

YR. 52 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

Informational Workshop for Public Facilities & Improvements Projects




Thursday, December 11, 2026
6:30 pm
Neighborhood Development Division



The City of
Worcester

OUTLINE

- What are Public Facilities and Improvements?
 - National Objectives
 - Examples of Eligible Activities
 - Overall Eligible Uses
 - Ineligible Uses
 - Previous Project Information
 - Factors to Consider When Applying For CDBG Funding
 - Regulations and Requirements
 - Environmental Review Record
 - Cost Estimates / Procurement Process
 - Examples of Past Facilities Projects
 - Key Criteria When Applying for CDBG Funding
 - Questions & Answers
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WHAT ARE PUBLIC FACILITIES & IMPROVEMENTS?

Public Facilities and Improvements include all facilities that are publicly owned, or owned by non-profit organizations, and are open to the general public. Facilities must operate and be open, during normal business hours.

As most Public Facilities and Improvements projects are government-focused (streets & sidewalk resurfacing, emergency fire equipment, etc.), this RFP is aimed at assisting non-profit organizations and their facilities.

NATIONAL OBJECTIVES

All Public Facilities and Improvements Projects must address one of the following three National Objectives:

Benefit Low and Moderate Income (LMI) Persons

- Less than 80% of HUD area median income
 - *Area Benefit, Limited Clientele, Housing, Jobs*

Aid in the Prevention of Slums or Blight

- Area Basis, Spot Basis, Urban Renewal

Address an Urgent Need

- Ex. natural disasters, immediate threats to local health and safety

EXAMPLES OF ELIGIBLE FACILITIES

- Neighborhood / Community Centers
 - Homeless Facilities
 - Facilities for Persons with Special Needs
 - Parks / Playgrounds
 - Youth Programs Facilities
 - Senior Centers
 - Education Facilities
 - Health Facilities
 - Streets & Sidewalks
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OVERALL ELIGIBLE USES

Examples:

- Moderate / Substantial Rehabilitation
- Energy Efficiency Improvements
- Acquisition
- Historic Preservation
- Public Safety Improvements
- Demolition, Clearance & Removal of Architectural Barriers
- Americans with Disabilities Act (ADA) Improvements

INELIGIBLE USES

- **General Maintenance and Repairs**
 - Filling potholes / cracked sidewalks
 - Replacing light bulbs, etc.
 - **Operating costs**
 - Purchasing / leasing of construction equipment
 - **Buildings for general conduct of government**
 - **Spaces that specifically involve religious worship**
 - **Non-permanent fixtures or mobile equipment**
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PREVIOUS PROJECT INFORMATION

Types of RFP Projects Completed / Funded in Recent Past

- HVAC Purchase / Installation / Repairs
- Pool Deck Resurfacing for Recreation Centers
- Roof Renovations
- Gymnasium Renovations / Youth Recreation
- Elevator Modernization
- ADA-Compliant Bathroom Installation
- Historic Preservation / Refurbishing
- Site Accessibility Upgrades
- Flooring Rehabilitation / Replacement
- Parking Lot Reconfiguration & Resurfacing
- Facility Signage Improvements
- Safety and Security Improvements

PREVIOUS PROJECT INFORMATION (CONTINUED)

This current CDBG year (FY26), the City of Worcester is supporting facilities improvements for local non-profit organizations:

- Total Non-Profit Facilities Projects: 3
 - Average Project Allocation: \$102,986.66
 - Total Facilities Allocations (Including Interdepartmental Projects): \$1,583,960.00
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FACTORS TO CONSIDER WHEN APPLYING FOR CDBG FUNDING

- Nature of Project
 - Location and Age of Facility
 - Expected Cost of Project
 - Additional or Mixed Funding Sources
 - Federal, State, and Local Regulations
 - Reporting Requirements and Project Monitoring
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REGULATIONS AND REQUIREMENTS

- 2 CFR 200 - Uniform Administrative Requirements
 - Cost Principles
 - Audit Requirements
- SAM.gov Debarment Check & Registration (monitoring conducted by staff)
 - Full registration required
 - This will also apply to your subcontractor(s)
 - Unique Entity Identifier (UEI) will be assigned during registration process
- **Grant Monitoring & Close Out**


REGULATIONS AND REQUIREMENTS (CONTINUED)

- Davis-Bacon and Related Acts
 - Requires contractors pay employees the Federal or State prevailing wage, whichever is higher (for construction of \$2,000 or more.)
 - Contractors must submit weekly payroll reports.
 - CDBG staff will conduct monitoring visits to ensure compliance.

