



# **GRANT MAKING**

**PROCESSES AND CONSIDERATIONS**

**OCCD SUMMER MEETING  
JULY 24-25, 2024**



# ABOUT US

**COLUMBUS, OHIO**



Population: 907,971 (2022)

LMI: 56%

CDBG Funding Per Year: ~ \$7,500,000



1 Grants Management Coordinator

3 Grants Management Analysts

1 Budget Analyst



# TIMELINE

01

02

03

04

**APRIL–MAY**

Applications released  
Technical assistance

**JUNE–JULY**

Applications due  
Application scoring  
Public involvement

**AUGUST–  
SEPTEMBER**

Deliberations  
Funding decisions  
Public involvement  
Legislation

**OCTOBER–  
DECEMBER**

Environmental reviews  
Risk assessments  
Subrecipient agreements  
Purchase orders

# OUTREACH & TECHNICAL ASSISTANCE

- Get the word out!
- National Objectives
- Project Eligibility
- Allowable Costs
- Procurement
- Sam.gov Registration
- Environmental Review
- Successful Project Examples
- Common Pitfalls
- What We Look For
- Timelines/Deadlines

**THE CITY OF COLUMBUS**  
ANDREW J. GINTHER, MAYOR

**CITY OF COLUMBUS**  
**2025 CDBG**  
**APPLICATION RELEASE**  
**WORKSHOP**

**Thursday, April 11 at 3:00 PM**  
**Whetstone Library**  
**3909 N. High Street**

**Application release date:**  
**Thursday, April 11, 2024**

ns involved in community  
ng low-to-moderate income  
d and learn more about this  
Department of Housing and

**ON WILL BE AVAILABLE AT:**

[www.columbus.gov/finance/financial-ent-group/Grants-Management/](http://www.columbus.gov/finance/financial-ent-group/Grants-Management/)

**THE CITY OF COLUMBUS**  
ANDREW J. GINTHER, MAYOR

**CDBG**  
**Technical**  
**Assistance**  
**Workshop**

**Join us 3-5 PM on May 2nd**

**@ Columbus Public**  
**Health Auditorium**  
**240 Parsons Ave**

For more information:

614-645-8600

[grantsmgmt@columbus.gov](mailto:grantsmgmt@columbus.gov)

# APPLICATION FORMAT

- Upgraded from fillable PDF to OpenForms in 2024!
- Required budget template provided

## Additional attachments:

- Financial Statement
- Recent Audits
- Proof of other funding
- Organizational Chart
- Board of Directors
- Procurement Policies
- Articles of Incorporation
- Letters of Support

## External CDBG Application 2025

THE CITY OF  
**COLUMBUS**  
ANDREW J. GINTHER, MAYOR

My progress: 0%

## Community Development Block Grant 2025 Overview

Welcome to the 2025 Community Development Block Grant (CDBG) application for the City of Columbus. Please read this page in full before proceeding, as it contains important information for using this web-based

Grant Application Detailed Budget Worksheet - General									
Name of Applicant Organization:					Insert Text				
Project Name:					Insert Text				
Category - General Budget					Detailed Budget (for full grant period)				
	Narrative	Estimated Hours	Rate per Hour	Estimated Cost	CDBG Funds Requested	Applicant Internal Funds	Other Grant Funds <sup>1</sup>	Other Sources <sup>2</sup>	Notes
1. Personnel (Direct Labor)									
Total Direct Labor Cost				\$0	\$0	\$0	\$0	\$0	
2. Fringe Benefits									

Instructions | General Budget | Construction Budget | Budget Summary

# APPLICATION SCORING

- Eligibility/National Objective
- Scope and Impact
- Community Need
- Community Engagement
- Alignment
- Budget Completeness
- Budget Reasonableness
- Sustainability
- Management
- Organizational Capacity
- Environmental Justice
- Application Completeness

KATHY A OWENS  
Director

THE CITY OF  
**COLUMBUS**  
ANDREW J. GINTHER, MAYOR  
DEPARTMENT OF FINANCE  
AND MANAGEMENT

## Community Development Block Grant Scoring Worksheet

City of Columbus Department of Finance and Management

The following scoring sheet outlines the criteria and associated scoring that the Department of Finance and Management will use to evaluate CDBG project proposals for the 2025 program year.

