



City of Eugene Community Development Block Grant (CDBG) Advisory Committee

Date: December 4, 2023

What is the Purpose of the CDBG Program and the CDBG Advisory Committee?

The CDBG Advisory Committee is a Department Advisory Committee that advises City staff on the administration of federally-funded Community Development Block Grant funds.

The primary purpose of the federal CDBG program is to address the needs of low- and moderate-income persons. The City of Eugene has received Community Development Block Grant annual entitlement funds from the federal Department of Housing and Urban Development (HUD) since 1975. For FY 2025, the City of Eugene expects to receive over \$1.4 million in CDBG entitlement funds.

Eugene uses of CDBG are guided by the Eugene-Springfield Consolidated Plan, www.eugene-or.gov/hudconplan, which establishes goals for addressing our community's affordable housing, human service, and economic development goals. Annual funding allocations for Eugene are decided by the City Council in accordance with the community needs and priorities described in the Consolidated Plan. The approved uses of funds are described and submitted to HUD each year in a document called the Annual Action Plan.

What is the Role of the CDBG Advisory Committee?

Each year, the CDBG Advisory committee advises City staff on the uses of CDBG funds and implementation of CDBG programs for consideration by Eugene City Council. The committee receives program reviews, attends a public hearing, and makes annual funding recommendations to staff in several general categories, including land for housing development, public services, human service facility improvements, and business and housing rehabilitation loans. As needed, the committee also helps to develop recommendations for reprogramming of CDBG funds. City Community Development staff incorporate the Committee's recommendations in an allocation proposal presented to the Eugene City Council for their consideration.

What is the Time Commitment for Advisory Committee Members?

CDBG Advisory Committee meets three times per year, primarily between January and April. The committee will hold hybrid meetings to welcome participation online and in person. An agenda and information packet are provided to members prior to each meeting.

Am I Eligible to Serve on the Committee?

Applicants must reside within the City of Eugene. The City seeks applicants with an interest and background in understanding the needs of low-income persons and special needs populations, human services, affordable housing, real estate development, and program management. Committee members cannot be current City of Eugene employees nor have a conflict of interest with respect to a CDBG funded activity, agency, or program.

Stipends: In order to better allow low-income individuals to participate in these meetings, the City of Eugene offers stipends to low-income individuals. Low-income is defined by earning up to [80% of the Area Median Income](#) (AMI). The 2023 HUD income guidelines are included in the application (\$47,250 for a household of 1, \$54,000 for a household of 2, \$60,750 for a household of 3, \$67,450 for a household of 4, etc.). A stipend of \$150 would be offered to support the ability to participate in the three meetings.



How Can I Become a Member of the CDBG Advisory Committee or Find Out More?

The City is currently accepting applications until **5 pm on December 28, 2023** for one vacancy. Completed applications remain on file for two years for future committee opening. [Applications are available online](#). For more information, visit the [CDBG-AC web page](#), or contact Teresa Kennedy, CDBG Programs Manager, TKennedy@eugene-or.gov or by phone at: 541-682-5767.