

# CITY OF ALAMEDA

Notice of Funding Availability/Request for Proposals  
(NOFA/RFP) Program Guidelines  
Fiscal Year July 1, 2026 – June 30, 2027

**Application Workshop**  
**February 3, 2026**

Community Development Block Grant (CDBG)

# AGENDA

- Introductions
- Program Overview
- Guidelines for Applications
  - Economic Development
  - Capital Improvement
- Questions and Answers

# INTRODUCTIONS

- Name
- Organization
- Topic(s) of Interest
  - Economic Development
  - Capital Improvement
- Brief overview of proposed program or project

## **FY 2026-27 RFP AVAILABLE SOURCES OF FUNDING**

Community Development Block Grant Funds for:

- Economic Development
- Capital Improvements (i.e. Public Improvements)

Entitlement Allocations and Funded Categories

- In FY2025-26, the City received \$1,096,362 in entitlement funding
- The categories/activities typically funded include:
  - Non-housing public services (15% cap)
  - Non-housing economic development
  - Non-housing capital improvements
  - Residential rehabilitation
  - General administration (20% cap)

# WHAT IS CDBG?



Federal funds to assist low- and moderate-income persons by providing:

- Decent Housing
- Suitable Living Environment
- Expanded Economic Opportunities

## FY 2026-27 TIMELINE

December 2	City Council heard public input and approved priority needs
January 20	CDBG NOFA/RFPs released
February 20	RFP applications are due by 5 p.m.
April 2	Funding recommendations published on the City of Alameda website: <a href="http://www.alamedaca.gov">www.alamedaca.gov</a>
May 5 7:00 pm	City Council Public Hearing to consider all recommendations
July 1	Start of Program Year

# APPLICANT REQUIREMENTS

- Applicants must be an eligible public agency or qualified 501(c)(3) or (c)(4) non-profit organization.
- Applicants must submit a completed application/proposal with required supporting documentation (refer to appropriate Request for Proposals)
- Applicants must submit certified financial audit of their organization including any management letters for the most recent fiscal year.

# QUALIFYING CRITERIA

- Be an eligible activity for CDBG or HOME funding
- Benefit low- and moderate-income persons, household earning at least 70% AMI
- Meet one of the City of Alameda's Priority Needs as listed in the SSHRB Needs Statement
- A few examples of the City's priority needs include:
  - Mental health services
  - Food security & Nutrition programs
  - Access to housing & Emergency shelter



# **ELIGIBLE ACTIVITIES: ECONOMIC DEVELOPMENT**

## **Economic Development**

- Economic development activities are aimed at sustaining or increasing business activity in a community
- Acquiring, constructing, reconstructing, rehabilitating, or installing commercial or industrial buildings, structures, and other real property equipment and improvements
- Providing economic development services in connection with otherwise eligible CDBG economic development activities

## **ELIGIBLE ACTIVITIES: CBDOS**

**Economic development undertaken by community-based development organizations (CBDOs).**

Neighborhood revitalization, community economic development or energy conservation projects carried out by an organization that qualifies as a CBDO under the regulations at 24 CFR Part 570.204.

## ELIGIBLE ACTIVITIES: TECHNICAL ASSISTANCE

- **Technical assistance to businesses.** This activity involves providing technical assistance and training directly to businesses on topics such as business planning or accounting. This activity may be undertaken under several different eligibility categories, assuming that the activity will meet a national objective:
  - As a part of a special economic development project;
  - To the owner of a microenterprise;
  - By a CBDO as a part of an eligible project.

## ELIGIBLE ACTIVITIES MICROENTERPRISE DEVELOPMENT

- These are activities designed to foster the development, support, and expansion of microenterprise businesses.
- A **microenterprise** is defined as a commercial enterprise that has five or fewer employees, one or more of whom owns the enterprise.
- A “person developing a microenterprise” refers to a person who has expressed an interest and who is or, after an initial screening process, is expected to be actively working toward developing a business that will be a microenterprise at the time it is formed.

