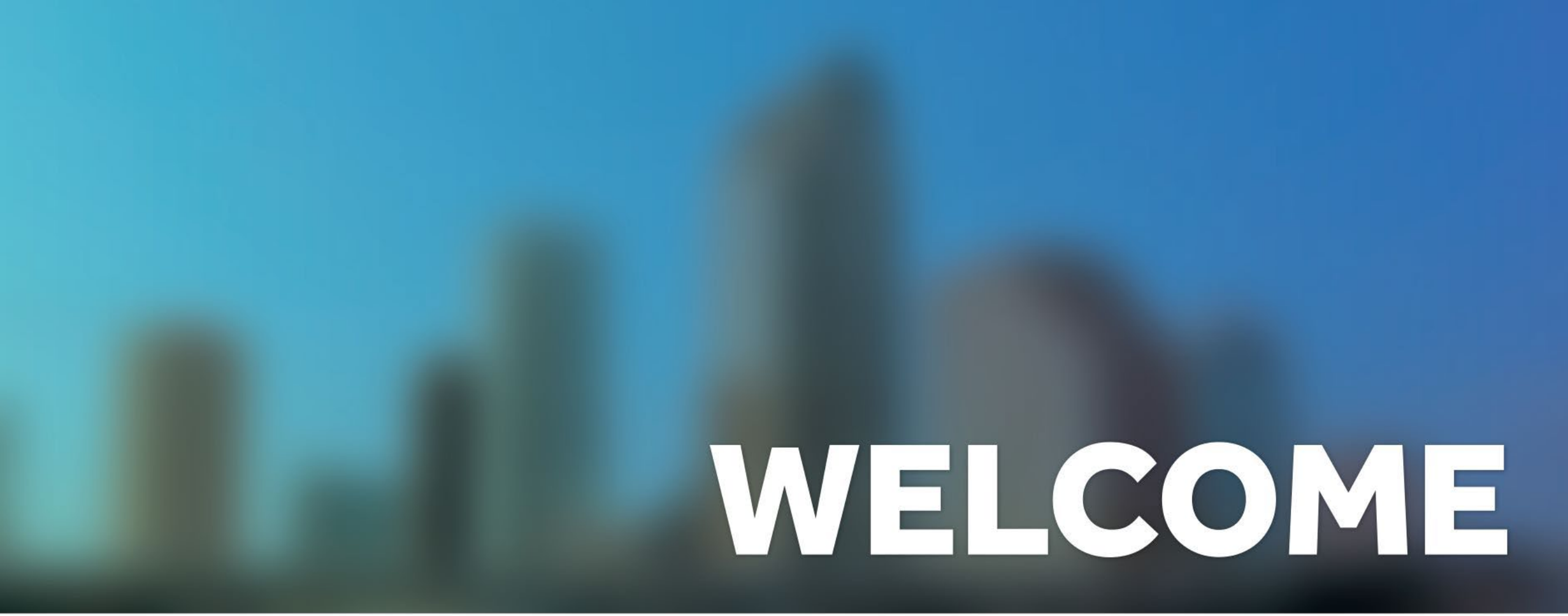


FY27PY26 RFA Technical Assistance

CDBG Public Services

City of Tampa Florida

Agenda

- General Application & Award Process
- Funding Guidelines & Eligible Activities
- Agreement Term
- Activity Requirements
- Funding Requirements
- Evaluation & Scoring
- Questions/Answers

PowerPoint will be emailed to all attendees.

General Application & Award Process

Award Process

Tentative Schedule of Events *(dates subject to change)*

FY27PY26 Universal RFA Release	**April 1, 2026**
FY27PY26 Universal RFA Workshops	April 7, 2026 (AM) & April 9, 2026 (PM)
Workshop Questions Due	April 13, 2026
Workshop Questions Responses Due	April 15, 2026
Workshop Questions Clarification Request Due	April 17, 2026
Workshop Questions Clarification Responses Due	April 20, 2026
FY27PY26 CDBG Public Service RFA Submission Deadline	**April 30, 2026**
Application Compliance Review *(internal)*	May 5, 2026
Evaluation Committee Review *(time & location: TBD)*	May 19, 2026
First Public Hearing (30-day comment period begins)	June 25, 2026
Second Public Hearing	July 23, 2026
30 Day Public Comment Period Closes	July 25, 2026
Final Plan Deadline to HUD	August 14, 2026
Fiscal Year 2027/Program Year 2026 begins	October 1, 2026 to September 30, 2027

