



CITY OF
Vancouver
WASHINGTON

2026 CDBG Application Information Session

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Program Manager

Section Overview



- Introductions
- Funding Source Overview
- Application Timeline
- Application Process
- Scoring Committee
- Receiving Funds
- Final Questions



Welcome!

Enter name, pronouns, agency and email address in the chat.

Questions can be asked at any time by unmuting or typing in the chat.

For any questions after today's workshop, email victor.saldanha@cityofvancouver.us

Answers to questions will be posted to website (updated Fridays by 5 PM)

A link to this recording, presentation materials, and Q&A will be posted to website: cityofvancouver.us/cdbg





Funding Source

Community Development Block Grant (CDBG)

- **Microenterprise Business Assistance:** Activities are targeted to serve microenterprises (up to 5 employees) Participants must have a household income of 80% AMI or less.
- Childcare providers and construction/trades-related businesses are considered critical community needs.



Estimated Funds Available

\$1,900,000

Funding Categories	Funding Source	Amount available	Maximum Request	Minimum Request
Housing Projects	HOME	\$550,000		
• Acquisition, Construction, Rehab			\$400,000	\$250,000
• Homebuyer Assistance			\$250,000	\$100,000
Tenant-Based Rental Assistance	HOME/CDBG	\$405,000	\$270,000	\$100,000
• Rental Assistance	HOME	\$300,000	\$200,000	
• Housing Services	CDBG	\$105,000	35% of HOME	
Public Services	CDBG	\$180,000	\$75,000	\$50,000
Microenterprise Business Assistance	CDBG	\$300,000	\$150,000	\$100,000
Homeless Supportive Services	HOME-ARP	\$500,000	\$250,000	\$100,000





CDBG

Community Development Block Grant

- Increase affordable housing (no new construction)
- Expand economic opportunities
- Essential community services (related to housing)



Application Timeline

Date	Item
October 24, 2025	Office hours at 10am via MS Teams
October 31, 2025	Pre-application due at <u>11:59pm PT via Neighborly</u>
November 17, 2025	Office hours at 2pm via MS Teams
November 24, 2025	Deadline to ask technical assistance questions
December 5, 2025	Final application due at <u>11:59pm PT via Neighborly</u>
December 12, 2025	Staff review, request for technical corrections
December 19, 2025	Response to technical corrections due by 11:59pm PT
February 2026	Applicant presentations. Planning for in-person. Date TBD.
February 2026	Housing & Microenterprise Committees scoring complete
March/April 2026	Funding recommendations to City Council
May 2026	City Council Public Hearing
May 2026	Action Plan Submitted to HUD
July 2026	Program Year Start: Funding availability dependent on HUD Grant Agreements



Program Eligibility

All programs must serve households within city limits

CDBG

HOME

HOME-ARP

80% AMI
homeownership
or
microenterprise

50% AMI
public service
(or presumed
benefit)

