

**Baldwin
County
CDBG-DR
Local
Recovery
Plan**

**LGRIP Capacity
Building**

December 18, 2024





HON. MATTHEW MCKENZIE
Commission Chairman

HON. BILLIE JO UNDERWOOD
Commissioner

HON. JAMES BALL
Commissioner

HON. CHARLES GRUBER
Commissioner

BRIAN UNDERWOOD
Director, Grants

KATRINA TAYLOR
Grants Administrator

TAYLOR BUFKIN
*Public Information &
Communications Specialist*

ANGIE TRAILL
Project Manager

MOLLY BERNARD
Planner

TED GUILLOT
Vice President

Purpose and Goals

LGRIP Capacity Building Session Three

- Gain feedback and understanding on the application content and requirements, and how project applications may be evaluated.



**Review and discuss project
application draft**



**Discuss project scoring
rubric and weights**

LGRIP Project Application

Baldwin County CDBG-DR Local Recovery Plan





LGRIP Project Application Set Up

ONLINE APPLICATION PORTAL



Project Name



Applicant Contact information



Contact information will not need to be provided again if application advances

Phase 1 and 2 applications will link





LGRIP Application - Phase 1

Does this project meet minimum requirements for eligibility?



Project activity: Scope and tasks



Storm tie-back: Documentation of storm impacts



Estimated budget: Total costs and CDBG-DR funds requested



Project Activity

PHASE 1

What is the project type ? *(Check box – Select all that apply)*



- Road improvements
- Bridge repair/improvement
- Water/sewer line install
- Lift station
- Pump station
- Wastewater treatment plant

- Water treatment plant
- Building hardening
- Drainage installation/improvements
- Electrical/utilities burial or replacement
- Stormwater collection
- Other

Provide a brief narrative/scope for the project activities and construction to be undertaken *(Narrative)*



Tie Back to Storm

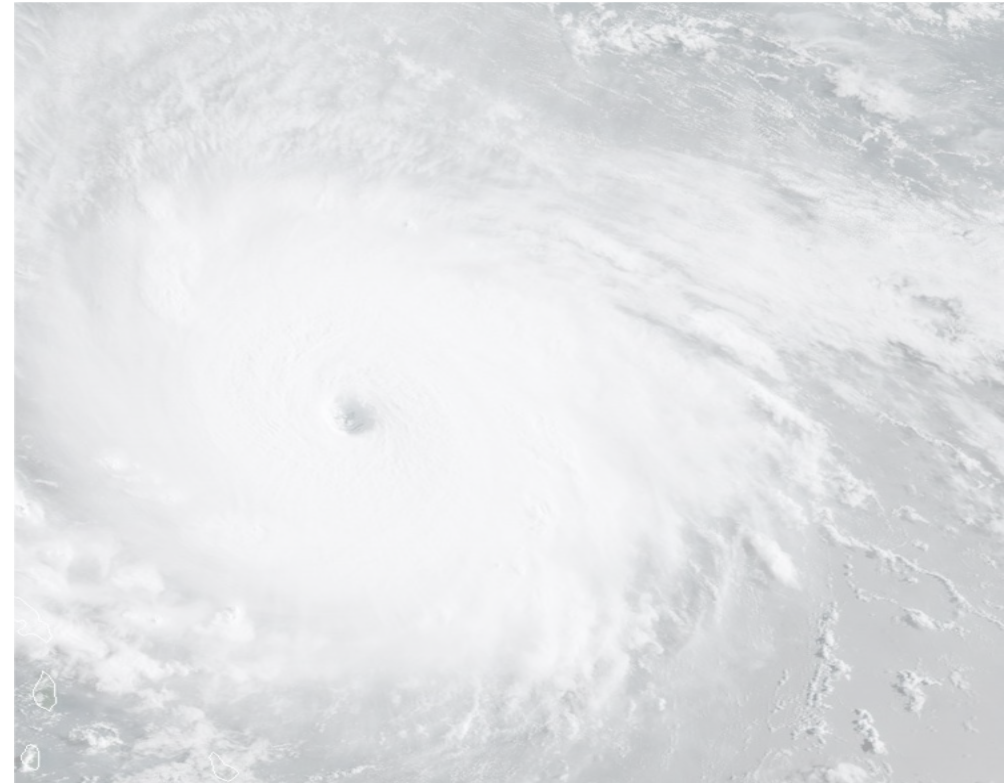
PHASE 1



Describe the issue or need created by impacts from Hurricanes Sally and/or Zeta
(Narrative)



Document/show the storm impacts
(Upload pictures, news articles, topography study, etc)



Estimated Project Budget

PHASE 1

Provide a baseline for the project budget and the CDBG-DR request



What is the **estimated** total project cost?



What is the CDBG-DR request?