KEY APPLICATION INFORMATION

- The link and detailed requirements for these applications can be viewed using Neighborly Software which can be accessed from:
  - HCD's webpage at https://www.tampa.gov/hcd
  - Neighborly participant portal at https://portal.neighborlysoftware.com/TAMPAFL/Participant
- Agencies must register for or have an existing free Neighborly account to participate.
- For additional information, please contact Housing and Community Development.
  - Phone: 813-274-7954
  - Email: hcdinfo@tampagov.net

PRIMARY CDBG RFA REQUIREMENTS

- Serve Eligible City of Tampa Residents
- Meeting & Documenting a National Objective
- Eligible Activities
- Eligible Costs
- Match

General CDBG Guidelines & Requirements

What is the Community Development Block Grant (CDBG)?

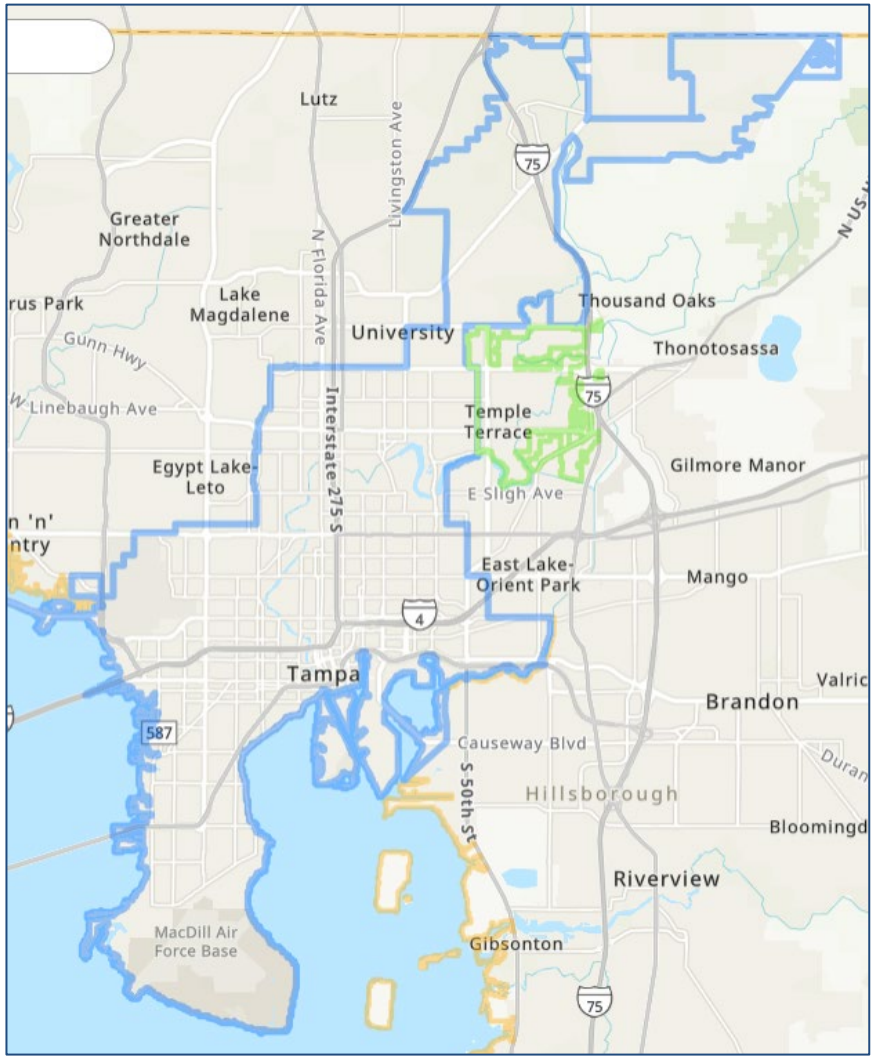
CDBG is a federally funded grant program administered by the U.S. Department of Housing and Urban Development (HUD).

