



## Community Development Block Grant- Disaster Recovery (CDBG-DR) Workforce Development Program Pre-NOFA Webinar Frequently Asked Questions (FAQ)

### CDBG-DR Workforce Development Program: Frequently Asked Questions

#### **1. Are California Community Colleges eligible to apply?**

Generally, yes as long as the project/program meets the definition of the eligible applicants. Please refer to the Notice of Funding Availability (NOFA), upon release, for more details on eligible applicant definition.

#### **2. Can a workforce development board that serves two impacted counties submit one application to serve both counties?**

Potentially, but it may cause more difficulty tracking the information such as tracking beneficiaries. If the program/project(s) are very similar programs and serve the same beneficiaries across both areas, it may be best to submit one application. If the program/project(s) differ and services are provided to beneficiaries in numerous regions, then the applicant should submit separate applications. Beneficiaries are tracked per region, so applicants may need to submit two separate applications per region.

#### **3. Is there any benefit to joining together and work on grant together?**

Yes. It is always best to collaborate with partners on a program. The DR-Workforce Program encourages partnerships and collaboration is incentivized in the application.

#### **4. Can you clarify the relationship between the primary project and supplemental projects, such as job training and property acquisition? Is there a percentage that is used to determine allowable supplemental activities?**

The eligible activity for the DR-Workforce Program is public services. If there is justification and connection to the disaster, an applicant may also apply for public facility type activities supplemental to the public services activities. That is, an application cannot be submitted for public facilities only. In response to the second question, there is no established percentage to determine allowable supplemental activities.

#### **5. Does the definition of training include non-classroom training i.e. "earn and learn" on the job training models?**



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Yes, it is eligible.

### **6. Will there be multiple awards per area?**

There may be depending on the application(s) received in that region. A certain amount of funding has been set aside for each region and there is no cap to project/program(s). Once funding has been expended for each region, no further applications will be awarded.

### **7. Would you prefer that each region submit applications for the allocated amount only? Should we work together to not exceed the allocated amount?**

The DR-Workforce Program was developed with allocations. If a region does not apply for the full allocated amount, the Program has the ability to move the remaining funds into areas where there are additional requests.

### **8. Are stipends to support participants while in training allowable?**

HCD would like to know more about your program (project description) and what you mean by stipend, to determine if it is eligible. You can submit this information to the DR-Workforce email at [DRWorkforce@hcd.ca.gov](mailto:DRWorkforce@hcd.ca.gov).

### **9. Is there an age limit for enrollees? For example, can we serve youth ages 14-17?**

No, there is no age limit.

### **10. Can a single application be submitted for a region that includes several different eligible projects. Or, if the projects are to be implemented by different organizations, it is better to submit separate applications?**

If an applicant is applying for multiple programs, the applicant should submit multiple separate applications. Separate applications will make it easier to process and track beneficiaries. If submitting multiple applications, all of the projects may be approved in the one authorizing resolution.

### **11. Are you connecting this grant in any way to the DOL NDWG for the 2018 Megafires?**

No, not directly. The DR-Workforce Program is not specifically connected because of



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how the CDBG-DR funding is processed.

**12. When recommending regional projects, are you looking for projects that expand to serve more than one impacted county? I guess I'm wondering if you can specifically define "regional."**

Allocations are regional and include the region or county that is named. Accordingly, the project needs to be within the boundaries of that county.

**13. Will applications be rated based on number of participants served?**

**Additionally, is a dollar amount per person served that you are looking for?**

This is not a competitive process; it is an over-the-counter process. The DR-Workforce Program is supporting projects and services that are thorough, effective, and have long-term benefit to the community. There is no set standard to the number of beneficiaries served as criteria for the application. As for the dollar amount per person, it will be driven by type of project or program requested. HCD recognizes, especially in rural areas, it may cost more for a participant than an urban region, however, this does not preclude the need in those rural areas. Additional information will be available in the DR-Workforce Policies and Procedures Manual.

**14. Will projects that use additional funding and use this as gap funding only be prioritized? Are there concerns about supplantation?**

If the program meets the threshold criteria and is eligible, then an applicant could receive an award. Complete applications will be received on a first come, first served basis and that may be a factor in prioritization if other applications are accepted before the applicant's submittal. With supplantation, criteria are set that the proposed project will not use these dollars to supplant state or federal funds. Another requirement for the application is completing the duplication of benefits form to demonstrate there is not a duplication of benefit for the proposed activity.

**15. Please define over-the-counter.**

Over-the-counter is a term used to describe the DR-Workforce Program's use of



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threshold criteria for award recommendations and not scoring criteria. HCD staff will work with applicants on technical assistance after the NOFA is launched to determine if the project meets threshold requirements. This way the Program has more ability to assist in the application and provide specific technical assistance throughout the application process.