REGULATIONS AND REQUIREMENTS (CONTINUED)

- Section 3: Federal Regulations to Support Low-Income Workers
 - Required for projects >\$200,000 in CDBG assistance.
 - Ensure a percentage of employment opportunities are directed to low-income persons, and to businesses who employ low-income persons.
 - Quantitative/Qualitative reporting
 - Now grantees are required to report efforts and results to HUD.*

REGULATIONS AND REQUIREMENTS (CONTINUED)

- Build America Buy America (BABA)
 - Applicable to projects >\$250,000, even if only partially funded by Federal grants
 - Projects must use construction materials made in America
 - *Protected materials include iron and steel, manufactured products, construction materials (including wood, plastics, and composite materials), and cement.*
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ENVIRONMENTAL REVIEW RECORD

All CDBG-funded Public Facilities & Improvements Projects are subject to HUD environmental regulations as directed by NEPA: 24 CFR Part 58. This review is conducted by City of Worcester staff.

Environmental Review Components Include:

- Flood Zones, Airport Hazards, Toxic Contamination, Wetlands, Environmental Justice and others
- Historic Preservation
Notification of State & Local Historical Commissions
- Tribal Notification
Notification of Native American Tribes with area interests

COST ESTIMATES / PROCUREMENT PROCESS

- **Highly recommended to receive professional preliminary estimate before submitting RFP**
 - A minimum of three (3) vendors contacted to provide estimates will be required before project can start
- **All projects subject to federal and state procurement standards**
 - < \$15,000: Federal Micro-Purchase**
No bid solicitation required if price is reasonable
 - \$15,000 - \$350,000: Federal Simplified Acquisition Threshold**
Written scope of work and solicitation of no fewer than 3 quotes
 - > \$350,000 Large Purchase Threshold**
Sealed bid required for all estimates and quotes

EXAMPLES OF PAST FACILITIES PROJECTS



EXAMPLES OF PAST FACILITIES PROJECTS

Youth / Community Center: HVAC System Installation

Before



After



EXAMPLES OF PAST FACILITIES PROJECTS (CONTINUED)

Youth Center: Gymnasium Renovation

Before



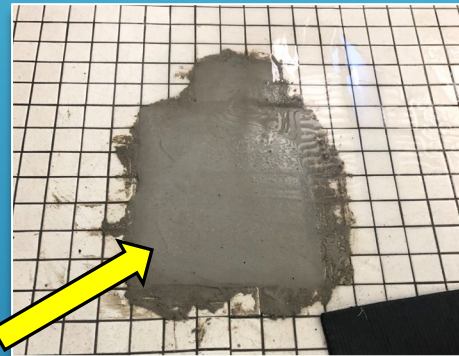
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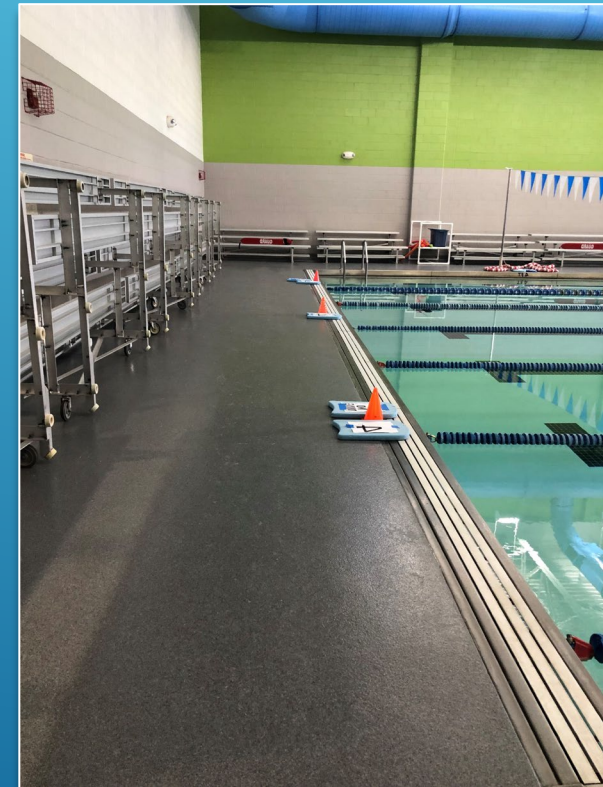
EXAMPLES OF PAST FACILITIES PROJECTS (CONTINUED)

Youth Center: Pool Deck Resurfacing

Before



After



EXAMPLES OF PAST FACILITIES PROJECTS (CONTINUED)

