

# **HILLSBOROUGH COUNTY, FLORIDA**

## **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>Hillsborough County, Florida</u>	CDBG-R Contact Person: Valmarie H. Turner
Jurisdiction Web Address: <a href="http://www.hillsboroughcounty.org/affordablehousingoffice/cdbgr">www.hillsboroughcounty.org/affordablehousingoffice/cdbgr</a>	Address: 1208 Tech Boulevard, Suite 300 Tampa, Florida 33619
	Telephone: (813) 246-3150
	Fax: (813) 635-8133
	Email: <a href="mailto:turnerv@hillsboroughcounty.org">turnerv@hillsboroughcounty.org</a>

## **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) Bayou Pass Phase III Subdivision
- (B) Radio Lane Subdivision
- (C) Planning and Administration

- (2) Activity Narrative:

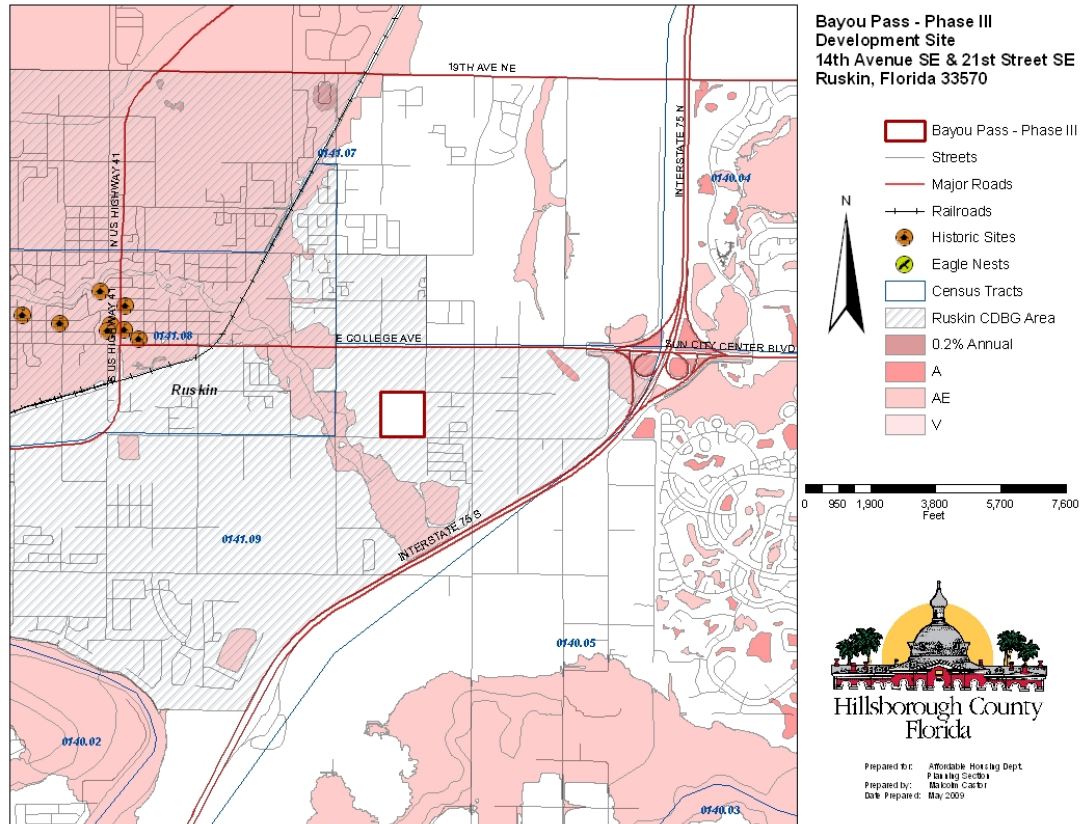
In addition to the Spreadsheet for Reporting Proposed CDBG-R Activities, grantees must provide a narrative for each activity describing how the use of the grantee's CDBG-R funds will meet the requirements of Title XII of Division A and Section 1602 of ARRA. The grantee's narrative must also state how 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.

