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**Community Development Block Grant  
Notice Of Funding Availability**

**2026**





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## Staff Contacts

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*Any information or updates regarding this NOFA will be posted on the City's Federal Grants website, and notifications will be sent to any agency or organization signed up to receive CDBG electronic notifications. To sign up go to: [Federal Grants - Community Development Block Grant | Bremerton, WA - Official Website](#)*

*On the right side of the page click:*

*Sign up to receive [CDBG News Flash](#) updates!*

*The link will take you to the City of Bremerton Electronic Notification System where you can sign up. You can also sign up to receive updates for the [County Block Grant Program and any other grant program associated with the Coordinated Grant Application Process](#).*

▼ News Flash		
METHOD	LIST NAME	DESCRIPTION
 	CDBG	Federal Grants - Community Development Block Grant updates.
 	FIFA Fan Zone	News and information about the Bremerton FIFA Fan Zone.
 	Public Notices	Public notices and news about the city of Bremerton.

## 2026 Application Schedule

<b>Friday, May 2, 2025</b>	<b>Application Intent Form opens (Mandatory Pre-App Appointments)</b>
Friday, May 16, 2025	Written Comment Period Closes for Draft Consolidated Plan Priorities & 2026 CDBG/HOME Policy Plan
<b>Friday, May 16, 2025</b>	<b>ALL Application Intent Forms Due</b>
Friday, May 23, 2025	Post for information purposes - CDBG Notice of Funding Availability NOFA City CDBG Website
Wednesday, May 28, 2025	City of Bremerton City Council Study Session – Draft Consolidated Plan Priorities & 2026 CDBG/HOME Policy Plan
<b>Wednesday, June 4, 2025</b>	<b>Public Hearing and Action on Draft Consolidated Plan Priorities &amp; 2026 CDBG/HOME Policy Plan – City of Bremerton Council Chambers-Norm Dicks Government Center 345 6<sup>th</sup> Street, Bremerton WA 5:30pm, or via Zoom</b>
Tuesday, June 17, 2025	Technical Assistance training 1–3pm via Zoom Recording will be made available online
Tuesday, June 17, 2025	Applications open for 2026 City of Bremerton CDBG funding @ noon - Link to application posted on City of Bremerton Website. Please read the RFP and NOFA for eligibility and funding targets/priorities.
<b>Tuesday, June 17, 2025– Tuesday, July 15, 2025</b>	<b>Technical Assistance available - by phone, email, or Zoom</b>
<b>Tuesday, July 15, 2025</b>	<b>Applications Due for 2026 CDBG NOFA @ Noon: Online Submission Only via SurveyMonkey Apply. Applications also due for County CDBG and HOME.</b>
Wednesday, July 16, 2025 - Friday, August 1, 2025	<b>PHASE 1</b> - staff review and develop PRC presentations for apps that meet eligibility
Friday, August 1, 2025- Friday, August 29, 2025	<b>PHASE 2</b> - PRC review and score applications
Thursday, August 28, 2025	PRC orientation / pre interview discussion
<b>Monday, September 8, 2025– Friday, September 12, 2025</b>	<b>DATES TBD -- Agency Interviews 9:00 AM - 4:00 PM via Zoom</b>
Friday, September 12, 2025	PRC Final Deliberation
<b>Friday, September 19, 2025</b>	<b>Draft Consolidated Plan/2026 Action Plan and funding recommendations released for 30 day public comment</b>
Monday, October 20, 2025	Written Comment Period Closes
Wednesday, October 22, 2025	City of Bremerton City Council Study Session-2026 Action Plan and funding recommendations
<b>Wednesday, November 5, 2025</b>	<b>City of Bremerton City Council Public Hearing – 2026 Action Plan and funding recommendations 5:30 PM Norm Dicks Government Center Council Chambers</b>
Saturday, November 15, 2025	Submission of 2026 - 2030 Consolidated Plan and Year 1 (2026) Action Plan to HUD
Thursday, January 1, 2026	Program Year Begins

## About the Funding

The City of Bremerton Community Development Block Grant funding availability is for the 2026 program year beginning January 1, 2026 and culminating on December 31, 2026. A description of the funding is included below. City of Bremerton HOME funds, Homeless Housing Grant Funds, Affordable Housing Grant Program, and Consolidated Homeless Grant Incentive Programs are all through a coordinated application with Kitsap County.

