

Action Plan

Grantee: Indiana - OCRA

Grant: B-20-RH-18-0001

LOCCS Authorized Amount:

Grant Award Amount: \$ 853,000.00

Status: Original - In Progress

Estimated PI/RL Funds:

Total Budget: \$ 853,000.00

Funding Sources

No Funding Sources Found

Narratives

Program Summary:

This pilot program would support individuals in recovery onto a path to self-sufficiency. By providing stable housing to support recovery, RHP aims to support efforts for independent living. These specific funds would provide the grants to develop housing for individuals. To maximize and leverage these resources, the Office of Community and Rural Affairs (OCRA) will partner with the Family and Service Social Services Administration's Department of Mental Health (DMH).

Leveraging SAMHSA funding provided by the DMH, to provide housing assistance to individuals to cover the cost of staying at these facilities. DMH currently provides room and board at \$15 a day if 100% of food is donated or \$20 per day if the residence provides at least one meal for individuals. The DMH also provides \$6-7 per day in order for that staff member to be present that day at the residence. SAMHSA funding is further leverage by State funds from the Mental Health and Addiction Forensic Treatment Fund, aka Recovery Works \$25 million a year for level 2 – 4 residences on the same pay scale.

To further ensure that wraparound services are complete, the DHM along with Indiana Housing and Community Development Authority has created the Landlord Reserve Mitigation Fund to provide landlords up to 3 months rent and covers damages as a way to incentive Landlords to secure permanent housing post recovery.

These specific funds will be made available to Units of General Local Governments (UGLG) through an application process to select the most impactful and likely to succeed project. in UGLGs may likely partner with a qualified non-profit to construct or rehabilitate temporary housing to individuals in recovery from a substance use disorder.

It is anticipated that these funds will fund a variety of temporary recovering housing facilities. The goal of the program will be to fund one newly constructed recovering



housing development as well as at least two rehabilitation efforts of a residential to offer temporary housing for those recovering for substance use disorder.

Through these new facilities it is anticipated that approximately 100 more people will be assisted per year by these facilities. Of those treated it is anticipated that 70% will find permeate housing directly from the Recovery Housing Program-assisted temporary housing.

Resources:

It is anticipated that The State will leverage SAMHSA funding through the DMH. The OCRA also will contribute an additional \$1,000,000 of Covid Relief funding to the Recovery Housing Program.

OCRA will also provide staffing for the pilot. That staffing includes the three (3) CDBG staff, and the four (4) Grant Services staff. The CDBG staff will be responsible for oversight and management. The Grant Services staff will be responsible for day-to-day administration and operations.

Administration Summary:

Administration of the Program will be lead by the Office of Community and Rural Affairs. Staff available for this program administration:

Eric Ogle - CDBG Program Director - (317) 775-4667 - eogle1@ocra.in.gov

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Use of Funds - Method of Distribution:

GENERAL BACKGROUND INFORMATION AND NATIONAL CDBG OBJECTIVES

The State of Indiana, through the Indiana Office of Community and Rural Affairs (OCRA), assumed administrative responsibility for Indiana's Small Cities Community Development Block Grant (CDBG) Program in 1982, under the auspices of the U.S. Department of Housing and Urban Development (HUD). Per 570.485(a) and 24 CFR Part 91, the State must submit a Consolidated Plan to HUD by May 15th of each year following an appropriate citizen participation process according to 24 CFR Part 91.325, which prescribes the State's Consolidated Plan process as well as the proposed method of distribution of CDBG funds for 2017. The State of Indiana's anticipated allocation of federal Community Development Block Grant (CDBG) funds for FY 2020 RHP is \$853,000.

This document applies to all FY 2020 RHP funds allocated by HUD to the State of Indiana, through OCRA. The primary objective of Indiana's Recovery Housing Program is support individuals in recovery onto a path to self-sufficiency. By providing stable housing to support recovery, RHP aims to support efforts for independent living.

OCRA will pursue this goal of investing CDBG wisely and all applicable strategic priorities by distributing CDBG funds in a manner, which promotes exploration of all alternative resources (financial and personnel) when making funding decisions respective to applications for CDBG funding.

PROGRAM AMENDMENTS

OCRA reserves the right to transfer up to twenty-five percent (25%) of each fiscal year's available allocation of CDBG funds between the programs described herein to optimize the use and timeliness of distribution and expenditure of CDBG funds, without formal amendment of this Annual Action Plan.

