2025-2027 BRAG Community Action Plan Goals

- 1. <u>Housing: Direct Family Services- 75 Low-income households become more self-sufficient through improved housing availability and sustainability.</u> (Annually over 3 years).
 - a. Direct emergency rental assistance
 - i. Avoid Eviction
 - ii. Secure Housing
 - b. Direct Supportive services
 - i. Case Management
 - ii. Vouchers (DI, CSBG, shelter, bus, mobility) 20 HH Served
 - c. Admin support for the growth of additional supportive services
 - i. Taxes, Utilities, Aging, Veterans, Weatherization, Etc.
 - d. Central Intake-500 HH served per year
 - i. Improve Client Experience
 - ii. Increase Client Referrals (internal and external)
 - iii. Improve the BRAG website-increase timeliness
 - iv. Client Satisfaction Surveys-Agency Wide
- 2. Housing: Community Impact-Faciliate/Build 60 units of affordable housing.
 - a. Explore New Housing Options
 - i. BRAG Specific Options
 - 1. Crown
 - 2. Multifamily
 - 3. ADU Grants
 - 4. State Voucher Programs
 - ii. Strengthen Individual Municipality Housing Options
 - 1. Strengthen Planning and Zoning Commissions
 - 2. Deed restrictions
 - 3. ADU's
 - 4. Pursue municipal partnerships
 - iii. ADU-Toolkit, how to (find a municipal partner)
 - 1. Grants-Michael Fortune-
 - b. Strengthen Existing BRAG Housing Assets
 - i. Annual reviews with property manager
 - ii. Improve deployment of rentals to balance client need and usage (rooms/HH size)
 - iii. Explore additional state vouchers that can assist
 - iv. Find ways to prioritize START and Section 8 clients on owned asset waiting lists.
 - c. Build/Facilitate 60 Units of affordable housing
 - i. Expand the Bear River and Logan Housing Authorities to include a housing arm.

- 1. Realign existing housing assets under the housing authority.
- 2. Move towards an agency housing presence in each county.
- ii. Develop/collaborate to build 60 units utilizing LLP's, Tax Credits, Vouchers Etc..
- iii. Revamp BRAG First Time Homebuyer set aside funds to focus on larger amounts that target clients transitioning from a Housing Choice voucher to homeownership.
- 3. <u>Housing: Regional Impact-Improve Coordination of CDBG and related resources.</u> <u>Community Focused Goal-</u>
 - a. Maximize CDBG funds
 - i. Form a CDBG Committee within the Human Services Board (and in invited community partners)
 - ii. Create a Regional CDBG Project List
 - 1. Work with the BRAG Community Advisors to connect with individual municipalities.
 - 2. Work with each county government
 - 3. Create a list of projects in each county with a proposed timeline
 - 4. Have the CDBG Committee provide a formal recommendation to the governing board
 - 5. Submit recommended set aside projects to the state for approval/review
 - 6. Facilitate the application and execution of approved projects
 - iii. Coordinate BRAG plans between Aging, Community and Economic Development, Housing Authority, and CSBG Community Action Plan/Strategic Plan
 - 1. Center plans on the BRAG agency values
 - i. Explore regional partners who are interested in hosting permanent supportive housing/transitional housing.

4. Build BRAG Agency Capacity

- a. Anti Poverty Focus
 - i. Develop a culture that focuses on building and empowering communities and individuals. All departments have that same role within their programs.
 - ii. Explore additional programs to help low income households increase wages/benefits/education.
- b. Diversify program funding
 - i. Increase efforts to develop/expand non federal funding sources
 - ii. Develop unrestricted funding streams that can be matched for future programs.
- c. Physical Building
 - i. Increase building security to protect clients and staff
 - ii. Create an infrastructure plan to address communication, efficiency.
- d. Build Staff Supports

- i. Increase Staff Training and Certification
 - 1. Pursue a ROMA implementer
 - 2. Develop grantwriting skills with more staff
 - 3. Provide Leadership training opportunities
 - 4. Build training opportunities into each staff meeting
- ii. Revise/Update Policies and Procedures to better protect/support staff.

