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[Speaker 7]

Welcome and thank you for joining us for the CPF-FY24 Grantee Welcome Webinar. Please note that this conference is being recorded and all audio lines are currently muted. The recording, transcript, and today's slides will all be available on the HUDx CPF website.

You will be notified when the materials have been posted. Please make sure you open the Q&A panel by clicking the Q&A icon at the bottom of your screen. All content related questions should be posted here by simply typing your message in the box provided and hitting enter on your keyboard to send.

As you can see from today's agenda, we have a lot of information to cover. Time permitting, we will endeavor to respond to your questions during today's meeting. Any answered questions can be viewed from within the Q&A panel.

As we begin, we have opening remarks from several of our program leaders. It is my pleasure to introduce Nadab Bynum, Acting Deputy Assistant Secretary for Economic Development. Please go ahead.

[Speaker 4]

Good afternoon, everyone, and good morning to some. On behalf of the Acting HUD Secretary Adrian Taubman and the Office of Community Planning and Development Principal Deputy Assistant Secretary Mary McFadden, welcome to the Community Project Funding FY24 Grantee Welcome Webinar. I extend my heartfelt congratulations on you successfully securing funding for your community and economic development projects in 2024.

This achievement is a testament of your dedication and significance of the work you are undertaking. Your efforts hold immense importance in transforming our communities, creating a ripple effect of positive change that will resonate for years to come. By investing in these projects, we are not only addressing the immediate needs, but also laying out the groundwork for a brighter future for all in our communities.

For our returning grantees that may have been awarded funding during the previous years, we say welcome back. We appreciate your patience, and we are seeking to rebuild our support for you and your projects. We are eager and excited to collaborate with you as these projects unfold.

Together, we can leverage our collective strengths to maximize the impact and reach of your projects. The commitment to improving our communities is truly inspiring, and we look forward to embarking on this journey with you. Our HUD team is here to ensure you nothing but the greatest level of success.

We want to thank you again for attending today's webinar and looking forward to many continued communications with you throughout this process. We expect to deliver the highest level of customer service in addressing your needs. I would like to at this point in

time introduce Holly Kelly, Director of the Office of Congressional Grants, responsible for the oversight of these programs.

And again, good luck, and we wish you well with your programs. Thank you.

[Speaker 1]

Thank you, Acting Deputy Assistant Secretary Bynum. It's truly an honor and a pleasure to serve under your leadership, sir. Good morning to everyone.

Good afternoon to others. Again, my name is Holly Kelly. I'm the Director of the Congressional Grants Division with the Department of Housing and Urban Development's Office of Community Planning and Development, Office of Economic Development, Congressional Grants Division.

We are the organization that will be your first line of customer service and support as you embark on administering your FY 2024 EDI CPF grant. And it's our immense pleasure to be positioned to serve you. There is another member of my management team.

Her name is Chantelle James, and she's the Deputy Director of the Congressional Grants Division. She is out of the office today, but she most certainly sends her heartfelt congratulations for being selected for one of the FY 2024 EDI CPF grants. And she, along with the rest of this Congressional Grants Division team, look forward to working with you.

Next slide, please. You've heard from Nadab Bynum, who is our Acting Deputy Assistant Secretary for Economic Development, who brings many, many years of leadership in the economic development space. I don't know, Nadab, if you want me to pivot back to you or if we want to move forward.

So that is Mr. Bynum, of course, and his information, title, et cetera. So let's advance to the next slide. Again, I'm Holly Kelly, Director of the Congressional Grants Division, and we're going to advance one more slide.

That is Chantelle James, and she is the Deputy of the Congressional Grants Division. You can most certainly, as you move into the administration of the grant, reach out to any of us. And there are other team leads and other leaders in our organization who would be more than happy to work with you as you with the other members of our team to advance and administer your award.

So let's go to next slide. You're going to hear from several folks on our team who have a collective interest in ensuring that your program, your project is supported in such a way to maximize the success that you most certainly will have and need to carry out the important projects and programs in your community. I'm Holly Kelly.

I'm the Director. Rommel Calderwood is a CPD Specialist in the Congressional Grants Division and serving as a team lead in a leadership role. And so we really appreciate him bringing that talent to that space.

Von Watson, he is a CPD Specialist in the Congressional Grants Division and is going to come to you a little bit later to talk about some of the systems that you will interact with to not only submit your application, quote unquote, materials, but as you move through the

process to draw down funds, submit semi-annual reports, etc. So Von Watson will come and talk to us about that. Omri Gross is a Program Environmental Clearance Officer in the Office of Environment and Energy at HUD and his organization is an integral part of your process insofar as environmental review clearance for your project.

We ask you to really pay attention to all parts of this presentation, but most certainly when we're talking about environmental review, it's such a critical part of the project. We want to make sure that you are educated in what to do, what not to do, etc. So Omri Gross will be coming to you a little bit later on in the presentation.

And Eileen Barnhart is on my staff. She is a CPD Specialist at the Congressional Grants Division and she'll talk about some things that you should be doing and not doing insofar as checklists, etc. to make sure that you stay on track and maximize your grant administration.

So next slide please. Here's some folks that you will get to know. Faces with names is always a fun thing to do.

In the Congressional Grants Division, you will have two points of contact that will serve in different areas of support. You have Congressional Grants Division grant officers and the grant officers that you see highlighted here and pictured here are on my team and they have territories, portfolios that they manage that are broken out by states. So depending upon the state that you are in will drive which of these wonderful folks you will interact with as your grant officer.

Your grant officer really focuses on your policy questions, your application process questions, your finance acts, access to your finances, access to your grant questions. So any of those types of questions would be directed to your grant officer. They're the foremost experts in that space and are there and positioned and happy to help you.

Next slide please. Next come our system officers. System officers are folks on my staff who serve in the role of system officer and you'll hear more about the disaster recovery grant reporting system.

You'll need to get access to that system. There's some interaction and some coordination that has to be satisfied to get you cleared from a security standpoint and then you'll coordinate with your system officer to make sure that you have access to the relevant systems. You know how to navigate those systems and if you have any challenges or issues you'll coordinate with that system officer to troubleshoot those issues and to get those issues resolved.

