



# CDBG & HOME Requests for Proposals Pre-Application Workshop

## 2026-27 Program Year

Office of Budget & Grants Management  
City of Charlottesville

<https://www.charlottesville.gov/678/CDBG-HOME-Programs>

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## Agenda

*"Never doubt that a small group of thoughtful committed individuals can change the world. In fact, it's the only thing that ever has."  
(Margaret Mead)*

- Introductions
- Commitment to Accessibility
- Overview of the City's HUD-funded Programs
- Eligible Activities
- Ineligible Activities
- Application Planning Documents
- Finding Answers
- Finding Resources
- Questions & Next Steps



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## Commitment to Accessibility

*The City of Charlottesville and the Thomas Jefferson Planning District Commission value the participation of all members of the Charlottesville community in the shared work of governance*



- The City of Charlottesville and the Thomas Jefferson Planning District Commission (TJPDCC) value the participation of all members of the Charlottesville community in the shared work of governance.
- We are motivated in this work by the belief that widespread public engagement in the development, evaluation, and execution of these plans and projects is an essential element of ensuring they deliver deep and meaningful beneficial benefits for our community.
- Members of the public may request assistance and/or special arrangements so as to facilitate their participation in any public meeting by contacting the staff contact(s) for that meeting and/or the city's ADA Coordinator at (434) 970-3182 or via email to [ada@charlottesville.gov](mailto:ada@charlottesville.gov)
- The City of Charlottesville requests that members of the public provide a 48-hour notice if possible so that appropriate arrangements can be made.

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## Overview of HUD-funded Programs

*The broad purpose of the CDBG & HOME programs is, as codified in law, to "improve the quality of urban life, particularly for persons of modest financial means, through better housing and enhanced economic opportunity."*



- The City of Charlottesville participates in two community development programs through the U.S. Department of Housing & Urban Development (*more commonly referred to as HUD*)
  - The Community Development Block Grants Program (*more commonly referred to as CDBG*)
  - The HOME Investment Partnerships Program (*more commonly referred to as HOME*)
- Through CDBG & HOME, the City of Charlottesville provides valuable financial and other programmatic supports to a wide range of local partners that enable them to design and implement programs that foster vibrant and healthy communities through activities related to:
  - Economic Development
  - Commercial and Residential Revitalization and/or Job Creation
  - Affordable Housing
  - Public Services

**We do all of this in support of a shared vision of Charlottesville as a place where everyone thrives.**

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**Eligible  
Activities  
(CDBG)**

*or, "Some of the  
Things We Can Do  
With CDBG Funds"*



- Funds provided through the CDBG program can be used to support a defined set of community development projects, what HUD calls 'eligible activities'
- For the City of Charlottesville, these generally include:
  - Expanding access to affordable housing opportunities
  - Workforce development and other economic development activities
  - Microenterprise assistance
  - Access to quality childcare and other youth services
  - Homeowner rehabilitation and energy-efficiency upgrades
  - Downpayment assistance;
  - Improvements to public infrastructure, with a special focus on projects designed to eliminate or reduce barriers to access to public amenities for mobility-impaired residents

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**Eligible  
Activities  
(HOME)**

*or, "Some Things We  
Can Do with HOME  
Funds"*



- Funds provided through the City's HOME program generally support the creation, expansion and/or preservation of affordable housing opportunities, including:
  - Provide incentives to develop and support affordable rental housing and homeownership affordability through:
    - Acquisition (including assistance to homebuyers)
    - New construction
  - Providing tenant-based rental assistance, including security deposits
  - Providing payment of reasonable administrative and planning costs
  - Reconstruction, or rehabilitation of nonluxury housing with suitable amenities, including real property acquisition, site improvements, conversion, demolition, and other expenses, including financing costs, relocation expenses of any displaced persons, families, businesses, or organizations
  - Providing for the payment of certain operating expenses of community housing development organizations

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## Ineligible Activities

or, "Things We Can't Do with HUD Funds"



- In general, funds provided through HUD-funded programs like CDBG & HOME cannot be used to:
  - Provide income payments and/or direct financial assistance to individuals
  - Support for political activities
  - Fund the general conduct of government
  - Fund the operating and maintenance expenses of public facilities
  - Support the construction of non-affordable housing
- The City does not generally award CDBG and/or HOME funds to private entities or individuals\*

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## Spending Caps

"CDBG's flexibility as a block grant program allows grantees to use their program funds for a broad range of activities. Although grantees have broad flexibility in determining how to spend CDBG dollars within statutory and regulatory parameters, the law explicitly limits the use of CDBG dollars for only one non-administrative category of activity: public service activities."



- HUD regulations limit the amount of any annual CDBG funds that can be used to support Public Services activities to no more than 15% of that year's allocation
- For example, if HUD allocates to the City \$100,000 in a given program year, no more than \$15,000 can be awarded to support Public Services activities, examples of which include:

### Public Services

05A Senior Services	05N Services for Abused and Neglected
05B Handicapped Services	05O Mental Health Services
05C Legal Services	05P Screening for Lead Poisoning
05D Youth Services	05Q Subsistence Payments
05E Transportation Services	05R Homeownership Assistance (not direct)
05F Substance Abuse Services	05S Rental Housing Subsidies
05G Services for Battered and Abused Spouses	05T Security Deposits
05H Employment Training	05U Housing Counseling
05I Crime Awareness/Prevention	05V Neighborhood Cleanups
05J Fair Housing Activities (subject to Public Services cap)	05W Food Banks
05K Tenant/Landlord Counseling	03T Operating Costs of Homeless/AIDS Patients Programs
05L Child Care Services	05 Other Public Services
05M Health Services	

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## Application Planning Documents

