



**ATTACHMENT C-1 - Grants/Subgrants
DEPARTMENT OF COMMUNITY AFFAIRS
Grant/Grant and Aid Subgrant Routing Sheet**

1840F

DCA Contract/Grant Number: B-11-DC-12-0001 Mod #: N/A Date Initiated: _____
 Project Manager/Contact Person: Colleen Matthews *cmatt1111* Phone: 922-1878 9/1/11
 Division Approval: Ken Reedy Date: 9-2-11 Date Div Director _____
 Subgrantee/Funding Source: Department of Community Affairs (HUD) Received: _____
 Effective Dates: 7/1/2011 - 6/30/2015 Amount: ~~\$24,340,889~~ \$24,840,889

Type of Agreement: A) Grant Federal Award B) G & A Subgrant Agreement _____
 C) Loan Agreement _____ D) Other (explain) _____

Routing:

First Review - Fiscal Mgmt: Recommend Date Received 9/7/11
 Date Reviewed 9/7/11
 Fiscal Mgmt Signature: Cristonette Arisanya

First Review - Legal: RECOMMENDED Date Received 9/8/11
 Date Reviewed 9/8/11
 Legal Signature: [Signature]

First Review - Grants: Recommend Date Received 9/12/11
 Date Reviewed 9/14/11
 Grants Signature: Jim Tmy

Second Review - Fiscal Mgmt: _____ Date Received _____
 _____ Date Reviewed _____
 Fiscal Mgmt Signature: _____

Second Review - Legal: _____ Date Received _____
 _____ Date Reviewed _____
 Legal Signature: _____

Second Review - Grants: _____ Date Received _____
 _____ Date Reviewed _____
 Grants Signature: _____

SUBGRANTEE AND CONTRACTUAL AGREEMENT INFORMATION SHEET

SECTION 1-GENERAL CONTRACT/SUBGRANT INFORMATION

CONTRACT # B-11-DC-12-0001 AWARD AMOUNT: \$24,840,889

DIVISION: HCD BUREAU: _____ PROGRAM: CDBG

SUBGRANTEE/CONTRACTOR NAME: Department of Community Affairs

SUBGRANTEE/CONTRACTOR CONTACT PERSON: Colleen Matthews

SUBGRANTEE/CONTRACTOR ADDRESS: _____

(WARRANT REMITTANCE ADDRESS) _____

DCA CONTRACT MANAGER: Colleen Matthews

BEGINNING DATE: 07/01/2011 ENDING DATE: 06/30/2015

FEDERAL EMPLOYER IDENTIFICATION/SOCIAL SECURITY NUMBER: _____

MINORITY VENDOR CODE: _____ (If applicable, choose one: H-Black, I-Hispanic, J-Asian, K-Native American, M-Woman)

SECTION 2-SUBGRANT RECIPIENT DATABASE INFORMATION

OUTCOME EXPECTED (Please check one only):

Community Development

Protecting Community Resources

Community Safety

Community Housing

Hazard Mitigation

ALLOCATION OF PROGRAM ASSISTANCE BY COUNTY:

COUNTY	COUNTY AWARD AMOUNT	COUNTY MATCH AMOUNT
_____	_____	_____
_____	_____	_____
_____	_____	_____
STATEWIDE ALLOCATION	_____	_____

SECTION 3-SUBGRANT/CONTRACT FINANCIAL INFORMATION

DCA GRANT #: _____

CFDA #: 14.228 CSFA#: _____

ORGANIZATION LEVEL: 52800197

EXPANSION OPTION: _____

FUND: 2-109002

GAA LINE ITEM: _____

CATEGORY: _____

GRANT REPORTING REQUIREMENTS: _____ (Grant Awards Only) (MO-Monthly, QR-Quarterly, NA)

IF THIS IS A MODIFICATION:

MODIFICATION #: _____

EFFECT OF MODIFICATION: _____

AMOUNT OF INCREASE/DECREASE IN AWARD AMOUNT: _____

(Be sure to complete SECTION 2 for change in award amount)

