



COLORADO
 Department of Local Affairs
 Division of Local Government

CDBG 2019 Application

Local Government/Organization: Pagosa Springs, Town of
Status: Submitted
Filed On: 2019-02-14T16:21:30
Filed By: TOPSADMIN
Reviewed On:
Reviewed By:
Reviewer Notes:

Application Overview

Please Contact your Regional Field Manager prior to Completing your Application

Applications are due Friday, February 15, 2019

It is anticipated award decisions will be made in May 2019. After awards are made additional documents are required and Environmental Reviews must be completed in order to contract with DOLA.

A. APPLICANT/CONTACT INFORMATION

1. Local Government/Organization: Pagosa Springs, Town of

In the case of a multi-jurisdictional application, select the other participating eligible organizations:

2. Principal Representative:

(In the case of a multi-jurisdictional application, principal representative of the lead organization.)

Honorific:

First Name: Andrea

Middle Name:

Last Name: Phillips

Suffix:

Role: Fiscal Agent

Mailing Address: PO Box 1859

Address 2:

City: Pagosa Springs

State: CO

Zip Code: 81147

Phone #: 970-264-4151 x236

Email Address: aphillips@pagosasprings.co.gov

3. Responsible Administrator (will receive all mailings) for the Application:

Honorific:

First Name: Andrea

Middle Name:

Last Name: Phillips

Suffix:

Role: Fiscal Agent
Mailing Address: PO Box 1859
Address 2:
City: Pagosa Springs
State: CO
Zip Code: 81147
Phone #: 970-264-4151 x236
Email Address: aPhillips@pagosasprings.co.gov

B. ADDITIONAL APPLICANT INFORMATION

1. Please provide Federal Tax ID number

84-6000707

2. Provide DUNS Number

014918759

3. Application on behalf of a non-profit?

If this application is on behalf of a non-profit please provide name and address of entity.

Pagosa Peak Open School

4. U.S. Congressional District

3rd

5. Local Priority

If more than one application from the same government (1 of 2, 2 of 2, etc.)

1

6. Have you contacted your DOLA regional manager to discuss this project?

Y

B.6 a. Date

01/09/2019

B.6 b. Method of contact

In Person

C. CITIZEN PARTICIPATION

1. Citizen Participation Plan

A signed Citizen Participation Plan is required at time of application. Please download and read the Citizen Participation Plan (in CDBG web page Application section) and upload the signed document here. Please use pdf format

[Download](#) Citizen participation form.pdf

2. Date of Public Hearing

A public hearing is required PRIOR to the submission of the grant application. Please use the Public Hearing Template located in the Application Section of the CDBG web page as a guide for your public hearing notice to appear in your local paper.

Date of required public hearing:

02/05/2019

D. PROJECT DESCRIPTION & DEMOGRAPHIC INFORMATION

1. Project Description

Description and location of the project including various tasks involved and square feet/linear feet of project site/building.

The Town of Pagosa Springs seeks to work with Pagosa Peak Building Corporation in acquiring the building at 7 Parelli Way in Pagosa Springs (Archuleta County) to benefit the community's public charter school. Currently the primary tenant in the two-story, 35,000-square-foot facility, Pagosa Peak Open School currently provides K-5th grade public education for 85 students, with the intention to grow to serve students through eighth grade at the chartered capacity of 150 students. Pagosa Peak Open School offers an alternative tuition-free educational experience in a community with few educational options, particularly for families of low-to-moderate incomes. Chartered in 2017, the school's mission is to create a community of empowered, lifelong learners by providing a multi-age learning environment designed to foster confidence, high academic achievement, and the joy of learning through original and meaningful work. The Town of Pagosa Springs will work with Pagosa Peak Open School and the Building Corporation – formed to purchase the facility because a public school cannot take on long-term debt – to secure funding, negotiate purchase and complete acquisition of the selected building, the only available structure in town large enough to accommodate the School's operations and projected student numbers and growth.