OCRA will provide citizens and general units of local government with reasonable notice and opportunity to comment on any substantial change to be made in the use of CDBG funds for any open grant year. "Substantial Change" shall mean the movement between programs of more than twenty-five percent (25%) of the total allocation for each fiscal year's CDBG allocation. The twenty-five percent (25%) does not include the reallocation of reverted funds. OCRA, in consultation with the Indianapolis office of the HUD, will determine those actions, which may constitute a "substantial change."

OCRA will submit any Consolidated Plan, Annual Action Plan, or other related documents to HUD before it implements any changes embodied in the given document and before posting the final version publicly.

ELIGIBLE ACTIVITIES/FUNDABILITY

All activities, which are eligible for federal CDBG funding under notice of FY2020 Allocations, Waivers, and Alternative Requirements for the Pilot Recovery Housing Program, are eligible for funding under the OCRA's CDBG program. However, the OCRA reserves the right to prioritize funding of those eligible activities; the OCRA prefers to expend federal CDBG funds on activities/projects which will produce tangible results for low- and moderate-income persons in Indiana. Funding decisions will be made using criteria and rating systems, which are used for the State's programs and are subject to the availability of funds. It shall be the policy under the state program to give priority to using CDBG funds to pay for actual project costs and not to local administrative costs. The State of Indiana certifies that not less than seventy-percent (70%) of each fiscal year's CDBG funds will be expended for activities principally benefiting low- and moderate-income persons, as prescribed by 24 CFR 570.484, et. seq.

ELIGIBLE APPLICANTS

All Indiana counties, cities, and incorporated towns including CDBG entitlement funding directly from HUD or are located in an "urban county" or other areas eligible for "entitlement" funding from HUD.

All Indian tribes meeting the criteria outlined in Section 102 (a)(17) of the Federal Act.



To be eligible for CDBG funding, applicants may not be suspended from participation in any CDBG funded programs or by OCRA due to findings/irregularities with previous CDBG grants, overdue reports, overdue responses to monitoring issues, or overdue closeout documents on current grants, or other reasons that call into an applicant's ability to be able to comply with all elements of the State's CDBG program. In addition, applicant may be suspended from participation in the state CDBG-funded projects administered by the Indiana Housing & Community Development Authority (IHCDA).

All applicants must fully expend all CDBG Program Income as defined in 24 CFR 570.489(e) before, or as a part of the proposed CDBG-assisted grant, to be eligible for further CDBG funding from the State.

Other specific eligibility criteria is outlined in the General Selection Criteria provided herein.

The State of Indiana via the Office of Community and Rural Affairs (OCRA) does not project receipt of any CDBG program income for the period covered by this Annual Action Plan. In the event the OCRA receives CDBG Program Income, such funds will be placed in the Blight Clearance Program (BCP) to make additional grants under that program. Reversions of other years' funding will be allocated based on current needs as determined by OCRA. OCRA will allocate and expend all CDBG Program Income funds received before drawing additional CDBG funds from the US Treasury. However, the following exceptions shall apply:

This prior-use policy shall not apply to housing-related grants made to applicants by the Indiana Housing & Community Development Authority (IHCDA), a separate agency, using CDBG funds allocated to the IHCDA by the OCRA.

Program income generated by CDBG grants awarded by the OCRA using CDBG funds must be returned to the OCRA if such amounts are equal to or greater than \$35,000 per calendar year according to 24 CFR 570.489.

All obligations of CDBG program income by grantee require prior approval by the OCRA. This includes the use of program income as matching funds for CDBG-funded grants from the IHCDA. Applicable parties should contact the CDBG Program Director for guidance on the use of program income before the obligation of such funds.

Local Governments that have been inactive in using their program income are required to return their program income to OCRA. Local governments that have been approved to use their program income to fund at least one project in the previous twelve (12) months will be considered active.

Furthermore, US Department of Treasury regulations require that CDBG program income cash on hand balances be expended on any active CDBG grant being administered by a grantee before additional federal CDBG funds can be requested from the OCRA. These US Treasury regulations apply to projects funded both by IHCDA and OCRA. Eligible applicants with CDBG program income should strive to close out all active grant projects presently being administered before seeking additional CDBG assistance from the OCRA or IHCDA.

METHOD OF DISTRIBUTION

The choice of activities on which the State's CDBG funds are expended has been determined through a robust review that engaged a variety of stakeholders and considered comments from the public. The eligible activities enumerated in the following Method of Distribution are eligible activities as provided for under Section 105(a) of the Federal Act, as amended.

