

April 17, 2020

Town of Castle Rock
Jason Gray, Mayor
100 North Wilcox Street
Castle Rock, CO 80104

RE: Douglas County Urban County designation for participation in the Community Development Block Grant Program for 2021-2023

Dear Mayor Gray:

Douglas County is in the process of requalifying for designation as an Urban County to reinstate the Community Development Block Grant (CDBG) program through the U.S. Department of Housing and Urban Development (HUD). This designation applies to the Fiscal Years 2021-2023. As the overall population exceeds 200,000 persons, Douglas County meets the qualifying threshold to obtain Urban County entitlement status and receive CDBG funds. Douglas County was initially granted entitlement status in 2003 as an Urban County and opted out of the program in 2016.

The Town of Castle Rock is eligible to receive an annual allocation of CDBG funds as it qualifies as a "metropolitan city" with a population over 50,000 people. The Town's options are to accept or defer status as a "metropolitan city" or accept or defer to participate in partnership with Douglas County as a unit of general local government. Should the Town determine to pursue qualifying as a "metropolitan city" HUD requires written verification no later than **September 15, 2020** of your intent to accept or defer your status. We encourage the Town to participate in the CDBG program at the level appropriate for your jurisdiction at the present time.

If the Town is interested in participating in the County's program as a unit of general local government, Douglas County will provide a draft IGA for review and execution by the Town's elected official. The agreement will allow the County to fund eligible projects within the jurisdictional limits and residents will be eligible to receive assistance through CDBG funded programs. Please note, if you elect to participate in the Douglas County CDBG program, you will not be eligible to apply for CDBG funding through the State of Colorado while you are a partner in the Urban County.

If the Town elects not to participate in the County CDBG program, HUD requires written notice be provided by the Town to Douglas County and HUD by **May 15, 2020**. If you elect to defer your participation for 2021, you will continue to receive an opportunity from HUD to qualify for the CDBG program on an annual basis. Please note, if you elect not to participate, residents or non-profit organizations located in the Town will not be eligible to benefit from CDBG grants, such as down payment assistance, emergency assistance or facilities improvements.

If the Town elects to participate in the Douglas County CDBG program, one original copy of the IGA amendment signed by all authorized parties and a copy of the ordinance signed by the mayor will need to be returned to Douglas County for submittal to HUD by **June 29, 2020**. Douglas County staff will present a resolution before the Board of County Commissioners

requesting approval of the IGA from all participating jurisdictions received by that date. Your participation must be in the form of the adopted intergovernmental agreement (IGA) that generally stipulates you will participate for the three-year cycle of the program and grants the County the authority to administer the CDBG program within your jurisdiction.

While HUD offers several opportunities to fund low-and moderate-income programs, such as Emergency Shelter Grants (ESG) and HOME grants, Douglas County elects to participate only in the CDBG program at this time. However, you can apply through the State of Colorado CDBG program for ESG or HOME funds, if they allow it.

As an Urban County, the CDBG program will be administered by Douglas County through a five-year Consolidated Plan, which will be drafted and submitted to HUD no later than **August 16, 2021**. The County welcomes your participation in the Consolidated Plan process, and upon completion, the Plan will set forth priorities and goals that determine how funds will be spent throughout the County.

CDBG staff is available to discuss the program and required documentation should the Town accept or defer the CDBG program. If you have questions regarding the 2021-2023 Urban County designation process for the Douglas County CDBG program, please contact me at jeby@douglas.co.us, or Tina Dill, Special Projects Manager at tdill@douglas.co.us.

Sincerely,



Jennifer Eby, AICP
Assistant Director of Community and Resource Services

cc: Roger A. Partridge, Chair, Douglas County Commissioner
Lora L. Thomas, Douglas County Commissioner
Abe Laydon, Douglas County Commissioner
Douglas J. DeBord, County Manager
David L. Corliss, Town Manager, Town of Castle Rock
Terence T. Quinn, AICP, Director of Community Development
Carmen N. Jackson Brown, Senior Assistant County Attorney
Tina Dill, Special Projects Manager

Enc: Instructions for Urban County Qualification for Participation in the Community
Development Block Grant (CDBG) Program for Fiscal Years (FYs) 2021-2023