2022-2025 Goals (For Reference)

- 1. Housing: 75 Low-income households become more self-sufficient through improved housing availability and sustainability. (Annually over 3 years).
 - a. Direct emergency rental assistance
 - i. Avoid Eviction
 - ii. Secure Housing
 - b. Supportive services
 - i. Case Management
 - ii. Vouchers (DI, CSBG, shelter, bus, mobility)
 - c. Successful referrals to service provider partners
- 2. Housing: Assist in the creation/launch of a homeless resource/warming center in Cache County (pilot by year 2, review in year 3).
 - a. Coordinate grant writing and support efforts.
 - b. Integrate a center into coordinated entry, street outreach, and rapid rehousing efforts.
 - c. Assist in working with local governments, communities, and businesses to provide accurate information about needs and goals.
 - d. Coordinate service delivery and engagement with additional community partners.
- 3. Agency Capacity: Create additional support to empower staff, avoid burnout, and encourage professional development.
 - a. Identify additional opportunities for education and training.
 - i. Schedule regular meetings to train staff on programs, partners, and skills.
 - ii. Set professional development goals with staff.
 - b. Identify additional ways to reduce staff burnout.
 - i. Meet with other service providers to identify successful practices.
 - ii. Train and implement skills to assist with secondary trauma and health workplace practices.
 - c. Work towards a living wage for full time staff.
 - i. Identify additional funding sources.
 - ii. Advocate on existing funding sources for better wages to our partners.

22-25 Community Action Strategic Plan Goals

Employment- Build relationships between employers in need, education providers, and low income households to help lift them out of poverty.

- a. Identify employment partners with livable wages and benefits needing additional workers.
- b. Identify education partners that provide the necessary skills and certifications.
 - i. Healthcare
 - ii. CDL
 - iii. Forklift operation certifications
- c. Work towards scholarships and grants that could reduce the cost of low income households to participate in gaining necessary skills.
- d. Facilitate the connection of low income households with the grants and scholarships.

Transportation-Identify and establish specific transportation links and infrastructure for each of the three counties.

- a. Coordinate with major employers that have transportation needs and provide employment opportunities (livable wages and benefits) to low income households.
- b. Identify potential partners who can facilitate the transportation of potential employees.
- c. Assist in the finding and acquiring of equipment/facilities needed.

Housing- Identify specific housing needs for each county and implement a plan of action.

- a. Coordinate with county and city governments to identify and address a need.
 - i. Rich County-Affordable housing owned by the county/city.
 - ii. Box Elder-450 unit deficit of low income affordable housing.
 - iii. Cache-2500 unit deficit of low income affordable housing.
- b. Help find partners and linkages to create the framework for the plan.
 - i. Pursue funding sources to help create toolkits to assist other communities moving forward.
- c. Assist in efforts providing education and information about the needs to the general public and government officials.
- d. Assist in identifying potential funding sources and coordinating available resources to meet the need.
- e. Identify alternative methods of meeting the needs.
 - i. Accessory dwelling units.
 - ii. Detached accessory dwelling units.
 - iii. Tiny Homes
 - iv. Density guidelines from cities and counties.
 - v. Rental population restrictions and guidelines

