



Community Development Block Grant State Plan - 2027

Oklahoma Department of Commerce – Community Development Division

Revised - 8/2026



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Introduction

The Community Development Block Grant (CDBG) Program is authorized under Title I of the Housing and Community Development Act of 1974, as amended. The small cities' portion of the program appropriates monies to the Department of Housing and Urban Development (HUD) for allocation to the states. The Oklahoma Department of Commerce (ODOC) Community Development Division, formerly the Department of Economic and Community Affairs, was assigned the administrative responsibility for the program in Oklahoma in 1982.

The primary National Objective of the State's CDBG program is: "The development of viable urban communities, by providing decent housing and a suitable living environment, and expanding economic opportunities, principally for persons of low income."

The use of the "benefit to low- and moderate-income persons" CDBG National Objective is considered a funding priority under the State's CDBG Program and is treated as such under the State's individual CDBG set-asides. All project proposals submitted for funding through the State's CDBG Program must document the achievement of the low and moderate-income National Objective as delineated in 24 CFR §570.483 (Criteria for National Objectives). Provide benefit to low- and moderate-income persons.

It is estimated that, at a minimum, 95% of funds will be utilized on projects that meet the primary national objective of benefit to low- and moderate-income persons. Each state administering the CDBG program is allowed the flexibility of determining its priorities from the range of eligible activities under Section 105(a) of the Housing and Community Development Act. To formulate the State's CDBG program, views on priorities are requested and received from the public, municipalities, and counties through written surveys, public hearings and written comments on proposed plans.

Distribution and management of the Community Development Block Grant funds allocated to Oklahoma will rely on a process that permits local communities to request assistance through the submittal of a formal application. Applicants are required to complete and submit their respective applications and applicable attachments online at the following OGX web address: <https://OGX.ok.gov>. No paper applications will be accepted. ODOC shall conduct an evaluation of applications to ensure compliance with the National Objectives, all thresholds and program requirements. Application guidelines with specific application requirements can be found at the ODOC website: <https://www.okcommerce.gov/community-development/>. Prospective applicants should review the application guidance before attempting to complete the online application. Failure to meet application guidelines or properly submit required application documentation may result in a failed or denied application rating.

Eligible Applicant

Eligible applicants are Units of General Local Government (UGLG) (incorporated towns, cities, and counties) that are not participants in the CDBG Entitlement Program. Oklahoma's entitlement cities are Edmond, Enid, Lawton, Midwest City,

Moore, Norman, Oklahoma City, Shawnee, and Tulsa as well as the units of local government participating in the CDBG Urban County Designation for Tulsa County which consists of the following:

City of Bixby	City of Owasso	Unincorporated
City of Jenks	Town of Sperry	Tulsa County
City of Skiatook	City of Collinsville	City of Glenpool
City of Broken Arrow	City of Sand Springs	City of Sapulpa

Grant Allocation

Funding for the Fiscal Year 2027 CDBG Program:

HUD Allocation:	\$14,349,901.00
Less State administrative allowance/technical assistance:	\$530,497.00
Total available for distribution:	\$13,819,404.00

CDBG Set-Aside Funding Distribution:

Public Facility and Improvements \$12,379,404.00

Water and Wastewater Engineering	\$4,004,702.00
Water and Wastewater Construction	\$4,004,702.00
Community Revitalization	\$1,500,000.00
CDBG-REAP	\$1,500,000.00
Small Cities	\$1,370,000.00

Planning

Capital Improvement Planning (CIP)	\$440,000
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Economic Development

Economic Development Infrastructure Financing (EDIF)	\$1,000,000
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Note: The total allocation amount is subject to change based on the HUD budget appropriation when released.

Program Income from the State's Economic Development Revolving Loan Fund shall be used to fund CDBG activities as described in this Plan. The estimated amount of program income made available during the program year will be \$500,000.

ODOC reserves the right to adjust set-aside and category allocations to ensure maximum utilization of funds. This includes the use of any CDBG funds recovered from cancelled or de-obligated CDBG projects. Such adjustments shall be the minimum amount necessary to fund projects efficiently and best facilitate the State's CDBG Program obligation and expenditure requirements established by HUD.

Guidelines For Set-Asides

Audit Requirements

To be eligible to apply for funds in any category, UGLG's must demonstrate the ability to manage federal funds utilizing generally accepted principles of accounting. Towns and Cities (Counties are exempt) must submit a copy of their audit or the agreed upon procedures by the application deadline. All Towns and Cities that have a June 30, Fiscal Year (FY) end date are required to submit a copy of their FY 2026 audit and Towns and Cities that have a December 31, FY end date are required, as a minimum, to submit a copy of their FY 2025 audit. No application will be considered for review or funding that does not meet the requirements stated above.

If the City or Town receives less than \$50,000 in annual revenues from its normal business and does not have an audit or agreed upon procedure, the City or Town cannot apply directly to ODOC. The City or Town can apply only by having the local county apply on their behalf if the County chooses to do so. Nothing contained herein mandates a County to act as an accommodating party.

Application Submission Requirements

1. City/Town and County (Direct Jurisdiction) Applicants: City/Towns and Counties receiving a direct jurisdictional benefit may submit only one (1) grant application per CDBG Program Year selecting from CDBG Water/Wastewater Engineering, Water/Wastewater Construction, Community Revitalization, or Rural Economic Action Plan (REAP). A City/Town and County (Direct Jurisdiction) cannot submit a CDBG application if it currently has an open CDBG grant. Exclusions: Economic Development Infrastructure Financing (EDIF), Capital Improvement Planning (CIP) and Disaster Recovery (DR). Typical County direct jurisdiction CDBG application projects are roads, bridges, County hospital, etc. In the case of fire truck funding requests, the County would have to own and operate the fire trucks to qualify under direct jurisdictional benefit.
2. County Sponsored Applicants: Counties acting in a "sponsorship" capacity may submit a maximum of one sponsored CDBG grant application per CDBG Program Year selecting from Water/Wastewater Engineering, Water/Wastewater Construction, Community Revitalization, or REAP. Limitation: Counties may only have one (1) open-sponsored CDBG grant and still make another sponsored CDBG application. Counties cannot exceed the maximum number of two open sponsored CDBG grants open at any given time. Exclusions: EDIF, CIP. Counties may sponsor applications where they do not have direct jurisdiction over certain public functions. Generally, there are communities with less than \$50,000 in revenue, Rural Water Districts, and Rural Fire Districts. Counties cannot submit a single application containing multiple UGLG's or jurisdictions such as Rural Fire Districts under a single county sponsored application.

Leverage

The State's CDBG Program requires that all leveraged CDBG project funding be in place at the time of the application submission. There are several reasons for this. First, the HUD based CDBG Program imposes program specific obligation and expenditure requirements. Most importantly, an applicant may simply not receive the leveraged funding as intended. Second, applicants without secured leverage funding at the time of the application submission would require additional time for securing the funds, adding time to the overall project completion timeline. Third, there is no foreseeable way to impose an additional timeframe for the allowance to secure leveraged funding that would be fair to all applicants given the varied types of outside funding available.

CDBG Project Eligibility Policy

Prospective CDBG Program applicants are strongly encouraged to review (24 CFR 570 Subparts A, C, I, K, and O) of the Electronic Code of Federal Regulations (<https://ecfr.io/Title-24/>) for additional regulatory CDBG Program guidance as related to State CDBG Programs. The Housing and Community Development Act Section 105(a) and 24 CFR 570.482 defines eligible activities under the State CDBG Program. While some regulatory language is direct, there are instances where more clarity is needed.

It is the policy of ODOC that a prospective CDBG Program applicant requests a CDBG project/activity that does not appear directly eligible and cannot be immediately determined as ineligible as interpreted from CDBG regulatory guidance and ODOC staff that the applicant can formally request ODOC to seek a final determination from HUD officials.

- a. The prospective applicant will be required to submit a project/activity narrative regarding the requested activity. This will be required by HUD to conduct their review and make a determination. It is the responsibility of the prospective applicant to provide the narrative. The submission of the narrative to ODOC/CD will be seen as the formal request to seek a final determination from HUD.
- b. Once a detailed project narrative is received by ODOC/CD, it will be submitted to the Oklahoma City HUD office for a final eligibility determination.

Prospective applicants are advised to seek project/activity guidance as soon as possible from ODOC if they have eligibility concerns. Prospective applicants should be aware that final CDBG regulatory and program guidance can take several months to receive from HUD. ODOC understands that prospective applicants are subject to CDBG application deadlines; however, in absence of a final project/activity determination from HUD, ODOC cannot allow an award for any requested CDBG project/activity that cannot be determined to be directly CDBG eligible. If the project/activity eligibility determination has not been received from HUD by the CDBG application deadline, the application will receive a failure threshold rating. Applicants are advised to consider that a determination may not be received by the CDBG application submission date.

Definition of Standard Vs. Substandard for Rehabilitation

The State defines a standard condition as those units, that at a minimum, meet applicable federal standards and local building codes.

Furthermore, the State defines a “substandard condition but suitable for rehabilitation” as units that may be structurally sound, but they do not provide adequate and safe shelter, and in their present condition may endanger the health and safety of occupants.

Construction Authorization Requirement

Under no circumstances may a CDBG subrecipient, contractor, or other party acting on behalf of the subrecipient begin construction or issue a Notice to Proceed until all applicable pre-construction requirements have been completed and the subrecipient has received approval from ODOC to proceed with construction.

Completion of engineering, environmental review, procurement, bidding, contractor selection, or execution of a construction contract does not, by itself, constitute authorization to begin construction.

Prior to construction, the subrecipient must submit all required Notice of Award and pre-construction documentation to ODOC and receive ODOC approval. Construction may begin only on or after the authorized date established by approval through the Oklahoma Grants Exchange (OGX) system.

Any construction activity, purchase, commitment, contract obligation, or other project cost incurred before the required ODOC approval may be determined ineligible for CDBG reimbursement and may result in corrective action, repayment of CDBG funds, suspension of project activity, or deobligation of the CDBG award, as applicable.

Water & Wastewater Engineering

The purpose of this Application Guide is to provide guidance in preparing a CDBG Water/Wastewater Engineering application for ODOC. The primary goals of the CDBG Water/Wastewater Engineering Program are to (1) ensure the most proper technical solutions to the applicant’s water and wastewater problems within the budget that is available; and (2) improve coordination among other state agencies (both permitting and financing). It is important to note that given the design and intent of the State’s CDBG Water/Wastewater Engineering Program, an eligible application must contain an engineering component regardless of whether CDBG or leveraged funds are paying for this cost.

Note: Starting with the FY 2019 CDBG Applications, the former CDBG Water/Wastewater Engineering Phase I and CDBG Water/Wastewater Phase II Programs have been merged into one single program. This new program is now known as “CDBG Water/Wastewater Engineering” and will use a single application to allow for both engineering and construction.

Applicants submitting under the CDBG Water/Wastewater Engineering Program may elect to either have (1) CDBG funds to pay for the engineering, construction,

administration, permitting, and other costs associated with water/wastewater project; or (2) provide a combination of CDBG funds and other funds to pay for these costs.

Applicants who successfully compete under the CDBG Water/Wastewater Engineering Program and receive an award will be subject to the following project timeline. Prospective applicants should note that this timeline will be strictly enforced by ODOC in order to ensure the timeliness of CDBG expenditures as required by the U.S. Department of Housing and Urban Development (HUD). CDBG Water/Wastewater awardees will receive a three (3) year contract structured as follows:

1. Year One – The sub-recipient will be required to successfully complete project engineering and achieve Release of Funds within one (1) year. ODOC will carefully monitor project activity and subsequent progress. Allowable engineering costs will be based on the U.S. Department of Agriculture Rural Development (USDA-RD) sliding scale. Once the Oklahoma Department of Environmental Quality (ODEQ) permit and ODOC Release of Funds requirements are complete (regardless of the source of funds), the sub-recipient will be able to proceed with project construction.
 - a. If the above deliverables are not met, the contract will be subject to de-obligation by ODOC.
 - b. As part of ODOC monitoring and evaluation of the project's engineering progress, the sub-recipient must submit all required documentation to the ODOC monitor in a timely manner. Failure to submit any or all required documentation will result in contract de-obligation.
 - c. Should the contract be de-obligated, any expended CDBG funds will be required to be reimbursed by the sub-recipient. The contract will remain open until repayment is made during which time the sub-recipient will not be eligible to apply for additional CDBG funding.
 - d. An ODOC review committee will determine de-obligation of the CDBG funding if the project's engineering has not been satisfactorily completed and Release of Funds has not been obtained. This review committee will be composed of ODOC staff to include: CDBG Planners, the Director of Programs (Planning & Monitoring), and Division Director.
 - e. If a sub-recipient is de-obligated "in good standing" without any CDBG funds expended or has made the proper CDBG repayment as deemed necessary, the sub-recipient could close the contract and reapply during the next year's application cycle.
2. Years' Two & Three – Project construction will be allowed for a period of two (2) years plus any time left available should the engineering and Release of Funds be accomplished before the one (1) year engineering limit is reached.