### **Community Development Block Grant**

The Community Development Block Grant (CDBG) program is a flexible program that provides communities with funding to address a wide range of unique community development needs. The program is authorized by Title I of the Community Development Act of 1974. Funds are used to assist in the development of decent housing, to create suitable living environments, and expand economic opportunities primarily for persons of low and moderate income. All projects funded with CDBG must meet one of the three national objectives:

- Principally benefit low and very low income households;
- Reduce or prevent slum and blight; or
- Meet an urgent need

## Consolidated Plan Goals

All projects must meet one of the following Consolidated Plan Goals:

- Capital projects which can demonstrate a low/moderate income benefit either through Limited Clientele, or Area Benefit (please confirm with CDBG administrator the eligibility if you are carrying out an area wide benefit project).
- Improve, create new units or preserve units of affordable homeownership housing;
- Expand economic opportunities for very-low and low-income Bremerton residents;

*If an applicant cannot demonstrate how it meets one of the Consolidated Plan goals in its funding application, the application will not be considered for funding and the applicant will be notified.*

## Funding Priorities

For the 2026 Program Year the City will prioritize the following projects for use of funds:

- CDBG Capital/Economic Development projects including:
  - Preservation and/or rehabilitation of affordable housing including
    - Acquisition of housing to create or preserve units of affordable housing
    - Weatherization/repair of existing housing units
  - Infrastructure and public facilities projects including
    - Street and Sidewalk improvements in low-income neighborhoods
    - Parks projects/facilities in low-income areas
  - Economic Development projects including
    - Microenterprise Assistance Programs

*Proposals for Activities that do not meet these funding priorities will not be eligible for funding.*

## Eligible Applicants

### **Community Development Block Grant**

Eligible applicant/recipients include:

- City or County governments
- Public and private nonprofit organizations (501(c)3)
- Section 301(d) small business investment companies
- Local development corporations
- Private profit organizations may implement certain activities.
- Faith based organizations

Additionally applicants must:

- Demonstrate an active governing body or board of directors with skills and experience to provide leadership and direction to the agency.
- Demonstrate the legal, financial, and programmatic ability to administer the proposed project; and,
- Meet the City requirements for contracting agencies such as insurance requirements, audit and financial requirements.
- Demonstrate timely expenditure of funds and ability to complete the project in an efficient manner.

- New applicants and all capital projects must meet with City staff prior to submitting an application.
- Have a current audit, and obtain an audit annually.

## Funding Key Assumptions

### General Requirements

- Agencies awarded funds will maintain an active City of Bremerton business license.
- Agencies awarded funds will maintain an active UEI number and SAM.gov registration.
- Agencies awarded funds will maintain minimum insurance requirements, contact CDBG administrator for those details.
- Agencies awarded funds will not sub-award funds to any other entity, excluding construction/capital projects.
- *Awarded funds will be paid to Subrecipient for eligible expenses on a reimbursement basis.*

## 2026 Funds Available

CDBG programs are federally funded through the Department of Housing and Urban Development. Funding levels are determined by HUD after the Federal Budget is finalized, which often occurs after the program year has begun. *The City of Bremerton estimates funding levels in order to start the grant application process; therefore, funding amounts shown in the table **below are estimates.*** If HUD allocates a different amount to these programs than what was estimated, actual funding awards will be increased or decreased to accommodate the discrepancy. **Please note, the federal budgeting process for 2026 has not been finalized and funding amounts may vary significantly from estimates.**

Please note that the City of Bremerton is basing this estimate on an amount of \$300,000. There is no designated amount for application type, applicants are encouraged to apply for the amount of funding they need to complete a project. Please note that projects with multiple sources of funding will be more competitive than projects that are utilizing CDBG as their **only** funding source.

The tables on the following pages give a more detailed view by funding source; showing the estimated amount of funds available as well as the proposed distribution of those funds.

## Proposed Distribution of Funds

<b>Estimated 2026 Entitlement</b>	<b>(\$300,000.00)</b>
Estimated 2026 Program Income	(\$5,000.00)
Estimated Prior Year Funding (capital projects)	(\$50,000.00)
<b>TOTAL</b>	<b>(\$355,000.00)</b>
2026 Funding Available for Grant Administration	\$ 61,000.00
(20% of Entitlement + Program Income)	
<b>Estimated 2026 Funding Available for Grant Applications</b>	<b>= (\$294,000.00)</b>

## HUD Income Limits

All projects and programs must serve individuals or households at or below 80% Area Median Income (AMI), be an eligible activity under CDBG regulations and meet a National Objective. The following are the current FY2025 income limits published by HUD:

FY 2025 Income Limit Category	Persons in Family				
	1	2	3	4	5
Low (80%) Income Limits	\$69,650	\$79,600	\$89,550	\$99,450	\$107,450

## How to Access and Submit Application

The City participates in the [Coordinated Grant Application Process \(CGAP\)](#) with Kitsap County grant programs.

