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CITY OF BEAUFORT
1911 BOUNDARY STREET
BEAUFORT MUNICIPAL COMPLEX
BEAUFORT, SOUTH CAROLINA 29902
(843) 525-7070
CITY COUNCIL WORKSESSION AGENDA
February 28, 2023

STATEMENT OF MEDIA NOTIFICATION

"In accordance with South Carolina Code of Laws, 1976, Section 30-4-80(d), as amended, all local media was duly notified of the time, date, place and agenda of this meeting."

WORKSESSION - City Hall, Planning Conference Room, 1st Floor - 5:00 PM

Please note, this meeting will be broadcasted via zoom and live streamed on Facebook. You can view the meeting at the City's page; City Beaufort SC

I. CALL TO ORDER

A. Stephen D. Murray III, Mayor

II. DISCUSSION ITEMS

- A. Interviews of Applicants for Boards and Commissions - Cultural District Advisory Board
- B. Whitehall Park Update
- C. Contributing Structure Process for Historic Preservation
- D. 2023 Community Development Block Grant (CDBG) Priority Needs Assessment
- E. Development Code Text Amendment Meetings

III. EXECUTIVE SESSION

- A. Pursuant to Title 30, Chapter 4, Section (70) (a) (2) of the South Carolina Code of Law: Receipt of Legal Advice - regarding pending contracts
- B. Pursuant to Title 30, Chapter 4, Section (70) (a) (2) of the South Carolina Code of Law: Receipt of Legal Advice - regarding litigation.
- C. Pursuant to Title 30, Chapter 4, Section (70) (a) (2) of the South Carolina Code of Law: Discussion regarding the proposed sale or purchase of property

IV. ADJOURN



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 2/15/2023
FROM: Traci Guldner, City Clerk
AGENDA ITEM TITLE: Interviews of Applicants for Boards and Commissions - Cultural District Advisory Board
MEETING DATE: 2/28/2023
DEPARTMENT: City Clerk

BACKGROUND INFORMATION:

Mitzi McClure and Heidi Smith will be interviewing for the at-large position with the Cultural District Advisory Board.

PLACED ON AGENDA FOR: Discussion

REMARKS:



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 2/21/2023
FROM: Linda D. Roper
AGENDA ITEM
TITLE: Whitehall Park Update
MEETING
DATE: 2/28/2023
DEPARTMENT: Downtown Operations

BACKGROUND INFORMATION:

Stefanie M. Nagid, Passive Parks Manager for Beaufort County will be updating Council on the construction of Whitehall Park and the City of Beaufort's responsibility for maintaining the park.

PLACED ON AGENDA FOR: Discussion

REMARKS:



CITY OF BEAUFORT

DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 2/21/2023
FROM: Curt Freese, Community and Economic Development Director
AGENDA ITEM TITLE: Contributing Structure Process for Historic Preservation
MEETING DATE: 2/28/2023
DEPARTMENT: Community and Economic Development

BACKGROUND INFORMATION:

As part of the Milner update, 54 properties were identified to be added to the contributing structures list. The background and code process is found below:

1. In 1986, the Beaufort Historic District National Register Nomination was amended so the period of significance, starting in 1710 to mid-nineteenth century, would include the period from 1860 to 1935.
2. In 2001, the Beaufort Historic District National Register Nomination was amended so the period of significance, starting in 1710, would include the period of 1935-1950.
3. Currently, the Beaufort Historic District National Register's period of significance is 1710-1950.
4. In 2021, John Milner Architects, Inc., Historic Beaufort Foundation, and City of Beaufort representatives met to begin the update to the contributing structures list. A recommended list was issued in January 2022.
 - a. The update includes a proposal to add 54 properties to the contributing structures list.
 - b. The update notes 26 contributing properties have been demolished since the 2001 Inventory Survey
 - c. The update notes three properties that have been demolished since 2001 Inventory Survey would now be eligible to be added to the contributing if they had not been demolished.
 - d. Photographs and justifications for properties to be added to the contributing structures list are included in the update.
 - e. The contributing structures map is updated to reflect the changes.
5. The HRB held a work session in June to begin discussing the updated survey but didn't reach the halfway point of the document. No decisions were made. The HRB continued their efforts on the preservation manual update.

Code Requirements:

1. Section 10.7.2.B.4 states, "The HRB shall maintain an inventory of historic properties within the City of Beaufort and make such information available to the public. This inventory shall be updated periodically to record structures and buildings that have gained historic or architectural significance, and buildings that no longer contribute to the character of the National Landmark Historic District due to demolition or loss of character."
2. Section 9.11.2 Local Historic District Designation Process states, "Based upon the criteria set forth in this section (9.11), the HRB shall review such proposed designations, and then it shall make a recommendation

regarding the designation to City Council for final approval.

a. Criteria Summary (refer to 9.11.1)

- i. Historic, Cultural Importance
- ii. Architectural or Engineering Importance
- iii. Geographical Importance
- iv. Archaeological Importance

3. Where the Beaufort Code references the 1997 Beaufort County Above Ground Historic Sites Survey it also references “or in the most recent historic resources survey” to ensure the Code doesn’t get outdated.

PLACED ON AGENDA FOR: Discussion

REMARKS:

Staff has developed the following process to add these 54 properties to the contributing structures list.

1. Set target date for Historic Review Board Public Hearing(s) on the contributing structures updated inventory survey.
2. Notify property owners of the scheduled HRB Public Hearing(s) via public notice requirements found in Beaufort Code Section 9.1.4 and 9.1.5. Note that per 9.1.4, local historic district designation does not require a public notice other than public meetings shall be posted and advertised with the media as required by state law. However, given the issue at hand, it is recommended that the public notification include Level 1 (newspaper), Level 2 (sign posted on subject property), and Level 3 (mailed/emailed notice to property owners).
3. Set three public hearings (maybe two) to review the 54 properties.
4. Set agendas for each Public Hearing with addresses included.
 - a. Public Hearing 1: 1-18 addresses
 - b. Public Hearing 2: 19-37 addresses
 - c. Public Hearing 3: 38-54 addresses
5. Conduct each Public Hearing per the below possible agenda:
 - a. Call to Order
 - b. Review of Minutes
 - c. Public Hearing (for properties on the agenda for each specific public hearing)
 - d. HRB decisions on each agenda address – a recommendation to City Council to include the property at _____ address as a contributing resource on the updated 2023 local inventory survey.
 - e. Adjournment
6. Once all addresses have been recommended to City Council, the process will proceed with council.

One of the major issues with this process is whether or not to allow property owners to opt out or not. The opt out varies by community, and would allow the property owner to attend one of these public meetings and make a case for not being included. Staff did reach out to the State Historic Preservation Officer, who recommended against an opt out. However, Staff believes it is important to afford a property owner who purchased or owned the property before significant requirements are placed on the property, the ability to make a case to opt out. In addition, the Historical Review Board will still make their determination of whether the structure satisfies the criteria, and may recommend not opting out for properties they feel have historical significance.

Recommendation:

Approve the process for adding contributing structures.

ATTACHMENTS:

Description

Beaufort County above ground survey

Type

Backup Material

Upload Date

2/24/2023

UPDATE OF THE BEAUFORT COUNTY
ABOVE GROUND HISTORIC SITES SURVEY

BEAUFORT, SOUTH CAROLINA



JOHN MILNER ARCHITECTS, INC.

January 2022

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Properties to be Added to the Contributing List

- 705-709 Bay Street (ca. 1960)
- 903 Bay Street (ca. 1930)
- 921 Bay Street (ca. 1965/ date on list of contributing structures:1970) *
- 1111 Bay Street (ca. 1956)
- 317 Bayard Street (ca. 1940)
- 702 Bladen Street (1900)
- 210 Carteret Street (ca. 1950/ date on list of contributing structures:1970) *
- 301 Carteret Street (ca. 1960)
- 403 Carteret Street (ca. 1960)
- 211 Charles Street (ca. 1947/ date on list of contributing structures:1960)
- 807 Charles Street (ca. 1870)
- 410 Church Street (1929)
- 704 Church Street (1945)
- 701-703 Congress Street (ca. 1950)
- 803 Congress Street (ca. 1950)
- 805 Congress Street (ca. 1950)
- 807 Congress Street (ca. 1930)
- 811 Congress Street (ca. 1950)
- 906 Congress Street (ca. 1950)
- 1215 Congress Street (ca. 1955)
- 1306 Congress Street (ca. 1960)
- 1308 Congress Street (ca. 1960)
- 1510 Congress Street (1925)
- 905 Duke Street (ca. 1920)
- 911 Duke Street (ca. 1950)
- 1108 Duke Street (1900)
- 1306 Duke Street (ca. 1955)
- 1310 Duke Street (ca. 1870-1910)

1501 Duke Street (1915)
1503 Duke Street (1965)
1712 Duke Street (1955)
708 East Street (ca. 1875)
712 East Street (19th century)
803 Greene Street (1948)
912 Greene Street (ca. 1900)
706 Hamilton Street (ca. 1920s)
813 King Street (ca. 1880)
301 Laurens Street (ca. 1870)
416 Newcastle Street (ca. 1900)
805 Newcastle Street (ca. 1950) – address is now 806 Newcastle Street
811 North Street (ca. 1900)
1303 North Street (ca. 1890)
1501 North Street (1879)
510 Port Republic Street (ca. 1825)
608 Prince Street (ca. 1870)
504 Scott Street (ca. 1900)
1211 Washington Street (ca. 1940)
1312 Washington Street (ca. 1955)
1408 Washington Street (ca. 1960)
908 West Street (ca. 1950)
1005 West Street (ca. 1900)
1107 West Street (ca. 1920)
906 Wilmington Street (ca. 1960)
1002 Wilmington Street (1910)

Contributing Properties Demolished since the 2001 Inventory Survey

1012 Charles Street
1002 Church Street
1010 Church Street
908 Congress Street
1012 Congress Street
1211 Congress Street
918 Craven Street
1303 Duke Street
1411 Duke Street
1603 Duke Street
1703 Duke Street
1110 Greene Street
1302 Greene Street
1410 Greene Street
313 King Street
415 Newcastle Street
505 Prince Street
905 Prince Street
1214 Prince Street
912 Washington Street
1111 Washington Street
1203 Washington Street
1205 Washington Street
1307 Washington Street
1310 Washington Street
301 West Street

Eligible Properties Demolished since the 2001 Inventory Survey

903 Bladen Street



214 Scott Street



810 West Street



Photographs and Justifications for Properties to be Added to the Contributing List

705-709 Bay Street (ca. 1960s): Meets age requirement of 50 years; one-story, brick Modernist commercial building contributes to the architecture of the commercial district.



903 Bay Street (ca. 1930): Meets age requirement of 50 years; small, one-story brick commercial building with corbeled brick parapet, recessed entrance and storefront window, contributes to the architecture of the commercial district.



921 Bay Street (ca. 1970): Meets age requirement of 50 years; First Citizen's Bank is a one-story, mid-century modern, brick commercial building, First Citizen's Bank, contributes to the architecture of commercial district. *



1111 Bay Street (ca. 1956): Old Dr. Keyserling Building; meets age requirement of 50 years; fits the vocabulary of the Beaufort Historic District as a one-story commercial building with flat roof, wide overhanging eaves, and large windows.



317 Bayard Street (ca. 1940): meets age requirement of 50 years; fits vocabulary of the Beaufort Historic District as a one-story frame cottage with lateral gable roof, front porch, and pediments above eaves.



702 Bladen Street (1900): meets age requirement of 50 years; fits the vocabulary of the Beaufort Historic District as a two-story, frame dwelling with front-facing gable roof. Building has been restored and the later inappropriate brick addition at front has been removed and pent roof has been added.



210 Carteret Street (ca. 1950): Wren Market meets age requirement of 50 years; one-story Modernist stucco commercial building fits the architectural vocabulary of the commercial district *



301 Carteret Street (ca. 1960): City Loft Hotel meets age requirement of 50 years; contributes to the district's historical significance as the former Lord Carteret Motel (still functioning as a motel), and architectural significance as a two-story building that has been restored with sympathetic materials including a standing seam metal roof.



403 Carteret Street (ca. 1960): Griffin Market meets age requirement of 50 years. It is one of the few intact representative examples of a one-story, mid-century modern structure with original materials (excluding front door).