The grant maximum for the CDBG Water/Wastewater Engineering application is \$600,000. The maximum amount of CDBG Water/Wastewater Engineering funds that may be used for project administration is eight percent (8%) of the total CDBG Water/Wastewater Engineering funds awarded for total construction and

professional/non-construction funds provided. All CDBG Water/Wastewater Engineering applications must be received no later than May 3, 2027.

Applications received after this date will not be considered for funding. Any funds not applied for in the CDBG Water & Wastewater set-aside will be transferred to another set-aside as determined by ODOC.

Applicants are required to complete and submit their respective application and applicable attachments online at the following OGX web address: <https://ogx.ok.gov>. No paper applications will be accepted. Application guidelines and specific program requirements can be found at the ODOC web address: <https://okcommerce.gov/community/cdbg/>. Prospective applicants should review the application guidance before attempting to complete the online application. Failure to meet application guidelines or properly submit required application documentation may result in a failed or denied application rating.

Threshold Requirements

1. CDBG Water/Wastewater Engineering requests for funds must meet the principle CDBG National Objective of providing a direct benefit (fifty-one percent [51%] or more) to persons of low and moderate-income.
2. Cities, Towns and Counties with previous CDBG funding must have close-out documents submitted by January 29, 2027.
 - a. City/Town and County (Direct Jurisdiction) Applicants: City/Towns and Counties receiving a direct jurisdictional benefit may submit only one (1) grant application per CDBG Program Year selecting from CDBG Water/Wastewater Engineering, CDBG Water/Wastewater Construction, CDBG Community Revitalization, or CDBG REAP. A City/Town and County (Direct Jurisdiction) cannot submit a CDBG application if it currently has an open CDBG grant. Exclusions: EDIF, CIP. Typical County direct jurisdiction CDBG application projects are roads, bridges, County hospital, etc.
 - b. County Sponsored Applicants: Counties acting in a “sponsorship” capacity may submit a maximum of one sponsored CDBG grant application per CDBG Program Year selecting from Water/Wastewater Engineering, Water/Wastewater Construction, Community Revitalization, or REAP. Limitation: Counties may only have one (1) open-sponsored CDBG grant and still make another sponsored CDBG application. Counties cannot exceed the maximum number of two open sponsored CDBG grants open at any given time. Exclusions: EDIF, CIP and DR. Counties may sponsor applications where they do not have direct jurisdiction over certain public functions. Generally, these are communities with less than \$50,000 in revenue, Rural Water Districts, and Rural Fire Districts.
3. Per the design and intent of the State’s CDBG Water/Wastewater Engineering Program, the following application specific limitations or restrictions are in place.
 - a. Applicants can apply for up to a \$600,000 grant maximum.

- b. Applicants may not apply for more than one (1) project activity per application under this CDBG Water/Wastewater Engineering set-aside.
 - c. A CDBG Water/Wastewater Engineering application must contain an engineering component regardless of whether CDBG or leveraged funds are being committed as payment. This is documented through the submission of the required Preliminary Engineering Report at the time of application submission.
 - d. The CDBG Water/Wastewater Engineering application pursuant with 24 CFR §570.207 will not fund equipment only requests. The purchase of equipment under CDBG is generally ineligible except under very limited conditions as outlined in 24 CFR §570.207. Requests such as water meters must be encompassed by a broader type of water/wastewater project. Applicants are encouraged to review the entire regulation and should immediately consult ODOC should their questions as to the eligibility of their prospective project funding request.
- 4. A proper sponsor for CDBG Water/Wastewater Engineering projects is defined as a UCLG with direct jurisdiction over the majority (60%) of the proposed project beneficiaries.
 - 5. Proof that citizen participation requirements have been met, as evidenced by an application phase public hearing and written Citizen Participation Plan.
 - 6. All cost estimates shall be obtained from professional sources and submitted with the application. These estimates must be certified (signed, sealed, and dated) by professional engineers, architects, construction companies, vendors, or appropriate personnel with experience to make such estimates.
 - 7. The CDBG Water/Wastewater Engineering grant request cannot exceed \$2,000 per beneficiary.
 - 8. Towns and Cities (Counties are exempt) must submit a copy of their audit or the agreed upon procedures by the application deadline. all Towns and Cities that have a June 30, FY end date are required to submit a copy of their FY 2026 audit and Towns and Cities that have a December 31, FY end date are required, as a minimum, to submit a copy of their FY 2025 audit. No application will be considered for review or funding that does not meet the requirements stated above.

If a city or town receives less than \$50,000 in annual revenues from its normal business and does not have an audit or agreed upon procedures, the city or town cannot apply directly to ODOC/CD. The city or town can apply only by having the local County apply on their behalf if the County chooses to do so. Nothing contained herein mandates a County to act as an accommodating party.
 - 9. Applicants are responsible for accomplishing online application corrections/revisions along with any applicable application upload corrections/revisions as directed by ODOC staff within the pre-determined deadline. In fairness to other applicants and to maintain HUD required ODOC's CDBG funding expenditure rates; ODOC cannot indefinitely hold

applications until the respective application corrections/revisions are accomplished. Applications will be considered incomplete if the prescribed corrections/revisions are not made to the application within the pre-determined deadline established by ODOC. This will result in a failed threshold application rating.

10. The Application Guidelines associated with this CDBG Water/Wastewater Engineering set-aside contains an Application Forms Checklist outlining all application related documentation required to be uploaded into the online OGX application. It is the applicant's responsibility to follow this checklist and seek additional guidance from ODOC staff as required. Applicants will be responsible for following and providing each item listed on the checklist. Failure to provide any of the required application documentation listed on the checklist will result in a failed application rating. Additionally, applicants must provide a response to all application questions and satisfy all documentation requirements delineated in the CDBG Water/Wastewater Engineering Application Guidelines and online OGX Application System including, but not limited to: Resolution, income survey results, resolution requesting assistance, survey maps, certifications, HUD Form 2880 Applicant Recipient Disclosure Update Report, project budget, etc.
11. The application must sufficiently demonstrate an applicant's need for the requested CDBG activity. For any requested CDBG project, there is an underlying "need" for such a project. It is the responsibility of the applicant to communicate to ODOC why the CDBG activity is being requested in the application. Failure to adequately demonstrate a project need will result in a failed threshold application rating. The project need is communicated in the "Project Description" section of the "CDBG Application Summary" page of the online OGX application. Additional narratives and supporting documentation can be uploaded in the "Uploads" page of the OGX application if required.

Rating Criteria

Water and Wastewater applications, which meet threshold criteria, will be ranked for funding utilizing the following criteria:

1. Project Benefit to Low- and Moderate-Income (LMI) Persons (2 - 15 points).

LMI %	Points	# LMI Persons	Points
51 - 55	1	0 - 250	1
56 - 60	2	251 - 500	2
61 - 65	3	501 - 750	3
66 - 70	4	751 - 1,000	4
71 - 75	5	Over 1,000	5
76 - 80	6		

81 - 85	7		
86 - 90	8		
91 - 95	9		
96 - 100	10		

2. Severity of Need Water and Wastewater Projects (0 - 10 points).

Projects will be rated on water and wastewater associated documented health, safety, and welfare hazards. Water and wastewater health, safety, and welfare deficiencies may be documented in one of two ways: (1) through the presence of a legal enforceable order issued by Oklahoma Department of Environmental Quality (ODEQ) or the U.S. Environmental Protection Agency (EPA), or (2) by written confirmation of a “hazard” from ODEQ that specifically states the cause and extent of the water or wastewater, health, safety, and welfare deficiency. ODOC will only accept “documented hazard” Water and Wastewater related health, safety, and welfare hazard documentation from ODEQ and EPA sources. Claims using “Legally Enforceable Orders” and “Documented Hazards” will be verified by ODOC through the applicant’s submitted supporting documentation.

Water and Wastewater projects that document health, safety, and welfare hazards involving legally enforceable orders will be rated on a separate scale of severity than written documentation of hazards. The two separate severity of need categories are as follows:

Legally Enforceable Orders	10.0 Points
Documented Hazards	5.0 Points
No Documentation	0.0 Points

Severity of Need (0 - 5 points) Water and Wastewater Projects for New Housing Construction: Projects for Water and Wastewater system expansions serving new housing developments shall be rated on their verification of the extent of the local jurisdictions housing shortage as documented by an official housing market analysis that clearly concludes a projected 3–5-year demand for a specific number of single-family ownership units and/or rental units. Points will be determined by the level of impact based on the following criteria:

- ✓ Vacancy rates
- ✓ Population growth
- ✓ Projected job growth
- ✓ Number of units + Total units

3. Residential Water Rate Structure (-3 to +3 points)

Project proposals will earn points based on the first 5,000 gallons of their most current associated water rate structure. Water rate structures that favor both strong fiscal management and conservation awareness will be analyzed and awarded points by using portions of the Oklahoma “Water Resources Board’s

Grant Priority Point Evaluation Policy”. Points will be awarded based on the following table:

- Flat Water Rate: Unmetered charges on unmetered systems that charge a fee without regard to the amount of water used, unless the proposed project involves metering of all taps on the system. -3 points
- Decreasing Block Water Rate: Price per unit of water becomes lower as the quantity of water use increases. -3 points
- Fixed/Uniform Water Rate: Price per unit of water, more than any base or minimum charge, remains constant. 0 points
- Increasing Block Water Rate: Price per unit of water increases as the quantity of water use increases. +3 points

4. Residential Water and Wastewater Rates (0 - 7 points)

- All water and wastewater category projects will also receive points based on the revenue generating capacity of their rate structures. Water and Wastewater rates will be analyzed and awarded points by using portions of the Oklahoma “Water Resources Board’s Grant Priority Point Evaluation Policy”. The appropriate table of points is determined based on the type of services provided by the system operator. If the system operator provides water service only, then Table #1 is used; if the system operator provides wastewater service only, then Table #2 is used; and if the system operator provides both water and wastewater service, then Table #3 is used.

Water Service only Cost per 5,000 Gallons	Water Service Only Points	Wastewater Service Only Cost per 5,000 Gallons	Wastewater Service Only Points	Water and Wastewater Service Cost per 5,000 Gallons	Water and Wastewater Service Points.
\$35.00 or Greater	7	\$28.00 or Greater	7	\$45.00 or Greater	7
\$30.00 - \$34.99	6	\$26.00 - \$27.99	6	\$41.00 - \$44.99	6
\$25.00 - \$29.99	5	\$24.00 - \$25.99	5	\$37.00 - \$40.99	5
\$23.00 - \$24.99	4	\$22.00 - \$23.99	4	\$34.00 - \$36.99	4
\$21.00 - \$22.99	3	\$20.00 - \$21.99	3	\$32.00 - \$33.99	3
\$19.00 - \$20.99	2	\$18.00 - \$19.99	2	\$31.00 - \$31.99	2
\$18.00 - \$18.99	1	\$16.00 - \$17.99	1	\$30.00 - \$30.99	1
Less than \$18.00	0	Less than \$16.00	0	Less than \$30.00	0

5. Ability to Finance Project (0 - 10 pts)

Applicants ranked by giving a standardized account of the amount of the existing water/sewer rates would have to be raised for the applicant to finance the project through a loan. The formula is as follows:

$$FP = AR (0.0710)$$

(12) (c)

FP = Estimate of rates to be raised to finance project through a loan

AR = Amount Requested

0.0710 = Annual rate factor for a 25-year loan at 5%

12 = Number of months per year

c = Number of Customers

Ability to Finance Project Through Loan	Points
\$12.00 or Greater	10
\$10.00 - \$11.99	9
\$9.00 - \$9.99	8
\$8.00 - \$8.99	7
\$7.00 - \$7.99	6
\$6.00 - \$6.99	5
\$5.00 - \$5.99	4
\$4.00 - \$4.99	3
\$3.00 - \$3.99	2
\$2.00 - \$2.99	1
Less than \$2.00	0

6. Grant Request Amount (0 - 3 points)

Grant Request Amount	Points
\$200,000 or less	0
\$200,001 to \$299,999	1
\$300,000 to \$399,999	2
\$400,000 to \$600,000	3

7. Corrective Action Point Reduction (As Applicable) (Minus 2 points)

Applications requiring minor corrections will receive a maximum two (2) point scoring reduction. These applications require ODOC to formally initiate the application to a "changes required" status in OGX and the applicant is then required to formally "submit" the application once again through the OGX system. The point reduction is applicable if the application needs a correction that does not immediately warrant a failed threshold rating but has an identifiable minor requirement or procedure that was not followed and can be easily corrected. Example: required documentation is submitted unsigned; incorrect budget numbers; incorrect LMI numbers, etc. The corrective action timeframe is four (4) workdays. Corrections that remain incomplete will result in a failed threshold rating.

NOTE: Applicants will not be penalized for ODOC requests for clarifying information or documentation required beyond that specified in the CDBG Application Guidelines or CDBG Application Guidelines errors/omissions which result in needed corrections.

