

# **CDBG-R SUBMISSION TEMPLATE** **& CHECKLIST**

The American Recovery and Reinvestment Act of 2009 ("Recovery Act") was signed into law by President Obama on February 17, 2009. The Recovery Act awards \$1 billion in CDBG Recovery (CDBG-R) funds to be distributed to cities, counties, insular areas and states, of which \$10 million has been reserved by HUD for its administrative costs and \$10 million of which will be awarded to Indian tribes. Recipients of the remaining \$980 million of CDBG-R funds will be the approximately 1,200 jurisdictions that received CDBG funding in Fiscal Year 2008. This template sets forth the suggested format for grantees receiving funds from CDBG-R. A complete submission contains the information requested below, including:

- (1) The CDBG-R Substantial Amendment (template attached below)
- (2) Spreadsheet for Reporting Proposed CDBG-R Activities (see <http://www.hud.gov/recovery>)
- (3) Signed and Dated Certifications (see <http://www.hud.gov/recovery>)
- (4) Signed and Dated [SF-424](#).

Grantees should also attach a completed CDBG-R Substantial Amendment Checklist to ensure completeness and efficiency of review (attached below).

# THE CDBG-R SUBSTANTIAL AMENDMENT

Jurisdiction(s): <u>City of Clovis</u>	CDBG-R Contact Person: Andy Haussler Address: 356 Pollasky, Suite 200 Clovis, CA 93612
Jurisdiction Web Address: <ul style="list-style-type: none"><li>• <a href="http://www.ci.clovis.ca.us/Government/PublicDocuments/Pages/CommunityDevelopmentDocuments.aspx">http://www.ci.clovis.ca.us/Government/PublicDocuments/Pages/CommunityDevelopmentDocuments.aspx</a></li></ul>	Telephone:559- 324-2095 Fax: 559-324- 2841 Email: andrewh@cityofclovis.com

## **ENSURING RESPONSIBLE SPENDING OF RECOVERY ACT FUNDS**

Funding available under the Recovery Act has clear purposes – to stimulate the economy through measures that modernize the Nation’s infrastructure, improve energy efficiency, and expand educational opportunities and access to health care. HUD strongly urges grantees to use CDBG-R funds for hard development costs associated with infrastructure activities that provide basic services to residents or activities that promote energy efficiency and conservation through rehabilitation or retrofitting of existing buildings. While the full range of CDBG activities is available to grantees, the Department strongly suggests that grantees incorporate consideration of the public perception of the intent of the Recovery Act in identifying and selecting projects for CDBG-R funding.

### ***A. SPREADSHEET FOR REPORTING PROPOSED CDBG-R ACTIVITIES***

Grantees must provide information concerning CDBG-R assisted activities in an electronic spreadsheet provided by HUD. The information that must be reported in the spreadsheet includes activity name, activity description, CDBG-R dollar amount budgeted, eligibility category, national objective citation, additional Recovery Act funds for the activity received from other programs, and total activity budget. An electronic copy of the spreadsheet and the format is available on HUD’s recovery website at <http://www.hud.gov/recovery>.

**B. CDBG-R INFORMATION BY ACTIVITY (COMPLETE FOR EACH ACTIVITY)**

(1) Activity Name: (Grantees should follow the same order that activities are listed in the Spreadsheet for Reporting Proposed CDBG-R Activities – this will allow HUD to easily match activity narratives with the information provided in the spreadsheet.)

(A) Street Improvements: Second Street & Cherry Lane

(B) ADA Improvements: Clovis Senior Center

(2) Activity Narrative:

In addition to the Spreadsheet for Reporting Proposed CDBG-R Activities, grantees must provide a narrative for each activity describing how the use of the grantee's CDBG-R funds will meet the requirements of Title XII of Division A and Section 1602 of ARRA. The grantee's narrative must also state how CDBG-R funds will be used in a manner that maximizes job creation and economic benefit in relation to the CDBG-R funds obligated, and will address the Recovery Act, by:

- Preserving and creating jobs and promoting economic recovery;
- Assisting those most impacted by the recession;
- Providing investment needed to increase economic efficiency;
- Investing in transportation, environmental protection, or other infrastructure that will provide long-term economic benefits;
- Minimizing or avoiding reductions in essential services; or
- Fostering energy independence.