Title XII of Division A of ARRA requires that in selecting CDBG-R projects, "recipients shall give priority to projects that can award contracts based upon bids within 120 calendar days from the date funds are made available." Section 1602 of ARRA requires that grantees utilize funds that maximize job creation and economic benefit. Section 1602 also states, "grantees must give preference to activities that can be started and completed expeditiously, including a goal to obligate at least 50 percent of the funds for activities that can be initiated within 120 days."

In consideration of Title XII of Division A and Section 1602 of the Recovery Act, Hillsborough County has identified two development activities that are ready to proceed and in need of gap financing, both of whom were awarded funds through competitive Request for Proposals (RFP) processes. The developments are properly zoned and one of the proposed subrecipients has solicited bids for site development. The activities are described in detail below.

- (A) Bayou Pass Phase III Subdivision:** Bayou Pass Phase III is a single family housing development to be constructed by Florida Home Partnership (FHP) in Ruskin, Florida. This development shall include 166 housing units constructed through the U.S. Department of Agriculture's Mutual Self-Help Method. This project is the continuation of the highly successful Bayou Pass Village Phases I and II, which encompasses 207 owner occupied homes and was completed in the fall of 2008. The development is located at 14<sup>th</sup> Avenue SE and 21<sup>st</sup> Street SE within the Ruskin CDBG Target Area. A map of the project site is provided below.



Hillsborough County has already invested CDBG funds in Bayou Pass Phase III by financing the land acquisition. This investment by the County enabled Florida Home Partnership to apply for and receive a State of Florida Community Workforce Housing Innovation Pilot Program grant of \$5,500,000. This commitment, however, was withdrawn as a result of the State's current budget crisis, leaving the future of this project uncertain. In response to this loss, Florida Home Partnership applied through the County's most recent CDBG and HOME Investment Partnerships RFP processes to cover a portion of the site development costs that were deobligated by the State. FHP's proposals were successful and the Affordable Housing Department intends to provide \$1,238,000 in funding (\$946,195 in CDBG-R and \$291,805 in HOME) to this project.

Site development costs for Bayou Pass Phase III will total \$3,100,000, so the County will be funding 40% of the site development. Of the 166 homes constructed, a minimum of 100 (60% of the units) will be set aside for households whose incomes are at or below 80% of the Area Median Income.

While this activity will not result in minimizing or avoiding reductions in essential services, CDBG-R funds will be used in a manner that maximizes job creation and economic benefit in relation to the CDBG-R funds obligated by:

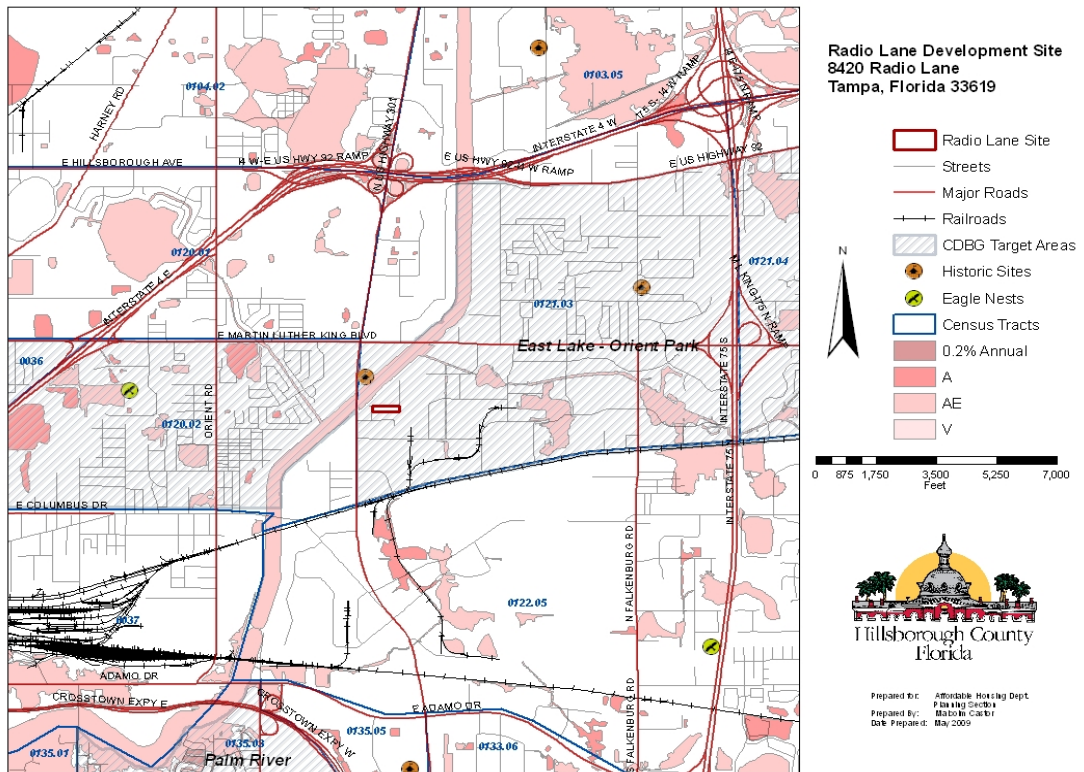
- Creating 292 FTEs, 94 of which will be permanent (see Question 3 below for assumptions);
- Assisting a minimum of 100 low- to moderate-income households who, as with any recession, are the most affected;

