

Office of Community Development
State of Louisiana
Division of Administration

JOHN BEL EDWARDS
GOVERNOR



JAY DARDENNE
COMMISSIONER OF ADMINISTRATION

MEMORANDUM

TO: ALL LCDBG RECIPIENTS
FROM: TRACI M. WATTS, DIRECTOR, LCDBG PROGRAM
DATE: *On* MARCH 24, 2017

SUBJECT: NATIONAL COMMUNITY DEVELOPMENT WEEK – APRIL 17-22, 2017

Given the federal deficit and budget climate, all federal programs are at risk of receiving less money in the coming year, if not being eliminated completely. Community Development Block Grant (CDBG) Program funding has been reduced substantially over the years. In 2007, the CDBG program received \$3.58 billion; however in 2016 only \$3.06 billion was appropriated for CDBG. In honor of the CDBG program that has provided local governments resources in an effort to meet the needs of low and moderate income persons within their jurisdictions for the past 40 years, I encourage all CDBG grantees to celebrate and recognize the good work of the program during the 2017 National Community Development Week of April 17-22, 2017.

Through the CDBG Program, funding for sewer, water, street improvements, and economic development projects has allowed local governments within the state of Louisiana to address infrastructure issues within their boundaries. These projects improve the quality of life for low and moderate income persons as well as for all their citizens, which would otherwise not be possible without the Program.

To ensure that CDBG stays on the minds of all citizens, I am asking those that have benefited from the CDBG Program to join in promoting the visibility of CDBG in your community. Inform your citizens as well as federal, state, and local officials of the benefits your community has received from the CDBG Program by:

- Creating a fact sheet summarizing your community's CDBG accomplishments (sample attached).
- Proclaiming April 17-22, 2017 as National Community Development Week (sample attached).
- Contacting your local media by sending a press release (sample attached) to your newspaper, television and/or radio stations and neighborhood and ethnic publications (use public service announcements).
- Passing a resolution referencing the benefits of CDBG and the negative impacts which it would cause by funding cuts (sample attached).

- Sending letters to your congressional delegation (sample attached).
- Holding a public event, such as a breakfast, or a ground-breaking or ribbon cutting and discuss the activities and projects that have been accomplished with CDBG funds.
- Posting copies of the proclamation, news releases and letters to your congressional delegation in the town hall and post office.
- Taking pictures of CDBG funded activities for publication and displays.

We ask that you write us and tell us of your community's activities in the National Community Development Week of April 17-22, 2017. If you have any questions, please call me at 225-342-7412.

TW/jm

Attachments

c: Jimmy Martin, Office of Community Development

SAMPLE RESOLUTION

WHEREAS, the week of **April 17 – April 22, 2017** has been designated as National Community Development Week. *(name of your community)* is/has been a participant in the Community Development Block Grant (CDBG) Program which funds public infrastructure, economic development, and housing programs in this community, and

WHEREAS, in this community and communities throughout the nation, thirty five years of Community Development Block Grant Program funding has developed a strong of relationship between this local government and its residents, principally those of low-to-moderate income, and

WHEREAS, this community recognizes that the Community Development Block Grant Program is a partnership of federal, state, and local government and community and business efforts, and that the services funded by the CDBG Program relies heavily on the dedication and good will of our combined efforts,

THEREFORE BE IT RESOLVED, that during *National Community Development Week 2017*, this community will give special thanks and recognition to all participants whose hard work and devotion to the neighborhoods and their low- and moderate-income residents help ensure the quality and effectiveness of the Community Development Block Grant Program, and

BE IT FURTHER RESOLVED, that this community, along with the service providers and others whose names are appended to this resolution, hereby petition the U.S. Congress and Administration to recognize the outstanding work being done locally and nationally by the Community Development Block Grant Program, and of its vital importance to the community and to the people who live in its lower income neighborhoods, and

BE IT FURTHER RESOLVED, that copies of this resolution be conveyed to the appropriate elected and appointed officials of the federal government and that this community's name be added to the roll of those committed to the preservation and full funding of the Community Development Block Grant Program and maintenance of its essential features over the course of the next session of Congress.

CITY/COUNTY OF _____

CDBG for the Past Five Years

FACT SHEET

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

- For every one dollar of CDBG funding another \$ _____ in private and public funding was leveraged.
- _____ persons were assisted through the CDBG program in the past five years.
- CDBG created or retained _____ jobs in the past five years.
- CDBG funds in the amount of \$ _____ were spent on economic development activities such as direct financial assistance to businesses, commercial and industrial improvements, among others.
- CDBG funds in the amount of \$ _____ were spent on public improvements, such as the development and improvements of public facilities, street improvements, water and sewer improvements, and multi-purpose community centers, among others.
- CDBG funds in the amount of \$ _____ were provided for housing activities, such as construction, rehabilitation, homebuyer assistance, lead-based paint testing and abatement, among others.