Under extenuating circumstances, ODOC will carefully consider correction related extensions provided legitimate reasons can be given for such time extensions. ODOC will make the final determination if an extension is warranted. Corrective action time extensions will not be automatic and requests for time extensions will be carefully considered by ODOC. It will be the responsibility of the prospective applicant to make ODOC aware of any issues that may affect the ability to meet the four (4) working day corrective action deadline.

Water & Wastewater Construction

The purpose of this program is to fund projects that are ready to begin construction. Eligible entities that provide documentation of final plans and specifications or a construction permit secured through the ODEQ may apply under this category. This information will be verified with the ODEQ. The documentation must show that the final plans and specifications have been submitted to ODEQ or the construction permit has been issued prior to the CDBG application deadline. Absolutely no engineering costs will be allowed or reimbursed using CDBG funds in this category.

CDBG funds may only be utilized for construction, inspection, and administration. The grant maximum for single applicants is \$600,000. All projects shall be single purpose, either water or wastewater that will focus on some of the most serious problems in the state. The deadline for application submission is May 3, 2027.

Any funds not applied for in the CDBG Water & Wastewater Construction set-aside will be transferred to another set-aside as determined by ODOC.

For a basic water and wastewater project the maximum amount of CDBG funds that may be used for project administration is 8% of the total CDBG Water/Wastewater Construction funds awarded for the total Construction and Professional / Non-Construction funds.

Threshold Requirements

1. CDBG Water & Wastewater Construction requests for funds must meet the principle CDBG National Objective of providing a direct benefit (fifty-one percent [51%] or more) to persons of low and moderate-income.
2. Cities, Towns and Counties with previous CDBG funding must have close-out documents submitted by January 29, 2027.
 - a. City/Town and County (Direct Jurisdiction) Applicants: City/Towns and Counties receiving a direct jurisdictional benefit may submit only one (1) grant application per CDBG Program Year selecting from CDBG Water/Wastewater Engineering, CDBG Water/Wastewater Construction, CDBG Community Revitalization, or CDBG REAP. A City/Town and County (Direct Jurisdiction) cannot submit a CDBG application if it currently has an open CDBG grant.

Exclusions: EDIF, CIP and DR. Typical County direct jurisdiction CDBG application projects are roads, bridges, County hospital, etc.

- b. County Sponsored Applicants: Counties acting in a "sponsorship" capacity may submit a maximum of one sponsored CDBG grant application per CDBG Program Year selecting from Water/Wastewater Engineering, Water/Wastewater Construction, Community Revitalization, or REAP. Limitation: Counties may ONLY have one (1) open sponsored CDBG grant and still make another sponsored CDBG application. Counties cannot exceed a maximum number of two open sponsored CDBG grants open at any given time. Exclusions: Economic Development Infrastructure Financing (EDIF), Capital Improvement Planning (CIP). Counties may sponsor applications where they do not have direct jurisdiction over certain public functions. Generally, these are communities with less than \$50,000 in revenue, Rural Water Districts, and Rural Fire Districts.
3. Applicants can apply for up to a \$600,000 grant maximum. Applicants may not apply for more than one (1) project activity per application under CDBG Water/Wastewater Construction set-aside.
4. A proper sponsor of CDBG water and wastewater projects is defined as a unit of local government with direct jurisdiction over the majority (60%) of the proposed project beneficiaries.
5. Proof that citizen participation requirements have been met, as evidenced by an application phase public hearing and written Citizen Participation Plan.
6. All cost estimates must be derived from professional sources and submitted with the application. CDBG Water or wastewater projects must have a signed, dated and sealed certified cost estimate from a professional engineer licensed to do business in the State of Oklahoma.
7. Grant request cannot exceed \$2,000 per beneficiary for all projects, except in the case of new housing development.
8. Applicant must provide a response to all application questions and satisfy all documentation requirements delineated in the CDBG Water and Wastewater Construction Guidelines and application package including but not limited to: Resolution, Income Survey Results, Survey Maps, Certifications, HUD Form 2880 Applicant Recipient Disclosure Update Report, Project Budget, etc.
9. Towns and Cities (Counties are exempt) must submit a copy of their audit or the agreed upon procedures by the application deadline. All Towns and Cities that have a June 30, FY end date are required to submit a copy of their FY 2026 audit and Towns and Cities that have a December 31, FY end date are required, as a minimum, to submit a copy of their FY 2025 audit. No application will be considered for review or funding that does not meet the requirements stated above.

If a city or town receives less than \$50,000 in annual revenues from its normal business and does not have an audit or agreed upon procedures, the city or town cannot apply directly to ODOC. The city or town can apply only by having the local County apply on their behalf if the County chooses

to do so. Nothing contained herein mandates a County to act as an accommodating party.

10. Applicants must provide documentation that Final Plans and Specifications have been provided to ODEQ or a Construction Permit has been issued by ODEQ, prior to the Application deadline. If an ODEQ Permit is not required, Applicants must provide documentation from ODEQ stating an ODEQ Permit is Not Required. If applicant has been issued a Construction Permit and the Construction Permit is greater than one year old, a Construction Permit Extension from ODEQ is required and must be Uploaded to OGX with the application submittal before the permit will be accepted.
11. Applicants are responsible for accomplishing online application correction/revisions along with any applicable application upload corrections/revisions as directed by ODOC staff within the pre-determined deadline. In fairness to other applicants and to maintain HUD required CDBG funding expenditure rates; ODOC can NOT indefinitely hold applications until the respective application corrections/revisions are accomplished. Applications will be considered incomplete if the prescribed corrections/revisions are not made to the application within the pre-determined deadline established by ODOC. This will result in a failed threshold application rating.
12. The Application Guidelines associated with the CDBG Water & Wastewater Construction set-aside contain an application forms checklist outlining all application-related documentation required to be uploaded into the online OGX application. It is the Applicant's responsibility to follow this checklist and seek additional guidance from ODOC staff as required. Applicants will be responsible for following and providing each item listed on the checklist. Failure to provide any of the required application documentation listed on the checklist will result in a failed application rating. Additionally, Applicants must provide a response to all application questions and satisfy all documentation requirements delineated in the Application Guidelines and online OGX Application System including, but not limited to: Resolution, Income Survey Results; Survey Maps; Certifications; HUD Form 2880 Applicant Recipient Disclosure Update Report; Project Budget; etc.

Rating Criteria

Water and Wastewater applications, which meet threshold criteria, will be ranked for funding utilizing the following criteria:

1. Project Benefit to Low- and Moderate-Income Persons (2 - 10 points).
Projects awarded under these criteria will be awarded 1-5 points for percentage of LMI, and 1-5 points for total number of LMI.

LMI %	Points	# LMI Persons	Points
51 - 60	1	0 - 250	1

61 - 70	2	251 - 500	2
71 - 80	3	501 - 750	3
81 - 90	4	751 - 1,000	4
91 - 100	5	Over 1,000	5

2. Severity of Need Water and Wastewater Projects (0 - 10 points).

Projects will be rated on water and wastewater associated documented health, safety, and welfare hazards. Water and wastewater health, safety, and welfare deficiencies may be documented in one of two ways: (1) through the presence of a legal enforceable order issued by ODEQ or the U.S. Environmental Protection Agency (EPA), or (2) by written confirmation of a "hazard" from ODEQ that specifically states the cause and extent of the water or wastewater, health, safety, and welfare deficiency. ODOC will only accept "documented hazard" Water and Wastewater related health, safety, and welfare hazard documentation from ODEQ and EPA sources. Claims using "Legally Enforceable Orders" and "Documented Hazards" will be verified by ODOC through the applicant's submitted supporting documentation.

Water and Wastewater projects that document health, safety, and welfare hazards involving legally enforceable orders will be rated on a separate scale of severity than written documentation of hazards. The two separate severity of need categories are as follows:

Legally Enforceable Orders	10.0 Points
Documented Hazards	5.0 Points
No Documentation	0.0 Points

Severity of Need (0-5 points) Water and Wastewater Projects for New Housing Construction

Projects for Water and Wastewater system expansions serving new housing developments shall be rated on their verification of the extent of the local jurisdictions housing shortage as documented by an official housing market analysis that clearly concludes a projected 3-5 year demand for a specific number of single family ownership units and/or rental units. Points will be determined by the level of impact based on the following criteria:

- ✓ Vacancy rates
- ✓ Population growth
- ✓ Projected job growth
- ✓ Number of Units + Total units

3. Residential Water and Wastewater Rates and Water Rate Structures (-3 to +3 points)

Water project proposals will earn points based on the first 5,000 gallons of the most current water rate structure and the subsequent revenue generating capacities where wastewater service is provided in conjunction with water service. Water rate structures that favor both strong fiscal management and conservation awareness will be analyzed and awarded

points by using portions of the Oklahoma “Water Resources Boards’ Emergency Grant Priority Point System.” Only proposals for water related system improvements will receive points for the residential water rate structure based on the following table:

Flat Water Rate: Unmetered charges on unmetered systems that charge a fee without regard to the amount of water used, unless the proposed project involves metering of all taps on the system. -3 points

Decreasing Block Water Rates: Price per unit of water becomes lower as the quantity of water use increases. -3 points

Fixed/Uniform Water Rates: Price per unit of water, more than any base or minimum charge, remains constant. 0 points

Increasing Block Water Rates: Price per unit of water increases as the quantity of water use increases. +3 points

4. Residential Water and Wastewater Rates (0 – 7 points)

All Water and Wastewater category projects will also receive points based on the revenue generating capacity of their rate structures. The appropriate table of points is determined based on the type of services provided by the system operator. If the system operator provides water service only, then Table #1 is used; if the system operator provides water and wastewater service, then Table #2 is used; and if the system operator provides wastewater service only, then Table #3 is used.

5. Ability to Finance Project (0 - 10 points)

Water Service only Cost per 5,000 Gallons	Water Service Only Points	Wastewater Service Only Cost per 5,000 Gallons	Wastewater Service Only Points	Water and Wastewater Service Cost per 5,000 Gallons	Water and Wastewater Service Points.
\$35.00 or Greater	7	\$28.00 or Greater	7	\$45.00 or Greater	7
\$30.00 - \$34.99	6	\$26.00 - \$27.99	6	\$41.00 - \$44.99	6
\$25.00 - \$29.99	5	\$24.00 - \$25.99	5	\$37.00 - \$40.99	5
\$23.00 - \$24.99	4	\$22.00 - \$23.99	4	\$34.00 - \$36.99	4
\$21.00 - \$22.99	3	\$20.00 - \$21.99	3	\$32.00 - \$33.99	3
\$19.00 - \$20.99	2	\$18.00 - \$19.99	2	\$31.00 - \$31.99	2
\$18.00 - \$18.99	1	\$16.00 - \$17.99	1	\$30.00 - \$30.99	1
Less than \$18.00	0	Less than \$16.00	0	Less than \$30.00	0

Applicants ranked by giving a standardized account of the amount of the existing water/sewer rates would have to be raised for the applicant to finance the project through a loan. The formula is as follows:

$$FP = AR (0.0710)$$

(12) (c)

FP = Estimate of rates to be raised to finance project through a loan

AR = Amount Requested

0.0710 = Annual rate factor for a 25-year loan at 5%

12 = Number of months per year

c = Number of Customers

Ability to Finance Project Through Loan	Points
\$12.00 or Greater	10
\$10.00 - \$11.99	9
\$9.00 - \$9.99	8
\$8.00 - \$8.99	7
\$7.00 - \$7.99	6
\$6.00 - \$6.99	5
\$5.00 - \$5.99	4
\$4.00 - \$4.99	3
\$3.00 - \$3.99	2
\$2.00 - \$2.99	1
Less than \$2.00	0

6. Grant Request Amount (0 - 3 points)

Grant Request Amount	Points
\$200,000 or less	0
\$200,001 to \$299,999	1
\$300,000 to \$399,999	2
\$400,000 to \$600,000	3

7. Leverage (0 - 10 points)

Projects will be rated on their ability to integrate the use of funds other than CDBG to carry out the proposed CDBG project. Leverage will be valued using full value for cash leverage and no point value will be given for in-kind leverage. The leverage score will be calculated as follows:

Formula:

Cash Leverage: \$ _____

Cash Leverage

CDBG Request Amount X10 = Leverage Points

Example:

Cash Leverage: \$ 50,000
CDBG Request Amount: \$100,000
 \$50,000
\$100,000 X10 = 5 Leverage Points

8. ODEQ Permitting (0 - 10 Points)

Permitting Status	Points
ODEQ Permit not required	0
Final Plans and Specifications submitted to ODEQ for approval	5
Permit to Construct Issued by ODEQ	10

9. Corrective Action Point Reduction (As Applicable) (Minus 2 points)
 Applications requiring minor corrections will receive a maximum two (2) point scoring reduction. These applications require ODOC to formally initiate the application to a “changes required” status in OGX and the applicant is then required to formally “submit” the application once again through the OGX system. The point reduction is applicable if the application needs a correction that does not immediately warrant a failed threshold rating but has an identifiable minor requirement or procedure that was not followed and can be easily corrected. Example: required documentation is submitted unsigned; incorrect budget numbers; incorrect LMI numbers, etc. The corrective action timeframe is four (4) workdays. Corrections that remain incomplete will result in a failed threshold rating.

