUREMENT & CONTRACTING FEEDBACK:

Not applicable.

COUNTY ATTORNEY’S OFFICE FEEDBACK/POSSIBLE AREA(S) OF LEGAL EXPOSURE:

There are no Legal comments.

REGULATORY COMPLIANCE:

HUD requires local government grantees to draw down 80% of their awarded funding two years from the program start date which is August 30, 2023.

Eligible uses of CDBG-CV funds are listed in the attached Quick Guide to CDBG Eligible Activities to Support Coronavirus & Other Infectious Disease Response document.

To ensure compliance with HUD's Duplication of Benefits regulations, preventing duplication with Stafford Act and other CARES Act programs, CDBG and CDBG-CV funds can only awarded to sub-recipients located in and/or predominantly serving individuals in unincorporated Richland County. Richland County may not use CDBG-CV funds for costs already fully covered by other programs.

Federal law requires CDBG primarily benefit low-to-moderate-income persons (80% of area median income or below).

CDBG-CV funds may only be used for those Public Service activities that are new or that represent a quantifiable increase above the level of an existing service before March 1, 2020.

MOTION OF ORIGIN:

There is no associated Council motion of origin.

Council Member	
Meeting	
Date	

STRATEGIC & GENERATIVE DISCUSSION:

Request

The Richland County Community Development Office is requesting approval to disburse \$150,000 for two CDBG-CV Public Service Grants for the reimbursement of activities that Prevent, Prepare for, or Respond to Coronavirus. During the period of October 10 - November 10, 2022, Richland County Community Development Office solicited proposals from local non-profit organizations to reimburse Coronavirus related Public Services expenses in Unincorporated Richland County through the Community Development Block Grant CARES Act (CDBG-CV) funding. These projects are the recommended funding opportunities from that application, evaluation, and selection process.

Proposed Funding Opportunities:

1. Palmetto Place | \$70,000 to Palmetto Place Emergency Children's Shelter for PPE and Counseling Services to serve 100 homeless individuals in Richland County.
2. MIRCI (Mental Illness Recovery Center) | \$80,000 for direct client assistance and one Licensed Mental Health Professional solely dedicated to the Unincorporated Richland County area to support Coronavirus recovery programs targeting to serve 200 homeless individuals.

MIRCI's key steps include creating one Licensed Mental Health job position for two years to deliver counseling services to the vulnerable homeless population. MIRCI is requesting \$56,000 dollars for the first year of employment and \$60,000 for the second year of employment equaling \$116,000 per year. MIRCI will maintain the positions for two years as the organization continues to develop and grow. The total amount MIRCI is requesting is \$150,000. The proposed project will mitigate barriers related to COVID-19 by increasing access to behavioral healthcare, case management, and supportive services for unstably housed individuals within the unincorporated areas of Richland County. The project will address risk of exposure to COVID-19, negative effects of COVID-19 on mental health, and lack of access to resources that develop resilience to COVID-19. MIRCI is requesting \$34,000 in reimbursements over a two-year timespan for personal protective equipment, non-perishable food items, personal hygiene kits and emergency clothing. Personal protective equipment include masks, gloves, sanitizer, and non-contact thermometers. Non-perishable food items include canned goods and snacks. Emergency clothing include underwear, hat, scarves, gloves, and socks. Reimbursements for personal protective equipment, and non-perishable food items. MIRCI's project includes services for 50 homeless individuals and individuals who live in the unincorporated areas of Richland County who are low to moderate income. MIRCI will continually provide services through the contract date to the completion of the contract date ending on September 9, 2024.

Palmetto Place Children's Home delivers services to run away and homeless youth through age 17 and transitional housing services to youth ages 17-20. The program provides wrap around services with an end goal of self-sustainability. Palmetto Place Children's Home is requesting a total of amount of funding of \$80,000. Palmetto children's Home will create a new counseling position for \$40,000 for one year. Palmetto Place Children's Home is requesting \$25,000 for personal protective equipment and an additional \$10,000 for cleaning supplies, and sanitizing products to help stop the spread of COVID-19 in the facility. Lastly, Palmetto Place Children's home is requesting an additional \$5,000 for simple in house adaptations to the living space including partitions and face shields to prevent the spread of Coronavirus within the facility. If Palmetto Place is granted this award deliverables will be complete by September 30, 2023.

Promising Strategies:

The request proposal from (MIRCI) Mental Illness Recovery Center and Palmetto Place Emergency Children's Shelter proposals follow best practices identified by Richland County Community Development and (HUD) Department of Housing and Urban Development. Both projects prioritize the greatest needs of vulnerable populations by creating interventions and providing counseling to address increased anxiety, homelessness, and other effects that occurred due to Coronavirus.

Best practices also include the intake process, information systems, and protecting the people served while providing services. MIRCI and Palmetto Place Children's Home provided documentation to show

the organizations information system and intake process are sufficient to collect all data required to show the allocated funds will be used and maintained properly.