211 Charles Street (ca. 1947): meets age requirement of 50 years; contributes to the district's historical significance as the former A&P grocery store, with an innovative design that created a small town/downtown grocery store. The A&P grocery store chains, of similar national significance to brands such as Sears and Macy's, operated between 1859 and 2015.



807 Charles Street (ca. 1870): meets age requirement of 50 years; form and massing fit the vocabulary of the Beaufort Historic District as a two-story frame dwelling with south-facing piazza with decorative porch railing, original fenestration, and gable roof.



410 Church Street (1929): meets age requirement of 50 years; the church contributes to the Historic District as a Colonial Revival building in the Georgian style, clapboard-framed church with tall, arched windows and black shutters.



704 Church Street (1945): meets age requirement of 50 years; a good example of workman's housing as a one-story frame dwelling with gable roof, screened-in porch, and original fenestration.



701-703 Congress Street (ca. 1950): meets age requirement of 50 years; fits the architectural vocabulary of the district as a two-story, Modernist CMU block building with flat roof, wide overhanging eaves and original steel windows.



803 Congress Street (ca. 1950): meets age requirement of 50 years; a good example of workman's housing as a one-story frame dwelling of appropriate scale and massing, gable roof, porch, and original fenestration.



805 Congress Street (ca. 1950): meets age requirement of 50 years; a good example of workman's housing as a one-story frame dwelling with appropriate scale and massing, gable roof, porch, and original fenestration.



807 Congress Street (ca. 1930): meets age requirement of 50 years; a good example of workman's housing as a one-story frame dwelling with appropriate scale and massing, original fenestration, and screened-in porch.



811 Congress Street (ca. 1950): meets age requirement of 50 years; a good example of workman's housing as a one-story frame dwelling with appropriate scale and massing, original fenestration, and front porch.



906 Congress Street (ca. 1950): meets age requirement of 50 years; a good example of workman's housing as a one-story frame dwelling with appropriate scale and massing, original fenestration, and front porch.



1215 Congress Street (ca. 1955): meets age requirement of 50 years; one-story CMU dwelling with appropriate scale and massing and screened-in front porch.



1306 Congress Street (ca. 1960): meets age requirement of 50 years; a good example of workman's housing as a one-story frame dwelling with appropriate scale and massing, original fenestration, and front porch.



1308 Congress Street (ca. 1960): meets age requirement of 50 years; fits architectural vocabulary of the district as a one-story frame dwelling with appropriate scale and massing, original fenestration, and front porch.



1510 Congress Street (1925): meets age requirement of 50 years; fits architectural vocabulary of the district as a one-story frame dwelling with original fenestration and restored with appropriate materials.



905 Duke Street (ca. 1920): meets age requirement of 50 years; form and massing fit the vocabulary of the district as a two-story frame dwelling with east-facing piazza with decorative porch railing, original fenestration, and gable roof.



911 Duke Street (ca. 1950): meets age requirement of 50 years; fits architectural vocabulary of the district as a one-story frame dwelling with original fenestration and restored with appropriate materials.



1108 Duke Street (1945): meets age requirement of 50 years; a good example of workman's housing as a one-story frame dwelling of appropriate scale and massing and screened-in porch.



1306 Duke Street (ca. 1955): meets age requirement of 50 years; fits architectural vocabulary of the district as a one-story frame dwelling with original fenestration that has been restored with appropriate materials.



1310 Duke Street (ca. 1870-1910): meets age requirement of 50 years; a good example of workman's housing as a one-story frame dwelling with appropriate scale and massing, original fenestration, and porch.



1501 Duke Street (1915): meets age requirement of 50 years; fits the architectural vocabulary as a one-story frame dwelling with appropriate scale and massing and front porch.



1503 Duke Street (1965): meets age requirement of 50 years; one-story CMU dwelling is a good example of workman's housing with appropriate scale and massing, hip roof, original fenestration and decorative CMU wall.



1712 Duke Street (1955): meets age requirement of 50 years; fits architectural vocabulary of the district as a one-story frame dwelling with original fenestration and appropriate scale and massing.



708 East Street (ca. 1875): meets age requirement of 50 years; fits architectural vocabulary as a two-story frame dwelling with gable roof, original fenestration, and two-story porch.



712 East Street (19th century): meets age requirement of 50 years; fits architectural vocabulary of the district as a one and a half-story frame dwelling with original fenestration, dormers, and front porch.



803 Greene Street (1948): meets age requirement of 50 years; fits architectural vocabulary of the district as a one-story frame dwelling with original fenestration, front porch and sympathetic addition on east side.



912 Greene Street (ca. 1900): meets age requirement of 50 years; fits architectural vocabulary of the district as a two-story frame dwelling with original fenestration, front porch, and brick chimney. The dwelling has been restored to its original appearance with appropriate materials.



706 Hamilton Street (ca. 1920s): meets age requirement of 50 years; one-story building with standing-seam metal roof.



813 King Street (ca. 1880): meets age requirement of 50 years; fits architectural vocabulary of the district as a two-story frame dwelling with original fenestration and two-story porch. The dwelling has been restored to its original appearance with appropriate materials.



301 Laurens Street (ca. 1870): meets age requirement of 50 years; fits architectural vocabulary of the district as a two-story frame dwelling with gable roof, original fenestration, and two-story porch.



416 Newcastle Street (ca. 1900): meets age requirement of 50 years; fits the architectural vocabulary of the district as a two-story frame building; originally a school that has been converted into an inn.



805 Newcastle Street (ca. 1950): meets age requirement of 50 years; fits the architectural vocabulary of the district as a one-story frame dwelling with original fenestration and reconstructed front porch. Has been altered with appropriate materials. Note: address is now 806 Newcastle Street



811 North Street (ca. 1900): meets age requirement of 50 years; fits the architectural vocabulary of the district as a two-story frame dwelling with original fenestration, and two-story porch.



1303 North Street (ca. 1890): meets age requirement of 50 years; fits the architectural vocabulary as a one and a half-story frame dwelling with original fenestration and front porch; dormers and garage are later additions and while they are not the correct size and massing, they do not detract from the other qualities that make this building eligible to be included in the district.



1501 North Street (1879): meets age requirement of 50 years; fits the architectural vocabulary of the district as a two-story, Federal style frame dwelling with portico, paneled door, decorative fanlight and sidelights.



510 Port Republic Street (ca. 1825): meets age requirement of 50 years; fits the architectural vocabulary of the district as a two-story, Federal style frame dwelling with original fenestration and double-set of stairs.



608 Prince Street (ca. 1870): meets age requirement of 50 years; fits the architectural vocabulary of the district as a two-story frame dwelling with original fenestration and front porch. Dwelling has been restored with appropriate materials.



504 Scott Street (ca. 1900): meets age requirement of 50 years; fits the architectural vocabulary of the district as a one-story frame dwelling with original fenestration and front porch.



1211 Washington Street (ca. 1940): meets age requirement of 50 years; fits the architectural vocabulary of the district as a one-story dwelling with original fenestration and front porch.



1312 Washington Street (ca. 1955): meets age requirement of 50 years; a good example of workman's housing as a one-story frame dwelling that has been appropriately modified.



1408 Washington Street (ca. 1960): meets age requirement of 50 years; fits the architectural vocabulary of the district as a one-story frame dwelling with appropriate scale and massing and original fenestration.



908 West Street (ca. 1950): meets age requirement of 50 years; fits the architectural vocabulary of the district as a one-story frame dwelling, original fenestration and front porch.



1005 West Street (ca. 1900): meets age requirement of 50 years; form and massing fit the vocabulary of the district as a two-story frame dwelling with two-story, south-facing piazza and original fenestration.



1107 West Street (ca. 1920): meets age requirement of 50 years; fits the architectural vocabulary of the district as a one-story frame dwelling that has been restored with appropriate materials.



906 Wilmington Street (ca. 1960): meets age requirement of 50 years; fits the architectural vocabulary of the district as a one-story frame dwelling with original fenestration, front porch, and exposed rafter tails.



1002 Wilmington Street (1910): meets age requirement of 50 years; fits the architectural vocabulary of the district as a one-story frame dwelling with front porch; the dwelling has been restored with appropriate materials.



Note: Properties noted with an * indicate that they are within the current 50-year-old period (from today's date) but were not included in the original survey.

Beaufort Historic Preservation Plan Update - Contributing Bldgs. Beaufort, South Carolina

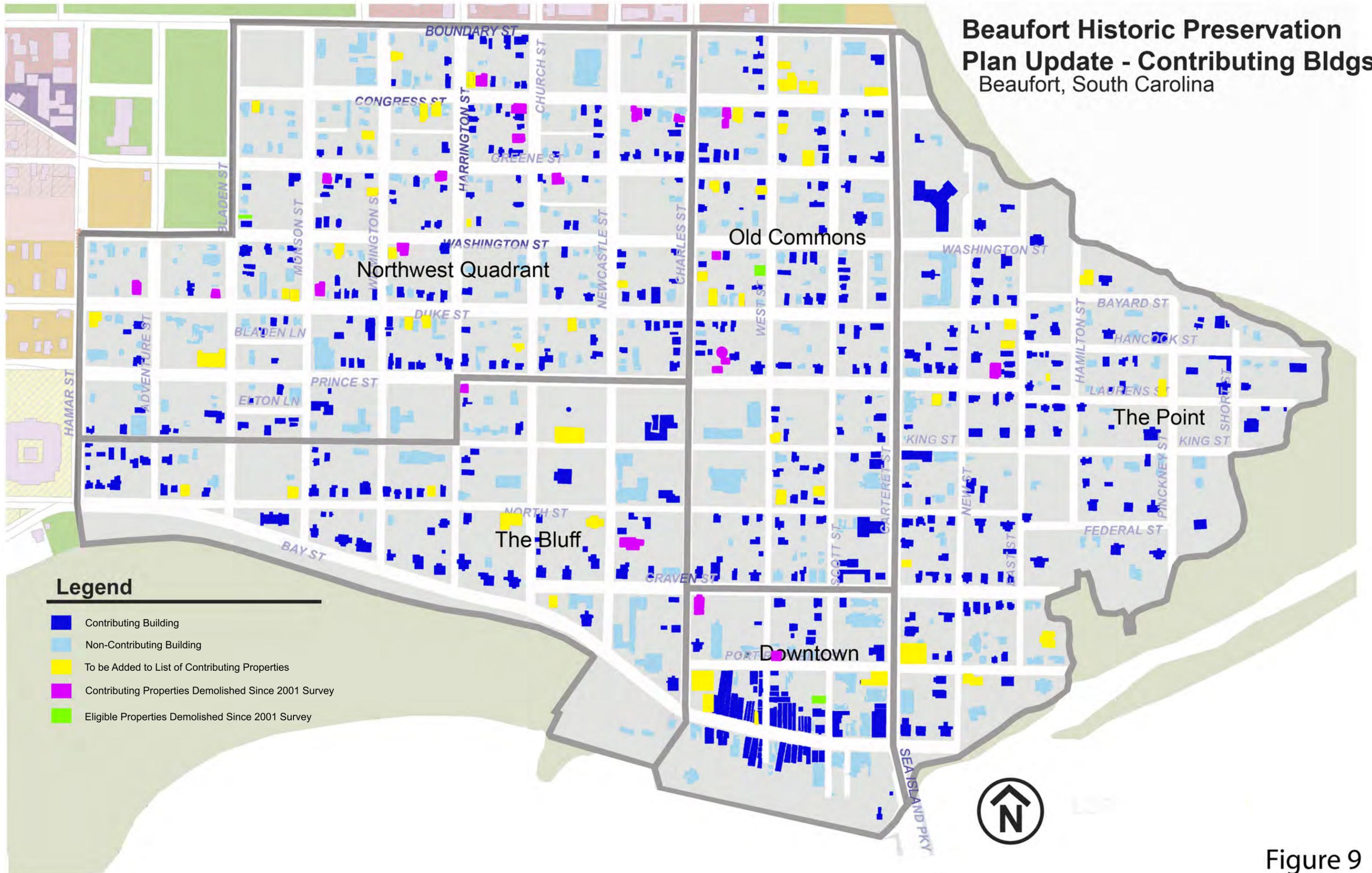


Figure 9



CITY OF BEAUFORT

DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 2/23/2023
FROM: Carrie Gorsuch
AGENDA ITEM TITLE: 2023 Community Development Block Grant (CDBG) Priority Needs Assessment
MEETING DATE: 2/28/2023
DEPARTMENT: City Managers Office

