



## **CDBG Revitalization Area Strategies 2023 Applicants' Manual**



## CHANGES FOR 2023 and IMPORTANT REMINDERS

1. DCA will ONLY accept ELECTRONIC SUBMISSIONS of RAS applications beginning with the FY21 application cycle. For local governments that are applying for CDBG funds in the 2023 Annual Competition, the RAS application must be made through the DCA GrAAM System found here: [https://gn.ecivis.com/GO/gn\\_redir/T/ci58dny2oaw9](https://gn.ecivis.com/GO/gn_redir/T/ci58dny2oaw9) Local Governments that are applying for CDBG and RAS must complete all required information on the first several screens related to the overall CDBG project. Towards the bottom of the page, you will see an option to select “Request for Exception to Every Other Year Rule” or “Open the RAS Portal without requesting exception...”. Choose the appropriate option to access the RAS application portal. Once there, please follow instructions for completing RAS 1 (new and recertification applications), or RAS 2 (Annual Progress Report).

For local governments that are NOT applying for CDBG funds in the 2023 Application Cycle, the RAS 2 information must be submitted through DCA’s WEB\_GMS System found here:

[https://cdbg.dca.ga.gov/web\\_gms.html](https://cdbg.dca.ga.gov/web_gms.html)

Once logged into that system, the RAS 2 (Annual Update) Form must be downloaded, filled out by the applicant, then uploaded to the container on the page:

If you already have an account set up in this system, once logged in, links to the RAS System (RAS Upload Beta) are located on the upper right side of the screen:

[RAS Upload Beta](#)

[RAS Preexisting Application Beta](#)

(If you do not have an existing account, please contact Rob Shaw at [rob.shaw@dca.ga.gov](mailto:rob.shaw@dca.ga.gov))

For a new submission of RAS 2, click “RAS Upload Beta” (the other link is to access an application already in process). Once there, enter the “Applicant Jurisdiction” name and the RAS application page will come up.

Complete the RAS Form 2 for the Annual Update for jurisdictions entering year 2 or 3 of the designation.

Download and complete the RAS 2 form then upload it into the system, once completed.

On the right side of the page, check all appropriate blocks for RAS points you wish to request credit for under the Threshold (mandatory), Local Redevelopment Tools, Investment Partnerships and/or Collaborative Partnerships. Checking a block will populate a new tab for each category – be sure to enter the required information in the appropriate tab.

Narrative must be included in each category for which points are requested, as well as documentation (by upload) as needed.

This system allows you to leave the application process and return to complete an application, if necessary (in this case, the “RAS Preexisting Application” link in WEB\_GMS will bring you back to the started application).

2. **Reminder to provide ALL required narrative and documentation in new or recertified applications as well as annual updates. Please see the “RAS 1 REQUIREMENTS” and “RAS 2 REQUIREMENTS” sections in each of the 4 categories in “BONUS POINTS FOR REVITALIZATION AREA ACTIVITIES” section beginning on page 3. Failure to include all documentation may result in denial of RAS designation and affect eligibility for the CDBG Annual Competition.**

3. **UP TO 5 RAS Bonus Points are available under the “Local Redevelopment Tools”.**

4. **Alternate method for determining a 20% (or greater) poverty level for Census Block Group(s).**  
 DCA will accept a locally conducted survey in order for communities to meet one of the “threshold” requirements that the proposed RAS Area in in a Census Block Group (or Groups) of with a poverty rate of 20% or greater.

DCA recognizes that current census data, as determined through the American Community Survey (ACS) system, may have a high margin of error due to the survey sample sizes used, especially in rural areas.

As such, DCA will allow a community to complete a survey of the Census Block Group(s) they wish to consider for an RAS Area OR use the data available through ACS.

Should the local survey method be chosen, the survey must be performed in accordance with DCA survey methodology. Please see the DCA publication “Guide to Acceptable Survey Methodology November 2017” for further guidance. A narrative describing the survey methodology and copies of all survey instruments used for the survey must be included in the application.