**Applications will be available here [Kitsap Coordinated Grant Application beginning June 17<sup>th</sup>](#).** You will need a computer with internet capability in order to access the City's website to access the application. Application submission deadline is July 17th 2024 at Noon. NOTE: The City of Bremerton conducts it's own scoring/review process for City CDBG funding.

Your agency must submit the Organization Information 2026 application plus one of the following project applications:

- Capital Homeowner Housing Rehab 2026
- Capital Rental Housing 2026
- Public Facilities/Infrastructure
- Public Services (For Microenterprise ONLY)

If your agency plans to submit multiple applications the Organization Information 2026 application only needs to be completed once, you will not be required to complete and submit that application again. Once it has been completed, you will just select one of the project applications from the homepage for each project or program you are applying for.

- Organization Information Application - This application provides overall agency information including policies/procedures and fiscal information. Completing and submitting the Organization Information Application allows your agency to submit the Project Information application for any Coordinated Grant Application during the 2026 application cycle including Kitsap County and City of Bremerton CDBG funds.
- Project Application - These applications provide project information including description, need and population served, timeline, and financial information. There are separate applications for:
  - Public Services for microenterprise assistance programs ONLY.
  - Homeowner Housing Rehab which includes housing rehabilitation and weatherization programs
  - Rental Housing which includes acquisitions and rehabilitation of rental housing.

**Organization Information Applications will be available beginning June 1, 2025. Project applications will open June 17, 2025.**

Both applications must be completed and submitted by the due date for your application to be considered complete.

**Application submission deadline is Tuesday, July 17, 2025 at Noon.**

An application is considered complete if it meets the following criteria:

- Applicant should reach out to the CDBG administrator with any questions during the application process.
- Application submitted ON TIME (July 17th at noon)
- All required application questions/sections/attachment are completed in an adequate manner.
- Applications including all supplemental attachments will be submitted via SM Apply.

## Assistance with the Application

Applicants should reach out to the CDBG Administrator with any question during the application process.

1. **Mandatory Application Intent forms** were **REQUIRED** for all new capital projects or new public service programs. Forms were due by May 16th, 2025. If an Application Intent form was not submitted, you are not eligible to submit an application during this funding round.
2. **Capital Application Technical Assistance** will be provided by staff for interested applicants on June 17, 2025 from 1pm – 3pm via Zoom (*link will be available on the Coordinated Grant Application Process webpage*).
3. **Technical Assistance** with the application platform is available from the online application host, Survey Monkey Apply, and will be available during the application period through the application site.
4. **General Assistance** is available for questions about the application, forms, uploads and submitting the application. Use the contact information in this NOFA to contact staff by email.

## Application Scoring and Review Process

*This is a competitive application process for limited funding; therefore, applications that meet all criteria are not guaranteed an award of funds and successful applications may be funded for less than the amount requested.*

*Applications not meeting the requirements will be disqualified from consideration for funding and will not move any further through the process. Written notice will be sent to the disqualified Applicant.*

Applicants will need to demonstrate that they are able to spend down funds in a timely manner and that they have the capacity to complete the project.

All applications will go through the following review and rating process.

1. Initial Eligibility Screening
  - a. Application is complete.
  - b. Applicant meets eligibility requirements as of the application due date.
  - c. Project or activity is an eligible use of funds and meets a funding priority.
2. Staff Technical Review
  - a. Organizational Financial Review – City will review for Agency financial soundness.
  - b. Organizational Capacity – Staff will review the capacity of the agency to manage grants based on previous grant performance, board makeup, organizational structure (including staffing), organizational data, etc.
  - c. Project Priority Review – Staff will review project goals and population served for alignment with the Funding Priorities.
3. Project Review Committee (PRC) - The committee will make funding decisions using the following process:
  - a. Review and evaluate each application using review and scoring guides.
  - b. Conduct interviews with each applicant; review responses using review and scoring guides.
    - i. Non-capital interviews (City-Wide Economic Development) will be 20 minutes in length which includes 10-minute agency presentation and 10-minute question/answer.

- ii. Capital interview will be 35 minutes in length which includes 15-minute agency presentation and 20-minute question/answer.
    - iii. Interview length for agencies with multiple submissions of the same type (non-capital, for example), may be shortened.
  - c. Assign a priority ranking and recommended funding level to all projects.
  - d. Staff matches ranking with available and appropriate funding sources.
  - e. PRC finalizes recommendations and sends to the Bremerton City Council.
4. Bremerton City Council – Public hearings to consider the Project Review Committee recommendations will be held before the Bremerton City Council. Council will make the final funding approval.
  5. Approved funding recommendations which include Federal funds are send to HUD for approval in the annual Action Plan. Projects awarded funds must be included in the 2026 (Year 5) Action Plan to the 2026-2030 Consolidated Plan and submitted to HUD for approval. The Action Plan cannot be finalized until the City of Bremerton receives federal award amounts from HUD.
  6. Final Awards-Funding recommendations were made based on estimated funds. Once the actual amounts are known, project awards will be adjusted based on the contingency set by the PRC and approved by the Bremerton City Council.