Bear River Regional CDBG Allocation Policies 2026 Funding Year

-Open for public comment 8/20/2025-9/19/2025-

Section 1. APPLICATION PROCESS

- 1.1 Eligible applicants. BRAG serves Box Elder, Cache and Rich Counties. Within the designated geographical area, cities with fewer than 50,000 population and counties with fewer than 200,000 in population are eligible to apply. Non-profit organizations or special service districts within the designated region can apply, but they must be sponsored by an eligible city, town, or county. Eligible entities that submit one application should review policy 2.6 Multiple Applications, to understand how they will be ranked and scored. Finally, previous successful awardees that received an award of \$200,000 or more must wait 24 months before applying for a new grant.
- 1.2 Application Workshops. How to Apply Workshops as held across the state in October and November. All applicants must attend a How to Apply workshop in October or November of 2025 in order to be eligible for funding consideration. Failure to attend will result in an automatic rejection of the application.
- 1.3 Pre-Applications. The process begins with a Pre-application. Pre-applications for this funding cycle must be substantially completed in WebGrants3 by 5:00 PM of December 1st 2025 for BRAG staff to provide administrative support and draft the Annual Action Plan. Applicants that do not meet this requirement will not be eligible for CDBG funding.
- 1.4 CDBG Entitlement Communities. Logan City receives CDBG funds from US Housing and Urban Development (HUD) as an Entitlement community. Projects located within Logan City that provide substantial benefits to Entitlement community residents are eligible to apply for BRAG CDBG Program assistance only if the BRAG funding provided is proportional to the number of beneficiaries from the non-entitlement area. Logan City Entitlement resources or other non-Small Cities CDBG funds must be used to cover the proportion of cost comparable to the number of beneficiaries from within the Entitlement area. Per guidance from HUD Memo: State CDBG Activities benefitting Entitlement Community Residents, May, 2006.
- 1.5 Public Service Applicants. Public service providers, traditionally non-profit organizations, are encouraged to apply for CDBG funds for capital improvements and major durable equipment purchases. Examples are fixtures, construction, remodeling, and facility expansion. State policy prohibits the use of CDBG funds for operations and maintenance. This includes paying administrative costs, salaries, purchasing non-durable equipment, supplies, etc. No more than 15 percent of the state's yearly allocation of funds may be expended for public service activities.
- 1.6 BRAG Sponsorship. BRAG will only act as sponsor for non-profit organizations with CDBG projects having regional implications.

Section 2. PROJECT RATING AND RANKING

- 2.1 Rating and Ranking Committee. The Bear River Regional Community Development Block Grant (CDBG) project rating and ranking and funding allocation process will be administered by the Bear River Association of Governments (BRAG) Governing Board. In this capacity, the Board shall function as the CDBG Rating and Ranking Committee (the Committee) and with BRAG staff will review, rate and rank all applications.
- 2.2 Project Funding. The highest ranked CDBG project will be funded first. As a rule, funding requests will not be reduced if it would mean a reduced scale of the project unless the project is the last one funded. The next ranked project will be considered and funded similarly. This process will continue until the funds available are exhausted.
- 2.3 Multiple Year Projects. Multiple year projects will be ranked and scored against traditional one year projects. However, they will be allowed only at the discretion of the Committee for a maximum of two (2) years. The applicant must demonstrate clearly why two years are required to complete the project.
- 2.4 Ranking Ties. In the event of a tie for the last funding position, the project with the most project beneficiaries will be funded.
- 2.5 Minimum Project Scores. Any project that does not score a minimum of 40 points in the BRAG Rating & Ranking Application will not be considered for funding.
- 2.6 Multiple Applications. When an applicant submits more than one application, only the highest ranked application will be considered for funding unless all other projects have been funded. This excludes applications that are sponsored by a city or county on behalf of another organization.
- 2.7 Award Minimums and Maximums. The minimum CDBG allocation per project will be \$30,000 with no maximum. As noted in Section 1.1 Eligible applicants, any applicant that receives an award of \$200,000 or more must wait 24 months before applying for a new grant.
- 2.8 Allocation of Remaining Funds. Any remaining funds, after all competitive requests have been fully funded, will be applied evenly between the BRAG Emergency Home Repair and BRAG First Time Homebuyer programs.
- 2.9 Consolidated Planning Process. Successful applicants must participate in the regional consolidated planning process which ensures that projects considered for funding are those which are of high priority

and part of the applicant's previous planning process. Applicants and those submitting projects through a sponsoring city or county must make reasonable effort to amend the sponsor's capital improvement list in a timely manner as determined by the Committee.

2.10 Grievance Procedure. Should an applicant feel that their project was unfairly rated, ranked, or otherwise considered by the Committee, they may file a grievance in writing no later than ten (10) business days following the Rating & Ranking date to Shawn Milne, Community & Economic Development Director, Bear River Association of Governments, 170 North Main, Logan, Utah. Responses will be provided in writing within 15 business days of receipt. If a response satisfactory to the aggrieved is not issued by the Committee, an appeal may be made to the BRAG Governing Board. Any appeal of the local determination made by the BRAG Governing Board should be filed with the State of Utah CDBG Policy Board, as set forth in the State of Utah CDBG policies and procedures.