**NOTE:** For RAS designation, the Census Poverty Guidelines are used. Unlike AMI (used to determine low to moderate income benefit for CDBG), the Poverty Guideline income amounts do not change depending on location (except for Alaska and Hawaii) and In order to determine the number of households in poverty, the following table is used to determine a household in poverty:

**2023 POVERTY GUIDELINES FOR THE 48 CONTIGUOUS STATES AND THE DISTRICT OF COLUMBIA**

PERSONS IN FAMILY/HOUSEHOLD	POVERTY GUIDELINE
1	\$14,580
2	\$19,720
3	\$24,860
4	\$30,000
5	\$35,140
6	\$40,280
7	\$45,420
8	\$50,560

For families/households with more than 8 persons, add \$5,140 for each additional person.

5. **RAS applications are required to include a spreadsheet listing the tax value of properties in the RAS area. The spreadsheet must include totals for property tax values listed and uploaded as part of the application.**

## **BACKGROUND**

The Revitalization Area Strategies designation provides incentives to communities who implement comprehensive redevelopment activities for targeted areas in their city or county. A local government with a RAS designation may receive bonus points on its annual CDBG application and the ability to apply annually for CDBG funds for three years, provided that all DCA timeliness criteria are met.

The program was introduced by DCA in 2005 after conferring with local government elected officials, local government and regional commission staff members and consultants. These incentives were approved by HUD and are now part of the Method of Distribution in the state's Consolidated Plan.

The program rewards innovative local strategies and a commitment to redevelop a targeted area with a comprehensive, collaborative approach that includes private and public partners. Areas chosen for this program must be located in **census block group(s)** with 20% or greater poverty where an Urban Redevelopment Plan has been adopted. **Due to the known sample size weaknesses and high margin of error for ACS data in rural areas, DCA allows the use of up to three previous years of available ACS data to determine the poverty rate for a particular census block group or, alternatively, a local survey (See Item 4 in "CHANGES FOR 2023 and IMPORTANT REMINDERS" above).**

For RAS bonus points to be applied to the CDBG application, the CDBG activity must take place within a DCA designated "Revitalization Area".

## **BONUS POINTS FOR REVITALIZATION AREA ACTIVITIES**

A RAS designation allows a CDBG applicant to receive up to 20 bonus points on its application in the following areas:

### **A. Threshold Requirement (5 bonus points for CDBG)**

In order to be eligible for the Revitalization Area designation and bonus points, a local government must establish a local redevelopment area and plan pursuant to O.C.G.A. 36-61-1 et seq. (See page 9 for more information on Urban Redevelopment Plans.)

Note that the RAS boundaries must be within both the local urban redevelopment area and one or more Census Block Groups with a poverty rate of 20% or greater (each Census Block Group MUST be at 20% or greater). DCA's website may be used to document the Poverty Data for the Census Block Group(s) in the proposed RAS area. **DCA allows the data from ANY OF THE MOST RECENT 3 YEARS OF DATA AVAILABLE TO ESTABLISH THIS THRESHOLD.** Alternately, DCA will accept a locally conducted survey in order for communities to meet this "threshold" requirement that the proposed RAS Areas in a Census Block Group (or Groups) of with a poverty rate of 20% or greater. DCA recognizes that current census data, as determined through the American Community Survey (ACS) system, may have a high margin of error due to the survey sample sizes used, especially in rural areas. As such, DCA will, allow a community to complete a survey of the Census Block Group(s) they wish to consider for an RAS Area OR use the data available through ACS from DCA's website: [Poverty: Block Groups \(2019-2021\) - Overview \(arcgis.com\)](https://arcgis.com) click on "Open in Map Viewer Classic". Please note that the income levels determining poverty are different from the Area Median Income data used for CDBG eligibility. Be sure the correct guidelines are used for the survey.