SECTION 4-FINANCE AND ACCOUNTING USE ONLY (To be completed by Finance and Accounting)

FEID#: _____

INPUT BY: _____

DATE: _____



U. S. Department of Housing and Urban Development
Jacksonville Field Office
Charles Bennett Federal Building
400 West Bay Street
Suite 1015
Jacksonville, Florida 32202-4410

July 18, 2011

Honorable Rick Scott
Governor of Florida
State Capital Complex
Tallahassee, Florida 32399-0001

2011 JUL 22 PM 2:57
0350

SUBJECT: Fiscal Year 2011 Action Plan and Grant Approvals
State of Florida, Florida

Dear Governor Scott:

The Fiscal Year 2011 Action Plan and 5-Year Consolidated Plan submitted by the State of Florida has been reviewed by HUD and approved. Based on this approval, I am pleased to transmit to you Fiscal Year 2011 grant agreements totaling \$153,516,975 for the following programs contained in your Plan:

Community Development Block Grant (CDBG)
B-11-DC-12-0001
\$ 24,840,889

HOME Investment Partnership Program
M11-SG120100
\$ 20,115,148

Housing Opportunities For Persons With AIDS (HOPWA)
FLH11F001
\$ 5,567,890

Emergency Shelter Grant (ESG)
E11-DC-12-0001
\$ 2,993,048

The program year for the above grants is July 1, 2011 through June 30, 2012. Enclosed are three copies of each grant agreement, to be **signed and dated** by the State of Florida, for the programs contained in your Action Plan. After signing, please retain an original of each grant agreement for your records and return the other two originals to this Office. Also enclosed are program related instructions.

The CDBG program continues to improve neighborhoods, provide decent housing, and create new economic opportunities, with special focus on serving low-and moderate-income persons. The program's success is the result of strong partnerships among elected officials at all

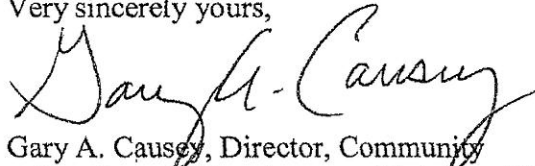
HUD's mission is to increase homeownership, support community development and increase access to affordable housing free from discrimination.

levels of government, neighborhood based nonprofit organizations, private sector, and HUD. We thank you for your continued service and cooperation to ensure that the CDBG program thrives far into the future.

As a part of the mandate from Congress to administer the CDBG program, HUD determines annually whether each CDBG Entitlement Community is carrying out its activities "in a timely manner". We are pleased to announce that your community has once again met this standard. This is a significant accomplishment and we thank you for all of your hard work and dedication.

We also congratulate you and the staff on the preparation of your Action Plan and look forward to working with you over the coming year to accomplish the goals set forth for your community and to further refine and improve your Consolidated Plan. If you have any questions or require further information or assistance, please contact, Larry Lopez, Community Planning and Development Representative at (904) 208-6008 or by email at Larry.M.Lopez@hud.gov.

Very sincerely yours,



Gary A. Causey, Director, Community
Planning and Development Division, 4HD

Enclosure: Grant Agreements
Program Instructions

cc: Jacquelyn W. Dupree, Community Program Manager, Florida Small Cities CDBG, Disaster Recovery, and Neighborhood Stabilization Programs (w/enclosures)

Funding Approval/Agreement

Title I of the Housing and Community Development Act (Public Law 930383)
 HI-00515R of 20515R

U.S. Department of Housing and Urban Development
 Office of Community Planning and Development
 Community Development Block Grant Program

1. Name of Grantee (as shown in item 5 of Standard Form 424) State of Florida		3a. Grantee's 9-digit Tax ID Number: 59-3451366	3b. Grantee's DUNS Number: 809396450	4. Date use of funds may begin (mm/dd/yyyy): 07/01/2011
2. Grantee's Complete Address (as shown in item 5 of Standard Form 424) The Sadowski Building 2555 Shumard Oak Blvd. Tallahassee, Florida 32399-2100		5a. Project/Grant No. 1 B-11-DC-12-0001		6a. Amount Approved \$24,840,889
		5b. Project/Grant No. 2		6b. Amount Approved
		5c. Project/Grant No. 3		6c. Amount Approved