SAMPLE PRESS RELEASE

FOR IMMEDIATE RELEASE

Contact: _____

March/April _____, 2017

Phone: _____

NATIONAL COMMUNITY DEVELOPMENT WEEK

NATIONAL COMMUNITY DEVELOPMENT WEEK is being celebrated April 17 – 22, 2017.

(Mayor/Parish President) of *(name of your community)* announced today that since 1982, *(or if the community has information about HUD direct grants, change this to "Since 1974")* the *(name of your community)* has received over \$ _____* in Community Development Block Grant (CDBG) funds. "With these funds we have been able to undertake a number of projects," *(she/he)* said, "including * *(identify projects by type and location, i.e., street improvements to Cherry Street)*. Over *(number)** people in our community have benefited from these projects – the majority of whom are low and moderate income persons."

National Community Development Week will spotlight the impact that CDBG funds have on communities throughout the United States. In honor of that week, the *(name of your community)* will *(describe activities.)*

The CDBG program is among the few flexible sources of federal funds that remain available to rural governments for community development. Projects must primarily benefit low- and moderate-income persons.

The CDBG program has been funded through the U. S. Department of Housing and Urban Development (HUD). The Louisiana Division of Administration, Office of Community Development administers the program for the State with the exception of the following HUD entitlement jurisdictions: Alexandria, Baton Rouge, Bossier City, Jefferson Parish (including Grand Isle, Gretna, Harahan, Jean Lafitte, and Westwego), Kenner, Lafayette Parish Consolidated Government, Lake Charles, Monroe, New Orleans, St. Tammany Parish, Shreveport, Slidell, Terrebonne Parish Consolidated Government and Thibodaux.

Person interested in learning more about the Louisiana Community Development Block Grant Program should contact _____ at _____.

** If you do not have this information, please call Heather Paul at 225/342-7412.*

Sample Letter: Citizens Benefiting from CDBG

Please assist citizens in your community that have benefited from CDBG projects with the preparation of this letter. They may email or fax letter instead of mailing it. Go to www.house.gov or www.senate.gov to get the email address or fax number for your Senators and Congressmen.

Date

The Honorable (*first and last name*)
U. S. Senate **or** U. S. House of Representatives
Washington, D.C.

Subject: Community Development Block Grant (CDBG) Program

Dear Senator (*last name*) **or** Representative (*last name*):

I want to let you know that I and my family have directly benefited from Community Development Block Grant funding made available from (*name of your community*). The funding allowed (*describe the activity; i.e., the rehabilitation of my house*). Please do all you can to ensure that CDBG continues to assist people like me and my neighbors. It has greatly benefited me and my community.

Sincerely,

(*citizen's name*)

Sample Letter: Municipality/Parish

Date

The Honorable (*first and last name*)
U. S. Senate **or** U. S. House of Representatives
Washington, D.C.

Subject: *National Community Development Week 2017*

Dear Senator (*last name*) **or** Representative (*last name*):

The week of April 17 – April 22, 2017 has been proclaimed in the (*name of your community*) as *National Community Development Week*. (*Name of your community*) has used the Community Development Block Grant (CDBG) funds for (*list projects; for example, reconstruct streets, improve or extend sewer collection system, rehabilitate housing, build a new community center*) in areas which were in dire need. We would not have been able to provide these much needed improvements without CDBG funds.

I wanted to take this opportunity to thank you for your past support of the CDBG Program and ask for your continued support. In many ways, CDBG-funded activities have greatly improved the quality of life here in our community and in the lives of our citizens.

Sincerely,

Chief Elected Official

Senators (2) and Representatives (6)

The Honorable Bill Cassidy, M.D.
United States Senator
520 Hart Senate Building
Washington, D.C. 20510 *and*

The Honorable John Kennedy
United States Senator
SRB11, Russell Senate Building
Washington, D.C. 20510 *and*

The Honorable Steve Scalise
United States Representative
2338 Rayburn HOB
Washington, D.C. 20515 *or*

The Honorable Cedric Richmond
United States Representative
420 Cannon HOB
Washington, D.C. 20515 *or*

The Honorable Clay Higgins
United States Representative
1711 Longworth HOB
Washington, D.C. 20515 *or*

The Honorable Mike Johnson
United States Representative
327 Cannon HOB
Washington, D.C. 20515 *or*

The Honorable Ralph Abraham
United States Representative
417 Cannon HOB
Washington, D.C. 20515 *or*

The Honorable Garret Graves
United States Representative
430 Cannon HOB
Washington, D.C. 20515