So you'll see that you have a grant officer and a system officer along with regional environmental officers and only folks talk about a little bit later really creates a strong three-pronged support system that you'll have access to to get your grant underway and and finalize people. Next slide please. Of course in our office of Deputy Assistant Secretary for Economic Development, he has a tremendous support team that works with him.

Mr. Eric Yost who coordinated this meeting did a phenomenal job in putting all of this together for all of us is in NADAC Bynum's front office along with Jesse Huddleston and she works in our policy and congressional coordination space. So you may hear from those folks

and you may interact with Jesse and or Eric on various topics but they are a phenomenal team and support for our ADAS and help to move this process and this massive portfolio along. So we really appreciate all of the work that they do.

Next slide please. So we're going to talk about what you will hear today. We recognize this is a one-hour webinar.

You've had no less than two emails from HUD letting you know a we know that you are an FY 2024 EDI CPF congressionally directed spending grantee. We've seen your organization and some very brief information in the joint explanatory statement that accompanied the FY 2024 statutory bill when it was signed. So we know who you are and we wanted to let you know who we are and to make that initial connection and introduction.

So we've sent you a couple the authorized representative for your organization. We've sent some email and some information too and we're asking you to reread those emails if you haven't read them closely just to make sure that any information that's provided in those messages you're accessing you're becoming familiar with while we move to next steps. What you're going to hear today is a very high level overview of the CPF grant portfolio.

You'll learn how to contact and who to contact when you have issues, challenges, questions or need something done. You'll hear about how to understand how to access information either through various systems or on websites. You'll learn about technical assistance.

You'll understand when you step away next steps and what you will need to do to receive funds from HUD. You'll be provided with the next step checklist. We really want to make sure that you have the information you need to know that you're doing what comes next and satisfying various requirements.

And of course this webinar is designed to welcome you to the HUD fold for those of you who have maybe an FY 22 or 23 grant. This is not new information for you but for those of you who are new to this space we welcome you. I will make a quick note that some of you may be aware that there were quote-unquote earmarked grants many many years ago and Congress imposed a self-imposed moratorium on including these types of funding into appropriations bills for approximately 12 years.

And so we really want to give you a shout out of congratulations for being the third round of this type of funding and bringing this kind of very important funding to communities. And so we're looking forward to working with you on this project. Next slide please.

So let's go into the next slide. Just a little bit of overview of the protocol and the organizational plan so you have an idea of who is managing the grant and how we are structured internally. And then I'm going to ask Ramel Calderwood to prepare to comment and to speak.

So we know we are under the Department of Housing and Urban Development, a cabinet level agency headquartered in Washington D.C. Under HUD is the Office of Community Planning and Development. Just have so many alphabets and acronyms want to clarify some of that very early for you. So we have HUD.

We have the Office of Community Planning and Development, CPD. Under CPD is the Office of the DAS for Economic Development. You met Nadia Bynum earlier and he is our Acting Deputy Assistant Secretary for Economic Development.

Under the DAS for Economic Development is the Office of Economic Development, OED. And under the Office of Economic Development is the Congressional Grants Division. That's my organization and that is grant officers, system officers.

We will be the foremost point of contact for you as you administer your credit. You got to go further higher on this chain. Of course, we are going to try to make sure that that is not necessary.

But if necessary, you know how to move through this procedural chain and we'll give you some information about who can be contacted. So let's move forward from here and we'll talk about in the next slide, please, is initial communication, points of contact, and roles. Ramel Calderwood, who is a grant officer in the Congressional Grants Division, will speak now.

Thank you.

[Speaker 2]

Thank you so much, Holly, and good afternoon or good morning to you all. Thank you so much for being on this webinar. As Holly had said, my name is Ramel Calderwood and I'm one of the CPF grant officers in the Congressional Grants Division here at HUD.

I oversee the states of Alaska, Maine, Oregon, and Washington. And I'll be covering several areas during this webinar. In this particular session, I'll be discussing the initial emails that HUD had sent to your organization, as well as several HUD points of contacts and our roles here at HUD for you to carry out your CPF grant.

Next slide, please. So in early May, your organization should have received an email from HUD's Congressional Grants Division notifying you about your FY 2024 CPF grant award and some important information and resources in that email to help you get started, including the contact information for your CPF grant officer, system officer, and regional environmental officer at HUD. Next slide, please.

And then we also sent you an email in mid-May notifying you about this particular webinar, as well as office hours that grant officers will be hosting with their respective grantees in order for you all to ask questions and get started on your CPF grant application, along with the EDI CPF listserv and your grant information if you don't already have that information. Next slide, please. And on this slide, we've outlined our roles and responsibilities for the CPF grant officers and the regional environmental officers.

And you will also have here the link to our names and contact information, specifically our email addresses. Please use the link to search your specific state or jurisdiction where you're located in order to find your respective grant officer, DRGR system officer, and or environmental officer for you to contact and get started on your CPF application. Next slide, please.

And then here we've provided the names of the regional environmental officers at HUD for your specific state or jurisdiction. So please use this information to be able to find out who they are if you don't already have the information and reach out to your individual regional environmental officer to ask them questions about specifically the environmental review requirements slash NEPA requirements for this grant in your specific project. Next slide, please.

And on this slide, we defined the key contacts and resources specifically for your organization. So as a CPF grant officer, we interact with the various folks at your organization. Sometimes it could be your executive director or your president.

So here we've defined that the point of contact sometimes may not be the sitting manager or the mayor or the president for your organization. So that individual is typically not involved in the administration of your grant and would not be the one that would be interacting with your CPF grant officer. Sometimes they are.

And so that would be what we would consider both the point of contact or the authorized representative. So the point of contact, as I said earlier, just now is individual who would be the primary point of contact for HUD and the authorized representative is the individual who has the authority to make decisions for the organization in regards to your CPF grant application, including signing the CPF grant agreement and federal forms. And then there are also additional points of contact because some of the organizations are very large.

So we would like to receive that information in order to make sure that we're responding and sending out all the updates that are relevant for your CPF grant. And so I'll talk a little bit later in regards to the CPF listserv that we've created. Next slide, please.

Oh, and then now it's back to my director, Holly.