- Annual funding is allocated to develop viable communities by providing:
  - Decent Housing
  - A Suitable Living Environment
  - Expand Economic Opportunity

Serving Eligible City of Tampa Residents

Minimum Beneficiary Eligibility

- Residents or site is within Tampa city Limits.
- Service must primarily benefit low- to moderate-income persons (LMI), 80% AMI or below.



Meeting a National Objective

Three National Objectives:

- Aid in the prevention or elimination of slum or blight.
- Address urgent community needs.
- Provide benefits to low- to moderate-income (LMI) persons.
  LMI Persons are defined as households under 80% of Area Median Income.
  - Limited Clientele
  - Presumed Eligibility
  - Area Benefit

ELIGIBLE APPLICANTS

Minimum requirements include:

- Agency must be in good standing with the City; no open monitoring findings.
- No less than 3 years in operation.
- Must meet all applicable grant requirements.
- All critical tasks must be carried out within the contract period.
- Funded service must be fully staffed by the beginning of the contract period.

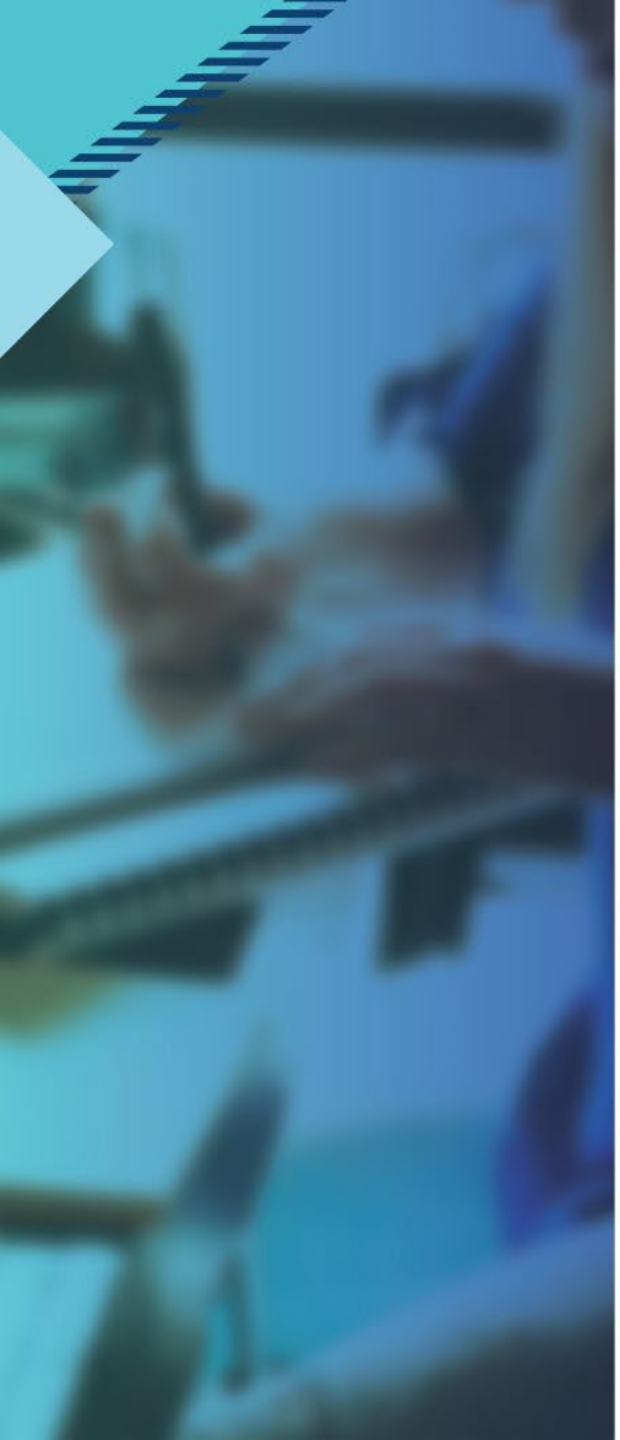
AGENCY'S FINANCIAL CAPACITY

- Must be able to operate for 90 days pending reimbursement.
- Established fiscal and management controls in place by the beginning of the contract period.
- The funded program does not solely depend on CDBG funds to stay in operation.
- Applicants who previously received funding from the City must report the status of that funding.

