NEIGHBORHOOD & HOUSING DEVELOPMENT

Applications Due By 5:00 PM Friday, January 29, 2027

NO EXCEPTIONS

PROGRAM YEAR 2027

(July 1, 2027 - June 30, 2028)

Oakland County, MI Community Development Block Grant (CDBG) Application Guide

A guide designed to assist participating communities to complete their annual application for Community Development Block Grant (CDBG) funds. The guide outlines the application process and provides specific instruction on proper completion. The PY 2027 CDBG Application Workshop was held in-person on Thursday, October 1, 2026.

PREVIOUS EDITIONS OBSOLETE

https://www.oaklandcountymi.gov/community/neighborhood-housing-development/news-info/publications

Catalog of Federal Domestic Assistance (CFDA) # 14.218

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CAGE# 39SZ3

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EQUAL HOUSING OPPORTUNITY

OAKLAND COUNTY MICHIGAN

NEIGHBORHOOD & HOUSING DEVELOPMENT

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INTRODUCTION

The Community Development Block Grant (CDBG) Program - CDBG is a U.S. Department of Housing and Urban Development (HUD) program that provides funds annually to entitlement jurisdictions. Federal regulations 24 CFR Part 570 set forth eligible activities and CDBG national objectives. CDBG funds housing, public facility and public service activities that benefit low-income households and persons with special needs. Oakland County receives CDBG funds as an "urban county". Participating communities have a population below the threshold for entitlement status and must join with the County to receive CDBG or meet the population threshold but opt of participation with the "urban county". Projects must be eligible, in conformance with activities to be funded and meet at least one of the following CDBG national objectives:

NATIONAL OBJECTIVES

1. Primarily benefit low-income persons or households - This is the most commonly used qualifier. Documentation of the benefit to low-income level persons is required of every project funded under this objective.

- Limited clientele activities, i.e., those which benefit a specific sector of the community must benefit a minimum of 51% low-income persons.
- Activities that benefit all residents within a defined geographic area can meet the low-income benefit requirement if the area meets the urban county exception criteria of a minimum of 36.10% low- income residents, as calculated from Census data provided by HUD.
- Direct benefit activities are those such as Minor Home Repair and Public Services- Youth Services that directly benefit qualified low-income households.

2. Aid in the elimination of slum or blight conditions - HUD has strict guidelines to define conditions under slum and blight spot or area basis. A project must comply with the State Definition of Blight to meet this national objective. Contact the Grants Compliance Coordinator at (248) 858-5312 to determine project eligibility.

3. Meet an urgent community need - Generally, this objective is used in the case of recent serious natural disasters (e.g. flooding) and only when other funds are not available.

CDBG ACTIVITIES MUST MEET A DOCUMENTED NATIONAL OBJECTIVE

Consolidated Plan - The Oakland County Consolidated Plan (Con Plan) is submitted every five years pursuant to U.S. Department of Housing and Urban Development (HUD) Code of Federal Regulations (CFR) (24 Part 91, 1/5/95). The Con Plan represents a single submission covering the planning and application aspects of HUD's Community Development Block Grant (CDBG), HOME Investment Partnership Act (HOME) and Emergency Solutions Grant (ESG) formula programs. The purpose of the Con Plan is to describe activities to be undertaken every five years in conjunction with HUD programs by the Oakland County HOME Consortium. Oakland County serves as the lead agency for the HOME Consortium, which is comprised of the Urban County of Oakland, City of Farmington Hills, City of Royal Oak, and City of Southfield. The Con Plan is designed to assess housing and community development needs and describe market conditions to address priority needs.

OAKLAND COUNTY CDBG PROGRAM

Local governments are known as grantees or recipients in the CDBG entitlement program. A grantee or recipient may be eligible to receive CDBG funds if they are a city in a metro area of over 50,000 in population, a designated principal city, or an urban county with more than 200,000 people. States may also receive funding directly from HUD and provide it to small cities (non-entitled communities). Oakland County is responsible for execution of its Community Development program, following its Consolidated Plan and meeting other applicable law requirements including:

- National Environmental Policy Act
- Uniform Relocation Act
- Fair Housing Act
- Title VI of the Civil Rights Act of 1964
- Sec. 504 of the Rehabilitation Act of 1973
- Sec. 109 of Title I of Housing & Community Development Act of 1974
- Americans with Disabilities Act of 1990
- Affirmatively Furthering Fair Housing

The County's responsibility must include these functions even where as a matter of administrative convenience or State law, the county permits cooperating units of general local government to carry out essential community development and housing assistance activities.

Three Year Cooperation Agreement - As an urban county, Oakland County is required to maintain cooperation agreements with each of its subrecipients. HUD provides notification to the County of its requirements under the Cooperation Agreement every three years. The notice includes guidance on qualification actions to be taken, cooperation agreements/amendments, notification of opportunity to be excluded; included, notification of split places and notification of opportunity to terminate.

Annual Subrecipient Agreement - Federal regulations require Oakland County as an "urban county" grantee to execute an annual Subrecipient Agreement with each participating community. The Subrecipient Agreement spells out obligations under the Code of Federal Regulations at 24 CFR 570.503. The agreement is in effect during any period that the subrecipient has control over CDBG funds including program income. Minimally, the Subrecipient Agreement shall include a statement of work, record and reporting requirements, program income rules, uniform administrative requirements, other program requirements, a suspension and termination clause and guidance on reversion of assets. A fully executed Subrecipient Agreement is required before disbursing CDBG funds.

Uniform Grant Guidance (UGG) - The Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards at 2 CFR § 200 streamlines and consolidates government requirements for receiving and using federal awards to reduce administrative burden and improve outcomes. Published in the Federal Register (79 Fed. Reg. 75871) on December 19, 2014, the UGG became effective for new and continuation Federal awards issued on or after December 26, 2014.

System for Award Management - CDBG participating communities must register with the Federal System for Award Management (SAM), and must have a correct UIE # to receive a federal award.

Your SAM registration is due with your CDBG application. Register to do business with the U.S. government for free directly from SAM at https://www.sam.gov/content/home

HUD INCOME LIMITS

Income Limits - CDBG relies on HUD annual area median income (AMI) data to determine the eligibility for activities that directly benefit a person or household and to determine area wide benefit. The income limits below are effective as of 06/01/2026. The maximum income level for CDBG is Low-Income or 80% of AMI based on household size.

Persons Per Household	Extremely Low- Income (30%)	Very Low-Income (50%)	Low-Income (80%)
1	$22,050	$36,700	$58,700
2	$25,200	$41,950	$67,100
3	$28,350	$47,200	$75,500
4	$31,450	$52,400	$83,850
5	$34,000	$56,600	$90,000
6	$36,500	$60,800	$97,300
7	$39,000	$85,000	$104,000
8	$41,550	$69,200	$110,700

Effective 06/01/2026

NOTE: Oakland County is part of the ***Detroit-Warren-Livonia, MI HUD Metro Fair Market Rent Area*** *which contains the following areas: Lapeer County, MI; Macomb County, MI; Oakland County, MI; St. Clair County, MI; and Wayne County, MI. Income limits are subject to change.*

PY 2027 CDBG PLANNING ALLOCATIONS

Oakland County does not have information on exact CDBG funding levels for Program Year (PY) 2027. **Use the final award figure from PY 2026 to compile your application.** Once exact amounts are available, necessary adjustments will be made.

Community & Assigned NHD Monitor

Community	Monitor	Community	Monitor
Auburn Hills	Tierney	Northville	Hinton
Berkley	Tierney	Novi	Hinton
Birmingham	Tierney	Oak Park	Essenmacher
Clarkston	Tierney	Pleasant Ridge	Essenmacher
Clawson	Tierney	Rochester	Hinton
Farmington	Essenmacher	Rochester Hills	Hinton
Ferndale	Tierney	South Lyon	Essenmacher
Hazel Park	Tierney	Sylvan Lake	Tierney
Huntington Woods	Tierney	Troy	Hinton
Keego Harbor	Hinton	Walled Lake	Essenmacher
Lathrup Village	Tierney	Wixom	Essenmacher
Madison Heights	Tierney	Milford	Essenmacher
Addison	Essenmacher	Orion	Hinton
Bloomfield	Tierney	Oxford	Essenmacher
Brandon	Essenmacher	Rose	Essenmacher
Commerce	Essenmacher	Royal Oak	Essenmacher
Groveland	Hinton	Springfield	Essenmacher
Highland	Essenmacher	West Bloomfield	Essenmacher
Holly	Hintson	White Lake	Essenmacher
Independence	Essenmacher	Milford	Essenmacher
Lyon	Essenmacher	Ortonville	Hinton
Beverly Hills	Tierney	Oxford	Essenmacher
Franklin	Tierney	Wolverine Lk	Hinton
Holly	Hinton		
Lake Orion	Hinton		

NEIGHBORHOOD AND HOUSING DEVELOPMENT STAFF		
Staff	**Phone**	**Specialty Areas**
Ashley Hinton	**(248) 858-5312**	CDBG Application, Eligibility, Reprogramming, SHPO, Consolidated Plan/Annual Action Plan/ CAPER
Peter Essenmacher	**(248) 830-9596**	Environmental Review, Contract Compliance, Reimbursement, Minor Home Repair, Contracts, Procurement, Davis Bacon, and Demolition
Katie Tierney	**(248) 858-5309**	Environmental Review and Reimbursements

CDBG PROGRAM RULES

As an urban county entitlement community, Oakland County distributes funds to participating communities. The County administers the Community Development Block Grant Program through the Neighborhood & Housing Development Division of the Health & Human Services Department and has the final responsibility for determining the method of allocating funds covered under this agreement.

1. Oakland County distributes its CDBG entitlement funds for Cities, Villages, and Townships (CVTs) that participate in the Urban County through an application process to identify programs, projects, activities, and services that provide the greatest community impact. For programs, projects, activities, and services that are designated Public Services by the United States Department of Housing and Urban Development (HUD), Oakland County will, in general, use a formula-based allocation method to distribute these funds to CVTs participating in the Urban County in an amount not to exceed 15% of the current program year's entitlement amount.

2. All Cities, villages, and townships (CVT's) are required to submit a simple, brief annual application, in Neighborly, our online application platform for CDBG projects. CVT's choosing to forego funding must complete the designated "opt out" selection within Neighborly. and must include an uploaded signature from the highest elected official of the CVT. Accepted projects will be announced prior to the availability of PY2027 funding. Once final funding allocations are confirmed by HUD, necessary adjustments will be made and communicated.

3. All communities applying for Public Service Activities will receive pro rata share of the public service allocation, with a minimum activity amount of $3,500.00.

4. Applications for Non-Public Service Activities are processed and will be scored by

   a committee within Oakland County.

5. CVT funding amounts shall be determined based on the HUD total allocation Oakland County receives for the program year and shall adhere to the following criteria:

   a. Allocations are informed by the county's scorecard for Public Facilities projects only, which is weighted according to established housing priorities.

   b. The distribution of funding to each CVT is dependent on the annual allocation amount.

6. A Public Facility activity may not be reprogrammed into a Public Service activity and vice versa.

7. It is recommended that you limit your Public Facilities requests to $150,000.00. If you have a special project that requires additional funding above $150,000, please contact the CDBG department at CDBG@oaklandcountymi.gov for approval.

8. 15% Public Service Cap - Oakland County can only allocate a maximum of 15% of the annual entitlement to fund Public Services.

9. Public service contract duration - Public service contracts may have 18-month duration and start on July 1.

11. **Project service delivery costs** - Communities may seek reimbursement for eligible Project Service Delivery Costs. These costs include all eligible items related to the delivery of project services which includes covering the costs of staff directly carrying out the activity in addition to equipments and supplies that are necessary for successful completion of the activity per 24 CFR 570.201-570.204.

12. **Ineligible uses** - CDBG funds may not be used for maintenance of public facilities. The purchase of equipment, fixtures, motor vehicles, furnishings, or other property that is not an integral structural fixture is generally ineligible. Any projects on municipal buildings are ineligible unless it is brining anything into ADA compliance. For information on the all-project eligibility contact Grant Compliance at (248) 858-5312 or CDBG@oaklandcountymi.gov

13. **Required draws-** 1 draw every 9 months (recommended one draw per month/quarter) per activity from Letter to Spend date in the HUD Integrated Disbursements and Information System (IDIS).

14. **Required expenditures** - All CDBG funds per year per activity must be spent in 2 years from Letter to Spend date in IDIS. After two years, all unobligated funds will be evaluated for possible recapture. You can find further guidance on our website at: https://www.oaklandcountymi.gov/community/neighborhood-housing-development/housing-programs/community-development-block-grants-cdbg

15. **Supplementing funds** - CDBG funds must **supplement** the programs and services. CDBG funds are **not permitted** to be used to supplant (take place of, replace) programs and services that are already receiving funding from other sources (local).

16. **Micro-purchase** - Goods or services $10,000 or less are considered a micro-purchase and no procurement is required.

CDBG Annual Application Instructions

The annual application process begins by attending the Annual Application Workshop.

1. Attend the PY 2027 CDBG Application Workshop
2. Determine Local Needs
3. Schedule required Public Hearing
4. Advertise Public Hearing Notice(s) as Required
5. Host Public Hearing
6. Complete Application Materials (opt-in or opt-out)
    a. Application
    b. Environmental Review Record
        i. Submit for Public Service Activities only
        ii. Public Facilities & Infrastructure Environmental Review will be completed following project approval from NHD
        iii. Questions about Environmental Review Requires? Reach out to Katie Tierney 248-858-5309 tierneyk@oaklandcountymi.gov
    c. Signed Conflict of Interest Certification & Affidavit of Compliance
7. Prepare Citizen Participation Materials
    a. Public Hearing
    b. Affidavit of Publication
    c. Meeting Minutes OR Governing Body Resolution
8. Submit Application online via the Neighborly Participant Portal

The deadline for all PY2027 application submissions is 5pm on Friday, January 29, 2027. All applications & attachments are to be submitted electronically via Neighborly.

No late applications will be accepted.

Application Materials - Applications must be fully completed including all required supporting documentation to be considered. Access to the Neighborly Participant Portal is available on the Neighborhood & Housing Development website

Application Assistance - For assistance with the application process, please call Ashley Hinton in the Neighborhood and Housing Development Department (248) 858-5312 or Toll Free (888) 350-0900 x 85312, or email at hintona@oaklandcountymi.gov

All applications must be received by Friday, January 29, 2027 at 5:00pm.

The Oakland County CDBG Program Applications are submitted through an online application called Neighborly. Neighborly is an all-in-one, web-based application that provides project, financial, and compliance management for recipients of federal funding.

- Every community will have their own portal to apply for and manage each of your activities.
- Each community can have multiple users to complete applications, review spending activities, and submit payment requests.
- You will have instant access to see your current spending activity and funding balance.

Oakland County provides all participating communities with a formula-based allocation for Public Services. Funding for Infrastructure, Public Facilities, and other activities will be distributed through a competitive process.

Record Retention - Each participating community must maintain all application documents for at least four years after the last draw request.

Technical Assistance: Neighborhood & Housing Development staff will provide technical assistance with submission of the PY2027 Annual Application.

Application Materials - Applications must be fully completed to be considered. Resources are available from Neighborhood & Housing Development staff and/or online.

Due Date: All PY2027 Applications must be received by Friday, January 29, 2027 at 5:00 p.m.

Information Updates - Oakland County strives to maintain the latest information available. If any information in this guide is incorrect or any additional information is needed, please contact the Grant Compliance Coordinator at (248) 858-5312.

All applications and attachments are to be submitted electronically via Neighborly.
No late applications will be accepted.

PLEASE REMEMBER

DO NOT USE OLD APPLICATIONS TO COMPLETE THE PROGRAM YEAR 2027 APPLICATION

Contact the Grant Compliance Coordinator at (248) 858-5312 for assistance.

Citizen Participation

Citizen participation is a **mandatory component of the Annual Application**. Each participating community must provide residents with an opportunity to comment on proposed projects.

Step 1. Public Hearing Notification

As part of the Annual CDBG Application process, each participating community must hold a public hearing to receive citizen input on proposed CDBG activities and funding allocations.

The hearing notice must be published **at least 10 days prior to the scheduled public hearing date.** The public hearing must occur before the governing body approves and submits the CDBG application to Oakland County.

Options for Public Hearing Notification

Communities may choose one of the following approved notice methods:

Option 1 – Affidavit of Publication

- Publish the public hearing notice in a newspaper of general local circulation at least 10 days before the hearing date.
- Retain the Affidavit of Publication provided by the newspaper as documentation for the Annual Application.

Option 2 – Web Posting and Certification

- Post the hearing notice on the community's official website and at the city/township/village hall at least 10 days prior to the hearing.
- Option 2 is acceptable only if:
    - The community has adopted an ordinance or resolution authorizing web posting for CDBG public hearings, and
    - This procedure complies with local public hearing notice requirements.
- Provide NHD with a copy of the authorizing ordinance/resolution and a Certification of Posting (location and date).

Each notice must include:

- Date, time, and location of the public hearing
- Purpose: to receive comments on proposed use of CDBG funds for the upcoming program year
- CDBG allocation amount requesting
- Instructions for submitting written comments (location and deadline)
- Accessibility statement, including contact information for accommodation requests (72-hour notice required).

Step 2. Conduct the Public Hearing

The Public Hearing must provide an open forum for citizens to comment on proposed CDBG projects before the governing body takes action to approve and submit the application.

1. Open the public hearing during a regular or special governing body meeting.
2. Record the time the hearing was opened.
3. Allow for public comments (verbal or written).
    - **Citizen comments must occur after the hearing is opened and before it is closed by the governing body.**
4. Close the hearing and record the time it was closed.
5. Proceed with staff or official comments either before or after the hearing period.

Step 3. Document the Hearing and Board Approval

Communities must document that the required public hearing took place and that citizen comments were considered. The record of this hearing must be included in the Annual Application submission to Oakland County.

Documentation Options

Option 1 – Meeting Minutes (True Copy)

The provided copy of the meeting minutes must include the following:

- Roll call of attendees
- Statement opening and closing the public hearing, including times
- Summary or transcript of public comments received
- Motion to approve the CDBG application and funding allocation including the use of outside/leveraged funds
- Vote tally (yea, nay, abstaining, absent)
- Clerk's certification of the meeting as a true copy

Option 2 – Governing Body Resolution

The Governing Body Resolution must include the following:

- Statement confirming the public hearing was held in compliance with CDBG requirements
- Date, time, and summary of public comments
- List of approved CDBG projects and allocation including the use of outside/leveraged funds
- Authorization for the highest elected official or designee to sign and submit the CDBG application
- Vote tally and Clerk's certification

Step 4. Submission to Oakland County

Public hearing documentation is required for an Annual Application packet to be considered complete. The above mentioned Citizen Participation documentation must be uploaded via Neighborly by 5pm on January 29, 2027.

Required Neighborly Submission Materials:

1. Copy of the public hearing notice posted at least 10 days prior to the Public Hearing
    - **Affidavit of Publication** or **Certification of Posting**
2. **Meeting minutes or resolution** documenting:
    - Opening and closing of the public hearing
    - Summary of public comments
    - Governing body approval of the CDBG application and allocation
3. **Signed CDBG application** and supporting documents

Incomplete Citizen Participation documents will result in applications being denied.

PUBLIC HEARING OPTION #1 - AFFIDAVIT OF PUBLICATION

Option #1 allows for the public hearing notice to appear in a newspaper of general local circulation at least 10 days before the hearing.

Sample Public Hearing Notice

(City, Township, Village)

Notice of Public Hearing - Community Development Block Grant Funds

NOTICE IS HEREBY GIVEN that the **(City, Township, Village)** will hold a public hearing on the use of Community Development Block Grant Funds. The Hearing will be held on **(Day/Date)** at **(Time)** at the **(Meeting Location) (Address/City, Township, Village/Sate/Zip)** to hear public comments on the CDBG Program Year 2027 application to fund eligible projects.

All interested citizens are requested to attend the Hearing. Comments will also be received in writing or in person at **(Location)** until **(Time, Date).**

Arrangements to reasonably accommodate special needs, including handicap accessibility or interpreter, will be made upon receiving 72-hour notice. Contact **(name)** at **(number, location)** for special services.

(Name, Title, Department)

(Published Newspaper of general circulation, date)

PUBLIC HEARING OPTION #2 - WEB POSTING AND CERTIFICATION

Option #2 allows for the public hearing notice to appear in a posting at the city/township/village hall and on the community website at least 10 days before the hearing. Option #2 is acceptable only if:

- The community has approved by ordinance/resolution the use of web posting for CDBG Public Hearings and has provided a copy of the ordinance/resolution to Oakland County Neighborhood & Housing Development.
- This procedure does not violate local public hearing notice requirements

Sample Public Hearing Notice

(City, Township, Village)

Notice of Public Hearing - Community Development Block Grant Funds

NOTICE IS HEREBY GIVEN that the **(City, Township, Village)** will hold a public hearing on the use of Community Development Block Grant Funds. The Hearing will be held on **(Day/Date)** at **(Time)** at the **(Meeting Location) (Address/City, Township, Village/Sate/Zip)** to hear public comments on the CDBG Program Year 2027 application to fund eligible projects.

All interested citizens are requested to attend the Hearing. Comments will also be received in writing or in person at **(Location)** until **(Time, Date).**

Arrangements to reasonably accommodate special needs, including handicap accessibility or interpreter, will be made upon receiving 72-hour notice. Contact **(name)** at **(number, location)** for special services.

(Name, Title, Department)

Published (Website, date) Posted (Location, date)

MEETING MINUTES OPTION #1 - TRUE COPY

(CITY, TOWNSHIP, VILLAGE)
(BOARD, COMMISSION, COUNCIL) MEETING
(DAY, DATE, TIME, LOCATION)

(Highest Elected Official) called the meeting to order at **(Time)**

1. **ROLL CALL** PRESENT:_____ ABSENT:_____

2. **PUBLIC HEARING COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

(Highest Elected Official) opened the Public Hearing at **(Time)**.

(Record Public Comments Here)

(Highest Elected Official) closed the Public Hearing at **(Time).**

3. **ACCEPTANCE PY 20__Community Development Block Grant (CDBG) Application**

Moved by_____Seconded by _____

to approve the Program Year 20__ Community Development Block Grant (CDBG) application in the approximate amount of **(Proposed Allocation)** as follows and authorize the **(Highest Elected Official)** to sign the Application and submit the documents to Oakland County.

Project Name	Allocation Amount

Motion by: _____
Voting Yea:_____Voting Nay:_____
Abstaining:_____Absent: _____

I, **(Name),** the duly elected Clerk of **(City, Township, Village)** Oakland County, MI do hereby certify that the above is a true copy
of the **(City, Township, Village) (Board, Commission, Council)** meeting minutes from **(Date)** at which time a quorum was present

_____

MEETING MINUTES OPTION #2 - GOVERNING BODY RESOLUTION

The governing body resolution must clearly show an opening and closing of the public hearing, the planned use of CDBG funds, and the approval of the application. Additional information can be added to these required clauses to meet specific local needs and to encourage participation.

SAMPLE GOVERNING BODY RESOLUTION OFTHE (ORGANIZATION NAME &

ADOPTING BODY) ADOPTED ON: (DATE)

WHEREAS, Oakland County is preparing an Annual Action Plan to meet application requirements for the Community Development Block Grant (CDBG) program, and other Community Planning and Development (CPD) programs, and
WHEREAS, Oakland County has requested CDBG-eligible projects from participating communities for inclusion in the Action Plan, and
WHEREAS, the ***(City/TownshipNillage)*** has duly advertised and conducted a public hearing as follows:

(Highest Elected Official) opened the Public Hearing at **(Time).**

(Record Public Comments Here)

(Highest Elected Official) closed the Public Hearing at **(Time).**

on ***(Public Hearing Date)*** to receive public comments regarding the proposed use of PY27 Community Development Block Grant funds (CDBG) in the amount of ***(Proposed Allocation),*** and
WHEREAS, the ***(City/TownshipNillage)*** found that the following projects meet the federal objectives of the CDBG program and are prioritized by the community as high priority need.

THEREFORE, BE IT RESOLVED, that the ***(City/TownshipNil/age)*** CDBG application is hereby authorized to be submitted to Oakland County for inclusion in Oakland County's Annual Action Plan to the U.S. Department of Housing and Urban Development, and that the *(title of authorized representative)* is hereby authorized to execute all documents, agreements, or contracts which result from this application to Oakland County.

Project Name	Allocation Amount

Motion by: _____
Voting Yea:____ Voting Nay:____ Abstaining:____Absent: _____

I, (Name), the duly elected Clerk of (City, Township, Village) Oakland County, MI do hereby certify that the above is a true copy
of the (City, Township, Village) (Board, Commission, Council) meeting minutes from (Date) at which time a quorum was present.

