

**NOTICE OF FUNDING AVAILABILITY  
REQUEST FOR APPLICATIONS (RFA) #185013  
OFFICE OF CONTRACTING AND PROCUREMENT  
ON BEHALF OF MICHAEL E. DUGGAN, MAYOR  
CITY OF DETROIT  
HOUSING AND REVITALIZATION DEPARTMENT**

**NOTICE OF REQUEST FOR PUBLIC FACILITY REHABILITATION PROGRAM FUNDING TO APPLY FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS**

Funded by the U.S. Department of Housing and Urban Development (HUD), the City of Detroit, Housing and Revitalization Department (HRD) is issuing a Notice of Funding Availability (NOFA) for public facility projects to be funded with 2024 - 2025 Public Facility Rehabilitation Community Development Block Grant (CDBG) funds.

HRD invites all nonprofit organizations that operate public facilities within the City of Detroit to submit applications for the renovation of these facilities and/or the removal of architectural barriers to provide ADA accessibility and the elimination of hazardous conditions.

All applications must be prepared and submitted online using the City’s Oracle system. Applicants must register on the Supplier Portal- Oracle before an application can be submitted. The NOFA application package with the required application forms will be available via Oracle beginning **Monday, August 26th, 2024**. Applications must be submitted via Oracle by **3:00 pm on Thursday, September 26<sup>th</sup>, 2024**. Paper copies of applications will not be accepted. The public recording of all application submissions takes place at **4:00 pm on Thursday, September 26<sup>th</sup>, 2024** via a Microsoft TEAMS Meeting at **Public Recording Link**. To obtain information regarding Oracle, please visit <https://detroitmi.gov/supplier>.

**APPLICATION SELECTION & EVALUATION CRITERIA**

Applications submitted by the deadline of 3:00 pm on Thursday, September 26<sup>th</sup>, 2024, and meeting the minimum threshold requirements will be reviewed and ranked by an application review panel. All applications will go through a selection and ranking process. Applications will be selected and funded based on the applicant’s ability to provide a quality application, demonstrate the need for funding, their application ranking, and available funding.

Selected applications must meet **all** the CDBG basic eligibility requirements to be considered for funding. Applications that do not meet the eligibility requirement will be eliminated from consideration. Applications will only be considered for funding if they meet the Threshold Requirements outlined in the NOFA document. Applications passing the threshold criteria review will be ranked and scored. Application and Scoring Criteria are as follows:

<b>Application Section</b>	<b>Total Points</b>
<b>Organizational Experience</b> a. Organizational background and services provided b. Strength of Board; Plan to fill vacant positions. c. Characteristic data of the population served based on 2023 data. d. Organizations grant administration experience. e. Prior PFR funding	25
<b>Financial Capacity</b> a. Financial management and reporting b. Segregation of duties c. Internal policies and procedures d. Describe financial capacity to pay for costs upfront e. Single audit	25
<b>Project Description</b> a. Describe project scope b. Estimated project budget c. Environmental Phase 1 d. ADA requirements/City inspections e. Project readiness to begin f. Master Rehab Plan g. Section 3 requirements	50
<b>Points Possible</b>	100 points

**Virtual Pre-Application Meeting**

HRD will conduct one (1) Pre-Application Meeting to detail and answer questions regarding the Public Facility Rehabilitation NOFA. The public meeting will be held at **2:00 pm on Monday, September 9<sup>th</sup>, 2024** via a Microsoft TEAMS meeting at [Pre-Application Meeting Link](#).

The pre-application meeting is designed to help organizations successfully submit their Public Facility Rehabilitation applications. **Interested parties are strongly encouraged to attend this training session.**

**Office of Contracting and Procurement NOFA Contact:**

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**Notice of Non-Discrimination:** The City of Detroit does not discriminate on the basis of race, color, creed, national origin, age, handicap, sex or sexual orientation. Complaints may be filed with the Civil Rights, Inclusion & Opportunity Department, 12<sup>th</sup> Floor, Coleman A. Young Municipal Center, Detroit, Michigan 48226.