

REVISED 9/15/09 APPROVED BY CITY COUNCIL 10/19/09
CHANGES HIGHLIGHTED IN YELLOW

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 REVISED CDBG-R Substantial Amendment (template attached below)
- (2) Spreadsheet for Reporting Proposed CDBG-R Activities (see

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

REVISED 9/15/09 APPROVED BY CITY COUNCIL 10/19/09

| | |
|--|---|
| Jurisdiction(s): City of Orlando | CDBG-R Contact Person: Lelia Allen |
| Jurisdiction Web Address: <ul style="list-style-type: none">• <i>(URL where CDBG-R Substantial Amendment materials are posted)</i> | Address: 400 South Orange Avenue Orlando, FL 32802 |
| | Telephone: 407/246-2292 |
| | Fax: 407/246-3055 |
| | Email: Lelia.Allen@cityoforlando.net |

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>.

SEE ATTACHED

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.)

| | |
|--------------------------------|---|
| 1. Activity Name: | New Malibu Neighborhood Under Drainage Project: Public Facilities infrastructure improvements and rehabilitation Flood Plain- FEMA Map 240 Zip Code: 32811 Census Tract:146.01 |
| CDBG-R dollar amount budgeted: | \$542,460 |
| Eligibility category: | 24 CFR 570.201© |
| National objective citation: | 24 CFR 570.208 (a) 1. Area Benefit LMI: Low- and moderate-income benefit (<i>City of Orlando CDBG-R will not be used for Public Services or Urgent Need</i>) |

| | |
|--------------------------------|--|
| 2. Activity Name: | Planning and Administration |
| CDBG-R dollar amount budgeted: | \$60,273 |
| Eligibility category: | 24 CFR 570.206 |
| National objective citation: | 24 CFR 570.208 (a) 1. Area Benefit LMI: Low- and moderate-income benefit (<i>City of Orlando CDBG-R will not be used for Public Services or Urgent Need</i>) |

(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.

| | |
|--|---|
| <p>Activity 1. New Malibu Under Drainage Project:</p> | <ul style="list-style-type: none">• CDBG- R funds will be used for the installation of under drainage of the New Malibu neighborhood.• The area has high ground water tables that cause risks to residents.• Project will consist of installation of approximately 30,000 feet of 8 inch perforated under drain system surrounded by gravel(recycled concrete) bedding and filter fabric• Total project cost is \$2.6M• Phase 1 will cost approximately \$900,000 of which \$542,460 of CDBG-R funds will be utilized. City of Orlando Public Works to fund the balance.• Phase 2 will fund storm sewer upgrades plumbing under drains in to storm system. City of Orlando Public Works to fund to completion. |
| <p>Activity 2. Planning and Administration:</p> | <ul style="list-style-type: none">• CDBG- R funds will be used Planning and Administration |

(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)).

| | |
|-----------------------------------|--|
| Full and Part-Time Jobs Created : | Anticipating that approximately 40% of the project cost would be for labor, the estimated number of jobs created for the duration of the project 10 to 12. |
|-----------------------------------|--|

(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.)

The **New Malibu Under-Drainage Project** will promote energy conservation, smart growth, green building technologies, or reduced pollution emissions by the following measures:

- Intercepting ground water from residential property (LMI neighborhoods) and routing into treatment facility
- Installation of approximately 30,000 feet of 8 inch perforated under drain system to be surrounded by gravel (recycled concrete) bedding and filter fabric.
- Project will incorporate green building techniques and emission controls with the use of perforated 8 inch under drain pipe, backfilled with recycled concrete, then enclosed in slotted filter fabric.
- By using recycled concrete instead of gravel, which is mined & processed, the use of gravel size (consistent size) of recycled concrete will reduce pollution emissions from creating concrete and/or gravel through the process of mining and crushing

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

| | |
|---|---|
| Grantee Name | City of Orlando |
| Name of Entity or Department Administering Funds | City of Orlando Housing & Community Development Department |
| CDBG-R Contact Person (person to answer questions about this amendment and CDBG-R) | Lelia Allen |
| Title | Director |
| Address Line 1 | 400 S. Orange Ave. |
| Address Line 2 | P.O. Box 4990 |
| City, State, Zip Code | Orlando, FL 32802 |
| Telephone | 407/246-3292 |
| Fax | 407/246-3055 |
| Email Address | Lelia.Allen@cityoforlando.net |
| Authorized Official (if different from Contact Person) | Buddy Dyer |
| Title | Mayor |
| Address Line 1 | 400 S. Orange Ave. |
| Address Line 2 | P.O. Box 4990 |
| City, State, Zip Code | Orlando, FL 32802 |
| Telephone | 407/246-2221 |
| Fax | |
| Email Address | Buddy.Dyer@cityoforlando.net |
| Web Address where this Form is Posted | www.cityoforlando.net/housing http://www.cityoforlando.net/housing/ |

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:

This **Second Revision of the CDBG-R Substantial Amendment** was posted on the City's Website **September 15, 2009** and **is scheduled to be** approved at the City Council meeting on **October 19, 2009**.

The City of Orlando Housing and Community Development Department **has** not received any comments regarding the **CDBG-R Substantial Amendment** or the Revised **CDBG-R Substantial Amendment** **at the time of this writing**.

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): City of Orlando Jurisdiction Web Address: <ul style="list-style-type: none"> • (URL where CDBG-R Substantial Amendment materials are posted) | CDBG-R Contact Person: Lelia Allen Address: 400 South Orange Avenue Orlando, FL 32802 Telephone: 407/246-2292 Fax: 407/246-3055 Email: Lelia.Allen@cityoforlando.net |
|---|---|

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 [Attachment #1](#)

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: **September 15, 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) [Attachment #1](#)
- the Eligibility citation (eligibility regulatory cite or HCDA cite),
 Yes No Verification found on page(s) [Attachment #1](#)
- the CDBG national objective citation,
 Yes No Verification found on page(s) [Attachment #1](#)

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

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) 7

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

Yes No Verification found on page(s) 7

D. CERTIFICATIONS (SUBMITTED MAY 28, 2009 WITH ORIGINAL PACKAGE)

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"/> |