Both of these reimbursable grants are eligible based on the Coronavirus Aid and Relief and Economic Security Act.

Positive Impacts For Richland County:

MIRCI and Palmetto Place Children’s Home will deliver services to LMI or homeless individuals to combat the lingering effects of COVID-19. Providing funding for a new Licensed Mental Health Professional for MIRCI and expanded counseling services for Palmetto Place will mean more vulnerable individuals living in the unincorporated areas of Richland County will be serviced with critical mental health support. The reimbursements for nonperishable food items and personal protective equipment will enable both of these organizations to better serve and prevent the spread of COVID-19 among the county's homeless population. By granting the funding to the organizations, the funding will help the programs improve efficiency and effectiveness by providing these essential services.

Ramifications Of Denial Of Funding:

The denial of this grant funding minimizes the services available to the vulnerable populations while increasing risks related to Covid-19. A denial would also impede the Community Development Division's ability to uphold the County's CDBG-CV HUD Agreement to expend 80% of COVID related funding directly to the residents of Richland County by 8/30/2023.

Alternatives:

We considered the following alternatives:

Option 1 (recommended) - Approve the proposed funding requests as presented. This option allows the County to provide critical pandemic-related resources to vulnerable populations while meeting CDBG-CV, HUD, OMB 2 CFR 200 federal criteria.

Option 2 - Do not approve the proposed funding requests. This would require Community Development to find other projects to fund with the remaining \$500,000 CDBG-CV funds. The Division has plans for one final NOFA request to take place in 2023 and can seek new funding opportunities then. The Division must meet a deadline of August 30, 2023 to expend 80% of these CDBG-CV funds, of which \$500,000 remains for Public Service projects.

Previous Council Action:

County Council and the Coronavirus Ad Hoc Committee have taken action on CDBG-CV funds in the following ways:

- Coronavirus Ad Hoc Committee - 4/16/2020 meeting minutes
- Coronavirus Ad Hoc Committee - 7/28/2020 meeting minutes
- Coronavirus Ad Hoc Committee - 7/13/2021 special called meeting minutes
- Council approved the CDBG-CV action plan as a consent agenda item (15f) on July 13, 2021.

No amendment is needed to previous plans, ordinances, or budgets to fulfill these requests.

ASSOCIATED STRATEGIC GOAL, OBJECTIVE, AND INITIATIVE:

The County's CDBG Public Service projects and these proposed Coronavirus relief projects align with the County Strategic Goals and Objectives in the following way:

Goal: Commit to Fiscal Responsibility

Objective 3.3: Balance budget with projects that do not affect minimum thresholds

Awarding these CDBG-CV funds helps the County move closer to the goal of expending the remaining CV funds by the HUD Timeliness deadline of 8/20/23.

Goal: Plan for Growth through Inclusive and Equitable Infrastructure

Objective 4.4: Provide equitable living and housing options

Both projects provide direct counseling and wrap-around services to vulnerable adult and youth populations. Palmetto Place will provide transitional housing services for ages 17-20, working to provide stability for these young people and increasing the chances they will become independent and contributing members of our community. MIRCI will help connect homeless adults to the infrastructure needed to move into housing and self-sufficiency.

Goal: Achieve Positive Public Engagement

Objective 5.4: Develop a community engagement plan

All CDBG programs and projects are guided by and flow out of the 5 Year Community Action Plan created with input from citizens across the County. Expending these funds provides real opportunities to show engagement and support of our citizens.

ADDITIONAL COMMENTS FOR CONSIDERATION:

ATTACHMENTS:

1. Quick Guide to CDBG Eligible Activities to Support Coronavirus and Other Infectious Disease Response

Quick Guide to CDBG Eligible Activities to Support Coronavirus and Other Infectious Disease Response

REVISED April 6, 2020

Grantees should coordinate with local health authorities before undertaking any activity to support state or local pandemic response. Grantees may use Community Development Block Grant (CDBG) funds for a range of eligible activities that prevent and respond to the spread of infectious diseases such as the coronavirus.

Examples of Eligible Activities to Support Coronavirus and Other Infectious Disease Response