2. Amount of grant funds requested (typical award maximum is \$600,000)

600,000.00

3. If request is over \$600,000.

If funding request is over \$600,000, please explain why the higher funding amount is needed.

4. Current Population

1,937.00

D.4.a. Current population estimate source

State Demographers Office

E. BUDGET & FINANCIAL INFORMATION**1. Project Budget**

Please upload the Project Budget worksheet, in docx format, found in the Application section of the CDBG web page.

NOTE: CDBG funds cannot be used for contingency or equipment. If funds will be used for construction be sure to incorporate Davis- Bacon wages into your calculations.

[Download](#) 2019 CDBG Project Budget Worksheet (2-11-19).docx

E 1.a Project Contingency

Please identify the contingency associated with the project budget. (please note, CDBG funds CANNOT be used for Contingency)

1. If a contingency has not been identified as part of the budget, please explain?
2. Contingency % of Budget.
3. Contingency Dollar value

N/A

E.1.b Development/Review of Budget Estimate

Is this the most current estimate? How recently and by who was the estimate developed?

Budget estimate is based on 2 appraisals completed in the previous 2 month. As well as quotes for necessary items for change of use updates that will be incorporated into the USDA loan, but that Block grant funds will not be used to modify.

E.1.c. Explain the origin and status of any additional project funding.

(Note: Whenever possible, local government cash match is encouraged.) Are any local funds committed or pending? If there are pending funds, when will the status of those funds be determined?

A total \$1,045,000 has been secured for purchase of the property. This includes a \$1 million pledge from an individual in the community, \$25,000 from La Plata Electric Foundation (Fall 2018) and \$20,000 from two fundraising events recently hosted

by Pagosa Peak Open School. Additional grant funding is being pursued (e.g. early discussion with Gates Family Foundation) and application for a USDA loan (\$4.4 million) is being submitted concurrent to preparation of this proposal to help secure full funding for the building. PPOS continues to search for other capital funding.

2. Current year financial information

Please upload the completed Current Year Financial Information document, in docx format, located in the Application section on the CDBG web page.

Download

2017 Pagosa Financial Statements.docx

3. Tax rate, usage charges, or fees

Have the applicant's tax rates, user charges or fees been considered as a way to address funding for the proposed project?

No

E.3.a. Tax rate or usage charge modifications

When was the last time the tax rate, user charges or fees were modified and what was the modification?

Town Tax rate will not be modified. Pagosa Peak Open School activity fees will remain the same and families in the low to moderate income level are given a sliding scale or full scholarship for the \$250 activity fee per school year.

F. DEMONSTRATION OF NEED

1. Demonstration of need

Why is the project needed at this time?

Pagosa Peak Open School (PPOS) is the only District-authorized public charter school in Archuleta County. PPOS serves an import alternate role in the education of the Pagosa Springs community; providing year round and non-conventional education with small student to teacher ratios. PPOS aims for a 15 student to teacher ratio and year round education design allows for the inclusion of numerous summertime project based learning ventures – especially in the areas of environmental studies and gardening – which are less practical within a conventional school calendar. Archuleta County offers a few private education alternatives but tuition is prohibitive for a majority of families in our community. PPOS fills a gap for families who are interested in less conventional educational models but cannot afford private tuition. Currently, the facility that Pagosa Peak Open School (PPOS) is renting, is up for sale. At this point in time, there are no other suitable facilities in Archuleta County that could house the school. Purchase of the building allows for long-term stability for the students and families at PPOS, and offers the school a means to be financially sound as it grows into the K-8 school design as specified in the original charter application. The lease payment the school pays for its current space is comparable to the amount of the anticipated loan payment. The school is currently leasing approximately one third of the building; future growth will drive up lease costs beyond what will be required to make mortgage payments when the building belongs to the school. PPOS's vision is to utilize the building for much more than just a place for the school; the size of the facility will allow for other organizations serving youth in our community to use low and no-cost space. The vision is that the building will become a community hub for families through partnerships with other organizations.