(A) Street Improvements: Second Street & Cherry Lane

- i. The street improvements will provide infrastructure development that will have a long lasting impact for the residents in the low-income neighborhood where the project will occur. Furthermore it will provide construction jobs, an industry that has been impacted heavily by the recession.

(B) ADA Improvements: Clovis Senior Center

- i. The ADA improvements will provide accessibility to elderly individuals that utilize the Clovis Senior Center. This facility is used as a feeding program site for low-income seniors who have been impacted by the recession. The improvements will also provide construction jobs, an industry that has been impacted heavily by the recession.

(3) Jobs Created: (Report the number of full- and part-time jobs estimated to be created and retained by the activity (including permanent, construction, and temporary jobs)).

Based on the formula of \$90,000 creating one job these investments would create 1.99 jobs.

(4) Additional Activity Information: (A description of how the activity will promote energy conservation, smart growth, green building technologies, or reduced pollution emissions, if applicable.)

No administration funds will be sought from the CDBG-R funding.

No funding will be spent on public services.

All funding will be expended to benefit low- to moderate income persons.

(5) Responsible Organization: (Contact information for the organization that will implement the CDBG-R activity, including its name, location, and administrator contact information)

City of Clovis CDBG Program  
Andy Haussler, Housing Program Manager  
356 Pollasky, Suite 200  
Clovis, CA 93612  
559-324-2095  
andrewh@cityofclovis.com

***C. PUBLIC COMMENT***

Provide a summary of public comments received to the proposed CDBG-R Substantial Amendment.

***Note:*** A Proposed CDBG-R Substantial Amendment must be published via the usual methods and posted on the jurisdiction's website for no less than 7 calendar days for public comment.

**Response:**

Thirty days was provided to the public to comment on the substantial amendment before the public hearing was conducted. No comments were received during the comment period or at the public hearing.

# CDBG-R Substantial Amendment Grantee Checklist

*For the purposes of expediting review, HUD asks that applicants submit the following checklist along with the CDBG-R Substantial Amendment, Spreadsheet for Reporting Proposed CDBG-R Activities, and SF-424.*

## Contents of a CDBG-R Action Plan Substantial Amendment

Jurisdiction(s): <u>City of Clovis</u>  Jurisdiction Web Address: <ul style="list-style-type: none"> <li>• <a href="http://www.ci.clovis.ca.us/Government/PublicDocuments/Pages/CommunityDevelopmentDocuments.aspx">http://www.ci.clovis.ca.us/Government/PublicDocuments/Pages/CommunityDevelopmentDocuments.aspx</a></li> </ul>	CDBG-R Contact Person: Andy Haussler Address: 356 Pollasky, Suite 200 Clovis, CA 93612 Telephone: 559-324-2095 Fax: 559-324-2841 Email: andrewh@cityofclovis.com
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The elements in the substantial amendment required for the CDBG recovery funds are:

### ***A. SPREADSHEET FOR REPORTING PROPOSED CDBG-R ACTIVITIES***

Does the submission contain a paper copy of the Spreadsheet for Reporting Proposed CDBG-R Activities?

Yes  No  Verification found on page **Attached Separately**

Does the submission include an electronic version of the Spreadsheet for Reporting Proposed CDBG-R Activities sent to the email box CDBG-R@hud.gov?