## **Eligible Microenterprise activities include the provision of:**

- Grants, loans, loan guarantees and other forms of financial support, for the establishment, stabilization, and expansion of microenterprises;
- Technical assistance, advice, and business services to owners of microenterprises and persons developing microenterprises;
- General support to owners of microenterprises and persons developing microenterprises including child care, transportation, counseling and peer support groups

# ELIGIBLE ACTIVITIES: CAPITAL IMPROVEMENTS

## Capital Improvement Projects

- Property acquisition
- Rehabilitation of non-residential facilities
  - Commercial
  - Retail
  - Industrial
- Remediation & Clearance activities

\* Please schedule a time with the CDBG Management Analyst to discuss specific projects and funding availability.

# **FUNDING REQUIREMENTS: ENVIRONMENTAL REVIEW**

## **Environmental Review Process:**

- Federal regulations require local jurisdictions to prepare a National Environmental Policy Act (NEPA) Environmental Review (ER) for every activity funded with federal funds.
- For capital improvement projects, the cost of preparation of the NEPA ER will be charged to your project and netted out of the amount allocated to your project.
- For capital improvement projects, this review may take approximately 6-8 weeks.

**NOTE: Please include a project budget line item for ER.**

# **FUNDING REQUIREMENTS: AGREEMENTS**

## **Subrecipient Agreement:**

- Required agreement between subrecipient and the City of Alameda.
- The Program/Project must not commit or obligate these funds in any way before an agreement between your agency and the City has been executed.
- The City funding agreement with the service provider will be performance-based.



# **FUNDING REQUIREMENTS: REPORTING**

## **Reporting Requirements for Non-Housing Community Development Programs:**

- Submit monthly or quarterly reports to City by email
  - Economic development or Micro-enterprise
  - Capital/public improvements
- Include HUD required demographics and narrative updates
- Report only on clients that are Alameda residents
- Verify the income of clients served and make available to City staff  
any back up file documentation

# **FUNDING REQUIREMENTS: REIMBURSEMENT**

## **Funding on Reimbursement Basis:**

- The City has a strict policy of not providing funding advances before program costs are incurred and paid.
- Reimbursement is made only upon complete documentation of performance program goals or completion.
- Non-Housing Community Development Program subrecipients are required to submit approximately  $\frac{1}{4}$  of the total amount funded on a quarterly basis.

# FUNDING REQUIREMENTS

CDBG Non-Housing Capital Improvement must meet the following HUD requirements:

- Environmental Review
- Procurement (24 CFR Part 85)
- Davis Bacon
- Section 3
- Buy America Preference
- Equal Opportunity Tracking

# EVALUATION CRITERIA

- Funding Priority: Extent to which Project addresses the NOFA funding priorities.
- Non-Housing Community Development Programs and Projects should address one of the Priority Needs.
- Sponsor Capacity/Capability
- Project Readiness
- Cost-Effectiveness
- Leveraging
- Collaboration

## WORKSHOP PRESENTATION & SCHEDULE AVAILABLE ON CITY WEBSITE

1. Visit the City of Alameda website
2. Select “Business” in the header
3. Choose “Bid on City Contracts”
4. Select [2026 Notice of Funding Availability and Request for Proposals](#)



# APPLICATION SUBMISSION

**Economic Development** applicants must submit an electronic copy of the application to [housing@alamedaca.gov](mailto:housing@alamedaca.gov) by the deadline.

**Capital Improvement** applicants must submit an electronic copy of the application to [housing@alamedaca.gov](mailto:housing@alamedaca.gov) AND schedule time to discuss the details of the project scope, budget and timeline.

- Submit the proposal either as a single pdf file attachment by email or by providing a link to a cloud-based shared folder which contains the file that can be downloaded.
- Email subject line should include: *(Name of Organization) Response to RFP: CDBG Economic Development OR Capital Improvement*, whichever is applicable

## **Application Deadline:**

Thursday February 20, 2026 at 5:00 p.m.

## CONTACT INFORMATION

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# APPLICATION DUE DATE

Applications are due to

[housing@alamedaca.gov](mailto:housing@alamedaca.gov)

By 5:00 PM on

Friday, February 20, 2026

**No exceptions for late applications**