

## Chapter Adm 19

### SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANTS FOR HOUSING

Adm 19.01	Purpose and authority.
Adm 19.02	Definitions.
Adm 19.03	Consistency with federal regulations.
Adm 19.04	Evaluation criteria.

Adm 19.05	Application process.
Adm 19.06	Emergency grants.
Adm 19.07	Recaptured funds and program income.
Adm 19.08	Resubmitted applications.

**Note:** Chapter Adm 19 was created as an emergency rule effective 11-9-91.

**Adm 19.01 Purpose and authority.** This chapter is promulgated under the authority of ss. 16.004(1), 16.358(2), and 227.11, Stats., to implement s. 16.358, Stats.

**History:** Cr. Register, May, 1992, No. 437, eff. 6-1-92; am., Register, April, 1995, No. 472, eff. 5-1-95.

**Adm 19.02 Definitions. (1)** "CDBG" means community development block grant.

(2) "Department" means the department of administration.

(3) "Eligible applicant" means any unit of general local government in Wisconsin which is a non-entitlement area as defined by 24 CFR part 570.3.

(4) "LMI household" means a household with an annual income that is at or below 80% of county median income or 80% of state median income, whichever is greater.

(5) "Program" means the small cities community development block grants for housing program.

(6) "Target area" means the area of a community which has a greater proportion of LMI households than the community as a whole. An eligible applicant may choose to designate the entire community as a target area.

(7) "Unfunded application" means a CDBG application which receives an insufficient point score in the evaluation process to receive funding in a program year.

**Note:** Income tables are published annually by the U.S. department of housing and urban development.

**History:** Cr. Register, May, 1992, No. 437, eff. 6-1-92; renum. (1) to (5) to be (2) to (6) and am. (6) and cr. (1), Register, April, 1995, No. 472, eff. 5-1-95; am. (6), cr. (7), Register, April, 1999, No. 520, eff. 5-1-99.

**Adm 19.03 Consistency with federal regulations.** The department shall administer the program, including recaptured funds, in accordance with 24 CFR part 570, the federal regulations governing the program.

**History:** Cr. Register, May, 1992, No. 437, eff. 6-1-92.

**Adm 19.04 Program area need. History:** Cr. Register, May, 1992, No. 437, eff. 6-1-92; am. Register, April, 1995, No. 472, eff. 5-1-95, r. Register, April, 1999, No. 520, eff. 5-1-99.

**Adm 19.04 Evaluation criteria.** Applicants shall be compared and rated by the department based upon the department's evaluation of the proposal's consistency with s. 16.31, Stats., and 24 CFR part 570, and the scoring criteria in the CDBG application package. Applicants shall be compared and rated by the department based on the applicant's discussion and documentation of the following:

(1) Target area need as defined by the department in the CDBG application package.

(2) The percentage of program funds directed toward households with the lowest income.

(3) The extent to which program funds are directed to areas that are most in need.

(4) The extent to which housing needs in the community and in the target area have been adequately documented.

(5) The extent to which the proposed activities are completely and accurately described in the application.

(6) The extent to which the eligible applicant proposes to promote compliance with applicable state and federal fair housing laws and regulations.

(7) The extent to which other resources will be used in conjunction with program funds.

(8) The extent to which the application is complete and in the format required by the department.

**History:** Renum. from Adm 19.05 and am. (1) to (4), r. (6), renum. (5), (7) to (9) to be (5) to (8), Register, April, 1999, No. 520, eff. 5-1-99.

**Adm 19.06 Application process. History:** Cr. Register, May, 1992, No. 437, eff. 6-1-92; r. Register, April, 1999, No. 520, eff. 5-1-99.

**Adm 19.05 Application process.** The department shall make funds available annually as those funds are made available by the federal department of housing and urban development. To receive funds under this program, an eligible applicant shall do all of the following:

(1) Submit an application which is complete and in the format required by the department.

(2) Resubmit an unfunded application as described in Adm 19.08, and in a format and with supporting documentation as required by the department.

**History:** Cr., Register, April, 1999, No. 520, eff. 5-1-99.

**Adm 19.06 Emergency grants.** The department may use up to \$2,000,000 annually from the program for emergency housing needs. The department shall develop emergency fund application requirements as necessary. Applications will be evaluated based on:

(1) The nature of the emergency.

(2) The amount of emergency-related housing need.

(3) The availability of program funds.

(4) Other mitigating circumstances the department deems significant.

(5) The inability of the applicant to finance the activity on its own.

(6) The unavailability of other funding sources to address the need.

**Note:** The application requirements can be obtained by writing to: Department of Administration, Division of Housing, P.O. Box 8944, Madison, WI 53708-8944.

**History:** Cr. Register, April, 1995, No. 472, eff. 5-1-95; renum. from Adm 19.07, Register, April, 1999, No. 520, eff. 5-1-99.

**Adm 19.07 Recaptured funds and program income.** The department may use CDBG funds received as recaptured program funds or program income as defined in 24 CFR 570, to fund specific hazard reduction activities in homes with low and moderate income occupants.

**History:** Cr. Register, April, 1995, No. 472, eff. 5-1-95; renum. from Adm 19.08, Register, April, 1999, No. 520, eff. 5-1-99.

**Adm 19.08 Resubmitted applications. (1)** An applicant for funds shall be eligible to receive funds in the CDBG program year following the year for which the applicant submits an

unfunded application, without having to submit another application for that following year if all of the following apply:

- (a) The applicant is an eligible applicant under the terms of the program.
- (b) The applicant submits a request to resubmit in a format as required by the department.

**(2)** The resubmitted application will not be reevaluated, but shall retain the score received in the original application competition.

**(3)** An unfunded application may be resubmitted under sub. (1) only once.

**History:** Cr. Register, April, 1999, No. 520, eff. 5-1-99.