### **16. Can we serve people who come from out of the area for the training? Much of our regional workforce is coming from out of the area due to the scale of the disaster?**

Generally, yes. The DR-Workforce Program will verify if the project serves the community in the eligible region. For each project, there must be a direct relationship or “tie-back” from the proposed project/program to the disaster. All projects will utilize Low- and Moderate-Income Clientele (LMC) criteria requiring beneficiary tracking. HCD recognizes disasters range from a wide regional basis, however the LMC requirement should be considered while designing program.

### **17. If it is not competitive, how will you determine which projects to fund within a region?**

The goal is to establish thresholds for submitted projects that ensure the projects and programs meet all of the federal requirements. HCD prefers to work with partners and encourage collaboration with other state funding agencies. The idea is to work together to fund good projects that serve the community and also meet the CDBG-DR and federal standards. Additionally, when projects and programs are submitted they will be reviewed for completeness. If the application is incomplete or if sections of the application are missing or appropriate attachments are not included, the application will be returned. After the NOFA release and HCD technical assistance portion, an application submittal start date will begin approximately one month after NOFA launch. The reasoning is to provide applicants time for due diligence and planning before the submittal date. All applications will be time stamped and reviewed on first come, first serve of complete applications only. It is better to submit a complete application instead of a rushed incomplete application.



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### **18. Is this funding cost reimbursement, or will there be upfront funds provided?**

No upfront funds will be provided. If awarded, subrecipients incur costs and then submit to HCD for reimbursement.

### **19. Is construction or forestry training a priority? There are a variety of industries listed but how do other industries tie back to the wildfires? For example, healthcare?**

HCD is looking in supporting a variety of industries, especially forestry industries as areas are high risk of wildfires. However, HCD is also approaching disaster recovery from a holistic community wide perspective. The Program is focused on equity and ensuring diverse trades can benefit from the funding for community and economic recovery.

### **20. To clarify, you indicated one project per application. If my college has multiple job training programs, we will have to submit a separate application for each one? What is the approximate length of each application?**

Some training programs may be so aligned and serve the same group of beneficiaries that a single application would be appropriate. However, if the training programs are different and serve different regions/beneficiaries, then it may be appropriate to submit multiple applications. The approximate length of the application is not set and is still under development. HCD will focus on threshold requirements in the application to reduce unnecessary data collection. The application will be submitted in the Grants Management System. A second more in-depth NOFA webinar is planned tentatively in April to discuss the applications and strategies of submitting a complete application.

### **21. Are you able to provide some examples of how the tie-back requirement may be met, taking into consideration that these fires happened five years ago?**

The disasters had a major impact in the communities, and even though it has been five years, many of these areas have not fully economically recovered. Applicants should demonstrate in the application the ongoing impact resulting from the fires and provide a narrative that justifies a need to build long term economic recovery in the community.



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**22. Even if the disaster created the need for training and we can demonstrate that tie back, do the trained individuals need to stay in the area to perform the work? For the forestry industry, the training needs to be done where the work can be performed, which lends itself to rural areas. But there's greater need for forestry workers than supply. It's likely they may leave the area.**

The goal is to have the trainees stay in the area. For tracking, it is something to be shown in the application that the area has benefited from the program.

Projects/programs should be centered around the needs of the community. Forestry is an example that multiple regions have forestry disaster recovery needs spanning the northern California regions. The goal of the DR-Workforce funding is to develop programs that support the trainees, economy, and full community recovery.

**23. If we apply and get approved. Being a trade school, if a student benefiting from the program decides the trade is no longer for them midway through the program, will we still be eligible to get reimbursed for the cost up to that point.**

HCD would need more information on the details of the program for a complete answer. HCD would require information on how the program is incentivizing students to stay engaged in the course and what participant supportive services are being provided. The DR-Workforce Program Policies and Procedures Manual is still being developed. At this time, HCD does not have policy developed on students leaving the program regarding reimbursement, but more detailed information will be provided in the Policies and Procedures Manual once released.

**24. How will participant data entry and reporting be handled? Is there a database that will need to be used?**

Yes, reports and grants management will be provided through the Grants Management System. More information will be available on how that system works in the next DR-Workforce NOFA webinar.

**25. Who do I contact for more information?**



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For more information regarding the DR-Workforce Program, email:

[DRWorkforce@hcd.ca.gov](mailto:DRWorkforce@hcd.ca.gov) or visit the [DR-Workforce](#) webpage for updates and announcements.

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