2. Project implementation

How does the implementation of this project address the need?

This project provides a long-term, stable situation for the school to grow and serve community needs, ensuring that the school has a facility that can support the needs of a growing student body and its breadth of activities.

3. Is this a one time project?

Does this project, as identified in this application, completely address the stated need? If not, please describe additional work or phases and the estimated time frame. Please indicate if you anticipate requesting CDBG funds for future phases.

Yes

4. What other implementation options have been considered?

Please describe

The boards of Pagosa Peak Open School spent the 2 years before the school opening exploring possible facility solutions; the current location of the school was the only available facility in the community that could house the school. When the building owners put the building on the market in 2018, the PPOS Board of Directors and the Pagosa Peak Building Corporation reviewed the building costs and other potential properties in the community. Also considered was the possibility of constructing a new facility suitable to the K-8 vision for the school. It has been determined that there are no other buildings in Archuleta County

available to the school that can fulfill its space requirements. And, the cost per square foot to build a new facility grossly exceeds current purchase pricing for the current building. With the school's current monthly lease being close to the estimated mortgage payment, the decision was made that acquisition of the currently-occupied facility is not only the best option, but the only viable one.

5. Are there any significant consequences if the project is not awarded funding?

Please describe

Securing grant/philanthropic funding is necessary to keep mortgage payments affordable for Pagosa Peak Open School. If these funds are not secured, this could preclude purchase of the facility due to the ongoing hardship of meeting high debt service payments. A CBDG grant provided by the Town of Pagosa Springs will make the purchase much more feasible. Traditional public schools do not typically worry about building lease costs (i.e. facilities are provided by the District), whereas charter schools use a large portion of their overall budget for housing school operations, tying up vital funds to provide for student services, educational programming and staffing. Reducing our facilities expenses by replacing a lease with a mortgage will facilitate the planned growth of the school, both in enrollment and in academic achievement.

G. MEASURABLE OUTCOMES

1. Describe the expected outcomes

How will the project enhance the livability* of your county, city, town or community, and in particular, low to moderate income persons living there?

*(Livability means increasing the value and/or benefit in the areas that are commonly linked in community development such as jobs, housing, transportation, education, emergency mitigation, health and environment)

Pagosa Peak Open School offers families a free educational alternative in Archuleta County. This is a draw for families moving to the area and looking for a variety of educational settings. It enhance education services for families already living in the community, especially for families who do find their children being successful in their current setting. As communities grow having varied opportunities and choices for families and increases livability of our county. The Pagosa Peak Building Corporation will quickly begin work to secure other funding and with the goal of paying off the loan as soon as possible in order for Pagosa Peak Open School to take full possession of the building. Pagosa Peak Open School will continue to grow to the K-8 school, as written into the charter contract. PPOS has the vision of offering space to community partners that would benefit the youth of our County. After school programs such as The Boys and Girls Club and Scholars Unlimited would provide much-needed after-school and summer programming for students in our community. The Pagosa Peak building corporation would also consider collaboration with other entities to expand daycare options, as this has been a priority of both the local town and county governments. Partnering with community groups that enhance educational opportunities in our community is a goal of the Pagosa Peak Building Corporation, both to utilize the full facility as well as to bring much-needed services to our community. Early childhood education as well as after school and summer programming are both a need for the low/moderate income families in our community. If PPOS is awarded a CDBG we will be able to combine that with the USDA loan to • Serve an average of 51% or above LMI families for at least 5 years • Offer space to other non-profits also serving LMI families • The CDBG would double itself in interest saved over the life of the loan.

2. Project outcome measurement

Will the outcome of the project be measured to determine whether the anticipated benefits to this population actually occur? If so, how?