CURRENT CDBG OPEN APPLICATIONS

Public Service (PS)

Public Facilities (PF)



Public Service

Minimum Requirements

AGREEMENT TERM

One-year contract period:

- FY27PY26
- October 1, 2026 to September 30, 2027

FUNDING

Approximate available funding:

- Approximately $450,000 or 15% of the City's total Annual CDBG allocation.

Minimum funding request:

- $50,000

Funding limitation:

- If your agency didn't spend at least 75% of your previous Tampa CDBG grants in any of the last two years, your new request will be capped.
- You can only ask for up to 75% of what you last requested.

MATCH

100% match requirement:

- “Match” is the share of costs that the subrecipient is required to contribute to accomplish the purposes of the grant.
- Match may be cash or in-kind from public or private resources.
- Volunteer/in-kind services cannot exceed 50% of the match.

Documenting Match:

- Source agency's letterhead.
- Signed, and dated by an authorized representative of the source.
- Must specify the amount, start date, and availability period for all match sources.

BENEFICIARIES

Residence eligibility:

- City of Tampa residents

Income eligibility:

- At or below 80% AMI
- Income must be documented OR Service should benefit clientele who are generally presumed by HUD to be low- and moderate income

Guidelines and required supporting documentation/information may differ for each service.

- Please note that race & ethnicity data is required for reporting purposes.

ELIGIBLE ACTIVITIES

CDBG regulations allow the use of grant funds for public service activities, including, but not limited to the following Consolidated Plan priorities:

- Child Care/Youth Services
- Health Care/Mental Health
- Job Training
- Recreation Programs
- Education Programs
- Services for Senior Citizens
- Services for Homeless Persons
- Drug Abuse Counseling and Treatment
- Services for Disabled/Special Needs Persons

Fresh Food Initiative: HCD proudly supports the City of Tampa's Fresh Food Initiative to build a sustainable, community-driven food system.

In your application, please specify if your service addresses food insecurity.

SERVICE REQUIREMENT

To utilize CDBG funds for a Public Service, the service must be either:

- A new service.

OR

- If the City of Tampa awarded CDBG Funds for the same service during FY26/PY25, the Agency will be required to demonstrate an increase in the service type.

If applying to more than one eligible activity, please complete an individual application for each activity and note the priority for each application.

BUDGET

- All expenses must be documented and incurred for the funded service during the contract period.
- Supporting documentation must be maintained and readily available for review by the City, HUD or other authorized representatives (no monthly submission required).
- CDBG funds cannot be used for a series of subsistence-type payments made directly to an individual or family for items like food, clothing, rent, mortgage, utilities, or stipends.

AWARD

- Monthly reimbursement based.
- A per-client rate applies.
- Reimbursements are issued monthly.
- All reimbursements request submitted via Neighborly.

Application Evaluation and Scoring

Evaluation Types

Initial Evaluation

- City staff ensures eligibility and verify that all required documentation has been submitted and that the application meets the minimum threshold.
- Applications that do not meet the minimum threshold will not be recommended for funding.

Evaluation Committee

- Committee will be made up of community subject matter experts.
- Reviewers will provide recommendations for award; however, staff will make the final funding recommendations.

EVALUATION COMMITTEE MEETING

- The Evaluation Committee Meeting is open to the public.
- Notifications will be sent to those who applied. Meeting details will also be posted on www.tampagov.net/hcd
- It is not mandatory for applicants to attend, but it is recommended.
- Attendees will be in listen in mode only.
- The Evaluation Committee may ask clarifying questions to applicants in attendance, but applicants are not allowed to add new information to the application, “Yes/No” responses only. If further clarification is needed, the City Staff moderating the review may stop the response if the response is adding to the application.