**Should the local survey method be chosen, the survey must be performed in accordance with DCA survey methodology.** Please see the DCA publication “Guide to Acceptable Survey Methodology November 2017” for further guidance (available on the DCA.GA.GOV website and as Appendix C in the CDBG Applicants’ Manual). **A narrative describing the survey methodology, analysis of results, and copies of all survey instruments used for the survey must be included in the application.**

## **RAS 1 Requirements: Electronically submitted to DCA no later than **June 2, 2023****

RAS form 1 required for all new applications or recertification after a 3 year RAS designation

### **A. Threshold Requirement – 5 Points**

The RAS 1 application form must be completed in full and **must** include the following information:

1. A copy of the locally adopted Urban Redevelopment Plan (URP) (including amendments) and related resolutions adopting the plan.
2. A copy of all of local government resolutions establishing urban redevelopment area(s).
3. A certification from the local government’s attorney that the resolutions and policies and the authorizing resolutions for the urban redevelopment plan were adopted in accordance with applicable law and applicable public hearing requirements must be included. This certification must be included for any amendments made to the plan after initial adoption. In the case of a redevelopment plan that includes multiple local governments, the local government attorney in each jurisdiction must execute a certification.
4. Assessment of the economic conditions of the proposed area to include:
  - a. Spreadsheet showing the taxable value of property for the most recent tax year available. **This spreadsheet must include totals for property tax values listed.**
  - b. Number of business/occupational licenses issued.
  - c. Number and value of building permits issued.
  - d. Opportunities available for economic development improvement.
5. Narrative that describes:
  - a. Basic activities that will be undertaken to revitalize the chosen area including a detailed description as to how these activities are tied to the urban redevelopment plan.
  - b. Local strategy that will be used to implement the plan.
  - c. Problems likely to be encountered.
6. Documentation of a robust public advisory process meeting the public hearing requirement for Georgia Urban Redevelopment law and also a citizen participation process for the RAS designation that meets CDBG requirements. (The RAS public hearing may be held at the same time as the CDBG pre-application public hearing.) Documentation should include:
  - a. Tear sheet from newspaper advertising public hearings.
  - b. Meeting agenda.
  - c. Minutes from the Public Hearing.
  - d. Attendance list.

Additional information regarding these requirements may be found in the CDBG Applicants’ Manual. The citizen participation requirements mirror the “Citizen Participation Plan” of the Georgia Department of Community Affairs, used for the State Consolidated Plan. See [dca.ga.gov](http://dca.ga.gov) for related information.

7. RAS Maps must be included that clearly show:
  - a. The local government (city/county) limits.

- b. The subject 20% poverty block group(s).
- c. The Urban Redevelopment Area boundaries.
- d. The proposed RAS area boundaries.
- e. The CDBG Target Area(s).

8. Photos representative of the proposed RAS area.

**B. Local Redevelopment Tools (maximum of 5 bonus points for CDBG)**

Up to 5 points may be earned through the use of such tools as State Enterprise Zones, Opportunity Zones, Tax Allocation Districts, Community or Business Improvement Districts, Land Bank Authority or other targeted investment and/or redevelopment programs targeted for the area.

To earn points in this category, the application must include documentation of official adoption of all tools claimed (e.g., resolutions, ordinances, charters, etc.) **AND, narrative for this section of the RAS application must describe in detail how the tools will be used to benefit the RAS area.**

**C. Investment Partnerships (maximum of 5 bonus points for CDBG)**

Up to 5 points may be earned through providing documentation of investments into the area by revitalization, residential improvement, social service funding programs or job creation / retention programs applicable to the RAS area. The programs may be chartered and/or funded by the state, federal government or private philanthropic, non-profit and/or faith-based organizations.

To earn points in this category, **narrative for this section of the RAS application must describe in detail the roles of the investment partners and how the investment will be used to benefit the RAS area.**

Documentation (correspondence from the proposed partners) must be provided showing a firm, long-term commitment by the investment partner or a long-term commitment by the applicant to use investment partners as part of their RAS strategy. Investment partnerships may be with private developers and/or various public programs chartered by the State of Georgia, including but not limited to, the Georgia Housing and Finance Authority, the U.S. Department of Treasury, the SBA, the USDA, the Federal Home Loan Bank, the TVA, HUD, DOL, Habitat for Humanity, The Fuller Center for Housing, or other non-profit organizations.