[Speaker 1]

Thank you, Ramel. Thank you for that very important information. I want to really just remind folks, this is a very high level top line overview of the FY24, 2024 ADI CPF effort.

There is additional information that will be forthcoming. You'll hear more about that as we step further into the presentation, but wanted to make sure that with each communication that we give you, we give you a little bit more depth of what's to come as HUD continues to prepare internally for the rollout of grant materials and systems, et cetera. But we don't want you to be there in your communities wondering what the next steps are.

So under this section, section four, is a conversation about HUD's CPF portfolio overall. This is, again, mentioned this is the third year that Congress in this iteration have identified projects in communities that went through a certain process that HUD is blind to. We do not coordinate with members of Congress to identify programs or recipients or projects or dollar amounts.

We wait until we get the statutory language with the accompanying joint explanatory statement, and we'll talk about that a little bit later. And that's when HUD is notified of the recipients that will be funded for that fiscal year. So next slide, please.

A little bit of information about the CPF portfolio overall. So we know there were grants, these types of grants called earmarks, we try not to use that word too often anymore, but these special appropriations beginning in 2022, there were 1,014 of them. In 2023 fiscal year, there were 1,616 of them.

For fiscal year 2024, there were 2,407 of them. And so if you notice, there's a trend, upward tick of projects being identified and funded in HUD's section of the statutory language, the Appropriations Act for the fiscal year. So it looks like, you know, approximately a 30 or 40% year over year increase in the number of projects that are being funded.

That tells us a couple of things, you know, Congress recognizes there are great projects that could benefit from this type of direct funding. And I think it's also a testament to the work that HUD is doing and the customer service that we are striving to bring to you and improve upon. So we really have heard from you, our customers, from our customers on the Hill, and are working diligently to improve our customer service efforts.

And our commitment to you is that we deliver excellent customer service. We want you to feel confident in that. Next slide, please.

\$7.8 billion total approximately for the three fiscal years collectively. Here's some information. I'm not mistaken, some of this slide material may be made available to you.

But as you can see, not only have the number of awards increased when you go under the grantee row from 1014, 1616 to 2407, for a total of 5037 grants in the portfolio current state, the dollar amount of the portfolio increased year over year as well. And so we're now responsible for approximately \$7.8 billion of this type of direct funding. And HUD is not new to this kind of work.

We are experienced in this type of work. And so we of course take it very seriously. And we feel very confident that we can assist you in such a way as to make sure that your project is successful to the extent that we can coordinate with you on that.

So just a little bit of information. As you can see, the last slot, the last row recognizes that this program covers 49 states and several territories, Mariana, Pacific, of course, Puerto Rico, Virgin Islands, and that has expanded over the previous years. So it's a national effort, taking into consideration also the territories that are a part of the United States.

So it's all over the country, a lot of money, a lot of projects, really great projects, all of them different and nuanced in their own way. It's just a very, very exciting project and portfolio to work on. So we'll go to the next slide, please.

Just a little bit of information to give you an idea of what we are all coming together to work on. For FY2020, for fiscal year 2024, funding amount was approximately \$3.2 billion. Of course, 2,407 of you in this round, 397 members of the House and 64 members of the Senate included these types of grants in the appropriation bill.

Various types of what we will call grantees, what are called recipient in the joint explanatory statement, just for some clarification, nonprofit organizations, state, local governments, housing authority, Indian tribal communities. There's an incredibly diverse mix of types of

organizations, not for-profit organizations we have not seen included in this mix, but most certainly nonprofits and housing authorities, et cetera. These grants are selected by Congress.

As I said before, HUD is agnostic and blind to the selection of recipients, projects, or funding levels. And Congress selects the grantees and determines those independently. And then they communicate that to us through the statutory language.

Projects must be implemented as provided in the congressional record, joint explanatory statement, or other official appropriation law documents. And we'll go deeply into that as we have application, quote, unquote, materials ready for you and bring you all back together to do deep dives into that training. We'll talk about and expose you to the joint explanatory statement a little bit later, just so you can see the language.

And those of you who are versed and aware of how to do this most certainly have seen yourselves and the joint explanatory statement, and you have familiarity with that. But we'll touch on that to make sure that we're all collectively clear about it, because it's really going to be important when we move forward. There are cross-cutting requirements that are associated with this effort.

Environmental review being top of mind, fair housing, and other types of cross-cutting requirements. There are effective start and end dates that we will make you very aware of as we move through this grant award process. And we recognize that these funds will expire, be recaptured.

Any funds that remain on the account will expire, be recaptured, and return to the Department of Treasury in late August of 2032. HUD does not have the authority to waive or extend that time frame. Let's move to the next slide.

This is what I was talking about, joint explanatory statement. When I say that or congressional record, what you have a screenshot of here is, and we'll be able to access through those links, is what HUD sees when we get the final appropriation language. We get very brief information about you.

We get your recipient, the name of your organization as the recipient. Of course, we get HUD, the Department of Housing and Urban Development, and some other information that is most certainly important, but I'm going to set that aside. But we get the name of the organization, you as the recipient.

We get, of course, the state that you're located in. We get the dollar amount of the award, and we get a very brief, general, four, five, six word at the most sometimes, project description. We will work with you to make sure that the information that you provided to HUD expands and expounds on all of that.

You will help us understand what's packed up into those very brief descriptions that we see, so that we can move your project forward to approval, so to speak. And by approval, we mean making sure that it aligns with the statutory language, and then get you under a fully executed grant agreement, get you access to these systems, financial systems, and get you drawing down funds for your project, submitting your semi-annual reports, et cetera. So you

can access these websites, you can access this information, take a look at it yourself, but this is an exposure to the appropriation language that we have access to, and that drives our coordination and our interaction with you.

Next slide, please. The grant award process, so Congress passes legislation, the President approves the budget, appropriations process, awarding funding to the recipient. The recipient, also known as the grantee, are named in the congressional record, or joint explanatory statement, or other subsequent supporting document for the statutory language.

The grantee will receive from HUD a grant award package and grant guide that will give you comprehensive information about the what and the where, and sometimes why you will need to submit information. We have, again, very brief information provided in the joint explanatory statement or congressional record, and we work with you to get more information about the project. HUD will review those grant materials after we tell you how to access them, how to complete them, how to submit them.