BACKGROUND INFORMATION:

The SC CDBG Program is designed to provide assistance to units of local government in improving economic opportunities and meeting community revitalization needs, particularly for persons of low and moderate income (LMI). The CDBG Community Development Program Opportunities chart describes the program categories, types of projects, funds available, and deadlines. Projects from across the state compete for funding. Citizens may make suggestions to the locality to be considered in the planning process. Early each year, a Needs Assessment Public Hearing is held in each locality to determine the needs of the community. (See Attachment - 2023 CDBG Public Hearing Presentation and public notice - City of Beaufort)

The three overarching goals of the CDBG program are to provide decent housing, economic opportunities and a suitable living environment. Within the context of these goals, each project must also meet one of three outcomes identified by HUD: affordability, accessibility, or sustainability. Each activity must address at least one of the three National Objectives of the CDBG program: (1) benefit low and moderate income ("LMI") persons, (2) aid in the prevention or elimination of slums and blight, and (3) meet other urgent community needs posing a serious threat to the health or welfare of the community, where other financial resources are not available to meet such needs. The South Carolina CDBG Program has been designed to give maximum priority to activities that will benefit LMI persons. As required by Title I, the State of South Carolina is certifying to HUD that at least 70 percent of the total CDBG funds received by the State during the three year period from 2023 through 2025 will be used to provide benefits to persons from LMI families. (See Attachment - SC Dept. of Commerce CDBG Program Description 2023)

PLACED ON AGENDA FOR: Discussion

REMARKS:

Last Council Resolution was R-3-20 - 2020 (See Attached)

2021 and 2022 submittals were unchanged from 2020 resolution. See attached email: (Housing and Streetscapes changed positions from 20-21)

Outstanding CDBG Projects and Status:

Spanish Moss Trail - \$200,000 - CDBG Category Special Projects (This category has changed for 2023) Pass through to Beaufort County, originally awarded 12/7/2020 - two year grant. Just extended on 2/15/2023 for new completion date of 12/31/2023. Project is in design with Beaufort County awaiting SCDOT approval.

Calhoun Street - \$750,000 - originally awarded 11/22/2021, two year grant. Current deadline is 11/30/2023. CDBG Category Community Enrichment. City is the recipient. Project is in design, finalizing the utility plan set and easement acquisition before it can be bid.

Washington Street Park - \$250,000 - CDBG Category Spacial Projects Awarded 12/2022, two year grant. (this category has changed for 2023) City is the recipient. Project is in Phase 1 environmental review, proposals from city IDC contractors are due Feb 28th for the review.

CDBG rules are that the city can only have 3 outstanding CDBG projects at once. However, City staff has been advised by LowCog and SC Commerce that the city can request a waiver to apply for a fourth grant. In order to apply for funds that will be applied to the Downtown/Point drainage project that meet LMI (two segments of the project appear to meet LMI requirements) we have to have this needs assessment completed, and the waiver application in by March 17th, 2023.

Staff recommends no change in the priorities and recommends approval of the resolution at tonights regular meeting of council in order to facilitate application for the waiver and for application for funds for the drainage project. (see attached resolution 2023 CDBG Needs Assessment)

ATTACHMENTS:

Description	Type	Upload Date
2023 CDBG Public Hearing Presentation - City of Beaufort	Backup Material	2/23/2023
Public Hearing Notice - 2023 CDBG Needs Priority Assesment City of Beaufort	Backup Material	2/23/2023
SC Dept. of Commerce CDBG Program Description 2023	Backup Material	2/23/2023
2020 CDBG Needs Assesment Resolution	Backup Material	2/23/2023
2020 - 2021 - 2022 Needs Assesment Email	Backup Material	2/23/2023
Resolution Adopting CDBG needs assesment priorities	Cover Memo	2/23/2023

2023
Community Development
Block Grant (CDBG)

Program Year: April 1, 2023 – March 31, 2024

Community and Economic Development
Strengthening People Strengthening Communities



www.lowcountrycog.org

FAIR HOUSING IS THE LAW

Also, as a part of the requirements of the program, the locality is expected to undertake activities that promote Fair Housing. Title VIII of the Civil Rights of 1968 stipulates that we all have the right to be treated fairly regardless of our **race, color, religion, sex, disability, familial status, or national origin.**



In the sale and rental of housing
In residential real estate transactions
In the provision of brokerage services

If you believe that you have been a victim of discriminatory housing practices, you have avenues by which the matter can be investigated.



The City of Beaufort and Lowcountry Council of Governments are committed to Fair Housing.

For more information contact

LCOG at (843) 473-3990.

The SC CDBG Program is designed to provide assistance to units of local government in improving economic opportunities and meeting community revitalization needs, particularly for persons of low and moderate income (LMI).

LMI QUALIFIED

Beaufort County

1 Person

2 People

3 People

4 People

5 People

\$48,550

\$55,500

\$62,450

\$69,350

\$74,900

The CDBG program has been funded through the State since 1982 by the US Department of Housing and Urban Development (HUD) under Title I of the Housing Community Development Act of 1974 as amended (Title I).

**The CDBG program is administered by
the S C Department of Commerce,
Division of Grants Administration**

**The allocation for 2023 is approximately
\$19,740,854.**

SC STATE CONSOLIDATED PLAN FOR HOUSING AND COMMUNITY DEVELOPMENT

Draft 2023 Action Plan

Written comments on the plan can be submitted from
[January 9 - February 7, 2023](#).

Email: lross@sccommerce.com

Mail: SC Department of Commerce
Grants Administration
1201 Main Street, Suite 1600
Columbia, SC 29201

GRANT PROGRAM CATEGORIES

There are three broad grant program categories:

- **Community Development**
- **Business Development**
- **Regional Planning**

:

COMMUNITY DEVELOPMENT PROGRAM

COMMUNITY INFRASTRUCTURE \$10,948,629
APPLICATION REQUEST March 17, 2023 APPLICATION DEADLINE April 17, 2023
WATER
SEWER
DRAINAGE
ROADS
MINIMUM FUNDING AMOUNT - \$50,000 MAXIMUM FUNDING AMOUNT - \$1,000,000

LOCAL PRIORITIES \$1,000,000
APPLICATION REQUEST August 15, 2023 APPLICATION DEADLINE September 15, 2023
ECONOMIC DEVELOPMENT
PUBLIC HEALTH & SAFETY, QUALITY OF LIFE, AND SUSTAINABILITY
RESILIENCY AND NARROW THE DIGITAL DIVIDE
MINIMUM FUNDING AMOUNT - \$50,000 MAXIMUM FUNDING AMOUNT - \$300,000

COMMUNITY ENRICHMENT \$3,000,000
APPLICATION REQUEST August 15, 2023 APPLICATION DEADLINE September 15, 2023
BROWNFIELD PROJECTS/DEMOLITION OBSOLETE BUILDINGS
DOWNTOWN STREETScape IMPROVEMENTS*
PLANNING FOR REGIONAL INFRASTRUCTURE (\$25,000 maximum)
LIBRARIES
PUBLICLY OWNED FACILITIES
TRANSPORTATION-ORIENTED PUBLIC FACILITIES
PUBLIC SAFETY FACILITIES/SERVICES
DEMOLITION VACANT, DILAPIDATED STRUCTURES TO ADDRESS/SUPPORT CRIME PREVENTION
FIRE SUBSTATIONS OR FIRE TRUCKS
HEALTH CLINIC FACILITIES/EQUIPMENT
PUBLIC FACILITY MODIFICATIONS
NEW SIDEWALKS IN LMI AREAS
MINIMUM FUNDING AMOUNT - \$50,000 MAXIMUM FUNDING AMOUNT - \$750,000

READY TO GO \$600,000
APPLICATION REQUEST ONGOING APPLICATION DUE 30 DAYS AFTER REQUEST
ACTIVITIES LISTED IN COMMUNITY INFRASTRUCTURE & COMMUNITY ENRICHMENT
MINIMUM FUNDING AMOUNT - \$50,000 MAXIMUM FUNDING AMOUNT - \$500,000* (*maximum waiver available)
NATIONAL OBJECTIVE
•Benefit low-to-moderate income (“LMI” Persons
•Aid in the prevention or elimination of slums or blight
•Meet other urgent community needs posing a serious threat to the health or welfare of the community

NEIGHBORHOOD REVITALIZATION \$1,000,000- MUST HAVE A PLAN
APPLICATION REQUEST August 15, 2023 APPLICATION DEADLINE September 15, 2023
INFRASTRUCTURE - WATER, SEWER, ROADS, DRAINAGE
PUBLIC FACILITIES (SIDEWALKS, SECURITY LIGHTING, CAMERAS, POLICE SUBSTATIONS)
HOUSING - INFRASTRUCTURE TO SUPPORT AFFORDABLE HOUSING
HOUSING - LIMITED EXTERIOR ONLY
DEMOLITION AND CLEARANCE OF VACANT/DILAPIDATED PROPERTIES
PUBLIC SERVICES (CRIME WATCH PROGRAM, DRUG/GANG EDUCATION, AWARENESS/PREVENTION PROGRAMS)
MINIMUM FUNDING AMOUNT - \$50,000 MAXIMUM FUNDING AMOUNT - \$750,000

10% MATCH REQUIREMENT FOR ALL PROJECTS

GRANT PROGRAM CATEGORIES

Business Development Program: \$2,000,000

This program provides financial resources for local governments to pursue opportunities that create new jobs, retain existing employment, stimulate private investment, and revitalize or facilitate the competitiveness of the local economy. Funding will be prioritized based on the following order:

1. New or expanding businesses tied to job creation
2. Area economic development activities not associated with job creation
3. New or expanding local businesses that provide essential goods and services in predominately LMI communities

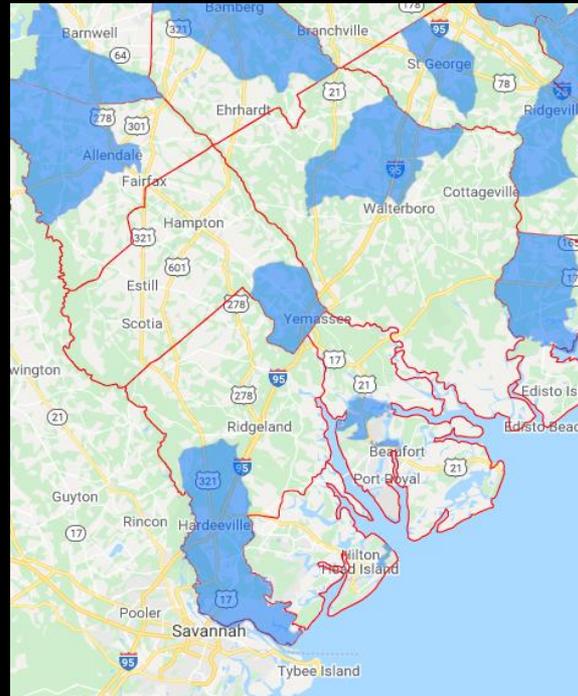
Regional Planning Program: \$500,000

This program is designed to provide CDBG funds to Councils of Governments to assist local governments in developing plans and building local community development capacity.

State TA & Admin: \$ 692,225

OPPORTUNITY ZONES

Projects located in Opportunity Zones will receive an additional 10 bonus points (scopportunityzone.com)



PERFORMANCE THRESHOLD

A unit of local government can apply for an additional Community Development grant if it has no more than two open CDBG grants (excluding Business Development or Regional Planning grants).

However, the open grants must not have exceeded a **30-month grant period**.

PERFORMANCE THRESHOLD

No more than one Neighborhood Revitalization/Village Renaissance or streetscape project.

No more than one Ready to Go project.

No more than one project for the same general target area/neighborhood open at the same time, unless the current project is under construction.

BEAUFORT COUNTY/ LOWCOUNTRY **REGIONAL HOME CONSORTIUM**

The Beaufort County/Lowcountry Regional HOME Consortium (LRHC) is comprised of the following counties: Beaufort, Colleton, Hampton, and Jasper and all 21 municipalities in the region.

BEAUFORT COUNTY/ LOWCOUNTRY REGIONAL HOME CONSORTIUM

TOP THREE OBJECTIVES:

- 1. Rehabilitation of substandard housing**
- 2. Increase accessibility to adequate and affordable housing**
- 3. Support the development and availability of safe, decent, and affordable housing**

BEAUFORT COUNTY/ LOWCOUNTRY **REGIONAL HOME CONSORTIUM**

Beaufort, Hampton, Colleton and Jasper Counties have areas that are in need of affordable housing, rehabilitation of substandard housing, and demolition of vacant/dilapidated houses.