**D. Collaboration (maximum of 5 bonus points for CDBG)**

Up to 5 points may be earned through the demonstration that initiatives will be created and/or undertaken within the eligible area by private for-profit and not-for-profit community stakeholders. These stakeholders may include local lending institutions, community or neighborhood housing organizations, community development organizations or other community groups who have taken responsibility to carry out some aspect of the Revitalization Area Strategy. Examples may include GICH program activities, housing or other task forces, city code enforcement efforts, credit counseling, home ownership and/or home maintenance classes, etc.

To earn points in this category, **narrative for this section of the RAS application must describe in detail the roles of the collaborative partners and how the initiatives undertaken by each partner will be used to benefit the RAS area.** Documentation (correspondence from the proposed partners) must be provided indicating commitment by the collaborative partners describing the initiatives they will undertake as part of the overall RAS strategy. Documentation should include letters of commitment, agreements, and other evidence of capacity and commitment.

## **RAS 2 REQUIREMENTS:** Electronically submitted to DCA no later than **June 2, 2023.**

**RAS form 2 is required for submission of the Annual Update for communities in year 2 or 3 of the RAS designation to continue RAS designation for the next year.**

### **A. Threshold Requirement – 5 Points**

The RAS 2 application form must be completed in full and **must** include the following information:

1. Narrative describing in detail what progress has the local government made towards implementing the action items identified as a strategy in the Revitalization Area. Supporting documentation of all activities should be submitted in the application.
2. Narrative describing what other developments have happened within the RAS that furthers the goals of the strategy. Supporting documentation of all activities should be submitted in the application.
3. Assessment of current economic conditions in the **within the designated RAS area** for the last reporting period to include:
  - a. A spreadsheet showing the taxable value of property for the most recent tax year available. **The spreadsheet must include totals for property tax values listed.**
  - b. Number of business/occupational licenses issued.
  - c. Number and value of building permits issued.
  - d. Opportunities available for economic development improvement.

### **B. Local Redevelopment Tools (maximum of 5 bonus points for CDBG)**

Up to 5 points may be earned through the use of such tools as State Enterprise Zones, Opportunity Zones, Tax Allocation Districts, Community or Business Improvement Districts, Land Bank Authority or other targeted investment and/or redevelopment programs targeted for the area.

To earn points in this category the application must include detailed **narrative of what tools were used over the past year and details as to how those tools have contributed to the revitalization of the RAS area.** If new tools have been adopted, please send ALL required documentation - see RAS 1 Requirements, section B above.

### **C. Investment Partnerships (maximum of 5 bonus points for CDBG)**

Up to 5 points may be earned through providing documentation of investments into the area by revitalization, residential improvement, social service funding programs or job creation / retention programs applicable to the RAS area. The programs may be chartered by the state, federal government or private philanthropic, non-profit and/or faith-based organizations.

To earn points in this category, **narrative for this section of the RAS application must describe in detail the roles of the investment partners over the past year and how their investments have been used to benefit the RAS area.** Documentation (correspondence from the partners) must be provided confirming their investment in the RAS area. This section may also identify new partners who began (or will begin) participation in the RAS strategy. Documentation from newly identified partners must also be included.

### **D. Collaboration (maximum of 5 bonus points for CDBG)**

Up to 5 points may be earned through the demonstration that initiatives are in place or will be created and/or undertaken within the eligible area by private for-profit and not-for-profit community stakeholders. These stakeholders may include local lending institutions, community or neighborhood housing organizations, community development organizations or other community groups who have

taken responsibility to carry out some aspect of the Revitalization Area Strategy. Examples may include GICH program activities, housing or other task forces, city code enforcement efforts, credit counseling, home ownership classes, etc. Documentation may include letters of commitment, agreements, and other evidence of capacity and commitment.

To earn points in this category, **narrative for this section of the RAS application must describe in detail the roles of the collaborative partners over the past year and how their initiatives have been used to benefit the RAS area.** Documentation (correspondence from the partners) must be provided confirming their activities in the RAS area. This section may also identify new partners who began (or will begin) participation in the RAS strategy. Documentation from newly identified partners must also be included.