HUD, a grant officer, myself, others in the organization will review the material for information, for completeness, et cetera. If there are issues that we know need to be corrected or revised, your grant officer will reach out to you and walk you step by step through how to do that, and we also have some technical assistance opportunities that we are making available to you so you won't be left not knowing how to move forward. Once the grant materials are approved by HUD, HUD will send you a fully executed grant agreement and further instructions on how to make sure that you have access to the necessary parts of the system to start making drawdown requests and funding the activities that you have approved in your application.

So there's a lot of work that has to be done, but we are here as your partner to help you do it. Again, both grant officer, system officer, regional environmental officer, we're a collective body that will support you every step of the way. Next slide, please.

This is a picture being worth a thousand words, so to speak. This is where these funds are located, and they're just really all over the country except where it looks like North Dakota is grayed out, but it's all over the country to various levels of funding. You see the darker green sections, California, Texas, Florida, New York, other states, and then the lighter green will drive the levels of funding, but there is just a spread of these types of funding all over the country.

So I just wanted to give you that shot to give you a visual of what it looks like across the country. Next slide. A little bit more information on data about where these projects are located.

If you're talking about the number of grants, we see California just has an incredible spike of this type of funding followed by New York and Texas, Illinois, Florida, as we saw in the map slide. I guess, you know, incredible levels of funding, but grants located pretty much all over the country. The dollar amount is similar, and it's spread California, New York, Texas, having greater funding, and that's just, again, driven by members of Congress.

HUD has no authority to step into that space to determine who gets funded or what does not get funded. Just wanted to share that with you so you have a comprehensive idea of who your partners in this space as far as other grantees on where they're located. Some of you may know this already, and so some of you may, this may be fresh information for you, but we thought it was important to share that.

Go to the next slide. One more data visual just to, so the previous slide was 2024. This is a comprehensive look at the portfolio overall, both number of grants and amounts of grants, and it pretty much stays the same in that California, New York, Texas, Pennsylvania, Florida, Illinois spike insofar as number of awards and funding.

So you'll have an idea of where the funding is located, and we have grant officers that are assigned to all of those areas and other areas that aren't spiked, but there is a spread of resources in our organization to make sure that there is comprehensive coverage and sufficient coverage for any of your questions or needs, and to make sure that you know exactly how to move through every part of this process from getting access to the system to completing your grant material, submitting, et cetera.

So we have folks who are positioned and ready to assist you every step of the way. We'll go to the next slide. Key documents, information, and websites.

I'm going to yield to my next presenter. Eric, if you let us make sure if the person is teed up to do that.

[Speaker 2]

It's me, Holly. It's Ramel. Perfect.

Okay. Turn it back to Ramel Calderwood. Thank you.

Okay. Thank you, Holly, and hello again, everybody. This is Ramel again.

For this section, I'll be focusing on key CPF documents and websites and providing some information for grantees to know to get started. Next slide, please. So in your welcome email that I had mentioned in section three of the presentation, you received links, several links, including the link to HUD.gov, the CPF website, HUD Exchange, CPF website as well, and third, the HUD EDI CPF listserv, and I'll be discussing the difference between the three momentarily. Next slide, please. So HUD.gov is the official government website of the U.S. Department of Housing and Urban Development. Information and resources about the EDI CPF grants can be found here, including the webinar recordings, including this one, that HUD staff have hosted and posted on the website.

And then please review the resources and materials that pertain to your specific cohort, including the CPF grant guide once it's published and posted on the website, because the grant guides are slightly different from, you know, from one cohort to another. Next slide, please. And then here's another screenshot of the website.

It's being developed. We'll be posting and populating this website with the grant award materials once the package has been finalized here at HUD. Next slide, please.

And the HUD Exchange website, on the other hand, is your one-stop shop for training and technical assistance resources related to CPF grant implementation. So you can view resources and tools, register for upcoming trainings, access recordings from past trainings, and get program support on this website. So I won't go too much into this, because there's a lot of resources on there, but I do encourage grantees to utilize these two websites.

Next slide, please. And here's another screenshot of the hudexchange.gov CPF website for you all to preview and just look through and find resources to help you get started with this process. Next slide, please.

And we've created a CPF mailing listserv for you to enter your contact information so you can receive relevant updates from the Congressional Grants Division here at HUD. In many cases, the contact information we've received on our grantees is out of date or inaccurate, so this mailing list allows us to capture the right contacts for our grantees and add additional ones as needed. Next slide, please.

And so here is a slide for some key information. I'm not going to go too into weeds on this, because each one is very complex, but I just wanted to touch on these points on the slide. The environmental review.

So CPF grantees across all cohorts are encouraged to review carefully the environmental review resources and training materials provided on the HUD Exchange CPF website before proceeding with any construction-related work for your CPF grant. For Build America, Buy America BABA resources and training, grantees are encouraged to review the BABA resources and training materials also found on the HUD Exchange CPF website before proceeding. And here are some web links that you can access and find some relevant information if BABA does pertain to your particular project.

And then HUD Section 3 grantees will be required to report Section 3 accomplishments. Section 3 requires preference for low and very low-income persons or business concerns residing in the community where the project is located. And then Number 4, 2 CFR Part 200 grantees will be required to follow the Code of Federal Regulations found in 2 CFR Part 200, and information will be provided later in the presentation.

Next slide, please. Okay, and here I just wanted to touch base very quickly on the grant award package. As I mentioned, it is still being finalized here at HUD, but you should be expecting to receive the FY 2024 grant award letter with information related to your grant, specifically to your grant.

You will also be receiving the CPF grant agreement, which provides information on your grantee name, so your organization name, your grantee address, your employer identification number, or EIN, your federal award identification number, which is your grant ID that's assigned to your specific grant. And you'll also be receiving a HUD 1044 cover page, which provides relevant information, including the contact information for your organization. And then Number 4, you'll also be receiving a CPF FY 2024 grant guide, that will provide you instructions and relevant information for you all to start putting together your CPF application materials.

Next slide, please. Okay, so here I just wanted to discuss very briefly about the start or effective date for the grants. So March 8, 2024, which is the start date for FY 2024 grants, and the end date is September 30, 2032.

