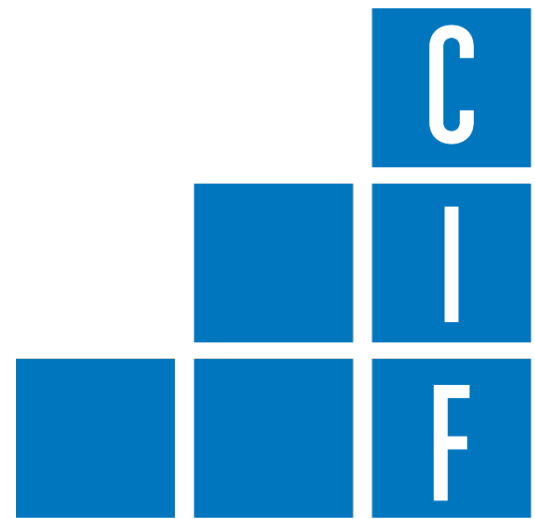




COMMUNITY INVESTMENT FUND 2030

April 28, 2025

Melinda Wilson, Director, Office of Community Development and Community Investment Fund 2030

Brendan Mahoney, Attorney, CT Department of Labor

Jonathan Kinney, Director, State Historic Preservation Office

Lisa Quach, Housing & Community Development Manager, CT Department of Housing



AGENDA

- Introductions
- Overview of Program
- Timeline and Process to Apply
- Lessons Learned
- Q&A

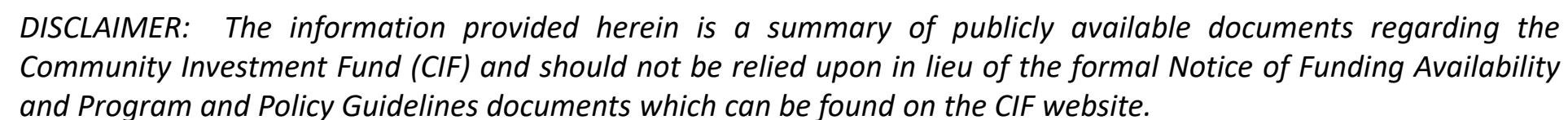
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ROUND 6

- 121 Applications (113 eligible)
 - 68 New Applications
 - 45 Re-Applications
 - 26 Applications for Renovation of Public Facility
 - 48 Applications for Planning
 - \$377,373,423 Requested
- 35 Projects Awarded
 - 20 New Applications
 - 15 Re-Applications
 - 8 Renovation of Public Facility Projects
 - 13 Planning Projects
 - \$77,149,937 Awarded



1. 55 municipalities which are designated as Public Investment Communities and/or Alliance Districts
2. Non-profits which operate within those municipalities
3. Community Development Corporations which operate within those municipalities



ELIGIBLE PROJECTS

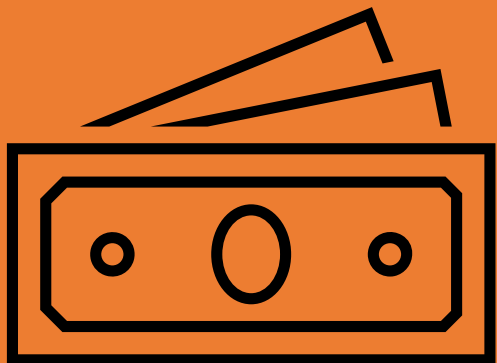
Eligible projects must:

1. Promote economic or community development in the municipality where the project is located; and
2. Further consistent and systemic fair, just and impartial treatment of all individuals, including individuals who belong to underserved and marginalized communities



PROJECT CATEGORIES

- **Capital improvements** – e.g., Brownfields remediation, affordable housing, infrastructure improvements
- **Planning for Capital Project** – e.g., community engagement, studies, engineering, architectural plans, set award amount of \$250,000



PROJECT BUDGET

- Minimum Capital Project Grant Request: \$250,000
- Minimum Capital Project Total Budget: \$1,500,000
- No minimum Planning Budget
- No limit to the grant request
- No required match funding
- Full capital stack complete for closing
- Must be submitted on the CIF Round 7 Sources & Uses Budget template (Excel file)
- Detailed budgets can be in the Applicant's format
- Provide supporting documentation

Community Investment Fund 2030: Sources and Uses Budget

This template **must** be used for your Application. Templates from previous rounds are no longer valid.