The City of Charlottesville is pleased to welcome requests for funding through the CDBG & HOME program and provides these pre-planning documents to assist in the development of applications ahead of submitting them through the city's Neighborly Software portal



- Completed application must be submitted on or before midnight on Saturday, February 7, 2026
- Interested applicants are encouraged to plan their applications carefully ahead of time using planning guides made available online at:
  - <https://www.charlottesville.gov/DocumentCenter/View/15358/2026-27-Request-for-Funding-Application-Planning-Documents-CDBG-WEB>
  - <https://www.charlottesville.gov/DocumentCenter/View/15359/2026-27-Request-for-Funding-Application-Planning-Documents-HOME-WEB>

The image shows two sample Table of Contents documents. The top one is for a CDBG application and the bottom one is for a HOME application. Both documents list sections such as Background, Required Elements, Mandatory Pre-Application Workshop, Evaluation Criteria, Additional Considerations, Staff Contacts, and Proposed Scope of Work.

## Finding Resources

Prospective applicants can find a number of helpful resources online at the City's CDBG & HOME webpage



The screenshot shows the City of Charlottesville website with a navigation bar (GOVERNMENT, LIVING & VISITING, DOING BUSINESS, HOW DO I...) and a search bar. The main content area features a banner for "CDBG & HOME" with the headline "CDBG & HOME applications window now open through February 7, 2026". Below the banner, there is a paragraph of text explaining the launch of the application window for CDBG and HOME programs. A "Pre-Application Workshops" section lists a workshop on Wednesday, Jan 14, 1:30p. On the right side, there is a "Contact Us" section with information for Housing and Redevelopment, including physical and mailing addresses and a phone number.

<https://www.charlottesville.gov/678/CDBG-HOME-Programs>

## Finding Answers

Prospective applicants can also get help by contacting the program staff listed that work with each program



- The City's HUD-funded programs are coordinated by the staff of the Office of Budget & Grants Management, in partnership with TJPDC for the HOME program.
- Members of the public can learn more about the city's CDBG and other grants programs by contacting:



### **The Office of Budget & Grants Management**

Anthony Warn, Grants Analyst (CDBG & HOME)

e: [warna@charlottesville.gov](mailto:warna@charlottesville.gov)

w: 434-906-2582

Taylor Harvey-Ryan, Grants Program Manager (Citywide Grants)

e: [harvevrvant@charlottesville.gov](mailto:harvevrvant@charlottesville.gov)

w: 434-365-8071



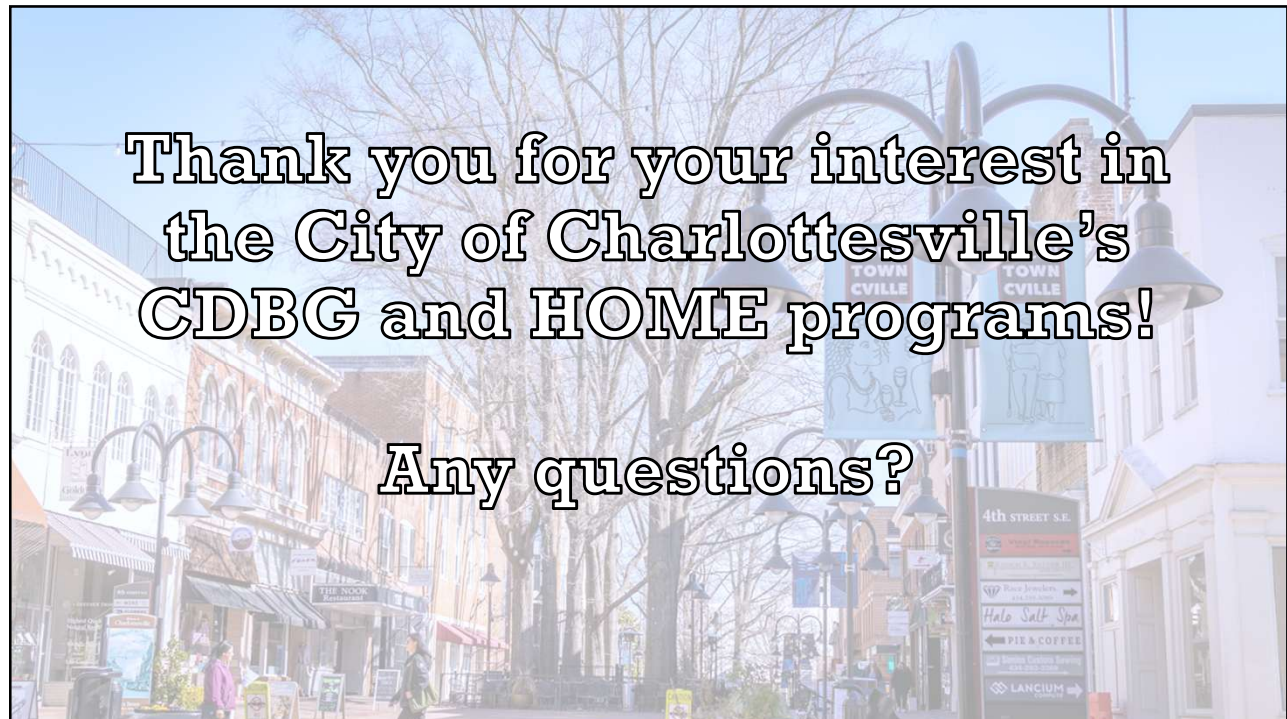
### **Thomas Jefferson Planning District Commission**

Laurie Jean Talun, Housing Programs Manager (HOME)

e: [litalun@tjpd.org](mailto:litalun@tjpd.org)

w: (434) 422-4080

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