So March 8, 2024 is the date when Congress passed the Consolidated Appropriations Act 2024, providing funding to the FY 2024 CPF grants and signed into law the following day. And the end date for these CPF project grants is when the grant is closed out or when the grant funds expire, which is for this particular fiscal year would be September 30, 2032. And grantees will access funds and submit periodic reports through HUD's Office of CPD DRGR system, that's short for Disaster Recovery Grants Reporting System.

And my colleague will discuss later in the presentation the DRGR system and provide some relevant information for you all. Next slide, please. Okay, so as part of the application process, you all would be submitting several materials to your designated HUD CPF grant officer.

So I'm not going to go through each of these because of limited time, but just wanted to touch base on a few of these. So you would be submitting a signed grant agreement with Appendix 3 completed. This would be completed and signed and returned to HUD, and it would be fully executed by our designated HUD official.

And you would also be putting together a project narrative that matches what we call the JES, or Congressionally Directed Project Description, as outlined by a congressional member who sponsored your grant. And along with that would be the project budget. So what I tell my grantees is that these do need to align.

If your project narrative, let's say, is to build a daycare or a playground, the budget should also mirror what the narrative states and vice versa. And then there are also a series of federal forms that you would be completing and submitting with your application. So I'm not going to go through each of these.

We'll be touching upon these at a later webinar, and your CPF grant officer will also be hosting office hours to discuss how to complete these various materials. And the additional part, which is very important, is what we call the SF-1199A, the direct deposit signup form, which is how we collect your relevant bank information for us here at HUD to establish your direct deposit for you to get access to your funds. And then we would also need a copy of a voided check, bank deposit, or a letter signed by your financial institution that reflects the bank information that you provided in the SF-1199A.

Next slide, please. Oh, and then this will be now to my colleague Omri Gross at the Office of Environment and Energy.

[Speaker 7]

Omri, you are currently muted.

[Speaker 3]

Hi, everyone. Sorry about that. Good afternoon.

My name is Omri Gross. I am the Program Environmental Clearance Officer for HUD's Community Planning and Development Programs, which includes the Community Project Funding Program. Next slide, please.

We wanted to provide a brief high-level overview of the environmental review process, regulations, and compliance considerations for the CPF program. Since we only have a few minutes, we'll jump right into it. Next slide, please.

So, first off, what is an environmental review? An environmental review is an analysis of impacts that a project will have on its surrounding environment and how that environment will affect the project. The review demonstrates that HUD-funded projects comply with all of the applicable environmental laws and authorities and ensures that those projects provide decent, safe, and sanitary housing.

An environmental review is required for all HUD-assisted projects and is a public document used to encourage public participation. Next slide, please. Now, projects require different levels of review based on the nature and scope of the project activities.

Projects that involve groundbreaking and new construction require a higher level of review and more time to complete. These types of project reviews can take anywhere between 30 days to even up to a year, depending on complexity and the issues identified with the site. So, it's just something to keep in mind when you're planning your project.

Again, all HUD-assisted activities require some level of environmental review, even projects that only involve exempt activities. Next slide, please. Okay, now we're going to briefly touch on Part 58 versus Part 50.

I saw there were a lot of great questions in the chat, some referring to this. So, Part 58 and Part 50 refer to the regulations that govern HUD's environmental review process. Environmental reviews for projects under Part 58, which is the standard for CPF, are completed by a unit of general local government in which the project is located in.

The unit of general local government serves as the responsible entity for the project and conducts the environmental review. Again, this is the standard for CPF, so you would reach out to your unit of general local government to request that they conduct the environmental review. Now, while this is the standard for CPF, sometimes nonprofits have trouble securing a unit of general local government responsible entity to conduct their environmental review and may need to reach out to HUD to complete the review under Part 50.

Now, there are a few differences between the environmental review process for Part 58 and Part 50, but since we're very short on time, we'll end up going into that in more detail during our upcoming environmental review-specific webinar. Next slide, please. So, again, Part 58 is when the local government conducts the environmental review, and that's the default for the CPF program, and Part 50 is when HUD conducts the environmental review.

Again, we'll talk more about the differences between the two processes in greater detail during the environmental-specific webinar. Next slide, please. Okay, now let's talk about the federal nexus and choice-limiting actions.

The federal nexus is the point at which a project becomes federalized and when federal environmental review requirements are triggered. After the federal nexus, grantees are prohibited from taking new choice-limiting actions related to hard costs, including commitment or expenditure of HUD and non-HUD funds, until a satisfactory environmental review has been completed for the project. The federal nexus for fiscal year 24 is March 9, 2024, which is also the date of legislative enactment for this fiscal year 24 cohort.

The grantee's local government responsible entity, or HUD, will be required to complete a satisfactory environmental review covering all work that took place or is proposed to take place after the federal nexus, and they have to do this prior to requesting payment from HUD. Next slide, please. What is a choice-limiting action?

A choice-limiting action is any activity that a grantee undertakes, including committing or expending HUD or non-HUD funds, that reduces or eliminates a grantee's opportunity to choose project alternatives that would avoid or minimize environmental impacts or enhance the quality of the human environment. Examples of choice-limiting actions can be seen on the screen, anything from entering into contracts or commitments for hard costs to acquisition, leasing, demolition, new construction, and most ground disturbance activities. Next slide, please.

Now, most soft costs, so not hard costs, not physical work, most soft costs are covered under HUD's Part 50 nationwide programmatic review for CPF soft costs. So, HUD already completed a nationwide review for the entire CPF program that covers certain soft costs, which you can see on the left side of the screen. Now, covered soft costs on the left side of the screen can be incurred any time after the date of legislative enactment, which was March 9, with no additional environmental review needed.

Now, for soft costs that are not covered by HUD's Part 50 nationwide review, a separate environmental review must be prepared by the responsible entity, the local government responsible entity, or HUD prior to incurring those soft costs. Now, grantees can request payment for these soft costs once the grant agreement has been executed. So, you can incur them any time, at least the covered soft costs, any time after the date of legislative enactment, March 9, but you can only start requesting payment for those soft costs that you incurred after the grant agreement has been executed.