Yes  No  Date Spreadsheet was emailed: **June 5, 2009**

Does the Spreadsheet for Reporting Proposed CDBG-R Activities include, for each activity:

- amount of funds budgeted for each activity, including CDBG-R funds, any additional Recovery Funds used and total activity budget,  
 Yes  No  Verification found on page(s) **Attached Separately**
- the Eligibility citation (eligibility regulatory cite or HCDA cite),  
 Yes  No  Verification found on page(s) **Attached Separately**
- the CDBG national objective citation,  
 Yes  No  Verification found on page(s) **Attached Separately**

**B. CDBG-R INFORMATION BY ACTIVITY**

Does the submission contain information by activity describing how the grantee will use the funds, including:

- a narrative for each activity describing how CDBG-R funds will be used in a manner that maximizes job creation and economic benefit,  
Yes  No  Verification found on page(s) **3**
- projected number of jobs created for each activity,  
Yes  No  Verification found on page(s) **3**
- whether an activity will promote energy efficiency and conservation,  
Yes  No  Verification found on page(s) **3**
- the name, location, and contact information for the entity that will carry out the activity,  
Yes  No  Verification found on page(s) **4**
- evidence that no more than 10% of the grant amount will be spent on administration and planning,  
Yes  No  Verification found on page (s) **4**
- evidence that no more than 15% of the grant amount will be spent on public services,  
Yes  No  Verification found on page (s) **4**
- evidence that at least 70% of the grant amount will benefit persons of low and moderate income,  
Yes  No  Verification found on page (s) **4**

**C. PUBLIC COMMENT PERIOD**

Was the proposed action plan amendment published via the jurisdiction’s usual methods and on the Internet for no less than 7 calendar days of public comment?

Yes  No . Verification found on page(s) **Submitted in PDF package, Clovis**

**CDBG-R Docs, Page 1**

Is there a summary of citizen comments included in the final amendment?

Yes  No  Verification found on page(s) **None Recieved**

**D. CERTIFICATIONS**

The following certifications are complete and accurate:

- |   |   |                             |
|---|---|-----------------------------|
| (1) Affirmatively furthering fair housing | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (2) Anti-displacement and relocation plan | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (3) Drug-free Workplace                   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (4) Anti-lobbying                         | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (5) Authority of jurisdiction             | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (6) Consistency with plan                 | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |

- |  |   |  |
|--|---|--|
| (7) Section 3  | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| (8) Community development plan                               | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| (9) Following a plan   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| (10) Use of Funds  | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| (11) Excessive Force   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| (12) Compliance with anti-discrimination laws                | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| (13) Lead-based paint procedures                             | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| (14) Compliance with laws                                    | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| (15) Compliance with ARRA                                    | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| (16) Project selection                                       | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| (17) Timeliness of infrastructure investments                | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| (18) Buy American provision                                  | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| (19) Appropriate use of funds for infrastructure investments | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| (20) 70% of CDBG-R for LMI                                   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| Optional Certification                                       |   |  |
| (21) Urgent Need   | Yes <input type="checkbox"/>            | No <input checked="" type="checkbox"/> |

***D. STATE CERTIFICATIONS***

The following certifications are complete and accurate:

- |  |                              |                             |
|--|------------------------------|-----------------------------|
| (1) Affirmatively furthering fair housing                    | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (2) Anti-displacement and relocation plan                    | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (3) Drug-free Workplace                                      | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (4) Anti-lobbying  | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (5) Authority of State                                       | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (6) Consistency with plan                                    | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (7) Section 3  | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (8) Community development plan                               | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (9) Consultation with Local Governments                      | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (10) Use of Funds  | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (11) Excessive Force   | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (12) Compliance with anti-discrimination laws                | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (13) Compliance with laws                                    | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (14) Compliance with ARRA                                    | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (15) Project selection                                       | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (16) Timeliness of infrastructure investments                | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (17) Buy American provision                                  | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (18) Appropriate use of funds for infrastructure investments | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (19) 70% of CDBG-R for LMI                                   | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Optional Certification                                       |                              |                             |
| (20) Urgent Need   | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