Matrix Code Key		National Objective Codes (**N** = Not Allowed)														
Code	Eligible Activity -	LMA	LMAFI	LMASA	LMC	LMCMC	LMCSV	LMH	LMHSP	LMJ	LMJFI	LMJP	SBA	SBS	SBR	URG
01	Acquisition of Property - 570.201(a)					N	N				N					
02	Disposition - 570.201(b)					N	N				N			N		
03A	Senior Centers	N				N	N	N	N							
03B	Facility for Persons with Disabilities	N				N	N	N	N							
03C	Homeless Facilities (not operating costs)	N				N	N	N	N							
03D	Youth Centers	N				N	N	N	N							
03E	Neighborhood Facilities					N	N	N	N							
03F	Parks, Recreational Facilities		N	N		N	N	N	N	N		N				
03G	Parking Facilities					N	N	N	N							
03H	Solid Waste Disposal Improvements					N	N									
03I	Flood Drainage Improvements					N	N									
03J	Water/Sewer Improvements					N	N									
03K	Street Improvements					N	N									
03L	Sidewalks					N	N									
03M	Child Care Centers	N				N	N	N	N							
03N	Tree Planting					N	N		N							
03O	Fire Station/Equipment		N	N	N	N	N	N	N	N		N				
03P	Health Facilities					N	N	N	N							
03Q	Abused and Neglected Children Facilities	N				N	N	N	N							
03R	Asbestos Removal					N	N	N	N							
03S	Facilities for AIDS Patients (no op'ting costs)	N				N	N	N	N							
03T	Operating Costs Homeless/AIDS Patients	N	N	N		N	N	N	N	N	N	N		N	N	
03Z	Other Public Improvements Not Listed in 03A-03S (RAB)					N	N									
04	Clearance and Demolition					N	N				N					
04A	Cleanup of Contaminated Sites					N	N				N					
05A	Senior Services	N	N	N		N		N	N	N	N	N		N	N	
05B	Services for Persons with Disabilities	N	N	N		N		N	N	N	N	N		N	N	
05C	Legal Services		N	N		N		N	N	N	N	N		N	N	
05D	Youth Services	N	N	N		N		N	N	N	N	N		N	N	
05E	Transportation Services		N	N		N		N	N	N	N	N		N	N	
05F	Substance Abuse Services		N	N		N		N	N	N	N	N		N	N	
05G	Services for Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking	N	N	N		N		N	N	N	N	N		N	N	
05H	Employment Training		N	N		N		N	N	N	N	N		N	N	
05I	Crime Awareness		N	N		N		N	N	N	N	N		N	N	
05J	Fair Housing Activities-Subj.to Pub.Serv.Cap		N	N		N		N	N	N	N	N		N	N	
05K	Tenant/Landlord Counseling	N	N	N		N		N	N	N	N	N		N	N	
05L	Child Care Services	N	N	N		N		N	N	N	N	N		N	N	
05M	Health Services		N	N		N		N	N	N	N	N		N	N	
05N	Abused and Neglected Children	N	N	N		N		N	N	N	N	N		N	N	
05O	Mental Health Services		N	N		N		N	N	N	N	N		N	N	
05P	Screening for Lead Based Paint/Lead Hazards	N	N	N		N		N	N	N	N	N		N	N	
05Q	Subsistence Payments	N	N	N		N		N	N	N	N	N		N	N	
05R	Homebuyer Downpayment Assistance - Excluding Housing Counseling, under 24 CFR 5.100	N	N	N	N	N	N			N	N	N		N	N	
05S	Rental Housing Subsidies	N	N	N	N	N				N	N	N		N	N	
05T	Security Deposits	N	N	N	N	N				N	N	N		N	N	
05U	Housing Counseling Only, under 24 CFR 5.100	N	N	N		N	N			N	N	N	N	N	N	N
05V	Neighborhood Cleanups		N	N	N	N		N	N	N	N	N		N	N	
05W	Food Banks		N	N		N		N	N	N	N	N		N	N	
05X	Housing information and referral services	N	N	N		N	N			N	N	N	N	N	N	N
05Y	Housing Counseling under 24 CFR 5.100 supporting homebuyer downpayment assistance (05R)	N	N	N	N	N	N			N	N	N		N	N	
05Z	Other Public Services Not Listed in 03T and 05A-05Y (Yard Services & Housekeeping)		N	N		N		N	N	N	N	N		N	N	
06	Interim Assistance		N	N	N	N	N	N	N	N	N	N			N	
07	Urban Renewal Completion					N	N				N		N	N		N
08	Relocation					N	N				N					
09	Rental Income Loss					N	N				N					
11	Privately Owned Utilities					N	N				N					
12	Construction of Housing	N	N	N	N	N	N			N	N	N		N		
13A	Housing Counseling, under 24 CFR 5.100, for Homeownership Assistance 13B	N	N	N	N	N	N			N	N	N	N	N	N	N
13B	Homeownership Assistance - excluding Housing Counseling under 24 CFR 5.100	N	N	N	N	N	N			N	N	N	N	N	N	N

Matrix Code Key		National Objective Codes (**N** = Not Allowed)														
Code	Eligible Activity -	LMA	LMAFI	LMASA	LMC	LMCMC	LMCSV	LMH	LMHSP	LMJ	LMJFI	LMJP	SBA	SBS	SBR	URG
14A	Rehab; Single-Unit Residential	N	N	N	N	N	N			N	N	N				
14B	Rehab; Multi-Unit Residential	N	N	N	N	N	N			N	N	N				
14C	Public Housing Modernization	N	N	N	N	N	N			N	N	N				
14D	Rehab; Other than Public-Owned Residential Buildings	N	N	N	N	N	N			N	N	N				
14E	Rehab. Pub./Pvt.-Comm'/Indust'					N	N	N	N		N					
14F	Energy Efficiency Improvements	N	N	N	N	N	N			N	N	N				
14G	Acquisition for Rehabilitation	N	N	N	N	N	N			N	N	N				
14H	Rehabilitation Administration					N	N				N					
14I	Lead-Based Paint Abetment	N	N	N	N	N	N			N	N	N				
14J	Housing Services, excluding Housing Counseling under 24 CFR 5.100	N	N	N	N	N	N			N	N	N	N	N	N	N
14K	Housing Counseling, under 24 CFR 5.100, Supporting HOME Program Assistance Housing Activities	N	N	N	N	N	N			N	N	N	N	N	N	N
14L	Housing Counseling, under 24 CFR 5.100, in Conjunction with CDBG Assisted Housing Rehab	N	N	N	N	N	N			N	N	N				
15	Code Enforcement		N	N	N	N	N	N	N	N	N	N		N		
16A	Residential Historic Preservation	N	N	N	N	N	N			N	N	N				N
16B	Non-Residential Historic Preservation					N	N	N	N		N					N
17A	ED Acquisition by Recipient					N	N	N	N							
17B	CI Infrastructure Development					N	N	N	N					N		
17C	CI Building Acq., Construction, Rehabilitation					N	N	N	N		N					
17D	Other Commercial/Industrial Improvements					N	N	N	N		N					
18A	ED Assistance to For-Profits				N	N	N	N	N		N			N		
18B	Economic Development: Technical Assistance				N	N		N	N		N			N		
18C	Micro-Enterprise Assist.						N	N	N		N			N		
19C	Nonprofit Capacity Building															
19E	Operation and Repair of Foreclosed Property		N	N	N	N	N			N	N	N	N	N	N	N
19F	Planned Repayments of Sec.108 Loans	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
19G	Unplanned Repayments of Sec.108 Loans	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
19H	State CDBG Technical Assistance to Grantees	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
20	Planning	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
20A	State Planning-only 570.483(b)(5) and (c)(3)															N
21A	General Program Admin. - 570.206	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
21B	Indirect Costs	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
21C	Public Information	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
21D	Fair Housing Activity (subject to Admin. cap)	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
21E	Submissions or Applications for Federal Programs	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
21H	CDBG Funding of HOME Admin.	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
21I	CDBG Funding of HOME CHDO Operating Costs	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
21J	State Administration Costs	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
23	Tornado Shelters - Private Mobile Home Parks		N	N	N	N	N	N	N	N	N	N	N	N	N	N
24A	Payment of Interest on Section 108 Loans	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
24b	Payment of Costs of Section 108 Financing															
24C	Debt Service Reserve	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N

National Objective Key		Entitlements	States
LMA	Low- and moderate-income (Low/Mod) Area Benefit	570.208(a)(1)	570.483(b)(1)
LMAFI	Low/Mod Area Benefit CDFI	570.208(d)(6)(i)	570.483(e)(4)
LMASA	Low/Mod Area Benefit NRSA	570.208(d)(5)(i)	570.483(e)(5)
LMC	Low/Mod Limited Clientele	570.208(a)(2)	570.483(b)(2)
LMCMC	Low/Mod Limited Clientele Microenterprise Development	570.208(a)(2)(iii)	570.483(b)(2)(iv)
LMCSV	Low/Mod Limited Clientele, Job Service Benefit	570.208(a)(2)(iv)	570.483(b)(2)(v)
LMH	Low/Mod Housing	570.208(a)(3)	570.483(b)(3)
LMHSP	Low/Mod Housing, CDFI or NRSA	570.208(d)(5)(ii) & (d)(6)(ii)	570.483(e)(5)
LMJ	Low/Mod Job Creation or Retention	570.208(a)(4)	570.483(b)(4)
LMJFI	Low/Mod Job Creation/Retention, Public Facility/Improvement	570.208(a)(4)(vi)(F)	570.483(b)(4)(vi)(F)
LMJP	Low/Mod Job Creation or Retention, Location Based	570.208(a)(4)(iv)(B)	570.483(b)(4)(iv)(B)
SBA	Slum and Blight Area	570.208(b)(1)	570.483(c)(1)
SBS	Slum and Blight Spot	570.208(b)(2)	570.483(c)(2)
SBR	Slum and Blight Urban Renewal/Planning Activities (States)	570.208(b)(3)	570.483(c)(3)
URG	Urgent Needs	570.208(c)	

PY 2027 ELIGIBLE PROJECTS & CDBG MATRIX CODE

CDBG matrix codes are used to indicate-but do not establish-activity eligibility.

An activity must be eligible in accordance with the regulations at 24 CFR 570.201- 570.207.

Acquisition & Disposition

- 01 Acquisition of Real Property
- 02 Disposition of Real Property
- 04 Clearance and Demolition
- 04A Cleanup of Contaminated Sites
- 08 Relocation

Public Services

- 03T Homeless/AIDS Patients Programs
- 05A Senior Services
- 05B Services for Persons with Disabilities
- 05C Legal Services
- 05D Youth Services
- 05E Transportation Services
- 05F Substance Abuse Services
- 05G Services for victims of domestic violence, dating violence, sexual assault, or stalking (Haven)
- 05H Employment Training
- 051 Crime Awareness/Prevention
- 05J Fair Housing Activities (subject to Public Services cap)
- 05K Tenant/Landlord Counseling
- 05L Child Care Services
- 05M Health Services
- 05N Services for Abused and Neglected Children
- 05O Mental Health Services
- 05P Screening for Lead Poisoning
- 05Q Subsistence Payments
- 05R Homebuyer Down payment Assistance - Excluding Housing Counseling under 24 CFR 5.100
- 05S Rental Housing Subsidies
- 05T Security Deposits
- 05U Housing Counseling only, under 24 CFR 5.100
- 05V Neighborhood Cleanups
- 05W Food Banks
- 05X Housing Information and Referral Services
- 05Y Housing Counseling under 24 CFR 5.100 Supporting Homebuyer Downpayment Assist (05R)
- 05Z Other Public Services Not Listed i.e. (Housekeeping/Safety & Repair/Yard Services)

Housing

- 09 Loss of Rental Income
- 12 Construction of Housing
- 13A Housing Counseling, under 24 CFR 5.100, for Homeownership Assistance (138)
- 13B Homeownership Assistance - excluding Housing Counseling under 24 CFR 5.100
- 14A Rehabilitation: Single-Unit Residential
- 14B Rehabilitation: Multi-Unit Residential
- 14C Rehabilitation: Public Housing Modernization
- 14D Rehabilitation: Other Publicly Owned Residential Buildings
- 14F Rehabilitation: Energy Efficiency Improvements
- 14G Rehabilitation: Acquisition
- 14H Rehabilitation: Administration
- 14I Lead-Based Paint/Lead Hazards Testing/Abatement
- 14J Housing Services, Excluding Housing Counseling, under 24 CFR 5.100
- 14K Housing Counseling, under 24 CFR 5.100 Supporting HOME Program Housing Activities
- 14L Housing Counseling, under 24 CFR 5.100, in Conjunction with CDBG Assisted Housing Rehab
- 16A Residential Historic Preservation
- 08 Relocation
- 15 Code Enforcement

Economic Development

- 14E Rehabilitation: Publicly or Privately Owned Commercial/Industrial
- 17A Commercial/Industrial: Acquisition/Disposition
- 17B Commercial/Industrial: Infrastructure Development
- 17C Commercial/Industrial: Building Acquisition, Construction, Rehabilitation
- 17D Commercial/Industrial: Other Improvements
- 18A Economic Development: Direct Financial Assistance to For-Profit Business
- 188 Economic Development: Technical Assistance
- 18C Economic Development: Microenterprise Assistance

Public Facilities & Improvements

- 03A Senior Center
- 03B Facilities for Persons with Disabilities
- 03C Homeless Facilities (not operating costs)
- 03D Youth Centers
- 03E Neighborhood Facilities
- 03F Parks, Recreational Facilities
- 03G Parking Facilities
- 03H Solid Waste Disposal Improvements
- 031 Flood Drainage Improvements
- 03J Water/Sewer Improvements
- 03K Street Improvements
- 03L Sidewalks
- 03M Child Care Centers
- 03N Tree Planting
- 03O Fire Stations/Equipment
- 03P Health Facilities
- 03Q Facilities for Abused and Neglected Children
- 03R Asbestos Removal
- 03S Facilities for AIDS Patients (not operating costs)
- 03Z Other Public Improvements Not Listed in 03A-03T (RAB)
- 06 Interim Assistance
- 11 Privately Owned Utilities
- 16B Non-Residential Historic Preservation
- 23 Tornado Shelters Serving Private Mobile Home Parks

General Administration

- 21A General Program Administration
- 21D Fair Housing Activities (Subject to Admin Cap)
- 21H CDBG Funding of HOME Admin
- 21I CDBG Funding of HOME CHODO Operating Expenses

Other

- 19C CDBG Non-Profit Capacity Building

If interested in activities other than those listed below contact the Grant Compliance Coordinator at (248) 858-5312 to discuss eligibility

Acquisition & Disposition

In accordance with 24 CFR 570.201(e) or 42 USC 5305(a)(1). Use matrix codes in this section when the CDBG funds are used by the grantee or other public or private non-profit entities for Acquisition of real property that will be developed for a public purpose, Costs related to the sale, lease, or donation of real property acquired with CDBG funds or under urban renewal, demolition & Relocation for permanently or temporarily displaced individuals, families.

Acquisition & Disposition activities are subject to a HUD mandated cap on the amount of funds that may be used for the administration of these activities.

01 Acquisition of Real Property

Program/Account #	172170-730003
Eligible Uses	Acquisition of real property that will be developed for a public purpose. Use code 01 if CDBG funds will be used ONLY for the acquisition of property. This code is frequently used for the acquisition of property on which a public facility, public improvement or housing will be constructed using other funds
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility and discuss Uniform Relocation Act and appraisal requirements before applying for this project.** • When a grantee acquires and constructs or rehabilitates a public facility with CDBG funds, assign the appropriate 03* matrix code, instead of 01. • When a grantee combines acquisition with relocation or disposition in a single activity, that activity can be coded as Acquisition 01. • When a grantee acquires and rehabilitates housing with CDBG funds for residential purposes, use code 14G. • When a grantee or subrecipient acquires land, clears structures, or packages land for the purpose of creating an industrial park or encouraging commercial/industrial redevelopment, use matrix code 17A. **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Contact Environmental Review (248) 858-5309 to confirm if project is Categorically Excluded and/or Environmentally Assessed**
HUD Matrix Code	01
Authority	24 CFR 570.201(e) or 42 USC 5305(a)(1)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMA – Low-income area benefit: the service area identified for activities is at least 45.08% low-income income. LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income. LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.
Accomplishment Type	People/Housing Units/Public Facilities
Performance Objective	Create Suitable Living Environment
Performance Outcome	Sustainability

02 Disposition of Real Property

Program/Account #	172170-730536
Eligible Uses	Costs related to the sale, lease, or donation of real property acquired with CDBG funds or under urban renewal. Eligible costs would include the costs incidental to disposing of the property, such as preparation of legal documents, fees paid for surveys, transfer taxes, and other costs involved in the transfer of ownership of the CDBG-assisted property. The costs can also include the costs of temporarily maintaining property pending disposition, for example, boarding property up, mowing grass, security. However, the temporary maintenance costs are eligible only for properties initially acquired with CDBG funds.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility and discuss Uniform Relocation Act and appraisal requirements before applying for this project.** Disposition must assure property meets CDBG National Objectives. Proceeds of disposition are program income. **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Contact Environmental Review at (248) 858-5309 to confirm if project is Categorically Excluded and/or Environmentally Assessed**
HUD Matrix Code	02
Authority	24 CFR 570.201(b) or 42 USC 5305(a)(7)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMA – Low-income area benefit: the service area identified for activities is at least 45.08% low-income. LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income. LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.
Accomplishment Type	When the property will be used for the purpose for which it was acquired, use the same Accomplishment Code that was or should have been used for acquisition of the property. When a property is disposed of for a use other than for which it was acquired, use the Accomplishment Code that corresponds to the new use.
Performance Objective	Create Suitable Living Environment
Performance Outcome	Sustainability

04 Clearance and Demolition

Program/Account #	172170-730345
Eligible Uses	Clearance or demolition of buildings and improvements, or the movement of structures to other sites.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility and SHPO requirements before applying for this project.** Must document as vacant at least one year and slum/blight condition and condemnation of structure as necessary. This project can take place anywhere in the community. The community must provide the following information (per structure) before starting the project: property address, location map, photographs, statement signed by the local building official that the structure meets the State of MI Definition of Blight, description signed by the local building official of the specific conditions detrimental to public health and safety which will be corrected by demolishing the structure, signed certification that the structure, if residential in nature, has been vacant for at least one year, signed approval to demolish, and demolition agreement. **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Categorically Excluded**
HUD Matrix Code	04
Authority	24 CFR 570.201(d) or 42 USC 5305(a)(4)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMA – Low-income area benefit: the service area identified for activities is at least 45.08% low-income. SBS - Slum/blight spot basis: activities that address conditions of blight or physical decay on a spot basis not located in a designated slum/blight area. LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.
Accomplishment Type	Housing Units/Public Facilities
Performance Objective	Create Suitable Living Environment
Performance Outcome	Sustainability

04A Cleanup of Contaminated Sites

Program/Account #	
Eligible Uses	Activities undertaken primarily to clean toxic/environmental waste or contamination from a site.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Categorically Excluded**
HUD Matrix Code	04A
Authority	24 CFR 570.201(d) or 24 CFR 570.482(c)(3) [Public Law 105-276]
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMA – Low-income area benefit: the service area identified for activities is at least 45.08% low-income income. LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income. LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.
Accomplishment Type	People/Housing Units/Public Facilities
Performance Objective	Create Suitable Living Environment
Performance Outcome	Sustainability

08 Relocation

Program/Account #	
Eligible Uses	Relocation payments and other assistance for permanently or temporarily displaced individuals, families, businesses, non-profit organizations, and farms.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Contact Environmental Review at (248) 858-5309 to confirm if project is Exempt, Categorically Excluded and/or Environmentally Assessed**
HUD Matrix Code	08
Authority	24 CFR 570.201(i) or 42 USC 5305(a)(11)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMA – Low-income area benefit: the service area identified for activities is at least 45.08% low-income income. LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income. LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.
Accomplishment Type	People/Housing Units/Public Facilities
Performance Objective	Create Suitable Living Environment
Performance Outcome	Sustainability

Public Services

It is important to distinguish a service from construction or rehabilitation of a facility where a service is being provided. For example, the construction or rehabilitation of a senior center is coded as 03A, but the funding of services provided at a facility for senior citizens is coded as 05A.

- **Rental of a facility for a service is considered a part of delivery of service and should be treated as a public service.**
- **Operation and maintenance may be paid with CDBG funds only for the portion of the building where a public service is being carried out.**
- **If the activity is restricted to one client group, use the matrix code for that group. For example, use 05A for senior services.**
- **Income payments are permissible if the payments are made directly to the provider of services on behalf of the individual or family which are used to provide basic services such as food, shelter (including payment for rent, mortgage, and/or utilities) or clothing.**
- **Income payments that are provided as a loan are permissible within the public services cap.**
- **To utilize CDBG funds for a public service, the service must be either: A new service; or a quantifiable increase in the level of an existing service which has been provided by the grantee or another entity on its behalf through State or local government funds in 12 months preceding the submission of the grantee's Consolidated Plan Annual Action Plan to HUD. An exception to this requirement may be made if HUD determines that any decrease in the level of a service was the result of events not within the control of the local government. This provision was put into place to ensure that localities do not use CDBG funds to replace local or state monies to fund essential services typically offered by the local government entity. Specifically, the public services provision applies in the following manner:**

    - **If a service is new, it may be funded.**
    - **If it is determined whether the service was not provided by or on behalf of the local government with funding from the local government, it may be funded.**
    - **If it was provided by or on behalf of the local government with funding from the State or local government, and it is determined and documentable that the proposed service will be a quantifiable increase in the level of service, it may be funded.**
    - **The regulations do not prohibit a grantee from continuing to provide funding to a CDBG funded public service at the same or decreased level in subsequent program years.**

*****Ineligible Public Service Activities include political or religious activities and income payment (when occurring outside of allowable parameter stated above.)*****

03T Homeless/AIDS Patients Programs

Program/Account #	
Eligible Uses	Costs associated with the operation of programs for the homeless or for AIDS patients, such as staff costs, utilities, maintenance, and insurance. Because payment of operating costs for these programs is a public service under CDBG, all CDBG expenditures for 03T activities are included in the calculation of the Public Services cap.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Exempt**
HUD Matrix Code	03T
Authority	CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	People
Performance Objective	Suitable Living Environment
Performance Outcome	Improved Availability/Accessibility

05A Senior Services

Program/Account #	172160-731712
Eligible Uses	Use code 05A for services for the elderly. 05A may be used for an activity that serves both the elderly and persons with disabilities provided it is intended primarily to serve elderly. If the activity is intended primarily to serve persons with disabilities, use 05B instead. Code 05A, Senior Services, or 05B, Services for the Disabled, may be used for activities that will provide services for both senior citizens and persons with disabilities if the activity is not intended primarily to serve one group rather than the other.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** This is a presumed benefit activity. Public services (including labor, supplies and materials) directed toward improving services and facilities including: • Equipment and furnishings • Meal programs either meals-on-wheels or congregate • Prescription drug programs • Arts and crafts workshops • Senior Day Care • Senior Center Staff Wages • Counseling • Resource advocacy • Recreation/education services tailored to seniors including nutrition, swim exercise, dance, tax preparation, Medicaid classes and enrichment classes • Transportation of seniors to recreational events • Senior Center newsletter (for those 62+ only) A current **PERSON DBA REPORT** must be submitted with each invoice which indicates the presumed benefit eligibility of clients served. If an agency is hired to administer this activity, contracts must be executed specifying services, duration, cost, etc.
Environmental Code	**Exempt**
HUD Matrix Code	05A
Authority	24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	People
Performance Objective	Suitable Living Environment
Performance Outcome	Improved Availability/Accessibility

05B Services for Persons with Disabilities

Program/Account #	172160-730535
Eligible Uses	Use this code to indicate services for the persons with disabilities, regardless of age. If the activity is intended primarily for elderly persons, use 05A instead. Public services (including labor, supplies, and materials) directed toward improving services and facilities may include: Accessible Technologies (large print books, TDD machines)
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	This is a presumed benefit activity. Communities must develop an application and advertise the availability of disabled services. A current **PERSON DBA REPORT** must be submitted with each invoice which indicates the presumed benefit eligibility of clients served. Supporting documentation must be provided to the County to receive reimbursement. If an agency is hired to administer this activity, contracts must be executed specifying services, duration, cost, etc.
Environmental Code	**Exempt**
HUD Matrix Code	05B
Authority	24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	People
Performance Objective	Suitable Living Environment
Performance Outcome	Improved Availability/Accessibility

05C Legal Services

Program/Account #	172160-731073
HUD Matrix Code	05C
Authority	24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)
Environmental Code	**Exempt**
Eligible Uses	Use this code for services providing legal aid to low- and moderate-income (LMI) persons. If the legal service is only provided for the settlement of tenant/landlord disputes, use 05K.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	This activity can be designed to serve clients who are presumed benefit. This activity can be designed to serve clients who are income qualified. This activity can be designed to serve clients who are presumed benefit and are income qualified. Public services (including labor, supplies, and materials) directed toward improving services. Communities must develop an application and advertise the availability of legal services. A current **PERSON DBA REPORT** must be submitted with each invoice which indicates the income eligibility or presumed benefit eligibility of clients served. Supporting documentation must be provided to the County to receive reimbursement. If an agency is hired to administer this activity, contracts must be executed specifying services, duration, cost, etc.
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	People
Performance Objective	Suitable Living Environment
Performance Outcome	Improved Availability/Accessibility

05D Youth Services

Program/Account #	172160-732185
HUD Matrix Code	05D
Authority	**24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)**
Environmental Code	**Exempt**
Eligible Uses	Use this code for services for young people age 13 to 19. For example, recreational services limited to teenagers and teen counseling programs. 05D can also be used for counseling programs that target teens but include counseling for the family as well. For services for children age 12 and under, use 05L; for services for abused and neglected children, use 05N.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	This activity is designed to serve clients who are from an income qualified household. Public services (including labor, supplies, and materials) directed toward improving services. Use Code 05D for services for youth from low-income families that include, for example, recreational services limited to teenagers or a teen-counseling program. If a counseling program is targeted for youth but includes counseling for the family as well, it may still be classified as a youth service if the focus is on counseling for youth. A current **HOUSEHOLD DBA REPORT** must be submitted with each invoice which indicates the income eligibility of the household. If an agency is hired to administer this activity, contracts must be
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	People
Performance Objective	Suitable Living Environment
Performance Outcome	Improved Availability/Accessibility