Grant Agreement: This Grant Agreement between the Department of Housing and Urban Development (HUD) and the above named Grantee is made pursuant to the authority of Title I of the Housing and Community Development Act of 1974, as amended, (42 USC 5301 et seq.). The Grantee's submissions for Title I assistance, the HUD regulations at 24 CFR Part 570 (as now in effect and as may be amended from time to time), and this Funding Approval, including any special conditions/addendums, constitute part of the Agreement. Subject to the provisions of this Grant Agreement, HUD will make the funding assistance specified here available to the Grantee upon execution of the Agreement by the parties. The funding assistance specified in the Funding Approval may be used to pay costs incurred after the date specified in item 4 above provided the activities to which such costs are related are carried out in compliance with all applicable requirements. Pre-agreement costs may not be paid with funding assistance specified here unless they are authorized in HUD regulations or approved by waiver and listed in the special conditions to the Funding Approval. The Grantee agrees to assume all of the responsibilities for environmental review, decision making, and actions, as specified and required in regulations issued by the Secretary pursuant to Section 104(g) of Title I and published in 24 CFR Part 58. The Grantee further acknowledges its responsibility for adherence to the Agreement by sub-recipient entities to which it makes funding assistance hereunder available.

U.S. Department of Housing and Urban Development (By Name) Gary A. Causey	Grantee Name STATE OF FLORIDA DEPARTMENT OF COMMUNITY AFFAIRS GILLY BUZZETT
Title Director, Community Planning and Development Division	Title SECRETARY DEPT. OF COMMUNITY AFFAIRS
Signature <i>Gary A. Causey</i>	Signature <i>William D. Buzzett</i>
Date (mm/dd/yyyy) 07/15/2011	Date (mm/dd/yyyy) August 9, 2011

7. Category of Title I Assistance for this Funding Action (check only one) <input checked="" type="checkbox"/> a. Entitlement, Sec 106(b) <input type="checkbox"/> b. State-Administered, Sec 106(d)(1) <input type="checkbox"/> c. HUD-Administered Small Cities, Sec 106(d)(2)(B) <input type="checkbox"/> d. Indian CDBG Programs, Sec 106(a)(1) <input type="checkbox"/> e. Surplus Urban Renewal Funds, Sec 112(b) <input type="checkbox"/> f. Special Purpose Grants, Sec 107 <input type="checkbox"/> g. Loan Guarantee, Sec 108	8. Special Conditions (check one) <input checked="" type="checkbox"/> None <input type="checkbox"/> Attached	9a. Date HUD Received Submission (mm/dd/yyyy) 05/13/2011	10. check one <input checked="" type="checkbox"/> a. Orig. Funding Approval <input type="checkbox"/> b. Amendment Amendment Number
		9b. Date Grantee Notified (mm/dd/yyyy) 07/05/2011	
9c. Date of Start of Program Year (mm/dd/yyyy) 07/01/2011			

11. Amount of Community Development Block Grant			
a. Funds Reserved for this Grantee	FY (2011)	FY ()	FY ()
	\$24,840,889		
b. Funds now being Approved			
c. Reservation to be Cancelled (11a minus 11b)			

12a. Amount of Loan Guarantee Commitment now being Approved	12b. Name and complete Address of Public Agency
Loan Guarantee Acceptance Provisions for Designated Agencies: The public agency hereby accepts the Grant Agreement executed by the Department of Housing and Urban Development on the above date with respect to the above grant number(s) as Grantee designated to receive loan guarantee assistance, and agrees to comply with the terms and conditions of the Agreement, applicable regulations, and other requirements of HUD now or hereafter in effect, pertaining to the assistance provided it.	12c. Name of Authorized Official for Designated Public Agency
	Title
	Signature