- Providing investment needed to increase economic efficiency by ensuring the successful completion of this project that already has a federal investment;
- Providing long-term economic benefits to include a lower housing cost burden for low- to moderate-income households and increasing tax revenue for Hillsborough County;
- Constructing units that will include green and Energy Star features, thereby fostering energy independence.

**Project Summary:**

Eligibility Category:	Public Facilities and Improvements
Eligibility Citation:	570.201(c)
National Objective:	L/M Income Housing
National Objective Citation:	570.208(a)(3)
CDBG-R Project Budget:	\$946,195
Additional Recovery Funds:	\$0
Other Leveraged Funding:	\$25,392,855
Total Project Budget:	\$26,339,050

**(B) Radio Lane Subdivision:** The property associated with Radio Lane Subdivision, to be constructed in partnership with Habitat for Humanity, was also acquired using the County’s Community Development Block Grant funds. The scope of this project was originally to develop twenty-five (25) affordable housing units for low-income homeowners up to 60% of the Area Median Income (AMI). The zoning, however, would not support this. The scope has been reduced to fifteen (15) units that will need to be more heavily subsidized than was originally anticipated. The development is located at 8420 Radio Lane in the East Lake / Orient Park CDBG Target Area. A map of the project site is provided below.



Habitat for Humanity applied for and received funding for site development from the County as a result from an RFP submission. It was the County's original intent to utilize HOME funds for this project; however, the County views this project as one that is more suitable for CDBG-R funding.

CDBG-R funds shall be provided for eligible infrastructure and site development costs associated with the Radio Lane Subdivision Project.

While this activity will not result in minimizing or avoiding reductions in essential services, CDBG-R funds will be used in a manner that maximizes job creation and economic benefit in relation to the CDBG-R funds obligated by:

- Creating 21 FTEs, 7 of which will be permanent (see Question 3 below for assumptions);
- Assisting 15 low- to moderate-income households who, as with any recession, are the most affected;
- Providing investment needed to increase economic efficiency by ensuring the successful completion of this project that already has a federal investment;
- Providing long-term economic benefits to include a lower housing cost burden for low- to moderate-income households and increasing tax revenue for Hillsborough County;
- Constructing units, to the extent financially feasible, that will include green and Energy Star features, thereby fostering energy independence.

***Project Summary:***

Eligibility Category:	Public Facilities and Improvements
Eligibility Citation:	570.201(c)
National Objective:	L/M Income Housing
National Objective Citation:	570.208(a)(3)
CDBG-R Project Budget:	\$501,000
Additional Recovery Funds:	\$0
Other Leveraged Funding:	\$1,365,000
Total Project Budget:	\$1,866,000

- (C) **Planning and Administration:** The Affordable Housing Department has budgeted 10% of its allocation for the planning and administration of these funds.

This activity will not directly maximize job creation and economic benefit, but will support the benefits provided through the Bayou Pass Phase III and Radio Lane Subdivision activities.