05E Transportation Services

Program/Account #	172160-732011
HUD Matrix Code	05E
Authority	CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)
Environmental Code	**Exempt**
Eligible Uses	Use this code for general transportation services. Transportation services for a specific client group should use the matrix code for that client group. For example, use 05A for transportation services for the elderly.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	Public services (including labor, supplies, and materials) directed toward improving services. This activity can be designed to serve clients who are presumed benefit. This activity can be designed to serve clients who are income qualified. This activity can be designed to serve clients who are presumed benefit and are income qualified. Use Code 05E for all client groups. Use Code 05E to purchase/lease a vehicle for a transportation services program. (Vehicle maintenance is not eligible). Transportation services include: • Driver/dispatcher/staff wages • Communication devices • Vehicle signage Retrofitting an existing vehicle to improve access is also eligible. A current **PERSON DBA REPORT** must be submitted with each invoice which indicates the income eligibility or presumed benefit eligibility of clients served. Submit invoices/time reports to receive reimbursement for administrative, dispatcher, or driver wages. If an agency is hired to administer this activity, contracts must be executed specifying services, duration, cost, etc.
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	People
Performance Objective	Suitable Living Environment
Performance Outcome	Improved Availability/Accessibility

05F Substance Abuse Services

Program/Account #	
HUD Matrix Code	05F
Authority	24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)
Environmental Code	**Exempt**
Eligible Uses	Substance abuse recovery programs and substance abuse prevention/education activities. If the services are provided for a specific client group, the matrix code for that client group may be used instead. For example, substance abuse services that target teenagers may be coded either 05D or 05F.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	People
Performance Objective	Suitable Living Environment
Performance Outcome	Improved Availability/Accessibility

05G Services for victims of domestic violence, dating violence, sexual assault, or stalking (Haven)

Program/Account #	172160-730137-40620
HUD Matrix Code	05G
Authority	24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)
Environmental Code	**Exempt**
Eligible Uses	Use this code only for services for victims of domestic violence, dating violence, sexual assault or stalking. For services limited to abused and neglected children, use 05N.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	This is a presumed benefit activity. This activity represents a County executed and administered one-year contract with HAVEN. HAVEN and Oakland County will agree to a per unit service cost and HAVEN will invoice the County quarterly for services provided. HAVEN will submit performance and **PERSON DBA REPORT** as required in the contract. The County will issue payment and at the end of the contract period any community balance will be expended for a 24-hour crisis hotline. HAVEN will report directly to the Community & Home Improvement Division and the Division will report accomplishments to the participating communities on a quarterly basis. The report will include a list of services rendered and cost for the quarter and year-to-date.
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	People
Performance Objective	Suitable Living Environment
Performance Outcome	Improved Availability/Accessibility

05H Employment Training

Program/Account #	
HUD Matrix Code	05H
Authority	24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)
Environmental Code	**Exempt**
Eligible Uses	Assistance to increase self-sufficiency, including literacy, independent living skills, resume writing, job coaching, "how to get and keep a job" training, or training students in a popular field or skill when there is no tie to a specific position or business. For activities providing training for specific permanent jobs with specific businesses, use 18A.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	People
Performance Objective	Suitable Living Environment
Performance Outcome	Improved Availability/Accessibility

051 Crime Awareness/Prevention

Program/Account #	172160-TBD
HUD Matrix Code	05I
Authority	24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)
Environmental Code	**Exempt**
Eligible Uses	Promotion of crime awareness and prevention, including crime prevention education programs, community-oriented policing programs above and beyond normal staffing levels, installation of security cameras, and paying for security guards.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	People
Performance Objective	Suitable Living Environment
Performance Outcome	Improved Availability/Accessibility

05J Fair Housing Activities (subject to Public Services cap)

Program/Account #	
HUD Matrix Code	05J
Authority	24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)
Environmental Code	**Exempt**
Eligible Uses	Fair housing services (e.g. counseling on housing discrimination) as public services. The activity needs to meet a national objective. For fair housing services activities carried out as part of general
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	People
Performance Objective	Suitable Living Environment
Performance Outcome	Improved Availability/Accessibility

OSK Tenant/Landlord Counseling

Program/Account #	
HUD Matrix Code	05K
Authority	24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)
Environmental Code	**Exempt**
Eligible Uses	Counseling to help prevent or settle disputes between tenants and landlords.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	People
Performance Objective	Suitable Living Environment
Performance Outcome	Improved Availability/Accessibility

05L Child Care Services

Program/Account #	172160-730283
HUD Matrix Code	05L
Authority	24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)
Environmental Code	**Exempt**
Eligible Uses	Services that will benefit children (generally under age 13), including parenting skills classes. For services exclusively for abused and neglected children, use 05N.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	People
Performance Objective	Suitable Living Environment
Performance Outcome	Improved Availability/Accessibility

005M Health Services

Program/Account #	
HUD Matrix Code	05M
Authority	24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)
Environmental Code	**Exempt**
Eligible Uses	Services addressing the physical health needs of residents of the community. For mental health services, use 05O.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	People
Performance Objective	Suitable Living Environment
Performance Outcome	Improved Availability/Accessibility

5N Services for Abused and Neglected Children

Program/Account #	
HUD Matrix Code	05N
Authority	24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)
Environmental Code	**Exempt**
Eligible Uses	Daycare and other services exclusively for abused and neglected children.
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	People
Performance Objective	Suitable Living Environment
Performance Outcome	Improved Availability/Accessibility

050 Mental Health Services

Program/Account #	
HUD Matrix Code	05O
Authority	24 CFR 570.201(e) or 42 USC 5305(a)(5) + 24 CFR 570.482(c)(2)
Environmental Code	**Exempt**
Eligible Uses	Services addressing the mental health needs of residents of the community.
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	People
Performance Objective	Suitable Living Environment
Performance Outcome	Improved Availability/Accessibility

05P Screening for Lead Poisoning

Program/Account #	
HUD Matrix Code	05P
Authority	24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)
Environmental Code	**Exempt**
Eligible Uses	Activities undertaken primarily to provide screening for lead poisoning. Note: • Use 05P to test people for possible lead poising. • Use 14I to test buildings/properties for presence of lead contamination.
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	People
Performance Objective	Suitable Living Environment
Performance Outcome	Improved Availability/Accessibility

05Q Subsistence Payments

Program/Account #	172160-730571
HUD Matrix Code	05Q
Authority	**24 CFR 570.207(b)(4) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)**
Environmental Code	**Categorically Excluded NOT Subject to**
Eligible Uses	One-time or short-term (no more than three months) emergency payments on behalf of individuals or families, generally for the purpose of preventing homelessness. Examples include utility payments to prevent cutoff of service and, rent/mortgage payments to prevent eviction.
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	This activity can be designed to serve clients who are presumed benefit. This activity can be designed to serve clients who are income qualified. This activity can be designed to serve clients who are presumed benefit and are income qualified. Communities must develop an application and advertise the availability of emergency services. A current **PERSON DBA REPORT** must be submitted with each invoice which indicates the income eligibility of clients served. Supporting documentation must be provided to the County to receive reimbursement. Housing/utility payments can last no more than three consecutive months per household or family. If an agency is hired to administer the activity, contracts must be executed specifying services, duration, cost, etc.
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	People
Performance Objective	Suitable Living Environment
Performance Outcome	Improved Availability/Accessibility

05R Homebuyer Down payment Assistance - Excluding Housing Counseling under 24 CFR 5.100

Program/Account #	
HUD Matrix Code	05R
Authority	24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)
Environmental Code	**Categorically Excluded NOT Subject to**
Eligible Uses	Homebuyer downpayment assistance provided as a PUBLIC SERVICE. If housing counseling (under 24 CFR 5.100) is provided to in conjunction with downpayment assistance, report housing counseling separately under matrix code 05Y. If referral services, homeownership education programs, or general budget/financial counseling are provided to homebuyers in conjunction with downpayment assistance as part of a package, then the services are considered activity delivery costs as a part of an 05R activity. • It is subject to the public service cap, unless the assistance is provided by a CBDO in an NRSA or by a 105(a)(15) entity. • Only report the number of households that received downpayment assistance as accomplishments for 05R. • For more extensive types of homeownership assistance provided under authority of the National Affordable Housing Act, use code 13B.
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	People
Performance Objective	Suitable Living Environment
Performance Outcome	Improved Availability/Accessibility

05S Rental Housing Subsidies

Program/Account #	
HUD Matrix Code	05S
Authority	24 CFR 570.204 or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)
Environmental Code	**Categorically Excluded NOT Subject to**
Eligible Uses	Tenant subsidies exclusively for rental payments for more than three months. Activities providing this form of assistance must be carried out by CBDOs or 105(a)(15) entities.
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	People
Performance Objective	Suitable Living Environment
Performance Outcome	Improved Availability/Accessibility

OST Security Deposits

Program/Account #	
HUD Matrix Code	05T
Authority	24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)
Environmental Code	**Categorically Excluded NOT Subject to**
Eligible Uses	Tenant subsidies exclusively for payment of security deposits.
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	People
Performance Objective	Suitable Living Environment
Performance Outcome	Improved Availability/Accessibility

05U Housing Counseling only, under 24 CFR 5.100

Program/Account #	132210-702010
HUD Matrix Code	05U
Authority	24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)
Environmental Code	**Exempt**
Eligible Uses	Housing counseling, under 24 CFR 5.100, for renters, homeowners, and/or potential new homebuyers that is provided as an independent public service (i.e., not as part of another eligible housing activity).
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	Public services include labor, supplies, and materials directed toward improving housing counseling services. Use this code to indicate funds for services are provided through the Oakland County Community & Home Improvement Housing Counseling Unit. Services include assistance with: • Preventing Mortgage or Property Tax Foreclosure • Reverse Mortgages for those Aged 62 or Older • Home Buying Process • Tenant Rights and Responsibilities • Credit and Budget Issues • Home Repairs, Subsidized Housing and Rental Assistance for Low-Income Households • Housing Discrimination • Preventing Homelessness • Referrals to various agencies for short-term help to prevent homelessness
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	People
Performance Objective	Suitable Living Environment
Performance Outcome	Improved Availability/Accessibility

05V Neighborhood Cleanups

Program/Account #	
HUD Matrix Code	05V
Authority	24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)
Environmental Code	**Exempt**
Eligible Uses	One-time or short-term efforts to remove trash and debris from neighborhoods. Examples of legitimate uses of this code include neighborhood cleanup campaigns and graffiti removal.
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	People
Performance Objective	Suitable Living Environment
Performance Outcome	Improved Availability/Accessibility

05W Food Banks

Program/Account #	
HUD Matrix Code	05W
Authority	24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)
Environmental Code	**Exempt or Categorically Excluded NOT Subject to**
Eligible Uses	Costs associated with the operation of food banks, community kitchens, and food pantries, such as staff costs, supplies, utilities, maintenance, and insurance.
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	People
Performance Objective	Suitable Living Environment
Performance Outcome	Improved Availability/Accessibility

05X Housing Information and Referral Services

Program/Account #	
HUD Matrix Code	05X
Authority	24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)
Environmental Code	**Exempt**
Eligible Uses	An activity that provides housing information, education, and referral services, or general budget/financial counseling that does not meet the 24 CFR 5.100 definition of Housing Counseling.
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	People
Performance Objective	Suitable Living Environment
Performance Outcome	Improved Availability/Accessibility

05Y Housing Counseling under 24 CFR 5.100 Supporting Homebuyer Downpayment Assist (05R)

Program/Account #	
HUD Matrix Code	05Y
Authority	24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)
Environmental Code	**Exempt**
Eligible Uses	Housing Counseling, under 24 CFR 5.100, that is provided to in conjunction with homebuyer downpayment assistance (05R) as a public service.
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	People
Performance Objective	Suitable Living Environment
Performance Outcome	Improved Availability/Accessibility

05Z Other Public Services Not Listed i.e. (Housekeeping/Safety & Repair/Yard Services)

Program	172160
HUD Matrix Code	05Z
Eligible Uses	Only use code when an activity does not fall under a more specific 05A-05Y code. An example of a legitimate use of this code is when a public service activity that does not have a more specific matrix code, provides services to multiple groups of clients such as seniors, persons with disabilities and homeless persons. For instance, for a "meals on wheels" program for seniors and persons with disabilities, use 05Z. If this program had been available to only seniors, the correct matrix code is 05A.
Account #	**Safety & Repair - 731665**

Small jobs that are less than $600 and can be completed in a reasonable time. A permit typically is not required. A local maintenance/ handyperson can complete the jobs.

Safety Devices		Repair Services	
Bed Aide/Commode	Jell Cushion	Cabinets & Countertops	Roof repair
Bells/Whistles/Monitors/Amps	Large Button Phone	Caulk Tub/Toilets/ Windows	Siding < 20 sq. ft.
Blood Pressure Monitors	Magnifying Glass/Sheet	Chimney	Sinks/Faucets installed
Bottle/Jar Openers	Non-skid Tub	Elec Outlets/Switches/Cover Plates	Smoke/CO detectors installed
Canes	Mat/Strips	Floor repair	Stairs & Handrail
Laundry/Shopping Carts	Pill Boxes	Gutter/Downspout	Storm Doors installed
Clapper	Power Outlet Strip	Duct work/Pipe/Water heater insulation	Supply Lines
CO Detectors	Raised Toilet Seats	Light Bulbs change	Thermostats installed
Diapers/Pads	Reachers	Lock Sets & Dead Bolts installed	Toilets installed
First Aid Kits	Shower Chair/Transfer Bench	Patch < 2 sf holes in drywall/plaster	Tree Trimming
Flashing Telephones	Smoke Detector	Porch & Deck < 20 sf	Waste Lines
Flashlights/Night Lights	Talking Clock/ Watch/Keychain		
Grab Bars installed	Wheelchairs/Walkers		
Handheld Showers			

Housekeeping - 730880	Yard Services - 732170
Projects to clean the interior of a home.	Lawn service, snow removal, spring/fall yard clean up, gutter cleaning, tree trimming, and dangerous tree

Authority	24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)
Environmental Code	**Exempt**
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	This activity can be designed to serve clients who are presumed benefit, income qualified or clients who are presumed benefit and income qualified. Communities must develop an application and advertise availability of services. A current **PERSON DBA REPORT** must be submitted with each invoice which indicates the income eligibility or presumed benefit eligibility of clients served. Supporting documentation must be provided to the County to receive reimbursement. If an agency is hired to administer the activity, contracts must be executed specifying services, duration, cost, etc.
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	People
Performance Objective	Suitable Living Environment
Performance Outcome	Improved Availability/Accessibility

Housing

Housing includes new construction and rehabilitation.

- Reconstruction of housing is eligible as is rehabilitation. Replacement of stick-built residential structures with manufactured housing units, or vice versa, is eligible as reconstruction of housing.
- Manufactured housing may be rehabilitated if it is considered part of the community's permanent housing stock.
- Wiring multifamily properties for broadband internet service, as part of substantial rehabilitation as defined in 24 CFR 5.100, should be treated as a cost of the rehabilitation, not broken out separately.
- Conversion of non-residential structures to housing is eligible as rehabilitation (esp. significant for 148, 14D, 14G).
- Rehabilitation of housing can include water/sewer hookups, running water/sewer lines from a house out to the street, installation/rehabilitation/replacement of wells, septic tanks, septic drain fields, etc.
- Historic preservation work that is done as part of other housing rehabilitation can be included in the relevant matrix code.
- Installation or replacement of landscaping materials, sidewalks, and driveways can be included when the costs are incidental to the rehabilitation of the property

09 Loss of Rental Income

Program/Account #	
HUD Matrix Code	09
Authority	24 CFR 570.201(j) or 42 USC 5305(a)(6)
Environmental Code	**Categorically Excluded NOT Subject to**
Eligible Uses	Use this code for Payments to owners of housing for loss of rental income due to temporarily holding rental units for persons displaced by CDBG-assisted activities.
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMA – Low-income area benefit: the service area identified for activities is at least 45.08% low-income income. LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income. LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.
Accomplishment Type	Housing Units
Performance Objective	Provide Decent Affordable Housing
Performance Outcome	Affordability

12 Construction of Housing

Program/Account #	
HUD Matrix Code	12
Authority	24 CFR 570.201(m), 570.204 or 42 USC 5305(a)(15)
Environmental Code	Environmentally Assessed
Eligible Uses	Construction of housing with CDBG funds must either be: carried out by CBDOs, in accordance with the regulations at 24 CFR 570.204(a); in accordance with 42 USC 5305(a)(15); or last resort housing under the provisions of the Uniform Act, 42 USC Part 49.
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.
Accomplishment Type	Housing Units
Performance Objective	Provide Decent Affordable Housing
Performance Outcome	Affordability

13A Housing Counseling, under 24 CFR 5.100, for Homeownership Assistance (138)

Program/Account #	
HUD Matrix Code	13A
Authority	24 CFR 570.201(n) or 42 USC 5305(a)(24)
Environmental Code	**Exempt**
Eligible Uses	Housing Counseling, under 24 CFR 5.100, when provided in conjunction with direct homeownership assistance 13B. Report housing counseling under matrix code 13A as a separate activity.
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.
Accomplishment Type	Housing Units
Performance Objective	Provide Decent Affordable Housing
Performance Outcome	Affordability

13B Homeownership Assistance - excluding

Housing Counseling under 24 CFR 5.100

Program/Account #	
HUD Matrix Code	13B
Authority	24 CFR 570.201(n) or 42 USC 5305(a)(24)
Environmental Code	**Categorically Excluded NOT Subject to**
Eligible Uses	CDBG funds may be used to provide direct homeownership assistance under 24 CFR 570.201(n) and Section 105(a)(24) of the HCDA under the low- and moderate-income housing national objective [24 CFR 570.208(a)(3) and 570.483(b)(3)]. Direct homeownership assistance may include: • Subsidizing interest rates and mortgage principal amounts to make loan payments affordable. This may include making grants to reduce the effective interest rates changed on the loans. Low-or no-interest subordinate loans can also be used to reduce overall loan repayment amounts. • Financing the cost of acquiring property already occupied by renter households at terms needed to make the purchase affordable. • Paying all or a part of the premium on behalf of the homebuyer for mortgage insurance required upfront by a private mortgagee. • Paying any or all of the reasonable closing costs associated with the home purchase on behalf of the homebuyer. • Paying up to 50 percent of the down payment required by the mortgagee for the purchase on behalf of the homebuyer. (The 50 percent limitation on downpayment assistance is a statutory requirement. Grantee records must document what amount of downpayment is required by the mortgagee, and must clearly distinguish between the amount of CDBG funds being provided for downpayment assistance vs. the amount provided for subsidizing the mortgage principal, for closing costs, for mortgage insurance, etc.)
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	If Housing Counseling, under 24 CFR 5.100, is provided in conjunction with direct homeownership assistance, report housing counseling under matrix code 13A, as a separate activity. • If referral services, homeownership education programs, or general budget/financial counseling is provided to homebuyers in conjunction with homeownership assistance, the services are considered activity delivery costs as part of a 13B activity. • All recipients of assistance provided under matrix code 13B must be low/moderate income and the activity must meet the LMH national objective. • Only report the number of households that received homeownership assistance as accomplishments for 13B. **Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be
Accomplishment Type	Housing Units
Performance Objective	Provide Decent Affordable Housing
Performance Outcome	Affordability

14A Rehabilitation: Single Unit Residential

Program/Account #	132290-730898
Eligible Uses	Rehabilitation of privately owned, single-unit homes. If Housing Counseling under 24 CFR 5.100 is provided in conjunction with rehabilitation, report Housing Counseling under matrix code 14L separately. If referral services, or general budget/financial counseling is provided to residents in conjunction with rehabilitation, the services are considered activity delivery costs as a part of a 14A activity.
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	Contract work of the County's Home Improvement Program which is available to income qualified homeowners of single-family owner-occupied units and owner occupants of attached single family rental (2-4 units) in participating communities. Funding for this activity is transferred to the Oakland County Home Improvement Program. Communities cannot specify that funds be invested in their community. Projects to bring the homes of low-income persons up to decent, safe, and sanitary conditions per Oakland County Housing Rehabilitation Property Standards.
Environmental Code	**Categorically Excluded**
HUD Matrix Code	14A
Authority	24 CFR 570.202(a)(1) or 42 USC 5305(a)(4)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.
Accomplishment Type	Housing Units
Performance Objective	Provide Decent Affordable Housing
Performance Outcome	Affordability

14A Minor Home Repair (MHR) (Rehab; Single Unit Res)

Program/Account #	172170-731227
Eligible Uses	Use this code for loans and grants for the rehabilitation of privately-owned homes. **NOTE:** Under CDBG, single family means one-unit structures. Less extensive repairs (no more than $5,000) to a home that do not necessarily bring it up to Universal Property Condition Standards (UPCS).
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	Minor Home Repairs must conform to Oakland County guidelines and State of MI Lead Based Paint requirements. **This is a strictly income qualified project.** **Documentation of income eligibility must be kept on file.** A current **HOUSEHOLD DBA REPORT** must be submitted with each invoice. If an agency is hired to administer this activity, contracts must be executed specifying services, duration, cost, etc. **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs**
Environmental Code	**Categorically Excluded**
HUD Matrix Code	14A
Authority	24 CFR 570.202(a)(1) or 42 USC 5305(a)(4)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.
Accomplishment Type	Housing Units
Performance Objective	Provide Decent Affordable Housing
Performance Outcome	Affordability
Minor Home Repairs include the following:	
Clean, adjust, test and replace furnaces	Replace defective windows (see LBP provisions)
Replace water heaters	Install storm doors and/or storm windows
Replace garbage disposals	Replace roofs, downspouts, gutters and siding
Replace toilets	Tuckpoint chimneys
Replace shower heads and tub/laundry/kitchen faucets	Paint interior & exterior of homes built after 1978 (see LBP provisions)
Repair water and waste lines	Remove large items or large amounts of debris from and around home
Rod sewer lines	Remove architectural barriers
Change electrical services	Correct single code violations
Replace defective light fixtures	Repair sidewalk and driveway tripping hazards
Install switches and light at entry ways	Replace wall/ceiling plaster/drywall (See LBP provisions)
Replace accessible defective wiring	Connect residences to municipal water and/or sewer
Replace entrance doors (see LBP provisions)	Install battery operated or hard-wired smoke detectors
Replace porch decks, stairs and handrails	One-time insect/vermin extermination
Reinforce porches	Dangerous tree or limb removal

Mobile Home Minor Home Repair (MHMHR) (Rehab; Single Unit Res)

Program/Account #	172170-731244		
Eligible Uses	Use this code for loans and grants for the rehabilitation of privately-owned mobile homes. Less extensive repairs (no more than $5,000) to a mobile home that do not necessarily bring it up to Universal Property Condition Standards (UPCS). **NOTE:** Under CDBG, single family means one-unit structures. The Neighborhood & Housing Development Division will contract with Oakland		
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.		
Notes	**Eligible Communities-** Participating communities with multiple mobile home parks should prioritize and specify park(s) to align funding with need. **Eligible Applicants-** Applicants must own the unit being repaired, income qualify, and require eligible repairs. **Eligible Income** - Income guidelines are based on Federal Government Poverty Guidelines issued each February with income limits set at 150% of poverty. **Maximum Grant per Unit-** $5,000 **Eligible Repairs- Roof** replacement, furnace repair/replacement, hot water heater repair/replacement, ADA ramps, minor plumbing leaks, park violations, skirting, and safety repairs. Other repairs may be made on a case by case basis. No lead repairs are eligible. **Application Process-** Clients are served on a first-come, first-served basis as determined by eligible vendor's receipt of a complete application. No customer will be served until the application and eligibility process is completed. **Emergency Needs-** This is not an Emergency Program- For heating emergencies (NO HEAT 11/1-4/1), vendor will make every effort to refer customers to emergency programs and on a case-by-case basis make every effort to address no-heat situations. **Program Promotion-** Participating communities, vendor and the County will promote the program. **One Contract-** Participating communities will designate funds for the MHMHR for Oakland County Neighborhood & Housing Development to provide to the vendor in one single contract. The contract will include a list of participating communities and funds provided. The vendor will reserve $5,000 of a community's funding per local applicant. Priority will be given to current, approved weatherization customers from each community who need the eligible CDBG funded items. **Reporting-** the vendor will report directly to the NHD Division and participating communities on a quarterly basis. The report will include a list of the number of units to be done in each community according to funding received, and the number and cost of completed units in each community for the quarter and year-to-date. A copy of the contract listing each community and allocation amount and quarterly productivity reports will be provided to each community for local files. **Contract Payments-** the vendor will request payment directly from Oakland County. Funds will be paid directly through NHD using funds allocated by participating communities. **Contract Duration-** The contract duration and service delivery period will be one year. At the end of the contract period, any community that has not generated the appropriate number of referrals will be notified. If no applicants are forth coming, all balances from the participating communities will be expended to serve approved applicants from any eligible area on a first come, first served basis. **Residual Balances-** At any time during the program, when the balance of a community's funds reaches $500 or less, this balance will become part of the program general fund and used to serve customers from any eligible municipality. These customers will be served on a first come, first served basis determined by the receipt of a completed application. Every effort will be made to expend funds within the contributing community. **Administrative Costs-** 15% of the total grant will be available for the vendor's administrative purposes including income eligibility determination, file documentation, inspection process, bid process and contractor oversight, quality control, invoicing, tracking, and reporting.		
Environmental Code	**Categorically Excluded**	**HUD Matrix Code**	**14A**
Authority	24 CFR 570.202(a)(1) or 42 USC 5305(a)(4)		
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.	**Accomplishment Type**	Housing Units
Performance Objective	Provide Decent Affordable Housing	**Performance Outcome**	Affordability