<i>For more information, refer to applicable sections of the Housing and Community Development Act of 1974 (for State CDBG Grantees) and CDBG regulations (for Entitlement CDBG grantees).</i>	
Buildings and Improvements, Including Public Facilities	
Acquisition, construction, reconstruction, or installation of public works, facilities, and site or other improvements. <i>See section 105(a)(2) (42 U.S.C. 5305(a)(2)); 24 CFR 570.201(c).</i>	Construct a facility for testing, diagnosis, or treatment.
	Rehabilitate a community facility to establish an infectious disease treatment clinic.
	Acquire and rehabilitate, or construct, a group living facility that may be used to centralize patients undergoing treatment.
Rehabilitation of buildings and improvements (including interim assistance). <i>See section 105(a)(4) (42 U.S.C. 5305(a)(4)); 24 CFR 570.201(f); 570.202(b).</i>	Rehabilitate a commercial building or closed school building to establish an infectious disease treatment clinic, e.g., by replacing the HVAC system.
	Acquire, and quickly rehabilitate (if necessary) a motel or hotel building to expand capacity of hospitals to accommodate isolation of patients during recovery.
	Make interim improvements to private properties to enable an individual patient to remain quarantined on a temporary basis.
Assistance to Businesses, including Special Economic Development Assistance	
Provision of assistance to private, for-profit entities, when appropriate to carry out an economic development project. <i>See section 105(a)(17) (42 U.S.C. 5305(a)(17)); 24 CFR 570.203(b).</i>	Provide grants or loans to support new businesses or business expansion to create jobs and manufacture medical supplies necessary to respond to infectious disease.
	Avoid job loss caused by business closures related to social distancing by providing short-term working capital assistance to small businesses to enable retention of jobs held by low- and moderate-income persons.
Provision of assistance to microenterprises. <i>See section 105(a)(22) (42 U.S.C. 5305(a)(22)); 24 CFR 570.201(o).</i>	Provide technical assistance, grants, loans, and other financial assistance to establish, stabilize, and expand microenterprises that provide medical, food delivery, cleaning, and other services to support home health and quarantine.

Provision of New or Quantifiably Increased Public Services	
<p>Following enactment of the CARES Act¹, the public services cap² has no effect on CDBG-CV grants and no effect on FY 2019 and 2020 CDBG grant funds used for coronavirus efforts.</p> <p><i>See section 105(a)(8) (42 U.S.C. 5305(a)(8)); 24 CFR 570.201(e).</i></p>	Carry out job training to expand the pool of health care workers and technicians that are available to treat disease within a community.
	Provide testing, diagnosis or other services at a fixed or mobile location.
	Increase the capacity and availability of targeted health services for infectious disease response within existing health facilities.
	Provide equipment, supplies, and materials necessary to carry-out a public service.
	Deliver meals on wheels to quarantined individuals or individuals that need to maintain social distancing due to medical vulnerabilities.
Planning, Capacity Building, and Technical Assistance	
<p>States only: planning grants and planning only grants.</p> <p><i>See section 105(a)(12).</i></p>	Grant funds to units of general local government may be used for planning activities in conjunction with an activity, they may also be used for planning only as an activity. These activities must meet or demonstrate that they would meet a national objective. These activities are subject to the State's 20 percent administration, planning and technical assistance cap.
<p>States only: use a part of to support TA and capacity building.</p> <p><i>See section 106(d)(5) (42 U.S.C. 5306(d)(5)).</i></p>	Grant funds to units of general local government to hire technical assistance providers to deliver CDBG training to new subrecipients and local government departments that are administering CDBG funds for the first time to assist with infectious disease response. This activity is subject to the State's 3 percent administration, planning and technical assistance cap.
<p>Entitlement only: data gathering, studies, analysis, and preparation of plans and the identification of actions that will implement such plans. <i>See 24 CFR 570.205.</i></p>	Gather data and develop non-project specific emergency infectious disease response plans.

Planning Considerations

Infectious disease response conditions rapidly evolve and may require changes to the planned use of funds:

- CDBG grantees must amend their Consolidated Annual Action Plan (Con Plan) when there is a change to the allocation priorities or method of distribution of funds; an addition of an activity not described in the plan; or a change to the purpose, scope, location, or beneficiaries of an activity (24 CFR 91.505).
- If the changes meet the criteria for a "substantial amendment" in the grantee's citizen participation plan, the grantee must follow its citizen participation process for amendments (24 CFR 91.105 and 91.115).
- Under the CARES Act, CDBG grantees may amend citizen participation and Con Plans concurrently in order to establish and implement expedited procedures with a comment period of no less than 5-days.

Resources

The Department has technical assistance providers that may be available to assist grantees in their implementation of CDBG funds for activities to prevent or respond to the spread of infectious disease. Please contact your local CPD Field Office Director to request technical assistance from HUD staff or a TA provider.

- Submit your questions to: CPDQuestionsAnswered@hud.gov
- Coronavirus (COVID-19) Information and Resources: <https://www.hud.gov/coronavirus>
- CPD Program Guidance and Training: <https://www.hudexchange.info/program-support/>

¹ On March 27, 2020, President Trump approved the Coronavirus Aid, Relief, and Economic Security Act (Public Law 116-136) (CARES Act). The CARES Act makes available \$5 billion in CDBG coronavirus response (CDBG-CV) funds to prevent, prepare for, and respond to coronavirus.

² Section 105(a)(8) of the HCD Act caps public service activities at 15 percent of most CDBG grants. Some grantees have a different percentage cap.