Note: Applicants will not be penalized for ODOC requests for clarifying information or documentation required beyond that specified in the CDBG Application Guidelines or CDBG Application Guidelines errors/omissions which result in needed corrections.

Under extenuating circumstances, ODOC will carefully consider correction related extensions provided legitimate reasons can be given for such time extensions. ODOC will make the final determination if an extension is warranted. Corrective action time extensions will not be automatic and requests for time extensions will be carefully considered by ODOC. It will be the responsibility of the prospective applicant to make ODOC aware of any issues that may affect the ability to meet the four (4) working day corrective action deadline.

Community Revitalization

Under this broad category, an Applicant may submit a project proposal for any eligible activity listed under Section 105(a) of the Federal Housing and Community Development Act of 1974, as amended, other than water or wastewater projects. Such projects could include fire protection, storm water drainage, street improvements, community centers, and property acquisition. Additional information on property acquisition is found on page 45.

Applications received under this set-aside will be scored competitively against one another regardless of project type.

The grant maximum for the CDBG Community Revitalization application is \$300,000. The deadline for application submission is April 2, 2027. The maximum amount of CDBG Community Revitalization funds that may be used for project administration is eight percent (8%) of the total CDBG Revitalization funds awarded. Applications received after this date will not be considered for funding. Additionally, CDBG Community Revitalization projects not meeting all the threshold requirements will not be considered for funding.

Any funds not applied for in the CDBG Community Revitalization set-aside will be transferred to another set-aside as determined by ODOC.

Threshold Requirements

1. CDBG Community Revitalization requests for funds must meet the principle CDBG National Objective of providing a direct benefit (fifty-one percent [51%] or more) to persons of low and moderate income.
2. A proper sponsor for CDBG Community Revitalization projects is defined as a Unit of Local government with direct jurisdiction over the majority (60%) of the proposed project beneficiaries.
3. Applicants can apply for up to \$300,000 grant maximum. Applicants may not apply for more than one (1) project activity per application under this CDBG Community Revitalization set-aside.
4. Proof that citizen participation requirements have been met, as evidenced by an application phase public hearing and written Citizen Participation Plan.
5. All cost estimates shall be obtained from professional sources, as applicable, and submitted with the application. These estimates must be signed, dated and sealed/certified from professional engineers, architects, construction companies, vendors or appropriate personnel with experience to make such estimates.
6. Cities, Towns and Counties with previous CDBG funding must have close-out documents submitted by January 29, 2027.
 - a. City/Town and County (Direct Jurisdiction) Applicants: City/Towns and Counties receiving a direct jurisdictional benefit may submit only one (1) grant application per CDBG Program Year selecting from CDBG Water/Wastewater Engineering, CDBG Water/Wastewater Construction, CDBG Community Revitalization, or CDBG REAP. A City/Town and County (Direct Jurisdiction) cannot submit a CDBG application if it currently has an open CDBG grant. Exclusions: EDIF, CIP and DR. Typical County direct jurisdiction CDBG application projects are roads, bridges, County hospital, etc.
 - b. County Sponsored Applicants: Counties acting in a "sponsorship" capacity may submit a maximum of one sponsored CDBG grant application per CDBG Program Year selecting from Water/Wastewater Engineering, Water/Wastewater Construction, Community Revitalization, or REAP. Limitation: Counties may only have one (1) open-sponsored CDBG grant and still make another sponsored CDBG application. Counties cannot exceed the maximum number of two open sponsored CDBG grants open at

any given time. Exclusions: EDIF, CIP. Counties may sponsor applications where they do not have direct jurisdiction over certain public functions. Generally, there are communities with less than \$50,000 in revenue, Rural Water Districts, and Rural Fire Districts. Counties cannot submit a single application containing multiple Units of General Local Governments or jurisdictions such as Rural Fire Districts under a single county sponsored application.

7. The CDBG Community Revitalization grant request cannot exceed \$2,000 per beneficiary.
8. Towns and Cities (Counties are exempt) must submit a copy of their audit or the agreed upon procedures by the application deadline. All Towns and Cities that have a June 30, FY end date are required to submit a copy of their FY 2026 audit and Towns and Cities that have a December 31, FY end date are required, as a minimum, to submit a copy of their FY 2025 audit. No application will be considered for review or funding that does not meet the requirements stated above.
9. If the City or Town receives less than \$50,000 in annual revenues from its normal business and does not have an audit or agreed upon procedure, the City or Town cannot apply directly to ODOC. The City or Town can apply only by having the local County apply on their behalf if the County chooses to do so. Nothing contained herein mandates a County to act as an accommodating party.
10. Applicants must certify that if the proposed project is funded by CDBG Community Revitalization dollars it will be properly insured for the life of the asset (as applicable). Proper insurance for buildings includes property and liability insurance coverage. When the project includes vehicles, proper insurance will include liability, comprehensive and collision coverage.
11. Applicants are responsible for accomplishing online application corrections/revisions along with any applicable application upload corrections/revisions as directed by ODOC staff within the pre-determined deadline. In fairness to other applicants and to maintain HUD required CDBG funding expenditure rates; ODOC cannot indefinitely hold applications until the respective application corrections/revisions are accomplished. Applications will be considered incomplete if the prescribed corrections/revisions are not made to the application within the pre-determined deadline established by ODOC. This will result in a failed threshold application rating.
12. The Application Guidelines associated with the CDBG Community Revitalization set-aside contain an Application Forms Checklist outlining all application related documentation required to be uploaded into the online OGX application. It is the Applicant's responsibility to follow this checklist and seek additional guidance from ODOC staff as required. Applicants will be responsible for following and providing each item listed on the checklist. Failure to provide any of the required application documentation listed on the checklist will result in a failed application rating. Additionally, Applicants must provide a response to all application questions and satisfy all documentation requirements delineated in the

CDBG Community Revitalization Application Guidelines and online OGX Application System including, but not limited to: Resolution, income survey results, resolution requesting assistance, survey maps, certifications, HUD Form 2880 Applicant Recipient Disclosure Update Report, project budget, etc.

13. The application must sufficiently demonstrate an applicant's need for the requested CDBG activity. For any requested CDBG project, there is an underlying "need" for such a project. It is the responsibility of the applicant to communicate to ODOC why the CDBG activity is being requested in the application. Failure to adequately demonstrate a project need will result in a failed threshold application rating. The project need is communicated in the "Project Description" section of the "CDBG Application Summary" page of the online OGX application. Additional narratives and supporting documentation can be uploaded in the "Uploads" page of the OGX application if required.

Rating Criteria

Applications which meet threshold requirements will be ranked for funding utilizing the following criterion:

1. Project Benefit to Low- and Moderate-Income Percentage (2 - 15 points)

LMI %	Points	# LMI Persons	Points
51 - 55	1	0 - 250	1
56 - 60	2	251 - 500	2
61 - 65	3	501 - 750	3
66 - 70	4	751 - 1,000	4
71 - 75	5	Over 1,000	5
76 - 80	6		
81 - 85	7		
86 - 90	8		
91 - 95	9		
96 - 100	10		

2. Grant Request Amount (0 – 10 points)

Grant Request Amount	Points
\$50,000 or less	0
\$50,001 - \$74,999	1
\$75,000 - \$99,999	2
\$100,000 - \$124,999	3
\$125,000 - \$149,999	4
\$150,000 - \$174,999	5
\$175,000 - \$199,999	6
\$200,000 - \$224,999	7

\$225,000 - \$249,999	8
\$250,000 - \$274,999	9
\$275,000 - \$300,000	10

3. Leverage (0 – 15 points)

Projects will be rated on their ability to integrate the use of funds other than CDBG Community Revitalization to carry out the proposed CDBG Community Revitalization project. Leverage will be valued using full value for cash leverage and no point value will be given for in-kind leverage. A maximum of 15 points is available for leverage.

To level the playing field faced by smaller communities, a variable will be applied to the previously used ratio (total leverage to grant request amount ratio); based on the population figures found in the Appendix 'D' of this guide. These figures are compiled by the U.S Census Bureau and provided by the HUD and are reported in conjunction with HUD's LMI qualification related documentation. Moreover, if the applicant is a county submitting on behalf of an unincorporated area, the maximum variable allowed (1.5) will automatically be applied.

Applicants with a population of 1,500 or less will receive a variable of one and a half (1.5). Those with a population of 1,501 to 3,500 will receive a variable of one and a quarter (1.25). Finally, applicants with a population of 3,501 and greater will receive a variable of one (1).

The leverage score will be calculated as follows:

Formula:

Cash Leverage: \$_____

Cash Leverage

CDBG Request Amount X15 = Leverage Points

Example A:

Cash Leverage: \$50,000

CDBG Request Amount: \$150,000

\$50,000

\$150,000 X15 = 5 Leverage Points

Example B: Based on the point award in Example 'A' above, The applicant has a population of 2,750 people. $5 \times 1.25 = 6.25$ points awarded.

Example C: Based on the point award in Example 'A' above, the applicant has a population of 1,200 people. $5 \times 1.5 = 7.5$ points awarded.

4. Previous Grant (0 - 10 points)

An applicant will be awarded points based on the calendar year & month of closeout of the last (CDBG REAP, CDBG Community Revitalization, CDBG Water/Wastewater Engineering, CDBG Water/Wastewater Construction) award and the current CDBG Community Revitalization

application submission deadline. Exclusions: EDIF and CIP. The applicant will receive points based on the following scale:

- A. Less than one year after grant closeout – 0 Points
- B. Greater than one year less than two years – 1 Point
- C. Greater than two years less than three years – 2 Points
- D. Greater than three years less than four years – 4 Points
- E. Greater than four years less than five years – 6 Points
- F. Greater than five years less than six years – 8 Points
- G. More than six years after grant closeout – 10 Points

Example A: If an applicant successfully closed out a CDBG application in January of 2024. If the applicant applies for a CDBG Community Revitalization application in March of 2027, the applicant will receive four points on a 2027 CDBG Community Revitalization application.

Example B: If an applicant successfully closed out a CDBG application in April of 2024. If the applicant applies for a CDBG Community Revitalization application in March of 2027, the applicant will receive two points on a 2027 CDBG Community Revitalization application.

5. Corrective Action Point Reduction (As Applicable) (Minus 2 points)

Applications requiring minor corrections will receive a maximum two (2) point scoring reduction. These applications require ODOC to formally initiate the application to a “changes required” status in OGX and the applicant is then required to formally “submit” the application once again through the OGX system. The point reduction is applicable if the application needs a correction that does not immediately warrant a failed threshold rating but has an identifiable minor requirement or procedure that was not followed and can be easily corrected. Example: required documentation is submitted unsigned; incorrect budget numbers; incorrect LMI numbers, etc. The corrective action timeframe is four (4) workdays. Corrections that remain incomplete will result in a failed threshold rating.

Note: Applicants will not be penalized for ODOC requests for clarifying information or documentation required beyond that specified in the CDBG Application Guidelines or CDBG Application Guidelines errors/omissions which result in needed corrections.

Under extenuating circumstances, ODOC will carefully consider correction related extensions provided legitimate reasons can be given for such time extensions. ODOC will make the final determination if an extension is warranted. Corrective action time extensions will not be automatic and request for time extensions will be carefully considered by ODOC. It will be the responsibility of the prospective applicant to make ODOC aware of any issues that may affect the ability to meet the four (4) working day corrective action deadline.

CDBG / REAP

The total funding amount for the CDBG REAP set-aside is \$1,500,000. The allocation formula for each Substate Planning District Area (SSPD) is based on low to moderate-income population. ODOC reserves the right to adjust set-aside and category allocations to ensure maximum utilization of funds. Such adjustments shall be the minimum amount necessary to fund projects efficiently. An applicant may submit a project proposal for any eligible activity listed under Section 105 (a) of the Federal Housing and Community Development Act of 1974, as amended. Any funds not applied for in the Substate Planning District Area will be transferred to another set-aside as determined by ODOC. ODOC allows applicants to compete in the CDBG REAP and any other CDBG program in accordance with each set-aside restrictions.

The maximum amount of funds that may be used for CDBG REAP project administration is eight percent (8%) of the total award. The deadline for application submission is February 26, 2027.