148 Rehabilitation: Multi-Unit Residential

Program/Account #	
Eligible Uses	Rehabilitation of privately-owned buildings with two or more permanent residential units. If Housing Counseling under 24 CFR 5.100 is provided in conjunction with rehabilitation, report Housing Counseling under matrix code 14L separately. If referral services or general budget/financial counseling is provided to residents in conjunction with rehabilitation, the services are considered activity delivery costs as a part of a 14B activity. For the rehabilitation of units that will provide temporary shelter or transitional housing for the homeless, use 03C.
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	Projects to bring the homes of low-income persons up to decent, safe, and sanitary conditions per local building codes and Universal Property Condition Standards (UPCS).
Environmental Code	**Contact Environmental Review at (248) 858-5309 to confirm if project is Categorically Excluded and/or Environmentally Assessed**
HUD Matrix Code	14B
Authority	24 CFR 570.202(a)(1) or 42 USC 5305(a)(4)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.
Accomplishment Type	Housing Units
Performance Objective	Provide Decent Affordable Housing
Performance Outcome	Affordability

14C Rehabilitation: Public Housing Modernization

Program/Account #	
Eligible Uses	Rehabilitation of housing units owned/operated by a public housing authority (PHA).
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.**
Environmental Code	**Contact Environmental Review at (248) 858-5309 to confirm if project is Categorically Excluded and/or Environmentally Assessed**
HUD Matrix Code	14C
Authority	24 CFR 570.202(a)(2) or 42 USC 5305(a)(4)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.
Accomplishment Type	Housing Units
Performance Objective	Provide Decent Affordable Housing
Performance Outcome	Affordability

14D Rehabilitation: Other Publicly Owned Residential Buildings

Program/Account #	132290-730898
Eligible Uses	Rehabilitation of permanent housing owned by a public entity other than a PHA. For the rehabilitation of other publicly owned buildings that will provide temporary shelter or transitional housing for the homeless, use 03C.
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Contact Environmental Review at (248) 858-5309 to confirm if project is Categorically Excluded and/or Environmentally Assessed**
HUD Matrix Code	14D
Authority	24 CFR 570.202(a)(2) or 42 USC 5305(a)(4)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.
Accomplishment Type	Housing Units
Performance Objective	Provide Decent Affordable Housing
Performance Outcome	Affordability

14F Rehabilitation: Energy Efficiency Improvements

Program/Account #	
Eligible Uses	Housing rehabilitation with the sole purpose of improving energy efficiency (e.g., a weatherization program). For energy efficiency improvements to public housing units, use 14C; for other publicly owned residential buildings, use 14D.
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Contact Environmental Review at (248) 858-5309 to confirm if project is Categorically Excluded and/or Environmentally Assessed**
HUD Matrix Code	14F
Authority	24 CFR 570.202(b)(4) or 42 USC 5305(a)(4)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.
Accomplishment Type	Housing Units
Performance Objective	Provide Decent Affordable Housing
Performance Outcome	Affordability

14G Rehabilitation: Acquisition

Program/Account #	
Eligible Uses	Acquisition of property to be rehabilitated for housing. 14G may be used whether CDBG funds will pay only for acquisition or for both acquisition and rehabilitation.
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Contact Environmental Review at (248) 858-5309 to confirm if project is Categorically Excluded and/or Environmentally Assessed**
HUD Matrix Code	14G
Authority	24 CFR 570.202(b)(1) or 42 USC 5305(a)(1)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.
Accomplishment Type	Housing Units
Performance Objective	Provide Decent Affordable Housing
Performance Outcome	Affordability

14H Rehabilitation: Administration

Program/Account #	132280-731605
Eligible Uses	All delivery costs (including staff, other direct costs, and service costs) directly related to carrying out housing rehabilitation activities. Examples include appraisal, architectural, engineering, and other professional services; preparation of work specifications and work write-ups; loan processing and underwriting; survey, site and utility plans; application processing. 14H should be used when the CDBG funds are used for activity delivery costs in implementing a program where the rehabilitation hard costs are paid with other funding sources. Do not use 14H for the costs of actual rehabilitation and do not use it for costs unrelated to running a rehabilitation program (e.g., tenant/landlord counseling). For administration activities carried out as part of general program administration (and thus not required to meet a national objective), use code 21A.
Project Delivery Costs	Not applicable
Notes	Documents such as monthly time reports are required.
Environmental Code	**Exempt**
HUD Matrix Code	14H
Authority	24 CFR 570.202(b)(9) or 42 USC 5305(a)(4)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMA – Low-income area benefit: the service area identified for activities is at least 45.08% low-income income. LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income. LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.
Accomplishment Type	Not Applicable (N/A)
Performance Objective	Not Applicable (N/A)
Performance Outcome	Not Applicable (N/A)

141 Lead-Based Paint/Lead Hazards Testing/Abatement

Program/Account #	
Eligible Uses	Housing rehabilitation activities with the primary goal of evaluating housing units for lead-paint hazards and reducing lead-based paint/lead hazards in units. For lead-based paint/lead hazards screening of persons, use 05P.
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Categorically Excluded**
HUD Matrix Code	14I
Authority	24 CFR 570.202(f) or 42 USC 5305(a)(26)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.
Accomplishment Type	Housing Units
Performance Objective	Provide Decent Affordable Housing
Performance Outcome	Affordability

14J Housing Services, Excluding Housing Counseling, under 24 CFR 5.100

Program/Account #	
Eligible Uses	Housing services, except Housing Counseling, under 24 CFR 5.100, in support of the HOME Program, eligible under 24 CFR 570.201(k).
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Exempt**
HUD Matrix Code	14J
Authority	24 CFR 570.201(k) or 42 USC 5305(a)(20)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.
Accomplishment Type	Housing Units
Performance Objective	Provide Decent Affordable Housing
Performance Outcome	Affordability

14K Housing Counseling, under 24 CFR 5.100 Supporting HOME Program Housing Activities

Program/Account #	
Eligible Uses	Housing Counseling, under 24 CFR 5.100, in support of a HOME-funded housing assistance program.
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Exempt**
HUD Matrix Code	14K
Authority	24 CFR 570.201(k) or 42 USC 5305(a)(20) Housing Counseling, under
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.
Accomplishment Type	Housing Units
Performance Objective	Provide Decent Affordable Housing
Performance Outcome	Affordability

14L Housing Counseling, under 24 CFR 5.100, in Conjunction with CDBG Assisted Housing Rehab

Program/Account #	
Eligible Uses	Housing Counseling, under 24 CFR 5.100, in support of CDBG assisted housing rehabilitation activities, including 14A-14D, 14F-14I, and 16A.
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Exempt**
HUD Matrix Code	14L
Authority	24 CFR 570.202 or Section 42 USC 5305(a)(4)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.
Accomplishment Type	Housing Units
Performance Objective	Provide Decent Affordable Housing
Performance Outcome	Affordability

15 Code Enforcement

Program/Account #	172170-730310
Eligible Uses	Code enforcement involves the payment of salaries related to the enforcement of state and/or local codes. Code enforcement cannot pay the costs of correcting code violations. CDBG funds may be used for code enforcement only in deteriorating or deteriorated areas where such enforcement, together with public improvements, rehabilitation and services to be provided, may be expected to arrest the decline of the area, and provided the code enforcement meets a national objective of the CDBG program. Reference: s570.202(c).
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	This is an areawide benefit activity. See HUD CPD-14-016 below and application pages for specific requirements. Communities should refer clients to the Oakland County Home Improvement Program so that low-income persons can correct violations cited under CDBG funded code enforcement without being unduly burdened financially. Time reports must be submitted to receive reimbursement for this activity. Provide the number of inspections when requesting reimbursement.
Environmental Code	**Exempt**
HUD Matrix Code	15
Authority	24 CFR 570.202(c) or 42 USC 5305(a)(3)
National Objective Codes	In order to meet a National Objective and be eligible for Code Enforcement funding: LMA – Low-income area benefit: the service area identified for activities is at least 45.08% low-income income. Code Enforcement is eligible only in primarily residential service areas.
Accomplishment Type	Report People when Code Enforcement consists of inspecting privately-owned vacant lots and/or tagging abandoned vehicles. When Code Enforcement includes inspection of multiple types of property, report Housing Units in the proposed and actual unit's fields and report number of People, Businesses and/or Organizations inspected, as appropriate, in Accomplishments Narrative.
Performance Objective	Create Suitable Living Environment
Performance Outcome	Sustainability

16A Residential Historic Preservation

Program/Account #	
Eligible Uses	Rehabilitation of historic buildings for residential use. Use matrix code 16A when the preservation or restoration of historically significant features is the only work being done. If historic preservation work is done as part of other housing rehabilitation, then use the relevant 14* matrix code.
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility and SHPO requirements before applying for this project.** Historic preservation is eligible on a spot slum/blight basis. Historic preservation within public facilities requires pre-planning. Documented evidence of blight and decay on the exterior of the building is required. If the project requires section 106 to take place, the County will consult with the State Historic Preservation Office (SHP) regarding eligibility for the National Historic Register. The response from SHPO will be filed in the ERR. Section 106 requires consultation with federally recognized Indian tribes when a project may affect a historic property of religious and cultural significance to the tribe. The checklist will be placed in the applicable file. **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs**.
Environmental Code	**Contact Environmental Review at (248) 858-5309 to confirm if project is Categorically Excluded and/or Environmentally Assessed**
HUD Matrix Code	16A
Authority	24 CFR 570.202(d)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMA – Low-income area benefit: the service area identified for activities is at least 45.08% low-income income. SBS - Slum/blight spot basis: activities that address conditions of blight or physical decay on a spot basis not located in a designated slum/blight area.
Accomplishment Type	Organizations
Performance Objective	Create Suitable Living Environment
Performance Outcome	Sustainability

19E Operation and Repair of Foreclosed Property ("In-Rem Housing")

Program/Account #	
Eligible Uses	Activities to prevent the abandonment and deterioration of housing acquired through tax foreclosure. These include making essential repairs to the housing and paying operating expenses to maintain its habitability.
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Categorically Excluded**
HUD Matrix Code	19E
Authority	42 USC 5305(a)(23)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMA – Low-income area benefit: the service area identified for activities is at least 45.08% low-income income. LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.
Accomplishment Type	Organizations
Performance Objective	Create Suitable Living Environment
Performance Outcome	Sustainability

U.S. Department of Housing and Urban Development Community Planning and Development

Notice: CPD-14-016 - Use of CDBG Funds for Code Enforcement Activities

What Is Code Enforcement?

The Housing and Community Development Act of 1974 (HCDA) and the CDBG regulations permit the use of CDBG funds for selected code enforcement activities. Section 105(a)(3) of the HCDA permits "the use of CDBG funds for code enforcement in deteriorated or deteriorating areas in which such enforcement, together with the public or private improvements or services to be provided, may be expected to arrest the decline of the area." This provision is codified in the CDBG Entitlement program regulations at 24 CFR 570.202(c), which reads as follows:

Code enforcement. Costs incurred for inspection for code violations and enforcement of codes (e.g., salaries and related expenses of code enforcement inspectors and legal proceedings but not including the cost of correcting the violations) in deteriorating or deteriorated areas when such enforcement together with public or private improvements, rehabilitation, or services to be provided may be expected to arrest the decline of the area.

Eligible code enforcement activities assisted under 24 CFR 570.202(c) for entitlement communities do not include the costs of correcting the code violations, which may be an eligible rehabilitation cost, provided a national objective is met. In the Entitlement CDBG program, the rehabilitation costs are separate and distinct from code enforcement activities carried out under 570.202(c). Rehabilitation of buildings and code enforcement activities are also listed in the HCDA as separate eligible activities. The State CDBG regulations do not contain a section listing eligible activities, and the Entitlement eligibility provisions are not binding on states. States may use the Entitlement regulations as interpretive guidance in addition to Section 105(c) of the HCDA. Throughout this Notice, the text will refer to the Entitlement regulations regarding eligible activities; states should refer to the citations from the HCDA.

There are varying definitions and standards for code enforcement. Code enforcement is defined by some jurisdictions as the prevention, detection, investigation, and enforcement of violations of statutes and ordinances regulating public health, safety and welfare. Code enforcement can also include the maintenance and preservation of the value and appearance of residential, commercial, and industrial buildings within its boundaries. Some jurisdictions' code enforcement efforts focus more on buildings and structures, while others are concerned with community cleanliness, public

advertisement displays, garage sales, lawn care, environmental concerns (such as abandoned tires), and the condition of motor vehicles on the streets.

For CDBG program purposes, code enforcement is defined as a process whereby local governments gain compliance with ordinances and regulations regarding health and housing codes, land use and zoning ordinances, sign standards, and uniform building and fire codes. Code enforcement may take place in primarily residential, commercial, and industrial areas. The legislative language requiring "other improvements" to be made to arrest the decline of the area suggests a greater emphasis on structural issues. As a result, the CDBG program will expect that localities emphasize health and safety issues in buildings. Ancillary efforts to address violations of codes concerning vacant lots, signs, and motor vehicles are permitted in conjunction with efforts regarding buildings but should form a minor part of the code enforcement program.

Purpose Of Code Enforcement

Most jurisdictions in the United States have building codes, which are rules that must be followed to comply with the minimum levels of safety for buildings and non-building structures. The objective of these building codes is to ensure the health, safety, and protection of the public in the construction and occupancy of buildings. Building codes affect such matters as structural integrity, fire resistance, lighting, electrical, plumbing, sanitary facilities, ventilation, and seismic design. Therefore, the condition of buildings may be reflected in building, property maintenance, zoning, and/or other locally adopted codes or ordinances, the enforcement of which would all be eligible with CDBG funds.

The purpose of having building codes and enforcement inspections is to protect the public health, safety and welfare. As an example, a house may not have the required number of electrical outlets in each room, which may result in too many items being plugged into an extension cord, resulting in a fire. Additional examples are bathrooms venting into attics, resulting in roof deterioration, and the structural integrity of floor and roof joists.

Code enforcement inspections may also seek to encourage residents (homeowners and tenants) to maintain the appearance and value of their housing units. It is hoped that other residents are motivated to keep their housing units in compliance with local codes because of the good condition of the surrounding housing units. Since this does not always happen, units of government enforce housing codes to ensure that housing units are maintained. Housing units that are well-maintained and meet all local housing

codes and standards protect the health and safety of occupants, improve the value of the residential units in a neighborhood and give such neighborhoods the appearance of being well- maintained. Housing units that are dilapidated and/or vacant may attract squatters, vandals, drug addicts, and rodents.

Code inspections are also done to protect the health and safety of persons utilizing buildings such as public facilities. For example, a privately-owned daycare center utilized by children may have peeling paint on its walls, which may pose a danger to children who may eat it, even if it does not contain lead, or loose floorboards may pose a tripping hazard for children and adults. In addition, the owners of such facilities may face legal liability if someone is seriously injured. This may be the grantee if it is a public facility or a nonprofit carrying out an eligible activity.

Code enforcement can help to reduce crime in a neighborhood, as well. The "broken window" theory was introduced in 1982 by social scientists James Q. Wilson and George L. Kelling. Their research showed that, if broken windows in a structure are not repaired, vandals are more likely to break more windows. Crime levels thus tend to be higher in areas where repairs are not accomplished. Therefore, jurisdictions monitor and maintain buildings, particularly in urban areas, to prevent vandalism and further deterioration so that neighborhoods are well-maintained and experience less crime.

Eligible Code Enforcement Costs

Code Enforcement Inspections - The cost of conducting code enforcement inspections is an eligible CDBG expense. Section 105(a)(3) of the HCDA permits the use of CDBG funds for code enforcement in deteriorated or deteriorating areas in which such enforcement, together with the public or private improvements or services to be provided, may be expected to arrest the decline of the area. The CDBG Entitlement program regulations at § 570.202(c) provide that costs incurred for inspection and enforcement of codes, such as salaries and related expenses of code enforcement inspectors and legal proceedings, are eligible costs. In the Entitlement CDBG program, eligible code enforcement costs do not include the costs of correcting the code violations.

Rehabilitation activities in § 570.202(a) and Section 105(a)(4) of the HCDA are distinct from code enforcement activities carried out under Section 105(a)(3) of the HCDA and§ 570.202(c). If a grantee is responsible for code enforcement, that grantee may conduct code enforcement inspections using its own employees. If the grantee contracts for code enforcement inspection services, the cost of procuring a code enforcement inspection company or specialist is an eligible CDBG activity delivery cost. Grantees

may contract with another unit of government to perform code inspections services; hiring another government entity is not subject to procurement requirements at 24 CFR 85.36.

To conduct inspections in various areas within its jurisdiction, code enforcement inspectors may require the use of a vehicle. According to§ 570.207(b)(1)(iii), purchase of equipment not an integral structural fixture (such as vehicles) with CDBG funds is eligible when necessary for use by a recipient or its subrecipients in the administration of activities assisted with CDBG funds. However, the grantee must be able to demonstrate that the vehicle is only being used for code enforcement inspections in CDBG- eligible areas. This may require logs to be kept for each trip. The vehicle may not be used for any other purpose. Vehicles may be leased with CDBG funds. Grantees may also purchase vehicles with non- CDBG funds (e.g., general funds) and then charge the CDBG program for their use. In the case of code enforcement, the use allowance is an eligible activity delivery cost [see§ 570.207(b)(1)(iii)]. Appendix B, Item 11 of 2 CFR Part 2251 (formerly 0MB Circular A-87) describes cost allocation and use allowances and how costs may be maintained for vehicle usage.

Grantees may also use CDBG funds to purchase uniforms and/or coveralls if they are a job requirement for code enforcement inspectors and are a regular city-incurred expense. Appendix A of 2 CFR Part 225 states that for the cost to be allocable to a Federal award, it must be consistent with policies, regulations, and procedures that apply uniformly to both federally- financed and other activities of the non-federal entity. Such costs would be considered activity delivery costs.

CDBG funds also may be used to purchase hand-held computers or tablets to record information as the code enforcement inspection is being conducted. The purchase or lease of such devices is an eligible activity delivery cost. If CDBG funds are used to purchase computers or tablets, the grantee must be able to demonstrate that they are only being used for code enforcement inspections in CDBG- eligible areas. If computers or tablets are leased or are purchased with non-CDBG funds, grantees must ensure that the use charges to the CDBG program are appropriately allocated by the percentage of time they are used for inspections carried out for CDBG purposes in CDBG-eligible areas and for non-CDBG purposes.

Enforcement Actions - The costs of legal proceedings that result from code enforcement inspections are also a CDBG-eligible expense. Grantees or their contractors issue citations and/or fines for code violations. The staff costs associated with processing and issuing the citations, collecting and processing the fines, and postage are all eligible activity delivery costs. The property owner may challenge the

citation or fine assessed. A hearing may be scheduled to ensure that the property owner receives due process. The cost of the hearing is an eligible CDBG expense. The salaries of the hearing officers may be paid with CDBG funds proportionate to the time they spend hearing and deciding the appeals from code enforcement citations or fines resulting from CDBG- assisted code inspections and enforcement expenses. If the grantee pays legal fees to an attorney as part of the proceedings, the grantee may charge to the CDBG program the legal fees allocable to CDBG code enforcement. These costs are considered activity delivery costs under§ 570.202(c). A defendant's legal costs are not eligible costs.

1 0MB Circulars A-87, A-110, and A-122, were incorporated into 2 CFR Parts 225, 215, and 230, respectively. On December 26, 2014, the Uniform Administrative Requirements (2 CFR Part 215, A-102), Audit Requirements (A-133) and Cost Principles (2 CFR Parts 225 and 230) will be superseded by 2 CFR Part 200.

Ineligible Code Enforcement Costs

CDBG funds may be used for the costs for inspection of code violations and enforcement of codes in deteriorating or deteriorated areas when such enforcement together with public or private improvements, rehabilitation, or services to be provided may be expected to arrest the decline of the area. While the cost of correcting the violations is not an eligible code enforcement cost under § 570.202(c), the regulation states that code enforcement must be performed in conjunction with improvements, rehabilitation, or services. The purpose of this requirement is to ensure that the deteriorated or deteriorating areas are being made safe and sanitary for the general public, not to generate revenue via code violation fines.

Grantees may trigger concerns about the eligibility of code enforcement if it appears that the CDBG program is being used for general government expenses or if the use of CDBG funding appears excessive in relation to the community's overall enforcement program. As fiscal stress has put pressure on local budgets, HUD has seen examples of significant increases in CDBG code enforcement budgets, while overall spending on enforcement remains the same.

Grantees should use CDBG for code enforcement as appropriate to advance the goals of the CDBG program in areas designated for such activity; HUD is not discouraging the use of CDBG in these cases. However, § 570.207(a)(2) prohibits grantees from using CDBG funds for general government expenses. Code enforcement is an eligible cost that may be paid from local and CDBG funding sources, and grantees have been tempted to shift existing code enforcement efforts to CDBG to relieve pressure on general fund budgets. HUD will look into cases where this appears to be happening to

ensure that CDBG code enforcement activities adhere to the targeting and supporting services required for CDBG eligibility.

The costs of the rehabilitation, improvements, and services are not required to be CDBG- assisted, although some of the rehabilitation and improvement costs may be CDBG-eligible. The cost to rehabilitate single unit housing or multifamily housing structures may be eligible under § 570.202(a) and (b) and Section 105(a)(4) of the HCDA. The rehabilitation of public facilities and improvements on publicly owned buildings is eligible under § 570.201(c) and Section 105(a)(2) of the HCDA. Rehabilitation of commercial buildings may be eligible under §§ 570.202(a), 570.203(a) or (b) and Section 105(a)(14) of the HCDA. Demolition of buildings may be eligible under § 570.201(d) and Section 105(a)(4) of the HCDA.

Grantees may not use CDBG funds to pay for code enforcement inspections and enforcement in every area or neighborhood or for a grantee's entire jurisdiction (e.g., city- or county-wide) unless the entire jurisdiction is deteriorating. Grantees may use state or local law to determine what constitutes a deteriorated/deteriorating area. The standards identified at §§ 570.208(b)(1) and 570.483(c)(1) may also be used to determine if an area is deteriorated or deteriorating. (See Section VI.B. below.)

National Objectives For Code Enforcement

Low- and Moderate-Income Area Benefit - Code enforcement activities may meet the national objective of benefit to low and moderate income persons on an area basis under§ 570.208(a)(1) (for Entitlements) or§ 570.483(b)(1) (for states) when carried out in deteriorated or deteriorating areas and when carried out in conjunction with public or private improvements, rehabilitation, or services that may be expected to arrest the deterioration of the area. This national objective may be met when code enforcement inspections are conducted on single or multifamily housing units, commercial buildings, and other publicly or privately-owned buildings. The building or facility being inspected must be located in a primarily residential area where a minimum of 51 percent of the residents in those areas are low- and moderate-income.

Some metropolitan cities and urban counties have few or no areas where 51 percent of the residents are low- and moderate-income. For these grantees, the CDBG law authorizes an exception criterion to be able to undertake area benefit activities. Specifically, Section 105(c)(2)(A)(ii) of the HCDA, as amended, states that an activity shall be considered to principally benefit low- and moderate-income persons when "the area served by such activity is within the highest quartile of all areas within the jurisdiction of such city or county in terms of the degree of concentration of persons of

low and moderate income." This is implemented in the regulations at§ 570.208(a)(1)(ii), which identifies the methodology to calculate a grantee's exception threshold. A list of exception grantees is available at http://www.hud.gov/offices/cpd/systems/census/lowmod/exception.cfm.

While residences and other real property in private ownership may be subject to code enforcement, code enforcement of such buildings would not be considered to meet the low- and moderate-income housing national objective (LMH). In addition, code enforcement inspections of public facilities serving presumed beneficiaries such as severely disabled adults, battered spouses, and persons with AIDS would not meet the low- and moderate-income limited clientele national objective (LMC). This is because the costs of the code enforcement actions, by themselves, do not provide a direct benefit to the homeowners or the users of the public facilities. It is the correction of the code violations that directly benefit the residents; thus, the code enforcement must meet the area benefit (LMA) national objective. The rehabilitation or improvement of the homes and public facilities subject to code enforcement address the LMH or LMC national objective criteria.

Prevention or Elimination of Slum/Blight on an Area Basis - Code enforcement activities may qualify under the national objective of prevention or elimination of slums/blight on an area basis under § 570.208(b)(1) (for Entitlements) and§ 570.483(c)(1) (for States). Code enforcement activity will be considered to address prevention or elimination of slums or blight in an area if: The area, delineated by the recipient, meets a definition of a slum, blighted, deteriorated or deteriorating area under State or local law; The area also meets the conditions in either paragraph (A) or (B):

A. At least 25 percent of properties throughout the area experience one or more of the following conditions:
    1. Physical deterioration of buildings or improvements;
    2. Abandonment of properties;
    3. Chronic high occupancy turnover rates or chronic high vacancy rates in commercial or industrial buildings;
    4. Significant declines in property values or abnormally low property values relative to other areas in the community; or
    5. Known or suspected environmental contamination.
B. The public improvements throughout the area are in a general state of deterioration.

Note that many of the criteria in (i) and (ii)(A) overlap with state or local definitions of slums and blight. Grantees may use some or all of these provisions as the basis for delineating "deteriorated or deteriorating areas" for eligibility purposes, even if the LMA criteria are being used for national objectives purposes. However, grantees are cautioned that there are some limits on their ability to use these requirements for both delineating deteriorated/deteriorating areas and for meeting the slum/blight national objective. For example, a determination that public improvements are in a general state of deterioration can be a basis for defining a slum/blighted area but would not by itself sufficiently justify why a code enforcement program needs to be undertaken on private property in a given neighborhood. Conversely, state or local laws may provide a grantee with sufficient basis to define "deteriorated or deteriorating areas", but do not by themselves qualify an area as slum or blighted for national objective compliance. Some state or local definitions include criteria that have nothing to do with physical conditions of the built environment (such as "undeveloped land" or "inappropriately zoned" parcels.) In these cases, inappropriate requirements should not be included in the basis for a grantee's determinations.