As the housing stock ages, there becomes a greater need for rehabilitation of substandard houses and the number of vacant/dilapidated houses increases while increasing the number of persons at risk for homelessness.

Please give us a list of the priority housing needs for your area to be considered in our upcoming 2023-2024 Annual Action Plan to be submitted to HUD by April 28, 2023.

CDBG & HOME Notice of Public Hearing Concerning Needs Assessment**City of Beaufort**

NOTICE IS HEREBY GIVEN that on Tuesday, January 24, 2023, at 7:00 p.m., City of Beaufort will hold a public hearing to solicit public input on community needs and priorities for housing, public facilities, economic development, and respond to Covid-19 and Omicron Variant. At this public hearing City of Beaufort will provide the results of its needs assessment and the activities which might be undertaken to meet identified needs, including the estimated amount proposed to be used for activities that will benefit persons of low and moderate income. Due to the Covid-19 pandemic, Beaufort City Council will be holding the meeting in person and/or electronically via Zoom at <https://us02web.zoom.us/j/85038562309?pwd=c0JUQ1EvVXJ0cDZLbGtxK1hRRlc1UT09> Passcode: 927255. Webinar ID: 850 3856 2309. The meeting will also be broadcasted via livestream on Facebook at the City's page (www.facebook.com/CityBeaufortSC/). Individuals who would like to participate in public comment can do so at the meeting or via Zoom.

The City will also discuss matters related to housing needs and Affirmatively Furthering Fair Housing in anticipation of participation in the Beaufort County/Lowcountry Regional HOME Consortium funded by the US Department of Housing and Urban Development (HUD).

This public hearing and the matters to be discussed are subject to the provisions of the City's Citizen Participation Plan, developed in anticipation of participation in the State of South Carolina's Community Development Block Grant (CDBG) Program, providing for the participation of the citizens of the City in the planning and implementation of community and economic development projects which will involve CDBG funds. The Citizen Participation Plan is available for review at City Hall, 1911 Boundary Street, Beaufort, SC, 29902 Monday through Friday between the hours of 9:00a.m. and 5:00p.m. Persons with questions or comments concerning the public hearing or the Citizen Participation Plan may contact Barbara Johnson, Lowcountry Council of Governments, PO Box 98, Yemassee, SC 29945, (843) 473-3990.

City of Beaufort does not discriminate on the basis of race, age, color, religion, sex, national origin, familial status, limited English proficiency or disability in the admission or access to, or treatment or employment in its federally assisted programs or activities. Ivette Burgess, City of Beaufort, 1911 Boundary Street, Beaufort, SC 29902, (843) 525-7070, has been designated to coordinate compliance with the nondiscrimination requirements contained in the U. S. Department of Housing and Urban Development's regulations.

Note: Assistance will be provided to accommodate the special needs of disabled or limited English proficient persons upon request with a forty-eight-hour notice.

Nota: Se proporcionará asistencia para acomodar las necesidades especiales de personas discapacitadas o con dominio limitado del inglés previa solicitud con un aviso de cuarenta y ocho horas.



Community Development Block Grant

Program Description

Program Year

April 1, 2023 - March 31, 2024

Public Comment Draft

**State of South Carolina
Department of Commerce
Grants Administration**

South Carolina

**State of South Carolina
Department of Commerce
Grants Administration**

**1201 Main Street, Suite 1600
Columbia, South Carolina 29201**

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www.cdbgSC.com

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POLICY OF NON-DISCRIMINATION

The State of South Carolina does not discriminate on the basis of age, race, color, religion, sex, national origin, disability or familial status in the admission or access to, or treatment or employment in, its federally assisted programs or activities. Barry Butler, Department of Commerce, Grants Administration, 1201 Main Street, Suite 1600, Columbia, SC 29201, Phone (803) 734-0429 (VOICE), (803) 734-0555 (TTY 711), or email bbutler@sccommerce.com has been designated to coordinate compliance with the non-discrimination requirements of the CDBG program.

Overview

The South Carolina Community Development Block Grant (CDBG) Program is designed to provide assistance to units of general local government in improving economic opportunities and meeting community revitalization needs, particularly for persons of low and moderate income. The CDBG program has been funded through the State since 1982 by the U.S. Department of Housing and Urban Development (HUD) under the Housing and Community Development Act of 1974, as amended (Title I).

The CDBG program is governed by Title I of the Housing and Community Development Act of 1974, as amended, and its implementing regulations for the State Program at 24 CFR Part 570, Subpart I. All CDBG activities must be carried out in accordance with the requirements of Title I, Subpart I, the State Consolidated Plan and this Program Description.

Grants Administration, a division of the SC Department of Commerce, administers the annual allocation from HUD for the CDBG program. Throughout this Program Description, the term "State" generally refers to the entity administering the CDBG program, i.e., Grants Administration.

In the following sections, a description of the State of South Carolina's CDBG Program is presented along with the amount of funds available and the method of distribution of those funds. Also presented are the categories of grants to be made available, selection criteria, eligible activities, and the eligibility requirements for applicants.

The State will conduct workshops to assist local governments and other interested parties in the preparation of grant applications and the administration and management of funded projects in accordance with program requirements. In addition, the State is available to provide technical assistance to local governments and non-profit organizations regarding the CDBG program.

CDBG Program Goals and Outcomes

The Department of Commerce seeks to improve the well-being of all South Carolinians in a manner that supports and enhances a high quality of life. The State CDBG Program supports the agency's efforts to strengthen communities through revitalization and improvement of neighborhoods, public infrastructure, and the local economy.

In an effort to effectively target resources and ensure program accountability, the CDBG program has incorporated a focus on project outcomes. Shrinking resources on the national and state levels require that programs provide concrete evidence that their investments are resulting in the desired outcomes.

The three overarching goals of the CDBG program are to provide decent housing, economic opportunities and a suitable living environment. Within the context of these goals, each project must also meet one of three outcomes identified by HUD: affordability, accessibility, or sustainability.

National Objectives

Each activity must address at least one of the three National Objectives of the CDBG program: (1) benefit low and moderate income (“LMI”) persons, (2) aid in the prevention or elimination of slums and blight, and (3) meet other urgent community needs posing a serious threat to the health or welfare of the community, where other financial resources are not available to meet such needs. The South Carolina CDBG Program has been designed to give maximum priority to activities that will benefit LMI persons. As required by Title I, the State of South Carolina is certifying to HUD that at least 70 percent of the total CDBG funds received by the State during the three year period from 2023 through 2025 will be used to provide benefits to persons from LMI families.

For activities that address benefit to LMI persons, at least 51 percent of the beneficiaries must be from LMI families, except that single-family housing activities must benefit 100 percent LMI. The definition of LMI used in the State's CDBG program is as follows:

Non-metropolitan counties

Low and moderate income levels will be determined by eighty percent (80 percent) of the higher of the following: The median family income for the county of residence or the statewide non-metropolitan median family income, whichever is higher.

Metropolitan counties

Low and moderate income levels will be determined on the basis of eighty percent (80 percent) of the entire Metropolitan Statistical Area (MSA) median family income.

HUD adjusts median family income levels for family size. The State will provide CDBG applicants and recipients with the latest available HUD data, and this must be used to determine which persons qualify at the time of assistance as being from low and moderate income families. When conducting limited clientele activities, the following persons are also presumed to be LMI by HUD (absent evidence to the contrary): abused children, elderly persons, battered spouses, homeless persons, severely disabled adults, illiterate adults, migrant farm workers, or persons living with AIDS.

Applications that address the third national objective of imminent threat to the health or welfare of the community must comply with the requirements shown below:

- Applications must contain a certification of imminent health threat from the Commissioner of the South Carolina Department of Health and Environmental Control (DHEC), or the Governor must have made a declaration of emergency.
- Conditions which pose a serious and immediate threat must be of recent origin or must have recently become urgent. A condition will generally be considered of recent origin if it developed or became critical within eighteen (18) months preceding the submission of an application. The application may not address conditions that have become serious due to a lack of maintenance of an existing facility or improvement.
- The applicant must demonstrate that it lacks the resources to effectively address the imminent threat and other sources of funding are not reasonably available.

Eligible Applicants

Under Title I, all units of general local government are eligible to apply for CDBG financial assistance with the exception of the eleven large cities and seven urban counties that participate in the CDBG Entitlement program and receive CDBG funds directly from HUD. The ineligible cities include: Aiken, Anderson, Charleston, Columbia, Florence, Greenville, Hilton Head Island, Rock Hill, Spartanburg, Summerville and Sumter. The HUD designated urban counties are Berkeley, Charleston, Greenville, Spartanburg, Horry, Lexington and Richland. Unincorporated areas of the designated urban counties, and any municipalities within the county that choose to participate with the county, are also not eligible. As of December 2020, ineligible municipalities include all in Greenville County, most in Charleston County, and Myrtle Beach in Horry County. However, municipalities located within an urban county should contact the urban county or the State for an eligibility determination.

For any application to be considered for funding, the applicant must comply with the requirements of this Program Description as well as applicable federal regulations and state requirements and submit a complete and acceptable application.

Types of Applications

Individual Application

A unit of local government generally may apply for only one project per application and funding category, and that project must be designed to address an identified priority need of the jurisdiction. The single project requirement may be waived if Grants Administration determines that there is an overriding administrative and/or cost benefit to undertaking separate projects under one grant or program.

Joint Application

Eligible applicants may apply jointly for projects to alleviate common problems or address mutual need(s) when it is documented that mutual action is required or when it is in the best interests of all applicants. Additionally, a joint application may be required if a significant portion of the project beneficiaries are located outside the applicant's jurisdiction. The necessity or appropriateness for mutual action must be acknowledged by Grants Administration prior to the submission of an application.

A joint application will be funded as a multi-jurisdictional award and must include an agreement written in accordance with HUD and Grants Administration procedures which:

- States that the parties have agreed to cooperate in undertaking the project,
- Delineates the responsibilities and authorities of each party with respect to the administration of the grant, and
- Authorizes one of the parties to be the recipient of the funds and have primary administrative responsibility.

Applicants proposing to submit joint applications should contact Grants Administration for further instructions. The lead jurisdiction in a joint application must comply with program threshold requirements. Each participating jurisdiction is required to comply with all citizen participation requirements, certifications and other Title I requirements, as applicable.

Applications for Areas Outside Municipal Jurisdiction

Activities must significantly benefit residents of the applicant jurisdiction and the applicant must determine that the activities will meet a priority need. This determination should be documented in the needs assessment and public hearing. For an activity to significantly benefit the residents of the applicant jurisdiction, CDBG funds expended must not be unreasonably disproportionate to the benefits of the applicant's residents. Where activities significantly benefit another jurisdiction or mutual action is required, a County may apply jointly with a municipality to address the needs of areas outside the jurisdiction of a municipality. Please contact Grants Administration if a project is not wholly within the proposed applicant's jurisdiction. It is also permissible for a County to undertake a project in a municipality without meeting the requirements of a joint application, since the County's jurisdiction includes the municipality.

Applications Involving an Entitlement Jurisdiction

Generally, State CDBG funds may not be spent in entitlement communities. Residents of entitlement jurisdictions may only receive an incidental benefit from a State CDBG funded activity. For projects submitted by eligible State CDBG program applicants that also incidentally benefit entitlement areas:

- The applicant must determine that the proposed activity meets a priority need,
- All but incidental beneficiaries must be documented as residing in the non-entitlement area,
- The project must be consistent with the Entitlement's Consolidated Plan, and
- The Entitlement may be required to provide a share of the total project cost equal to the proportion of Entitlement benefit.

Single or Multiple Activity Projects

Applications may be submitted for single or multiple activity projects, depending on the program category. For the Community Development Program, multiple activity projects may only be undertaken in a target area or neighborhood, and all activities must be interrelated. The needs of the neighborhood being addressed should be included in the applicant's needs assessment and the proposed outcome of the activities should determine the appropriate program category. It is recommended that applicants proposing multiple activities seek technical assistance from Grants Administration staff prior to applying for funding.

Eligible Activities

Units of local government may apply for assistance under the appropriate grant program category to undertake any of the activities specified in Section 105(a) of Title I, as amended. A copy of Title I, as amended, is available from the State.

