



Office of Community Development  
59 Statehouse Station  
Augusta, Maine 04333

## **POLICY STATEMENT #2**

**Subject:** *CDBG Program Administration Limits*

**Revised:** 02/14

The CDBG program sets maximum amounts of grant awards which may be expended for program administration and program delivery costs. Each request for administrative funds will be reviewed by OCD on a case-by-case basis. The established maximum limits for the available programs are listed below:

**Housing Assistance** - This program allows expenditures for general and rehab administration. The total general and rehabilitation administration expenditures may not exceed 15% of the grant amount.

**Public Facilities, Public Infrastructure, Public Service and Downtown Revitalization Programs** – General administration requests are reviewed on a case-by-case basis, and in no case will expenditures exceed 5 percent of the total grant award.

**Economic Development Program** - General administration is not an allowable expense under the Economic Development Program.

**Micro-Enterprise Assistance Program** – General administration expenditures may not exceed 5 percent of the total grant award. Micro-Enterprise Grant/Loan activities also allow for program delivery costs which are not included in the “general administration” amount. These costs include those associated with processing the grant/loan applications. Program delivery costs will be reviewed by this office on a grant by grant basis and must be approved prior to issuance of a grant contract.

**Urgent Need Program** - General administration is not an allowable expense under the Urgent Need Program