This national objective may be used when carrying out the inspection and enforcement of code violations in areas that are designated as slum or blighted as a way of bringing much- needed improvements to such areas. The area does not have to be primarily residential, and code enforcement need not be limited to residential structures. Commercial and industrial buildings, and sometimes vacant lots, can lead to deterioration as well.

A redetermination of the area must be carried out every 10 years for the area to continue to qualify as a designated slum or blighted area. The grantee must maintain documentation that the area qualified as a slum or blighted area. The documentation must demonstrate the boundaries of the area, the date of the designation, the conditions and standards that qualified the area at the time of its designation in sufficient detail to show how it met the criteria for designation, and how the code enforcement addressed a condition that led to the decline of the area.

Prevention or Elimination of Slum/Blight on a Spot Basis - Please note that code enforcement activities cannot meet the slum/blight spot national objective. The legislation and regulations require code enforcement to be undertaken in deteriorated or deteriorating areas, ruling out consideration of individual structures not located in such areas.

Slum Blight Urban Renewal Completion - Although this national objective rarely applies, it remains an option for the few grantees that have outstanding urban renewal plans or areas. Grantees that want to conduct code enforcement inspections and enforcement in areas identified in the urban renewal plans may do so under the slum/blight urban renewal completion national objective if it is an activity that is necessary to complete the urban renewal plan. The grantee must be able to document this national objective by having a copy of the Urban Renewal Plan in effect at the time of closeout of HUD financial assistance under title I of the Housing Act of 1949 or financial settlement under Section 112 of the HCDA, and a description of how the inspections for code violations and enforcement of codes are needed to complete the urban renewal plan for the area.

Activities Designed to Meet Community Development Needs Having a Particular Urgency - Grantees may experience tornadoes, floods, hurricanes, and other disastrous events that do not rise to the level of Presidential declarations. In this instance, grantees would not receive Federal Emergency Management Agency (FEMA) funds to alleviate the effects of the disaster. There may also be areas that experienced Presidentially declared disasters, and FEMA funds were received and exhausted. In both instances, there may remain a need to address the devastation caused by the disaster.

An area that was not previously deteriorated may become so if the effects of the disasters are not fully addressed because of a shortage of funds, and areas that were deteriorating before the disaster may further deteriorate.

Grantees may conduct code enforcement inspections in areas that experienced disasters to ensure that citizens are not residing in homes or frequenting buildings with environmental contaminants and other problems that affect their safety and welfare. Following a disaster, for example, buildings may have mold and mildew, which are environmental contaminants. In such instances, code enforcement may meet the urgent need national objective. In the Entitlement program, grantees must certify that existing conditions pose a serious and immediate threat to the health and welfare of the community, the disastrous occurrence is of recent origin (18 months before the grantee's certification) or recently became urgent, that the grantee is unable to finance the activity on its own, and that no other funding resources are available. In the State program, the unit of general local government certifies, and the state determines, that those same conditions exist. Grantees must be able to document that the inspections for code violations and enforcement of codes were designed to address the urgent need, met the timing of the development of the serious condition, and have evidence

demonstrating that no other financial resources were available to address the urgent need.

Please note that if CDBG-Disaster Recovery funds are used, the requirements to document urgent need may differ; and, they may depend on the requirements that apply to the specific appropriation of disaster recovery funds involved.

Other National Objective Compliance Considerations - Grantees must ensure that they are not paying the salaries for code enforcement personnel over their entire jurisdiction, unless the grantee has determined that its entire jurisdiction is deteriorated or deteriorating. The areas where the inspections are being carried out using code enforcement inspectors whose salaries are paid with CDBG funds must be deteriorated or deteriorating. In some communities, this will be areas that demonstrate substantial abandonment or that are designated as slum/blighted areas by local or state law.

Many of the criteria at§ 570.208(b)(1)(i) and (ii)(A) overlap with state or local definitions of slums and blight. Grantees may use some or all of these provisions as the basis for delineating "deteriorated or deteriorating areas" for eligibility purposes. However, there are some limits on grantees' ability to use these requirements for both delineating deteriorated/deteriorating areas and for meeting the slum/blight national objective. State or local laws may provide a grantee with a sufficient basis to define "deteriorated or deteriorating areas" but that definition may not meet the state or local law definition to qualify an area as slum or blighted for national objective compliance purposes. In addition, some state or local definitions include criteria that have nothing to do with physical conditions of structures (such as "undeveloped land" or "inappropriately zoned" parcels). The grantee must be careful not to apply inappropriate requirements as the basis for its determinations.

When carrying out eligible code enforcement activities under the slum/blight or urgent need national objectives, grantees should be mindful of the statutory overall low- and moderate- income benefit requirement: over a period of time specified in the grantee's certification, not to exceed three years, not less than 70 percent of CDBG funds shall be expended for activities that benefit low- and moderate- income persons.

Fair Housing And Civil Rights Considerations

Section 109 of Title I of the Housing and Community Development Act of 1974 prohibits CDBG grantees and sub-grantees from conduct that will cause discrimination on the ground of race, color, national origin, religion, or sex, in the participation in any program or activity funded in whole or in part with Federal financial assistance.

Pursuant to 24 CFR 5.105 (a), CDBG grantees and sub-grantees must also comply with various fair housing and civil rights laws, including but not limited to the Fair Housing Act, Title VI of the Civil Rights Act of 1964, and Section 504 of the Rehabilitation Act of 1973. Grantees and- sub-grantees must assure that all CDBG-funded activities, including code enforcement activities, do not discriminate on the basis of race, color, religion, sex, disability, familial status, or national origin.

Pursuant to Section 504 of the Rehabilitation Act of 1973, CDBG grantees and sub-grantees should implement affirmative efforts to involve and ensure equal access to people with disabilities; therefore, varied approaches may be required to assure effective communication and information dissemination. For example, the code enforcement agency could ensure that electronic information concerning the building code is accessible to persons with disabilities. As another example, the code enforcement agency could conduct outreach to organizations representing persons with disabilities to inform them about inspection services to ensure compliance with accessibility requirements and about procedures for filing accessibility-related complaints. Also, pursuant to Section 504, the code enforcement agency must ensure that its communications offices and hearing rooms are accessible to persons with disabilities.

Recipients of CDBG funds should take reasonable steps to ensure meaningful access to their programs and activities to limited English proficient individuals. As an aid to recipients, the Department published Final Guidance to Federal Financial Assistance Recipients: Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons (LEP Guidance) in the Federal Register at

72 CFR 2732. For assistance regarding LEP obligations, go to www.justice.gov/crt/lep/guidance/HUD_guidance Jan07.pdf. For more information on LEP, please visit www.hud.gov/offices/fheo/promotingfh/lep.cfm.

Finally, CDBG recipients and subrecipients must affirmatively further fair housing in their use of such funds. Grantees may offer services to affirmatively further fair housing in code enforcement. Such costs, examples of which follow, are not eligible code enforcement expenses but could be eligible as public services or program administrative costs. Both of these categories have caps on the overall activity expenses.

- Providing mobility counseling or referrals to housing counseling agencies for persons temporarily or permanently displaced by code enforcement actions;
- Training staff on fair housing requirements;

- Providing outreach to marginalized populations
- Establishing partnerships with Fair Housing Organizations, state and local fair housing agencies, and community-based organizations representing protected classes under the Fair Housing Act.

Revenue From Code Enforcement Inspections And Enforcement Of Codes

Jurisdictions may assess a fine to the owner of the property that incurred the code violation. Since the fines are the end result of carrying out a CDBG-assisted activity, some grantees have been treating these fines as program income. However, such fines are not program income because they do not meet the definition of program income at§ 570.500(a). Rather, revenue from code enforcement fines should be treated either as applicable credits against CDBG expenditures or as general revenue.

Appendix A of 2 CFR Part 225 defines applicable credits as receipts or reductions of expenditure type transactions that offset or reduce expense items allocable to Federal awards. To the extent that such credits accruing to or received by the governmental unit relate to allowable costs, they shall be credited to the Federal award either as a cost reduction or cash refund, as appropriate.

There are two instances that must be met for code enforcement fines to be considered applicable credits: (1) the cost of the inspections for code violations and enforcement of codes, which may include the inspectors' salaries, must have been wholly or partially paid for with CDBG funds, and (2) the intended purpose of the code enforcement fine, as reflected in local law, handbook, manual, etc., is to recover the costs incurred for the code enforcement activities without regard to the source of funds for payment of the code enforcement activity. The second criterion means that local law or procedure requires that collected fines be used to recover the costs of code enforcement, regardless of the source of the funds used to pay these costs. For example, if 50 percent of a code enforcement inspector's salary is paid with CDBG funds and his or her code inspections in Target Area A resulted in $5,000 in fines being assessed, $2,500 would be considered an applicable credit against the CDBG expenditure, but only if the intended purpose of assessing the fine is to recover the code enforcement expenditures.

Code enforcement fines should be treated as general revenue if:

1. the purpose of the fine is not to recover the cost of the code inspections and enforcement;
2. the costs of carrying out the code inspections and enforcement were not paid with CDBG funds; or
3. the amount of the fine exceeds the costs paid with CDBG funds.

For example, a jurisdiction may require that revenues from code enforcement fines go into a dedicated fund that is used solely for some other purpose such as after-school education programs. Other income received by governments that may be considered general revenue include income earned from investments and income received from the payment of fines.

2012 Statutory Provision On Code Enforcement

Title II of Division F of the Moving Ahead for Progress in the 21st Century Act (MAP- of 2012 (Pub. L. 112-141) amended Section 105(a) of the Housing and Community Development Act of 1974 to add a new Section 105(a)(27) to the HCDA. This provision permitted CDBG funds to be used to supplement existing state or local funding for administration of building code enforcement by local building code enforcement departments, including:

1. increasing staffing;
2. providing staff training;
3. increasing staff competence and professional qualifications;
4. supporting individual certification or departmental accreditation; and
5. capital expenditures specifically dedicated to the administration of the building code enforcement department.

This legislation permitted training for code enforcement staff to be considered an activity delivery cost rather than a program administrative cost. This statute had a sunset date of July 6, 2014; CDBG- assisted activities allowed via this statutory authority are no longer eligible. However, some grantees may have undertaken code enforcement activities under its auspices while it was in effect. In particular, CDBG assistance provided under the authority of Section 105(a)(27) of the HCDA was required to be matched using non-Federal funds as follows:

1. For building code enforcement departments serving an area with a population of more than 50,000, not less than 50 percent of the total amount of CDBG funds provided for this activity;
2. for building code enforcement departments serving an area with a population of between 20,001 and 50,000, not less than 25 percent of the CDBG funds provided for this activity; and
3. For building code enforcement departments serving an area with a population of less than 20,000, not less than 12.5 percent of the CDBG funds provided for this activity.

Section 105(a)(3) of the HCDA and§ 570.202(c) also permit the use of CDBG funds to pay the salaries of code enforcement inspectors. Training in code enforcement procedures and practices and paying for courses to increase inspectors' abilities to carry out efficient and proper code inspections and enforcement are eligible as activity delivery costs of CDBG-assisted code enforcement activities under Section 105(a)(3) of the HCDA and § 570.202(c). CDBG assistance under these provisions does not require a match and there is no sunset for these provisions.

Recordkeeping Requirements

The Entitlement CDBG program regulations at§ 570.506 identify records that must be kept by grantees carrying out CDBG-assisted activities. The State CDBG program regulations at§ 570.490(a) and (b) identify records that states and units of general local government must maintain and provides that the content of records maintained by the state shall be as jointly agreed upon by HUD and the states.

The lack of time distribution records and documentation to demonstrate use of CDBG funds for code enforcement in eligible areas has been a significant problem for some grantees. Not having complete and accurate documentation has resulted in monitoring findings and disallowed costs. Grantees have been required to repay significant sums of money from non- federal funds because they did not maintain records delineating the deteriorated or deteriorating areas, or records demonstrating that the CDBG program only paid for code enforcement costs in those areas. HUD has seen instances in which automobiles were purchased ostensibly for code enforcement purposes solely in defined areas, but the vehicle was assigned to a motor pool with no restrictions on who could use it; those costs had to be repaid. To avoid this problem, grantees should ensure that their records and documentation demonstrate activity eligibility, national objective compliance, allowability of costs, and cost reasonableness. In addition, grantees must ensure that their time distribution records regarding time spent conducting code enforcement in eligible areas is accurate. Having this information

readily available is critical for grantees to avoid monitoring findings and disallowed costs.

At a minimum, grantees are required to have records that provide a full description of each activity being assisted with CDBG funds, including its location, if applicable; the amount of CDBG funds budgeted, obligated, and expended for the activity; and the provision in 24 CFR 570 subpart C or section 105(a) of the HCDA under which it is eligible. In addition, grantees must also have records that demonstrate how activities meet the criteria for national objectives in §§ 570.208 or 570.483. Records that grantees should maintain when carrying out CDBG- assisted code enforcement activities include:

- The state and local law definitions of deteriorated/deteriorating.
- A description of the conditions of the areas in which CDBG funds are used for code enforcement, demonstrating that these areas meet the state local law definition of deteriorated/deteriorating.
- If the low/moderate income area benefit national objective criterion is used, the boundaries of the areas in which CDBG funds are used for code enforcement that demonstrate compliance with this national objective.
- If the slum/blight area national objective criterion is used, the grantee's delineation of the areas inspected as slum/blighted under state or local law; a determination that a minimum of 25 percent of the buildings in the delineated area have either physical deterioration, property abandonment, chronic high occupancy turnover rates, and/or significant declines in property values or abnormally low property values relative to other areas in the community; and documentation of known or suspected environmental contamination.
- If the slum/blight urban renewal national objective criterion is used, the Urban Renewal Plan in effect at the time of closeout of Federal financial assistance under the Housing Act of 1949 or financial settlement under Section 112 of the HCDA, documentation that the urban renewal plan is incomplete, and a description of how the code enforcement inspections and enforcement were needed to complete the plan for the area.
- If the urgent need national objective is used, for entitlement grantees, a certification that the buildings inspected posed a serious and immediate threat to the health and welfare of the community, the disastrous occurrence was of recent origin (18 months before the grantee's certification, and that no other funding resources were available to assist the activity[§ 570.208(c)]. For the State CDBG program, the unit of general local government makes the certification, and the State determines, that the criterion above was met. See§ 570.483(d).

- Identification of other activities to be carried out (whether CDBG-assisted or not) that will arrest the decline of the areas and their funding sources.
- Compliance with the procurement standards at§ 85.36 when equipment and services are procured.

Grantees should also be able to justify expenses for necessary equipment and their use (e.g., uniforms/coveralls, handheld computers, gasoline, vehicle lease payments or use allowances). Grantees should maintain salary records (salaries, benefits, timesheets) of code enforcement inspectors being paid with CDBG funds and a description of all areas they are responsible for inspecting. The grantee must also document costs for legal proceedings such as salaries of hearing officers and attorneys.

CDBG funds may be used to pay for salaries, related benefits and costs such as uniforms, equipment, and vehicle use allowances, only for staff responsible for conducting inspections in specific target areas or areas that meet the low- and moderate-income area benefit national objective. Furthermore, such costs should be supported by time distribution records (if costs are treated as direct charges) or an indirect cost allocation plan prepared in accordance with applicable Federal cost principles. Grantees should charge the salaries of hearing officers in the same manner whenever possible. By doing so, grantees can avoid charging the CDBG program for the costs of code enforcement inspections carried out in ineligible areas and/or for charging the entire cost of their code enforcement programs to the CDBG program.

Economic Development

- Matrix codes 17A - 17D should be used to identify special economic development activities carried out by the grantee or through a public or private non-profit subrecipient. Under these matrix codes, CDBG funds are not given to a specific for-profit business or businesses.
- Matrix codes 14E, 18A, 18B, 18C should be used when assistance is provided to a for-profit business for economic development projects.
- Accessibility does not refer only to physical barriers, but also to making the basics of daily living available and accessible affordability by lowering the cost, improving the quality, or increasing the affordability of a product or service to benefit a low-income household. Activities can include affordable housing, basic infrastructure hook-ups, or services such as transportation or day care. Improve Sustainability - Sustainability is specifically tied to activities that are designed for the purpose of ensuring that a particular geographic area as a whole (such as a neighborhood) becomes or remains viable by providing benefit to persons of low- and moderate-income or by removing or eliminating slums or blighted areas, through multiple activities or services that sustains communities or neighborhoods.

14E Rehabilitation: Publicly or Privately Owned Commercial/Industrial

Program/Account #	
Eligible Uses	Rehabilitation of commercial/industrial property. If the property is privately owned, CDBG-funded rehab is limited to: • Exterior improvements (generally referred to as "façade improvements"). • Correction of code violations. For more extensive rehabilitation of privately owned commercial/industrial property, use 17C; for infrastructure developments and improvements at commercial/industrial sites, use 17B.
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Categorically Excluded**
HUD Matrix Code	14E
Authority	24 CFR 570.202(a)(3) or 42 USC 5305(a)(2)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMA – Low-income area benefit: the service area identified for activities is at least 45.08% low-income income. LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	
Performance Objective	Economic Opportunity
Performance Outcome	

17 A Commercial/Industrial: Acquisition/Disposition

Program/Account#	
Eligible Uses	Land acquisition, clearance of structures, or assembling land for the purpose of creating industrial parks or promoting commercial/industrial development. 17A activities must be carried out by the grantee or by public or private non-profits.
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Environmentally Assessed**
HUD Matrix Code	17A
Authority	24 CFR 570.203(a) or 42 USC 5305(a)(14)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMA - Low-income area benefit: the service area identified for activities is at least 45.08% low-income income. LMC - Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	
Performance Objective	Economic Opportunity
Performance Outcome	

178 Commercial/Industrial: Infrastructure Development

Program/Account#	
Eligible Uses	Street, water, parking, rail transport, or other improvements to commercial/industrial sites. 17B also includes the installation of public improvements, such as the construction of streets to and through commercial/industrial areas. 17B activities must be carried out by the grantee or by public or private non-profits.
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Environmentally Assessed**
HUD Matrix Code	17B
Authority	24 CFR 570.203(a) or 42 USC 5305(a)(14)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMA - Low-income area benefit: the service area identified for activities is at least 45.08% low-income income. LMC - Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	
Performance Objective	Economic Opportunity
Performance Outcome	

17C Commercial/Industrial: Building Acquisition, Construction, Rehabilitation

Program/Account#	
Eligible Uses	Acquisition, construction, or rehabilitation of commercial/industrial buildings. 17C activities must be carried out by the grantee or by public or private non-profits.
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Environmentally Assessed**
HUD Matrix Code	17C
Authority	24 CFR 570.203(a) or 42 USC 5305(a)(14)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMA - Low-income area benefit: the service area identified for activities is at least 45.08% low-income income. LMC - Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	
Performance Objective	Economic Opportunity
Performance Outcome	

17D Commercial/Industrial: Other Improvements

Program/Account#	
Eligible Uses	Commercial/industrial improvements not covered by other 17* codes. 17D activities must be carried out by the grantee or by public or private non-profits.
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Environmentally Assessed**
HUD Matrix Code	17D
Authority	24 CFR 570.203(a) or 42 USC 5305(a)(14)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMA - Low-income area benefit: the service area identified for activities is at least 45.08% low-income income. LMC - Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	
Performance Objective	Economic Opportunity
Performance Outcome	

18A Economic Development: Direct Financial Assistance to For-Profit Business

Program/Account#	
Eligible Uses	Financial assistance to private for-profit businesses to (for example) acquire property, clear structures, build, expand or rehabilitate a building, purchase equipment, or provide operating capital. Forms of assistance include loans, loan guarantees, and grants. With one exception, a separate 18A activity must be set up for each business assisted. If an activity is carried out under 24 CFR 570.208(a)(4)(vi) or 24 CFR 570.483(b)(4)(vi), job aggregation is allowed, and all businesses assisted during a program year may be combined in one activity.
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Categorically Excluded**
HUD Matrix Code	18A
Authority	24 CFR 570.203(b) or 42 USC 5305(a)(17)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** **LMA** - Low-income area benefit: the service area identified for activities is at least 45.08% low-income income. LMC - Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	
Performance Objective	Economic Opportunity
Performance Outcome	

188 Economic Development: Technical Assistance

Program/Account#	
Eligible Uses	Technical assistance to for-profit businesses, including workshops, assistance in developing business plans, marketing, and referrals to lenders or technical resources. Also use 18B for activity delivery costs eligible under 24 CFR 570.203(c).
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Exempt**
HUD Matrix Code	18B
Authority	24 CFR 570.203(c) or 42 USC 5305(a)(17)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMA - Low-income area benefit: the service area identified for activities is at least 45.08% low-income income. LMC - Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	
Performance Objective	Economic Opportunity
Performance Outcome	

18C Economic Development: Microenterprise Assistance

Program/Account#	
Eligible Uses	Financial assistance, technical assistance, or general support services to owners and developers of microenterprises. A microenterprise is a business with five or fewer employees, including the owner(s). The activity must be designed to exclusively serve microenterprises. With one exception, a separate activity must be set up for each microenterprise assisted. If an activity is carried out under 24 CFR 570.208(a)(4)(vi) or 24 CFR 570.483(b)(4)(vi), job aggregation is allowed and all assisted businesses may be combined in one activity.
Project Delivery Costs	Project Service Delivery Costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Exempt**
HUD Matrix Code	18C
Authority	24 CFR 570.201(o) or 42 USC 5305(a)(22) + 24 CFR 570.482(c)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** **LMA** - Low-income area benefit: the service area identified for activities is at least 45.08% low-income income. LMC - Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	
Performance Objective	Economic Opportunity
Performance Outcome	

Public Facilities & Improvements

Use matrix codes in this section when the CDBG funds are used by the grantee or other public or private non-profit entities for public facilities and improvements.

• Grantees may only have one public facility in an activity. Grantees must set up a separate activity for each public facility. When two or more related activities are funded with CDBG, the grantee needs to set up a separate activity for each facility or improvement.

• When a facility is used only by a specific client group, the activity should be assigned the matrix code specific to that group, not the type of facility. For instance, assign 03Q to a health facility for abused and neglected children, not 03P.

• If CDBG funds are only used to acquire property for a public facility, use matrix code 01. If the grantee uses CDBG funds to pay for the acquisition and construction, or rehabilitation of a public facility or improvement, use the appropriate 03* matrix code.

• For commercial and industrial improvements undertaken by a grantee or a subrecipient for economic development purposes, use matrix code 17A, 178, 17C, or 17D.

Public Facilities and Improvement activities are subject to a HUD mandated cap on the amount of funds that may be used for the administration of these activities.