CDBG-R  
Activity Data Spreadsheet

Jurisdiction/Grantee Name: City of Clovis		CDBG-R Fomula Grant Amount: 171,873				Date: 6/4/2009	
<b>Activity Name</b>	<b>Activity Description</b>	<b>Eligibility (Regulatory or HCDA Citation)</b>	<b>National Objective Citation</b>	<b>CDBG-R Project Budget (\$)</b>	<b>Additional Recovery Funds (\$)</b>	<b>Other Leveraged Funding (\$)</b>	<b>Total Activity Budget</b>
Street Improvements: Second Street & Cherry Lane	Reconstruct Second Street from Minnewawa to Oxford & Cherry Street from Second to Fourth	570.201c Public Facility Improvement	570.208(a)(1)(i) - Low Mod Area	150,000	0	0	150,000
ADA Improvements: Clovis Senior Center	Make modifications to the Clovis Senior Center to meet ADA guidelines. Will replace drinking fountains, lowering bathroom counters, upgrade stall-doors in restrooms, replace lobby counter to be accesible	570.201c Public Facility Improvement	570.208(a)(2)(i) - Low Mod Area	\$21,873	\$0	\$0	21,873
							0
							0

CITY OF CLOVIS  
 1033 5TH STREET  
 CLOVIS, CA 93612  
 ATTN: ACCOUNTS PAYABLE

**PROOF OF PUBLICATION**

**COUNTY OF FRESNO  
 STATE OF CALIFORNIA**

**EXHIBIT A.**

PUBLIC NOTICE  
 #25052  
**NOTICE OF PUBLIC COMMENT PERIOD AND PUBLIC HEARING FOR THE  
 2006-2010 CITY OF CLOVIS CONSOLIDATED PLAN:  
 ADOPTION OF THE 2009-2010 ACTION PLAN  
 AMENDMENT TO THE 2008-2009 ACTION PLAN**

The City of Clovis will have copies of the 2009-2010 Consolidated Plan for the Federal Community Development Block Grant Program (CDBG) available for public review and comment. Copies will be available during the 30-day comment period beginning March 30, 2009 and ending April 30, 2009 at the following locations:

Clovis Community Development Agency: 356 Pollasky Avenue, Suite 200, Clovis, CA 93612  
 Fresno County Public Library in Clovis: 1155 Fifth Street, Clovis, CA 93612  
 Clovis Senior Center: 850 4th Street, Clovis, CA 93612  
 City Hall: 1033 Fifth Street, Clovis, CA 93612  
 City of Clovis Web Site: www.cityofclovis.com

A public hearing will be held on May 4, 2009 at 7 p.m. in the City of Clovis Council Chambers located at 1033 Fifth Street, Clovis. Citizens may provide their views and comments on the new Five-Year Consolidated Plan and the proposed use of Community Development Block Grant (CDBG) funds for FY2009. The FY 2009 Entitlement Grant for the City of Clovis has not been provided by HUD, however it is estimated to be \$632,798. The following projects are proposed to be included in the Annual Action Plan:

• Housing Rehabilitation .....	\$ 42,000
• Affordable Housing .....	\$ 84,167
• Mi Rancho Section 108 Loan Payment .....	\$ 50,000
• Sierra-Bicentennial Park ADA Impr. ....	\$ 75,000
• Clovis Senior Center ADA Impr. ....	\$ 15,000
• ADA Improvements - Various Locations .....	\$ 50,000
• Street Improvements Santa Ana Alley .....	\$ 125,000
• Street Improvements Minnewawa Ave. ....	\$ 100,000
• Area-Based Policing .....	\$ 73,500
• Clovis Senior Center Social Services .....	\$ 8,500

FURTHERMORE, the City of Clovis has received an additional allocation of CDBG funds for the 2008-2009 Action Plan year as part of the American Recovery and Reinvestment Act (ARRA). An amendment to the 2008-09 Action Plan will be considered by City Council. Projects proposed for the use of \$171,873 in ARRA funds are:

• Street Improvements Second/Cherry Lane .....	\$150,000
• Senior Center ADA Improvement .....	\$ 21,873

By this Notice, the City of Clovis invites parties that have an interest or may be impacted by the activities discussed in the Plan to attend the Public Hearing. Citizen participation is considered an important element of the Consolidated Plan process and is encouraged by the U.S. Department of HUD and the City of Clovis. All written comments received by May 1, 2009 at the address below will be considered and included as attachment in the Consolidated Plan document.