### **Point Calculation**

After the threshold eligibility is determined, the applicant receives 5 points. The remaining points are determined by assessing the documentation provided for economic development tools, the extent of investment partnerships and the degree of collaboration. News articles and supporting photos are encouraged as well as letters from collaborative and investment partners outlining specific actions planned and/or undertaken.

In years two and three of the designation, annual progress reports (using RAS Form 2) are due which detail the ongoing activities of the RAS.

## **REVITALIZATION AREA DESIGNATION**

Revitalization Areas will be designated or reauthorized through a review process separate from the CDBG application review process. The application for RAS designation can be made at any time before the deadline for CDBG applications.

A DCA Revitalization Area designation is valid for three years at which time the local government may reapply for designation with DCA. Because areas targeted for redevelopment often require significant effort over time, DCA will only allow geographic amendments to RAS boundaries every three years upon application for renewal status. This will allow local leaders to continue to focus on a limited geographic area, increasing positive impacts that will be sustainable and improving the chances that positive results will “spillover” to surrounding areas.

There is no limit to the number of revitalization areas a community may designate, although parcels within a single designated area must be contiguous.

Applicants are encouraged to read this manual and also RAS Forms 1 and 2 for application instructions. Please contact DCA as soon as possible if technical assistance is needed. See contact information at the end of the manual.

## **APPLICATION ELEMENTS**

**1. Urban Redevelopment Plan, resolutions, certifications**—The application must include a copy of a properly adopted redevelopment plan (including any amendments) for the area that meets the requirements of the Georgia Urban Redevelopment Act pursuant to O.C.G.A. 36-61-1 et seq. In addition, the application must include a copy of all resolutions establishing urban redevelopment area(s) and resolutions to adopt the plan. The application must include a certification from the local government’s attorney that the resolutions and policies and the authorizing resolutions for the urban redevelopment



plan were adopted in accordance with applicable law and in compliance with applicable public hearing requirements. This certification must be included for any amendments made to the plan after initial adoption. In the case of a redevelopment plan that includes multiple local governments, the local government attorney in each jurisdiction must execute a certification. See more details on Urban Redevelopment Plans in section below.

**2. RAS Map** – Your Revitalization Area Strategy Map will include four delineated areas that overlap.

20% Poverty Block Groups	Area shown as having 20% or greater poverty. <b>A CDBG Revitalization Area Strategy (RAS) must be located within these block groups.</b> Please refer to DCA’s interactive map showing Block Groups with 20% or greater poverty: <a href="https://arcgis.com">Poverty: Block Groups (2019-2021) - Overview (arcgis.com)</a> click on “Open in Map Viewer Classic”. A <b>survey</b> may be used in place of US Census information - See Section A - Threshold Requirement on page 4 for more information.
Urban Redevelopment Area	<b>A CDBG Revitalization Area Strategy (RAS) must be located within the Urban Redevelopment Area.</b> Authorized by OCGA 36-61-1, this area may be larger than your RAS area, either because the urban redevelopment plan predates the strategy, or the local government has other objectives for the redevelopment plan outside of CDBG applications.
Revitalization Area	The area covered by your strategy. Please consider your ability to track property values annually as you select your area.
CDBG Target Area	The location of your CDBG Application project. <b>The entire CDBG Target Area must be located within the RAS to obtain RAS points.</b>

Applications must contain the maps showing the above areas.

Content: (1) The map’s extent shall clearly demonstrate the location of the area in relation to surrounding areas. (2) The map shall display and identify any local government boundaries within the map extent. Such boundaries shall be uniquely symbolized (i.e., type and thickness) and all jurisdictions shall be identified. (3) The map shall display and identify the Census Block Groups within the map extent. Such boundaries shall be uniquely symbolized (i.e., type and thickness). (4) The map shall display and identify the proposed boundaries of the Revitalization Area within the map extent. Such boundaries shall be uniquely symbolized (i.e., type and thickness). (5) The map shall identify individual plats within the RAS boundaries.

Caption: The map shall have a title or name which shall be contained in the caption, and the caption shall also provide the minimum following information: (1) The County or municipal corporation. (2) The date of map preparation. (3) The scale stated and shown graphically. (4) The name, address, and telephone number of the preparer. (5) A legend that labels all boundaries and demarcations used in the map.

