

Community Development Implementation Strategy (CDIS) Economic and Appalachian Development Section Programs

Prior to PY 2013, the Office of Community Development (OCD) required Community Development Program applicants to conduct a Community Assessment Strategy (CAS) to qualify projects for the Community Development Block Grant Program. The CAS required applicants to evaluate the condition of public facilities in low- and moderate-income (LMI) areas to assist with selecting and prioritizing projects for program funding. OCD redesigned the Community Development Program in PY 2013 to encourage collaboration within eligible applicant communities, and include funding for Neighborhood Revitalization, Downtown Revitalization, and Critical Infrastructure Competitive Set-Asides. The Community Development Implementation Strategy (CDIS) replaces the CAS as a tool to facilitate communication with stakeholders in eligible applicant communities. The CDIS will supplement the required Citizen Participation process in odd years starting in PY 2015, provide a format for disseminating information about Economic and Appalachian Development Section programs, and assist with identifying and prioritizing potential funding opportunities. The CDIS is required to apply for the PY 2015 and PY 2016 Community Development, Economic Development, and Residential Public Infrastructure Grant programs. Requirements and the recommended timeline for the CDIS are detailed as follows.

January	<p>OCD provides the following to the 103 eligible Community Development Program communities:</p> <ul style="list-style-type: none"> • Community Profile (includes 2006-2010 American Community Survey Low- and Moderate-Income Summary Data) • Program Description Sheets <ul style="list-style-type: none"> • Economic Development • Residential Public Infrastructure • Community Development (Allocation, Neighborhood Revitalization, Downtown Revitalization and Critical Infrastructure) • Fair Housing Program requirements • Required/Recommended CDIS Stakeholders • CDIS Packet (includes Sign-in Sheet, Agenda/Minutes template, Outreach Plan template, Needs Worksheet, Community Development Program Prioritization Worksheet, and Economic Development/Residential Public Infrastructure Worksheet)
January/February	<ul style="list-style-type: none"> • Community publishes first public hearing notice (may use alternative notification in outlined in Policy Notice 07-01) • Notice must: <ul style="list-style-type: none"> • Be published at least 10 days before hearing • Include estimated PY 2015 Allocation funding amount • Include Competitive Set-Aside programs with available funding amount for each program • Include Economic Development and Residential Public Infrastructure programs with available funding amount for each program • Include reference to required CDIS stakeholders (cities, villages, etc.) • Community must develop a one-page Outreach Plan outlining how communities will notify and disseminate information to CDIS stakeholders. Information must be provided to CDIS stakeholders no later than the notice publication date. • Community holds first public hearing

<p>March</p>	<ul style="list-style-type: none"> • Community must hold CDIS meeting • Community to use similar sign-in process as is required for the Community Housing Impact and Preservation Program and maintain meeting agenda/minutes • Jurisdictions should be prepared to discuss public infrastructure, facilities and services and economic development needs/opportunities • Communities must: <ul style="list-style-type: none"> • Discuss Economic Development, Residential Public Infrastructure and Community Development Programs and identify potential projects for each program (must be documented in CDIS Packet Needs Worksheet) • Discuss fair housing requirements • Present information on how to apply to applicant jurisdiction for funding consideration, application deadline, and provide application documents to each participating jurisdiction • Present information on OCD application timelines and requirements on how to apply for funds • Community must complete CDIS Packet Needs Worksheet
<p>April</p>	<ul style="list-style-type: none"> • OCD Community Development Program Application training • Community receives and evaluates applications from participating jurisdictions for Community Development Program assistance
<p>May</p>	<ul style="list-style-type: none"> • Community develops rankings summary and decision-making process and completes Community Development Program Prioritization Worksheet. The Worksheet must include projects that the community will apply for in the upcoming program year. The Worksheet may also include back-up projects. Prioritization should consider criticality, feasibility and impact, in addition to locally determined criteria. • Community publishes second public hearing notice (may use alternative notification in outlined in Policy Notice 07-01) • Notice must: <ul style="list-style-type: none"> • Be published at least 10 days before hearing • Include Allocation projects with location, dollar amount and national objective • Include Competitive Set-Asides with program name, location, dollar amount and national objective • Include funding amount for fair housing and administration • Community holds public hearing with presentation on projects selected for funding
<p>June</p>	<ul style="list-style-type: none"> • Applications due to OCD. Must complete CDIS Packet • Applications for Economic Development and Residential Public Infrastructure programs should include the Economic Development/Residential Public Infrastructure Worksheet and may also include the Community Development Program Prioritization Worksheet

The CDIS process is required every odd year starting in PY 2015. In even years starting in PY 2016, communities should follow the standard public hearing process.