Now, if you have questions, any additional questions about what soft costs are covered or when you can incur them, please reach out to your regional environmental officer to discuss those specifics. Next slide, please. Okay, now let's move on to hard costs and how to handle work that was already under contract prior to the federal nexus.

A lot of these projects are already underway and have existing contracts, so we're going to talk about that. As you'll recall, following the federal nexus, no party may enter into new construction contracts or take any other new choice living actions, commitments, or commitments, including spending funds or performing physical work, until the environmental review process is complete and all necessary approvals are received. However, the one important caveat here is for work under an existing pre-nexus contractual obligation.

Grantees are technically allowed to undertake physical work under contractual obligations that were entered into prior to the federal nexus and can even incur those activities that were performed any time after the federal nexus as hard costs potentially eligible for repayment. However, grantees would be doing so at their own risk, and that's because all work conducted after the federal nexus is subject to the completion of a satisfactory environmental review in order for the project to be eligible for repayment. Next slide, please.

So, what's a satisfactory environmental review? And we're going to go into a lot more detail about all of these topics in the environmental review specific CPF webinar that's upcoming, and I'm sure we'll talk about those dates in the last few slides here. But what is a satisfactory environmental review?

So, a satisfactory environmental review must cover all related project activities performed after the federal nexus, except for soft costs covered by HUD's Part 15 nationwide review for CPF soft costs, because HUD has already completed that environmental review. A satisfactory environmental review must show that the project will not result in any unmitigatable environmental harm. It must show that the project was able to complete all necessary consultations with environmental review authorities for any work already performed.

And if a satisfactory environmental review cannot be completed for the project for any reason, the grantee will need to reach out to their grant officer to discuss other options, some of which can involve repurposing to soft costs that are already covered by HUD's nationwide review. Now, these pre-nexus contractual obligations and performing work after the federal nexus that are involved in pre-nexus contractual obligations can be an issue for projects with work under contract. Some of these situations will require after-the-fact or midstream consultations with environmental authorities for activities that have already been performed.

Some environmental authorities are less likely to agree to midstream or post-activity consultations, such as the State Historic Preservation Office and the Fish and Wildlife Service. Some laws and authorities, such as when dealing with floodplains and floodways on a site, could also require compliance and decision-making processes that may not be achievable after work has already occurred. And particularly with historic preservation, we are seeing State Historic Preservation Offices refusing to consult on projects that have conducted work prior to that consultation.

So again, we're going to discuss a lot more about this in the environmental review-specific webinar, but this is just something to keep in mind that a satisfactory environmental review must be achieved in order for the project to move forward. Next slide, please. Okay, so here's a handy graphic that illustrates the fiscal year 24 CPS process flow and when certain activities and costs can be incurred and reimbursed.

Again, we'll dive deep into this in the environmental review-specific session. Next slide, please. Here's another handy graphic that allows the user to run activity costs through the logic tree to determine whether they are eligible for repayment.

So this is very handy when you're trying to determine whether or not your costs will be eligible for repayment, depending on when you incurred them. You can find links to all of these graphics and guidance in the resources slide at the end of this section. Next slide, please.

Here are a few important considerations that grantees should keep in mind early in the process. So we're not going to go through these just because we're pressed for time, but again, we will discuss this in more detail in the environmental review-specific session, but we wanted to make sure that you have all these slides and information so you can start to dig into it now as well. Next slide, please.

And finally, here's a slide with all of the various CPF environmental review guidance and resources all in one place. Again, we're very pressed for time here, so I just want to thank everybody for allowing the Office of Environmental Energy to come and present during this session. And I will go ahead and looking forward to discussing in more detail during the environmental review-specific session.

So I will go ahead and hand it back over to the group. Thank you, everyone.

[Speaker 1]

Hi, everyone. This is Holly. Thank you, Omri, for that very important information regarding environmental review.

These slides we've made available to you. We strongly recommend that you take some time, assemble your team in your organization, your finance folks, your legal folks, your program administration folks, your authorized representative, anyone that's going to touch on this grant, and move through the links and the resources that we are making available for you at this time, recognizing grant materials, access to systems, et cetera, are being finalized and will be forwarded to you as soon as that information is available for at this time. But for now, there's plenty of information for you to look at. There's environmental review information.

There are other regulatory considerations that you are going to want to become very familiar with. And having an opportunity to do some read-ahead, I think would, you would benefit from that. So just wanted to offer that.

If we can go to the next slide, we'll talk about granting technical assistance. And of course, there are folks in HUD, in the Office of Economic Development, Congressional Grants Division, Office of Environment and Energy, that is a primary resource for all sorts of assistance from the beginning of your grant administration all the way through grant closeout and every step of the way in between. But then there's also opportunities that are available to us to coordinate you and connect you with technical assistance providers that are contractors with HUD that can be tasked to work with you on very targeted and specific issues and challenges that you might be experiencing or putting on trainings, et cetera.

So let's go to the next slide. We're going to step through this very carefully, recognizing that we are bumping up against time. And there's a few more slides we want to share with you.

So there is, again, technical assistance resources that are available through the HUD Exchange. If you're not familiar with the HUD Exchange, we recommend probably that you go to the HUD Exchange website, get registered on the web so you have access to the website and really peruse the different trainings and resources that are there. There's a rich library of information that we have built and continue to build.

And we have every confidence will be helpful to you. There's also an ask question desk. When you are into your grant application work, your grant administration work, there is an ask question desk that you can reach out to, get a question to that technical assistance resource, and get a response back.

So there is, of course, in-house HUD resource technical assistance and contractor technical assistance available for you for this program. Next slide. This is an overview of how to interact with the ask the question resource.

These slides will be made available to you. We recognize and we know that you'll step back and really take a very hard look at them. So we're going to move through this slide and even the next slide that talks about ask the question.

You know, you will be able to do that. You most certainly ask your grant officer, your system officer, your REO questions, but this is another resource that you can tap into. And we'll go into the next slide from here.

Upcoming technical assistance support efforts will be the grant guide and other onboarding materials within the next few weeks. Grant officers in the Congressional Grants Division, along with their system officer partners, will be reaching out to you, depending upon the state that you're in, to notify you about grantee office hours. That's an hour-long session that grant officers and system officers coordinate collectively that where they make themselves available to you to, you know, field questions, and it's kind of a mixed bag of how it's rolled out and carried out on some office hours.

