



**CONTRA COSTA COUNTY  
DEPARTMENT OF CONSERVATION AND  
DEVELOPMENT**

**30 Muir Road  
Martinez, CA 94553  
Telephone: (925) 655-2885**

---

***MEMORANDUM***

**DATE:** May 4, 2026

**TO:** Finance Committee  
Supervisor Candace Andersen, Chair  
Supervisor Diane Burgis, Vice Chair

**FROM:** Gabriel Lemus, Deputy Director  
**By:** Melanie Erickson, Planner

**SUBJECT:** FY 2026/27 (2<sup>nd</sup> Year) Community Development Block Grant (CDBG) Funding  
Recommendations – Economic Development (ED) Category

FY 2026/27 (2<sup>nd</sup> Year) Community Development Block Grant (CDBG) Funding  
Recommendations – Infrastructure Public Facilities (IPF) Category

**RECOMMENDATIONS**

1. Approve recommendations for FY 2026/27 Economic Development projects as recommended by staff or amended by the Committee.
2. Approve recommendations for FY 2026/27 Infrastructure/Public Facilities projects as recommended by staff or amended by the Committee.
3. Direct the Department of Conservation and Development to prepare a staff report on the Committee's recommendations. The staff report will be submitted together with funding recommendations for all other CDBG categories for the Board of Supervisors consideration as a "Consent" item.

**BACKGROUND**

The purpose of this memorandum is to transmit staff recommendations for funding in the ED and IPF categories for the FY 2026/27 CDBG Program. Spreadsheets, summarizing staff's recommendations

and staff's analysis/evaluation, are attached for both the ED and IPF program categories.

In October 2013, the Board approved having two separate and distinct funding cycles for the non-housing categories of the CDBG Program to align with the five-year period of the Consolidated Plan. The first cycle is a two-year funding cycle (FY 2025/26 and FY 2026/27) for programs/projects in the CDBG public service, economic development, and infrastructure/public facilities categories. The second cycle (FY 2027/28, FY 2028/29, and FY 2029/30) is a three-year funding cycle to conclude the final three years of the five-year Consolidated Plan period.

Consequently, in June 2025, the Board approved the allocation of FY 2025/26 and FY 2026/27 CDBG funds for the ED category. The allocation of FY 2026/27 CDBG funds for the ED category was contingent on the availability of funds and the satisfactory accomplishment of contract goals.

The IPF category also operates under a two-year funding cycle; however, there was only one application received and awarded for IPF projects to be carried out in FY 2025/26. Therefore, CDBG staff issued a Request for Proposal (RFP) in October 2025 for IPF projects to be carried out in FY 2026/27.

**Available Funding**

The County, as an entitlement jurisdiction, receives an annual allocation of CDBG funds directly from the U.S. Department of Housing and Urban Development (HUD). HUD has a formula for the CDBG Program to determine the amount of CDBG funds that an entitlement jurisdiction will receive for the program year. On April 3, 2026, HUD announced the FY 2026/27 CDBG Program entitlement allocations to all CDBG entitlement jurisdictions. The County's FY 2026/27 CDBG entitlement amount is \$4,724,092, which is approximately \$3,065 less than the County received for this current program year (FY 2025/26).

On November 4, 2014, the Board of Supervisors (Board) adopted funding guidelines for the allocation of CDBG funds that require the County's annual grant be allocated to the following CDBG eligible categories:

<b>Category of Use</b>	<b>Allocation Guidelines CDBG Program</b>	<b>Available Funding</b>
Affordable Housing	45%	\$2,125,841
Public Services	*17%	\$ 803,096
Economic Development	10%	\$ 472,409
Infrastructure/Public Facility	8%	\$ 377,927
Administration	20%	\$ 944,818
<b>Total FY 2026/27 CDBG Grant</b>		<b>\$4,724,092</b>

\*As long as the amount does not exceed HUD's statutory cap for Public Services

**Economic Development Category:** Pursuant to the Board's guidelines, a total of **\$472,409** (10 percent of the County's grant amount) is available for ED projects. A total of five renewal applications were received, requesting a total of \$421,500. Staff is recommending that all five of these projects be funded. The summary with the amounts of the ED recommendations is listed in **Attachment A-1**. Also included

as an attachment is staff's analysis/evaluation and recommendation table (**Attachment A-2**) to provide more information and details about each ED application.