All projects/activities funded by the OCRA will be made on a basis which addresses one (1) of the three (3) national objectives of the Small Cities CDBG Program as prescribed under Section 104(b)(3) of the Federal Act and 24 CFR 570.483 of implementing regulations promulgated by HUD. CDBG funds will be distributed according to the following Method of Distribution (program descriptions):

Recovery Housing Program: \$853,000

OCRA will allocate \$853,000 of its FY 2020 RHP funds for the Recovery Housing Program awardees.

Applications will be accepted in rounds and awards will be made on a competitive basis. OCRA will award such grants that meet the criteria outlined in Attachment A hereto. The RHP shall have a maximum grant amount of \$500,000. The amount of CDBG funds granted will be limited to \$50,000 cost per project beneficiary. Matching funds will not be required for this program.

PRIOR YEARS' METHODS OF DISTRIBUTION

None Applicable for this allocation.

APPLICATION PROCESSES

The Recovery Housing Program will be a two-stage process, eligible applicants will first submit an abbreviated proposal. After submitting a proposal, eligible projects under the Federal Act will be invited to submit a full application. Proposal that are incomplete, contain cursory narratives, or have statements similar to "will complete by application" may not be invited to submit an application. The full application will be reviewed and evaluated. OCRA, as applicable, will provide technical assistance in coordination with DMH by digital technical assistance.

An eligible applicant may submit only one application at a time. OCRA reserves the right to deny applications lacking credible readiness to proceed.

OTHER REQUIREMENTS

While administrative responsibility for the Recovery Housing Program has been assumed by the State of Indiana, the State is still bound by the statutory requirements of the applicable legislation passed by Congress, as well as federal regulations promulgated by the U. S. Department of Housing and Urban Development (HUD) respective to the State's CDBG program as codified under Title 24 of the Code of the Federal Register, and with consideration to non-regulatory guidance from HUD. HUD has passed on these responsibilities and requirements to the State and the State is required to provide adequate evidence to HUD that it is carrying out its legal responsibilities under these statutes.

As a result of the Federal Act, applicants who receive funds through OCRA's selection process will be required to maintain a plan for minimizing displacement of persons as a result of activities assisted with CDBG funds and to assist persons actually displaced as a result of such activities. Applicants are required to provide reasonable benefits to any person involuntarily and permanently displaced as a result of the use of assistance under this program to acquire or substantially rehabilitate property. The State has adopted standards for determining reasonable relocation benefits in accordance with HUD regulations.

CDBG "Program Income" may be generated as a result of grant implementation. The State of Indiana may enter into an agreement with the grantee in which program income is retained by the grantee for eligible activities. Federal guidelines require that program income be spent prior to requesting additional draw downs. Expenditure of such funds requires prior approval from the Office of Community and Rural Affairs (OCRA). The State (Office of Community and Rural Affairs) will follow HUD regulations set forth under 24 CFR 570.489(e) respective to the definition and expenditure of CDBG Program Income.

All statutory requirements will become the responsibility of the recipient as part of the terms and conditions of grant award. Assurances relative to specific statutory requirements will be required as part of the application package and



funding agreement. Grant recipients will be required to secure and retain certain information, provide reports and document actions as a condition to receiving funds from the program. Grant management techniques and program requirements are explained in the OCRA's CDBG Handbook, which is posted on the Office's website.

Revisions to the Federal Act have mandated additional citizen participation requirements for the State and its grantees. The State has adopted a written Citizen Participation Plan, which is available for interested citizens to review. Applicants must certify to the State that they are following a detailed Citizen Participation Plan which meets Title I requirements. Technical assistance will be provided by the Office of Community and Rural Affairs to assist program applicants in meeting citizen participation requirements.

The State has required each applicant for CDBG funds to certify that it has identified its housing and community development needs, including those of low and moderate income persons and the activities to be undertaken to meet those needs.

ATTACHMENT A

GENERAL SELECTION CRITERIA

The Office of Community and Rural Affairs (OCRA) will consider the following general criteria when evaluating a project proposal. Although projects will be reviewed for this information at the proposal stage, no project will be eliminated from consideration if the criteria are not met. Instead, the community will be alerted to the problem(s) identified. Communities must have corrected any identified deficiencies by the time of application submission for that project to be considered for funding.

General Criteria (all programs, except pilots):

The applicant must be a legally constituted general purpose unit of local government and eligible to apply for the state program.

The applicant must possess the legal capacity to carry out the proposed program.