03A Senior Center

Program/Account #	172170-731696
Eligible Uses	Acquisition, construction, or rehabilitation of facilities (except permanent housing) for seniors. 03A may be used for a facility serving both the elderly and persons with disabilities, provided it is not intended primarily to serve persons with disabilities. If it is, use 03B Facilities for Persons with Disabilities instead. A senior is defined by HUD as 62 years of age or more.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** This is a presumed benefit activity. Communities must develop and maintain a senior center membership roster which includes documentation of age to establish client eligibility (driver's license). A current **PERSON DBA REPORT** must be submitted with each invoice which indicates the presumed benefit eligibility of clients served. The purchase and installation of permanently attached equipment is eligible under this code (i.e. public-address system and built in appliances/defibrillator). If a municipality does not have a senior center than an access fee is eligible for non- residents age 62 > to access a senior center in a neighboring community. A **PERSON DBA** must be kept for all seniors accessing the senior center. The access fee calculation is based on the previous years' actual facility expenses **not** budgeted amounts. The senior center coordinator's salary can be figured in this expense. No other programming or personal expenses are to be included. **For more details on how to calculate the access fee, contact Contract Compliance at (248) 858-0196.** If the facility to retrofit is 50 years of age or older, project plans and a historic preservation profile is required at the time of application or reprogramming. **Contact Planning & Evaluation at (248) 858-5312 regarding SHPO requirements before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Contact Environmental Review at (248) 858-5309 to confirm if project is Categorically Excluded and/or Environmentally Assessed**
HUD Matrix Code	03A
Authority	24 CFR 570.201(c) or 42 USC 5305(a)(2)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	Public Facilities
Performance Objective	Create Suitable Living Environment
Performance Outcome	Sustainability

03B Facilities for Persons with Disabilities

Program/Account #	
Eligible Uses	Acquisition, construction, or rehabilitation of centers, group homes, and other facilities (except permanent housing) for persons with disabilities. 03B may be used for a facility serving both persons with disabilities and the elderly, provided it is not intended primarily to serve the elderly. If it is, use 03A instead. Note: For the construction of permanent housing for the persons with disabilities, use code 12; for the rehabilitation of such housing, use the appropriate 14* code.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Contact Environmental Review at (248) 858-5309 to confirm if project is Categorically Excluded and/or Environmentally Assessed**
HUD Matrix Code	03B
Authority	24 CFR 570.201(c) or 42 USC 5305(a)(2)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	Public Facilities/Housing Units
Performance Objective	Create Suitable Living Environment
Performance Outcome	Sustainability

03C Homeless Facilities (not operating costs)

Program/Account #	
Eligible Uses	Acquisition, construction, conversion of buildings, or rehabilitation of temporary shelters and transitional housing for the homeless, including victims of domestic violence, dating violence, sexual assault or stalking, disaster victims, runaway children, drug offenders, and parolees. Note: For the construction of permanent housing for the homeless, use code 12; for the rehabilitation of such housing, use the appropriate 14* code; for facilities for abused and neglected children, use 03Q.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Categorically Excluded**
HUD Matrix Code	03C
Authority	24 CFR 570.201(c) or 42 USC 5305(a)(2)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	Public Facilities/Housing Units
Performance Objective	Create Suitable Living Environment
Performance Outcome	Sustainability

03D Youth Centers

Program/Account #	
Eligible Uses	Acquisition, construction, or rehabilitation of facilities intended primarily for young people age 13 to 19. These include playground and recreational facilities that are part of a youth center. For the acquisition, construction or rehabilitation of facilities intended primarily for children age 12 and under, use 03M; for facilities for abused and neglected children, use 03Q.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Categorically Excluded**
HUD Matrix Code	03D
Authority	24 CFR 570.201(c) or 42 USC 5305(a)(2)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	Public Facilities/Housing Units
Performance Objective	Create Suitable Living Environment
Performance Outcome	Sustainability

03E Neighborhood Facilities

Program/Account #	
Eligible Uses	Acquisition, construction, or rehabilitation of facilities that are principally designed to serve a neighborhood and that will be used for social services or for multiple purposes (including recreation). Such facilities may include libraries and community centers.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Categorically Excluded**
HUD Matrix Code	03E
Authority	24 CFR 570.201(c) or 42 USC 5305(a)(2)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	Public Facilities/Housing Units
Performance Objective	Create Suitable Living Environment
Performance Outcome	Sustainability

03F Parks, Recreational Facilities

Program/Account #	172170-731332
Eligible Uses	Use this code for development of open space areas or facilities intended primarily for recreational use.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine before applying for this project.** This is an areawide benefit activity. Only recreational facilities within designated low-income census tract block groups are eligible. Parks, recreational facilities must be open to the public, and if fees are charged, they must be low enough not to preclude the use of the facility by low-income persons. If there is only one facility in the community and *even* if it is in a low-income block group, the entire service area must have a population that is at least 45.08%* low-income. Any new CDBG-financed recreational facility must be in a designated low-income block group. (*percentage may change as HUD provides the county with new income data) If the project requires section 106 to take place, the County will consult the State Historic Preservation Office (SHPO) regarding eligibility for the National Historic Register. The SHPO has 30 days from receipt of a completed profile to comment. Section 106 requires consultation with federally recognized Indian tribes when a project may affect a historic property of religious and cultural significance to the tribe. The checklist will be placed in the file. HUD no longer allows the removal and/or replacement of accessible playground equipment as an eligible project under this category. **Contact Planning & Evaluation at (248) 858-5312 regarding SHPO requirements before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Contact Environmental Review at (248) 858-5309 to confirm if project is Categorically Excluded and/or Environmentally Assessed**
HUD Matrix Code	03F
Authority	24 CFR 570.201(c) or 42 USC 5305(a)(2)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMA – Low-income area benefit: the service area identified for activities is at least 45.08% low-income.
Accomplishment Type	Public Facilities
Performance Objective	Create Suitable Living Environment
Performance Outcome	Sustainability

03G Parking Facilities

Program/Account #	
Eligible Uses	Acquisition, construction, or rehabilitation of parking lots and parking garages. Use 03G if rehabilitation of a public facility or street improvement is a small part of an activity to improve a parking facility. However, if parking improvements are only a small part of a larger street improvement activity, use 03K.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Contact Environmental Review at (248) 858-5309**
HUD Matrix Code	03G
Authority	24 CFR 570.201(c) or 42 USC 5305(a)(2)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMA – Low-income area benefit: the service area identified for activities is at least 45.08% low-income.
Accomplishment Type	Public Facilities
Performance Objective	Create Suitable Living Environment
Performance Outcome	Sustainability

03H Solid Waste Disposal Improvements

Program/Account #	
Eligible Uses	Acquisition, construction or rehabilitation of solid waste disposal facilities. The eligible costs can also include equipment, such as bulldozers, used exclusively at the facility.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** This is an areawide benefit activity. **Contact Contract Compliance at (248) 858-0196 when compiling**
Environmental Code	**Contact Environmental Review at (248) 858-5309 to confirm if project is Categorically Excluded and/or Environmentally Assessed**
HUD Matrix Code	03H
Authority	24 CFR 570.201(c) or 42 USC 5205(a)(2)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMA – Low-income area benefit: the service area identified for activities is at least 45.08% low-income income. LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income. LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.
Accomplishment Type	Public Facilities/Housing Units
Performance Objective	Create Suitable Living Environment
Performance Outcome	Sustainability

031 Flood Drainage Improvements

Program/Account #	172170-730744
Eligible Uses	Acquisition, construction, or rehabilitation of flood drainage facilities, such as retention ponds, catch basins, streambank erosion controls, channelization of streambeds, or dams. 03I can also be used for "Green Infrastructure" improvements to manage stormwater. However, if stormwater management improvements are integral to some other activity like a park or a street project, it should be included in that matrix code (03F for parks, 03K for streets) rather than 03I.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** Do not use 03I for construction/rehabilitation of storm sewers, street drains, or storm drains. Use 03J for storm sewers and 03K for street and storm drains. This is an areawide benefit activity. **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Contact Environmental Review at (248) 858-5309 to confirm if project is Categorically Excluded and/or Environmentally Assessed**
HUD Matrix Code	03I
Authority	24 CFR 570.201(c) or 42 USC 5305(a)(2)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMA – Low-income area benefit: the service area identified for activities is at least 45.08% low-income income. LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income. LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.
Accomplishment Type	Public Facilities/Housing Units
Performance Objective	Create Suitable Living Environment
Performance Outcome	Sustainability

03J Water/Sewer Improvements

Program/Account #	172170-732114
Eligible Uses	Installation or replacement of water lines, sanitary sewers, storm sewers, and fire hydrants. Costs of street repairs (usually repaving) made necessary by water/sewer improvement activities are included under 03J. For water/sewer improvements that are part of: • More extensive street improvements use 03K. For example, an activity that involves paving six blocks of Main Street and installing 100 feet of new water lines in one of those blocks. • A housing rehabilitation activity such as water/sewer hookups (lines from a house to the street), use the appropriate 14* housing
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** If the water/sewer line runs under low-income block groups, consider the project as areawide. You may not charge low-income persons to recover CDBG funded capital costs to install or improve water/sewer lines in areas where CDBG funds are used on an areawide basis for the water/sewer line installation/improvement. CDBG funds recovered from persons who are not low-income are program income. In all other areas, CDBG funds may only pay the special assessments levied against low-income households for construction or improvement of the water/sewer line. This may include the water/sewer tap and related lines from the street to the homeowner property line only. The installation of lines and related plumbing from the property line to (and into) the home is classified as minor home repair or housing rehabilitation. **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Contact Environmental Review at (248) 858-5309 to confirm if project is Categorically Excluded and/or Environmentally Assessed**
HUD Matrix Code	03J
Authority	24 CFR 570.201(c) or 42 USC 5305(a)(2)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMA – Low-income area benefit: the service area identified for activities is at least 45.08% low-income income. LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income. LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.
Accomplishment Type	People/Housing Units
Performance Objective	Create Suitable Living Environment
Performance Outcome	Sustainability

03K Street Improvements

Program/Account #	172170-731864
Eligible Uses	Installation or repair of streets, street drains, storm drains, curbs and gutters, tunnels, bridges, and traffic lights/signs. Also use 03K: • For improvements that include landscaping, street lighting, and/or street signs (commonly referred to as "streetscaping"). • If sidewalk improvements (see code 03L) are part of more extensive street improvements.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** If the street runs through low-income block groups, the project can be considered as areawide in those areas. You may not charge low-income persons to recover CDBG funded capital costs to install or improve streets in areas where CDBG funds are being used on an areawide basis for the street installation/improvement. CDBG funds recovered from persons who are not low-income are considered program income. In all other areas, CDBG funds may only be used to pay the special assessments levied against low-income households for construction or improvement of the street. **Contact Contract Compliance at (248) 858-0196 when compiling**
Environmental Code	**Contact Environmental Review at (248) 858-5309 to confirm if project is Categorically Excluded and/or Environmentally**
HUD Matrix Code	03K
Authority	24 CFR 570.201(c) or 42 USC 5305(a)(2)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMA – Low-income area benefit: the service area identified for activities is at least 45.08% low-income income. LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income. LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.
Accomplishment Type	People/Housing Units
Performance Objective	Create Suitable Living Environment
Performance Outcome	Sustainability

03L Sidewalks

Program/Account #	172170-731745
Eligible Uses	Improvements to sidewalks. Also use 03L for sidewalk improvements that include the installation of trash receptacles, lighting, benches, and trees.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** If the sidewalk runs through low-income census tract block groups, the project is considered an areawide benefit activity. Low-income persons cannot be charged to recover CDBG funded capital costs to install or improve sidewalks in areas where CDBG funds are being used on an areawide basis for the sidewalk installation/improvement. CDBG funds recovered from persons who are not low income are considered program income. In all other areas, CDBG funds may only be used to pay the special assessments against low-income households for construction or improvement of the sidewalk. **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Contact Environmental Review at (248) 858-5309 to confirm if project is Categorically Excluded and/or Environmentally Assessed**
HUD Matrix Code	03L
Authority	24 CFR 570.201(c) or 42 USC 5305(a)(2)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMA – Low-income area benefit: the service area identified for activities is at least 45.08% low-income income. LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income. LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.
Accomplishment Type	People/Housing Units/Public Facilities When sole purpose is to create curb cuts, report number of curb cuts using Public Facilities code. When creating curb cuts in conjunction with other sidewalk improvements, report number of people.
Performance Objective	Create Suitable Living Environment
Performance Outcome	Sustainability

03M Child Care Centers

Program/Account #	
Eligible Uses	Acquisition, construction, or rehabilitation of facilities intended primarily for children age 12 and under. Examples are daycare centers and Head Start preschool centers. For the construction or rehabilitation of facilities for abused and neglected children, use 03Q; for the construction or rehabilitation of facilities for teenagers, use 03D
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Contact Environmental Review at (248) 858-5309 to confirm if project is Categorically Excluded and/or Environmentally Assessed**
HUD Matrix Code	03M
Authority	24 CFR 570.201(c) or 42 USC 5305(a)(2)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income. LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.
Accomplishment Type	People/Housing Units/Public Facilities
Performance Objective	Create Suitable Living Environment
Performance Outcome	Sustainability

03N Tree Planting

Program/Account #	172170-732021
Eligible Uses	Activities limited to tree planting (sometimes referred to as "beautification"). For streetscape activities that include tree planting, use 03K; for sidewalk improvement activities that include tree planting, use 03L.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** Subsequent maintenance costs are not eligible. This is an areawide benefit activity. **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Categorically Excluded**
HUD Matrix Code	03N
Authority	24 CFR 570.201(c) or 42 USC 5305(a)(2)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMA – Low-income area benefit: the service area identified for activities is at least 45.08% low-income income. LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income. LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.
Accomplishment Type	Public Facilities
Performance Objective	Create Suitable Living Environment
Performance Outcome	Sustainability

030 Fire Stations/Equipment

Program/Account #	172170-730733
Eligible Uses	Acquisition, construction, or rehabilitation of fire stations and/or the purchase of fire trucks and emergency rescue equipment.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** The fire station service area must be either entirely within one or more low-income block groups, or if the service area contains both areawide and non-areawide block groups, documentation that at least 45.08%* of the fire runs in the past year were to low-income block groups within the service area. Documentation must be provided to Oakland County when applying for the project. (*percentage may change as HUD provides the county with new income data) If the facility to retrofit is 50 years of age or older project, plans and a historic preservation profile is required at the time of application or reprogramming. The planning unit will forward the documents to the State Historic Preservation Office (SHPO) for comment before work begins. The SHPO has 30 days from receipt of a completed profile to comment. If the SHPO does not concur, the project will have to be redesigned and resubmitted. **Contact Planning & Evaluation at (248) 858-5312 regarding SHPO requirements before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Contact Environmental Review at (248) 858-5309 to confirm if project is Exempt, Categorically Excluded and/or Environmentally Assessed**
HUD Matrix Code	03O
Authority	24 CFR 570.201(c) or 42 USC 5305(a)(2)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMA – Low-income area benefit: the service area identified for activities is at least 45.08% low-income.
Accomplishment Type	Public Facilities
Performance Objective	Create Suitable Living Environment
Performance Outcome	Sustainability

03P Health Facilities

Program/Account #	
Eligible Uses	Acquisition, construction, or rehabilitation of physical or mental health facilities. Examples of such facilities include neighborhood clinics, hospitals, nursing homes, and convalescent homes. Health facilities for a specific client group should use the matrix code for that client group. For example, use 03Q for the construction or rehabilitation of health facilities for abused and neglected children.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Contact Environmental Review at (248) 858-5309 to confirm if project is Categorically Excluded and/or Environmentally Assessed**
HUD Matrix Code	03P
Authority	24 CFR 570.201(c) or 42 USC 5305(a)(2)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMA – Low-income area benefit: the service area identified for activities is at least 45.08% low-income income. LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	Public Facilities
Performance Objective	Create Suitable Living Environment
Performance Outcome	Sustainability

03Q Facilities for Abused and Neglected Children

Program/Account #	
Eligible Uses	Acquisition, construction, or rehabilitation of daycare centers, treatment facilities, or temporary housing for abused and neglected children.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Contact Environmental Review at (248) 858-5309 to confirm if project is Categorically Excluded and/or Environmentally Assessed**
HUD Matrix Code	03Q
Authority	24 CFR 570.201(c) or 42 USC 5305(a)(2)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	Public Facilities
Performance Objective	Create Suitable Living Environment
Performance Outcome	Sustainability

03R Asbestos Removal

Program/Account #	
Eligible Uses	Rehabilitation of any public facility undertaken primarily to remove asbestos.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Contact Environmental Review at (248) 858-5309 to confirm if project is Categorically Excluded and/or Environmentally Assessed**
HUD Matrix Code	03R
Authority	24 CFR 570.201(c) or 42 USC 5305(a)(2)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMA – Low-income area benefit: the service area identified for activities is at least 45.08% low-income income. LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	Public Facilities
Performance Objective	Create Suitable Living Environment
Performance Outcome	Sustainability

03S Facilities for AIDS Patients (not operating costs)

Program/Account #	
Eligible Uses	Acquisition, construction, or rehabilitation of facilities for the treatment or temporary housing of people who are HIV positive or who have AIDS. For the construction or rehabilitation of facilities for AIDS education and prevention, use 03P.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Contact Environmental Review at (248) 858-5309 to confirm if project is Categorically Excluded and/or Environmentally Assessed**
HUD Matrix Code	03S
Authority	24 CFR 570.201(c) or 42 USC 5305(a)(2)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	Public Facilities
Performance Objective	Create Suitable Living Environment
Performance Outcome	Sustainability

03Z Other Public Improvements Not Listed in 03A-03T

Program/Account #	
Eligible Uses	This matrix code replaces matrix code 03. Only use this code when an activity does not fall under a more specific 03A – 03S matrix code.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** • Grantees may only have one public facility in an activity. Grantees must set up a separate activity for each public facility. When two or more related facilities are funded by CDBG, the grantee needs to set up a separate activity for each facility or improvement. • 03Z can be used for seawalls, bus shelters, retaining walls, and wind turbines. • 03Z can be used for activities that assist persons with disabilities by removing architectural barriers from or providing ADA improvements to government buildings (activities that otherwise would not be eligible for CDBG funding). **Contact Planning & Evaluation at (248) 858-5312 regarding SHPO requirements before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Contact Environmental Review at (248) 858-5309 to confirm if project is Categorically Excluded and/or Environmentally Assessed**
HUD Matrix Code	03Z
Authority	24 CFR 570.201(c) or 42 USC 5305(a)(2)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMA – Low-income area benefit: the service area identified for activities is at least 45.08% low-income income. LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income. LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.
Accomplishment Type	People/Housing Units/Public Facilities
Performance Objective	Create Suitable Living Environment
Performance Outcome	Sustainability

03Z Removal of Architectural Barriers

Program/Account #	172170-731619
Eligible Uses	Removal of architectural barriers in public facilities. Removal of architectural barriers within public facilities requires pre-planning. Some common activities within this category include curb cuts, wheelchair ramps, or alterations to buildings for increasing handicapped accessibility, such as wider doorways or elevators. Projects can take place community wide wherever necessary and appropriate. Barrier-free improvements to public facilities including buildings for the general conduct of government are eligible. Removal of architectural barriers does not include repairing sections of damaged sidewalk or sections of sidewalk raised by tree roots. This is an eligible Sidewalk or Minor Home Repair activity. **Contact Planning & Evaluation at (248) 858-5312 for further consultation.**
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine before applying for this project.** If the project requires section 106 to take place, the County will consult with the State Historic Preservation Office (SHP) regarding eligibility for the National Historic Register. The response from SHPO will be filed in the ERR. Section 106 requires consultation with federally recognized Indian tribes when a project may affect a historic property of religious and cultural significance to the tribe. The checklist will be placed in the applicable file. **Contact Planning & Evaluation at (248) 858-5312 regarding SHPO requirements before applying for this project.** Equipment to help disabled persons access services, such as Kurzweil-style readers, TDD machines, and large-print reading materials must be classified under public services disabled services. **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Categorically Excluded**
HUD Matrix Code	03Z
Authority	24 CFR 570.201(c) or 42 USC 5305(a)(2)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income.
Accomplishment Type	Public Facilities
Performance Objective	Create Suitable Living Environment
Performance Outcome	Sustainability

06 Interim Assistance

Program/Account #	
Eligible Uses	Only for activities undertaken either to: • Make limited improvements (e.g., repair of streets, sidewalks, or public buildings) intended solely to arrest further deterioration of physically deteriorated areas prior to making permanent improvements. • Alleviate emergency conditions threatening public health and safety, such as removal of tree limbs or other debris after a major storm.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project. Contact Contract Compliance (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Categorically Excluded**
HUD Matrix Code	06
Authority	24 CFR 570.201(f) or 42 USC 5305(a)(4)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMA – Low-income area benefit: the service area identified for activities is at least 45.08% low-income. SBA - Slum/blight area basis: activities that address conditions of blight or physical decay located in a designated slum/blight area. SBS - Slum/blight spot basis: activities that address conditions of blight or physical decay on a spot basis not located in a designated slum/blight area.
Accomplishment Type	People/Businesses/Housing Units/Public Facilities
Performance Objective	Create Suitable Living Environment
Performance Outcome	Sustainability

Special Assessments

Program/Account #	172170-731815
Eligible Uses	Special assessments levied against low- income households in non-low-income census tract block groups for sewer, street, sidewalk, water, or drainage improvements. If infrastructure improvements are completed in low-income census tract block groups on an areawide benefit basis, communities may not levy a special assessment against low-income households for the CDBG funded portion of that project.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** The following procedures are required: Establish a Special Assessment District (SAD) by council or board resolution. Send notices to all households in the SAD stating that assessment assistance is available to income-qualified homeowners. Have interested homeowners complete an application including income verification. Set and state a specific application cutoff date. Assess for the improvement. Pay all or part of the special assessment for those homeowners who completed an application and are qualified to receive the benefit. The special assessment charge of all low-income homeowners must be paid first. **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Environmentally Assessed**
HUD Matrix Code	Select either: 03I Flood and Drainage Facilities 03J Water/Sewer Improvements 03K Street Improvements 03L Sidewalks
Authority	24 CFR 570.201(c) or 42 USC 5305(a)(2)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.MH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.
Accomplishment Type	Housing Units
Performance Objective	Create Suitable Living Environment
Performance Outcome	Sustainability

11 Privately Owned Utilities

Program/Account #	
Eligible Uses	Acquisition, reconstruction, rehabilitation, or installation of distribution lines and facilities of regulated, privately owned utilities. This includes placing new or existing distribution lines/facilities underground.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Categorically Excluded**
HUD Matrix Code	11
Authority	24 CFR 570.201(I) or 42 USC 5305(a)(14)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMA – Low-income area benefit: the service area identified for activities is at least 45.08% low-income income. LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income. LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.
Accomplishment Type	People/Businesses/Housing Units/Public Facilities
Performance Objective	Create Suitable Living Environment
Performance Outcome	Sustainability

168 Non-Residential Historic Preservation

Program/Account #	172170-731280
Eligible Uses	Use this code for any non-residential historic building that will be rehabilitated. Examples include the rehabilitation of an historic building for use by an historic preservation society, the renovation of an historic building for use as a museum, or the renovation of an historic building for use as a neighborhood facility.
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility and SHPO requirements before applying for this project.** Historic preservation is eligible on a spot slum/blight basis. Historic preservation within public facilities requires pre-planning. **Contact Planning & Evaluation at (248) 858-5312 for further consultation.** Documented evidence of blight and decay on the exterior of the building is required. If the project requires section 106 to take place, the County will consult with the State Historic Preservation Office (SHP) regarding eligibility for the National Historic Register. The response from SHPO will be filed in the ERR. Section 106 requires consultation with federally recognized Indian tribes when a project may affect a historic property of religious and cultural significance to the tribe. The checklist will be placed in the applicable file. **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Contact Environmental Review at (248) 858-5309 to confirm if project is Categorically Excluded and/or Environmentally Assessed**
HUD Matrix Code	16B
Authority	**24 CFR 570.202(d)**
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMA – Low-income area benefit: the service area identified for activities is at least 45.08% low-income income. LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income. SBS - Slum/blight spot basis: activities that address conditions of blight or physical decay on a spot basis not located in a designated slum/blight area.
Accomplishment Type	Organizations
Performance Objective	Create Suitable Living Environment
Performance Outcome	Sustainability

23 Tornado Shelters Serving Private Mobile Home Parks

Program/Account #	
Eligible Uses	Construction or improvement of tornado-safe shelters for residents of manufactured housing parks and the provision of assistance (including loans and grants) to nonprofit and for-profit entities to do so, in accordance with Section 42 USC 5305(a)(24).
Project Delivery Costs	Project service delivery costs including staff timesheets, other direct costs, and service costs directly related to carrying out this activity are eligible. Cost reasonableness standards apply.
Notes	**Contact Planning & Evaluation at (248) 858-5312 for further consultation.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Contact Environmental Review at (248) 858-5309 to confirm if project is Categorically Excluded and/or Environmentally Assessed**
HUD Matrix Code	23
Authority	42 USC 5305(a)(25)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMA – Low-income area benefit: the service area identified for activities is at least 45.08% low-income.
Accomplishment Type	People
Performance Objective	Create Suitable Living Environment
Performance Outcome	Sustainability

General Administration

21A General Program Administration

Program/Account #	
Eligible Uses	Overall program administration, including (but not limited to) salaries, wages, and related costs of grantee staff or others engaged in program management, monitoring, and evaluation. These activities, along with planning activities, are subject to the 20 percent limitation under24 CFR 570.200(g) and 570.489(a)(3).
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Exempt**
HUD Matrix Code	21A
Authority	24 CFR 570.206 or 24 CFR 570.489(a)(3)
National Objective Codes	Not Applicable
Accomplishment Type	Not Applicable
Performance Objective	Not Applicable
Performance Outcome	Not Applicable

21D Fair Housing Activities (Subject to Admin Cap)

Program/Account #	
Eligible Uses	Fair housing activities carried out as part of general program administration rather than as a public service. These activities are subject to the 20 percent limitation under 24 CFR 570.200(g) and 570.489(a)(3). For fair housing activities carried out as a public service, use 05J.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Exempt**
HUD Matrix Code	21D
Authority	24 CFR 570.206(c)
National Objective Codes	Not Applicable
Accomplishment Type	Not Applicable
Performance Objective	Not Applicable
Performance Outcome	Not Applicable

21H CDBG Funding of HOME Admin

Program/Account #	
Eligible Uses	CDBG funding of administrative costs for the HOME Program. These activities are subject to the 20 percent limitation under 24 CFR 570.200(g) and 570.489(a)(3).
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Exempt**
HUD Matrix Code	21H
Authority	24 CFR 570.206(i)(2) or 42 USC 5305(a)(13)
National Objective Codes	Not Applicable
Accomplishment Type	Not Applicable
Performance Objective	Not Applicable
Performance Outcome	Not Applicable

211 CDBG Funding of HOME CHODO Operating Expenses

Program/Account #	
Eligible Uses	CDBG funding of CHDO operating expenses for HOME Program. These activities are subject to the 20 percent limitation under 24 CFR 570.200(g) and 570.489(a)(3).
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Exempt**
HUD Matrix Code	21I
Authority	24 CFR 570.206(i)(2)
National Objective Codes	Not Applicable
Accomplishment Type	Not Applicable
Performance Objective	Not Applicable
Performance Outcome	Not Applicable

Other

19C CDBG Non-Profit Capacity Building

Program/Account #	
Eligible Uses	Activities specifically designed to increase the capacity of non-profit organizations to carry out specific CDBG eligible neighborhood revitalization or economic development activities. Such activities may include providing technical assistance and specialized training to staff. The specific eligible activity for which capacity is being developed must meet a national objective. Payment of general operational and administrative costs of a non-profit organization is not eligible under this category.
Notes	**Contact Planning & Evaluation at (248) 858-5312 to determine eligibility before applying for this project.** **Contact Contract Compliance at (248) 858-0196 when compiling bids/specs.**
Environmental Code	**Exempt**
HUD Matrix Code	19C
Authority	24 CFR 570.201(p) or 42 USC 5305(a)(19)
National Objective Codes	**Contact Planning & Evaluation at (248) 858-5312 to determine National Objective. Options include:** LMA – Low-income area benefit: the service area identified for activities is at least 45.08% low-income income. LMC – Low-income limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low-income. LMH – Low-income housing benefit: activities that are carried out for providing or improving permanent residential structures that will be occupied by low-income households.
Accomplishment Type	
Performance Objective	
Performance Outcome	

Environmental Review Requirements

For assistance contact
Environmental Review
at (248) 858-5309

ENVIRONMENTAL REVIEW REQUIREMENTS

PART 58 PROCEDURES - For entities assuming HUD environmental responsibilities (24 CFR Part 58) Subpart D - Environmental Review Process: documentation, range of activities, project aggregation and classifications. **For more information and assistance on CDBG requirements for the Environmental Review Record (ERR), contact Environmental Review at (248) 858-5309.**

SECTION 58.34 = EXEMPT ACTIVITIES
NO ENVIRONMENTAL REVIEW REQUIRED

Exempt activities may include:

- Environmental Studies
- Information/finance activities
- Code Enforcement
- Public Services without physical impact
- Engineering and design costs
- Technical Assistance

SECTION 58.35 = CATEGORICAL EXCLUSIONS
STATUTORY CHECKLIST REQUIRED MAY BE SUBJECT TO
SECTION 58.5 RELATED FEDERAL LAWS AND AUTHORITIES

Categorically Excluded activities may include:

- Barrier Free Improvements
- Single Family Rehabilitation
- Acquisition/Improvements/Rehabilitation on public facilities without changes of greater than 20% i.e. repaving streets with same material, reconstructing sewers, rebuilding curbs, replacing carpet etc).
- Acquisition/Disposition of land/existing structures

SECTION 58.36 = ENVIRONMENTAL ASSESSMENTS
ENVIRONMENTAL ASSESSMENT REQUIRED NOT SUBJECT TO
SECTION 58.5 RELATED FEDERAL LAWS AND AUTHORITIES

Environmentally Assessed activities may include:

- New Construction
- Economic Development
- Acquisition/Improvement/Rehab on public facilities with changes greater than 20%.
- Homeownership Assistance

SECTION 58.37 = ENVIRONMENTAL IMPACT STATEMENT DETERMINATIONS
MAJOR FEDERAL ACTION

- Required when the project is determined to have a potentially significant impact on the human environment.