Examples of the types of activities that are eligible for CDBG funding are as follows: acquisition of real property; construction of public facilities and improvements; rehabilitation of residential and non-residential structures; limited provision of public services; assistance to neighborhood-based non-profit organizations, local development corporations or for-profit entities to carry out economic development activities; demolition and clearance; removal of architectural barriers; and CDBG eligible planning and administration.

General Requirements

Applications

In order to be considered for CDBG funding, units of local government must submit an acceptable application that meets all federal and state program requirements. A local government may obtain an application by submitting to Grants Administration a written request from the chief elected or chief administrative official of the local government. The Application Request contains a brief description of the proposed project, the number of proposed beneficiaries and an estimate of the percentage of beneficiaries who are LMI (if appropriate), the project location, total project costs, all funding sources, the amount of CDBG funds to be requested and the proposed use of such funds. Grants Administration may request a meeting with the potential applicant or conduct a site visit to determine eligibility and feasibility prior to mailing an application. Deadlines for applications to be submitted for consideration are specified in each program category described in this Program Description or as indicated when the application is mailed to the applicant.

Citizen Participation

Units of local government wishing to participate in the CDBG program must provide for participation by citizens in the planning and implementation of any project involving CDBG funds. Units of local government are required to develop and follow a written citizen participation plan, to conduct a community needs assessment to identify the community revitalization and economic development needs of the local government and LMI persons, and to hold public hearings regarding these identified needs and proposed and completed activities in accordance with the federal and state program requirements and guidelines.

Performance Thresholds

In order to participate in the CDBG program, a unit of local government must be able to meet certain performance threshold requirements for CDBG funds previously awarded. These requirements are detailed in the descriptions of each grant category in this Program Description. Grants Administration may waive the threshold requirements where circumstances beyond the control of the applicant were directly responsible for such requirements not being met or in the event of an urgent and compelling need for immediate assistance, such as an imminent health threat to the public or a state or federally declared disaster.

Certifications and Disclosures

All applicants for funding under the State CDBG program are required to comply with the provisions in Title I and other applicable federal and state laws and regulations. Lead applicants must also provide certifications and disclosures regarding the amount of assistance sought from Grants Administration and other government entities during the federal fiscal year, the financial interests of persons involved in the activities, the sources of funds to be made available for the activities and how such funds will be used as well as any known, potential conflicts of interest.

Residential Anti-displacement and Relocation Assistance Plan

The State certifies that it will undertake activities that minimize the displacement of persons or businesses. CDBG funds should not be used to carry out activities that result in displacement unless there is a public health or safety threat. Local governments must also make such certification and must demonstrate that there are no other feasible alternatives.

Section 104(d) provides that a grant funded under CDBG may be made by the State only if the applicant certifies that it is following a "residential anti-displacement and relocation assistance plan" (the Plan). The Plan must contain at least two components: (1) a requirement to replace all LMI dwelling units that are demolished or converted to a use other than LMI housing as a direct result of CDBG assistance; and, (2) a relocation assistance component (which also addresses the applicant's efforts to minimize the displacement of persons). Both components must meet the HUD requirements at 24 CFR 570.488.

Grants Administration will not require the Plan to be submitted with an application unless CDBG activities that would involve the Plan are proposed to be undertaken. The State CDBG Program Implementation Manual provides guidance on the preparation of the Plan.

Application Assistance

The State publishes Application Guidelines and annually provides technical assistance to help potential applicants in applying for CDBG funding. The Application Guidelines are included on the website www.cdbgsc.com.

Access to State Records and Program Information

The procedures for the review of State CDBG records are in accordance with the Freedom of Information and Privacy Acts. Records related to the use of CDBG funds administered by the State are available for public review upon request at the SC Department of Commerce, Grants Administration, 1201 Main Street, Suite 1600, Columbia, SC 29201 between 8:30 a.m. and 5:00 p.m., Monday through Friday. Persons wishing to review such records or who would like additional information on the CDBG program should contact Grants Administration, Phone: (803) 734-0429 (VOICE) or (803) 734-0555 (TTY 711).

Funding Distribution

The State of South Carolina estimates it will receive \$19,740,854 as its 2023 CDBG allocation from HUD. Based on this estimated 2023 funding, the State plans the distribution shown below. (Note that italicized amounts are breakdowns of the Community Development Program total amount.)

Category	Amount
Community Development Programs	
■ <i>Community Infrastructure*</i>	<i>\$10,948,629</i>
■ <i>Community Enrichment*</i>	<i>\$3,000,000</i>
■ <i>Neighborhood Revitalization*</i>	<i>\$1,000,000</i>
■ <i>Local Priorities*</i>	<i>\$1,000,000</i>
■ <i>Ready to Go</i>	<i>\$600,000</i>
Business Development Program	\$ 2,000,000
Regional Planning Program	\$ 500,000
State Technical Assistance (1%)	\$ 197,408
State Administration (2% of allocation + \$100,000)	\$ 494,817
Total Estimated 2023 CDBG Allocation	\$19,740,854

* *If the actual 2023 allocation is less than estimated, Community Infrastructure funding will be reduced by that amount. If the 2023 allocation is more than estimated, Fall Funding round programs will be increased proportionately.*

At the end of the Spring funding round, or the Community Infrastructure program round, any remaining funds will become available as additional funding for the Fall funding round programs (Community Enrichment, Neighborhood Revitalization and Local Priorities). Also, up to ten percent may be reallocated among any of the grant categories to address the State's program priorities and local needs as identified by the Secretary of the Department of Commerce. In the event of a federal or state declared disaster or emergency, up to ten percent of the State's unobligated allocation may be reallocated to address the needs of the disaster consistent with Title I. Any Department of Commerce requirements, thresholds, or limits may be waived at the discretion of the State in the event of a disaster. Priority consideration will be given to projects that address the immediate needs of LMI persons as a result of the disaster.

Administration and Technical Assistance

The State may not use more than twenty percent of the total annual allocation for planning and general administrative costs carried out by units of local government and the State. Section 811 of the Housing and Community Development Act of 1992 includes a provision that allows the State to use one percent of its allocation to provide technical assistance to local governments and non-profit program recipients. The State intends to use such funds to provide technical assistance to units of local government, non-profits, and other interested parties on community and

economic development issues. There will be an emphasis on the provision of technical assistance for local governments.

Assistance will include one-on-one advice and guidance, training workshops and manuals, and best practices exchanges. On-site assistance will be provided for identification of community needs, planning, project development, project implementation and meeting federal and state program compliance requirements. Funds will also be used to conduct workshops to assist interested parties in applying for and implementing CDBG funded projects.

Distribution of Additional Allocations, Reallocated, Recaptured and Remaining Funds

Additional allocations are any funds HUD adds to the State's original grant award for any given year. Reallocated funds are those funds that HUD has recaptured from a grantee and reallocated to the State. Recaptured funds are funds the State receives back from a grantee as a result of disallowed costs, deobligation or termination of CDBG funding.

Remaining funds consist of any funds that have not been awarded at the completion of a program category funding cycle, or one year after such funds were granted to the State, or at the time the State is awarded its next regular allocation by HUD. This may occur due to an insufficient number of acceptable applications being received by the State in a particular funding category or as a result of insufficient funds remaining in a funding category to fully fund another acceptable application.

It is estimated that \$6 million in such funds may be available for distribution. At the discretion of Grants Administration, any additional allocations, reallocated, recaptured or remaining funds described in this or any prior year's Program Statement or Description may be awarded in any grant category described in this Program Description or the applicable prior year's Program Statement or Description. Generally such funds will be awarded in the program categories where applications for eligible and fundable projects exceed available funds. Funds may also be awarded for eligible projects submitted though not funded through other Commerce or related programs. Eligible applicants with potentially CDBG eligible projects may be invited to apply for CDBG funds. All CDBG requirements apply, and applications will be scored with scoring criteria listed in this description. There is no guarantee of funding if invited to apply. Under unusual circumstances, Grants Administration may consider a waiver of any CDBG program requirement set by the State and may use any available funds for projects that are determined to meet urgent or compelling needs or for pilot projects where the Secretary of the Department of Commerce determines it necessary to implement the objectives of the Department of Commerce, within HUD requirements.

Program Income

The State will require that units of local government, unless the conditions of the grant award state otherwise, return to the State all program income from activities carried out with CDBG funds. All program income returned to the State will be administered in accordance with the provisions of this Program Description and applicable federal and state regulations and statutes.

Any program income received by the State will be treated as recaptured funds and distributed in accordance with the provisions in this Program Description. The State does not anticipate receiving any program income this year.

Under the provisions of Title I, the State is obligated to waive the requirement for the return of program income to the State when the unit of local government will use that income to carry out the same activity that provided the income, provided that other HUD and State administrative requirements will be met. Examples of the same activity would be: using program income resulting from the repayment of a loan made to a business to make another loan, and using program income resulting from housing rehabilitation activity to establish a revolving loan fund to carry out additional housing rehabilitation.

Each CDBG application must contain a program income plan, whether income will be received or not. The State will require that all program income derived from CDBG funds be returned to the State unless the recipient requests retention of program income to be used for the same activity. Program income plans must be approved by the local governing body and signed by the chief executive official of the local government. Program income plans are to be submitted at the time of grant application and will be considered on a case-by-case basis. If the plan submitted with the application is acceptable, the approval of the grant is indication that the program income plan has been approved. However, if the plan is incomplete, unacceptable or not included, the grant award will be conditioned to require submission of an acceptable program income plan.

Program income, whether returned to the State or retained at the local level, may be included in the total amount of funds from which the State may take up to two percent for State CDBG program administrative costs.

Grant Program Categories

Below is a description of the types of grants available to address the objectives of the State's CDBG program and the methods of distributing funds for these categories. Each category includes a description of the objectives, requirements, grant amounts, funding limits, matching requirements and the selection process. There are three broad grant program categories: Community Development, Business Development, and Regional Planning. The Community Development Program is further broken down into several subcategories to address infrastructure, community facilities, and neighborhood priorities.

Grants Administration will perform due diligence in reviewing each application for feasibility, fundability, and compliance with program requirements. Site visits will be conducted as necessary to verify information contained in the application. Applicants should have the individuals responsible for writing the application, as well as those individuals who are most familiar with the project area available during the site visit, if requested. The applicant should ensure that the application is internally consistent and that all numbers are correct prior to submission.

Grants Administration reserves the right to prescribe revisions in project proposals if activities prove to be CDBG ineligible, do not address program initiatives, or are not necessary project components; if proposed project costs are determined to be unacceptable, e.g., costs exceed

CDBG requirements or recommendations; or if there is not enough funding available to fully fund the request. Additionally, projects should not be submitted for consideration if there is local controversy regarding the activities or proposed outcomes. Such projects may be returned to the applicant for local resolution.

Community Development Programs

Total Funds: **\$16,548,629**

Description

This program is designed to produce outcomes that improve citizens' quality of life and create a competitive environment for jobs and investment by addressing priority community development needs. Activities should contribute to healthy, safe and sustainable neighborhoods and communities. These grants are designed to improve the quality of life for distressed and LMI communities. Community Development projects will compete within the following subcategories that have the same general submission requirements, except that the Ready to Go Program will not be funded in a competitive funding round. Applications for this program will be considered eligible once all required application information is received and if it qualifies for the minimum score using the non-comparative scoring criteria of the Community Development Programs. All other Community Development requirements will apply.

Community Infrastructure

Funds Available: **\$10,948,629* (estimated)**

Grant Maximum: **\$1,000,000****

Grant Minimum: **\$50,000**

**If the actual 2023 allocation is less than estimated, Community Infrastructure funding will be reduced by that amount. If the 2023 allocation is more than estimated, Fall Funding round programs will be increased proportionately.*

*** Waivers of the grant maximum will be considered based on whether the project addresses an urgent and compelling need, regional solution, or system-wide improvements (i.e., treatment plant), as well as the extent of leveraging and a reasonable CDBG cost (generally \$15,000 per household or less). A written waiver request explaining the rationale must be submitted for consideration with the application request.*

Outcome and Priorities

A Community Infrastructure application must contribute to creation of healthy, resilient and sustainable residential communities through water, sewer, roads, drainage or other activities that address one or more of the priorities listed in order of importance:

1. Significant improvements to existing infrastructure to address health concerns, meet required quality standards, ensure community sustainability or improve resiliency
2. Projects that result in a more viable regional infrastructure solution or that provide new access to services near business centers where it is cost effective to address a documented health threat

3. Upgrades to infrastructure to address quality standards where there are only general health concerns or provide new services that are not near business centers when it is cost effective to address a documented health threat

Note: Priority will not be assigned to infrastructure improvements that are necessary because of a lack of maintenance and repairs. Similarly, a priority may not be assigned if new service is proposed for an isolated neighborhood and there is no documented health threat or the service is not cost effective given the number of households committed to benefit.

