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October 28, 2015

MEMORANDUM

TO: Eligible Communities within Kent and Sussex Counties
Kent County Levy Court
Sussex County Council

FROM: Anas Ben Addi, Director 

SUBJECT: **Delaware FY2016 Community Development Block Grant
Program Guidelines and Application Package**

Enclosed please find the final FY2016 State of Delaware Community Development Block Grant (CDBG) Program Guidelines and Application Package. A public meeting on the Guidelines was held on October 7, 2015, the last day of the comment period. The Program Guidelines and Application Package have been changed from last year's program as follows:

- Under Section I.E.2.e., all target area information must be received in the DSHA office at 18 The Green, Dover, Delaware 19901, no later than 4:00 p.m. on January 21, 2016;
- Section III.A.1.a.1.) has been amended, to make sure applicants provide locations of the first four houses on their waiting lists each year prior to submission to DSHA; and,
- Section III.A.1.a.4.) has been amended, to simplify and clarify the required housing rehabilitation lien periods required by making them uniform by dollar amounts, and by age of applicants, for all types of rehab activities. No lien will be required for properties receiving less than \$5,000 in rehab assistance, a five-year lien will be required for properties receiving \$5,000 to \$10,000 in rehab assistance, and a ten year lien will be required against all properties receiving more than \$10,000 in rehab assistance, except that only a five year lien will be required for properties owned and occupied by a person(s) aged 62 years or older; and,

- Under Section IV. A., applications for the State's FY16 CDBG Program must be received in the DSHA office at 18 The Green, Dover, Delaware 19901, no later than 4:00 p.m. on February 25, 2016.

The deadline for receipt of completed FY2016 CDBG applications at the Delaware State Housing Authority, 18 The Green, Dover, DE 19901 is 4:00 p.m. on February 25, 2016.

Please do not submit more or less than the required one original and one copy of each application.

Incomplete or otherwise deficient applications will be returned to the applicant and will not be permitted to be amended.

If you have any questions regarding the Program Guidelines or Application Package, please feel free to call Andrew Lorenz of the Community Development Section at (302)739-0261 or you may reach him via e-mail at andy@destatehousing.com.

ajl:mjh

Enclosures

cc: Cynthia L. Deakyne
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Andrew J. Lorenz