The SSPD Allocations are listed below:

1.	ACOG	\$136,363.63
2.	ASCOG	\$136,363.63
3.	COEDD	\$136,363.63
4.	EODD	\$136,363.63
5.	GGEDA	\$136,363.63
6.	INCOG	\$136,363.63
7.	KEDDO	\$136,363.63
8.	NODA	\$136,363.63
9.	OEDA	\$136,363.63
10.	SODA	\$136,363.63
11.	SWODA	\$136,363.63

Threshold Criteria

1. Eligible applicants for the CDBG REAP Program are units of general local governments (counties and incorporated towns and cities) that are State appropriated REAP funding eligible as identified by the Sub-state Planning District and in accordance with 62 O.S. § 2001 et al as amended.
2. CDBG REAP funds must be matched dollar for dollar by State appropriated REAP funds. For example, if a project is \$80,000 it must be \$40,000 CDBG REAP, and \$40,000 State appropriated REAP funds. Applicants may not apply for more than one (1) project activity per application under this set-aside.
3. If applying for water or wastewater improvements, applicants must provide documentation of a Permit to Construct issued by the ODEQ or documentation of Final Plans and Specifications delivered to the ODEQ.
4. CDBG REAP requests for funds must meet the principle CDBG National Objective of providing a direct benefit (fifty-one percent [51%] or more) to persons of low and moderate-income.

5. Cities, Towns, and Counties with previous CDBG funding must have close-out documents submitted by January 29, 2027.
 - a. City/Town and County (Direct Jurisdiction) Applicants: City/Towns and Counties receiving a direct jurisdictional benefit may submit only one (1) grant application per CDBG Program Year selecting from CDBG Water/Wastewater Engineering, CDBG Water/Wastewater Construction, CDBG Community Revitalization, or CDBG Rural Economic Action Plan (REAP). A City/Town and County (Direct Jurisdiction) cannot submit a CDBG application if it currently has an open CDBG grant. Exclusions: EDIF, CIP and DR. Typical County direct jurisdiction CDBG application projects are roads, bridges, County hospital, etc.
 - b. County Sponsored Applicants: Counties acting in a “sponsorship” capacity may submit a maximum of one sponsored CDBG grant application per CDBG Program Year selecting from Water/Wastewater Engineering, Water/Wastewater Construction, Community Revitalization, or REAP. Limitation: Counties may only have one (1) open-sponsored CDBG grant and still make another sponsored CDBG application. Counties cannot exceed the maximum number of two open sponsored CDBG grants open at any given time. Exclusions: EDIF, CIP. Counties may sponsor applications where they do not have direct jurisdiction over certain public functions. Generally, there are communities with less than \$50,000 in revenue, Rural Water Districts, and Rural Fire Districts. Counties cannot submit a single application containing multiple Units of General Local Governments or jurisdictions such as Rural Fire Districts under a single county sponsored application.
6. A proper sponsor for CDBG REAP projects is defined as a Unit of Local government with direct jurisdiction over the majority (60%) of the proposed project beneficiaries.
7. Proof that citizen participation requirements have been met, as evidenced by an application phase public hearing and written Citizen Participation Plan.
8. All cost estimates shall be obtained from professional sources, as applicable, and submitted with the application. These estimates must be signed, dated, and certified by professional engineers, architects, construction companies, vendors, or appropriate personnel with experience to make such estimates.
9. The CDBG REAP grant request cannot exceed \$2,000 per beneficiary.
10. Towns and Cities (Counties are exempt) must submit a copy of their audit or the agreed upon procedures by the application deadline. All Towns and Cities that have a June 30, FY end date are required to submit a copy of their FY 2026 audit and Towns and Cities that have a December 31, FY end date are required, as a minimum, to submit a copy of their FY 2025 audit. No application will be considered for review or funding that does not meet the requirements stated above.

If the city or town receives less than \$50,000 in annual revenues from its normal business and does not have an audit or agreed upon procedure, the city or town cannot apply directly to ODOC. The city or town can apply only by having the local County apply on their behalf if the County chooses to do so. Nothing contained herein mandates a County to act as an accommodating party.

11. Applicants must certify that if the proposed project is funded by CDBG REAP dollars it will be properly insured for the life of the asset. Proper insurance for buildings includes property and liability insurance coverage. When the project includes vehicles, proper insurance will include liability, comprehensive and collision coverage.
12. Applicants are responsible for accomplishing online application corrections/revisions along with any applicable application upload corrections/revisions as directed by ODOC staff within the pre-determined deadline. In fairness to other applicants and in order to maintain HUD required ODOC's CDBG funding expenditure rates; ODOC cannot indefinitely hold applications until the respective application corrections/revisions are accomplished. Applications will be considered incomplete if the prescribed corrections/revisions are not made to the application within the pre-determined deadline established by ODOC. This will result in a failed threshold application rating.
13. The Application Guidelines associated with this CDBG REAP set-aside contain an Application Forms Checklist outlining all application-related documentation required to be uploaded into the online OGX application. It is the Applicant's responsibility to follow this checklist and seek additional guidance from ODOC staff as required. Applicants will be responsible for following and providing each item listed on the checklist. Failure to provide any of the required application documentation listed on the checklist will result in a failed application rating. Additionally, Applicants must provide a response to all application questions and satisfy all documentation requirements delineated in the CDBG REAP Application Guidelines and online OGX Application System including, but not limited to: Resolution, income survey results, resolution requesting assistance, survey maps, certifications, HUD Form 2880 Applicant Recipient Disclosure Update Report, project budget, etc.
14. The application must sufficiently demonstrate an applicant's need for the requested CDBG activity. For any requested CDBG project, there is an underlying "need" for such a project. It is the responsibility of the applicant to communicate to ODOC why the particular CDBG activity is being requested in the application. Failure to adequately demonstrate a project need will result in a failed threshold application rating. The project need is communicated in the "Project Description" section of the "CDBG Application Summary" page of the online OGX application. Additional narratives and supporting documentation can be uploaded in the "Uploads" page of the OGX application if required.

Small Cities

Communities with a 2010 U.S. Census Bureau population estimate of 15,000 to 50,000 that are currently not HUD designated entitlement communities are eligible to participate in the Small Cities category. Oklahoma's entitlement cities are Edmond, Enid, Lawton, Midwest City, Moore, Norman, Oklahoma City, Shawnee, and Tulsa as well as the units of local government participating in the CDBG Urban County Designation for Tulsa County which consists of the following:

City of Bixby	City of Owasso	Unincorporated Tulsa Co.
City of Jenks	Town of Sperry	City of Glenpool
City of Skiatook	City of Collinsville	City of Sapulpa
City of Broken Arrow	City of Sand Springs	

Application Submission Requirements

Based on population criteria previously stated, there are currently eighteen (18) units of local governments eligible for the CDBG Small Cities program.

CDBG-Small Cities Communities:

Ada	Altus	Ardmore	Bartlesville	Bethany	Chickasha
Claremore	Del City	Duncan	Durant	El-Reno	McAlester
Muskogee	Mustang	Ponca City	Stillwater	Tahlequah	Yukon

The eighteen (18) eligible units of local governments continue to be divided into two groups of nine (9) for purposes of funding. Those communities that elected to participate in the 2025 Small Cities program through a Letter of Interest and their application status from the 2025 Small Cities Program Review is as follows:

2026 Small Cities	Awards
1. Ada	Funded
2. Altus	Declined Participation
3. Ardmore	Declined Participation
4. Bethany	Funded
5. Chickasha	Declined Participation
6. Durant	Declined Participation
7. Mustang	Declined Participation
8. Ponca City	Funded
9. Tahlequah	Declined Participation

The total amount of funding available for the 2026 Small Cities program is \$1,370,000. The funds will be allocated evenly between the proposed nine (9) eligible communities listed in the table below.

2027 Eligible Small Cities	
1.	Bartlesville
2.	Claremore
3.	Del City
4.	Duncan
5.	El Reno
6.	McAlester
7.	Muskogee
8.	Stillwater
9.	Yukon

Participation in the 2027 Small Cities Program is determined by submission of a Letter of Intent due by 5:00 p.m. on or before December 11, 2026. Additionally, the 2027 CDBG Small Cities Application Submission Due Date is June 25, 2027.

Note: For those communities that choose not to participate in the Small Cities Program, Oklahoma Department of Commerce/Community Development (ODOC) will recalculate and distribute the allocation based on participants only.

Each eligible CDBG Small Cities unit of local governments has the option to not participate in the 2027 CDBG Small Cities Program and choose to compete in the appropriate CDBG set asides.

Threshold Requirements

Due to the HUD desire for all states to dramatically increase their expenditure rates, the following new expenditure criteria have been established.

1. The CDBG Small Cities project must include leverage at least 1:1. Proposed leverage must be directly related to the proposed CDBG Small Cities project. For example, local funds being utilized in one section of town would not be considered as leveraging the CDBG Small Cities funds if the CDBG Small Cities funds were being utilized in a different section of town. In-kind is not an eligible source of leverage.
2. As referenced in 24 CFR 570.201-204) and 24 CFR 570.206, costs incurred as a direct result of implementing and executing eligible CDBG activities are known as "Activity Delivery Costs". These costs are directly attributable to an eligible CDBG project activity. Project activity delivery costs are not eligible from CDBG Small Cities funds; however, cash leverage can include reasonable project activity delivery costs.
3. If an eligible community is applying in the CDBG Small Cities set-aside that community cannot apply for any other CDBG set-aside during the FY 2027 program year.
4. The project must achieve a National Objective. CDBG Small Cities applicants must qualify their project activities under the low and moderate-income National Objective. This is accomplished by conducting a random sample income survey in the project target area. However, the use of any Census Data to document the percentage of low and moderate-income beneficiaries for any CDBG funded activity should receive prior ODOC review and approval.

5. Each community must have an updated Citizen Participation Plan and conduct one public hearing before the application is submitted. Acceptable documentation of the public hearing consists of the Affidavit of Publication.
6. Communities participating in the CDBG Small Cities set-aside must have a Letter of Intent submitted to the ODOC by 5:00 p.m., December 11, 2026.
7. Specific projects identified in the application must have cost estimates derived from professional sources. Water and wastewater projects must have a preliminary engineering report including certified cost estimates from a professional engineer licensed to work in Oklahoma with the engineer's signature, date and seal. For other types of projects professional cost estimates may be derived from architects (must include signature, date and seal), engineers (must include signature, date and seal), vendors, construction companies, or appropriate personnel to make such estimates. All estimates must be signed and dated.
8. Applications must include a Resolution passed by the current governing body requesting the particular assistance.
9. Grant request cannot exceed \$2,000 per beneficiary for all projects.
10. Cities must submit a copy of their Audit by the application deadline. All Cities that have a June 30, Fiscal Year End date are required to submit a copy of their FY 2026 Audit. Cities that have a December 31, Fiscal Year End date are required, as a minimum, to submit a copy of their FY 2025 audit. No application will be considered for review or funding that does not meet the requirements stated above.
11. The application must sufficiently demonstrate an applicant's need for the requested CDBG activity. For any requested CDBG project, there is an underlying "need" for such a project. It is the responsibility of the applicant to communicate to ODOC why the CDBG activity is being requested in the application. Failure to adequately demonstrate a project need will result in a failed application. The project need is communicated in the "Project Description" section of the "CDBG Application Summary" page of the online OGX application. Additional narratives and supporting documentation can be uploaded in the "Uploads" page of the OGX application if required.
12. The Application Guidelines associated with this CDBG Small Cities set-aside contain an Application Forms Checklist outlining all application related documentation required to be uploaded into the online OGX application. It is the Applicant's responsibility to follow this checklist and seek additional guidance from ODOC staff as required. Applicants will be responsible for following and providing each item listed on the checklist. Failure to provide any of the required application documentation listed on the checklist will result in a failed application rating. Additionally, Applicants must provide a response to all application questions and satisfy all documentation requirements delineated in the CDBG Small Cities Application Guidelines and online OGX Application System including, but not limited to: Resolution, income survey results, resolution requesting assistance, survey maps, certifications, HUD Form 2880 Applicant Recipient Disclosure Update Report, project budget, etc.

Economic Development

The objective of the Economic Development (ED) set-aside is the development of communities and counties by expanding economic opportunities, primarily for low and moderate-income persons. The State's activities shall achieve the national objective by funding projects that stimulate the creation of jobs primarily for low and moderate-income persons.

Eligible Applicant

Eligible applicants are units of local government (incorporated towns, cities, and counties) that are not participants in the CDBG Entitlement Program. Oklahoma's entitlement cities are Edmond, Enid, Lawton, Midwest City, Moore, Norman, Oklahoma City, Shawnee, and Tulsa as well as the units of local government participating in the CDBG Urban County Designation for Tulsa County which consists of the following:

City of Bixby	City of Owasso	Unincorporated
City of Jenks	Town of Sperry	Tulsa County
City of Skiatook	City of Collinsville	City of Glenpool
City of Broken Arrow	City of Sand Springs	City of Sapulpa

Applicants seeking funding under other FY 2027 CDBG set asides may concurrently apply for funding under the Economic Development set-aside.

EDIF Program

The EDIF program shall be utilized for public infrastructure and other improvements necessary for a business to create new jobs primarily for low and moderate-income persons in Oklahoma. Public improvements eligible to be financed by this program are publicly owned or public easement improvements that will provide basic infrastructure services to a new or expanding business. Such improvements may include, but are not limited to, water, wastewater, transportation improvements, and rehabilitation and new construction of publicly owned industrial buildings.

The State shall review for funding purposes only, individual economic development projects between an eligible applicant and a specific employment generating business.