Transitional Housing Facility: ADA Compliant Restroom Installation

Before



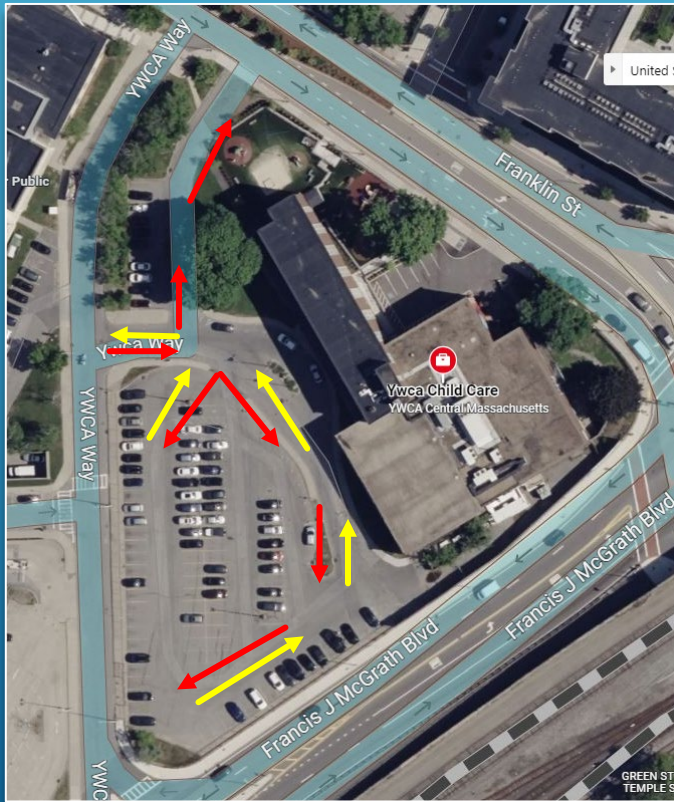
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EXAMPLES OF PAST FACILITIES PROJECTS (CONTINUED)

Youth Center: Parking Lot Reconfiguration

Before



After



EXAMPLES OF PAST FACILITIES PROJECTS (CONTINUED)

Misc. Street & Sidewalk Resurfacing Projects: Arlington Street

Before



After



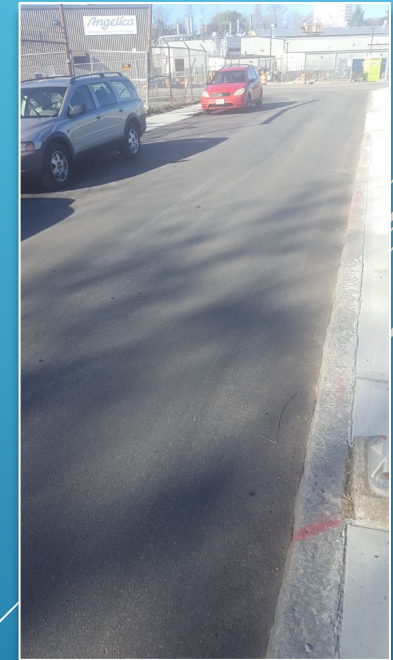
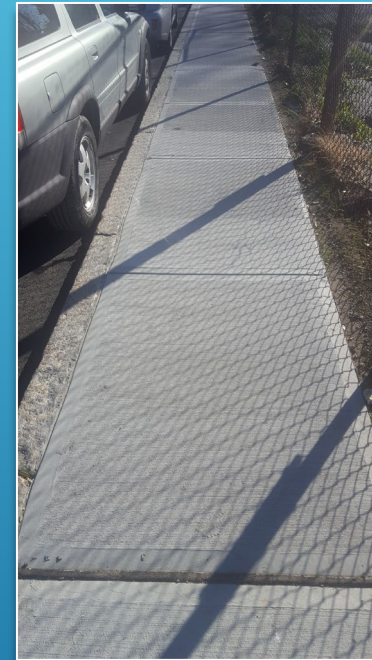
EXAMPLES OF PAST FACILITIES PROJECTS (CONTINUED)

Misc. Street & Sidewalk Resurfacing Projects: Lodi Street

Before



After



CONSIDERING AN APPLICATION?

Key Criteria to Keep in Mind:

- ✓ **Project must benefit Low and Moderate Income (LMI) Persons**
Less than 80% of HUD area median income

Litmus Test:

- “Area Benefit”
 - “Nature and Location”
 - “Presumed” eligible
- ✓ **Consider Environmental Factors for ERR**
 - ✓ **Consider Project Readiness- project should be “shovel ready”**
Can it be completed in one CDBG year or 2 max?
 - ✓ **Estimate with Federal Prevailing Wage in Mind**

CONSIDERING AN APPLICATION? (CONTINUED)

Key Criteria to Keep in Mind:

- ✓ **Consider ownership factors**

Facility must be owned by applicant or have a 10-year lease min.

- ✓ **Consider capacity or if you have the staff to monitor/project manage subcontractors**

A knowledgeable and dedicated “facilities manager” or similar role is helpful.

- ✓ **Do you have matching funds you can leverage?**

- ✓ **The grant is a reimbursement grant- do you have sufficient cash reserves/cash flow?**

- ✓ **Factor “change orders” and cost increases**

Subrecipient is responsible for overages beyond grant amount.

QUESTIONS & ANSWERS