The percentage of Low/Moderate Income students/families that will be served at Pagosa Peak Open School will be annual assessed to ensure that those most vulnerable in our community are being served both by the Pagosa Peak Open School as well as any other service providers that may occupy the building. The Building Corporation will offer reduced-cost space to non-profits that serve low-to-moderate income families in order to fulfill this mission. The measurement is qualification for the free/reduced lunch program as set by state standards; additionally, an income survey to fully assess those families that may not qualify for free and reduced lunch but fall below the median household income limits will be gathers annually.

H. LOCAL EFFORT

1. Relationship to Community Goals

Is the project identified in the applicant's budget or a jurisdictionally approved plan (e.g. capital improvement plan, comprehensive plan, utility plan, road maintenance and improvement plan or other local or regional strategic management or planning document)? What is its ranking?

Town of Pagosa Springs fully supports the plans Pagosa Peak Open School and its Building Corporation, but is not fiscally responsible for either operation. The proposed project is not included as part of the Town of Pagosa Springs' master plan or

budget, as its jurisdictional home is with the local school district. With the current state of many of the public facilities in Pagosa Springs, there is no additional funding available for purchase of a building for Pagosa Peak Open School. Archuleta County government currently has prioritized funding of new jail facilities, and other Archuleta School District #50 JT school facilities require upgrade and/or repair; and the district has no obligation to provide a facility.

2. Has this project been deferred because of lack of local funding? If so, how long?

The school did not initially acquire or build a building when first opened due to lack of local funding and lack of space in any facilities that are part of the Archuleta #50JT. The charter was approved in 2017.

I. READINESS TO GO

1. Project Timeline

Assuming this project is funded as requested, and you receive funds in late 2019, please provide an **estimated** timeline (month and year) for each phase including the following as applicable; design/engineering, bidding of project, start of construction, project completion. In addition, please provide any information regarding possible project delays.

The following timeline has been set for key activities: Pagosa Peak Building Company/Open School boards' approval of project - May 2018 Fundraising/grant proposal submittal of proposals - ongoing Long-term financing secured through USDA - currently applying Building appraisal completed - January 2019 Negotiation/contract with current owner - currently undergoing negotiations Purchase of/closing on building - by October 2019 No design/engineering or construction be required for purchase. Due to the federal government shut down the USDA application process has been delayed. If another shut down happen this could delay the project.

2. Is planning/design/engineering work a component of this project?

N

1.2.a. Status of any design/engineering?

If design/engineering work is required and not part of this funding request, what percentage of that work has been completed?

Engineering of the ventilation system will be required for the change of use from office to educational. The fire suppression system will also require an update in the next two years. Both of these items will be part of the USDA loan, but block grant funds will not be used to pay for any of these changes.

1.2.b. Are any Local, State or Federal permits required before the project can proceed?

If yes, please describe and note the status of permit acquisition.

A change of use will be filed at the time of purchase.

J. PROJECT ELIGIBILITY - NATIONAL OBJECTIVE

A CDBG project must meet a National Objective to be eligible for funding. This funding application allows the project to meet either the **Low/Moderate Income Benefit** National Objective or the **Slum/Blight** National Objective.

1. National Objective to be met

Low/Moderate Income Benefit - Applicant must be able to demonstrate and document that at least 51 percent of the beneficiaries of the project will be low to moderate income (51% of households in the area/people served must have incomes at or below 80% of the Median Family Income). Must use American Community Survey (ACS) data: Target Area Income Survey or Limited Clientele as documentation for the National Objective. Please contact your Regional manager with any questions.

Slum/Blight - Applicant must be able to demonstrate the activity aids in the prevention or elimination of slum or blighted area. For Slum/Blight on an area basis, a professional Slum Blight study must be conducted and a defined geographic area must be officially identified as a Slum/Blight area by the local government body. For Slum/Blight on a spot basis, activities must eliminate specific conditions of blight or physical decay and not be located in a slum or blighted area.

Please indicate which National Objective this project will meet.