SCORING CRITERIA

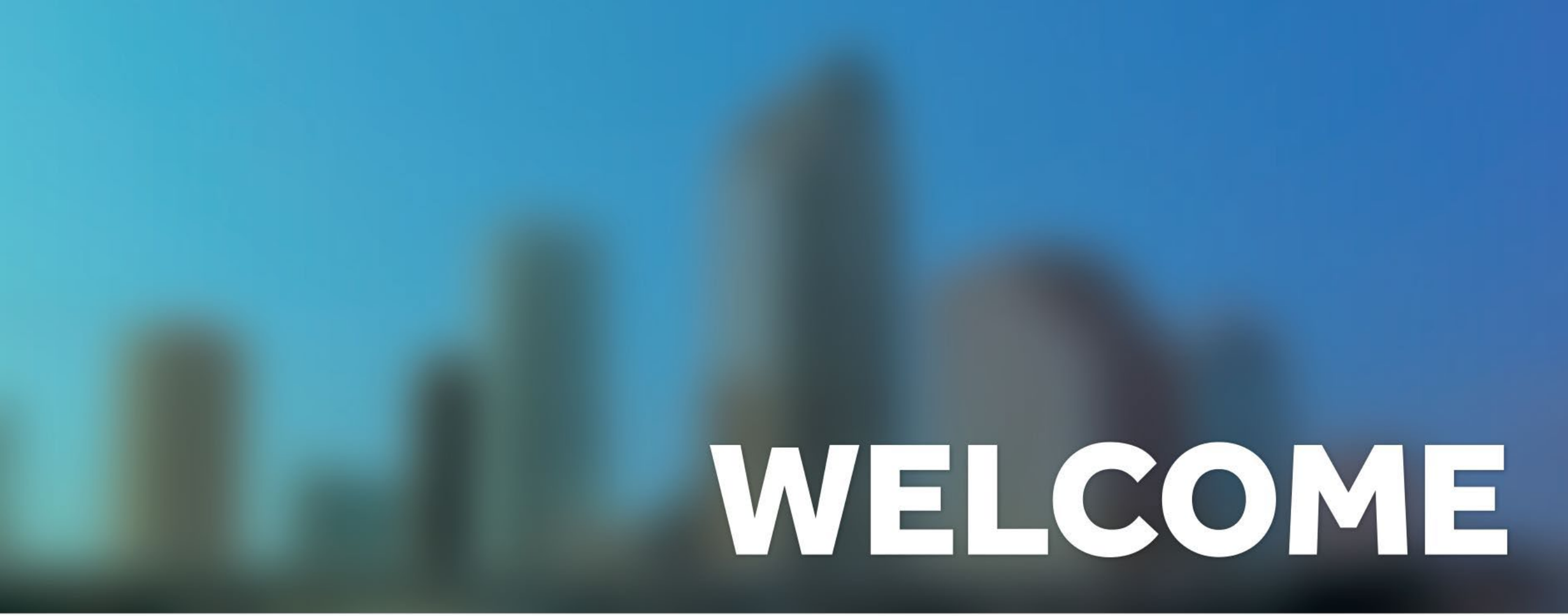
Points	Guidance
Maximum points	More than adequate response
Middle points	Adequate response, no special insights
No points	Inadequate or no response

QUESTIONS AND SCORING BREAKDOWN

#	Question	Points
1	Is the proposed service an FY27/PY26 Consolidated Plan priority service?	0 or 10 points
2	How well did the applicant describe the scope of the proposed service(s)? If it is an application renewal, did they include an increase in service type?	0, 3, or 5 points
3	Is the agency the only provider of the proposed service? If not, did the agency list features or components that set their service(s) apart?	0, 3, or 5 points
4	Does the agency demonstrate an understanding of the required beneficiary criteria?	0 or 5 points
5	Does the agency partner and collaborate with other entities? If so, were collaboration letters, MOUs and letters of support submitted?	0, 5, or 10 points
6	Were the proposed goals, objectives and anticipated outcomes clear and achievable within a 12-month contract period?	0, 3, or 5 points
7	Is the history of the agency clear, and they provided their experience in qualifying clients for a state and/or federally funded service(s)?	0, 5, or 10 points

QUESTIONS AND SCORING BREAKDOWN CONT.