Additional information concerning the proposed projects and the CDBG Program can be obtained by contacting:

Andrew Haussler  
 Housing Program Manager  
 356 Pollasky Ave., Suite 200  
 Clovis, CA 93612  
 (559) 324-2095

(PUB: March 26, 2009)

The undersigned states:

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years and not a party to or interested in the above entitled matter. I am the printer and principle clerk of the publisher of THE FRESNO BEE, CLOVIS ZONED EDITION, printed and published in the City of Fresno, County of Fresno, State of California weekly for which said newspaper has been adjudged a newspaper of general circulation by Superior Court of the County of Fresno, State of California, under the date of January 17, 1995, Action No. 56881; that the notice, a copy of which is hereto annexed, marked Exhibit A, has been published in each issue thereof and not in any supplement thereof on the following dates, to wit:

March 26, 2009

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

I certify (or declare) under penalty of perjury that the foregoing is true and correct and that this declaration was executed at Fresno, California.

Dated March 27, 2009

*Donna Gunan*

CCDA

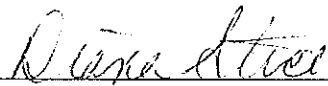
## CLERK'S CERTIFICATE

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I, Diana Stice, Deputy City Clerk of the City of Clovis, State of California, do hereby certify that the foregoing is a full, true and correct copy of Resolution 09-46 duly approved and adopted by the City Council of the City of Clovis on the dates therein stated and as appears on file in my office.

IN WITNESS WHEREOF, I hereunto set my hand and affix the seal of the City of Clovis on May 12, 2009.



  
\_\_\_\_\_  
Diana Stice, Deputy City Clerk

**RESOLUTION NO. 09-46**

**A RESOLUTION OF THE CITY COUNCIL OF CLOVIS AMENDING  
THE 2008-2009 ANNUAL ACTION PLAN**

WHEREAS, the City Council of the City of Clovis is a U. S. Department of Housing and Urban Development (HUD) entitlement city for the purpose of receiving Community Development Block Grant funds; and

WHEREAS, the City of Clovis adopted the 2008-09 Annual Action Plan on May 5, 2008;

WHEREAS, the City of Clovis has received an additional allocation of CDBG funds through the American Recovery and Reinvestment Act of \$171,873;

WHEREAS, HUD requires the City of Clovis to amend the 2008-09 Annual Action Plan to indicate the use of the additional allocation;

NOW, THEREFORE, BE IT RESOLVED that the Clovis City Council amends the 2008-2009 Annual Action Plan for the use of American Recovery and Reinvestment funds in the amount of \$171,873 for use on Second Street and Cherry Lane Street Improvements and Senior Center ADA Improvements.

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on the 4th day of May, 2009, by the following vote, to wit:

AYES:

NOES:

ABSENT:

DATED: May 4, 2009

  
MAYOR

  
CITY CLERK



**Application for Federal Assistance SF-424**

Version 02

<b>*1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input type="checkbox"/> Application <input checked="" type="checkbox"/> Changed/Corrected Application	<b>*2. Type of Application</b> <input type="checkbox"/> New <input type="checkbox"/> Continuation <input checked="" type="checkbox"/> Revision	<b>* If Revision, select appropriate letter(s)</b> A. Increase Award <b>*Other (Specify)</b> ARRA _____
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<b>3. Date Received:</b>	<b>4. Applicant Identifier:</b> 94-6000311
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<b>5a. Federal Entity Identifier:</b>	<b>*5b. Federal Award Identifier:</b> B-08-MC-06-0062
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**State Use Only:**

<b>6. Date Received by State:</b>	<b>7. State Application Identifier:</b>
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**8. APPLICANT INFORMATION:**

**\*a. Legal Name:** City of Clovis

<b>*b. Employer/Taxpayer Identification Number (EIN/TIN):</b> 94-2861024	<b>*c. Organizational DUNS:</b> 77369189
---	---