Community Enrichment

Funds Available: **\$3,000,000* (estimated)**

Grant Maximum: **\$750,000**

Grant Minimum: **\$50,000**

**If the actual 2023 allocation is less than estimated, Community Infrastructure funding will be reduced by that amount. If the 2023 allocation is more than estimated, Fall Funding round programs will be increased proportionately.*

Note that, due to federal caps on public services/equipment, the number and amount of grants for public services out of this program may be limited. Also, planning grants are subject to a \$25,000 maximum with a potential waiver for infrastructure studies with adequate documentation.

Waivers of the grant maximum may be considered for large scale brownfield cleanup and building projects with significant number of beneficiaries (i.e. a county-wide health department or DSS facility). A written waiver request explaining the rationale must be submitted for consideration with the application request.

Outcome and Priorities

This program is designed to fund public facilities, services and other activities that strengthen existing communities and support a high quality of life within the following state priority areas:

1. Increasing economic competitiveness, resiliency and narrowing the digital divide
2. Education and workforce development
3. Safe and healthy communities

Project investments should result in more sustainable development opportunities that contribute to the long term vitality of communities. Activities must have the broad support of citizens and local businesses. Buildings and brownfield sites should be owned by the local government. Long term financial viability of the facilities/services must be demonstrated to ensure that it does not add an undue, new operating burden on local taxpayers.

A variety of activities are eligible but consideration for funding will be based on state priorities listed below and in the Community Development Selection Criteria:

- First priority - Increasing Economic Competitiveness
 - Brownfield projects or demolition of obsolete buildings
 - Downtown streetscape improvements where there is business activity and prior investment. Projects must include a plan for retail/small business support.
 - Planning by professional engineers and architects for regional infrastructure, hazard mitigation, resiliency and sustainability for eligible public infrastructure and facilities, broadband, brownfields clean up and redevelopment, or master drainage studies

- Second priority - Education and Workforce Development
 - Libraries –library facilities or services (fixed or mobile) to provide expanded library services, computer equipment or internet access especially broadband capability
 - Publicly owned facilities (except operating school facilities) that offer extended educational opportunities
 - Transportation-oriented public facilities or services to serve LMI workforce populations

- Third priority – Safe and Healthy Communities
 - Public safety facilities and services in LMI areas - police substations or other public improvements designed to address crime prevention. Primary police stations are not eligible.
 - Demolition of vacant, dilapidated residential structures to address and support crime prevention efforts in a targeted LMI neighborhood
 - Fire substations or fire trucks for existing stations serving LMI residential areas that provide a significant improvement in service for in town locations or near business centers.
 - Health clinic facilities or equipment in underserved areas or multi-service centers for health or related social services
 - Public facilities modifications to ensure accessibility for disabled persons or for energy efficiency improvements for CDBG eligible public facilities that will significantly reduce operating burdens and promote sustainability (i.e., replacing windows, upgrading HVAC, etc.)
 - New sidewalks in LMI areas where there is a demonstrated need for safe neighborhood foot travel and connectivity to goods or services.

Equipment for public service activities must be for new or expanded services and generally associated with a significant capital investment in facilities. Only major pieces of equipment that have a durable life of five years will be considered for funding.

Neighborhood Revitalization Program

Funds Available: **\$1,000,000* (estimated)**

Grant Maximum: **\$750,000**

Grant Minimum: **\$50,000**

**If the actual 2023 allocation is less than estimated, Community Infrastructure funding will be reduced by that amount. If the 2023 allocation is more than estimated, Fall Funding round programs will be increased proportionately.*

Outcome and Priorities

This program is primarily designed to assist in the development of sustainable communities through revitalization of in-town residential neighborhoods. Projects must incorporate comprehensive strategies for linking commercial revitalization successes with improvements to neighborhoods that are generally adjacent to downtown or business centers. Such neighborhoods should be within walking distance to downtown or business centers (typically no more than ½ mile from the downtown or business center). Neighborhoods where significant CDBG and/or other funds have previously been expended may not be appropriate for this program. A local government may address no more than one neighborhood at a time.

Neighborhood revitalization can involve a phased program of planning and implementation that may be funded with CDBG and/or other funds. A locally funded neighborhood revitalization plan (or previously CDBG-funded Village Renaissance plan) is a pre-requisite to implementation funding, and the plan must be submitted to GA with the application request for Neighborhood Revitalization implementation funding. The plan should identify community needs, prioritize activities designed to comprehensively revitalize the neighborhood with CDBG and other funds, and set out a realistic plan for implementation of CDBG eligible and other activities in two possible consecutive implementation phases. Plan elements are described in the CDBG Application Guidelines.

Implementation of comprehensive neighborhood revitalization must involve multiple activities including a public safety component. Activities to be undertaken must be justified and described in the plan. Such activities should be prioritized to address basic infrastructure and safety first and, where feasible, geographically concentrated within the target area in order to make the greatest impact. Eligible activities may include:

- Infrastructure - water, sewer, roads, drainage,
- Public facilities - sidewalks, security lighting and cameras, police or fire substations, technology, multi-service centers designed to address crime risk factors, walking trails, green space, landscaping
- Housing - infrastructure or other activities to support affordable or workforce housing; limited exterior only improvements including facades, minor repairs, energy efficiency improvements, handicap accessibility
- Demolition and clearance of vacant and dilapidated properties

- Public services - crime watch program, drug or gang education, awareness or prevention programs. Note: Services are limited to 15% of the CDBG project activity costs, must be new or expanded services, and applicant must commit to continue such services after the grant is closed without creating an operating burden on the local government.

All implementation phases will be competitively selected, must comply with applicable program threshold requirements, and prior phases, where applicable, must be completed and the grant closed in compliance with program requirements.

Consideration for funding will be based on state priorities listed below and in the Community Development Selection Criteria:

- First Priority
 - Projects located adjacent to a downtown with significant business activity
- Second Priority
 - Projects located in town or near business centers
- Third Priority
 - Projects located in unincorporated areas that would impact economic competitiveness

Local Priorities Program

Funds Available: \$1,000,000* (estimated)

Grant Maximum: \$300,000

Grant Minimum: \$50,000

**If the actual 2023 allocation is less than estimated, Community Infrastructure funding will be reduced by that amount. If the 2023 allocation is more than estimated, Fall Funding round programs will be increased proportionately.*

Note that, due to federal caps on public services, the number and amount of grants for public services out of this program may be limited.

Outcome and Priorities

This program is designed to address unique local and regional needs and priorities for addressing those needs through community development, including projects that reflect priorities established in conjunction with the Department of Commerce Business Incentives & Community Development Division. Projects may reflect community development needs that are not typically funded through the other State CDBG programs, and generally should not be funded by other HUD partner programs, such as HOME and NHTF (affordable housing), ESG (homelessness) or HOPWA (special needs). These funds will be used for alternative grant activities and partnerships that meet the community development needs of eligible municipalities. Local priority projects could include historic preservation, innovation, energy conservation, parks, and trails/greenways. New or expanded public service activities are also eligible. Projects should leverage other funding or include local funding, impact identified needs and demonstrate strong community support while meeting a National Objective and all other requirements.

A variety of activities are eligible but, in addition to addressing local needs, priority in funding will be given to projects that also support the state priorities listed below:

- First Priority
 - Projects that impact economic development or increase economic competitiveness
- Second Priority
 - Projects that address public health and safety, quality of life or improve the long-term sustainability of the community
- Third Priority
 - Projects that address resiliency or help narrow the digital divide

Ready to Go

Funds Available: **\$600,000**

Grant Maximum: **\$500,000***

Grant Minimum: **\$50,000**

* Waivers of the grant maximum will be considered for infrastructure projects based on whether the project addresses an urgent and compelling need, regional solution, or system-wide improvements (i.e., treatment plant), as well as the extent of leveraging and a reasonable CDBG cost (generally \$15,000 per household or less). A written waiver request explaining the rationale must be submitted for consideration with the application request.

Outcome

This program is designed to stimulate the local economy by addressing urgent or compelling community needs, encouraging the timely implementation of CDBG eligible projects, and being cost effective. The project requires an upfront investment of local and other funds for planning, project design and permitting that is substantially equivalent to the required 10% local match.

The project must be an eligible public facility improvement under the Community Infrastructure or Community Enrichment program. All required project activities leading up to bidding must be complete prior to submission of the application including but not limited to: project design, environmental review, acquisition and permits. CDBG funds may only be used for construction or demolition. Brownfields projects may be considered if significant upfront investment of local funds has been made and all other program requirements are met (including voluntary clean up contract (VCC) with DHEC and local government ownership). Local and other funds must be used for pre-bid activities and will count toward the match requirements of the program. Projects must be advertised for bid within 60 days of grant award.

Applications will be accepted on an ongoing basis and funding will occur throughout the year, based on funding availability, when all application documentation has been received. No grant award will be made until evidence is submitted that all pre-bid activities are complete. Projects will be reviewed using the non comparative scoring factors as listed in the Community Development Program Selection Criteria section. The project must obtain a minimum score of 150 points to be considered eligible for funding. In the event there are more eligible applications submitted during the same time than funds available, the highest scoring eligible projects will be

funded. Application requests that do not meet all program requirements may be considered in the appropriate competitive program.

In the event of a state or federally declared disaster, applications for eligible public facilities and infrastructure that are not ready to go will be considered and eligible local governments will be notified of the availability of funds. Application requests will be accepted on a first come, first served basis. Projects will be reviewed using the non comparative scoring factors as listed in the Community Development Program Selection Criteria section. The project must obtain a minimum score of 150 points to be considered eligible for funding. In the event there are more eligible applications submitted during the same time than funds available, the highest scoring eligible projects will be funded.

Community Development Program Requirements

A unit of local government, filing individually or as a lead applicant, may submit only one application per Community Development Program category. Depending on the program, Community Development Program project may consist of one primary activity and associated activities as appropriate and necessary to implement the primary activity in one or more eligible target areas, or a project may consist of multiple activities which address priority needs in one defined LMI neighborhood or target area.

The grant award limits for each category may be waived at the discretion of Grants Administration in order to provide the level of assistance required where other resources are not reasonably available to the unit of local government to address the need in a timely manner or where Grants Administration determines the amount is necessary and appropriate to achieve the State's CDBG Program objectives.

Performance Threshold

As a performance-based incentive, a unit of local government can apply for an additional Community Development grant if it has no more than two open CDBG grants (excluding Business Development or Regional Planning grants). However, the open grants must not have exceeded a 30 month grant period.

Additionally, a grantee may only have one open Neighborhood Revitalization or streetscape project.

For threshold purposes, a grant is considered open if it is not programmatically closed at the time of application submission. The applicant must submit a request for waiver prior to or with the application request. At the discretion of Grants Administration, a performance threshold waiver may be considered only for the following reasons:

- There is an urgent or compelling need for immediate assistance, such as an imminent health threat to the public or a state or federally declared disaster, or
- It is determined that lack of performance on an open grant is due to unavoidable circumstances or conditions beyond the control of the local government. If problems are determined to be administrative, the local government may be allowed to apply if a different grant administrator is responsible for the new application/project.

A unit of local government may not apply for Community Development funds if it has any open grant which has not been programmatically closed due to the local government's lack of compliance with significant programmatic or financial requirements of the program. A grant may not be awarded to a local government which has a serious, outstanding audit or monitoring finding involving the potential for significant monetary restitution or non-responsiveness on any previously funded CDBG grant.

Application Requests and Deadlines

Units of local government that are interested in applying for Community Development Programs must request an application from Grants Administration and provide a brief, written description of the proposed project, the proposed number of beneficiaries and an estimate of the percentage of beneficiaries who are LMI (if appropriate), the project location and map, total project costs, all funding sources, the amount of CDBG funds to be requested, and the proposed use of such funds. Signed application requests must be submitted by the chief elected or administrative official of the unit of local government by the application request due date. Application requests will be reviewed to determine whether the proposed project appears to meet eligibility, national objective and threshold requirements. Grants Administration may request a meeting with the potential applicant or conduct a site visit to determine eligibility and feasibility prior to mailing an application.