#	Question	Points
8	Does the agency demonstrate knowledge and capacity to develop, implement and administer the proposed service(s)?	0, 3, or 5 points
9	Has the agency ever had performance and/or funding compliance challenges with services/projects funded by the City of Tampa?	0, 3, or 5 points
10	Does the agency have a history of successfully securing local, state, federal, and private dollars?	0, 5, or 10 points
11	Does the agency demonstrate the fiscal capacity to manage financial reporting, record keeping, accounting systems, policies and procedures, and audit requirements?	0, 5, or 10 points
12	Did the agency provide a complete budget and a narrative in support of the budget?	0, 5, or 10 points
13	Is there match or leverage funding listed in the application to support the proposed service? A 1:1 match is required within the budget for Public Service.	0, 5, or 10 points
	Maximum score:	**100**



PUBLIC FACILITIES-Technical Assistance
Denise Papajorgji, CD II Specialist

City of Tampa Florida

CDBG APPLICATION FOR:

Public Facilities

PF Funding Amount/Beneficiaries

Approximate Funding Available:
- $856,000.00

Minimum Funding Request:
- $100,000 Min. per request

Match:
- Minimum 25% match required (labor, materials, cash, and donations)

Activity to benefit:
- LMI Persons-Individual with an income at or below 80% of the AMI.
- LMI Household-A household with an income at or below 80% of the AMI.

Minimum beneficiary eligibility:
- Beneficiaries must reside within Tampa city limits.
- Beneficiaries' household income must be at or below 80% AMI
- Project should exclusively benefit clientele who are generally presumed by HUD low- to moderate-(LMI) income.

Eligible Activities

- Acquisition and Construction of Public Facility Improvements (Permanent Improvements/Fixtures)
- Rehabilitation/Preservation (including removal of architectural barriers to accessibility) of existing Public Facilities.
- Installation of public improvements or infrastructure facilities (except for buildings for the general conduct of government). Reference: §570.201(c)

Eligible Services for Public Facilities

Examples

- Homeless Services/Shelter
- Mental Health Services
- Youth/Senior Services
- Housing Services
- Employment Services
- Handicapped Accessibility/Special Needs
- Services to persons living with AIDS/HIV
- Group Homes and/or Assisted Living Facility

Multi-Family and single-family construction or rehab programs NOT eligible under this RFA.

Reimbursements

- Organizations must demonstrate the financial viability to operate a federally funded program strictly on a reimbursement basis.
- Funds will be available to the organization after it has paid for eligible project costs.
- No costs incurred prior to contract approval may be reimbursed.
- A financially viable organization is one that can:
  - Operate for a minimum of 90 days pending reimbursement without financial hardship.
  - Demonstrate an existing and consistent cash flow.
  - Have a separation of duties for personnel time allocations, etc.
  - Provide sufficient documentation to support all expenses and invoices including Davis Bacon or Section 3 reporting, if applicable to the grant amount.

Scoring Criteria for Public Facilities

Points	Guidance
Maximum points	More than adequate response
Middle points	Adequate response, no special insights
No points	Inadequate or no response

Questions & Scoring Breakdown

#	Question	Points
1	FY27/PY26 Consolidated Plan priority activity	0 or 10 points
2	How well did the applicant describe the program/project and the Need for funding?	0, 3, or 5 points
3	Has the (applicant) agency ever had program and/or funding compliance challenges with City of Tampa programs?	0, 3, or 5 points
4	Knowledge and capacity to develop, implement and administer proposed program/project. How will the organization sustain the project?	0, 5, or 10 points
5	Does the agency have a history of successfully securing local, state, federal, and private dollars?	0, 3, or 5 points
6	Organization's fiscal capacity to manage the project on a reimbursement basis, along with financial reporting, record keeping, accounting systems, policies and procedures, and audit requirements?	0, 5, or 10 points
7	The agency provided a list of other agencies that provide the same services being proposed. Were partner and collaboration descriptions and letters included?	0, 3, or 5 points

Questions & Scoring Breakdown Cont.