- 1) Enter Applicant/Project Name on Row 3.
- 2) Enter Program/Source Name(s) on Row 5 to correspond with the column. You may enter multiple sources.
- 3) Enter total costs per funding source type in Rows 8 - 29.
- 4) Enter titles for any "other" items in Column C.
- 5) Enter brief Additional Descriptions as needed in Column M.
- 6) Enter Status of Additional Funding on Row 33 corresponding to the Source Type.
- 7) Upload this file to your SharePoint folder as an Excel file not as a PDF or Numbers file.

The Sources & Uses sheet will calculate soft costs as a percentage of the CIF request and of the total project.

Community Investment Fund 2030: Sources and Uses Budget

Community Investment Fund 2030, Round 6: Sources and Uses Budget
(Enter Applicant/Project Name)

	CIF Request	Other DECD Funds	State Bond Funds	Other State Funds	Federal Funds	Applicant Funds	Philanthropic Funds	Developer Funds	Total per Activity	Additional Description as needed
Enter Program/Source Name(s)										
Soft Costs: Project Activity										
Architectural / Engineering									\$ -	
Owner's Rep/Construction Manager									\$ -	
Environmental Studies									\$ -	
Legal / Accounting									\$ -	
Permits									\$ -	
Planning / Studies									\$ -	
Site Acquisition									\$ -	
Soft Cost Contingency									\$ -	
Other - specify									\$ -	
Other - specify									\$ -	
Soft Costs - Subtotal	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$ -	
Hard Costs: Project Activity										
New Construction									\$ -	
Renovation									\$ -	
Demolition									\$ -	
Abatement									\$ -	
Remediation									\$ -	
Machinery & Equipment									\$ -	
Hard Cost Contingency									\$ -	
Other - specify									\$ -	
Other - specify									\$ -	
Hard Costs - Subtotal	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$ -	
Total per Source Type	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$ -	
Status of Funds: Committed, Pending, To Be Requested, etc										
Soft Costs Percentage	Total Project		CT Department of Labor Prevailing Wage Thresholds							
	CIF Portion									

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PRIORITY

The CIF authorizing statute requires that the following *municipal* projects receive priority:

- The municipality has implemented local hiring preferences pursuant to Section 7-112 of the General Statutes
- The applicant has or will leverage municipal, private, philanthropic, or federal funds for such project.
- The application includes a letter of support from one or more members of the General Assembly in whose district the Project will be located.

Municipalities, NPOs & CDCs receive priority:

- The application includes a project labor agreement or other employment proposal to employ ex-offenders or individuals with physical, intellectual, or developmental disabilities.



DECD BEST PRACTICES

- Strong Project Readiness
- Leveraging Funding
- Realistic/Comprehensive Budget
- Limit Soft Costs
- Comprehensive Project Plan

PLAN OF CONSERVATION AND DEVELOPMENT

- Municipality's Priorities

CT ECONOMIC ACTION PLAN

- Workforce
- Communities
- Innovation
- Business Environment



WHAT'S NEW: 2 FORMS

- Design Professional Drawing Assessment
 - Required for Capital Applications with Design Drawings
- CIF Funding Requirements Acknowledgement
 - Required for Capital Applications
 - Required for Applicant and Development Partner

Connecticut Environmental Policy Act

- The core purpose of CEPA is to provide a public process for state agencies to identify and assess the extent to which their proposed actions may potentially affect the environment, and to evaluate alternatives to avoid or minimize such impacts.
- A key component of the assessment process is the public's opportunity to review the proposed state action and provide feedback.

