

CDBG Requests for Clarification

Questions and requests for clarification related to definition or interpretation of the ESG and/or CDBG RFP shall be submitted in writing prior to 4:00 p.m. on **April 9, 2018**. Questions MUST be submitted in writing via e-mail to Nancy Melander at nmelander@escondido.org. No questions will be accepted via telephone and oral explanations or instructions shall not be considered binding on behalf of the City.

Responses to questions will be posted on the City website <https://www.escondido.org/neighborhood-services.aspx> and **available for viewing on April 11, 2018**. If you have any other concerns or comments regarding this solicitation, please contact nmelander@escondido.org, Management Analyst via e-mail at the address listed above.

1. Question regarding Page 1 D.5 of the CDBG application which states, "Describe who will be involved with the project. If applicable, attach letters of intent from each participating agency specifying the agency's role, function and contributions to the project"

Would current subcontractor agreements that outline connection to the project and the SOW each agency agrees to be a reasonable substitute in place of letters of intent?

Yes, subcontractor agreements will be accepted as long as the role, function/activities, and contributions (monetary participation) are clearly stated.

2. I would like to double check on the total anticipated funding available under the public services category (and any sub-category allocation limits).

The City plans on expending up to 15% of the 2018-2019 allocation of CDBG funds for public services, which is anticipated to be \$236,185 (HUD has not yet announced final allocations). Most recent awards have ranged up to \$25,000 or less. Funding proposals for programs or projects must be reasonable.

3. I am inquiring whether we may apply to use CDBG funding to expand existing service delivery office space in Escondido (office space lease costs.)

Yes, the cost of operating and maintaining the portion of a facility in which the CDBG funded public facility is located is an eligible activity.

4. We have always submitted the Environmental review draft for just one location since that is the where the majority of Escondido clients are located. Last year 25 Escondido clients were sheltered at our other shelters and we will be reflecting that in our application. Do we need to submit environmental reviews for each shelter?

For FY 18-19 funding we need to do an environmental review for any site in Escondido that the public service proposes to use. Only site addresses are needed for the application

process. Once funds have been awarded it is then that the City will need to complete the environmental review.