80% AMI
homeownership

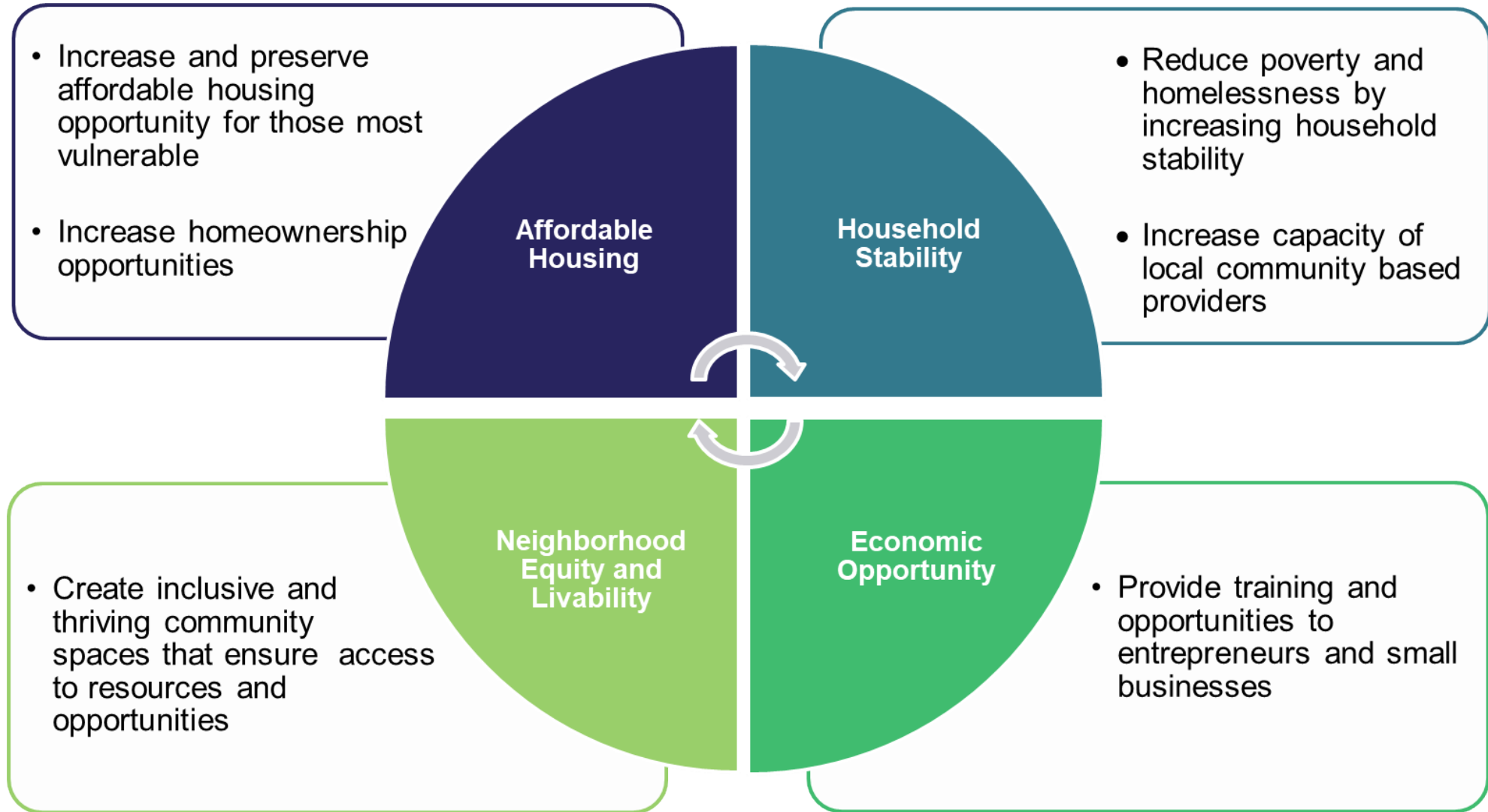
60% AMI rental

Literally
homeless (QP1)