Section 3. EMERGENCY APPLICATIONS

3.1 Emergency Applications Outside of the Funding Cycle. The Committee may request an allocation of emergency funding outside of the regular CDBG application cycle from or on behalf of a city or county from the next program year's allocation, (i.e. 2027). The Committee has defined "emergency" to mean any public health and safety crisis experienced by a city or county which could not have been foreseen (i.e. fire, flood, act of God) and where no other alternative funding or temporary solution is available. Such projects must meet a CDBG national objective. The Committee will review and forward all such applications to the State CDBG Policy Committee for final approval on a case-by-case basis.

3.2 Emergency Application Approval. When a city or county presents a project that is intended to address an emergency situation that is a clear threat to public health and safety, the Committee may determine said project to meet the urgent need of the national objectives of the CDBG program. In this case the applicant may present their application in accordance with Policy 3.1 above. There are strict CDBG program requirements that must be met. State CDBG staff will determine if the project meets the national thresholds.

Section 4. REGIONAL SET ASIDES

4.1 The Committee may approve regional CDBG set-asides under the following three conditions: a) they are consistent with the priorities established in the Bear River District Consolidated Plan; b) they are approved prior to the CDBG applicant "How-to-Apply" meetings for the region; and c) the opportunity for public comment is accommodated by publishing the proposed allocation on the State Public Notice website and receiving public input via a public hearing.

4.2 These policies will be revised annually and will be published for a 30 day public comment period, generally in July preceding the program year.

REGIONAL PROJECT ALLOCATIONS 2026

The following set-asides are recommended for the 2026 CDBG Program Year.

A) ADMINISTRATION AND PLANNING (\$50,000):

In order to assure that applicants have the assistance they need in accessing the CDBG Program, \$35,000 will be provided to fund staff at the Bear River Association of Governments to help the CDBG applicants in Box Elder, Cache, and Rich Counties; and \$15,000 will be provided to complete the Regional Consolidated Plan Action Plan Update.

B) ASSISTANCE TO LOW INCOME FAMILIES FOR WATER/SEWER REPAIRS OR HOOK-UPS AND HOUSING REHABILITATION \$120,000):

In order to remedy health hazards associated with failing water and waste water systems and provide urgently needed housing rehabilitation, BRAG will operate a grant/loan program to assist low-income families in Box Elder, Cache, and Rich Counties with up to \$7,500 in assistance.

C) PROGRAM DELIVERY AND ADMINISTRATION \$40,000):

Emergency Home Repair program delivery costs (\$36,400) (=11% admin) and Administration costs (\$3,600) for the home buyer assistance program for BRAG staff.

D) FIRST TIME HOME BUYER PROGRAM 40,000):

Up to \$10,000 loan to first time low to moderate income home buyers to pay costs related to purchasing a home. Grantees must complete home ownership workshops. \$10,000 will be used to provide homeownership workshops.

Bear River Association of Governments Community Development Block Grant (CDBG) 2026 Rating & Ranking Criteria

This application can be found on the web at https://brag.utah.gov/community-development-block-grants/

1) What percent of the project beneficiaries fall into the following income groups? 20 points possible									
80% CMFI*	<51% 0 points	51-55% 8 points	56-60% 9 points	61-70% 10 points	71-80% 11 points	81-100% 12 points			
50% CMFI	65% or more of total project beneficiaries have household income at or below 50% CMFI 4 points								
30% CMFI	40% or more	of total project beneficiaries have household income at or below 30% CMFI 4 points							
Opting to meet a Objective withou		* criteria for " or qualified specific LM	Projects that meet a HUD National Objective by meeting the criteria for "presumed Low-to-Moderate Income (LMI)" groups or qualified Urgent Need projects may opt to not document to not do LMI Qualified Slum & Blight projects may opt to receive 8 points						
			iding income do		eceive a points	Yes			
		qualification	l projects are not and are limited ints without doc						

^{*} County Median Family Income (see jobs.utah.gov/housing/community/cdbg/publications.html or State Application Appendix C).

How to Document: Consult BRAG staff to determine the best way to document income for your project. **Projects that meet a HUD National Objective (see Chapter III of State Application Guide) by serving a HUD specified "Presumed Low-to-Moderate income (LMI) group or that aid in the prevention of slum or blight (National Object #2) or respond to an Urgent Need (National Object #3) may opt to receive "default" points in this category automatically without having to document LMI beneficiaries.