**d. Address:**

**\*Street 1:** 1033 Fifth Street  
**Street 2:** \_\_\_\_\_  
**\*City:** Clovis  
**County:** Fresno  
**\*State:** CA  
**Province:** \_\_\_\_\_  
**\*Country:** USA  
**\*Zip / Postal Code** 93612

**e. Organizational Unit:**

<b>Department Name:</b> Community & Economic Development	<b>Division Name:</b> N/A
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**f. Name and contact information of person to be contacted on matters involving this application:**

**Prefix:** \_\_\_\_\_ **\*First Name:** Tina  
**Middle Name:** \_\_\_\_\_  
**\*Last Name:** Sumner  
**Suffix:** \_\_\_\_\_

**Title:** Interim Director of Community and Economic Development

**Organizational Affiliation:**

**\*Telephone Number:** 559-324-2082 **Fax Number:** 559-324-2841

**\*Email:** tinas@cityofclovis.com

**Application for Federal Assistance SF-424**

Version 02

**\*9. Type of Applicant 1: Select Applicant Type:**

C. City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\*Other (Specify)

**\*10 Name of Federal Agency:**

HUD

**11. Catalog of Federal Domestic Assistance Number:**

\_\_\_\_\_

CFDA Title:

\_\_\_\_\_

**\*12 Funding Opportunity Number:**

\_\_\_\_\_

\*Title:

CDBG-R \_\_\_\_\_

**13. Competition Identification Number:**

\_\_\_\_\_

Title:

\_\_\_\_\_

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

City of Clovis

**\*15. Descriptive Title of Applicant's Project:**

Street Rehabilitation: Second Street and Cherry Lane Street Improvements/Rehabilitation (\$150,000)

ADA Improvements: City of Clovis Senior Center (\$21,873)

**Application for Federal Assistance SF-424**

Version 02

**16. Congressional Districts Of:**

\*a. Applicant: 21

\*b. Program/Project: 21

**17. Proposed Project:**

\*a. Start Date: July 15, 2009

\*b. End Date: November 30, 2009

**18. Estimated Funding (\$):**

\*a. Federal 171,873  
\*b. Applicant \_\_\_\_\_  
\*c. State \_\_\_\_\_  
\*d. Local \_\_\_\_\_  
\*e. Other \_\_\_\_\_  
\*f. Program Income \_\_\_\_\_  
\*g. TOTAL \_\_\_\_\_

**\*19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on \_\_\_\_\_  
 b. Program is subject to E.O. 12372 but has not been selected by the State for review.  
 c. Program is not covered by E. O. 12372

**\*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)**

Yes  No

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions

**Authorized Representative:**

Prefix: \_\_\_\_\_ \*First Name: Kathy  
Middle Name: \_\_\_\_\_  
\*Last Name: Millison  
Suffix: \_\_\_\_\_

\*Title: City Manager

\*Telephone Number: 559-324-2060

Fax Number: 559-324-2841

\* Email: kathym@cityofclovis,.com

\*Signature of Authorized Representative: Robert K. Ford ACTING CITY MGR

\*Date Signed: 6/4/2009

**Application for Federal Assistance SF-424**

Version 02

**\*Applicant Federal Debt Delinquency Explanation**

The following should contain an explanation if the Applicant organization is delinquent of any Federal Debt.

N/A

# CERTIFICATIONS

- (1) **Affirmatively furthering fair housing.** The jurisdiction will affirmatively further fair housing, which means that it will conduct an analysis to identify impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting the analysis and actions in this regard.
- (2) **Anti-displacement and relocation plan.** The jurisdiction will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (42 U.S.C. 4601), and implementing regulations at 49 CFR part 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under CDBG-R.
- (3) **Drug Free Workplace.** The jurisdiction will or will continue to provide a drug-free workplace by:
1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
  2. Establishing an ongoing drug-free awareness program to inform employees about –
    - (a) The dangers of drug abuse in the workplace;
    - (b) The grantee's policy of maintaining a drug-free workplace;
    - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
    - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
  3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
  4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will -
    - (a) Abide by the terms of the statement; and
    - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
  5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
  6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted:
    - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

(4) **Anti-lobbying.** To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

(5) **Authority of Jurisdiction.** The jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations and other program requirements.