Do not need to provide a cost breakdown for the project in Phase 1

LGRIP Application – Phase 2

Advancement based on Phase 1 eligibility

Provide further detail and supporting documentation for project evaluation

- **Budget**
- **Service Area**
- **National Objective**
- **Context and Feasibility**
- **Beneficiaries**
- **Sustainability and Resilience Measures**
- **Organization Capacity and Experience**
- **Alignment and Coordination**

Project Location & Service Area

Provide address/location of project



What is the service area? (Check boxes – all areas that apply)

- City of Bay Minette
- City of Daphne
- Town of Elberta
- City of Fairhope
- City of Foley
- City of Gulf Shores
- Town of Loxley

- Town of Magnolia Springs
- City of Orange Beach
- Town of Perdido Beach
- City of Robertsdale
- Town of Silverhill
- City of Spanish Fort
- Town of Summerdale
- Unincorporated area

Census Tracts in the service area (*Narrative or clickable map*)

Map of project area (*Upload*)

National Objective

PHASE 2

What National Objective does the project meet?

Priority for activities benefitting LMI populations

LMI	Benefits specific low/moderate-income residents
LMI Area Benefit	Benefits all residents in an area where at least 51 % are LMI
LMI Limited Clientele	Benefits a specific group in a particular area presumed to be LMI (i.e. seniors)
Urgent Need	Meet urgent community needs for health and safety.



National Objective

PHASE 2

If choosing Urgent Need, additional detail will be needed.

- Describe the urgency or issue
- What are the current conditions?
- How does it pose an immediate threat to community health & welfare?



Project Context

PHASE 2

Specifics on project plans, budget and timeline

Project scope and schedule

- What is the project scope? (Narrative)
- Project status and schedule
- Describe any additional project requirements, such as acquisition

Project budget

- Inclusion in organizational Capital Plan? (yes/no)
- Budget Narrative (description of sources and costs)
- Budget template

Beneficiaries

PHASE 2

Benefits to the community and addresses unmet needs



Describe intended beneficiaries, including vulnerable populations
(Narrative)



What is the expected community impact and needs addressed?
(Narrative)



Critical infrastructure benefitted *(Check boxes, select any that apply)*

- Hospital
- Nursing home
- Community center
- Emergency shelter
- Internet connectivity

- Water treatment facilities
- Postal services
- Power plants
- Highways
- Food and agriculture systems

If applicable: Service name and location (Narrative)

Sustainability and Resilience Measures

PHASE 2

Planned mitigation components and sustainable practices



Address any mitigation elements of the project

- **Risks being reduced**
- **Impact of hazards on people and property**
- **Incorporation of mitigation measures**
- **Service interruptions due to hazards, especially in vulnerable populations**



Maintenance for 5 years after completion

- **Provide name of current maintenance plan**

Organization Capacity and Experience

PHASE 2

PROJECT ADMINISTRATION



Project administration team, roles and responsibilities



Organizational Chart (*Upload*)



Describe similar project experience and capacity (*Narrative*)



Organization Capacity and Experience

PHASE 2

FINANCIAL ADMINISTRATION



Do Financial management systems include: *(2 CFR 200.302-303)*

- Chart of accounts to classify transactions
- Identification of expenditures according to eligible activity
- Separation of duties and responsibilities to decentralize authority of transactions



Audit practices and requirements



Expenditure of \$1,000,000+ in last fiscal year & met threshold for single audit?
(2 CFR 200.501)

Alignment and Coordination

PHASE 2



Partnerships for implementation? Describe roles and benefits to project



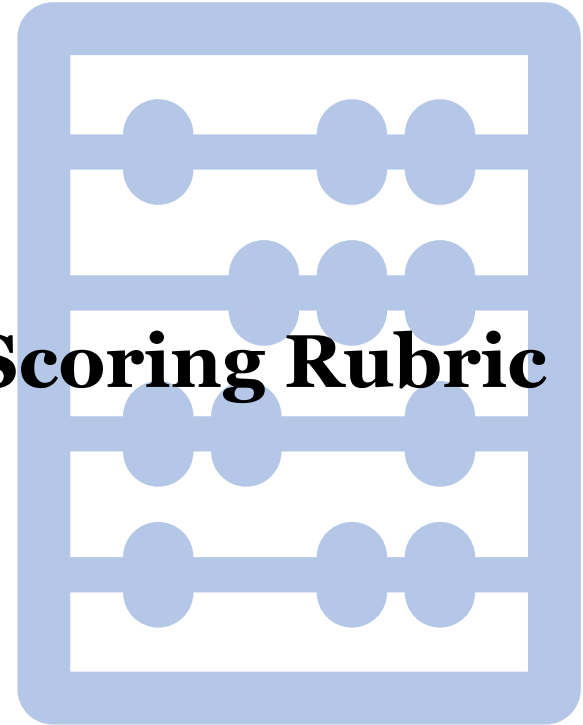
Alignment with best practices and local initiatives (*Narrative*)



Alignment with Baldwin County Strategic Plan (*Narrative*)