To provide prospective applicants with clear objectives of the Oklahoma Department of Commerce/Community Development (ODOC/CD) EDIF program the following general guidance is provided.

1. New Jobs for low- and moderate-income persons are the primary purpose of this program;
2. Funding is for publicly owned infrastructure;
3. The infrastructure improvement activity must be directly related to the industry being assisted and have a clear link to the creation of jobs;
4. Funding is not for the benefit of retail, private prisons, educational institutions or the retention of jobs.

5. ODOC will examine the business(es) involved and its reasonable potential to create the projected jobs;
6. Start-up businesses will not be considered unless the company has cash capitalization of at least 25% of the company's project costs;
7. EDIF funds may not be used for speculation; a specific business creating new jobs is required;
8. Reasonable cost of administration up to a maximum of \$15,000;
9. The charge for professional engineering services will be based upon the USDA-Rural Development fee guidelines.
10. The application packet shall contain all information necessary to apply for funding, and it must be complete to be considered for funding;
11. A company can be the beneficiary of only one CDBG-EDIF project at a time. All projected jobs must be created, and the project must be closed out before a company can benefit from another CDBG-EDIF project.

Financing Option:

Business Expansions or Targeted Industries

- Targeted towards assisting Oklahoma existing companies' expansion efforts and new companies or industries to the state.
- Targeted industry group (i.e. alternative energy, agribusiness, aerospace, defense or other advanced manufacturing), with the new jobs being Quality Job eligible in terms of health insurance (as long as the company has a plan to meet the National Objective of benefit to low- and moderate-income persons).
- Maximum grant amount is \$1,000,000 based upon jobs and leverage.

Project Selection Procedures – EDIF Projects

CDBG-EDIF Program – Threshold Requirements

1. At least 51% of the projected jobs to be created shall be held by, or made available to, persons who are qualified as low to moderate-income persons.
2. At least one permanent job shall be created for every \$35,000 of CDBG-EDIF funds.
3. All projects shall require one new dollar committed as financial leverage to the project for each CDBG-EDIF dollar requested.
4. Proof that citizen participation requirements have been met, as evidenced by an application phase public hearing and written Citizen Participation Plan.
5. If the city or town receives less than \$50,000 in annual revenues from its normal business the city or town cannot apply directly to ODOC. The city or town can apply only by having the local County apply on their behalf if the County chooses to do so. Nothing contained herein mandates a County to act as an accommodating party. Any applications by a County to act as an accommodation for a city or town

- that does not have \$50,000 in annual revenues from its normal business, will not count against the County's open contract maximum.
6. 100% of the average wage for all new jobs. If the project does not meet the 100% ACW, the following two criteria may be considered:
 - Established Company – in business for at least 10 years.
 - County unemployment is higher than the state average.
 7. The proposed use of the CDBG-EDIF funds is “allowable, reasonable, and appropriate.”

Evaluation Criterion

General: There are no specific application deadlines. ODOC reserves the right to suspend the taking of applications based upon availability of funding. Projects will be evaluated, and a funding decision reached as expeditiously as possible. However, project evaluation will depend on the applicant satisfactorily completing the application and all information requested by ODOC. Applications from one program year will not be kept for Review past three (3) months into another program year. If the application has not been completed three (3) months into the next program year, the application will need to be resubmitted using the current year application guidelines.

Economic development projects may be approved where a community development project is in existence. Funds cannot be used to relocate economic activity from one Oklahoma community to another when CDBG funds are the primary motivation factor. Applicant will be asked to justify request when relocation is an issue. Eligible entities are strongly encouraged to apply only for the minimum financing necessary to make the project a reality. Projects must have other new leverage dollars in place or currently applied for.

Applications meeting the requirements shall be evaluated based upon the following criterion. The state will review and underwrite applications to determine if, and to what extent, the criterion is met. Each application will stand on its own, and the strengths or weaknesses of the applicant's claim will be evaluated. A determination will be made by ODOC as to the likelihood or reasonableness of the claims made by the applicant becoming reality. The criteria are prioritized according to relative importance to the State.

If funding levels reach 75 percent (75%) of all CDBG-EDIF funds awarded, the Evaluation Criteria point system will be utilized to determine the CDBG-EDIF request. All projects (currently under review and any new applications received) at this point which meet Eligibility, Threshold, and Completeness review will be funded based on the highest points achieved on the Evaluation Criteria point system until the CDBG-EDIF funds are exhausted. Once funds are exhausted, all applications not funded will be returned to the applicant.

Evaluation Criteria

Business Expansions (60 Points Maximum)

Leverage

1:1	0 points
2:1	1 points
3:1	2 points

Each whole number increase is worth one point to a maximum of 10 points.
Leverage does not include in-kind contributions, and ratios are rounded down.

New Job Benefits:

Does the company provide Quality Job minimum level of health insurance for all full-time positions?

Yes	5 points
No	0 points

Average Wages of the new jobs compared to Average County Wage:

County name:

Average County Wage

Average wages 100% of ACW 0 points

Average wages of ACW 5 points

Average wages of ACW 10 points

Each 5% increase is worth one point to a maximum of 10 points. Percentages are rounded down.

Job threshold:

- Small community population <5,000 people; greater than 5 jobs 5 Pts
- Community of 5,000 – 10,000 people; greater than 10 jobs 5 Pts
- Medium community population 10,000 – 40,000 people:
greater than 25 jobs 5 Pts
- Large community >40,000 people: greater than 50 jobs 5 Pts

Company information:

Is the company a manufacturing company?

Yes	5 points
No	0 points

How long has the company been in existence in Oklahoma?

2 – 0 years	0 points
5 – 3 years	1 points
8 – 6 years	2 points
12 – 9 years	3 points
15 – 13 years	4 points
18 – 16 years	5 points
Greater than 18 years	10 points

Project location:

Is the project located in an enterprise zone?

Yes	5 points
No	0 points

Regional project:

How many units of local government involvement does the project include?

One unit	0 points
Two units	5 points
Three units	10 points

Evaluation Criteria

Targeted Industries (55) Points Maximum)

Leverage

1:1	0 points
2:1	1 points
3:1	2 points

Each whole number increase is worth one point to a maximum of 10 points.

Leverage does not include in-kind contributions, and ratios are rounded down.

New Job Benefits:

Does the company provide Quality Job minimum level of health insurance for all full time positions?

Yes	5 points
No	0 points

Average wages of the new jobs compared to average county wage:

County name:

Average County Wage

Average wages 100% of ACW	0 points
Average wages of ACW	5 points
Average wages of ACW	10 points

Each 5% increase is worth one point to a maximum of 10 points. Percentages are rounded down.

Job Threshold:

- Small community population <5,000 people; greater than 5 jobs 5 Pts
- Community of 5,000 – 10,000 people; >10 jobs 5 Pts
- Medium community population 10,000 – 40,000 people >25 jobs 5 Pts
- Large community >40,000 people: greater than 50 jobs 5 Pts

Company information:

Is the company a manufacturing company?

Yes	5 points
No	0 points

Is the company within an industry targeted by ODOC?

Yes 5 points
No 0 points

Project location:

Is the project located in an enterprise zone?

Yes 5 points
No 0 points

Regional project:

How many units of local government involvement does the project include?

One unit 0 points
Two units 5 points
Three units 10 points

CIP

Beginning in 1993, the ODOC has funded grants to local governments to assist in developing CIP.

To guide participating entities through this process, ODOC created GeoCIP®, a standardized method for creating a Geographic Information System (GIS) based, comprehensive mapping and inventory of local government assets. This information is used in evaluating asset conditions, identifying infrastructure needs, setting improvement priorities and updating the local government's capital budget. The process also includes the development of a Total Capital Needs Summary/5-year strategic plan that prioritizes needs and identifies potential funding sources.

The local Council of Government (COG) will review and recommend CDBG CIP projects in their area. All CIP applications should be coordinated with the local COG. The applicant should contact their local COG to verify the application deadline. After each COG reviews the potential CDBG CIP projects in their area, they will submit the applications that they recommend to be awarded to ODOC/CD for contract consideration.

The total allocation for the CIP Program will be \$440,000. The deadline for application submission is July 9, 2027. The amount of CDBG funds that may be used for a CIP project varies depending on the project. Grant amounts will be based on the criteria set forth in the CDBG application packet. Each COG should determine their priority list of projects. Each local government must update compliance with meeting the National Objective of benefiting at least 51% of persons who are low to moderate income.

CDBG CIP COG Allocations:

1.	ACOG	\$40,000
2.	ASCOG	\$40,000
3.	COEDD	\$40,000
4.	EODD	\$40,000
5.	GGEDA	\$40,000

6.	INCOG	\$40,000
7.	KEDDO	\$40,000
8.	NODA	\$40,000
9.	OEDA	\$40,000
10.	SODA	\$40,000
11.	SWODA	\$40,000

After July 9, 2027, application deadline has passed, if any CDBG CIP funds remain in the set-aside that have not been applied for, additional time will be provided for COGs to submit an additional CDBG CIP application for those funds. To be eligible to submit an additional CDBG CIP application, a COG must have submitted a successful CDBG CIP application during the original application period and applied for all their original allotted funds. Eligible COGs will be notified by email of the opportunity to submit an additional CDBG CIP application. The deadline for the additional CDBG CIP applications is September 10, 2027. After the second deadline has passed, any funds not applied for in the CDBG CIP set-aside will be transferred to another set-aside as determined by ODOC.

Threshold Requirements

1. COGs will evaluate CDBG CIP needs in their regions and recommend potential projects for eligible applicants to Commerce.
2. Eligible applicants for the CDBG CIP Program are units of general local governments (counties and incorporated towns and cities) that are CDBG eligible as identified by the Sub-state Planning District and in accordance with 62 O.S. § 2001 et al as amended.
3. Eligible applicants are required to work with their local COG to discuss doing a project.
4. Requests for funds must address at least one or more of the Primary National Objectives of the CDBG program:
 - a. Provide a direct benefit (fifty-one percent [51%] or more) principally for persons of low income;
 - b. Aid in the prevention or elimination of slums or blight; and
 - c. Address a particular urgent need posing a serious and immediate threat to the health or welfare of a community.
5. Cities, Towns and Counties with previous CDBG funding must have close-out documents submitted by January 29, 2027.
 - a. City/Town and County (Direct Jurisdiction) Applicants: City/Towns and Counties receiving a direct jurisdictional benefit may submit only one (1) grant application per CDBG Program Year selecting from CDBG Water/Wastewater Engineering, CDBG Water/Wastewater Construction, CDBG Community Revitalization, or CDBG REAP. A City/Town and County (Direct Jurisdiction) cannot submit a CDBG application if it currently has an open CDBG grant. Exclusions: EDIF, CIP and DR. Typical County direct jurisdiction CDBG application projects are roads, bridges, County hospital, etc.
 - b. County Sponsored Applicants: Counties acting in a "sponsorship" capacity may submit a maximum of one sponsored CDBG grant

application per CDBG Program Year selecting from Water/Wastewater Engineering, Water/Wastewater Construction, Community Revitalization, or REAP. Limitation: Counties may only have one (1) open-sponsored CDBG grant and still make another sponsored CDBG application. Counties cannot exceed the maximum number of two open sponsored CDBG grants open at any given time. Exclusions: EDIF, CIP. Counties may sponsor applications where they do not have direct jurisdiction over certain public functions. Generally, there are communities with less than \$50,000 in revenue, Rural Water Districts, and Rural Fire Districts. Counties cannot submit a single application containing multiple Units of General Local Governments or jurisdictions such as Rural Fire Districts under a single county sponsored application.

6. A proper sponsor for CDBG CIP projects is defined as a Unit of Local government with direct jurisdiction over the majority (60%) of the proposed project beneficiaries.
7. Proof that citizen participation requirements have been met, as evidenced by an application phase public hearing and written Citizen Participation Plan.
8. The Project Assessment is a detailed explanation of the scope of the project. It should include all work to be done and the tasks to be accomplished. Details on methodology and workflow used in the field as well as in the office should be provided. It should also include a description of the deliverables that are expected to be submitted at the end of the project.
9. The CDBG CIP grant request cannot exceed \$2,000 per beneficiary.
10. Applicants must provide a response to all application questions and satisfy all documentation requirements delineated in the Guideline and Application package including, but not limited to: Resolution, income survey results, survey maps, certifications, HUD Form 2880 Applicant Recipient Disclosure Update Report, project budget; etc.
11. Towns and Cities (Counties are exempt) must submit a copy of their audit or the agreed upon procedures by the application deadline. All Towns and Cities that have a June 30, FY end date are required to submit a copy of their FY 2026 audit and Towns and Cities that have a December 31, fiscal year end date are required, as a minimum, to submit a copy of their FY 2025 audit. No application will be considered for review or funding that does not meet the requirements stated above.
If the city or town receives less than \$50,000 in annual revenues from its normal business and does not have an audit or agreed upon procedure, the city or town cannot apply directly to ODOC. The city or town can apply only by having the local County apply on their behalf, if the County chooses to do so. Nothing contained herein mandates a County to act as an accommodating party.
12. Applicants are responsible for accomplishing online application corrections/revisions along with any applicable application upload corrections/revisions as directed by ODOC staff within the pre-determined deadline. In fairness to other applicants and to maintain HUD required

CDBG funding expenditure rates, ODOC cannot indefinitely hold applications until the respective application corrections/revisions are accomplished. Applications will be considered incomplete if the prescribed corrections/revisions are not made to the application within the pre-determined deadline established by ODOC. This will result in a failed threshold application rating.

