



**TO:** Mayor and Councilmembers  
**FROM:** Jaime A. Valdez, Neighborhood Services Director  
**CONTACT:** Shanna Dawson, Management Analyst  
**SUBJECT:** Initiation of FY 2022-23 Community Development Block Grant and Goleta City Grant Programs

**RECOMMENDATION:**

Initiate the FY 2022-23 application cycle for both the Community Development Block Grant (CDBG) and Goleta City Grant Programs.

**BACKGROUND:**

Consistent with program regulations, each year, the City Council allocates 15 percent of its Community Development Block Grant (CDBG) Program funding on a competitive basis to nonprofit organizations that provide services to low-income residents and those experiencing homelessness in Goleta. The CDBG Program is administered by the U.S. Department of Housing and Urban Development (HUD). In the current 2021-2022 program year, the City of Goleta allocated \$34,578 (15%) of its total CDBG grant award to subrecipient nonprofit organizations.

In addition to CDBG funds, the City Council allocates \$100,000 annually from the General Fund to the Goleta City Grant Program. The Goleta City Grant Program awards funding on a competitive basis to nonprofits providing public services, projects, special events, educational programs, and cultural activities benefitting the residents of Goleta.

Starting in Fiscal Year (FY) 2014-15, City Council approved combining the CDBG Program and Goleta City Grant Program application cycles. This combined grant process utilizes a single application for both programs and has been successfully implemented over the past seven years. Due to the prescribed timelines of the federal CDBG Program, staff is asking to initiate the combined grant application cycle for the upcoming FY 2022-23 grant program year to begin on December 17, 2021.

**DISCUSSION:**

Staff proposes that the CDBG and Goleta City Grant Program application cycle be initiated effective December 17, 2021, with an application deadline of January 27, 2022. This period is a few days shorter than last year's application cycle but is necessary to meet HUD's timeline given current application deadlines. The City will advertise this funding opportunity through release of a Notice of Funding Availability (NOFA) for both programs. The NOFA will be placed in the *Santa Barbara Independent* and promoted on the City's website. It will also be posted at City Hall and will be made available at the City Hall reception area. In addition, the NOFA will be emailed directly to prior grant applicants and recipients, as well as newly interested organizations that have requested to be added to the City's grant outreach list. Following the application cycle, all grant applications will be reviewed by the Standing Grant Funding Review Committee (Committee). Funding recommendations will be deliberated and made by the Committee in February/March of 2022, with approval by the full City Council in early April of 2022 (tentative dates listed in Table 1). The Committee is comprised of four members including the Mayor, Mayor Pro Tempore, and two Goleta residents who are appointed each calendar year by the Mayor.

Continuing the updates to the grant application process begun in 2018, the City will once again use the ZoomGrants online grant application program. In order to further simplify and expedite the grant process, staff and the Committee will again review applications through the online program rather than printed copies. In early January of 2022, staff will again hold an informational grant applicant virtual workshop to answer questions and provide guidance on the City's grant programs and process. Staff will also be available to assist applicants throughout the NOFA period. Below is a general timeline summarizing the upcoming 2022-23 grant year cycle.

Table 1. Tentative City Grant Program Schedule

<b>Activity/ Action Item</b>	<b>Timeline/ Dates</b>
City Council Initiates Grant Application Cycle for FY 2022-23	December 7, 2021
Notice of Funding Availability (NOFA) Release for FY 2022-23 Published in the weekly <i>Santa Barbara Independent</i> newspaper	December 16, 2021
Application Cycle Opens for FY 2022-23 CDBG and Goleta City Grant Programs	December 17, 2021
Informational Grant Applicant Workshop	Week of January 10-14, 2022
Application Submission Deadline	January 27, 2022
Grant Funding Review Committee meetings to review applications and recommend funding awards (it is anticipated that the Committee will meet 2-3 times)	February of 2022 (specific dates to be determined)
Public Hearing on Needs, Goals, and Funding Priorities for the 2022-23 CDBG Action Plan and City Council consideration of Committee funding recommendations	March 15, 2022
30-day public review period of draft 2022-23 CDBG Action Plan	March 25 - April 23, 2022 (tentative)
City Council approval of 2022-23 CDBG Action Plan	May 3, 2022
2022-23 CDBG Action Plan due to HUD	May 15, 2022

**FISCAL IMPACTS:**

In 2019, staff executed an agreement with ZoomGrants for a total of \$7,000, which ensured continuity with the online grant program operator for two fiscal years (until June 30, 2021), paid out of the Support Services budget (101-60-6100-54013). On May 17, 2021, this agreement was extended for an additional two years, expiring June 30, 2023, at an additional cost of \$12,000 for a total not-to-exceed contract amount of \$19,000.

Goleta City Grant Program awards are paid for out of the General Fund (101-10-1100-54012) and grant awards for the CDBG Program are paid out of CDBG (402-60-6300-54011). The City Grants contribution amount from the General Fund has been set at a fixed amount of \$100,000 for FY 2021-22 and FY 2022-23. It is difficult to determine what the City's actual CDBG allocation from HUD will be for FY 2022-23; therefore staff is proceeding based on a status quo of \$233,955 for the regular CDBG allocation. This translates to approximately \$35,000 for CDBG public service grants.

**ALTERNATIVES:**

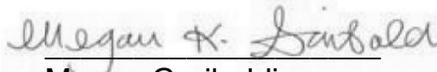
The City Council may choose to change the dates of the NOFA application period, including the duration and deadline. However, staff recommends proceeding with the grant cycle schedule as proposed to ensure that funding recommendations for the CDBG program in particular get adopted in time for inclusion in the 2022-23 Action Plan that has a deadline to HUD of May 15, 2022.

**Reviewed By:**

**Legal Review By:**

**Approved By:**

  
Kristine Schmidt  
Assistant City Manager

  
Megan Garibaldi  
City Attorney

  
Michelle Greene  
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