#	Question	Points
8	Was the project timeline clear and sufficient and within the City's funding timeframe?	0, 3, or 5 points
9	The Project/program goals, objectives and anticipated outcomes, beneficiaries and eligibility were clear?	0, 5, or 10 points
10	The History of Organization is clear, and they provided the Agency's experience qualifying clients for a state/or federally funded programs?	0, 5, or 10 points
11	Budget – Was budget table completed and the narrative in support of budget? Detailed budget attached with all sources and uses?	0, 5, or 10 points
12	Matched/leveraged Funds **(as a % of total project costs)** *A 25% Match is required within the budget for Public Facilities Improvement Activities	0 or 10 points
13	All forms completed and signed and dated? If the agency has a disaster recovery plan, was that also uploaded?	0, 3, or 5 points
	Maximum score:	**100**

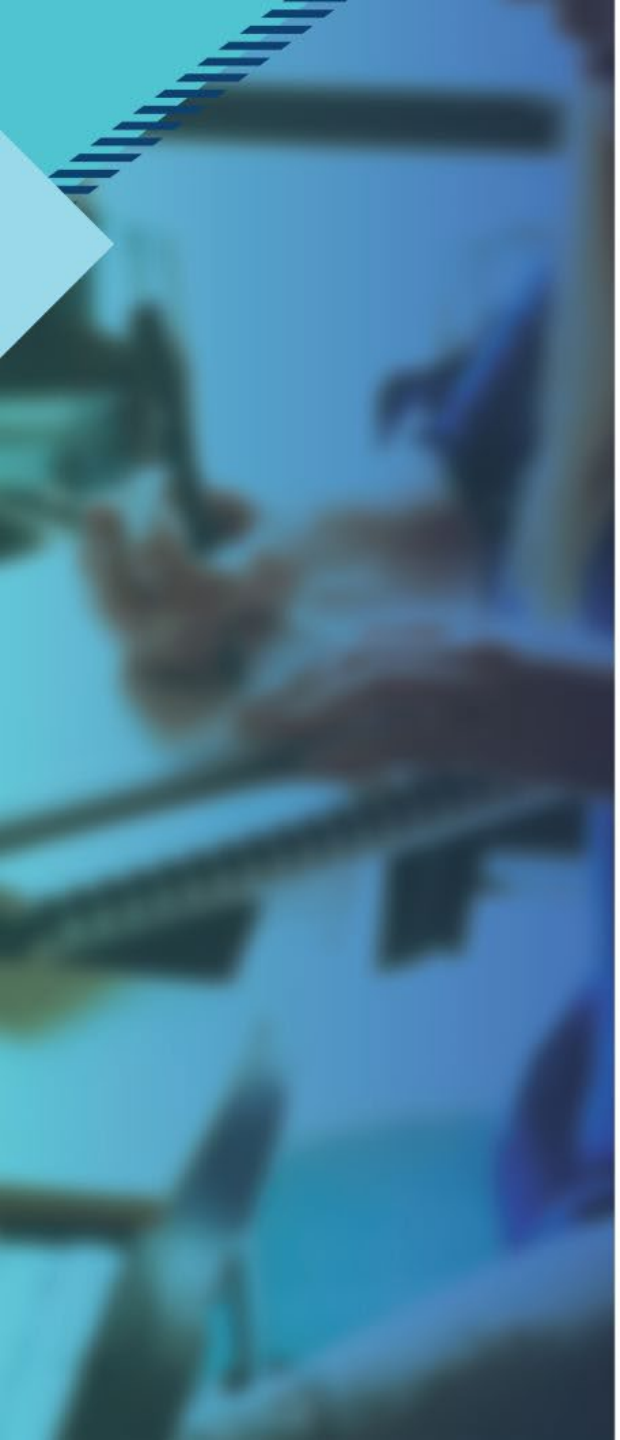
Davis Bacon and Related Acts-

- **Applies to contracts/subcontracts for construction, alteration or repair on federally funded or assisted contracts in excess of $2,000.**
- Contractors and subcontractors must pay laborers and mechanics employed under the contract no less than the Prevailing Wage, which is the combination of the basic hourly wage rate and any fringe benefits listed for a specific classification of workers in the applicable Davis-Bacon wage determination.
- The Davis-Bacon Act directs the Department of Labor (DOL) to determine such locally prevailing wage rates.
- To demonstrate compliance with labor standards requirements, each employer shall prepare, certify, and submit payroll reports for each week to the sponsor, applicant, or owner for any contract work that is performed. See 29 CFR § 5.5(a)(3)(ii) .