13. The Application Guidelines associated with this CDBG CIP Set-Aside contain an Application Forms Checklist outlining all application related documentation required to be uploaded into the online OGX application. It is the Applicant's responsibility to follow this checklist and seek additional guidance from ODOC staff as required. Applicants will be responsible for following and providing each item listed on the checklist. Failure to provide any of the required application documentation listed on the checklist will result in a FAILED application rating. Additionally, Applicants must provide a response to all application questions and satisfy all documentation requirements delineated in the Application Guidelines and online OGX Application System including, but not limited to: Resolution, income survey results, resolution requesting assistance, survey maps, certifications, HUD Form 2880 Applicant Recipient Disclosure Update Report, project budget, etc.

State CDBG Program Primary National Objective

As addressed earlier, the primary National Objective of the State's CDBG program is:

"The development of viable urban communities, by providing decent housing and a suitable living environment, and expanding economic opportunities, principally for persons of low income."

By regulation, all community activities funded by CDBG must meet one of the broad, federally mandated national objectives. These are:

1. Benefit to low- and moderate-income persons;
2. Aid in the prevention or elimination of slums or blight; or
3. Community Development needs having a particular urgency, posing a serious and immediate threat to the health or welfare of a community.

It is estimated that, at a minimum, 95% of funds will be utilized on projects that meet the primary national objective of benefit to low- and moderate-income persons.

The use of the "benefit to low- and moderate-income persons" CDBG National Objective is considered as a funding PRIORITY under the State's CDBG Program and is treated as such under the State's individual CDBG set-asides. All project proposals submitted for funding through the CDBG Program must document the achievement of at least one of the National Objectives delineated under 24 CFR §570.483 (Criteria for National Objectives).

Pursuant to 24 CFR § 570.484, the State must certify that, in the aggregate, not less than 70 percent of applicable CDBG funds during the State-selected certification period will be expended for activities benefiting low- and moderate-income persons. Accordingly, the amount available for activities qualifying solely under the Slum or

Blight or Urgent Need national objectives is limited by the State's obligation to satisfy the overall LMI-benefit requirement.

National Objective: Elimination Of Slum and Blight

HUD guidance clarifies that states can be more restrictive than the statutory and regulatory national objective requirements, so long as the state requirements do not contradict federal requirements. For example, although three separate national objectives are eligible LMI, Elimination of Slum and Blight, Urgent Need) under CDBG, a state may choose to fund only LMI benefit activities. The State of Oklahoma CDBG program prioritizes funding for CDBG activities qualifying under the low- and moderate-income national objective. The State's CDBG program is built on serving the low- and moderate-income national objective. Given this, the State's CDBG program funding is formally allocated for such low- and moderate-income qualifying activities as demonstrated in the annual CDBG Action Plan. Slum and Blight projects may be considered for available CDBG program re-use funds if the activity meets the specific guidelines addressed below. In order for consideration under this national objective, the respective UGLG must first submit a formal letter of request to the ODOC Community Development Director thirty (30) days prior to the respective CDBG application deadline.

The focus of activities under this national objective is a change in the physical environment of a deteriorating area. This contrasts with the LMI benefit national objective where the goal is to ensure that funded activities benefit LMI persons.

In developing the criteria for qualifying under this national objective, HUD has taken considerable care to ensure that activities that qualify under the objective are either clearly eliminating objectively determinable signs of slums or blight in a defined slum or blighted area or are strictly limited to eliminating specific instances of blight outside such an area ("spot blight"). Accordingly, the subcategories under this national objective are:

- Addressing slums/blight on an area basis (24 CFR 570.483(c)(1)); and
- Addressing slums/blight on a spot basis (24 CFR 570.483(c)(2)).

Addressing Slums or Blight on an Area Basis

To qualify under the national objective of slums/blight on an area basis, an activity must meet all of the following criteria:

1. The area must be officially designated by the grant recipient and must meet a definition of a slum, blighted, deteriorated, or deteriorating area under State or local law. (For these purposes, it is not necessary to formally designate/declare the area to be blighted, but the area must meet the definitions for designation.)
2. The area must exhibit signs of economic disinvestment as indicated by at least one of the following physical signs of blight or decay:
 - a. There must be a substantial number of deteriorated or deteriorating buildings throughout the area. As a "safe harbor," HUD will consider this test to have been met if either:

- 1) The proportion of buildings in the area that are in such condition is at least equal to that specified in the applicable State law for this purpose; or
- 2) In the case where the applicable State law does not specify the percentage of deteriorated or deteriorating buildings required to qualify the area, then at least one quarter of all the buildings in the area must meet the grant recipient's definition of:
 - a) deteriorated or deteriorating;
 - b) abandoned;
 - c) experiencing chronic high occupancy turnover rates or chronic vacancy rates in commercial or industrial buildings;
 - d) experiencing significant declines in property values or abnormally low property values relative to other areas in the community; or
 - e) known or suspected of environmental contamination
- b. The public improvements throughout the area must be in a general state of deterioration. (For this purpose, it would be insufficient for only one type of public improvement, such as a sewer system, to be in a state of deterioration; rather, the public improvements taken as a whole must clearly exhibit signs of deterioration.)
3. Documentation must be maintained by the grant recipient on the boundaries of the area and the conditions that qualified the area at the time of its designation. The recipient must establish definitions of the conditions (listed above) and maintain records to substantiate how the area met the slums or blighted criteria.

Note: The area must be re-designated every 10 years for continued qualification and documentation must be retained.

4. Activities to be assisted with CDBG funds must be limited to those that address one or more of the conditions that contributed to the deterioration of the area. (Note that this does not limit the activities to those that address the blight or decay itself, but it allows an activity to qualify if it can be shown to address a condition that is deemed to have contributed to the decline of the area.)

Where the assisted activity is rehabilitation of residential structures, two additional criteria must be met:

- a. Each such building must be considered substandard under local definition. (States are to ensure that state grant recipients have developed minimum building quality standards for this purpose. Local conditions may be taken into consideration; states are also free to set standards regarding building quality.)

- b. All deficiencies making the building substandard must be corrected before less critical work on the building may be undertaken.

Note: These two criteria do not apply to nonresidential rehabilitation (rehabilitation of commercial or industrial buildings). Reference: 24 CFR 570.483(c)(1)

When the assistance is designed to address one or more of the specific conditions that originally qualified the area, typical activities designed to address blight on an area basis include:

- Acquisition and clearance of blighted properties,
 - Rehabilitation of substandard housing,
 - Infrastructure improvements,
 - Renovation and reuse of abandoned, historic buildings,
 - Commercial revitalization through facade improvements, and
 - Removal of environmental contamination on property to enable it to be redeveloped for a specific use.
5. The records to be maintained must include:
 - The boundaries of the area;
 - A description of the conditions that qualified the area at the time of its designation in sufficient detail to demonstrate how the area met the criteria for designation.
 - Recipients must define and document their definition of the criteria used to qualify areas.
 - Grant recipients must adopt local definitions related to deteriorating or deteriorated buildings/improvements, abandonment of properties, chronic high turnover rates, chronic high vacancy rates, significant declines in property values, abnormally low property values, and environmental contamination); and
 - Designations must be re-determined every 10 years for continued qualification.
 - A description of the activity showing how it addressed a condition that led to the decline of the area. Each residential rehabilitation activity must also be supported by documentation that shows:
 - How the building qualifies under the state grant recipient's definition of "sub-standard" and
 - As applicable, information showing that any deficiencies making the building substandard were eliminated prior to less critical work being done.

Addressing Slums or Blight on a Spot Basis

The elimination of specific conditions of blight or deterioration on a spot basis is designed to comply with the statutory objective for CDBG funds to be used for the prevention of blight, on the premise that such action(s) serves to prevent the spread to adjacent properties or areas.

To comply with the national objective of Elimination or Prevention of Slums or Blight on a Spot Basis, i.e., outside a slum or blighted area, an activity must meet the following criteria:

- The activity must be designed to eliminate specific conditions of blight, physical decay or environmental contamination not located in a designated slum or blighted area and
- The activity must be limited to one of the following:
 - Acquisition;
 - Clearance;
 - Remediation of environmentally contaminated properties;
 - Relocation;
 - Historic Preservation; or
 - Rehabilitation of buildings, but only to the extent necessary to eliminate specific conditions detrimental to public health and safety.

Where the assisted activity is acquisition or relocation, it must be a precursor to another eligible activity (funded with CDBG or other resources) that directly eliminates the specific conditions of blight or physical decay, or environmental contamination. This requirement is not intended to discourage acquisition and relocation as pre-development activities and does not mandate that a proposed plan be in place before CDBG funds can be spent. For example, a grantee could clean up a contaminated site without acquiring the site; however, if the grantee acquired the site first, the project would be considered to meet the slum/blight national objective criteria only after clean-up occurred. Reference: 24 CFR 570.483(c)(2)

The records maintained must include:

- A description of the specific condition of blight or physical decay treated and,
- A description of the assisted activity showing that it falls under one of the activity types that are eligible to be carried out under this subcategory. Where rehabilitation of a building is carried out under this category, information showing how the activity eliminates conditions detrimental to public health and safety must be included.

To be considered detrimental to public health and safety, a condition must pose a threat to the public in general. A specific condition of a housing unit may be treated under this subcategory only if it poses a threat to any occupant. Thus, if a housing unit is occupied by a disabled person and a specific condition of the housing unit poses a threat to the health and safety only for the disabled occupant, it would not qualify (i.e., it would have to pose a threat to non-disabled occupants as well).

Public improvements cannot qualify under this standard except for rehabilitation of public buildings (other than buildings for the general conduct of government) and historic preservation of public property that is blighted.

As a general rule, national objective compliance for the acquisition of real property must be based on the use of the property after the acquisition takes place. The initial determination is based on the planned use of the property, but the final determination is to be based on the actual use. However, when property is acquired for the purpose of clearance to remove specific conditions of blight or physical decay, the clearance is considered to be the actual use of the property, but any subsequent use made of the property following clearance must be considered to be a “change of use” under 24 CFR 570.489(j).

National Objective: Urgent Need

HUD guidance clarifies that states can be more restrictive than the statutory and regulatory national objective requirements, so long as the state requirements do not contradict federal requirements. For example, although three separate national objectives are eligible LMI, Elimination of Slum and Blight, Urgent Need under CDBG, a state may choose to fund only LMI benefit activities. The State of Oklahoma CDBG program prioritizes funding for CDBG activities qualifying under the low- and moderate-income national objective. The State’s CDBG program is built on serving the low- and moderate-income national objective. Given this, the State’s CDBG program funding is formally allocated for such low- and moderate-income qualifying activities as demonstrated in the annual CDBG Action Plan. For an activity to be qualified under the national objective of Urgent Need there would have to be sufficient CDBG program re-use funds available, and the activity would have to meet the specific guidelines addressed below. For consideration under this national objective, the respective UGLG must first submit a formal letter of request to the ODOC Community Development Director.

To comply with the national objective of meeting community development needs having a particular urgency, an activity must be designed to alleviate existing conditions which the local government certifies, and state determines:

- The specific infrastructure or public facility related activity is located within a Presidential declared disaster boundary.
- Posing a serious and immediate threat to the health or welfare of the community,
- Is of recent origin or recently became urgent. A condition will be considered to be of recent origin if it is developed or became critical within two months (60 days) of the Presidential disaster declaration date.
- A specific infrastructure or public facility related activity that has a past history of similar recurrent issues unrelated to the current disaster would not qualify for Urgent Need. For example, a street that has a history of flooding annually due to a significant rainfall event would not qualify as an Urgent Need.
- UGLG is unable to finance the activity on its own.
- Other sources of funding are not available to carry out the activity, as certified by other state / federal agencies and the grant recipient. This would include Oklahoma Emergency Management and federal sources

such as the Federal Emergency Management Agency (FEMA) and Small Business Administration (SBA) as applicable.

- The requested Infrastructure or public facility related activities must be publicly owned.

The records maintained must include:

- A description of the nature and degree of seriousness of the conditions requiring assistance;
- Evidence that the state grant recipient certified that the CDBG activity was designed to address the urgent need;
- Information on the timing of the development of the serious condition; and
- Evidence confirming that other financial resources to alleviate the need were not available as certified by other state / federal agencies and the grant recipient. This would include Oklahoma Emergency Management and federal sources such as the Federal Emergency Management Agency (FEMA) and Small Business Administration (SBA) as applicable.