Low/Moderate Income Benefit

2. Persons that activity will serve (directly/indirectly)

If your project is meeting the Low/Moderate Income National Objective, please provide the number and percentage of low to moderate people to be served. For example, if project is a park or community center, enter the total number persons in the area (from ACS data) and Percent Low/Mod Income persons within area. If project is a day care or health care center, provide the total number of persons served by the facility and then the number of low to moderate income persons served within that total. NOTE: For project to be eligible for funding, percentages of low/moderate served MUST equal 51% or higher.

The project will immediately serve the 85 students currently enrolled at Pagosa Peak Open School and their families. Total enrollment by School Year 2021-22 is scheduled to be at the chartered maximum of 150 students. Current enrollment of Pagosa Peak Open School includes: • 52% of students in families of Low/Moderate Income, based on qualification for the District's free/reduced lunch program • 73% of students in families with incomes at or less than the county median income of \$48,016 Colorado charter schools are required to hold enrollment lotteries in the event that more new-student enrollment applications are submitted than student slots are available. Pagosa Peak weights its enrollment lotteries to ensure a student body that is culturally and ethnically diverse, and with a free/reduced lunch qualification rate that meets or exceeds that of the District's primary elementary school (rate of 52%). In addition to the school, other non-profit entities to be housed in the building meet the needs of low-to-moderate income families, as well. An offer for space has been extended to Goal Academy and PPOS would ideally like to have a local chapter of the Boys and Girls Club housing in the building. Non-profits will be selected based on their commitment to serving low to moderate income families in our community and will be asked to submit income data for the children and families they serve to ensure that the low/moderate income guidelines are met.

3. Describe how estimates of low/moderate-income persons were arrived at:

If using census data, include information relating to census tract and block group if not area wide. Depending on the information available, you may or may not have to conduct an income survey.

Low/Moderate Income Benefit is the objective that will be met income guidelines will use both the American Community Survey data and the Free and Reduced Lunch guidelines. American Community Survey data shows that the median income for Archuleta County is \$48,016. <https://www.census.gov/quickfacts/archuletacountycolorado>. Local school officials will use the following household size and income criteria for determining eligibility for free or reduced price school meals.

<https://www.cde.state.co.us/nutrition/frpublicrelease18-19> Estimates of low and moderate-income for Archuleta County are based on both school district data as well as kids count data. School-specific estimates are based on self-reported qualification for the Archuleta 50 Joint School District free/reduced lunch program, as reported in August 2018 and again in January 2019.

4. If project will require users to complete an application or there is a selection process:

For Day Care Centers, Health Care Centers etc., any facility that requires completion of application documents, please describe what procedures will be used to ensure that: a) benefit to low to moderate individuals is achieved b) beneficiaries will be selected through an open and equitable process and, c) greatest needs will be addressed.

Pagosa Peak Open School is a tuition-free public school where families can enroll throughout the year. During annual open enrollment for coming fall, current students are given priority for continued enrollment. Community presentations are made to encourage families across the community to enroll. Information is given to the local head-start as well as other large day care centers; all of which serve a majority of low to moderate income families, to inform and encourage enrollment. If any grade has more enrollment applications than open student slots, a weighted lottery will be used to ensure families have equal opportunity to participate in our program model. The following categories of students will be allowed to participate in a weighted lottery (per section 1115(b)(2) of the ESEA): economically disadvantaged students (e.g. free or reduced priced lunch eligible students), English Language Learners, Homeless students. Amount of weights: Each of the three groups will be entered into the lottery three times. If Pagosa Peak has any portion of the population that is less than 15% of the district's population, the board will adjust the lottery to help address the school demographics. Rationale for amount of weight: State demographics demonstrate these three groups show lower rates of these students attending charter schools; therefore there is a need to recruit and enroll students from these categories. PPOS is committed to the mission to promote cultural ties and community awareness and believes our student population must represent our community population. In order to provide a representative cross-section of the community, we must weigh the three mentioned subsets of students in order to achieve a diverse and authentic student population.