**3. Activities to be undertaken**— The application must include a description of activities to promote the substantial revitalization of the area, including the promotion of economic empowerment through job creation for the unemployed and low- and moderate-income residents.

**4. Evidence of Citizen Participation**—The locality must provide evidence that a local citizen participation process was used that meets the requirements of 24 CFR 91.115 and 24 CFR 570.486(a) and also demonstrates that local residents fully support the proposed strategy. Evidence must be submitted including, but not limited to, minutes or advertisements of public meetings, advisory committee lists and minutes, letters of support from participating organizations, news articles, letters of support from participating organizations, and signed petitions from area residents.

**5. Assessment of the economic conditions**— the application must include an assessment of the economic conditions of the proposed area to include:

1. Taxable value of property for the most recent tax year available, using a spreadsheet that lists each parcel number, parcel address, value, and **showing the sum of the total value** of the area.
2. Number of business/ occupational licenses issued, if applicable.
3. Number and value of building permits issued.
4. Opportunities available for economic development improvement.
5. Problems likely to be encountered.

**6. Representative photos**—Applications must include color photos that depict the condition of the proposed RAS area. Photos may also be provided on digital media.

## **URBAN REDEVELOPMENT PLAN—THRESHOLD CRITERION**

In order to meet the threshold for a RAS designation and receive at least 5 bonus points on CDBG applications, local governments must develop an Urban Redevelopment Plan that meets the requirements of the statute and shows a real desire to commit to a strategy for revitalization of the chosen area.

Below, we provide a list of elements that should be included in an Urban Redevelopment Plan. These items are based on the requirements of the Georgia Urban Redevelopment Law (O.C.G.A. 36-61-1 et seq.) Specifically, the list concentrates on the definition of an Urban Redevelopment Plan spelled out in §36-61-2 ¶21 O.C.G.A., which states:

(21) “Urban redevelopment plan” means a plan, as it exists from time to time, for an urban redevelopment project, which plan shall:

- (A) Conform to the general plan for the municipality or county as a whole; and
- (B) Be sufficiently complete to indicate such land acquisition, demolition and removal of structures, redevelopment, improvements, and rehabilitation as may be proposed to be carried out in the urban redevelopment area; zoning and planning changes, if any; land uses; maximum densities; building requirements; and the plan’s relationship to definite local objectives respecting appropriate land uses, improved traffic, public transportation, public utilities, recreational and community facilities, and other public improvements.

Furthermore, the list also considers the statutory language of §36-61-7 ¶ d) O.C.G.A.:

d) Following such hearing, the local governing body may approve an urban redevelopment plan if it finds that:

- (1) A feasible method exists for the relocation of families who will be displaced from the urban redevelopment area in decent, safe, and sanitary dwelling accommodations within their means and without undue hardship to such families;

- (2) The urban redevelopment plan conforms to the general plan of the municipality or county as a whole; and
- (3) The urban redevelopment plan will afford maximum opportunity, consistent with the sound needs of the municipality or county as a whole, for the rehabilitation or redevelopment of the urban redevelopment area by private enterprise.

### **Elements of an Urban Redevelopment Plan (URP)**

The following plan elements should be included in an Urban Redevelopment Plan:

- A Statement that the URP is consistent with the city's comprehensive plan.
- Clearly defined boundaries of the redevelopment area(s) (which need not be contiguous).
- Explanation of negative conditions in the area necessitating redevelopment and an explication of how the area meets the act's definition of slum and blight.
- The city's land use objectives for the area (types of uses, building requirements, zoning changes, and development densities).
- Description of land parcels to be acquired.
- Structures to be demolished or rehabilitated.
- A workable plan for leveraging private resources to redevelop the area.
- A strategy for relocating any displaced residents.
- Any covenants or restrictions to be placed on properties in the redevelopment area in order to implement the plan.
- Public infrastructure to be provided – transportation, water, sewer, sidewalks, lighting, streetscapes, public recreational space, parking, etc., to support redevelopment of the area.
- A workable strategy for implementing the plan.