<https://portal.ct.gov/OPM/IGPP/ORG/CEPA/Overview-of-Connecticut-Environmental-Policy-Act>

[Generic Environmental Classification Document](#)

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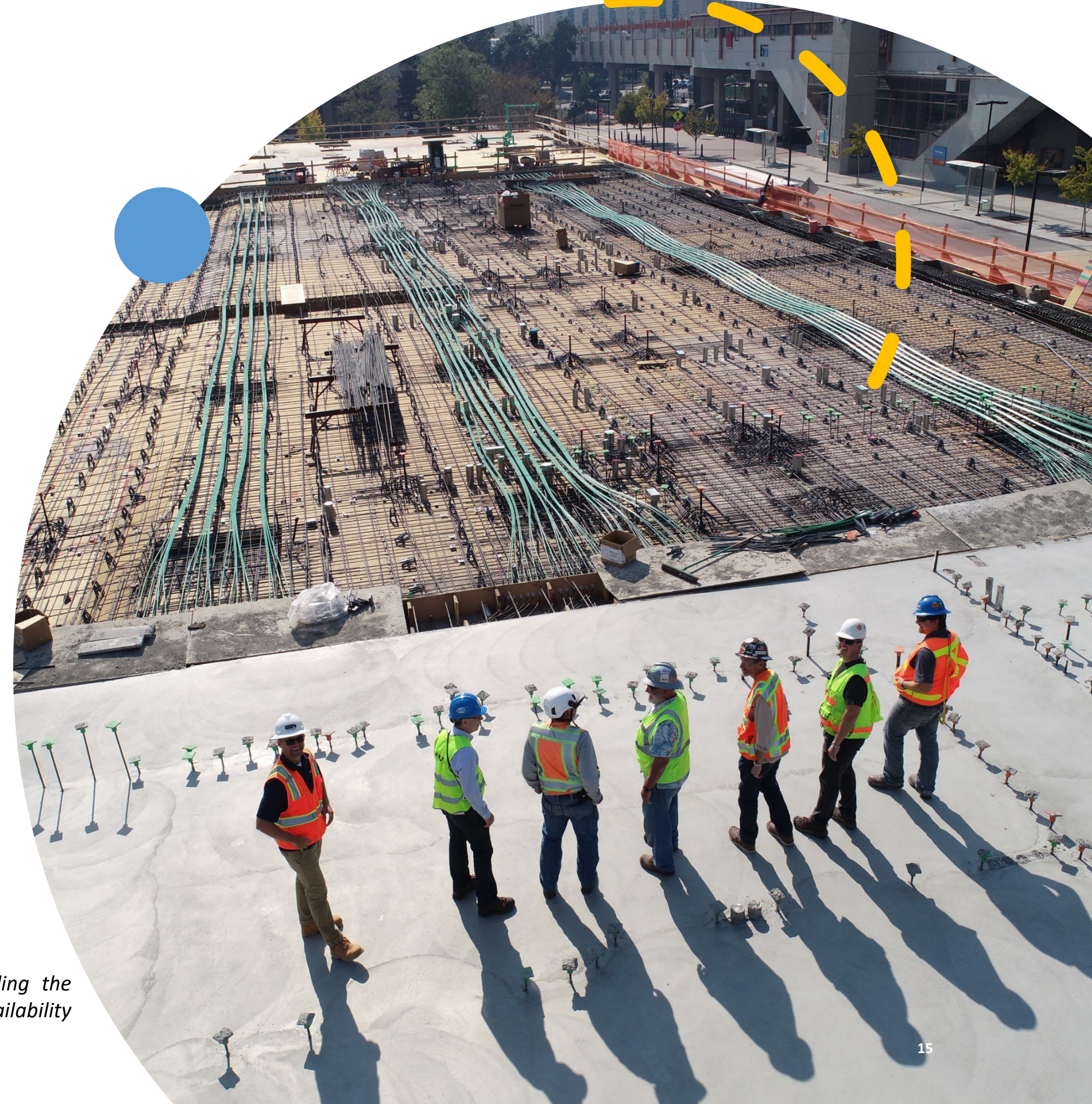
Prevailing Wage

Applicants are responsible for assessing the applicability of prevailing wage statutes to their project (C.G.S. Section 31-53 and 31-53c).

The applicability of prevailing wage as per the statutes is dependent on various factors including, but not limited to, the amount of cumulative DECD funding received for the proposed project/project site over the years, the entity entering into the grant contract with DECD, the funding sources for the overall project, the entity that will be holding the construction contract (primary recipient versus a private entity), the nature of the improvements (public versus private), the type of project (new construction versus rehabilitation) and the nature of the end uses (public versus private).