If the applicant has previously received funds under CDBG, they must have successfully carried out the program. An applicant must not have any overdue closeout reports, State Board of Accounts audit findings or unresolved OCRA/IHCDA monitoring findings (where the community is responsible for resolution.) Any determination of "overdue" is solely at the discretion of the Indiana Office of Community and Rural Affairs. An applicant must not have any overdue CDBG semi-annual Grantee Performance Reports, subrecipient reports or other reporting requirements of the OCRA/IHCDA. Any determination of "overdue" is solely at the discretion of the Indiana Office of Community and Rural Affairs.

The applicant must clearly show the manner in which the proposed project will meet one of the three national CDBG objectives and meet the criteria set forth under 24 CFR 570.483.

The applicant must show that the proposed project is an eligible activity under the Act.

The applicant must first encumber/expend all CDBG program income receipts before applying for additional grant funds from the Office of Community and Rural Affairs; EXCEPTION – these general criteria will not apply to applications made directly to the Indiana Housing & Community Development Authority (IHCDA) for CDBG-funded housing projects.

To be eligible to apply at the time of an application submission, an applicant must not have any of the following:

Overdue grant reports, sub-recipient reports or project closeout documents; or

More than three (3) CDBG grants that are open or pending award (Indiana cities and incorporated towns), or four (4) CDBG grants that are open or pending award (Indiana counties) from OCRA;

For those applicants with an open MSRP, WDW, PFP, SIP or BCP a "Notice of Release of Funds and Authorization to Incur Costs" must have been issued for the construction activities under the open MSRP, WDW, PFP, SIP or BCP contract, and a contract for construction of the principal (largest funding amount) construction line item (activity) must have been executed prior to the deadline established by OCRA for receipt of applications for funding.

For those applicants who have open Planning Fund grants, the community must have final plan approved by the Office of Community and Rural Affairs prior to submission of MSRP, SIP, WDW, PFP, or BCP application for the project.

To be eligible to apply at the time of application submission, an applicant must not have:

Any unresolved complaints filed against the applying party with the Indiana Civil Rights Commission or any other local human relations commission with jurisdiction (collectively "Commissions")¹

A complaint during the investigation stage can be resolved for the purposes of this application if the applying party provides the response it submitted to the Commissions and provides verification that it is cooperating in the investigation.

To resolve a complaint for the purposes of this application that has received a finding of Probable or Reasonable Cause, the complaint must be closed in a manner that includes the applying party taking a fair housing training and implementing a relevant policy to prevent future possible discriminatory incidents. The applying party need not take the training or implement the policy prior to the application being submitted if the applying party can provide proof that it intends to complete the training and implement the policy within a reasonable period of time. If a complaint has been closed and the closure did not include training or the implementation of a policy, then the applying party can elect to contact the Commissions to voluntarily complete training and have Commissions assist in the implementation of a relevant policy.

To resolve a complaint that merits litigation, the applying party must submit evidence that the complaint cannot be settled (i.e. settlement ask too high etc.) and evidence that training and a policy are not the impediments to settlement. Possible evidence can include offer letters, statements of disputed legal questions, statements of disputed facts, statements on behalf of the Commissions that they are unwilling to settle the case, or any similar document that illustrates the case is not ripe for settlement.

An unresolved pattern of complaints filed against the applying party with the Indiana Civil Rights Commission or any other local human relations commission with jurisdiction (collectively "Commissions")

A pattern for purposes of this application is defined as any more than an average of two complaints over a period of four years, regardless of outcome.

To resolve a pattern of complaints for purposes of this application, the applying party must partner with the Commissions or other equivalent housing organization to fully review the applying party's current policies for best practices as well as for compliance with the Indiana Fair Housing Act and Indiana Civil Rights Law. Additionally, the applying party must show proof that the applying party intends to undergo annual fair housing training for all of its employees that regularly interact with tenants and biannual training for all supervising employees for at least one year.

The cost/beneficiary ratio for all CDBG funds will be maintained at \$5,000. Housing related projects are to be submitted directly to the Indiana Housing & Community Development Authority (IHCDA) under its programs.

Required leveraging based on program (as measured against the CDBG project, see definitions) must be proposed. The

Indiana Office of Community and Rural Affairs may rule on the suitability and eligibility of such leveraging. The applicant may only submit one proposal or application per round per program. Counties may submit either for their own project or an "on-behalf-of" application for projects of other eligible applicants within the county. However, no application will be invited from an applicant where the purpose is clearly to circumvent the "one application per round" requirement for other eligible applicants. The application must be complete and submitted by the announced deadline.