The grant officer and system officer has a prescriptive presentation that they want to share with you on a particular subject. For other office hours, they are available for that period of time where they're just fielding your questions. You're just calling into the webinar, calling into the event, and asking a project-related specific question.

So there's a mixed bag of useful types of ways to roll that out. We have grantee webinar series that will be upcoming, cohort series that will be upcoming, and one-on-one technical assistance on-call TA where, you know, we can identify various types of organizations that we recognize need specific help, and we can make X number of hours of one-on-one on-call TA available to you. So there's a really rich portfolio of technical assistance available.

Of course, listservs, email boxes will be forthcoming to you very soon, and so we're asking you to stay tuned for that. And we can go to the next slide from here. We're going to jump a little bit further ahead to talk about project amendments.

When you are finally under a grant agreement, you've got access to our DRGR system, you have submitted all your materials. Materials have been received, reviewed, and accepted. We have a fully executed grant agreement, meaning you as the recipient and HUD have

both signed the grant agreement, and we know that we're talking about this in the abstract, but you can imagine what we're speaking to.

There may be times where you will need to make tweaks to your project that was quote-unquote approved, and there's an opportunity for that. There's an opportunity to make some changes, ensuring that the change aligns with the statutory language and ensuring that the change does not step out of alignment with environmental review requirements, but there's opportunities where you thought you were going to use X number of dollars on admin and you recognize you don't need all that money on admin. You need to pour more money of the grant into the actual project cost.

So even though you have a fully executed grant agreement, there will be opportunities after the fact to make changes or amendments to those projects, and so we'll go into the next slide, please. Once you have a fully executed grant agreement to initiate that change, you'll contact your grant officer, your grant, your grantees, the recipient's authorized representative, the person who is authorized to sign off on and make decisions for the organization. We'll send a letter to your grant officer requesting revisions to either the narrative and or the budget along with the justification for those proposed changes.

So we added this information here early, and while it may feel slightly premature, we just want you to know that getting your grant agreement fully executed is hard and fast, yes, in many ways, but there's opportunities to make amendments to and changes to those projects. The change, as we just mentioned and as OMRI has been clear about, must align with required environmental review regulations, and of course the proposed new project or the amendment must continue to align with the project description as provided by Congress. There are other ways to make changes to certain information in the project application, and we'll talk about that in the deeper trainings that will be forthcoming, talking about technical corrections and talking about amendments.

We'll go deeper into that, but the objective here for these couple of slides is just to let you know that while we recognize what is provided in the congressional record and the joint explanatory statement is statutorily hard and fast, unless there's opportunities to make some adjustments as necessary, and those will be revealed after we get application materials, et cetera, to you. Next slide, please. I'm going to pivot back to Ramel Calderwood to talk about federal grant awards management, and he'll talk about some part of the process after that.

We'll talk about the DRGR disaster recovery grant reporting system. Von Watson will bring you some of that information, so I'll pivot back to Ramel, and then it will be Von, and we'll go from there. Thank you.

[Speaker 2]

Yeah, thank you, Holly. Next slide, please. I'm just going to just briefly mention that 2 CFR Part 200, and it's a mouthful here, the uniform administrative requirements, cost principles, and audit requirements do apply to all CPF awards.

I often get questions related to this from my grantees and do spend some time researching along with them, so please send your questions, if you have any, to your CPF grant officer to help you decide, including questions related to procurement standards and processes,

property disposition, just to name a few, and we'll help you come to a decision or at least give you some additional guidance. And, of course, we do have additional guidance on the administrative requirements that you can find on the HUD Exchange website, which is provided here on the slide. And with that, I will pass this on to my colleague, Von Watson, to talk about DRGR.

[Speaker 5]

Good afternoon, everyone. Next slide, please. I'm Von Watson.

I'm a grant officer here in the state of Colorado, Virgin Islands, or South Dakota. I am your grant officer, so welcome. Again, we talked briefly about the DRGR system, stands for Disaster Recovery and Grant Reporting System.

For our 2024 grantees, the biggest change for you all will be is that you will complete all of your grant materials in the new DRGR system. We've added a grant processing module in which we're going to do a whole separate webinar on to walk you through that whole process, and we have a step-by-step grant guide that walks you through the entire process. You actually complete a series of questions and sections in the DRGR system, and it will generate all of the required forms.

Also, you will be able, once you have access to it, be able to download copies of those forms in advance. We do know that for some grantees, you like to review documentations, legal departments, others would like to review documentation, and so you will be able to download those. The biggest change is, again, you will complete everything in the DRGR system, so we will get you access first.

Next slide. Quick overview again. The DRGR system is our online system.

It will manage this whole grant process for you, and the biggest change, again, for our 2024 is that all of this material will be done through the DRGR system. If you're a 2022 or 2023 grantee that now is also a 2024, those grantees were submitting everything to us via our email and mailbox. It is now being completed in DRGR, and that is in our new grant processing module.

You will be able to submit your grant materials in through that module. You'll be able to track the status, know where it's at, who it's with, the status of the review, and once you get to a fully executed grant agreement, you will also be able to download a copy of all those executed documents straight from the system, and the system also will retain those documents. And then once you've completed your grant pack and have gotten to a fully executed grant agreement, it will also then allow you to get direct access to the next step to what's called the action plan portion of DRGR, where you will set up your budget and narrative in order to complete and access your funds.

Next slide, please. And again, the action plan is where you, again, set up your activities, you'll set up your accomplishments, and that's how you will access and create your voucher and draw down your funds from HUD through the DRGR system. We do require that supporting documentation do accompany your vouchers.

And then also, an additional note is that the semi-annual reporting, you're required to report twice a year, in January and July. All of that also is done in the DRGR system. So this system is totally encompassed where 90% of all the actions you will be doing for your grant will take place in the DRGR system.

And again, we will be providing a separate webinar to walk you through that entire process from cradle to grave, but just want to give you the overview and let you know how the process, how it flows, and how you will access funds, submit your project, your grant packet, access your funds, do your reporting, and ultimately your grant closeout will be done in our DRGR system as well. Next slide. And at this time, I'm going to turn it back over to my director, Holly Kelly.