LGRIP Project Application

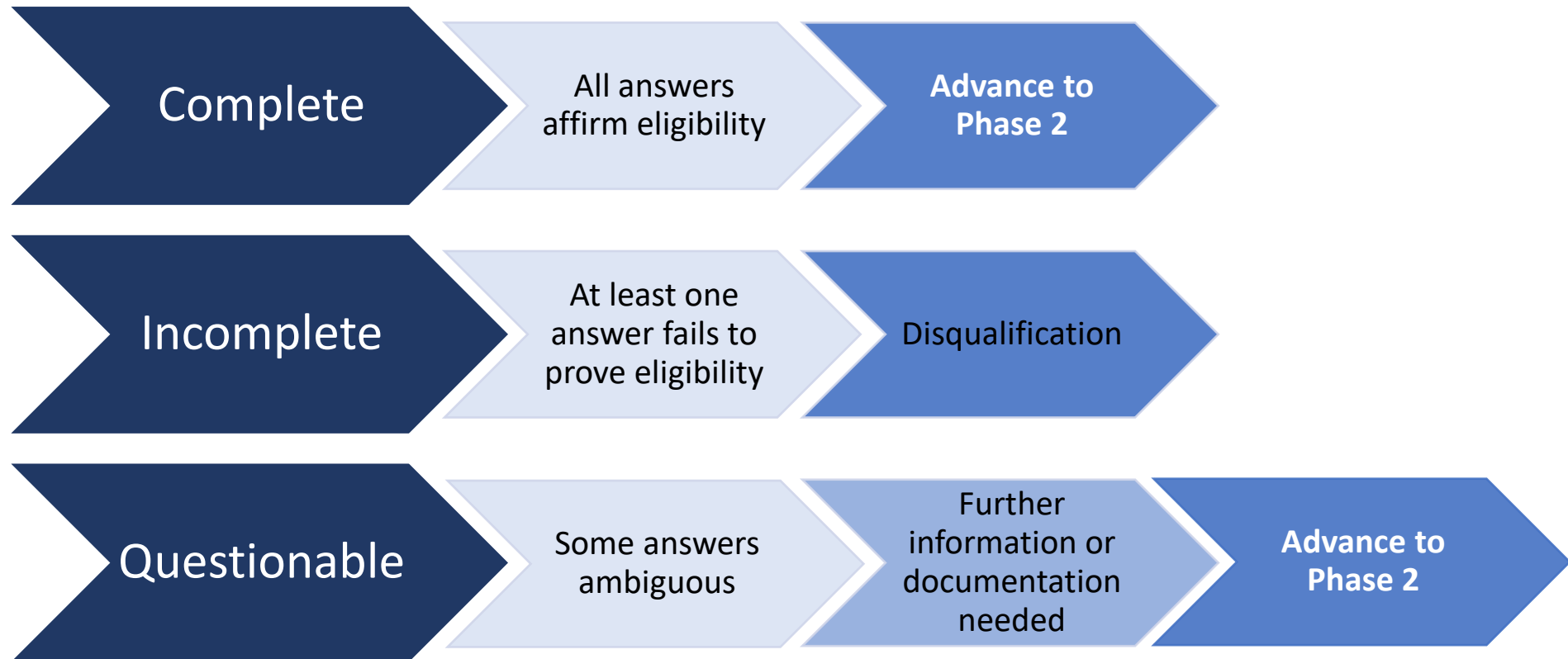
Scoring Rubric



LGRIP Application Scoring Rubric

PHASE 1 RUBRIC STRUCTURE

- Answers will be evaluated as **“Complete,” “Questionable,”** or **“Incomplete”**



LGRIP Application Scoring Rubric

PHASE 2 RUBRIC STRUCTURE



Each section weighted equally



Graded on a 10-point scale



Defines Top, Mid, and Low scores for each section



Outlines criteria for maximum point award

LGRIP Application Scoring Rubric

PHASE 2 RUBRIC STRUCTURE

Top	Mid	Low	Incomplete
8-10	5-7	1-4	0
<ul style="list-style-type: none">• Application complete• Clear understanding of requirements• Project benefits clearly demonstrated	<ul style="list-style-type: none">• Application complete• General understanding of requirements• Project benefits discussed	<ul style="list-style-type: none">• Application complete• Further refinement needed to show understanding of requirements and project benefits	<ul style="list-style-type: none">• Application incomplete

LGRIP Application Scoring Rubric

DISCUSSION

Should any of these categories be weighted more heavily?

Project
Context &
Feasibility

Beneficiaries

Sustainability
& Resilience
Measures

Organization
Capacity &
Experience

Alignment &
Coordination

Where do you anticipate needing the most help?



Any other application feedback?



Next Steps

Baldwin County CDBG-DR Local Recovery Plan



Next Steps

LGRIP CAPACITY BUILDING



Address feedback received on the application and evaluation components



Move forward with developing final application and set up electronically



Prepare application instructions and guidance



Set up Application Walkthrough session in alignment with application roll out (January 2025)