Subsequently, a total of **\$50,909** is available from the ED category. County CDBG staff is recommending distributing the remaining amount to the FY 2026/27 IPF category to ensure that all available CDBG funds are allocated to eligible projects carried out during FY 2026/27.

**Infrastructure and Public Facility Category:** Pursuant to the Board's guidelines, a total of \$377,927 (eight percent of the County's grant amount) is available for IPF projects from the FY 2026/27 CDBG grant award. As mentioned above, staff is recommending the \$50,909 remaining from the Economic Development category to be distributed within the FY 2026/27 IPF category. In addition, there is \$343,173 available from funds that went unallocated in FY 2025/26 that staff is recommending being distributed within the FY 2026/27 IPF category. Lastly, there is \$89,991 available from unallocated FY 2026/27 CDBG funds coming from the Affordable Housing category. Consequently, there is an estimated total of **\$862,000** available.

Ten complete applications were received by the application deadline. Since the deadline, one application was withdrawn by the applicant, leaving a total of nine applications, requesting a total of **\$1,358,863**. Staff recommends funding in the amount of **\$862,000** in CDBG funds for eight of the nine projects. The summary of the IPF recommendations is listed in **Attachment B-1**. Also included as an attachment is staff's analysis/evaluation and recommendation table (**Attachment B-2**) to provide more information and details about IPF application.

### **Application Process and Evaluation Criteria:**

**ED Category:** For FY 2026/27, ED agencies were required to submit an abbreviated renewal application describing the proposed program, need and/or target population, a proposed FY 2026/27 budget, current financial audit, and description of performance outcomes. This information was used to evaluate an agency's continuing capacity and ability to operate its program during the upcoming fiscal year.

Staff's funding recommendations for FY 2026/27 ED projects are listed in **Attachment A-1**. The attached staff analysis/evaluation and recommendation table (**Attachment A-2**) provides additional details on the individual projects and provides information on an agency's experience and capacity.

**IPF Category:** Given that there was only one IPF application received and awarded for projects to be undertaken in FY 2025/26, staff issued an IPF-specific RFP in October 2025 for IPF projects to be carried out in FY 2026/27. The application for FY 2026/27 CDBG funds under the IPF category was released on October 14, 2025, with applications due on December 11, 2025.

Ten complete applications were received by the December 11, 2025 deadline. Applicants were required to submit an application describing the proposed project, need and target population, steps necessary to carry out the project, and proposed budget. Applications were reviewed by staff for completeness, eligibility, and the priority need(s) addressed. Applicants were also interviewed by staff to respond to and clarify any issues related to the application. Staff's funding recommendations for the FY 2026/27 IPF projects is listed in **Attachment B-1**. The attached staff analysis/evaluation and recommendation table (**Attachment B-2**) provides additional details on the individual projects. The recommended

projects will beneficially impact services that serve a variety of populations, such as youth, seniors, persons with disabilities, and those that are experiencing homelessness.

**Public Meeting and Transmittal of Recommendations:** The Committee's recommendations will be forwarded to the full Board of Supervisors to be considered at the Board of Supervisors Meeting scheduled for May 19, 2026. Final recommendations must be forwarded to HUD by June 3, 2026, for review to ensure consistency with federal regulations.

**Attachments**

Attachment A-1 – FY 2026/27 ED Projects

Attachment A-2 – ED Staff Report Table

Attachment B-1 – FY 2026/27 IPF Projects

Attachment B-2 – IPF Staff Report Table

cc: John Kopchik, Conservation and Development Director