[Speaker 1]

Thank you, Vaughn. Thanks so much. So we know we're past time.

We're asking you to hold on with us for just a couple more minutes while we expose you to some additional information that we know will be very helpful and useful. So beginning with the end of mine, talking about grant closeout. Once you have concluded your project to the extent that you have funded the CPF portion of the project, then you'll move forward into the grant closeout phase.

I'm going to ask you to advance the slide, please. It's just a couple of points that we want to make available to you at this time about that. So there are three conditions under which a grant would be closed out.

One, when the funding is expired. And in the case for 2024 grants, that would be in 20, 2024 grants would be in 2032. So these grant funds will expire in 2032.

Any funds left on the account, we chatted about maybe earlier in the conversation, will expire, be recaptured by HUD and returned to the Department of Treasury. Second condition is that the grantee declines the funds, any part of the funds, all or any part of the funds, by writing to HUD and letting us know on your organization's letterhead, signed by your organization's authorized representative, letting HUD know that you are declining the funds. Or if the grant is, you've expended all your grant funds, you've drawn all the money down, then HUD will start to coordinate with you on administratively closing out the grant and a closeout package will be forwarded to you and guidance on how to interact with those materials and send those back to HUD will be provided.

So let's go to next slide. Just wanted to give you a little bit of information about grant closeout. I'm going to turn to Eileen Barnhart.

She's a grant officer in the Congressional Grants Division, and she'll talk about grantee action items and checklists and some next steps, and then we should be closing out from there. So I'll turn to you, Eileen. Thank you.

[Speaker 6]

Good afternoon. I'm Eileen Barnhart. I'm the grant officer for Alabama, Louisiana, Indiana, Ohio, Puerto Rico, and Ohio.

So thank you so much for your attention this afternoon. We do have a grantee checklist. Next slide, please.

So here's your action item checklist. So these are the things to be looking at when you start to prepare your grant package. We will go through this again many times, so please don't feel like you need to, you know, we're not going to go through each one item by item, but familiarize yourself with this checklist.

For the sake of time, I'm going to move to the next slide. Okay. So we have key links and resources.

Next slide, please. So these have the QR codes, which are really fun. You could use them from your phone, and also the links, and these were referenced by Ramel in section slides 34 through 37 and by Holly again in 59 through 61, and that gives you the pictures of what exactly each link does and what the information you can receive.

So again, if you want to just, when you get this PowerPoint, you can go to the last, go to slide 75, and you can have some fun checking out the information and how that's going to help you with your upcoming grant award. Next slide, please. So the next steps, and this is the one, the question everybody's been waiting for, when is this information going to become forthcoming?

We anticipate the final approval and release will be at the end of June or the beginning of July, so stay tuned, and this information will be coming to you. Thank you. Next slide.

Next slide. Okay. So this is where you are going to find where by state, if you click on this link, if you go by your state, the first column is going to have your grant officer with their email address, then you're going to have your systems officer, and then you're going to have your regional environmental officer.

So these are the three key people who are going to be able to assist you in your grant journey. And that's all I have. Thank you so much.

[Speaker 1]

Everyone, thank you so much for joining us this morning for you, afternoon for you, and most certainly those who were able to stay a few minutes behind schedule for this information. We know that it was very top line, very comprehensive, but we want you to take away the understanding that we have absolutely positively every intention of coordinating specific trainings for you that do deep dives into each aspect of what we shared with you today. We'll do deep dives into the environmental review requirements, deep dives into accessing and interfacing with the DRGR systems, an overview of the various regulatory requirements that are aligned with this program.

So this was a touching base with you. We sent you a couple of emails reaching out to you. We wanted to come to you somewhat in person to share some additional information with you, but we want you to take away the fact that you'll have access to the slides, which give you access to the resources that are linked, and additional trainings that align with the grant guide, grant agreements, and other materials will most certainly be forthcoming.

So that will conclude our presentation. Eric, I don't know if we turn it back over to you, to if Nadav Biden is still with us for final word, or if we turn it to the event producer, but I'm going to turn it to Eric Yost for final guidance. Thank you.

Eric, this is Nadav.

[Speaker 4]
I'm still on.

[Speaker 8]
Hi, folks. I just want to turn over to Nadav to give a final thank you, and we'll have the event producer close out the webinar.

[Speaker 4]
Eric, thank you very much. And I want to also thank the staff for putting this event together. We appreciate very much you all being on this afternoon.

You heard a lot of information, and I ask that do not let it overwhelm you. There's going to be more information coming to you over the period of time to help to go do a deeper dive into the various areas that were discussed. With you today, this was just to give you, again, that welcome.

We want to let you know that we are very much aware that your grants are there, and that you're going to be excited about getting them together so that you can get to that next level. We're going to do everything we possibly can. As we go through this process, I do ask that you please keep in mind that we are looking at more than 2,400 grants that were approved under this particular appropriation.

And we have a staff of less than 50 who are ultimately responsible for the processing of these grants. And I assure you they will be giving you the highest level of attention that they can, but it is not an easy task. But they will be doing everything they can to keep you apprised, informed of the status of your grants.

And we're asking that you work with us, be patient, but know that we're going to be doing everything we possibly can to make this a successful endeavor for all parties. We look forward to seeing and hearing about the exciting things that you're looking to do. And again, be assured that we will be doing everything on our part to make sure that not only are these grants brought to fruition, but they are done properly.

You've heard the discussion with regard to the environmental review requirements, and we certainly want to make sure that everything is done in order to meet those requirements. So the job is going to be one that's going to require a great deal of patience and support and cooperation, and we're looking forward to working with you. And just know that we're committed to doing whatever we can, again, to make these projects successful.

So thank you very much again for joining us, and we wish you as you continue to pursue your efforts in the awarding of your grant. Erica, I turn it back to you.

[Speaker 8]
Thank you, Nadav. And I'll turn it over to the event producer to officially close us out.

[Speaker 7]

With that, thank you so much to all of our speakers today, and thank you all in the audience for joining us. With that, the call is now concluded, and you may disconnect. Thank you.