Otherwise they must document LMI benefit and will not be eligible for default points. You must consult with BRAG staff if you think your project may qualify.

,	liction implementing Fair Housing, Civil Rights rowth Principles? 10 points possible	My Jurisdiction Is Participating
3 Points	Is the moderate income housing plan of your jurisdiction compliant with State Code Title 10-9a-403(2)(a)(iii)? (Towns with populations under 1,000 receive 2 points if no plan)	
2 Points	Does this project implement moderate income housing or homeless goals as identified in your general plan (whether required by state code or not) or in BRAG's Consolidated Plan?	
3 Points*	Has your jurisdiction adopted ordinances to protect and conserve water, air, energy resources, critical lands, important agriculture lands and/or historic places?*	
1 Point	The Community has a regularly updated Capital Asset Inventory or Capital Improvement List	
<u>1 Point</u>	The Community has adopted the following Accessibility policies – 1) Grievance Procedure under the Americans with Disabilities Act, 2) Section 504 and ADA Effective Communication Policy, 3) Language Access Plan and 4) Section 504 and ADA Reasonable Accommodation Policy	

^{*} Applicants will receive one point for each ordinance adopted to protect or conserve water, air quality, energy resources, critical lands, important agriculture lands, and/or historic places. Up to three points possible. Attach copies of ordinances and planning documents to Application Packet.

3a) For Community-wide Projects – Does the jurisdiction have capacity to fund the project through increased taxes? 10 points possible Tax Rate as a % of Ceiling O points Tax rate <15% of ceiling 5 points Tax rate 16-25% of ceiling 10 points

How to Document: BRAG staff will use the tax rate data produced by the Utah Tax Commission to confirm your jurisdiction taxing position. No documentation required.

OR

3b) For Drinking W competitive according 10 points possible	Your Jurisdiction's Utility Rate as a Percentage of MAGI			
	Fee rate <0.6% of MAGI 0 points	Fee rate 0.61-1.40% of MAGI 5 points	Fee rate >1.40% of MAGI 10 points	

Regional Priority

4) How does the project rate with regional priorities, goals, and policies? Regional priorities are determined by the Community Investment Council and BRAG Governing Board.

20 points possible

Inviorities	Other Projects 0 points Community Facilities (non-recreational) 4 points	Removing Barriers 8 points	Public Safety Activities 12 points	Public Utility Infrastructure 16 points	LMI Housing 20 points	
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Public Utility Infrastructure – Projects designed to increase the capacity of public utility systems to better serve the community. May include drinking water, wastewater disposal projects and transportation facilities. Infrastructure that serves LMI Housing construction will be rated using the LMI Housing category score.

Public Safety Activities - Projects related to the protection of life or property, would include activities such as flood control, fire protection, or abuse prevention projects in a community.

Community Facilities – Non-administrative and non-recreational facilities and service activities such as senior citizen centers, health clinics, and food banks, etc.

LMI Housing – Projects designed to provide for the housing needs of families earning less than 30%, 60% and 80% of the area median income. May include the acquisition property, acquisition and/or rehabilitation of existing dwelling units or the development of public infrastructure that would serve LMI housing projects or homeless shelters. May **NOT** be used to construct new housing, but may be used to construct infrastructure to serve housing for qualified LMI households.

Removing Barriers – Accessibility to public facilities by persons with disabilities is mandated by federal law. Projects will remove accessibility barriers in existing public buildings and facilities constructed prior to 1996.