***Project Summary:***

Eligibility Category:	Program Administration
Eligibility Citation:	570.206
National Objective:	N/A
National Objective Citation:	N/A
CDBG-R Project Budget:	\$160,799
Additional Recovery Funds:	\$0

Other Leveraged Funding: \$0  
 Total Project Budget: \$160,799

- (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)).

In their publication entitled, “Housing as a Lever for Economic Recovery,” Donjek, Inc. summarized seven (7) separate studies relating to the impact of housing construction on the economy. They found that in housing construction activities, for every \$100,000 of public or private investment there was a subsequent economic benefit ranging from \$103,722 to \$190,390. They also found that for every \$100,000 of public or private investment, somewhere between 1.11 and 2.13 FTEs were created. Since both activities are self-help models, the County has used the low end of these figures (\$103,722 impact and 1.11 FTEs) in their assumptions as well as a Sartel, Minnesota study that found for every FTE created; only .323 FTEs were retained over the five year period that followed.

Activity	Total Budget	Economic Impact	Total FTEs	Permanent FTEs	Construction FTEs	Temporary FTEs
Bayou Pass III	\$26,339,050	\$27,319,389.44	292	94	198	0
Radio Lane	\$1,866,000	\$1,935,452.52	21	7	14	0
Administration	\$160,799	0	0	0	0	0
<b>TOTAL</b>	<b>\$28,365,849.00</b>	<b>\$29,254,841.96</b>	<b>313</b>	<b>101</b>	<b>212</b>	<b>0</b>

- (A) **Bayou Pass Phase III Subdivision:** 292 total FTEs created, 94 permanent, 198 construction, and 0 temporary jobs
- (B) **Radio Lane Subdivision:** 21 total FTEs created, 7 permanent, 14 construction, and 0 temporary jobs
- (C) **Planning and Administration:** None directly, but will support the jobs created and retained in the activities above.

- (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.)

- (A) **Bayou Pass Phase III Subdivision:** All units constructed in Bayou Pass Phase III will include green and Energy Star building features. Florida Home Partnership is listed as an Energy Star Partner and a member of the Florida Green Building Coalition (FGBC).
- (B) **Radio Lane Subdivision:** Habitat for Humanity will utilize green and Energy Star features when possible.
- (C) **Planning and Administration:** N/A.

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

PROJECT	RESPONSIBLE ORGRANIZATION
<b>Bayou Pass Phase III Subdivision:</b>	Name: Florida Home Partnership 201 14 <sup>th</sup> Avenue SE, Suite "H" P.O. Box 771 Ruskin, Florida 33570 Contact: Earl Pfeiffer (813) 672-7860 Email: <a href="mailto:earl@flhome.org">earl@flhome.org</a>
<b>Radio Lane Subdivision:</b>	Name: Habitat for Humanity 3736 E. Hillsborough Avenue Tampa, Florida 33615 Contact: Ralph Jackson (813) 239-2242 Email: <a href="mailto:jackson@habitahillsborough.com">jackson@habitahillsborough.com</a>
<b>Planning and Administration:</b>	Name: Hillsborough County Government Affordable Housing Department 1208 Tech Boulevard, Suite 300 Tampa, Florida 33619 Contact: Valmarie H. Turner (813) 246-3150 Email: <a href="mailto:turnerv@hillsboroughcounty.org">turnerv@hillsboroughcounty.org</a>

***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:

The Hillsborough County Substantial Amendment to the Consolidated Plan 2008 Action Plan for the Community Development Block Grant – Recovery (CDBG-R) Program was available for public comment and review in accordance with Hillsborough County’s Citizen Participation Plan. The standard period of review is typically thirty (30) days; however, as noted above, the U.S. Department of Housing and Urban Development has allowed a deviation in the review period to a minimum of seven (7) days.

Hillsborough County facilitated a 7-day public review and comment period from May 27, 2009 through June 3, 2009. The start of this review and comment period was publicized in the Tampa Tribune on May 27, 2009 in the Metro Section. Public notices we also placed in the Centro and Sentinel newspapers on May 29, 2009.