K. MANAGEMENT CAPACITY

1. Fund Management

How will you separate and track expenditures, maintain funds and reserves for the capital expenditures and improvements as described in this project?

The Pagosa Peak Building Corporation's sole responsibility is to acquire and manage the building for the Pagosa Peak Open School. The building corporation will maintain an account specifically for the building. Pagosa Peak Open School will pay the building corporation for the space used, as well as any other tenant of the building. The building corporation will pay the mortgage and any maintenance fees out of that specified account. The block grant funding will be used as a direct payment to the USDA

loan, as soon as the funds are awarded that payment to principal will be made. Project completion will be within a month of funds being awarded for the purchase of the building The Town of Pagosa Springs will deposit DOLA's check into an escrow account until Pagosa Peak Building Corporation's closing date on the property. At that time, the check will be wired to the title company for use at closing. As this is an acquisition project, there will only be one transaction from the city and there will be no funds to be maintained or reserved.

2. Project Sustainability

Describe the funding plan in place to address additional operating and maintenance expenses generated by the project.

Pagosa Peak Building Corporation is purchasing a property that Pagosa Peak Open School Currently Rents. The operating expenses will change once the building is purchased because Pagosa Peak Building Corporation will be responsible for all utilities and upkeep. These items have been factored into the feasibility of purchase. The USDA loan will likely require the building corporation to keep 10% of the monthly mortgage amount in an account to be used for future maintenance. Currently, Church of His Glory rents the lower-level auditorium of the facility on Sundays. Also, Parelli Natural Horsemanship, current owner of the building, intends to rent back both the office space they occupy on the second level and the warehouse space on the ground level. Pagosa Peak Building Corporation will collect rent from Pagosa Peak Open school which is currently paid through the State of Colorado Per Pupil Funding, and grant funding; the school will continue to pay their current rate of approximately \$12,000 per month and will increase that allocation as more space is used for the larger student count. Church of His Glory, rents their space for \$1000 per month, and Parelli's Natural Horseman Ship will be paying approximately \$5,000 a month in rent. The Building Corporation will actively pursue other non-profits to also reside and pay rent for space in the building; Goal Academy has already been approached because they are in the process of looking for a larger space. It is the intent of the building corporation to pursue other capital funding opportunities and leases in order to build up the balance of the account indented for maintenance and upkeep as the PPOS rent payment will more than cover the mortgage payment and part of the utilities for the building.

3. Expertise

Describe the technical and professional experience/expertise of the person(s) and/or professional firms responsible for managing this project. (NOTE: CDBG funds cannot be used to reimburse any expenses incurred prior to execution of a contract. In addition local/state procurement procedures are required to obtain any professional/contractor services for the project that will be paid for with CDBG grant funds.)

The Town of Pagosa Springs has experience managing other state grants and will manage this grant in partnership with Pagosa Peak Open School Building Corporation. Pagosa Peak Open School has also been the recipient of state and federal funding and is aware of the reporting requirements needed. The Town and the building corporation understand the importance of ensuring that state and federal requirements of the CDBG funding are fulfilled and there are strategies in place to ensure compliance.

4. Duplication of services

Does the project duplicate service capacity already established? Is the service inadequate? Has consolidation of services with another provider been considered?

Pagosa Peak Open School currently serves K-5 aged students with full expansion being K-8 by 2021. There is not another educational facility in the county that offers the same educational model; the current model is place based and project based learning which is student lead. The other existing public school is close-to-capacity of students and operates under different curricula and educational models. Pagosa Peak Open School offers parents in Archuleta County another tuition-free, public alternative for their school-aged children.

L. ACQUISITION

1. Acquisition

Does this project involve acquisition of land, an easement and/or a structure(s)?

If yes, Uniform Relocation Act (URA) regulations likely apply and notices are required to be sent out by the CDBG grant applicant to prospective seller(s) prior to or at time of submission of this application to DOLA. Please contact your Regional Manager PRIOR to submitting this application.