In addition, the plan must provide for:

- A feasible method for the relocation of families who will be displaced into decent, safe, and sanitary housing within their means, and
- Maximum opportunity for the rehabilitation or redevelopment of the area by private enterprise.

### **Tips for Your Urban Redevelopment Area (URA)**

- To the extent possible, list or map specific properties to be renovated or demolished and indicate plan for these structures. If all of these properties have not been identified at the time of plan adoption, at a minimum you should describe the specific criteria or definitions that will be applied in making the decision to demolish structures and indicate the approximate numbers and locations of structures planned for remodeling, public acquisition and/or demolition. Using definitions of housing conditions from HUD or the census are encouraged. If properties are being acquired for reasons other than dilapidation or poor conditions, please explain the reason for this strategy.
- Please state specifically whether you plan to allow or require exceptions to your existing zoning, subdivision, building or other land development regulations. Please describe the nature of these allowable exceptions in detail. For example, describe possible changes in review and approval procedures, changes to allowable uses, architectural requirements, required or prohibited building materials or landscaping requirements, changes in setbacks, heights, or signage. Indicate whether implementing your redevelopment plan will require any formal amendments to your current ordinances or adoption of additional regulatory instruments. Indicate approximately when these amendments will occur or take effect (if applicable) or if no changes or exceptions are anticipated, include a statement to that effect.

- If land acquisitions will occur in order to provide public amenities or infrastructure, please indicate the approximate acreage and general locations of these projects.
- Please provide more detailed information about proposed public infrastructure to be provided – transportation, water, sewer, sidewalks, lighting, streetscapes, public recreational space, parking, etc., to support redevelopment of the area and describe approximately when these will be constructed and how they are expected to be funded, or if no such improvements are identified, please include a statement to that effect.
- Please include a transparent public process for the disposition of publicly acquired property to private sector entities that will redevelop the property according to the URP.

## **HOW TO APPLY**

Revitalization Area Strategy applications for the 2023 Federal Fiscal Year (FFY) must be submitted electronically through the DCA GrAAM system on or before the June 2, 2023. Applications will be accepted any time before this date. The RAS designation is good for three grant cycles; however, point values will be reevaluated each year.

Included in the submission are the “Application Elements” listed earlier in this manual: the Urban Redevelopment Plan with resolutions and certifications, maps, the strategy/activities planned for the area, community participation process, economic conditions of the area, and photos.

## **ANNUAL PROGRESS REPORTING**

If your application is approved, you will be required to submit an Annual Progress report, using RAS Form 2, and all required narrative and documentation. This report must be submitted on or before the CDBG Application due date. The report includes information regarding all actions taken to further the local strategy above and beyond CDBG activities that are reported on DCA’s quarterly reports for CDBG Recipients.

The annual report also includes updates to the economic indicators you reported on during the application process **including an updated** spreadsheet showing the taxable value of property for the most recent tax year available, using a spreadsheet that lists each parcel number, parcel address, value, and **showing the sum of the total value** of the area.

The report on the economic conditions of the revitalization strategy area includes:

- Taxable value of property for the most recent tax year available.
- Number of business/occupational licenses issued.
- Number and value of building permits issued.
- Total number of jobs created.
- Number of low- to moderate-income jobs created.

## **FORMS REQUIRED**

1. RAS Form 1 is required for the Revitalization Area Strategy application.
2. RAS Form 2 is required for the Annual Progress Report.

Forms must be certified by the Chief Local Government Elected Official.

## **DEADLINES FOR APPLICATIONS, ANNUAL REPORTS AND RENEWALS**

RAS applications, annual progress reports and renewals are due at the time of the deadline for CDBG applications. For FY 2023, the deadline is June 2, 2023. If a community's status has expired due to the expiration of the 3-year designation period for RAS, applications for renewals (RAS Form 1) must also be submitted by June 2, 2023. DCA reserves the right to deny benefits under RAS to communities that do not meet all deadline and reporting requirements by providing complete information by the applicable deadlines.

**Please contact Glenn Misner at (404) 679-3138 or [glenn.misner@dca.ga.gov](mailto:glenn.misner@dca.ga.gov) for further information.**