The County made copies of the proposed amendment available at the following locations on May 27, 2009:

- Affordable Housing website: [www.hillsboroughcounty.org/affordablehousingoffice/cdbgr](http://www.hillsboroughcounty.org/affordablehousingoffice/cdbgr)
- Affordable Housing Department - 1208 Tech Boulevard, Suite 300, Tampa
- 78th Street Community Library -7625 Palm River Road, Tampa, FL 33619
- Jimmy B. Keel Library - 2902 West Bearss Ave., Tampa, FL 33618
- Ruskin Library - 1 Dickman Drive SE, Ruskin, FL 33570
- Bruton Memorial Library - 302 McLendon Street, Plant City, FL 33563
- University Area Community Center - 14013 22nd Street, Tampa, FL 33613

The County additionally held a public hearing during the June 3, 2009 Board of County commissioners meeting. No comments were provided during the review period or at the public hearing.

CDBG-R  
Activity Data Spreadsheet

Jurisdiction/Grantee Name: HILLSBOROUGH COUNTY, FLORIDA		CDBG-R Formula Grant Amount: \$1,607,994				Date: May 27, 2009		
Activity Name	Activity Description	Eligibility (Regulatory or HCDA Citation)	National Objective Citation	CDBG-R Project Budget (\$)	Additional Recovery Funds (\$)	Other Leveraged Funding (\$)	Total Activity Budget	
Bayou Pass Phase III Subdivision	Provides for the site development of Bayou Pass Phase III, in which conjunction with a USDA funded self-help program.	570.201 ( c ) Public Facilities and Improvements	570.208(a)(3) LMI Income Housing	\$946,195	\$0	\$25,392,855	\$26,339,050	
Radio Lane Subdivision	Provides for the site development of Radio Lane Subdivision, in which 15 homes will be constructed through Habitat for Humanity.	570.201 ( c ) Public Facilities and Improvements	570.208(a)(3) LMI Income Housing	\$501,000	\$0	\$1,365,000	\$1,866,000	
Planning and Administration	Provides for the planning and administration of CDBG-R activities.	570.206 Program Administration	N/A	\$160,799	\$0	\$0	\$160,799	