Safe Stay
prioritization



2024-28 Consolidated Plan



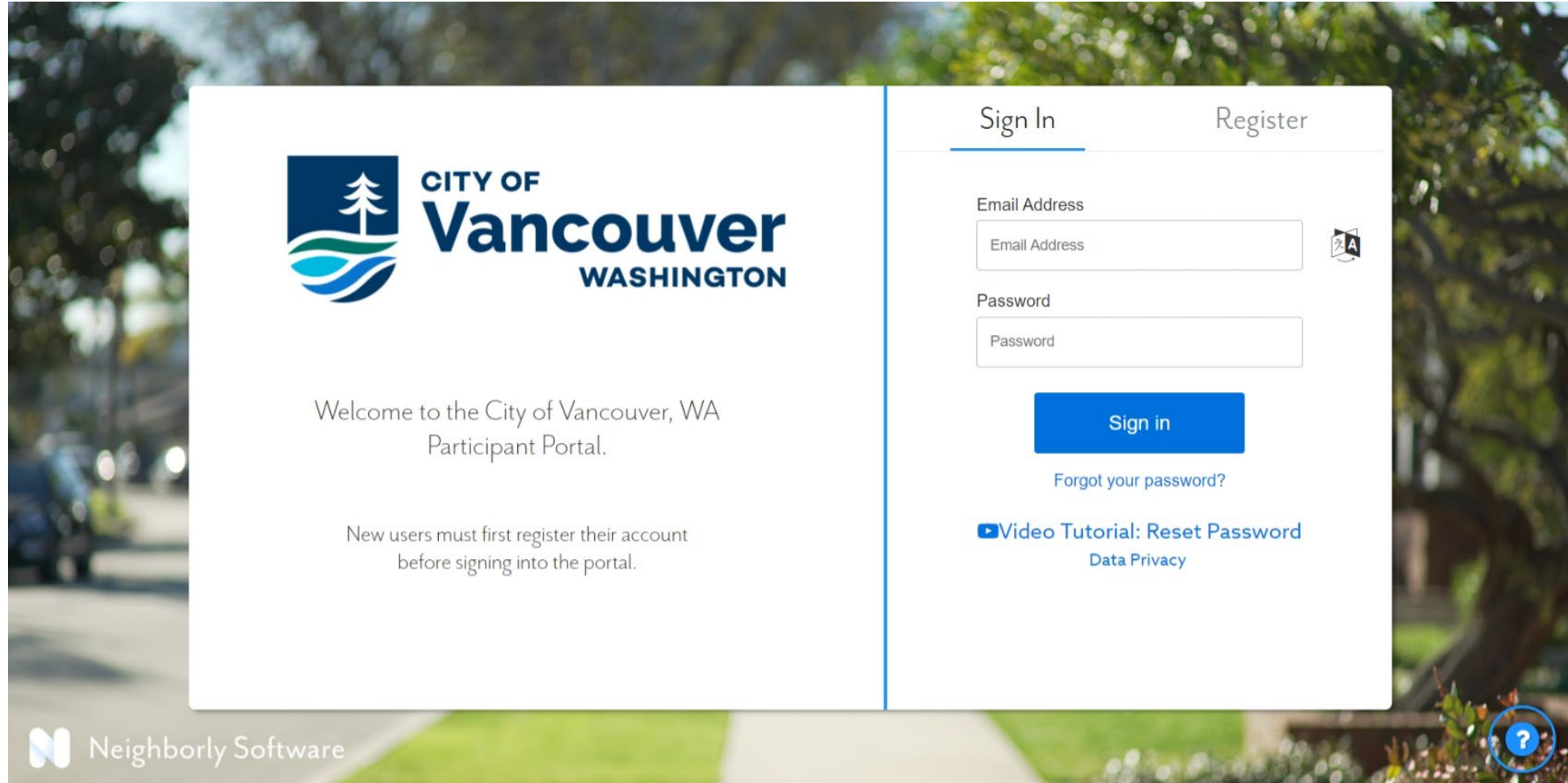
Important Notes

- Nonprofit agencies and public organizations only
- Income and rent limits
- SAM.gov
- Vancouver City limits
- Application Guidelines



ACCESSING THE APPLICATION

Applications are completed through Neighborly Software, an online grant management system. Applicants can access Neighborly through the City's website at: cityofvancouver.us/cdbg



The screenshot displays the login interface for the City of Vancouver, WA Participant Portal. The page is divided into two main sections. The left section features the City of Vancouver logo, which includes a stylized tree and waves, followed by the text "CITY OF Vancouver WASHINGTON". Below the logo, it says "Welcome to the City of Vancouver, WA Participant Portal." and "New users must first register their account before signing into the portal." The right section has tabs for "Sign In" and "Register". Under the "Sign In" tab, there are input fields for "Email Address" and "Password", each with a placeholder text. A blue "Sign in" button is positioned below these fields. Below the button, there is a link for "Forgot your password?" and a link for "Video Tutorial: Reset Password" with a play icon. A "Data Privacy" link is also present. At the bottom left of the page, the "Neighborly Software" logo is visible. At the bottom right, there is a small circular icon with a question mark.

CITY OF Vancouver WASHINGTON

Welcome to the City of Vancouver, WA Participant Portal.

New users must first register their account before signing into the portal.

Sign In Register

Email Address

Email Address

Password

Password

Sign in

[Forgot your password?](#)

[Video Tutorial: Reset Password](#)

[Data Privacy](#)

Neighborly Software



Scoring – Objective: 25 points

Staff review based on risk assessment and application

Category	Max. Points
Committed Match Funds Based on committed funds as share of total project cost 0% = 0 pts 41-60% = 6 pts 1-20% = 2 pts 21-40% = 4 pts 61-80% = 8 pts 81-100% = 10 pts	10
Risk Assessment Score Based on financial health, staff experience with services, prior monitoring results, and litigation. Low = 10 pts Medium = 5 pts High = 0 pts	10
Project Outcomes: <ul style="list-style-type: none">• Benefit low-to-moderate income households• Representative of community demographics	5



Scoring – Committee: 75 points

Based on application and presentation

Category	Max. Points
Scope and Capacity Well-planned, detailed description. Agency has experience on projects of similar size and scope.	15
Need and Plan Alignment Meets a critical community need, directly advances priorities in the City’s Consolidated Plan or 5-Year Economic Development Plan. *Microenterprise only: Childcare providers and construction/trades-related businesses are considered critical community needs.	20
Impact (Outcomes) Large or long-lasting positive impact on people/households experiencing low or moderate income	15
Financial Feasibility Agency has or will secure other financing needed to carry out project and, if applicable, ensure long-term viability.	10
Readiness Can begin within one year (for programs/services) or two years (for projects involving acquisition, construction, or rehabilitation) of funding award.	10
Collaboration Clearly details coordination with partners or community.	5



City HUD Certification

Compliance Requirements

- “Will not use Federal funding to promote diversity, equity, and inclusion (DEI) mandates, policies, programs, or activities that violate any applicable Federal anti-discrimination laws.”
 - Funds must continue to align with federal anti-discrimination laws (e.g., Fair Housing Act, Title VI).
- **Implications for Grantees**
 - Review program design to ensure no use of Federal funds for prohibited DEI initiatives.
 - Update program policies and compliance checklists if needed.
 - Maintain focus on eligible CDBG/HOME activities
- **NOTE:** The Personal Responsibility and Work Opportunity Reconciliation Act (PRWORA) of 1996, exempts nonprofit charitable organizations from verifying an applicant's immigration status for federal benefits at 8 U.S.C. § 1642(d).





Small Business Scoring Committee

- A volunteer committee composed of 8 community representatives and staff will review applications and complete the scoring process.
- Applicants will be asked to give a short presentation to the Grant Review Committee February 2026.



Presentations



- February 2026 TBD-Time/Date
- Virtual Presentations
- 10 minutes per application
- 5 minutes presenting
- 5 minutes Q&A
- Small Business Scoring Committee & City Staff



Thank you



Email any additional questions to
victor.saldanha@cityofvancouver.us