For a formal DOL determination on the applicability of the prevailing wage rates for your project, please contact Mary Toner, Wage Enforcement Agent, Public Contract Compliance at the CT Dept. of Labor (DOL.PrevailingWage@ct.gov) 860-263-6454

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The State Historic Preservation Office (SHPO) administers a range of federal and state programs that identify, register and protect the buildings, sites, structures, districts and objects that comprise Connecticut's cultural heritage.



SHPO

Environmental Review Process



CT Environmental Policy Act

It is the state's policy to "preserve important historic, cultural, and natural aspects of our Connecticut heritage."

Connecticut General Statutes § 22a-1(b)4

The state must consider the effects of its actions on "historic structures and landmarks." Per regulations, this includes direct, indirect, and cumulative effects.



Definition

"historic structures and landmarks" means any building, structure, object or site that is significant in American history, architecture, archaeology and culture or property used in connection therewith including sacred sites and archaeological sites;

Initiate Consultation

If you have not received a letter from SHPO for the funded project, please reach out to our office to ensure that we have all of the information necessary to complete the review.

We may have questions or require additional information, but a response generally is received within 30 days. Please let us know if other federal or state funding will be used or if federal or state permitting will be required.

CONNECTICUT

Welcome to the Connecticut Environmental Review Request Form

[First time here?](#)

Next

Page 1 of 7

Powered by ArcGIS Survey123

Project Review: Digital System

In the meantime:

https://portal.ct.gov/decd/content/historic-preservation/01_programs_services/environmental-review/environmental-review-procedures



Possible Outcomes

- No Historic Properties Affected
- No Adverse Effect
- Conditional No Adverse Effect
- Adverse Effect

Our Team

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Todd Levine
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The goal is to work with the project proponent to avoid or minimize harm to historic resources.





DOH & DECD MOU

Joint Projects

- Who's Applying?
 - Same sponsor
 - Eligible (SBC)
- Procurement
- If awarded & on MOU, DOH will close all funding sources at the same time

Contact Lisa.Quach@ct.gov if you have any questions

HOW TO APPLY

Applications <https://portal.ct.gov/communityinvestmentfund/>

Suggested application process:

1. Review Round 7 Notice of Funding Availability & Application Instructions document in detail
2. Download the Word version of the application and prepare responses. Save this document.
3. Request a SharePoint folder by May 30, 5 PM
4. Submit the application via website portal. Follow Application Instructions. Do not create an account.
5. Save attachments in the SharePoint folder.

If you have questions about the application, there are several options:

- Review FAQs posted on the CIF website
- Email communityinvestmentfund@ct.gov
- Sign up for one-on-one assistance via website

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APPLICATION PROCESS

Applications are accessed at

<https://portal.ct.gov/communityinvestmentfund/application>

ALL MUST USE THE APPLICATION PORTAL

- Emailed, Word documents or PDF applications will not be accepted
- Mandatory Attachments Form

Re-applications must include:

- Updated Attachments
- Updated Letters of Support
- Updated Budgets
- Updated Project Timeline
- Updates since prior CIF application

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REQUIRED ATTACHMENTS

Refer to the NOFA for a list of attachments. It is the applicant's responsibility to supply all necessary information in the SharePoint folder.

Municipalities Only:

- Municipal Certification of Eligibility for Discretionary State Funding (or Waiver from OPM)

All applicants:

- State Historic Preservation Office (SHPO) Project Notification
- Resolution to Request Funding
- CIF Sources & Uses Budget Template (Excel format)
- Detailed Project Budget (Applicant's Format)
- Required Documents Checklist
- Others as detailed in the NOFA

Capital Projects:

- A 5-year pro-forma budget (new or renovation capital projects)
- CIF Funding Requirements (Applicant and Developer)
- Design Professional Drawing Assessment

Save attachments into the SharePoint folder.

Naming Convention: Applicant_Document Name

*Note: Be concise in naming documents. Use acronyms. Do **not** create subfolders within your SharePoint folder.*

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CHANGE POLICY

Any CIF grant awardee requesting a change in their CIF Award will be asked to provide information in writing to the DECD to review the request.