- 1. National Objectives** Pass/Fail
  - All projects must meet one of the three CDBG National Objectives to be considered for funding. For more information visit <https://www.hudexchange.info/trainings/basically-cdbg-online/national-objectives-and-eligible-activities/> or contact [grantsmgmt@columbus.gov](mailto:grantsmgmt@columbus.gov)
- 2. Project Scope and Community Need** Maximum of 30 Points
  - Scope and impact (20 points): Points will be awarded based on the application's clarity in defining the project scope and eligible CDBG activities, and the application's ability to link the impact of the activities and outputs of the project to the identified community need.
  - Community need (10 points): Points will be awarded based on the documentation and justification of the need for the project. Applications that identify specific gaps in services or unmet demand that is addressed by the project will receive higher scores.

Score:  of 30
- 3. Community Engagement and Alignment** Maximum of 15 Points
  - Community engagement and representation (10 points): Points will be awarded based on demonstrated engagement with the community served by the project and representation of the community in the planning or implementation process.
  - Alignment (5 points): Points will be awarded based on the application's alignment with the City's Consolidated Plan goals, the Mayor's Opportunity Rising Aspirations, and the applicant organization's demonstrated commitment to equity and the development of viable urban communities.

Score:  of 15
- 4. Project Budget** Maximum of 25 Points
  - Completeness (10 points): Points will be awarded based on completeness of the budget summary, including basis and justification for estimated costs. Budgets that include ineligible costs (refer to Uniform Guidance) will not receive full points.
  - Reasonableness (10 points): Points will be awarded based on reasonableness of costs incurred per beneficiary and the justification for a particular level of funding. Points will be awarded based on 1) the project's impact on the identified need; and 2) its implementation costs and funding request relative to its financial and human resources.
  - Sustainability (5 points): Points will be awarded based on identified future funding sources for multi-year projects or operating budgets. For construction/public improvement projects, the useful life of the improvement will be considered.

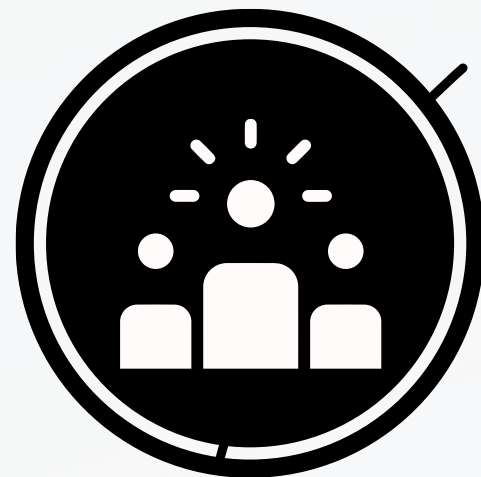
Score:  of 25



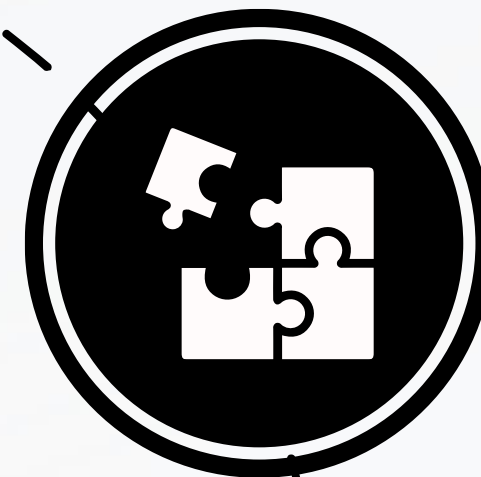
# OBSERVATIONS & CONSIDERATIONS

Asset-Based

Engagement



Capacity



# THANK'S FOR WATCHING

*Scott Ulrich*

*Management Analyst II*

*City of Columbus*

*Department of Finance & Management*

*Grants Management Section*

*[grantsmgmt@columbus.gov](mailto:grantsmgmt@columbus.gov)*