5) When was the last time the jurisdiction or organization was funded with CDBG and Program Year Last Funded did you manage the project satisfactorily? 10 points possible with CDBG Last funded Applicant funded Applicant funded Applicant funded Applicant funded Applicant funded with CDBG* in 2021 or never in 2025 in 2024 in 2023 in 2022 funded. 5 Points 0 Points 1 Point 2 Points 3 Points First-time Documentation/ Project Manager Project Completed Compliance with Applicant Project applicant Consistency in Contract Period Capacity to Communication Regulations & management default: 2.5 Administer Laws documents in 1 point 1 point 1 point Points Grant Webgrants 1 point 1 point

6) What is the overall project impact? 15 points possible

Project Impact Geography	The project benefits fewer than 50 individuals	The project benefits between 51 and 100 individuals 4 Points		The project benefits between 501 and 1000 individuals 8 Points	The project benefits more than 1000 individuals	
Project Impact Beneficiaries	The project be 2.5 Points AND The project ad 2.5 Points					

Targeted population includes LMI populations and HUD-specified "presumed" LMI populations such as homeless, elderly, disabled adults, victims fleeing abuse, etc.

7) Per Capita Funding - How much CDBG money is invested in each beneficiary?

5 points possible

Project CDBG	<u>>\$1,000</u>	<u>\$800-999</u>	<u>\$400-800</u>	\$200-800	<u>\$1-200</u>	
<u>\$'s per</u> <u>Beneficiary</u>	1 point	2.5 points	5 points	7.5 points	10 points	

[&]quot;Critical need" would include health and safety emergencies and special needs as defined in the Consolidated Plan such as transitional housing, mobility, respite care, etc.

8) Does the project have competitive matching funds or leverage of funds?

10 points possible

Applicant contribution and any other outside funding] _{>40%}	30.1-40%	20.1-30%	10.1-20%	<10%	
(Beneficiary Population >5,000) Percentage of non-CDBG funds invested in project	10 Points	7.5 Points	5 Points	2.5 Points	1170	
Applicant contribution and any other outside funding (Beneficiary Population 1,001-5,000)	>30%	23.1-30%	15.1-23%	7.1-15%	<7%	
Percentage of non-CDBG funds invested in project	10 Points	7.5 Points	5 Points	2.5 Points	0 Points	
Applicant contribution and any other outside funding (Beneficiary Population 501-1,000)	>20%	15.1-20%	10.1-15%	5.1-10%	<5%	
Percentage of non-CDBG funds invested in project	10 Points	7.5 Points	5 Points	2.5 Points	0 Points	
Applicant contribution and any other outside funding (Beneficiary Population <500)	>10%	7.1-10%	4.1-7%	1-4%	<1%	
Percentage of non-CDBG funds invested in project	10 Points	7.5 Points	5 Points	2.5 Points	0 Points	

CDBG Regional Projects Committee Proposal

History

The Bear River CDBG program has traditionally run with two main areas of focus. The first focus is on infrastructure grants from small communities. The majority of funding has been allocated to provide space for smaller municipalities to apply for funds to serve specific projects. These awards serve an important role in supporting growth and economic development in rural areas.

The second focus is on BRAG set-asides. Set-asides target specific needs. BRAG set-asides have been the following: Technical assistance for the community grants mentioned in focus one, emergency home repair funding, and first time homebuyer grants/workshops. In the past, unallocated dollars from focus one have been allocated to emergency home repair. In the 2026 funding cycle unallocated dollars from focus one will be split evenly between emergency home repair and first time home buyer programs.

A third option has been raised, that of a list of preapproved projects. In the November of 2023 governing board meeting the idea of a purposeful list of community projects that had been pre-reviewed was broached. The list would include projects from each of the three counties and timeframes for when those projects would be funded. The purpose of the list would be to provide better cooperation and collaboration between the counties, municipalities, and applications for funding. Projects would need to meet the objectives of the regional plan. These projects would be awarded the majority of the CDBG dollars, minus the BRAG set-asides and with smaller amounts going to individual applications from focus one. Though the idea has been revisited a few times since it has not gained much traction.

CDBG Regional Projects Committee Proposal

In the June BRAG Human Services Board meeting it was proposed that they might move forward with the work of gathering the list of projects. The motion was approved, recognizing that they needed approval from the governing board to move forward.

The Human Services Board has 2 current governing board members and includes additional partners from nonprofit organizations, private businesses, educational institutions, and service providers. These partners are willing to do some of the work to meet with representatives of the three counties and put together a proposed list. The list would then be reviewed by the BRAG governing board, which acts as the CDBG Ranking and Review committee.

The goal would be to have a list pulled together to be actionable in the 2027 CDBG funding cycle, with applications starting in November of 2026.