*NOTE: Regardless of strict numerical ranking, the scoring does not operate to vest in an applicant or project any right to a commitment of CDBG funds. The City will, in all instances, commit CDBG funds consistent with sound and reasonable judgment, and consistency with CDBG requirements and adopted policies.*

## Project Review Committee (PRC)

The Project Review Committee reviews and recommends funding for the CDBG Grant Application. PRC members read applications, review agency and financial capacity analyses, conduct applicant interviews, score, rank and develop funding recommendations.

Recommendations are then presented to the Bremerton City Council, which make final funding decisions.

PRC volunteers are selected based on their knowledge of the community's needs and willingness to donate their time to PRC activities. PRC members must demonstrate the specific skills, qualifications and background needed to evaluate applications and recommend funding, such as:

Affordable housing	Mortgage lending
Grant writing or grant management	Construction project management
Architecture and planning	Non-profit community service provider
Homeless programs	Economic development
Compliance monitoring	Project management experience
Housing development	Finance and accounting
Practical experience with HUD	Real estate

### **2026 Project Review Committee Makeup**

There is one project review committee for all CDBG applications. The committee is comprised of 6 members:

- Three City of Bremerton staff volunteers (Director-Department of Community Development, Project Assistant-Department of Community Development, Assistant Finance Director-Finance Department)
- Two volunteer community members
- Planning Commission representative
- City Council representative

The committee members are assigned to review and rate each of the grant applications submitted and all PRC members take part in the Applicant interviews. PRC positions are filled by appointment. The Mayor of the City of Bremerton appoints two members to the PRC committee.

## If Your Agency is Awarded Funds

If your project/program is awarded funding, you will need to understand and follow the regulatory requirements associated with each of the funding sources.

Please refer to the following documents for guidance:

- Bremerton [CDBG/HOME Policy Plan](#)
- Bremerton [CDBG/HOME Guidebook](#)

### **Things you should know:**

1. CDBG funds are Federal funds. Use of Federal funds may affect the way your agency does business.
  - If you are applying for Federal funds for the first time, you are required to meet with Block Grant staff to discuss Federal regulations.
  - In addition to the rules and requirements of CDBG, there are several additional broad Federal rules that must be followed including rules surrounding non- discrimination and equal access, employment, contracting and procurement, environmental requirements, record keeping and financial controls
2. Contracting
  - Your agency will be required to enter into a contract with the jurisdiction providing the funding, the City of Bremerton
  - The City of Bremerton manages their CDBG and HOME contracts separately. However, for both jurisdictions, the following applies:
    - Capital contracts must receive a notice to proceed before costs can be incurred
    - Contracts for federal funds operate on a reimbursement basis.
  - The program year begins January 1, 2026
    - NOTE: If you are a recipient of federal funds, you may not receive a contract until mid-year, based on when the federal budget is approved and when the City receives a contract from HUD. Depending on your project, your contract term may coincide with the program year start date.

3. Reporting Requirements - Reporting is required on all projects receiving funds through the Coordinated Grant Application Process.
  - Quarterly Reports: It is your responsibility to submit quarterly performance and demographics reports, beginning January 1, 2026. Report forms will be provided and are required even prior to contract execution. The first Quarterly Report is due April 15, 2026 via email.

*Note: Federal rules included in the CDBG Policy Plan and Guidebook are subject to change as new federal guidance becomes available.*

## Sub-Recipients of Federal Funds

The City of Bremerton will enter into a subrecipient agreement with successful applicants. The regulations define a subrecipient as a public or private nonprofit agency, authority, or organization, or a for-profit entity authorized under §570.201(o), receiving CDBG funds from the recipient or another subrecipient to undertake activities eligible for such assistance. The subrecipient agreement between the City of Bremerton and awarded entity includes regulatory requirements associated with the CDBG Program.

*The diagram below* is intended to illustrate the relationship between the City of Bremerton and the successful applicant/subrecipient who would be carrying out construction projects. All subrecipients will be responsible for conducting their own procurement process with the assistance of CDBG staff. Following the bidding process, each subrecipient will be required to enter into a contract with the most responsible bidder. CDBG staff will assist subrecipients through this process, but the contractual agreement with the contractor will be with the subrecipient and not the City of Bremerton.

If a real estate transaction occurs it will differ from the diagram below, but will still require a subrecipient agreement with the City of Bremerton. Please contact CDBG staff for questions related to real estate transactions.

*Grantee – Subrecipient*