(6) **Consistency with Plan.** The housing activities to be undertaken with CDBG-R funds are consistent with its consolidated plan.

(7) **Section 3.** The jurisdiction will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u), and implementing regulations at 24 CFR part 135.

(8) **Community development plan.** The jurisdiction certifies that the consolidated housing and community development plan identifies housing and community development needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the statute authorizing the CDBG program.

(9) **Following a plan.** The jurisdiction is following a current consolidated plan that has been approved by HUD.

(10) **Use of funds.** The jurisdiction has developed activities so as to give the maximum feasible priority to activities that will benefit low- and moderate-income families or aid in the prevention of slums or blight. Additional activities may be included that are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community where other financial resources are not available to meet such needs. It has complied with the following criteria:

**1. Maximum Feasible Priority.** With respect to activities expected to be assisted with CDBG-R funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);

**2. Special Assessments.** The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG-R funds by assessing any amount against properties owned and occupied by persons of low- and moderate-income, including any fee charged or assessment made as a condition of obtaining access to such public improvements. However, if CDBG-R funds are used to pay the proportion of a fee or assessment attributable to the capital costs of public improvements (assisted in part with CDBG-R funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG-R funds. The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG-R funds, unless CDBG-R funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG-R funds. In addition, with respect to properties owned and occupied by moderate-income (but not low-income) families, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG-R funds if the jurisdiction certifies that it lacks CDBG-R or CDBG funds to cover the assessment.

(11) **Excessive Force.** The jurisdiction certifies that it has adopted and is enforcing: (1) a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and (2) a policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location that is the subject of such non-violent civil rights demonstrations within its jurisdiction.

(12) **Compliance with anti-discrimination laws.** The CDBG-R grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d), the Fair Housing Act (42 U.S.C. 3601-3619), and implementing regulations.

(13) **Compliance with lead-based paint procedures.** The activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K, and R of this title.

(14) **Compliance with laws.** The jurisdiction will comply with applicable laws.

(15) **Compliance with ARRA.** The jurisdiction will comply with Title XII of Division A of the American Recovery and Reinvestment Act of 2009.

(16) **Project selection.** The jurisdiction will select projects to be funded, by giving priority to projects that can award contracts based on bids within 120 days from the date the funds are made available to the recipient, and that will ensure maximum job creation and economic benefit.

(17) **Timeliness of infrastructure investments.** When the jurisdiction uses CDBG-R funds for infrastructure investments, the grantee will give preference to quick-start and finish activities, including a goal to use at least 50 percent of the funds for activities within 120 days of enactment of the Recovery Act.

(18) **Buy American provision.** The jurisdiction will ensure that all iron, steel and manufactured goods used in construction, alteration, repair, or maintenance of a public building or public work project assisted with CDBG-R funds under the Recovery Act must be produced in the United States unless the Secretary finds that: (1) the requirement is inconsistent with public interest; (2) those goods are not reasonably available or produced in sufficient quantity in the U.S.; (3) or the use of the goods will increase the project cost by more than 25 percent.

(19) **Appropriate use of funds for infrastructure investments.** The Governor, mayor, or other chief executive, as appropriate certifies, that any infrastructure investments have received the full review and vetting required by law and that the chief executive accepts responsibility that the infrastructure investment is an appropriate use of taxpayer dollars. Alternatively, a grantee's chief elected official certifies that infrastructure investments will receive the full review and vetting required by law and that the chief executive accepts responsibility that the infrastructure investment is an appropriate use of taxpayer dollars.

(20) **70% of CDBG-R for LMI.** The aggregate use of CDBG-R funds shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the grant is expended for activities that benefit such persons over the life of the CDBG-R grant.

*Robert M. Deuel* (ACTING CITY MANAGER)  
Signature/Authorized Official

6/4/2009  
Date

City Manager  
Title