CDBG-R SUBSTANTIAL AMENDMENT

## **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.

Patricia H. Bean  
Signature/Authorized Official

5/29/09  
Date

County Administrator  
Title

**APPLICATION FOR FEDERAL ASSISTANCE**

<b>1. TYPE OF SUBMISSION:</b> Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction		Pre-application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction	<b>2. DATE SUBMITTED</b> 06/05/2009	Applicant Identifier	
			<b>3. DATE RECEIVED BY STATE</b>	State Application Identifier	
			<b>4. DATE RECEIVED BY FEDERAL AGENCY</b>	Federal Identifier	
<b>5. APPLICANT INFORMATION</b>					
Legal Name: HILLSBOROUGH COUNTY GOVERNMENT			Organizational Unit: Department: AFFORDABLE HOUSING		
Organizational DUNS: 105284215			Division: UTILITIES AND COMMERCE		
Address: Street: 1208 TECH BOULEVARD, SUITE 300			Name and telephone number of person to be contacted on matters involving this application (give area code)		
City: TAMPA			Prefix: MS.	First Name: PATRICIA	
County: HILLSBOROUGH			Middle Name G.		
State: FLORIDA			Last Name BEAN		
Zip Code 33619			Suffix:		
Country: USA			Email: beanp@hillsboroughcounty.org		
<b>6. EMPLOYER IDENTIFICATION NUMBER (EIN):</b> 59-6000661			Phone Number (give area code) (813) 276-2843		Fax Number (give area code) (813) 274-6695
<b>8. TYPE OF APPLICATION:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.) Other (specify) <input type="checkbox"/> <input type="checkbox"/>			<b>7. TYPE OF APPLICANT:</b> (See back of form for Application Types) B Other (specify)		
<b>10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:</b> TITLE (Name of Program): COMMUNITY DEVELOPMENT BLOCK GRANT - RECOVERY PROGRAM 14-253			<b>9. NAME OF FEDERAL AGENCY:</b> U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT		
<b>12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.):</b> HILLSBOROUGH COUNTY, FLORIDA			<b>11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:</b> IMPLEMENTATION OF THE COMMUNITY DEVELOPMENT BLOCK GRANT - RECOVERY PROGRAM TO INCLUDE ADMINISTRATION AND THE DEVELOPMENT OF THE BAYOU PASS PHASE III AND RADIO LANE SUBDIVISIONS.		
<b>13. PROPOSED PROJECT</b> Start Date: 6/17/2009			<b>14. CONGRESSIONAL DISTRICTS OF:</b> a. Applicant 11th, 12th, and 13th		
Ending Date: 9/30/2010			b. Project 11th, 12th, and 13th		
<b>15. ESTIMATED FUNDING:</b>			<b>16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?</b>		
a. Federal	\$	1,607,994. <sup>00</sup>	a. Yes. <input type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON		
b. Applicant	\$	. <sup>00</sup>	DATE:		
c. State	\$	. <sup>00</sup>	b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372		
d. Local	\$	. <sup>00</sup>	<input checked="" type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW		
e. Other	\$	. <sup>00</sup>	<b>17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?</b>		
f. Program Income	\$	. <sup>00</sup>	<input type="checkbox"/> Yes if "Yes" attach an explanation. <input checked="" type="checkbox"/> No		
g. TOTAL	\$	1,607,994. <sup>00</sup>			
<b>18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.</b>					
<b>a. Authorized Representative</b>					
Prefix MS.	First Name PATRICIA		Middle Name G.		
Last Name BEAN		Suffix			
b. Title COUNTY ADMINISTRATOR			c. Telephone Number (give area code) (813) 276-2843		
d. Signature of Authorized Representative <i>Patricia K. Bean</i>			e. Date Signed 5/29/09		

# 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>Hillsborough County, Florida</u>  Jurisdiction Web Address: <a href="http://www.hillsboroughcounty.org/affordablehousingoffice/cdbgr">www.hillsboroughcounty.org/affordablehousingoffice/cdbgr</a>	CDBG-R Contact Person: Valmarie H. Turner Address: 1208 Tech Boulevard, Suite 300 Tampa, Florida 33619 Telephone: (813) 246-3150 Fax: (813) 635-8133 Email: turnerv@hillsboroughcounty.org
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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 **10**

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: **6/4/09**

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) **10**
- the Eligibility citation (eligibility regulatory cite or HCDA cite),  
 Yes  No  Verification found on page(s) **10**
- the CDBG national objective citation,  
 Yes  No  Verification found on page(s) **10**

**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) 3-7
- projected number of jobs created for each activity,  
Yes  No  Verification found on page(s) 7
- whether an activity will promote energy efficiency and conservation,  
Yes  No  Verification found on page(s) 3-7
- the name, location, and contact information for the entity that will carry out the activity,  
Yes  No  Verification found on page(s) 8
- evidence that no more than 10% of the grant amount will be spent on administration and planning,  
Yes  No  Verification found on page (s) 5-6 (\$160,799 = 10% of total grant)
- evidence that no more than 15% of the grant amount will be spent on public services,  
Yes  No  Verification found on page (s) 5-6 (No public services)
- evidence that at least 70% of the grant amount will benefit persons of low and moderate income,  
Yes  No  Verification found on page (s) 6-7

**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) 8-9

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

Yes  No  Verification found on page(s) 8-9

**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  No
- (11) Excessive Force Yes  No
- (12) Compliance with anti-discrimination laws Yes  No
- (13) Lead-based paint procedures Yes  No
- (14) Compliance with laws Yes  No
- (15) Compliance with ARRA Yes  No
- (16) Project selection Yes  No
- (17) Timeliness of infrastructure investments Yes  No
- (18) Buy American provision Yes  No
- (19) Appropriate use of funds for infrastructure investments Yes  No
- (20) 70% of CDBG-R for LMI Yes  No

Optional Certification

- (21) Urgent Need Yes  No

**D. STATE CERTIFICATIONS**

The following certifications are complete and accurate: **NOT APPLICABLE**

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

Optional Certification

- (20) Urgent Need Yes  No