Use of Funds - Activities Carried Out Directly:

The State of Indiana, through OCRA, will not be conducting any activities that are carried out directly by the State.

Use of Funds - Eligible Subrecipients:

Recipients must be a unit of eligible local government and can have subrecipients that are registered with the IRS as a non-profit to receive funds.

Use of Funds - Criteria for Evaluation:

650 POINTS TOTAL

Applications must pass threshold review and achieve a minimum score of 450 points to be eligible for award.

NATIONAL OBJECTIVE SCORE (100 POINTS):

Depending on the National Objective to be met by the project, one of the following two mechanisms will be used to calculate the score for this category.

1. National Objective = Benefit to Low- and Moderate-Income Persons: 100 points maximum awarded according to the percentage of low- and moderate-income individuals to be served by the project. The total points given are computed as follows:

National Objective Score = % Low/Mod Beneficiaries X 1

COMMUNITY DISTRESS FACTORS (175 POINTS):

Various factors are used to determine the distress of a community. OCRA has partnered with Stats Indiana, an Indiana University entity, to analyze and calculate the distress of Indiana's small cities, towns, counties and townships. Factors used to calculate the Community Distress points used for CDBG scoring include:

Percentage of Households with Income under Poverty Level

Median Household Income

Percent of Housing Units that are Vacant

Median Home Value

Unemployment Rate

Labor Force Participation

LOCAL MATCH CONTRIBUTION (75 POINTS):

A maximum of 75 points based on the percentage of local funds devoted to the project. This total is determined as follows:

Total Match Points = % Eligible Local Match X 1

The points total is capped at 75 points or 75% match, i.e., a project with 75% match or greater will receive 75 points. Below 75% match, the formula calculation will apply.

Eligible local match can be local cash, debt or in-kind sources. Federal, state, and local government grants are considered eligible match. In-kind sources may provide eligible local match for the project, but the amount that can be counted as local match is limited to 5% of the total project budget or a maximum of \$25,000. Use of in-kind donations as eligible match requires approval from the CDBG Program Director approximately 2 weeks prior to application submission (date of deadline will be announced each round).

PROJECT DESIGN FACTORS (300 POINTS):

A maximum of 300 points awarded according to the evaluation in three areas:

Project Description – Is the project clearly defined as to determine eligibility? – 50 points

Project Need - Is the community need for this project documented and compelling? – 125



points

Financial Impact - Why is grant assistance necessary to complete this project? – 125 points

The points in these categories are awarded by the OCRA Scoring Committee when evaluating the projects. Scoring questions for these categories are defined for each round and are provided to applicants that submit a proposal at the site visit. The questions are subject to change each round. Applicants should refer to the application packet, scoring guide and other resources to address all questions present. Applicants are encouraged work with their OCRA Community Liaison to identify ways to increase their project's competitiveness in these areas and of the application as a whole.

Definitions - Individual in Recovery:

An individual going through a process of change to improve their health and wellness, live a self-directed life, and strive to reach their full potential.

Definitions - Substance Use Disorder:

Substance use disorders occur when the recurrent use of alcohol and/or drugs causes clinically significant impairment, including health problems, disability, and failure to meet responsibilities at work, school, or home.

Anticipated Outcomes:

It is anticipated that these funds will fund a variety of temporary recovering housing facilities. The goal of the program will be to fund one newly constructed recovering housing development as well as at least two rehabilitation efforts of a residential to offer temporary housing for those recovering for substance use disorder.

Through these new facilities it is anticipated that approximately 100 more people well be assisted per year by these facilities. Of those treated it is anticipated that 70% will find permeate housing directly from the Recovery Housing Program-assisted temporary housing.

Expenditure Plan:

Through utilizing a single grant application round, the OCRA anticipates that 100% of the funds will be awarded and at least 30% obligated, and at least 30% expended within the first year of the program. This will satisfy both the requirement of expending at least 30 percent of RHP funds within one year and expending 100 percent of funds before the end of the period of performance. Additionally, OCRA will expend no more than 5 percent of RHP grant funds for its own administrative costs.

Citizen Participation Summary:

The State of Indiana, through OCRA, will provide the opportunity for a 30-day public comment on the draft RHP action plan and two public hearings and respond to such comments in accordance with its CPP. The OCRA will consider and summarize public comments received in its RHP Action Plan, including any comments not accepted and the reasons therefore."