HUD has said that states are free to establish criteria for what constitutes a “serious and immediate” threat. States are free to establish criteria or documentation requirements regarding the lack of other funding resources and local governments’ inability to finance activities on their own. Activities designated solely to prevent a serious health or welfare threat from developing in the future will not qualify under this criterion. Despite the flexibility available to states in establishing criteria related to qualifying activities under the urgent national objective, local communities should be made aware that this is a difficult standard to meet. Generally, activities that may not have met the standard for another national objective are unlikely to qualify under Urgent Need. Planning only grants are not allowed under Urgent Needs.

Special Funding and Allocation Considerations

New Funding Allocations from HUD

If any additional CDBG funds are allocated to the State, in addition to the regular CDBG allocation, by the U.S. Department of Housing and Urban Development, the funding will be allocated per the respective Federal Register Notice or regulatory guidance written expressly for the funding, after allowable State administration and technical assistance have been subtracted.

Program Income Statement

All program income:

1. Will revert to the State and will be used for CDBG eligible activities.
2. Must comply with applicable State and Federal rules and regulations.
3. Must be reported to the Oklahoma Department of Commerce.

Program income from FY'87-08 Economic Development projects deposited in the State's revolving fund will be used for CDBG eligible activities. These funds will be utilized in accordance with the re-use policy.

Re-use Statement

The definition of re-use is the funds available from cancellation of projects; from projects completed under budget; from funds designated but not expended as the State cannot predict in advance the source, amount, or timing of available re-use funds, the State reserves the right to determine, based upon need, timing and amount of funds available for re-use, the most appropriate utilization of these funds. This includes but is not limited to other set-asides. All re-use funds must be used for CDBG eligible activities and must comply with applicable State and Federal rules and regulations.

ODOC reserves the right to adjust set-aside and category allocations to ensure maximum utilization of funds. Such adjustments shall be the minimum amount necessary to fund projects efficiently and best facilitate the State's CDBG Program obligation and expenditure requirements established by HUD.

Based upon the above re-use statement, any funds utilized for any of the set-asides will be utilized in conformance with the guidelines established in this CDBG Action Plan for the individual set-aside.

General Definitions

Blighted Area

An area in which there are properties, buildings or improvements, whether occupied or vacant, whether residential or nonresidential, which by reason of dilapidation, deterioration, age, or obsolescence; inadequate provision for ventilation, light, air, sanitation or open spaces; population overcrowding, inadequate parcel size; arrested economic development; improper street layout; faulty lot layout in relation to size adequacy, accessibility or usefulness, unsanitary or unsafe conditions, deterioration of site or other improvements; diversity of ownership, tax or special assessment delinquency; any one or combination of such conditions which substantially impair or arrest the sound growth of municipalities or constitutes an economic or social liability which endangers life or property, or is conducive to ill health, transmission of disease, mortality, juvenile delinquency or crime, and by reason thereof is detrimental to public health, safety, morals, or welfare.

Benefit to Low- and Moderate-Income persons

To meet the National Objective of benefit to low- and moderate-income groups, an activity must at a minimum benefit households whose income is 80% of the median income for that county or Metropolitan Statistical Area (MSA) where the project is located as established by HUD. An activity undertaken in an area where 51% of the residents are low and moderate income does not necessarily benefit such persons. Each proposed activity must be analyzed on its own merits. Benefit is determined by the nature of the proposed activity and how it serves the residents of the target area.

Financial Leverage/Project Definition/EDIF

One (1) new dollar from other sources must be committed as financial leverage for every CDBG-EDIF dollar requested. Financial leverage is defined as new money recently contributed to the project for the express purpose of implementing the proposed project.

Financial leverage must be committed and in place with supporting documentation at the time of application submittal.

The source of new money may be cash or other valuable considerations, e.g., land, bank loans, proceeds from the sale of stocks or bonds or loans from other public agencies.

Private and public investments that do not qualify as financial leverage are existing net worth, existing debt, future operating expenses, and inventory. Additionally, In-Kind leverage is ineligible.

Proper Sponsors

A proper sponsor under the Community Development set-aside is defined as the unit of government with direct jurisdiction over the majority (60%) of the proposed project's beneficiaries. If no unit of local government has sixty percent (60%) of the proposed beneficiaries, then the unit of local government with the majority of the proposed beneficiaries must sponsor the application.

Program Income

Gross income earned by a grantee from grant supported activities includes, but is not limited to, sale of real or personal property, service fees, sale of commodities, usage or rental fees, royalties, and loan and interest repayments on economic development projects.

CDBG Project

Under the State's CDBG program, a project is defined as ONE eligible or sponsored UGLC applying for one CDBG activity in which there is a benefit to only one geographically targeted area or an entire community-wide area. These areas allow for a CDBG activity in which only ONE LMI survey (as applicable) is required. Per CDBG application thresholds, the following CDBG applications; CDBG REAP, CDBG Community Revitalization, CDBG W/W Engineering, and CDBG W/W Construction only allow for ONE activity/project to be submitted per application. If the project doesn't meet the above definition, it will be disqualified resulting in a FAILED application rating.

Leverage

Leverage may consist of the following: Cash from other Federal/State grants and loans, local funds, and capital improvement funds earmarked (as a release of funds requirement) in municipal and/or county budget. Fair market value is given to land, building, or materials portion of infrastructure improvements. In-kind contributions are eligible for the leverage requirement if properly valued and documented.

The value of in-kind contributions must be reasonable and verifiable. Additionally, the claiming of leverage must be fair and consistent among all communities who are competing for CDBG project funds. The Department reserves the right to require additional documentation of the extent and value of in-kind contributions and to reject the proposed valuation of the contributions if found to be unreasonable or lack appropriate documentation. In-kind includes value of force account labor, voluntary labor (at \$10.00 per hour) and services and supplies provided by another entity. Guidelines for documentation are included in the application manual.

Proposed leverage must be directly related to the proposed CDBG project proposal. Penalties may be assessed for in-kind leverage not materializing.

Target Area

That portion of a town, city or county within which the governing body of such town, city, or county determines that by reason of special need or special condition the area is designated for specific analysis and project development.

General Application Procedures

All applications for assistance must be submitted using the appropriate online application forms through the State's online application system formally known as OGX. Applications must include a resolution passed by the current governing body requesting that assistance and must comply with all required certifications. As a part of ODOC's administrative responsibility, the Department guarantees that all applicants under the CDBG program will be protected against any form of unlawful discrimination.

ODOC will review only one application per entity per set-aside. The restriction of submitting only one application does not apply to Economic Development, CIP or Disaster Recovery projects. No facsimile or paper applications will be accepted in any set-aside. All specific application procedures are included in the set-aside descriptions in this plan.

Disallowance of Supplemental Funding:

Once a UGLG is awarded CDBG funds for a specific project/activity, that unit of local government will not be allowed to apply for additional/supplemental CDBG funds for that specific project/activity.

Audit Requirement:

All audits of prior awards from ODOC/CD must be in accordance with ODOC/CD Audit Policies and Procedures Manual. An audit is required if \$50,000 or more was received from ODOC/CD. The audit should be completed, and the report submitted no later than twelve (12) months after the end of the contractor's fiscal year.

If the audit has not been submitted or the audit is not closed prior to the release of funds, the contract may be unable to draw funds unless a good cause is shown and approved by ODOC/CD.

The General Rules of Practice and Procedure established by ODOC/CD include a formal appeals process pursuant to the Oklahoma Administrative Procedures Act (OAPA). In addition, ODOC/CD has promulgated CDBG Rules in accordance with OAPA.

All individuals who wish to administer a CDBG project for a fee, regardless of the source of the fee, except for full-time employees of local units of government, will have to be certified by the Oklahoma Department of Commerce/Community Development. This requirement went into effect at the beginning of the 1998 CDBG Fiscal Year on April 1, 1998.

SAM.Gov Debarred / Exclusion Check Requirement:

The System for Award Management (SAM) is an official website of the U.S. government. You must have an active registration in SAM to do business with the Federal Government. There is no cost to use SAM. The General Services Administration (GSA) is required by the Federal Acquisition Regulation (FAR) to compile and maintain a list of parties debarred, suspended, or disqualified by federal agencies in SAM.gov. UGLG's, contractors as well as recipients of federal financial assistance must be registered at SAM.gov. Active registration in SAM is required to apply for an award and for HUD to make a payment. ODOC is required by HUD to check UGLG grantees' debarment/exclusion status in the federal SAM database and place a record on file. You can use this site for free to:

- Register to do business with the U.S. government
- Update or renew your entity registration
- Check status of an entity registration
- Search for entity registration and exclusion records

Per the SAM User Guide, the No Active Exclusions field on the SAM Entity summary indicates whether the entity has a current debarment. SAM.gov will check the exclusions list for the DUNS number of your entity and indicate whether any exclusion records exist. If an active exclusion record exists for your entity, this question will default to "Yes," meaning that the contractor is debarred. No Record Found means that the entity is not registered or has let its registration lapse. The entity should ensure that the email address is current in SAM.gov so that when automated reminders are sent to renew registration each year that this reminder does not go into spam due to an obsolete email address.

Get started with a SAM.gov registration and the Unique Entity Identifier Number: If you have not yet started your registration, please create an individual user account and log into SAM.gov to register your entity. To register in SAM.gov, at a minimum, you will need the following information:

U.S. Registrants:

1. Legal Business Name, and Physical Address (A post office box may not be used as your physical address.).
2. Your Taxpayer Identification Number (TIN) and Taxpayer Name associated with your TIN. Review your tax documents from the IRS (such as a 1099 or W-2 form) to find your Taxpayer Name.

3. Your bank's routing number, your bank account number, and your bank account type, i.e. checking or savings, to set up Electronic Funds Transfer (EFT).

Refer to the following website [SAM.gov | Home](https://sam.gov) for the applicable options provided for your entity. If you have already registered, check your status by clicking on “Check Registration Status” and logging in with your username and password; then provide your UEI Number or CAGE Code. You will need to download the information provided by the site by clicking on the Download heading toward the top of the page which creates an electronic pdf copy of the document that will need to be saved for your records. That pdf will be required to be uploaded into OGX with the status that shows that the UGLG has an Active status and has NO ACTIVE EXCLUSIONS.

You must renew your registration every 365 days to keep it active. You can make updates to your registration anytime or during renewal.

The Build America Buy America Act (BABA)

The Build America, Buy America Act (BABA) requires that all iron, steel, and construction materials, and manufactured products used in federally funded infrastructure projects are produced in the United States. Regulations are at: 2 CFR Part 184.

Performance Measurement System

The proposed Outcome Performance Measurement System was published in the Federal Register on June 10, 2005 (70 FR 34044). The final outcome performance measurement system includes objectives, outcome measures, and indicators that describe outputs. For a full discussion of the objectives, outcomes and indicators see Oklahoma's Consolidated Plan. The objectives are Creating Suitable Living Environments, Providing Decent Affordable Housing, and Creating Economic Opportunities. The Outcome categories are Accessibility/Availability, Affordability, and Sustainability. There is a standardized list of output indicators that Oklahoma will report on as appropriate for our chosen objectives and outcomes.

The State of Oklahoma's estimated performance measures can be found in the State's Consolidated Plan. These performance measures are listed in tables that provide performance measurement data which span the five-year lifecycle of the State's Consolidated Plan. These measures are categorized as Public Facility and Improvements (which includes CDBG Water and Wastewater, CDBG Community Revitalization, CDBG Small Cities, and CDBG/REAP), CDBG Economic Development and Planning set-asides. Within each of these categories “common indicators”, new specific HUD designated indicators and ODOC internal indicators are set forth.

Risk Assessment

ODOC performs monitoring of the CDBG projects. Not every project will be monitored on-site. Desk monitoring may be utilized for projects that are low risk or when the Grantee has an exemplary management history.

ODOC has developed a monitoring strategy that targets a sampling of projects or activities. This sampling is based on risk factors associated with various types of projects and/or Grant Recipients. While every project receives some level of monitoring, priority for in-depth evaluation and review is given to projects that are:

1. Multi-jurisdictional, i.e., involving more than one unit of local government;
2. Involve some level of risk, as evidenced by:
 - a. Lack of recent history in administering a CDBG project;
 - b. Evidence of numerous accounting or financial tracking errors on current or previous projects;
 - c. A record of serious findings or sanctions in previous monitoring sessions;
 - d. High turnover of administrative staff;
 - e. Delays in submitting required reports;
 - f. Prior violations;
 - g. Failure to attend and participate in implementation workshops;
 - h. Excessive tardiness in responding to prior monitoring findings.
3. By definition, economic development projects are considered high risk.

In addition, CDBG subrecipients must meet certain threshold requirements listed in the CDBG application guidance for each CDBG set-aside. These threshold requirements assist ODOC/CD to assess risk and to award funds to those potential subrecipients with the best administrative and financial capacity to manage grants.

Disaster Recovery Unmet Needs Assessment

To view information related to the disaster recovery unmet needs assessment, please visit <https://www.okcommerce.gov/reporting-compliance/consolidated-plan/>.

Draft



Contact Information

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