



# LASSEN COUNTY

## Health and Social Services Department

- ☒ **HSS Administration**
- ☐ **Public Guardian**  
336 Alexander Avenue  
Susanville, CA 96130  
(530) 251-8128
- ☐ **Grant and Loans Division**  
1400 Chestnut Street, Ste. C  
Susanville, CA 96130  
(530) 251-8309
- ☐ **Behavioral Health**  
555 Hospital Lane  
Susanville, CA 96130  
(530) 251-8108/8112
- Brashear Annex**  
700 Brashear Street  
Susanville, CA 96130  
(530) 251-8112
- ☐ **Patients' Rights Advocate**  
336 Alexander Avenue  
Susanville, CA 96130  
(530) 251-8322
- ☐ **Public Health**  
1445 Paul Bunyan Road  
Susanville, CA 96130  
(530) 251-8183
- ☐ **Environmental Health**  
1445 Paul Bunyan Road  
Susanville, CA 96130  
(530) 251-8183
- ☐ **Community Social Services**  
1400 Chestnut Street, Ste A  
Susanville, CA 96130
- LassenWORKS  
Business & Career Network**  
PO Box 1359  
1616 Chestnut Street  
Susanville, CA 96130  
(530) 251-8152
- Child & Family Services**  
1600 Chestnut Street  
Susanville, CA 96130  
(530) 251-8277
- Adult Services**  
PO Box 429  
1400 Chestnut Street, Ste B  
Susanville, CA 96130  
(530) 251-8158
- ☐ **HSS Fiscal**  
PO Box 1180  
Susanville, CA 96130  
(530) 251-2614

**Date:** May 16, 2023

**To:** Gary Bridges, Chairman  
Lassen County Board of Supervisors

**From:** Barbara Longo, Director  
Health and Social Services

**Subject:** Public Hearing for the 2022 State Community Block Grant Program (CDBG) Notice of Funding Availability (NOFA)

### Background:

On April 19, 2022, the California Department of Housing and Community Development (HCD) published the 2022 CDBG NOFA. Eligible cities and counties may submit applications for the use of CDBG funds under this NOFA.

CDBG funds are provided as grants for a wide range of activities directed toward economic development, improvement of community facilities and infrastructure, neighborhood revitalization, and public services. All CDBG activities must meet one of the following National Objectives: benefit low- and moderate-income persons; aid in the prevention or elimination of slums and blight; or meet certain urgent community needs.

Eligible activities in the 2022 CDBG Notice of Funding Availability (NOFA) consist of: homeownership assistance and housing rehabilitation programs; public facility and public improvements projects (including public improvements in support of new housing construction); public service programs, planning studies, economic development business assistance and microenterprise activities.

On December 20, 2022, Community Social Services presented on the 2022 CDBG NOFA during a Public Hearing, encouraging the public to provide input on potential project ideas. Lassen County Health and Social Services received a project proposal from the Westwood Area Chamber of Commerce to conduct improvements to the Westwood Community Center.

The County of Lassen has approximately \$307,971 in CDBG Program Income, and Lassen County Health and Social Services is proposing to apply under the 2022 CDBG NOFA to use all of that Program Income to provide needed upgrades to the Westwood Community Center.

The funding will be used to complete the required National Environmental Policy Act (NEPA) and California Environmental Quality Act (CEQA) clearances, to procure an architect to complete plans and specifications for improvements and to begin the needed upgrades and improvements. The available Program Income will not cover the cost of all of the needed improvements, and Lassen County Health and Social Services intends to apply for a future CDBG grant to request additional funds.

**Fiscal Impact:**

There is no impact to County General Funds. If the application is approved, the project will be funded by the County's CDBG Program Income Trust account (312-0941-7603396).

**Action Requested:**

- 1) Adopt resolution; and
- 2) Authorize the County Administrative Officer to execute and deliver the application and act on the County's behalf in all matters pertaining to the application.



