

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>Municipality of San Germán</u> Jurisdiction Web Address: <ul style="list-style-type: none"> • (URL where CDBG-R Substantial Amendment materials are posted) 	CDBG-R Contact Person: Wanda Rodríguez Address: PO Box 85 San Germán, P.R. 00683 Telephone: 787-892-3500 ext 2240 Fax: 787-892-1405 Email: san_german_sec8@hotmail.com
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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>.

CDBG-R
Activity Data Spreadsheet

Jurisdiction/Grantee Namen: Municipality of San Germán		CDBG-R Formula Grant amount: \$280,284.00				Date: 06/01/2009	
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
Public Infrastructure	The Municipality of San Germán is proposing an infrastructure improvement in the neighborhood of Sabana Grande Abajo. The proposed project consists of re-pavement, water drainage, installation of solar illumination and the construction of sidewalks. This street is two kilometers long and is used by pedestrian at all time and the fluid of vehicles is heavy. This project will provide a safe environment to this low income community and will reduce the risk of accidents in this area.	570.201 (c)	570.208(a)(1)	\$280,284		\$375,593	\$655,877

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

- (1) **Activity Name:** Road Improvements on PR-3347 local road

(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:

The PR-3347 local road is located close to the urban zone at Sabana Grande Abajo Ward, connecting the PR-114 kilometer 13.5 with the PR-347 kilometer 2.2, both state roads. This local road, 2 kilometers long, has a high vehicle flow, as well as pedestrians all day long, keeping this in mind. The Municipality of San Germán is proposing road improvements consisting of the construction of side walks and curbs, re-pavement and solar lighting.

This project, as well as a new Recreational Facility under construction, will improve the quality of life to the low income families of this area providing a safety environmental and reducing the risk of accidents.

This project will provide economic stimulus creating approximately 30 direct and indirect jobs during its construction, in addition to four (4) new permanent jobs to give maintenance to the road. Solar illuminations will be provided, contributing to our new policy of energy efficiency and conservation. The environmental permits are in process. The Municipality does not anticipate any problem for the fund can be obligated in 120 days after does proposal has been approval. The asphalt is has been contracted through auction. The sidewalks and curbs are in process to be contracted.

Compliance with national objective

The project complies with the National Objective of Benefiting low and moderate income persons 570.208 (a)

(1) The Project services are in the Sabana Grande Abajo Community and contribute significantly to the safety of the residents in this area.

(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).

This project will create 30 new direct or indirect jobs during the process of construction and 4 new permanent jobs to give maintenance to the road.

(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.)

Part of our public policy is the environmental conservation and energy efficiency and now we have a great opportunity to satisfy our policy by installing a solar illumination system a long PR-3347 local road. This project will also comply with the Department of Natural and Environmental Resources regulations regarding reforestation and environmental conservation

- (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	MUNICIPALITY OF SAN GERMAN
NAME OF ENTITY OF DEPARTMENT ADMINSTRTING FUNDS	EXTERNAL RESOURCES OFFICE
HPRP CONTACT PERSON	WANDA RODRIGUEZ
TITLE	DIRECTOR OF FEDERAL PROGRAMS
ADRESS	PO BOX 85
CITY, STATE, ZIPE CODE	SAN GERMAN, PUERTO RICO 00683
TELEPHONE	787-892-3500 XT 2240
FAX	787-892-1405
EMAIL ADDRESS	SAN_GERMAN_SEC8@HOTMAIL.COM
AUTHORIZED OFFICIAL	ISIDRO NEGRON IRIZARRY
TITLE	MAYOR
ADDRES	PO BOX 85
CITY STATE, ZIPE CODE	SAN GERMAN, PUERTO RICO 00683
TELEPHONE	787-892-3500 XT 2201
FAX	787-892-1114
EMAIL	ALCALDE@MUNICIPIODESANGERMAN.COM

C. PUBLIC COMMENT

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

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

Response:

The City of San German in order to comply with Citizens Participation Plan, Provide its population with an extending opportunity to comment. We published an advertisement in the Vocero Newspaper on May 29, 2009 where citizens were invited to submit written comments to The Municipality of San German, federal Department for the next seven calendar days. Additional information was available by calling (787) 892-3500 or (787) 892-1405.

Thus announcement was posted in the City Hall's first floor were it provides accessibility to handicapped persons. In the Federal Department Office a translator was available to meet the needs of non-Spanish or non-English speaking persons.

In addition the Amendment was announced the main webpage www.municipiodesangerman.com.

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): _____ Lead Agency Jurisdiction Web Address: <i>(URL where CDBG-R Substantial Amendment materials are posted)</i>	CDBG-R Contact Person: Address: Telephone: Fax: Email:
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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 9

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: 10

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) 2
- the Eligibility citation (eligibility regulatory cite or HCDA cite),
 Yes No Verification found on page(s) 2
- the CDBG national objective citation,
 Yes No Verification found on page(s) 2

B. CDBG-R INFORMATION BY ACTIVITY

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

- a narrative for each activity describing how CDBG-R funds will be used in a manner that maximizes job creation and economic benefit,
Yes No Verification found on page(s) 3
- projected number of jobs created for each activity,
Yes No Verification found on page(s) 4
- whether an activity will promote energy efficiency and conservation,
Yes No Verification found on page(s) 4
- the name, location, and contact information for the entity that will carry out the activity,
Yes No Verification found on page(s) 4
- evidence that no more than 10% of the grant amount will be spent on administration and planning,
Yes No Verification found on page (s) 3
- evidence that no more than 15% of the grant amount will be spent on public services,
Yes No Verification found on page (s) 2
- evidence that at least 70% of the grant amount will benefit persons of low and moderate income,
Yes No Verification found on page (s) 4

C. PUBLIC COMMENT PERIOD

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

Yes No . Verification found on page(s) 12

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

Yes No Verification found on page(s) 11

D. CERTIFICATIONS

The following certifications are complete and accurate:

- | | | |
|---|---|-----------------------------|
| (1) Affirmatively furthering fair housing | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (2) Anti-displacement and relocation plan | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (3) Drug-free Workplace | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (4) Anti-lobbying | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (5) Authority of jurisdiction | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (6) Consistency with plan | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (7) Section 3 | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (8) Community development plan | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (9) Following a plan | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (10) Use of Funds | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |

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

Optional Certification

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|------------------|------------------------------|--|
| (21) Urgent Need | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
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D. STATE CERTIFICATIONS

The following certifications are complete and accurate:

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

Optional Certification

- | | | |
|------------------|------------------------------|-----------------------------|
| (20) Urgent Need | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
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Jurisdiction/Grantee Name: Municipality of San Germán		CDBG-R Formula Grant Amount: \$280,284.00				Date: 06/29/2009	
<i>Activity Name</i>	<i>Activity Description</i>	<i>Eligibility (Regulatory or HCDA Citation)</i>	<i>National Objective Citation</i>	<i>CDBG-R Project Budget (\$)</i>	<i>Additional Recovery Funds (\$)</i>	<i>Other Leveraged Funding (\$)</i>	<i>Total Activity Budget</i>
Public Infrastructure	The Municipality of San Germán is proposing an infrastructure improvement in the neighborhood of Sabana Grande Abajo. The proposed project consists of re-pavement, water drainage, installation of solar illumination and the construction of sidewalks. This street is two kilometers long and is used by pedestrian at all time and the fluid of vehicles is heavy. This project will provide a safe environment to this low income community and will reduce the risk of accidents in this area.	570.201 (c)	570.208 (a)(1)	280,284	0	375,593	655,877