CDBG application-related deadlines for the 2023-2024 Program Year are:

Community Infrastructure

Application Requests due:	March 17, 2023 at 5:00 p.m.
Applications due:	April 17, 2023 at 5:00 p.m.

Community Enrichment, Neighborhood Revitalization, and Local Priorities

Application Requests due:	August 15, 2023 at 5:00 p.m.
Applications due:	September 15, 2023 at 5:00 p.m.

Local Match

CDBG projects are expected to leverage other public and private investments and serve as a catalyst for future development. Projects that traditionally have the greatest long term impact are those that have an investment by the community. Leveraging of CDBG funds is also considered a scoring factor in the selection of projects for funding.

There must be a 10% match of the total CDBG request, unless otherwise approved, which can come from a variety of committed sources including other, non-Commerce grants, loans, waiver of fees, public or private investments, and documented volunteer or in-kind contributions.

Any fees for low and moderate income hook up/connection to public water and sewer must be waived or paid with non-CDBG funds, and may be considered part of the local match requirement.

The required match must be for activity costs directly related to the CDBG project. The State must approve in advance any proposed match (except application preparation or environmental

review costs) that has been spent prior to application submission for all projects except Ready to Go. With prior written approval, the match may be used for acquisition (after completion of environmental review/clearance), engineering design or permitting prior to the submission of the application. This is encouraged so that projects are construction ready.

The match requirement may be modified or waived by Grants Administration upon written request and after consideration of the following minimum factors: the nature of the project, the need being addressed, local financial capacity and the availability of other resources. Grants Administration may request financial and other information as may be needed to make a determination. It is unlikely that a 100% waiver will be approved since match can come from a variety of sources.

Selection Process

Grants Administration will review all of the applications it receives for completeness and eligibility of activities under federal and state guidelines. Applications will also be reviewed based on the following factors to determine fundability and feasibility of the project:

- Appropriateness of the technical design given the size and resources of the community and the complexity of the problem
- Project is ready to start

Applications that are incomplete or contain significant problems, deficiencies or discrepancies, such that a determination of the viability or fundability of the project cannot be readily determined, may not be considered and may be returned to the applicant. Projects which are locally controversial will not be considered feasible until the controversy is satisfactorily resolved. Clarifications to the application which are requested by Grants Administration must be submitted within the timeframe specified and must be acceptable to Grants Administration. Failure to adequately respond within the timeframe may result in the application being returned to the applicant or Grants Administration may reduce or eliminate questioned activities.

An on-site review of the proposed project may be conducted as necessary to verify information in the application. Upon completion of the feasibility and fundability review, applications will be evaluated and scored based on the Selection Criteria below.

Community Distress

5%

- (All projects) Projects will be assigned a score from highest to lowest based on location in one of the Distressed county designations, as defined by the SC Department of Revenue for the purpose of determining Job Tax Credits
 - ◆ Tier III and IV (Distressed and Least Developed) Counties = 3
 - ◆ Tier II (Moderately Developed) Counties = 2
 - ◆ Tier I (Developed) Counties = 1

Severity of the Problem

10%

- Degree that public health and safety is affected, if applicable, and
- Degree facilities/services are currently serving the community and the adequacy of the facilities/services, as applicable
 - ◆ Severe need = 3

- ◆ Moderate need = 2
- ◆ Slight need = 1

Citizen Participation **5%**

- Outreach efforts to low and moderate income citizens and racial, ethnic and special population concentrations,
- Needs assessment is comprehensive and solicited from broad community,
- Project is top 3 priority need unless otherwise justified,
- Public hearings held according to requirements,
- Participation in hearings by broad community, and
- Local leadership, businesses and residents are committed to the project and there is no evidence of controversy or disagreement

Scores based on review of above factors:

- ◆ All requirements met and significant additional efforts and participation = 3
- ◆ Above minimum effort but additional effort or participation limited = 2
- ◆ Minimum requirements met = 1

Level of Effort **5%**

- Return on CDBG investment ratio compared to all projects
 - ◆ Rank ordered and assigned points in logical increments

Feasibility **15%**

- Effective project planning addresses all aspects of project and outcomes are achievable
 - ◆ Long term, viable solution to the problem
 - ◆ Past efforts to solve problem and develop plans for implementation, and
 - ◆ Alternatives considered and best solution being implemented, and
 - ◆ Cost estimates current, appear reasonable based on need, impact and benefit, all necessary costs included, and
 - ◆ All project resources are available in a timely manner, and
 - ◆ Project is eligible and all qualifying households determined and committed

Scores based on review of above factors:

- ◆ Effective project planning and ability to achieve outcome with resources available in a timely manner = 3
- ◆ Some concerns which impact ability to achieve outcome in a timely manner = 2
- ◆ Significant issues which impact ability to achieve outcome in a timely manner = 1

Readiness to Proceed **5%**

- Readiness to proceed with project if awarded
 - ◆ Environmental review submitted to GA
 - ◆ Engineer/Architect selected
 - ◆ Design complete

Scores based on review of above factors:

- ◆ One point will be assigned for each of the above activities completed, up to a maximum of three points

Cost/Benefit **5%**

- CDBG cost/benefit ratio compared to all projects
 - ◆ Rank ordered and assigned points in logical increments

Beneficiaries **5%**

- Total persons benefiting (**2.5%**)
 - ◆ Rank ordered and assigned points in logical increments
- LMI % benefiting (to be scored regardless of the national objective) (**2.5%**)
 - ◆ 100-85 = 3
 - ◆ 84-65 = 2
 - ◆ 64-51 = 1

Outcome **20%**

- Implements a comprehensive plan for revitalization or development
- Provides new or improved access to public services or facilities
- Supports healthy and safe neighborhoods and community
- Contributes to overall community sustainability- economically or environmentally
- Acts as stimulus for additional investments

Scores based on review of above factors:

- ◆ Significant Impact = 3
- ◆ Moderate Impact = 2
- ◆ Lower Impact = 1

Project Sustainability **5%**

- Extent to which improvements can be maintained without creating new, undue tax burdens
 - ◆ Infrastructure operating revenues as measured by annual rate per 6,000 gal / median household income for applicant
 - ◆ Rank ordered and assigned points in logical increments
 - ◆ Budgets, market studies and other documentation indicate ability to sustain improvements and does not result in new, undue operating burden

Scores based on review of above factors:

- ◆ Ability to maintain documented = 3
- ◆ Some ability = 2
- ◆ Limited ability = 1

State Priorities

10%

- Extent to which project is consistent with state priorities as listed under each program category.

Community Infrastructure, Community Enrichment, Neighborhood Revitalization, Local Priorities:

- ◆ First priority projects = 3
- ◆ Second priority projects = 2
- ◆ Third priority projects = 1

Ready to Go priorities will be based on Community Infrastructure or Community Enrichment priorities, as applicable

Capacity

10%

First time applicant or previous recipient with grants closed over three years will receive maximum points.

Previous applicants - Performance on grants in last three years:

- Compliance with program requirements (monitoring and match commitment) **(3%)**
 - ◆ All requirements met on all applicable grants = 3
 - ◆ Requirements are generally met (minor issues) on all grants = 2
 - ◆ Significant requirements not met on 1 or more grants = 1
- Achieved program benefits **(3%)**
 - ◆ Total and LMI benefit numbers exceeded or on target for all grants = 3
 - ◆ Benefit reduced by 10% or less = 2
 - ◆ Benefit reduced more than 10% = 1
- Timely completion of projects **(3%)**
 - ◆ All projects completed within 24 months = 3
 - ◆ All projects completed within 30 months = 2
 - ◆ All projects completed within 3 years = 1
- Timely submission of reports and information **(1%)**
 - ◆ All information submitted within required timeframes = 3
 - ◆ Average of less than 30 days late = 2
 - ◆ Average exceeds 30 days = 1

Opportunity Zone Bonus Points

10 points

Projects located in Opportunity Zones will receive an additional 10 bonus points. For more information about SC Opportunity Zones, and to verify the location in an Opportunity Zone, go to [www.http://scopportunityzone.com/](http://scopportunityzone.com/)

Applications will be scored against those submitted in the same program. For example, Community Infrastructure applications will be compared and scored against each other. The Selection Criteria will be rated and assigned a score from 1 to 3 where 3 = the best response, 2 = average, and 1 = less than satisfactory. Zero points may be awarded to a criterion if

minimum program requirements are not addressed. The point assignment will be multiplied by the weight of each criterion to obtain a score. There is a maximum score of 300 points.

Grants Administration may utilize the expertise of other appropriate State agencies, such as the SC Department of Health and Environmental Control, the SC Budget and Control Board's Division of Local Governments, or the State Housing and Finance Development Authority in making a determination regarding the above factors. Grants Administration may request additional information from the applicant or other sources as necessary to evaluate the application and proposed project. Grants Administration reserves the right to negotiate or require changes in activities or funding in order to achieve program objectives. For water and sewer projects, the State may require that rates be adjusted to appropriate levels to ensure adequate funding for operation and maintenance or to facilitate borrowing a portion of project costs if such rate increases are reasonable and appropriate.

In the event of a tie where there are more applications under consideration for funding than there are funds available, preference will be given first to those applications addressing the highest state priorities and second, to those with the highest Outcome score. If there continues to be a tie the one that benefits the most LMI persons will be funded. The highest scoring projects determined to be fundable will be recommended to the Secretary of the SC Department of Commerce, or his designee, for funding based on the amount of funds available. Projects generally should score at least 175 points to be considered for funding but such projects are not guaranteed funding. The Secretary, or his designee, will make final funding determinations based on a review of the projects utilizing the selection criteria and that best meet Department objectives.

Grants Administration may make commitments for funding from future rounds, or any additional allocations, reallocations, recaptured or remaining funds, to projects from this program year which are determined by the Secretary, or his designee, to meet Department objectives. Grants Administration may also make a commitment to a project and/or partially fund a project (i.e., for ERR, acquisition, engineering) that scores sufficiently but is not ready due to design, environmental or funding issues. Funding may come from this program year, reallocated or recaptured funds, or be contingent on future years' funding.

Business Development Program

Total Funds: **\$2,000,000**

Outcome

This program provides financial resources for local governments to pursue opportunities that create new jobs, retain existing employment, stimulate private investment, and revitalize or facilitate the competitiveness of the local economy. Funding will be prioritized based on the following order:

- New or expanding businesses tied to job creation
- Area economic development activities not associated with job creation
- New or expanding local businesses that provide essential goods and services in predominately LMI communities

Grant Amount

Grants and/or loans with performance requirements may be provided to assist new or expanding businesses that propose to create or retain jobs. The level of assistance will be based on an analysis of the needs of the business and the local government, the CDBG cost per job, and the amount of investment by the business. Projects must first qualify based on the actual need for assistance and do not automatically qualify for the maximum grant amount.

Maximum for job creation/retention:	\$10,000 per job
Minimum:	\$50,000

Maximum for area economic development:	\$500,000
Minimum:	\$50,000

Maximum for local goods and services:	
o Service area less than 20% poverty or 70% LMI	\$350 per LMI person
o Service area equal/more than 20% poverty or 70% LMI	\$1,000 per LMI person

The maximum grant limit may be waived, by the Secretary of Commerce, where it is determined that the increased cost is appropriate and necessary to address state and local economic development needs as long as CDBG requirements will still be met. A waiver may be further considered in unique circumstances where the level of assistance is determined justified by the Secretary of Commerce based upon the overall impact of the project and where the necessary level of assistance cannot be met by other available resources in a timely manner.

Business Development Program Requirements

Applications for the Business Development Program must meet one of the three national objectives of the CDBG program. There is an emphasis on expanding employment opportunities for persons from LMI families. A unit of local government may apply at any time for a Business Development Grant and grants will be awarded throughout the year, as funds are available based on the funding priorities.

