

Questions & Answers - June 24, 2023 to July 11, 2023

1. What should be included in the project budget?

The project budget should include line items for all project costs for example: engineering, environmental review, the certified grant administrator, as well as, a construction cost estimate. These should be itemized.

2. Is there a sample “fraud waste and abuse” policy?

No. However a fraud, waste and abuse policy should include what processes and procedures are in place or will be in place in your community outlining what is being done to make sure that safeguards are in place to ensure that CDBG-DR funds are being spent correctly for eligible projects, that the costs were determined properly and that duplication of benefits will be adhered to. HUD’s Office of Inspector General will be hosting a conference that all grantees will be asked to attend in Spring of 2024.

3. If we have a Fair Housing Plan which has been adopted, do we need to create a new one for this grant?

No, depending on the age of the plan, updates might be necessary, but a rewritten plan is not needed.

4. Clarification was requested on when grant applications are due

As posted on our web site, the due date for the infrastructure and public facilities is August 22nd at 5pm.

5. How many letters of support should be in the application?

There is no specific number of letters of support that are needed. The quantity of support letters is not important, it is the quality of the support letters. What do they say and how the letters provide support from key individuals such as a City Engineer, Public Works Director, Water Treatment Board chairman, etc.

6. What is the maximum amount allowable for a Certified Grant Administrator (CGA)?

There is no maximum amount for a CGA. If a community receives more than one project a CGA may be working on multiple projects in the same community and thus compensation will be based on what tasks need to be completed. MEDC will work with grantees to develop a Request for Proposal (RFP) related to the CGA

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7. Are there specific public comment guidelines that are needed?

Public participation is important. The Grant Administration Manual (GAM) Chapter 11 gives guidance on what needs to be done at the very least. Documentation of what has been done to date to engage the public, businesses, or other groups within the community should be documented.