- Project Scope – i.e., location, elements, activities
- Outcomes – i.e., service capacity, units, job creation, size of facility
- Budget – i.e., cost of project, gap in funding
- Leveraged Funds - i.e., non-CIF funds committed to the project

Substantial changes can result in complete de-allocation of CIF funding.

Lessons Learned

- Underserved Audience Identification
- Intentionality of Process
- Transformative Projects
- Programmatic expenses are not eligible
- Operating expenses are not eligible
- Feasibility and Sustainability

LESSONS LEARNED - DO

- ✓ Write in clear, succinct, plain language
- ✓ Clearly answer the question that is asked
- ✓ Make your project summary an elevator pitch
- ✓ Use the latest Excel budget template
- ✓ Name files consistently; Use short file names
- ✓ Save all attachments into the SharePoint folder
- ✓ Use & upload the Mandatory Attachments Checklist



LESSONS LEARNED – DON'T

- ⊗ Use grandiose language
- ⊗ Provide evasive, unclear or incomplete answers
- ⊗ Provide a temporary contact
- ⊗ Combine all attachments into one single pdf
- ⊗ Use long and/or inconsistent file names
- ⊗ Use a budget template from an earlier Round
- ⊗ Save your CIF Sources and Uses as a pdf



REVIEW PROCESS

Eligible applicants submit applications via CIF website

DECD reviews applications for eligibility

- Eligible applications are summarized by DECD and forwarded to the CIF Board
- Other State Agencies provide input

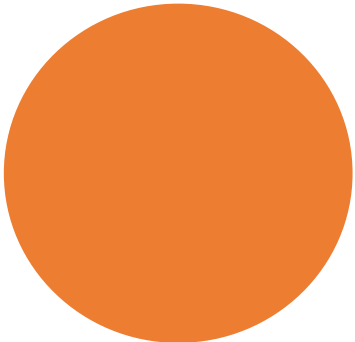
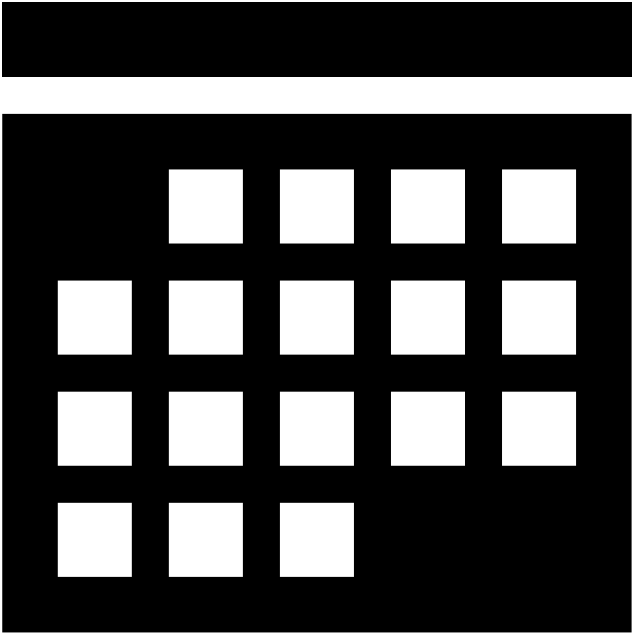
CIF Board reviews eligible applications and votes on recommendations

Governor reviews recommended applications and issues final recommendations for review before State Bond Commission

State Bond Commission issues approvals for projects

TIMELINE

Deadline to submit CIF Round 7 applications	Friday, June 6, 2025,NOON
CIF Board meeting to review and recommend applications to Governor	September 30, 2025
Governor reviews and issues final recommendations for approved projects	
State Bond Commission meets to Issue Final Approvals	2 months from CIF Co-Chairs submitting projects to the Governor
Round 8 Opens	October 27, 2025



QUESTIONS

- **Type** your questions in the Q&A module.
- **Email** Questions to CommunityInvestmentFund@ct.gov
- **Schedule** 1:1 30-Minute Meeting <http://portal.ct.gov/communityinvestmentfund>