HUD regulations require that at least 51 percent of any jobs to be created and/or retained as a direct result of CDBG assistance be for persons whose total family income is low to moderate (LMI Jobs). Any business that will create or retain jobs directly as a result of any project undertaken with a Business Development Grant must provide a written commitment of the total number of jobs to be created or retained as a result of the grant funded activities. For new jobs, the employer must commit to hiring at least 51 percent of the employees from low and moderate income families. For jobs to be retained, the employer must establish that 51 percent of the jobs to be retained are, or within a reasonable time period will be, held by persons from LMI families. Where appropriate, Grants Administration will make a preliminary determination of the potential for LMI jobs to be created by reviewing the entry-level job skills, educational requirements, and job training opportunities to be provided and average wage. For retained jobs, there must also be clear and objective evidence that permanent jobs would be lost without the CDBG assistance. Jobs must be created within a reasonable time frame of the assistance, when the business becomes operational (generally 24 months from time of the assistance). Grants Administration may require a legally binding performance agreement which outlines repayment of a portion or all of the CDBG funds awarded for a project if the jobs creation/retention commitment and LMI hiring requirement is not met.

Generally, projects to support job creation through the location or expansion of retail and/or services type projects (shopping centers, truck stops, etc.) may only be considered in areas which qualify under HUD's presumption criteria for low and moderate income benefit or in predominately low and moderate income communities.

Grants Administration will not fund any project which involves the relocation of a business from another state, in accordance with HUD requirements, where there would be a significant job loss in the labor market area. Grants Administration also will not generally recommend relocation of a business from one jurisdiction to another within the State. The Secretary, in an exceptional circumstance, may waive this restriction where it is in the best interest of the State as a whole; e.g., where relocation is necessary to retain an existing business or to permit significant expansion of employment and such relocation will not have substantial negative impact on the local economy and employment.

Performance Thresholds

At the discretion of Grants Administration, a grant may not be awarded to local governments which have a serious, outstanding audit or monitoring finding related to any previously funded CDBG grant where the grantee has not been responsive and/or there is the potential for significant monetary restitution.

Application Requests and Deadlines

The chief elected or administrative official of the unit of local government must request applications for Business Development assistance from Grants Administration. Such requests should include as appropriate, the name of the business, its product or service, estimated initial capital investment, and the number of jobs to be created or retained. The request must also briefly describe the project for which CDBG funds are being requested, the estimated total cost of the project, the amount of CDBG funds being requested and the sources of all other funds necessary to complete the project. (If a preliminary engineering cost report is available, it should be included). Grants Administration may request a meeting with the potential applicant or may conduct a site visit to determine the eligibility and feasibility prior to mailing an application.

Applications may be submitted at any time. Grants Administration may issue commitments at any time for project funding contingent upon receipt of an acceptable written commitment from the business (if job creation or retention is involved), acceptable application information, compliance with CDBG program guidelines and HUD regulations, and continued program funding.

Local Match

CDBG projects are expected to leverage other public and private investments and serve as a catalyst for future development. Projects that traditionally have the greatest long term impact are those that have an investment by the community.

There must be a 10% match/leverage of the total CDBG request, unless otherwise approved, which can come from a variety of committed sources including other, non-Commerce grants, loans, waiver of fees, public or private investments, and documented volunteer or in-kind contributions.

The required match must be for activity costs directly related to the CDBG project. The State must approve in advance any proposed match (except application preparation or environmental review costs) that has been spent prior to application submission. With prior written approval, the match may be used for acquisition, engineering design or permitting prior to the submission of the application. This is encouraged so that projects are construction ready.

The match/leveraging requirement may be modified or waived by Grants Administration upon written request and after consideration of the following minimum factors: the nature of the project, the need being addressed, local financial capacity and the availability of other resources. Grants Administration may request financial and other information as may be needed to make a determination. It is unlikely that a 100% waiver will be approved since every community is expected to make a contribution to the project.

Selection Criteria

Applications will be considered in the order received. Funding may be limited or delayed if necessary to ensure funding availability for prior commitments for economic development assistance. Grants Administration will review the applications for completeness and for compliance with the above criteria, and applicable HUD regulations. Applications not meeting these requirements will not be recommended for funding.

Grants Administration may request other state agencies to assist in evaluating projects and activities. Grants Administration may request additional information from the applicant or other sources as necessary to evaluate the application and the proposed project.

Grants Administration will utilize the HUD guidelines at 24 CFR 570.482(e) and Appendix A in evaluating and selecting projects to be recommended for assistance to businesses under the Business Development Grant Program. The objectives of these guidelines are to ensure: (1) That project costs are reasonable; (2) That all sources of project financing are committed; (3) That to the extent practicable, CDBG funds are not substituted for non-Federal financial support; (4) That the project is financially feasible; (5) That owner's equity return is not unreasonably high; and (6) That to the extent practicable, CDBG funds are disbursed on a pro-rata basis with other finances provided to the project. The following factors will also be considered, as appropriate, in making a funding determination on all projects recommended by the Secretary:

Market Conditions (Need)

- Availability and utilization of local government or other public resources to assist the project and the relative need for CDBG assistance. Evidence of local economic distress such as recent plant closings and/or lay-offs and local unemployment rate. Evidence of market need for local goods and services.

Economic Impact

- Number of permanent, full time jobs created or retained; CDBG cost per job (LMI and non-LMI); average wages, health benefits, capital investment; potential future growth; potential for catalyzing area economic development activity or cluster activity.

Leveraging

- Ratio of private and/or public funds to CDBG funds. Generally private investment is expected to significantly exceed the amount of the CDBG and other public assistance.

Viability/Level of Public Risk

- Public costs are reasonable, all funding sources are committed and available, private funding to be spent before public funding to the extent practical, security provided, as appropriate (assets, guarantees, etc.), and potential of the project to achieve the proposed public benefits within proposed timeframe.

The Secretary will approve funding as recommended, unless the Secretary's consideration of the above factors results in a determination that such funding is not necessary or appropriate.

In the event funds are not available to fully fund all Business Development applications under consideration at the same time, priority will be given to applications with prior commitments, and then preference will be given to projects based upon a consideration of the following factors: (1) level of job creation or retention, (2) economic impact on the local economy, (3) level of capital investment and (4) distress level of the county where the project is located.

Under unusual circumstances, Grants Administration may consider a waiver of any CDBG program requirements, set by the State, for projects that are determined to meet urgent or compelling needs or where the Secretary of the Department of Commerce determines it necessary to implement the objectives of the Department of Commerce.

Only one application will be funded within each of the ten planning districts of the State. The awards will be based on completion of an acceptable application, which complies with the program description requirements.



R-03-20

RESOLUTION

RESOLUTION ADOPTING PRIORITY COMMUNITY DEVELOPMENT NEEDS

WHEREAS, a public hearing regarding the City's priority community development needs was held at the February 11, 2020 City Council meeting; and

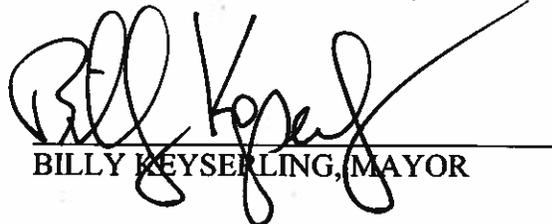
WHEREAS, this public hearing was advertised in the January 31, 2020 edition of The Beaufort Gazette; and,

WHEREAS, the City Council discussed the City's priority community development needs at their Worksession on February 25, 2020; and,

NOW THEREFORE, BE IT RESOLVED by the City Council of Beaufort, South Carolina that the City's priority community development needs for 2020 are as follows:

1. Drainage improvements in low-and-moderate income neighborhoods as identified in our capital improvement plan.
2. Housing programs--housing repair for low-and-moderate income homeowners and for rental units occupied by low-and-moderate income renters; programs to promote new affordable rental housing; programs and policies to promote homeownership for low- and moderate-income households; and incentives to promote affordable infill housing.
3. Funding for public facilities, transportation, and services; other activities that strengthen existing community quality of life (parking garage, event center, education and workforce development, public health and safety).
4. Streetscape improvements in low-and-moderate income neighborhoods, to include Duke III Streetscape (Bladen Street to Ribaut Road), Lafayette, and Calhoun streets.
5. Improvements to public recreation facilities that benefit low-and-moderate income persons.

IN WITNESS THEREOF, I hereunto set my hand and caused the Seal of the City of Beaufort to be affixed this 10th day of March 2020.


BILLY KEYSERLING, MAYOR

ATTEST:


IVETTE BURGESS, CITY CLERK

From: [Reece Bertholf](#)
To: [Scott Marshall](#)
Subject: FW: 2020 & 2021 & 2022 NEEDS ASSESSMENT PRIORITIES
Date: Tuesday, January 24, 2023 7:25:00 PM
Attachments: [image001.jpg](#)

From: Barbara Johnson <bjohnson@lowcountrycog.org>
Sent: Thursday, April 7, 2022 9:46 AM
To: Carrie Gorsuch <cgorsuch@cityofbeaufort.org>
Cc: Alan Eisenman <aeisenman@cityofbeaufort.org>; Reece Bertholf <rbertholf@cityofbeaufort.org>; Sandra Rice <srice@cityofbeaufort.org>
Subject: RE: 2020 & 2021 & 2022 NEEDS ASSESSMENT PRIORITIES

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

2022 CDBG Priority Needs

- 1) Drainage improvements
- 2) Streetscape Improvements
- 3) Public Facilities
- 4) Housing Programs
- 5) Public Recreation Facilities

From: Barbara Johnson
Sent: Monday, April 4, 2022 11:47 AM
To: Carrie Gorsuch <cgorsuch@cityofbeaufort.org>
Cc: Alan Eisenman <aeisenman@cityofbeaufort.org>; Reece Bertholf <rbertholf@cityofbeaufort.org>; srice@cityofbeaufort.org
Subject: 2020 & 2021 NEEDS ASSESSMENT PRIORITIES

2020 CDBG PRIORITY NEEDS (FROM KATHY TODD)

1. Drainage improvements in low-and-moderate income neighborhoods as identified in our capital improvement plan.
2. Housing programs--housing repair for low-and-moderate income homeowners and for rental units occupied by low-and-moderate income renters; programs to promote new affordable rental housing; programs and policies to promote homeownership for low- and moderate income households; and incentives to promote affordable infill housing.
3. Funding for public facilities, transportation, and services; other activities that strengthen existing community quality of life (parking garage, event center, education and workforce development, public health and safety).
4. Streetscape improvements in low-and-moderate income neighborhoods, to include Duke III Streetscape

(Bladen Street to Ribaut Road), Lafayette, and Calhoun streets.

5. Improvements to public recreation facilities that benefit low-and-moderate income persons.

2021 CDBG Priority Needs (CANNOT FIND WHO THESE CAME FROM)

- 1) Drainage improvements
- 2) Streetscape Improvements
- 3) Public Facilities
- 4) Housing Programs
- 5) Public Recreation Facilities

Barbara

Barbara A. Johnson

Community & Economic Development Specialist

LCOG-New Logo-Jan16



Affordable Housing Manager

Beaufort County/Lowcountry Regional HOME Consortium

P. O. Box 98, Yemassee, SC 29945

(843) 473-3951 phone (843) 726-5165 **fax**

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www.lowcountrycog.org

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RESOLUTION

ADOPTING PRIORITY COMMUNITY DEVELOPMENT NEEDS

WHEREAS, a public hearing regarding the City's priority community development needs as held at the January 24th, 2023 City Council meeting; and

WHEREAS, this public hearing was advertised in the January 10th, 2023 edition of the Beaufort Gazette; and,

WHEREAS, the City Council discussed the City's priority community development needs at their worksession on February 28th, 2023.

NOW THEREFORE BE IT RESOLVED by the City Council of Beaufort, South Carolina, that the City's priority community development needs for 2023 are as follows:

1. Drainage improvements in low-and-moderate income neighborhoods as identified in our capital improvement plan.
2. Streetscape improvements in low-and-moderate income neighborhoods
3. Funding for public facilities, transportation, and services; other activities that strengthen existing community quality of life (parking garage, event center, education and workforce development, public health, and safety).
4. Housing programs--housing repair for low-and-moderate income homeowners and for rental units occupied by low-and-moderate income renters; programs to promote new affordable rental housing; programs and policies to promote homeownership for low- and moderate- income households; and incentives to promote affordable infill housing.
5. Improvements to public recreation facilities that benefit low-and-moderate income persons.

ADOPTED THIS _____ DAY OF FEBRUARY, 2023.

Stephen D. Murray III, Mayor
City of Beaufort

ATTEST:

Traci Guldner
Clerk to Council