Section 3 Projects

- Section 3 projects are housing rehabilitation, housing construction, and other public construction projects assisted under HUD programs when the total amount of assistance to the project exceeds a threshold of $300,000.
- The parties to this contract agree to comply with HUD's regulations in 24 CFR Part 75, which implement Section 3.
- The contractor agrees to include this Section 3 Clause in every subcontract subject to compliance with regulations in 24 CFR Part 75.
- Noncompliance with HUD's regulations in 24 CFR Part 75 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD-assisted contracts.

Q&A

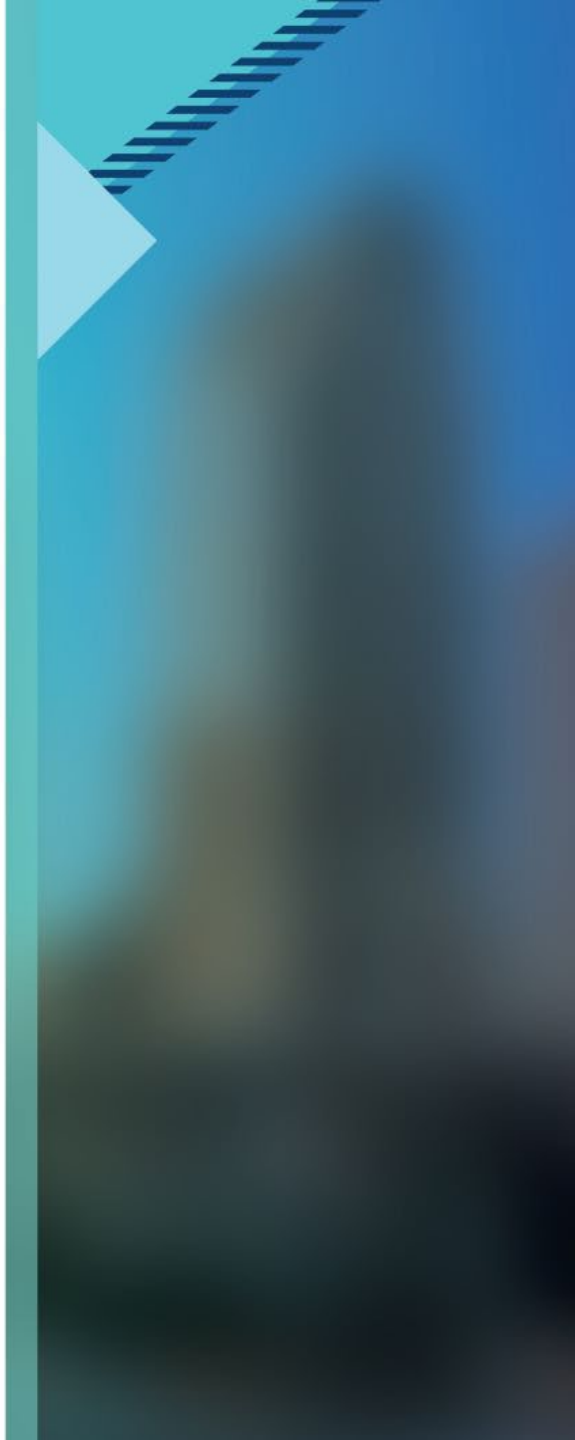


Questions & Answers

- Questions will be taken now; unanswered items will be recorded for the formal Q&A document
- All questions after this workshop **MUST** be submitted via email by April 13th at 4:00pm EST to hcdinfo@tampagov.net
- Responses will be provided by close of business on April 15th
- Clarification questions due April 17th at 11:59am EST to hcdinfo@tampagov.net
- Responses to clarification questions will be returned by close of business April 20th

Resources

- 24 CFR 570—Community Development Block Grants
- Guide to National Objectives and Eligible Activities for CDBG Entitlement Communities
- HUD Income Limits
- Tampa City Limits Map



THANK YOU

Mayor Jane Castor

Transforming Tampa's Tomorrow

This presentation contributes to Mayor Jane Castor's Transforming Tampa's Tomorrow initiative.