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What We “used to do” and Why We Changed

- Grantee/elected officials were consistently taking a “hands-off” approach to their CDBG grants.
 - Were not required to attend the site visit meeting prior to award
 - Were not required to attend our implementation or compliance workshops
 - Were stunned when serious issues would arise on their projects and in most cases,
 - had no idea of the project requirements despite signing grant agreements, requests for reimbursements, budget modifications, contract extensions, etc.

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What We “used to do” and Why We Changed

- Grant Administrators
 - Were not *required* to attend the MDA workshops
 - Were not being held accountable for their project administration by the grantees or by MDA
 - Have been doing CDBG grants for 20 years yet consistently make “rookie mistakes” or were just waiting for MDA to tell them the next step and when

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Training Grantees and Administrators

- Grantees
 - Going from passive observer to engaged participant
 - Mayors/Board Presidents are now *required* to attend the application-round site visits to answer questions, ask questions, and provide additional information on their projects
 - This also gives them “real-time” update on their applications as submitted (the good and the bad and the ugly – holding the grant administrator accountable)
 - *Required* to attend an Implementation Workshop in person if awarded (not just send their grant administrator)
 - *Required* to attend a day and a half long CDBG Compliance Workshop if awarded (not just send their grant administrators)

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Training Grantees and Administrators

➤ Grant Administrators

- Going from “I’ve been doing CDBG grants for 20 years” to *show me what you know*
 - Now *required* to become MDA Certified CDBG Administrators – Every 3 Years
 - CDBG Application Preparer Certified – must pass a 100 question test
 - CDBG Implementation Certified – must pass a 100 question test
 - Now *required* to attend all workshops to remain in “Good Standing”
 - Annual CDBG Application Workshop
 - Annual CDBG Implementation Workshop
 - Compliance Workshops
- Any major concerns/findings are tracked
 - Consistent concerns/findings will require additional training
 - Virtual compliance-specific training based on concerns/findings
 - In-person meetings with MDA

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Additional MDA Efforts

- **Filming and Recording Workshops**
 - For reference for those who attended
 - Alternate method of attending trainings if needed
- **New Training Coordinator Position**
 - Schedule and organize training efforts
 - Pulse on grantee/admin needs
 - Keep website and links updated with new training materials, documents, video recordings, policy changes etc.

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