OR

The State of Indiana, Office of Community and Rural Affairs, pursuant to 24 CFR 91.115, 24 CFR 570.431 and 24 CFR 570.485(a) wishes to encourage maximum feasible opportunities for citizens and units of general local government to provide input and comments as to its Methods of Distribution set forth in the Office of Community and Rural Affairs' annual Consolidated Plan for CDBG funds submitted to HUD as well as the Office of Community and Rural Affairs' overall administration of the State's Small Cities Community Development Block Grant (CDBG) Program. In this regard, the Office of Community and Rural Affairs will perform the following:

1. Require each unit of general local government to comply with citizen participation requirements for such governmental units as specified under 24 CFR 570.486(a), to include the requirements for accessibility to information/records, and to furnish citizens with information as to proposed CDBG funding assistance as set forth under 24 CFR 570.486(a)(3), provide technical assistance to representatives of low-and-moderate income groups, conduct a minimum of two (2) public hearings on proposed projects to be assisted by CDBG funding, such hearings being accessible to handicapped persons, provide citizens with reasonable advance notice and the opportunity to comment on



proposed projects as set forth in Title 5-3-1 of Indiana Code, and provide interested parties with addresses, telephone numbers and times for submitting grievances and complaints.

2. Consult with local elected officials and other stakeholders on the development of the Method of distribution set forth in the State's Consolidated Plan for CDBG funding submitted to HUD.

3. Publish a draft Consolidated Plan and afford citizens and units of general local government the opportunity to comment thereon.

4. Furnish citizens and units of general local government with information concerning the amount of CDBG funds available for proposed community development and housing activities and the range/amount of funding to be used for these activities.

5. Hold one (1) or more public hearings respective to the State's draft Action Plan duly advertised via multiple communications channels to obtain the views of citizens on proposed community development and housing needs. This notice was distributed by email to over 6,000 local officials, non-profit entities, and interested parties statewide in an effort to maximize citizen participation in the planning process:

6. Provide citizens and units of general local government with reasonable and timely access to records regarding the past and proposed use of CDBG funds.

7. Make the Consolidated Plan available to the public at the time it is approved by HUD, and;

8. Follow the process and procedures outlined in items 2 through 7 above with respect to any amendments to a given Consolidated Plan and/or annual Action Plan.

The State will respond within thirty (30) days to inquiries and complaints received from citizens and, as appropriate, prepare written responses to inquiries or complaints received from such citizens.

Partner Coordination:

To maximize and leverage these resources, the Office of Community and Rural Affairs (OCRA) will partner with the Family and Service Social Services Administration's Department of Mental Health (DMH).

Leveraging SAMHSA funding provided by the DMH, to provide housing assistance to individuals to cover the cost of staying at these facilities. DMH currently provides room and board at \$15 a day if 100% of food is donated or \$20 per day if the residence provides at least one meal for individuals. The DMH also provides \$6-7 per day in order for that staff member to be present that day at the residence. SAMHSA funding is further leverage by State funds from the Mental Health and Addiction Forensic Treatment Fund, aka Recovery Works \$25 million a year for level 2 – 4 residences on the same pay scale.

To further ensure that wraparound services are complete, the DHM along with Indiana Housing and Community Development Authority has created the Landlord Reserve Mitigation Fund to provide landlords up to 3 months rent and covers damages as a way to incentive Landlords to secure permanent housing post recovery.

Subrecipient Management and Monitoring:

OCRA conducts monitoring of every grant project receiving HUD funds. Two basic types of monitoring are used: off-site, or "desk" monitoring and on-site monitoring. Desk monitoring is conducted by staff for non-construction projects. Desk monitoring confirms compliance with national objectives, eligible activities, procurement, and financial management. On-site monitoring is a structured review conducted by OCRA staff at the locations where project activities are being carried out or project records are being maintained. One on-site monitoring visit is normally conducted during a project unless determined otherwise by OCRA staff. Grants utilizing a subrecipient to carry out eligible activities are monitored on-site annually during the 5-year reporting period to confirm continued compliance with a national objective and eligible activity requirements. In addition, if there are findings at the monitoring, the grantee is sent a letter within 3 to 5 days of the monitoring visit and is given 30 days to resolve it.



Pre-Award/Pre-Agreement Costs:

The State, through OCRA, will not use RHP funds to cover costs that are incurred by grantees or, if applicable, their subrecipient, prior to the execution of the grant agreement between OCRA and the grantee. This is in line with current State and OCRA CDBG practices.

Project Summary

Project #	Project Title	Grantee Activity #	Activity Title	Grantee Program
9999	Restricted Balance		<i>No activities in this project</i>	



Action Plan History

No History Found