Environmental Review Process

The following **Environmental Review** is required for **Exempt Projects**

For assistance contact
Environmental Review
at (248) 858-5309

U.S. Department of Housing and Urban Development
451 Seventh Street, SW
Washington, DC 20410
www.hud.gov

espanol.hud.gov

Environmental Review for Activity/Project that is Exempt or Categorically Excluded Not Subject to Section 58.5

Pursuant to 24 CFR Part 58.34(a) and 58.35(b)

Project Information

Project Name:

Responsible Entity:

Grant Recipient (if different than Responsible Entity):

State/Local Identifier:

Preparer:

Certifying Officer Name and Title:

Consultant (if applicable):

Project Location:

Description of the Proposed Project [24 CFR 58.32; 40 CFR 1508.25]**:**

It is estimated that this activity will take up to five years to complete.

Level of Environmental Review Determination:

☐ Activity/Project is Exempt per 24 CFR 58.34(a): _____

☐ Activity/Project is Categorically Excluded Not Subject To §58.5 per 24 CFR 58.35(b): _____

Funding Information

Grant Number	HUD Program	Funding Amount

Estimated Total HUD Funded Amount:

This project anticipates the use of funds or assistance from another Federal agency in addition to HUD in the form of (if applicable)**:**

Estimated Total Project Cost (HUD and non-HUD funds) [24 CFR 58.32(d)]**:**

Compliance with 24 CFR §50.4 and §58.6 Laws and Authorities

Record below the compliance or conformance determinations for each statute, executive order, or regulation. Provide credible, traceable, and supportive source documentation for each authority. Where applicable, complete the necessary reviews or consultations and obtain or note applicable permits of approvals. Clearly note citations, dates/names/titles of contacts, and page references. Attach additional documentation as appropriate.

Compliance Factors: Statutes, Executive Orders, and Regulations listed at 24 CFR 50.4 and 58.6	Are formal compliance steps or mitigation required?	Compliance determinations
STATUTES, EXECUTIVE ORDERS, AND REGULATIONS LISTED AT 24 CFR §58.6		
Airport Runway Clear Zones and Accident Potential Zones 24 CFR Part 51 Subpart D	Yes ☐ No ☐	
Coastal Barrier Resources Coastal Barrier Resources Act, as amended by the Coastal Barrier Improvement Act of 1990 [16 USC 3501]	Yes ☐ No ☐	
Flood Insurance Flood Disaster Protection Act of 1973 and National Flood Insurance Reform Act of 1994	Yes ☐ No ☐	

[42 USC 4001-4128 and 42 USC 5154a]		

Mitigation Measures and Conditions [40 CFR 1505.2(c)]

Summarize below all mitigation measures adopted by the Responsible Entity to reduce, avoid, or eliminate adverse environmental impacts and to avoid non-compliance or non-conformance with the above-listed authorities and factors. These measures/conditions must be incorporated into project contracts, development agreements, and other relevant documents. The staff responsible for implementing and monitoring mitigation measures should be clearly identified in the mitigation plan.

Law, Authority, or Factor	Mitigation Measure

Preparer Signature: _____ Date: _____

Name/Title/Organization: _____

Responsible Entity Agency Official Signature:

_____ Date: _____

Name/Title: _____

This original, signed document and related supporting material must be retained on file by the Responsible Entity in an Environmental Review Record (ERR) for the activity/project (ref: 24 CFR Part 58.38) and in accordance with recordkeeping requirements for the HUD program(s).

8/19/26

The following **Statutory Checklist**
is required for **Categorically Excluded Projects**

For assistance contact
Environmental Review
at (248) 858-5309

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U.S. Department of Housing and Urban Development
451 Seventh Street, SW
Washington, DC 20410
www.hud.gov

espanol.hud.gov

Environmental Review for Activity/Project that is Categorically Excluded Subject to Section 58.5

Pursuant to 24 CFR 58.35(a)

Project Information

Project Name:

Responsible Entity: Oakland County

Grant Recipient (if different than Responsible Entity):

State/Local Identifier:

Preparer:

Certifying Officer Name and Title:

Grant Recipient (if different than Responsible Entity):

Consultant (if applicable):

Direct Comments to:

Project Location:

Description of the Proposed Project [24 CFR 50.12 & 58.32; 40 CFR 1508.25]**:**

It is estimated that this activity will take up to five years to complete.

Level of Environmental Review Determination:
Categorically Excluded per 24 CFR 58.35(a), and subject to laws and authorities at §58.5:

Funding Information

Grant Number	HUD Program	Funding Amount

Estimated Total HUD Funded Amount:

Estimated Total Project Cost (HUD and non-HUD funds) [24 CFR 58.32(d)]**:**

Compliance with 24 CFR 50.4, 58.5, and 58.6 Laws and Authorities

Record below the compliance or conformance determinations for each statute, executive order, or regulation. Provide credible, traceable, and supportive source documentation for each authority. Where applicable, complete the necessary reviews or consultations and obtain or note applicable permits of approvals. Clearly note citations, dates/names/titles of contacts, and page references. Attach additional documentation as appropriate.

Compliance Factors: Statutes, Executive Orders, and Regulations listed at 24 CFR §58.5 and §58.6	Are formal compliance steps or mitigation required?	Compliance determinations
STATUTES, EXECUTIVE ORDERS, AND REGULATIONS LISTED AT 24 CFR 50.4 & 58.6		
Airport Hazards 24 CFR Part 51 Subpart D	Yes ☐ No ☐	
Coastal Barrier Resources Coastal Barrier Resources Act, as amended by the Coastal Barrier Improvement Act of 1990 [16 USC 3501]	Yes ☐ No ☐	
Flood Insurance Flood Disaster Protection Act of 1973 and National Flood Insurance Reform Act of 1994 [42 USC 4001-4128 and 42 USC 5154a]	Yes ☐ No ☐	

STATUTES, EXECUTIVE ORDERS, AND REGULATIONS LISTED AT 24 CFR 50.4 & 58.5		
Clean Air Clean Air Act, as amended, particularly section 176(c) & (d); 40 CFR Parts 6, 51, 93	Yes ☐ No ☐	
Coastal Zone Management Coastal Zone Management Act, sections 307(c) & (d)	Yes ☐ No ☐	
Contamination and Toxic Substances 24 CFR Part 50.3(i) & 58.5(i)(2)	Yes ☐ No ☐	
Endangered Species Endangered Species Act of 1973, particularly section 7; 50 CFR Part 402	Yes ☐ No ☐	
Explosive and Flammable Hazards 24 CFR Part 51 Subpart C	Yes ☐ No ☐	
Farmlands Protection Farmland Protection Policy Act of 1981, particularly sections 1504(b) and 1541; 7 CFR Part 658	Yes ☐ No ☐	
Floodplain Management Executive Order 11988, particularly section 2(a); 24 CFR Part 55	Yes ☐ No ☐	
Historic Preservation National Historic Preservation Act of 1966, particularly sections 106 and 110; 36 CFR Part 800	Yes ☐ No ☐	
Noise Abatement and Control Noise Control Act of 1972, as amended by the Quiet Communities Act of 1978; 24 CFR Part 51 Subpart B	Yes ☐ No ☐	
Sole Source Aquifers	Yes No	

Safe Drinking Water Act of 1974, as amended, particularly section 1424(e); 40 CFR Part 149	☐ ☐	
Wetlands Protection Executive Order 11990, particularly sections 2 and 5	Yes No ☐ ☐	
Wild and Scenic Rivers Wild and Scenic Rivers Act of 1968, particularly section 7(b) and (c)	Yes No ☐ ☐	
ENVIRONMENTAL JUSTICE		
Environmental Justice Executive Order 12898	Yes No ☐ ☐	

Field Inspection (Date and completed by):

Summary of Findings and Conclusions:

Mitigation Measures and Conditions [40 CFR 1505.2(c)]

Summarize below all mitigation measures adopted by the Responsible Entity to reduce, avoid, or eliminate adverse environmental impacts and to avoid non-compliance or non-conformance with the above-listed authorities and factors. These measures/conditions must be incorporated into project contracts, development agreements, and other relevant documents. The staff responsible for implementing and monitoring mitigation measures should be clearly identified in the mitigation plan.

Law, Authority, or Factor	Mitigation Measure

Determination:

☐ This categorically excluded activity/project converts to Exempt, per 58.34(a)(12) because there are no circumstances which require compliance with any of the federal laws and authorities cited at

§58.5. **Funds may be committed and drawn down after certification of this part** for this (now) EXEMPT project; OR

☐ This categorically excluded activity/project cannot convert to Exempt because there are circumstances which require compliance with one or more federal laws and authorities cited at §58.5. Complete consultation/mitigation protocol requirements, **publish NOI/RROF and obtain "Authority to Use Grant Funds"** (HUD 7015.16) per Section 58.70 and 58.71 before committing or drawing down any funds; OR

☐ This project is now subject to a full Environmental Assessment according to Part 58 Subpart E due to extraordinary circumstances (Section 58.35(c)).

Preparer Signature: _____ Date: _____

Name/Title/Organization: _____

_____

Responsible Entity Agency Official Signature:

_____ Date: _____

Name/Title: _____

This original, signed document and related supporting material must be retained on file by the Responsible Entity in an Environmental Review Record (ERR) for the activity/project (ref: 24 CFR Part 58.38) and in accordance with recordkeeping requirements for the HUD program(s).

8/19/26

The following **Environmental Assessment**
is required for **Environmentally Assessed Projects**

For assistance contact
Environmental Review
at (248) 858-5309

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U.S. Department of Housing and Urban Development
451 Seventh Street, SW
Washington, DC 20410
www.hud.gov

espanol.hud.gov

Environmental Assessment
Determinations and Compliance Findings for HUD-assisted Projects
24 CFR Part 58

Project Information

Project Name:

Responsible Entity:

Grant Recipient (if different than Responsible Entity):

State/Local Identifier:

Preparer:

Certifying Officer Name and Title:

Grant Recipient (if different than Responsible Entity):

Consultant (if applicable):

Direct Comments to:

Project Location:

Description of the Proposed Project [24 CFR 50.12 & 58.32; 40 CFR 1508.25]**:**

It is estimated that this activity will take up to five years to complete.

Statement of Purpose and Need for the Proposal [40 CFR 1508.9(b)]:

Existing Conditions and Trends [24 CFR 58.40(a)]:

Funding Information

Grant Number	HUD Program	Funding Amount

Estimated Total HUD Funded Amount:

Estimated Total Project Cost (HUD and non-HUD funds) [24 CFR 58.32(d)]**:**

Compliance with 24 CFR 50.4, 58.5, and 58.6 Laws and Authorities

Record below the compliance or conformance determinations for each statute, executive order, or regulation. Provide credible, traceable, and supportive source documentation for each authority. Where applicable, complete the necessary reviews or consultations and obtain or note applicable permits of approvals. Clearly note citations, dates/names/titles of contacts, and page references. Attach additional documentation as appropriate.

Compliance Factors: Statutes, Executive Orders,	Are formal compliance steps or	Compliance determinations

and Regulations listed at 24 CFR §58.5 and §58.6	mitigation required?	
STATUTES, EXECUTIVE ORDERS, AND REGULATIONS LISTED AT 24 CFR 50.4 and 58.6		
Airport Hazards 24 CFR Part 51 Subpart D	Yes No ☐ ☐	
Coastal Barrier Resources Coastal Barrier Resources Act, as amended by the Coastal Barrier Improvement Act of 1990 [16 USC 3501]	Yes No ☐ ☐	
Flood Insurance Flood Disaster Protection Act of 1973 and National Flood Insurance Reform Act of 1994 [42 USC 4001-4128 and 42 USC 5154a]	Yes No ☐ ☐	
STATUTES, EXECUTIVE ORDERS, AND REGULATIONS LISTED AT 24 CFR 50.4 & 58.5		
Clean Air Clean Air Act, as amended, particularly section 176(c) & (d); 40 CFR Parts 6, 51, 93	Yes No ☐ ☐	
Coastal Zone Management Coastal Zone Management Act, sections 307(c) & (d)	Yes No ☐ ☐	
Contamination and Toxic Substances 24 CFR Part 50.3(i) & 58.5(i)(2)	Yes No ☐ ☐	
Endangered Species Endangered Species Act of 1973, particularly section 7; 50 CFR Part 402	Yes No ☐ ☐	
Explosive and Flammable Hazards 24 CFR Part 51 Subpart C	Yes No ☐ ☐	

Farmlands Protection Farmland Protection Policy Act of 1981, particularly sections 1504(b) and 1541; 7 CFR Part 658	Yes ☐ No ☐	
Floodplain Management Executive Order 11988, particularly section 2(a); 24 CFR Part 55	Yes ☐ No ☐	
Historic Preservation National Historic Preservation Act of 1966, particularly sections 106 and 110; 36 CFR Part 800	Yes ☐ No ☐	
Noise Abatement and Control Noise Control Act of 1972, as amended by the Quiet Communities Act of 1978; 24 CFR Part 51 Subpart B	Yes ☐ No ☐	
Sole Source Aquifers Safe Drinking Water Act of 1974, as amended, particularly section 1424(e); 40 CFR Part 149	Yes ☐ No ☐	
Wetlands Protection Executive Order 11990, particularly sections 2 and 5	Yes ☐ No ☐	
Wild and Scenic Rivers Wild and Scenic Rivers Act of 1968, particularly section 7(b) and (c)	Yes ☐ No ☐	
ENVIRONMENTAL JUSTICE		
Environmental Justice Executive Order 12898	Yes ☐ No ☐	

Environmental Assessment Factors [24 CFR 58.40; Ref. 40 CFR 1508.8 &1508.27] Recorded below is the qualitative and quantitative significance of the effects of the proposal on the character, features and resources of the project area. Each factor has been evaluated and documented, as appropriate and in proportion to its relevance to the proposed action. Verifiable source documentation has been provided and described in support of each determination, as appropriate. Credible, traceable and supportive source

documentation for each authority has been provided. Where applicable, the necessary reviews or consultations have been completed and applicable permits of approvals have been obtained or noted. Citations, dates/names/titles of contacts, and page references are clear. Additional documentation is attached, as appropriate. **All conditions, attenuation or mitigation measures have been clearly identified.**

Impact Codes: Use an impact code from the following list to make the determination of impact for each factor.
(1) Minor beneficial impact
(2) No impact anticipated
(3) Minor Adverse Impact – May require mitigation
(4) Significant or potentially significant impact requiring avoidance or modification which may require an Environmental Impact Statement

Environmental Assessment Factor	Impact Code	Impact Evaluation
LAND DEVELOPMENT		
Conformance with Plans / Compatible Land Use and Zoning / Scale and Urban Design		
Soil Suitability/ Slope/ Erosion/ Drainage/ Storm Water Runoff		
Hazards and Nuisances including Site Safety and Noise		

Environmental Assessment Factor	Impact Code	Impact Evaluation
SOCIOECONOMIC		
Employment and Income Patterns		
Demographic Character Changes, Displacement		
Environmental Justice		

Environmental Assessment Factor	Impact Code	Impact Evaluation
COMMUNITY FACILITIES AND SERVICES		
Educational and Cultural Facilities		
Commercial Facilities		
Health Care and Social Services		
Solid Waste Disposal / Recycling		
Waste Water / Sanitary Sewers		
Water Supply		
Public Safety - Police, Fire and Emergency Medical		
Parks, Open Space and Recreation		
Transportation and Accessibility		

Environmental Assessment Factor	Impact Code	Impact Evaluation
NATURAL FEATURES		
Unique Natural Features, Water Resources		
Vegetation, Wildlife		
Other Factors		

Environmental Assessment Factor	Impact Code	Impact Evaluation
CLIMATE AND ENERGY		
Climate Change Impacts		
Energy Efficiency		

Additional Studies Performed:

Field Inspection (Date and completed by)**:**

List of Sources, Agencies and Persons Consulted [40 CFR 1508.9(b)]:

List of Permits Obtained:

Public Outreach [24 CFR 50.23 & 58.43]**:**

Cumulative Impact Analysis [24 CFR 58.32]**:**

Alternatives [24 CFR 58.40(e); 40 CFR 1508.9]

No Action Alternative [24 CFR 58.40(e)]:

Summary of Findings and Conclusions:

Mitigation Measures and Conditions [40 CFR 1505.2(c)]

Summarize below all mitigation measures adopted by the Responsible Entity to reduce, avoid, or eliminate adverse environmental impacts and to avoid non-compliance or non-conformance with the above-listed authorities and factors. These measures/conditions must be incorporated into project contracts, development agreements, and other relevant documents. The staff responsible for implementing and monitoring mitigation measures should be clearly identified in the mitigation plan.

Law, Authority, or Factor	Mitigation Measure

Determination:

☐ **Finding of No Significant Impact** [24 CFR 58.40(g)(1); 40 CFR 1508.27]
The project will not result in a significant impact on the quality of the human environment.

☐ **Finding of Significant Impact** [24 CFR 58.40(g)(2); 40 CFR 1508.27]
The project may significantly affect the quality of the human environment.

Preparer Signature: _____ Date: _____

Name/Title/Organization: _____

_____

Certifying Officer Signature: _____ Date: _____

Name/Title:

This original, signed document and related supporting material must be retained on file by the Responsible Entity in an Environmental Review Record (ERR) for the activity/project (ref: 24 CFR Part 58.38) and in accordance with recordkeeping requirements for the HUD program(s).

8/19/26

When To Consult With Tribes Under Section 106

Section 106 requires consultation with federally-recognized Indian tribes when a project may affect a historic property of religious and cultural significance to the tribe. Historic properties of religious and cultural significance include: archeological sites, burial grounds, sacred landscapes or features, ceremonial areas, traditional cultural places, traditional cultural landscapes, plant and animal communities, and buildings and structures with significant tribal association. The types of activities that may affect historic properties of religious and cultural significance include: ground disturbance (digging), new construction in undeveloped natural areas, introduction of incongruent visual, audible, or atmospheric changes, work on a building with significant tribal association, and transfer, lease or sale of properties of the types listed above.

If a project includes any of the types of activities below, invite tribes to consult:

- ☐ **significant ground disturbance (digging)**
  Examples: new sewer lines, utility lines (above and below ground), foundations, footings, grading, access roads

- ☐ **new construction in undeveloped natural areas**
  Examples: industrial-scale energy facilities, transmission lines, pipelines, or new recreational facilities, in undeveloped natural areas like mountaintops, canyons, islands, forests, native grasslands, etc., and housing, commercial, and industrial facilities in such areas

- ☐ **incongruent visual changes**
  Examples: construction of a focal point that is out of character with the surrounding natural area, impairment of the vista or viewshed from an observation point in the natural landscape, or impairment of the recognized historic scenic qualities of an area

- ☐ **incongruent audible changes**
  Examples: increase in noise levels above an acceptable standard in areas known for their quiet, contemplative experience

- ☐ **incongruent atmospheric changes**
  Examples: introduction of lights that create skyglow in an area with a dark night sky

- ☐ **work on a building with significant tribal association**
  Examples: rehabilitation, demolition or removal of a surviving ancient tribal structure or village, or a building or structure that there is reason to believe was the location of a significant tribal event, home of an important person, or that served as a tribal school or community hall

- ☐ **transfer, lease or sale of a historic property of religious and cultural significance**
  Example: transfer, lease or sale of properties that contain archeological sites, burial grounds, sacred landscapes or features, ceremonial areas, plant and animal communities, or buildings and structures with significant tribal association

- ☐ **None of the above apply**

Project	**Reviewed By**	**Date**

Oakland County Neighborhood & Housing Development

Inadvertent Discovery Plan for Human Remains or Cultural Items

This document sets forth the protocol to be followed in the event that human remains and funerary objects are encountered during ground-disturbing work on a HUD-funded project. As a statement of general procedure, any human remains encountered will be treated with care and respect. With any ground-disturbing activities, there is the possibility that human remains or artifacts will be encountered.

If human remains, suspected human remains, or cultural items are found, all parties must follow the current guidance from the State Historic Preservation Office (SHPO) for the discovery of human remains, copied below (v. 7/19/21):

The State Historic Preservation Office (SHPO) recommends that the following steps be implemented in the event of the discovery of human remains during a Section 106 project. It largely follows the steps set forward in Michigan Attorney General Opinion No. 6585 of 1989, *Cemeteries and Dead Bodies*.

This sequence of steps assumes that it will not be possible to preserve and maintain a given accidentally discovered burial place.

1. Upon the discovery of human remains, excavation in the immediate vicinity is halted. Cover and secure the area and do not handle finds. All project personnel shall treat any discovery as confidential. Personal photographs of finds may not be taken. The local police authority is immediately notified so that they may evaluate the site.

2. Inform SHPO Staff Archaeologist Amy Krull (phone 517-285-4211, email krulla@michigan.gov).

3. If the police determine that the remains do not represent evidence of a crime or missing person, a qualified archaeologist experienced in human remains recovery shall recover the remains and any artifacts that may be present. Archaeological expertise is important in documenting the discovery context and evaluating whether the remains are isolated or if additional remains may be immediately present. Archaeological recovery may be done under the auspices of law enforcement. If law enforcement chooses not to be involved, a permit for disinterment must be obtained from the local Department of Public Health, or through a court order. Human remains and artifacts must be recovered in a respectful manner.

4. As soon as possible, the remains shall be examined by a physical anthropologist using standard non-invasive methods and procedures to create a basic biological profile and estimate ethnicity.

5. When the recovery and examination of the remains are complete, results shall be conveyed to the SHPO's archaeology staff, and in cases involving Native American Ancestors, to the appropriate Tribal entity. Final written archaeological reports, physical anthropological reports, and associated law enforcement case documentation must be submitted to the SHPO and appropriate Tribes. Note that Tribes may have special needs regarding the taking and retention of photographs of Ancestral remains.

6. The final disposition of Native American Ancestors and associated grave goods will be determined in discussions between the property owner and the appropriate Tribal authority at the conclusion of the recovery, examination, and reporting.

In addition to the notifications in SHPO's policy, it is mandatory that the following Oakland County Neighborhood & Housing Development staff be immediately notified:

Katie Tierney, Senior Specialist Environmental Officer
(248) 858-5309
tierneyk@oaklandcountymi.gov

Or

Peter Essenmacher, Contracts Compliance Supervisor
(248) 858-0196
essenmacherp@oaklandcountymi.gov

If forensics analysis indicates that the human remains are not Native American, disposition and reinterment of the remains will follow guidelines in AG Opinion 6585 (appended).

Appendix A

Attorney General Opinion No. 6585

FRANK J. KELLEY, ATTORNEY GENERAL

Opinion No. 6585

June 7, 1989

CEMETERIES AND DEAD BODIES:

Disinterment of human remains

Reinterment of human remains

COURTS:

Order to disinter and reinter human remains

PUBLIC HEALTH:

Permit to disinter and reinter human remains

WORDS AND PHRASES:

"Established scientific institution or society"

A local health department permit or court disinterment decree is required before a landowner, excavator or scientific institution or society may disinter human remains.

A local health department permit or court disinterment decree is required before a landowner, excavator or scientific institution or society may disinter partial human remains, where the remains are in a condition from which it may reasonably be concluded that death has occurred.

An "established scientific institution or society" as used in MCL 750.160; MSA 28.357, and 1982 AACS R 325.8051 means an institution for the advancement or promotion of knowledge or an association organized for the purpose of scientific investigation and pursuits, which has displayed some degree of permanence and longevity.

When an historic period cemetery is disinterred and moved, the disinterred remains must be reinterred in a cemetery located in the same governmental unit or in adjoining governmental units or within a reasonable distance from the municipality where the historic period cemetery is discovered.

The cost of removing bodies from unanticipated burials and reinterring them should be at public expense, unless next of kin can be located and are willing to undertake those expenses.