## APPENDIX D

### Resolution of the Governing Body

**Applicants are required to use this Resolution in content and form.**

RESOLUTION NO.

**A RESOLUTION APPROVING AN APPLICATION FOR FUNDING AND THE  
EXECUTION OF A GRANT AGREEMENT AND ANY AMENDMENTS  
THERETO FROM THE 2021-2022 FUNDING YEAR OF THE STATE CDBG  
PROGRAM**

BE IT RESOLVED by the  of the County  
of  as follows:

**SECTION 1:**

The  has reviewed and hereby approves the  
submission to the State of California of one or more application(s) in the aggregate  
amount, not to exceed, of \$  for the following CDBG activities,  
pursuant to the January 2022 CDBG NOFA:

**List activities and amounts** (*activity totals should include Activity Delivery dollars  
and General Administration associated with the activity*)

<b>Activity (i.e. Public Services, Housing Rehabilitation)</b>	<b>Dollar Amount Being Requested for the Activity</b>
<input type="text" value="Public Facilities"/>	<input type="text" value="\$ 307,971.00"/>
<input type="text"/>	<input type="text" value="\$"/>
<input type="text"/>	<input type="text" value="\$"/>
<input type="text"/>	<input type="text" value="\$"/>

*Note: Similar to the above, any Colonia or Native American Set-Aside activities must be  
included separately in the Resolution.*

**SECTION 2:**

The  hereby approves the use of Program Income in an amount not to  
exceed \$  for the CDBG activities described in Section 1.



## APPENDIX D

### **SECTION 3:**

The [County] acknowledges compliance with all state and federal public participation requirements in the development of its application(s).

### **SECTION 4:**

The [County] hereby authorizes and directs the (title of designated official) [County Administrative Officer], or designee\*, to execute and deliver all applications and act on the [County's] behalf in all matters pertaining to all such applications.

### **SECTION 5:**

If an application is approved, the (title of designated official) [County Administrative Officer], or designee\*, is authorized to enter into, execute and deliver the grant agreement (*i.e.*, Standard Agreement) and any and all subsequent amendments thereto with the State of California for the purposes of the grant.

### **SECTION 6:**

If an application is approved, the (title of designated official) [County Administrative Officer], or designee, is authorized to sign and submit Funds Requests and all required reporting forms and other documentation as may be required by the State of California from time to time in connection with the grant.

*\* Important Note: If the designee is signing any application, agreement, or any other document on behalf of the designated official of the City/County, written proof of designee authority to sign on behalf of such designated official must be included with the Resolution, otherwise the Resolution will be deemed deficient and rejected. Additionally, do not add limitations or conditions on the ability of the signatory or signatories to sign documents, or the Resolution may not be accepted. If more than one party's approval is required, list them as a signatory. The only exception is for county counsel or city attorney to approve as to form or legality or both, IF such approval is already part of the standard city/county signature block as evidenced by the signed Resolution itself. Inclusions of additional limitations or conditions on the authority of the signer will result in the Resolution being rejected and will require your entity to issue a corrected Resolution prior to the Department issuing a Standard Agreement.*



## APPENDIX D

PASSED AND ADOPTED at a regular meeting of the  Board of Supervisors  
of the  County of  Lassen held on  05/16/23 by the following vote:

*Instruction: Fill in all four vote-count fields below. If none, indicate "0" for that field.*

AYES:   
ABSENT:

NOES:   
ABSTAIN:

<input type="text"/>	<input type="text"/>
Authorized Signature	Date
<input type="text"/>	
Signer's Title	

### STATE OF CALIFORNIA

County of Lassen

I, ,  of the  County of  
 Lassen, State of California, hereby certify the above and foregoing to be a full,  
true and correct copy of a resolution adopted by said  Board of Supervisors  
on this  16th day of  May, 20 23.

,   
of the  County of  Lassen, State of California  
By:

***Note: The attesting officer cannot be the person identified in the Resolution as the authorized signer.***