Y

M. RELOCATION

The following questions are being asked to help determine if there will be any displacement of persons, businesses, farms or non-profits as a result of this project. "Displacement" may be either temporary or permanent. Please answer the questions to the best of your ability. If you have questions, please contact your Regional Manager.

1. Is the Property Occupied ?

Does the property currently have any persons or businesses leasing or occupying it in any way, either month to month or more permanently?

If yes, please answer the questions that follow.

Y

M.1.a. Who occupies the property?

Is it occupied by a business, non-profit, family, individual or used for storage?

The majority of the building currently is occupied and being used by Pagosa Peak Open School. Others onsite include Parelli Natural Horsemanship, building owner operating on the upper level, and Church of His Glory, which rents/utilizes a small space on the ground floor on Sundays.

M.1.b. How long has it been occupied?

The owner has occupied the building since it was built 11 years ago. Pagosa Peak Open School has operated onsite since initiating operations in August 2017.

M.1.c. Awareness of project plans

Is the resident/business/property owner aware that you are considering acquiring and/or rehabbing the structure that they are occupying?

Y

M.1.d. Relocation

Will they be asked to move out either temporarily or permanently as a result of the project? (Note: temporary relocations that exceed 12 months are considered permanent moves under the Uniform Relocation Act).

N

M.1.e. Minimizing displacement

Describe what steps you have taken or will take to minimize displacement of individuals or businesses?

Current occupants of the building will be invited/encouraged to remain in the facility.

M.1.f. Displacement benefits

What assistance or benefits are you planning on providing to those who will be displaced?

N/A

N. ENVIRONMENTAL REVIEW

In accordance with 24 CFR Part 58.22 (see below), all federally funded projects must complete an environmental review prior to beginning **ANY** work on a project. These HUD regulations are in place for two purposes:

1. To ensure federal funds are used to place people of low and moderate income in environmentally safe conditions; and
2. To ensure federal funds are NOT used to negatively impact environmental conditions that exist near a project site.

Read through this section thoroughly and direct any questions to the appropriate contact person listed at the bottom of the Environmental Worksheet (which follows).

24 CFR Part 58.22 Limitations on activities pending clearance.

(a) Neither a recipient nor any participant in the development process, including public or private non-profit or for-profit entities, or any of their contractors, may commit HUD assistance under a program listed in Sec. 58.1(b) on an activity or project until HUD or the state has approved the recipient's RROF and the related certification from the responsible entity. In addition, until the RROF and the related certification have been approved, neither a recipient nor any participant in the development process may commit non HUD funds on or undertake an activity or project under a program listed in Sec. 58.1(b) if the activity or project would have an adverse environmental impact or limit the choice of reasonable alternatives.

(b) N/A for DOLA projects

(c) If a recipient is considering an application from a prospective sub-recipient or beneficiary and is aware that the prospective sub-recipient or beneficiary is about to take an action within the jurisdiction of the recipient that is prohibited by paragraph (a) of this section, then the recipient will take appropriate action to ensure that the objectives and procedures of NEPA are achieved.

(d) An option agreement on a proposed site or property is allowable prior to the completion of the environmental review if the option agreement is subject to a determination by the recipient on the desirability of the property for the project as a result of the completion of the environmental review in accordance with this part and the cost of the option is a nominal portion of the purchase price. There is no constraint on the purchase of an option by third parties that have not been selected for HUD funding, have no responsibility for the environmental review and have no say in the approval or disapproval of the project.

(e) N/A for DOLA projects

(f) Relocation. Funds may be committed for relocation assistance before the approval of the RROF and related certification for the project provided that the relocation assistance is required by 24 CFR part 42.

1. Upload Environmental Worksheet

Please upload Environmental Worksheet, found in application section on CDBG web page, in pdf format

Download

Environmental Review Worksheet_extracted (1).pdf

O. OFFICIAL BOARD ACTION

1. Date of official board action

Enter the date this project was approved for submission by the board

02/05/2019