Honorable Richard H. Austin

Secretary of State

Treasury Building

Lansing, Michigan 48918

You have requested my opinion on five questions regarding the disinterment of human remains. You have informed me that because the Michigan Department of State is charged with the responsibility for preserving and protecting Michigan's historic and archaeological resources, it has occasion to participate in the disinterment of historic and prehistoric human remains, and is consulted with respect to the subsequent storage or reinterment of those remains. Your questions will be answered seriatim.

Your first question asks:

> Is a local health department permit or court disinterment decree required pursuant to MCL 35.841 et seq; MSA 4.1341 et seq, MCL 333.2801 et seq; MSA 14.15(2801) et seq, MCL 750.160; MSA 28.357, or 1982 AACS, R 325.8051 before a landowner or excavator may disinter human remains? Is the answer different if the disinterer is a scientific institution or society?

The settled policy of this state is to preserve and maintain the burial places of the dead. Avery v Forest Lawn Cemetery Co, 127 Mich 125; 86 NW 538 (1901). Consistent with this policy, the Legislature has enacted a number of statutes regulating disinterment or reinterment of human remains.

Section 2853 of the Public Health Code, MCL 333.2853; MSA 14.15(2853), provides in pertinent part:

> "(1) A permit for disinterment and reinterment is required before disinterment of a dead body. The local health department in whose jurisdiction the body is interred shall issue the permit upon proper application by a licensed funeral director or person acting as a funeral director in accordance with rules promulgated by the department.
>
> "(2) A person shall not disinter or permit the disinterment of a dead body in a cemetery and the body's reinterment in a cemetery or removal from the cemetery unless a disinterment and reinterment permit is issued by the local health department in the jurisdiction in which the cemetery is located."

It is a basic rule of statutory construction that where the Legislature uses certain and unambiguous language, the plain meaning of the statute must be followed. Browder v. Int'l Fidelity Ins Co, 413 Mich 603, 611; 321 NW2d 668 (1982). Although the provisions of MCL 333.2853(2); MSA 14.15(2853)(2), are applicable only to the disinterment of a body located in a cemetery, the provisions of MCL 333.2853(1); MSA 14.15(2853)(1), are not so limited, and clearly and unambiguously require a permit for disinterment and reinterment before disinterment of a dead body.

The other statutes and the administrative rule to which you have referred in no way conflict with the requirements of MCL 333.2853; MSA 14.15(2853).

1982 AACS, R 325.8051, states:

> "A person who inadvertently discovers a burial or parts of a human skeleton shall immediately notify the police authority of the jurisdiction where the remains are found. If preliminary inspection by the police authority indicates that the remains are those of a prehistoric or historic native American, the state archaeologist of the Michigan history division, department of state, shall be immediately notified of the

> finding. This rule does not apply to archaeological excavations conducted by representatives of established scientific institutions or societies."

This rule requires that the police be notified following the discovery of human remains. Such notification is required even if the remains are not eventually disinterred. Representatives of established scientific institutions or societies conducting archaeological excavations are exempted from the provisions of this rule, but are still required to obtain a local health department permit for disinterment and reinterment prior to disinterment of a dead body, pursuant to MCL 333.2853; MSA 14.15(2853).

MCL 35.841 et seq; MSA 4.1341 et seq, addresses the disinterment and removal of remains of war veterans for the purpose of reinterring such remains in an area set aside exclusively for the graves of United States soldiers, sailors or marines. The Act authorizes the circuit court for the county in which the veteran is buried to enter a decree directing disinterment and removal. MCL 35.841; MSA 4.1341. The Act's applicability is limited to situations where the decree is sought on behalf of the Grand Army of the Republic, the United Spanish War Veterans, the American Legion or the Veterans of Foreign Wars. MCL 35.842; MSA 4.1342. Such a court decree is not necessary before a landowner or excavator disinters remains unless the purpose of disinterment is removal to a special veterans burial area. MCL 35.844; MSA 4.1344, requires that court decrees authorizing disinterment and removal provide that the same be done under the supervision of proper health officials. Where remains are disinterred under local health department supervision pursuant to a court decree, a separate health department permit is not necessary.

Section 160 of the Michigan Penal Code, MCL 750.160; MSA 28.357, states:

> "A person, not being lawfully authorized so to do, who shall willfully dig up, disinter, remove, or convey away a human body, or the remains thereof, from the place where the body may be interred or deposited, or who shall knowingly aid in such disinterment, removal, or conveying away, or who shall mutilate, deface, remove, or carry away a portion of the dead body of a person, whether in his charge for burial or otherwise, when the mutilation, defacement, removal, or carrying away is not necessary in any proper operation in embalming the body or for the purpose of a postmortem examination, and every person accessory thereto, either before or after the fact, shall be guilty of a felony, punishable by imprisonment for not more than 10 years, or by fine of not more than $5,000.00. This section shall not be construed to prohibit the digging up, disinterment, removal or carrying away for scientific purposes of the remains of prehistoric persons by representatives of established scientific institutions or societies, having the consent in writing of the owner of the land from which the remains may be disinterred, removed or carried away."

This section simply makes criminal the disinterment of a dead body by a person who acts willfully and without lawful authority. It would, therefore, not apply to a person who had obtained a proper permit as required by MCL 333.2853; MSA 14.15(2853), or a court decree as provided by MCL 35.841; MSA 4.1341. Nor would it apply to an accidental or unintentional disinterment, although once a person became aware of the presence of a dead body, the person would then be obligated to report the discovery to the police and obtain the necessary permit.

Finally, although not raised in your question, it is appropriate to examine the aboriginal records and antiquities act, as last amended by 1988 PA 452, MCL 299.51 et seq; MSA 13.21 et seq. This Act provides that it is unlawful for a person to remove any human bones without the consent of the landowner, MCL 299.54; MSA 13.24, and further provides that a person shall not explore or excavate an aboriginal remain covered by the Act upon state-owned lands unless the person has obtained a permit from the Director of the Department of Natural Resources with written approval by the Secretary of State. MCL 299.53; MSA 13.23. Violation of any of the provisions of this Act is a misdemeanor. MCL 299.55; MSA 13.25.

It is my opinion, in response to your first question, that a local health department or court disinterment decree is required before a landowner or excavator may disinter human remains, regardless of whether the disinterer is a scientific institution or society.

Your second question asks:

> Is a local health department permit or court disinterment decree required before a landowner, excavator, or scientific institution or society may disinter partial human remains, e.g., a femur or a few finger bones?

"Dead body" is defined by Sec. 2803(1) of the Public Health Code, MCL 333.2803(1); MSA 14.15(2803)(1), to mean "a human body, or parts thereof, in a condition from which it may reasonably be concluded that death has occurred."

MCL 333.2853; MSA 14.15(2853), requires that a permit for disinterment and reinterment be obtained before disinterment of a dead body. This provision thus applies to the disinterment of partial human remains where those remains are "in a condition from which it may reasonably be concluded that death has occurred." In general, the discovery of partial human remains would lead to the conclusion that death has occurred, unless the circumstances under which they were found indicated that the remains were the result of a loss of limb which did not result in death, e.g., an accident or amputation.

Additionally, both MCL 750.160; MSA 28.357, and 1982 AACS R 325.8051 expressly apply to bodies and portions thereof. Therefore, partial human remains may be disinterred only in compliance with this statute and this rule.

It is my opinion, in response to your second question, that a local health department or court disinterment decree is required before a landowner, excavator, or scientific institution or society may disinter partial human remains, where those remains are in a condition from which it may reasonably be concluded that death has occurred.

Your third question asks:

> With regard to human disinterment, what is the proper definition of the term "scientific institution or society" as found in MCL 750.160; MSA 28.357, and 1982 AACS, R 325.8051?

In Detroit Home & Day School v Detroit, 76 Mich 521, 523; 43 NW 593 (1889), the court stated:

> "[I]t is matter of common knowledge that all general educational establishments have universally been known as 'scientific institutions,' and fall naturally and directly within it. A 'scientific institution,' under the language of all civilized countries, means an institution for the advancement or promotion of knowledge, which is the English rendering of 'science.' "

In a similar vein, a "scientific society" has been defined as any association of individuals organized for the purpose of mutual cooperation in scientific investigation and pursuits. People v. Cothran, 27 Hun 344, 345 (NY Sup Ct, 1882).

Additionally, the word "established" connotes some degree of permanency. Cornell v. Dalpiaz, 128 NE2d 132, 134 (Ohio App, 1952).

It is my opinion, in response to your third question, that an "established scientific institution or society," as that phrase is used in MCL 750.160; MSA 28.357, and 1982 AACS, R 325.8051, means an institution for the advancement or promotion of knowledge or an association organized for the purpose of scientific investigation and pursuits, which has displayed some degree of permanence or longevity.

Your fourth question asks:

> When an historic period cemetery is disinterred and moved, what are the standards under MCL 128.1 et seq; MSA 5.3165 et seq, concerning where the new cemetery or burial must be located?

1895 PA 49, MCL 128.31 et seq; MSA 5.3071 et seq, authorizes townships to seek and obtain a court order to vacate and remove private cemeteries located within a township for certain specified reasons. MCL 128.31; MSA 5.3071. The Act requires reinterment, at township expense, in the township cemetery or if the township does not have a suitable cemetery, then in a suitable cemetery in an adjoining township. MCL 128.34; MSA 5.3074. If the vacated cemetery belongs to a church or religious society, removal may be made to another suitable cemetery belonging to the same church or society within the township or an adjoining township, instead of to the township cemetery. Id.

1871 PA 164, MCL 128.41 et seq; MSA 5.3081 et seq, authorizes cities and villages to seek and obtain a court order to vacate and remove private and public cemeteries located within their boundaries for certain specified reasons. MCL 128.41; MSA 5.3081. Reinterment, at city or village expense, must be within a city or village cemetery if one exists, and if not, must be in a suitable cemetery within six miles of the corporate limits of the city or village. MCL 128.44; MSA 5.3084.

1929 PA 297, MCL 128.51 et seq; MSA 5.3091 et seq, authorizes the voluntary sale of public and private cemeteries to cities or villages upon order of the circuit court authorizing the vacating of the cemetery and approval of a 3/4 vote of scrip holders or stockholders in the cemetery association. MCL 128.52; MSA 5.3092. In such cases, the Act provides that the cemetery association shall be responsible for interment "within a reasonable distance from such city or village,..." Id. Objecting lot owners shall be separately compensated for removing and reinterring dead bodies if removed to a different location. MCL 128.54; MSA 5.3094.

There are no statutes addressing directly the reinterment of human remains, except where removed pursuant to a formal cemetery vacation.

It is my opinion, in answer to your fourth question, that when an historic period cemetery is disinterred and moved, the disinterred remains must be reinterred in a municipal cemetery within the same township, village or city as the remains are discovered and, if no such cemetery exists, in a cemetery in an adjacent township if unearthed in a township or in a cemetery within six miles of the city or village corporate boundary if unearthed in a city or village. It is my further opinion that if the historic period cemetery is known to belong to a church or religious society, reinterment may be in another suitable cemetery belonging to the same church or society located within, or within a reasonable distance from, the township or municipality where the cemetery is discovered. Finally, it must be noted that while the statutes discussed in answer to your fourth question establish certain locations within which a municipality must reinter bodies removed from a vacated cemetery, they do not so limit an individual who may desire to reinter in a different location a body over which he or she may exercise control.

Your fifth question asks:

> If a construction project, such as Detroit's people mover, encounters unanticipated burials, who pays for the disinterment and/or reinterment? What if many years earlier, someone had been paid to move the burials?

Relocation of established public or private cemeteries must be pursuant to the vacation procedures set forth in the statutes discussed in response to question 4. In each case, the vacating governmental entity is responsible for costs of disinterment and reinterment.

The Legislature has not addressed the issue of allocation of costs for disinterment and reinterment of burials which are not part of established public or private cemeteries. However, in the event a contractor inadvertently discovers a

burial or parts of a human skeleton, the contractor is obligated to immediately notify local police authorities. 1982 AACS, R 325.8051. The contractor is also required to obtain a permit from the local health department for disinterment and reinterment before removing the body. MCL 333.2853; MSA 14.15(2853). Under these circumstances, it is most reasonable that local authorities make appropriate efforts to determine and notify any next of kin, who could then claim the body, and if unable to do so, undertake to bury the body at public expense. MCL 52.205(5); MSA 5.953(5)(5). See also MCL 333.2653; MSA 14.15(2653).

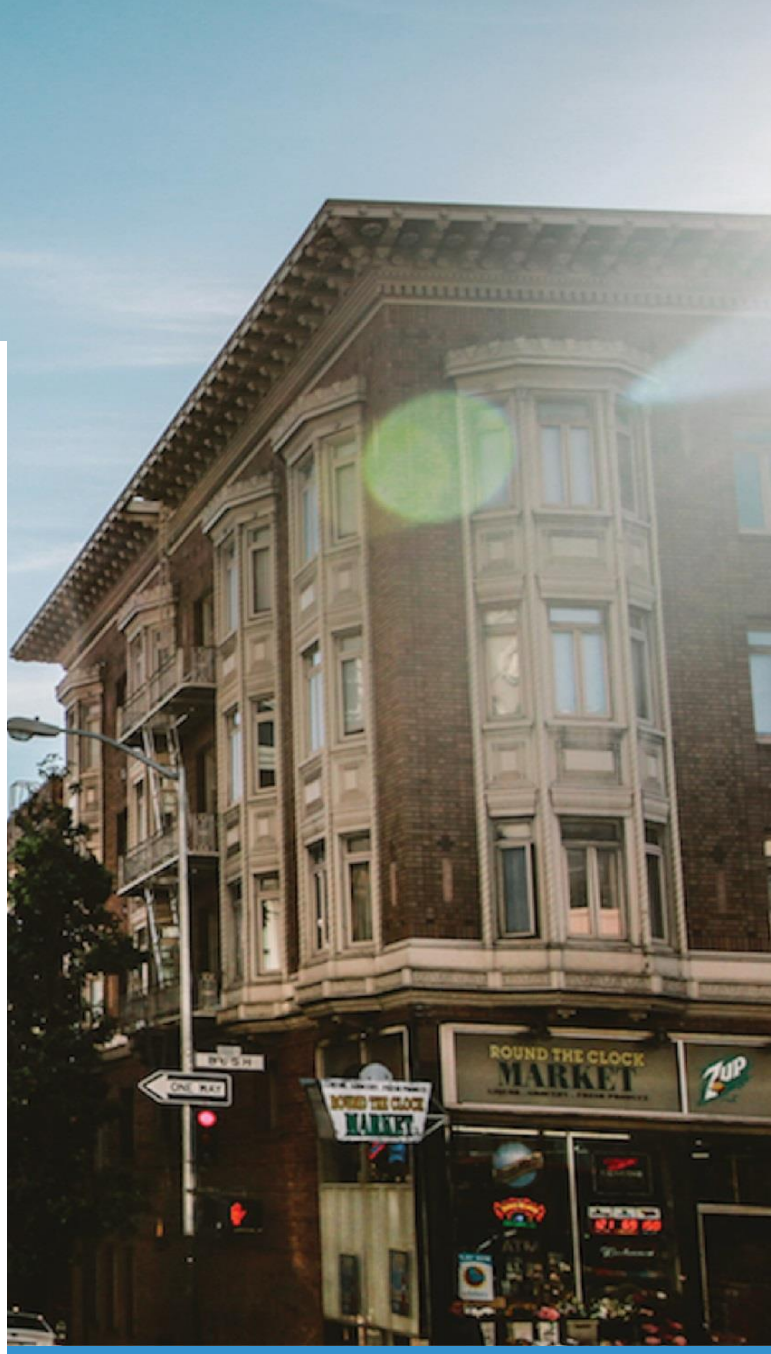
It is my opinion, in response to your fifth question, that the cost of removing bodies from unanticipated burials and reinterring them elsewhere shall be at public expense, unless next of kin can be located and are willing to undertake those expenses.

Frank J. Kelley

Attorney General

Subrecipient User Guide:

Oakland County, MI



LAST UPDATED: OCTOBER 8, 2025

BENEVATE, INC.
DBA NEIGHBORLY SOFTWARE

Neighborly Software

Atlanta Tech Village
3423 Piedmont Road NE
Atlanta, GA 30305
www.NeighborlySoftware.com

Accessing the Subrecipient Portal

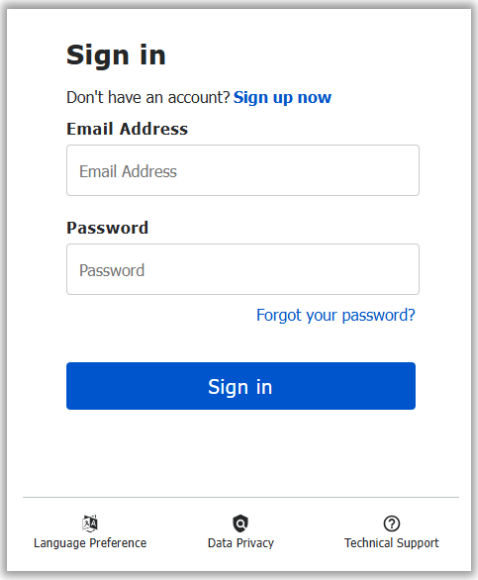
The Subrecipient Portal is hosted by Neighborly Software and is accessible available via any internet connected device. The recommended browser is Google Chrome but will work with any modern web browser.

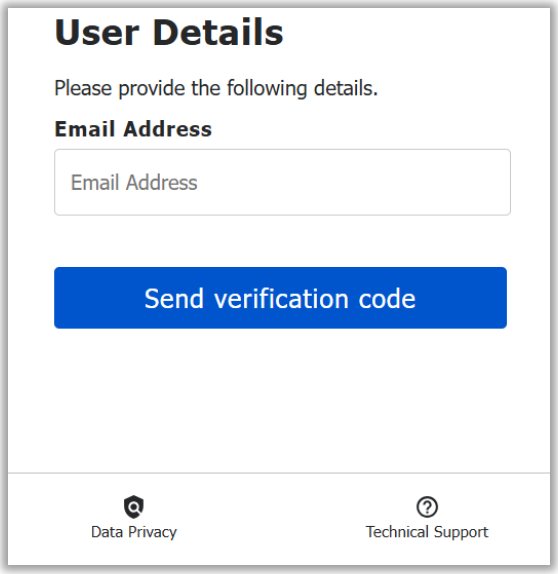
Participant Portal Link: https://portal.neighborlysoftware.com/oaklandcountymi/Participant

Registration

To access the system, you'll need to create an account by first registering your email address. Select Sign up now and enter your work email address. Select “Send verification code”. To verify your email address, the system will send you an email with a verification code.

Note: If you do not receive the email within 2 minutes, check your spam or junk mail folders. If the email is in either folder, mark the message as "Not Junk" or "Not Spam" to ensure you receive all future system notifications.





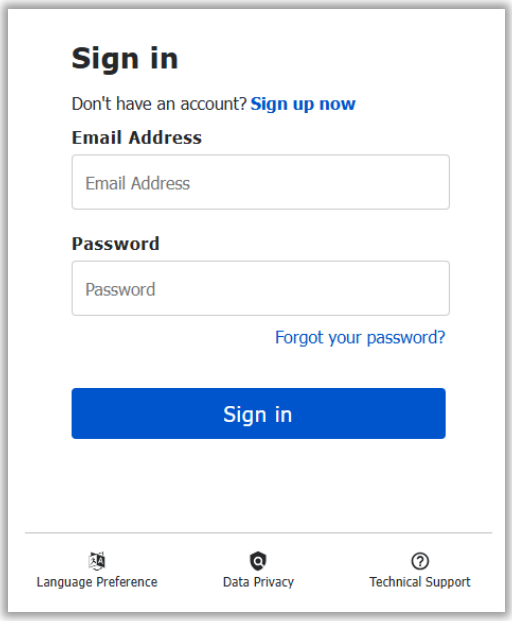
Enter your email to receive a verification code. Enter the verification code into the text box and click "Verify Code."

If the code is not accepted, you may generate a new code by selecting "Send new code." Another email with a new code will be sent to your inbox.

After verifying your email address, you'll be prompted to create a password. Passwords should be at least 12 characters long and include at least one UPPERCASE letter, lowercase letter, a number, and a special character (!@#$%^).

Signing In

Once your account has been registered, you may login (using the same link above) by entering the email address and password used during registration.



Password Reset

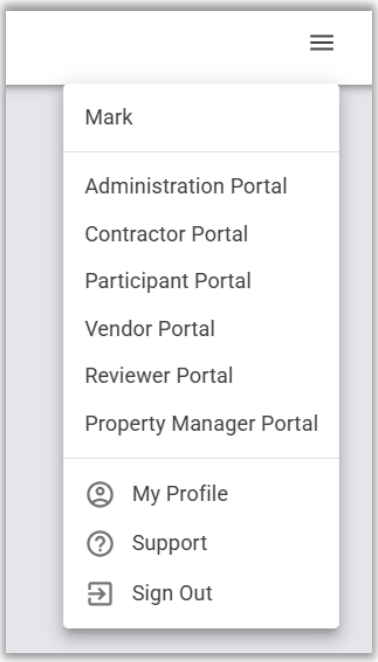
If you forget your password, select the link “Forgot your Password?” and follow the prompts to create a new password.
Enter the email address that was used to register your account. Then select “Send Verification Code”

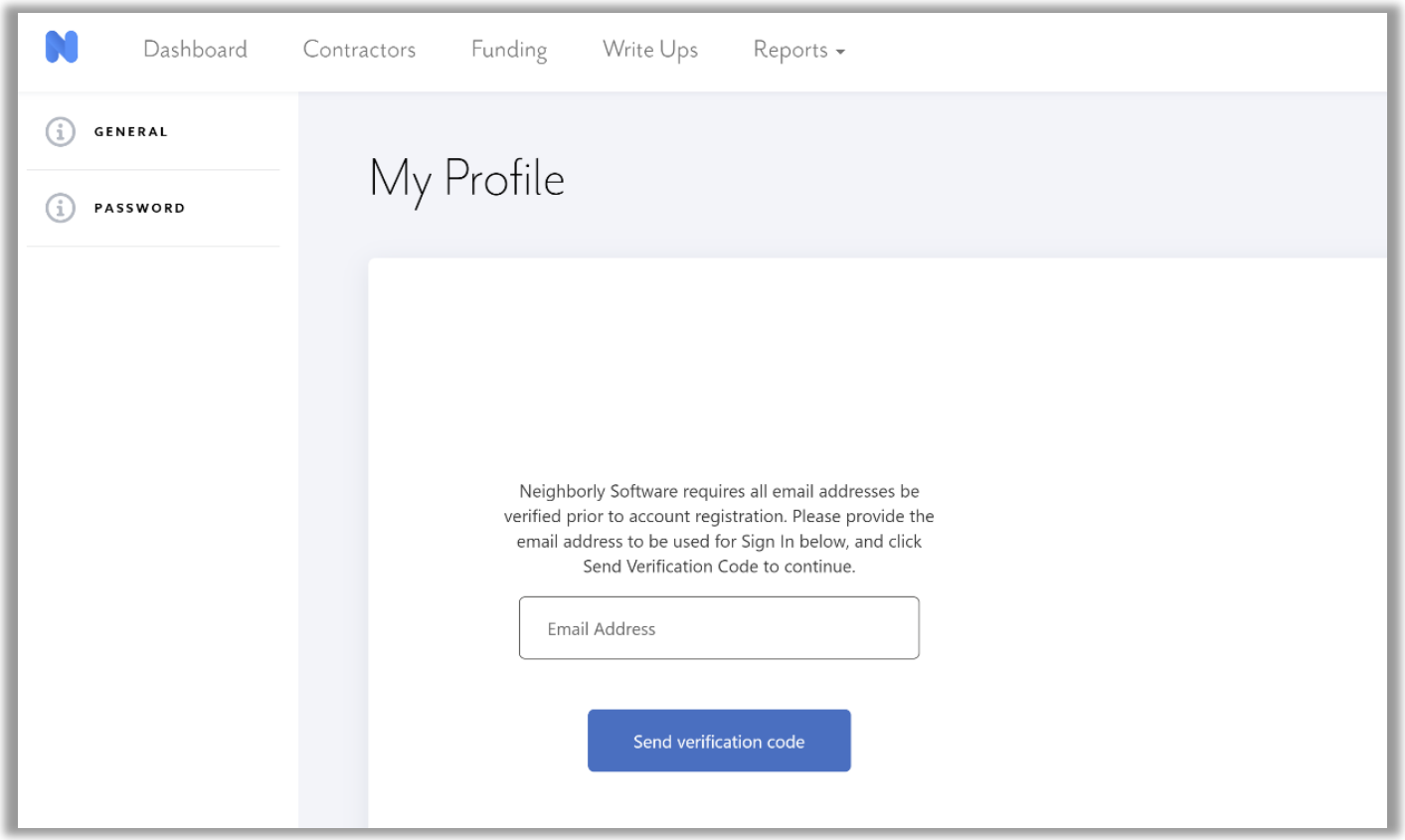
Within a few seconds, the system will send you an email containing a 6-digit code. Enter the code into the text field and select “Verify Code”

If after 2 minutes you have not received a code, you may repeat these steps to generate another code.

Be sure to check your spam and junk folders before requesting a new code. Sometimes users do not receive the code due to a simple typo when entering their email address. Verify that the email entered is indeed correct.

Changing your Password



To change your password, log into the Participant Portal. Select the icon on the top right corner of the screen and select “My Profile”.

Next, select the “Password” option on the left side of the screen. For security purposes, you will be required to enter your email address, the system will then send you a verification code. Enter the code and follow the prompts to create a new password.