Ohio | Development Services Agency

John R. Kasich, Governor **Christiane Schmenk**, Director

January 4, 2013

TO: Community Housing Improvement Program Eligible Applicants

FROM: Michael A. Hiler, Deputy Chief, Office of Community Development

SUBJECT: FY 2013 CHIP Notice of Funding Availability and FY 2013 CHIP Application Training Notification

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For FY 2013, the Office of Community Development (OCD) expects to allocate Ohio Small Cities Community Development Block Grant (CDBG) Program and HOME Investment Partnerships Program funds in the approximate amount of $20,872,000, through the Community Housing Improvement Program (CHIP). The FY 2013 CHIP funds will be distributed to eligible communities in one competitive funding round. The CHIP application submission deadline is Friday, April 5, 2013, at 5:00 p.m.

Eligible CHIP communities include:

- Non-entitlement/non-participating jurisdictions (cities and counties) with an approved Community Housing Improvement Strategy (CHIS) and CHIP Policy and Procedures Manual (eligible to receive CDBG and HOME funds);

- Non-entitlement cities and counties that are part of a participating jurisdiction consortium, as defined by the HOME Program regulations, with a U.S. Department of Housing and Urban Development-approved Consolidated Plan, an approved Strategies Element – Section 4 of the CHIS and an approved CHIP Policy and Procedures Manual (eligible to receive CDBG funds [communities with an allocation of more than $400,000 from HUD per year are eligible for a maximum CHIP award of $250,000]);

- Entitlement/non-participating jurisdictions (counties and cities) with an approved Consolidated Plan, an approved Strategies Element – Section 4 of the CHIS and an approved CHIP Policy and Procedures Manual (eligible to receive HOME funds [communities with an allocation of more than $400,000 from HUD per year are eligible for a maximum CHIP award of $250,000]).

NOTE: Interested applicants without an approved CHIP or Consolidated Plan and Strategies Element by the CHIP application submission deadline or those that failed to submit a CHIS or Policy and Procedure Manual by the November 2, 2012 submission deadline, are not eligible to receive FY 2013 CHIP funding. In addition, CHIP award recipients will not receive a grant agreement until the community's Policy and Procedure Manual is approved by OCD. Communities that received CHIP funding for FY 2012 are not eligible to apply for FY 2013 funding.

FY 2013 CHIP Application Training Materials

The FY 2013 CHIP application training will be held on Tuesday, January 22, 2013, from 9:00 a.m. to noon, at the Embassy Suites in Dublin, Ohio. There is no registration for the training. During the training, application materials will be distributed and explained in detail. Interested applicants are encouraged to attend the training. The location for the training is the:

Embassy Suites Dublin
5100 Upper Metro Place
Dublin, Ohio 43017
Tel: (614) 790-9000

Interested applicants who are unable to attend the training may obtain a copy of the CHIP application by downloading it online at http://development.ohio.gov/cs/cs_CHIP.htm or by contacting the Office of Community Development at (614) 466-2285. The FY 2013 CHIP application material will be available online beginning January 23, 2013.

Application Planning Process

Communities applying for funding are required to determine their housing needs through an application planning process. Instructions and required forms to be used for completing this process are available online at http://development.ohio.gov/cs/cs_CHIP.htm. NOTE: Communities that have submitted a new CHIS for 2013 will not be required to complete the application planning requirements. In addition, CHIP applicants are required to conduct two public hearings; one general public hearing regarding all CDBG/HOME – funded programs administered by the applicant; and one application-specific public hearing for each program proposed, such as the CHIP.

OCD Residential Revitalization Section Update

Recently, Dana Leas retired from her position as a Residential Revitalization Specialist. As a result, OCD has modified the Residential Revitalization Specialists' community assignment map (see attached "Community Housing Improvement Program Representative Service Areas" map).