HUD Accounting use Only

Batch	TAC	Program	Y	A	Reg	Area	Document No.	Project Number	Category	Amount	Effective Date (mm/dd/yyyy)	F
	153							B-11-DC-12-0001		\$24,840,889		
	176											
			Y					Project Number		Amount		
			Y					Project Number		Amount		

Date Entered PAS (mm/dd/yyyy)	Date Entered LOCCS (mm/dd/yyyy)	Batch Number	Transaction Code	Entered By	Verified By
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PROGRAM YEAR INSTRUCTIONS

INTERGRATED DISBURSEMENT AND INFORMATION SYSTEM (IDIS)

IDIS serves as a reporting and tracking mechanism for Federal entitlement grant funds. In order for the system to perform this function, it is imperative that grantees maintain current and accurate data in IDIS. Grantees are required to update IDIS performance information (activity status and completion reports) at least quarterly. We recommend monthly reporting and updates. For the HOME program, the data input will reflect on the performance snapshots posted on the HUD website. For CDBG, the accomplishment data is used for reports to Congress and may impact on future funding. IDIS is used to produce reports required for the Consolidated Annual Performance and Evaluation Report (CAPER) and may be used as a management tool during the course of the program year.

FINANCIAL INSTRUCTIONS

The Office of Management and Budget (OMB) Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, requires non-Federal entities that expend \$500,000 or more in Federal awards per year to have an audit. The audit should be conducted under the provisions of OMB A-133. The completed reporting package and data collection form shall be submitted to the Federal Audit Clearinghouse.

This Office does not require a copy of the Audit if it has **NO** Findings and only requires a letter verifying submission of the audit to the Federal Audit Clearinghouse.

Upon receipt of the executed grant agreement (two originals) and other forms required to establish your Line of Credit, the approved amounts will be available in the Integrated Disbursement System (IDIS). If there is a need to delete or add individuals authorized to access IDIS, the IDIS Access Form should be prepared, notarized, and return to this Office. IF there is a need to establish or change the depository account to which these grant funds are to be wired, a Direct Deposit Sign-Up Form (SF-1199) must be completed by you and your financial institution and mailed to this Office.

The Federal Cash Transaction Report Form SF 425 is required to be filed with this office 15 days after the end of each Quarter. The financial information is required for the CDBG and ESG programs Treasury disbursements and local distribution.

GENERAL ENVIRONMENTAL ENVIRONMENTAL INSTRUCTIONS

You are reminded that certain activities included in the Consolidated Plan are subject to the provisions of 24 CFR Part 58 (Environmental Review Procedures). Funds for such activities may not be obligated or expended unless the release of funds has been approved in writing by HUD. A Request for Release of Funds must be accompanied by an environmental certification and forwarded to Talaya Waller, CPD Specialist, in this Office. Please call Al Cazzoli, your HUD Protection Specialist in Miami at (305)536-5678 extension 2276, if you have any specific environmental questions.

HOME INVESTMENT PARTNERSHIPS PROGRAM

The HOME Program statute provides that HOME funds must be committed to affordable housing within 24 months and at least 15 percent of each Participating Jurisdiction's allocation must be reserved for investment in housing to be developed, sponsored, or owned by Community Housing Development Organizations (CHDOs). Additionally, all allocated funds must be expended within five years. All HOME activities must be completed, and completion data entered in IDIS, within 120 days of the final draw. There are several HOME reports in IDIS and on the HUD website that can help grantees monitor these requirements. Special attention should be paid to the open activities report, deadline compliance reports, and quarterly SNAPSHOT reports.

2011 Allocation	\$24,840,889.00
State Administration (unmatched)	\$100,000.00
State Administration (matched with GR) (2%)	\$498,818.00
Training/TA (1%)	\$248,409.00
Emergency Set-Aside (5%)	\$1,242,044.00
Planning and Design Specification (.5%)	\$0.00
TOTAL PASS THROUGH	\$23,995,662.00
NR (40%)	\$9,101,448.00
ED (30%)	\$6,826,085.00
HR (24%)	\$5,460,868.00
CR (6%)	\$1,365,217.00
PASS THROUGH - AUTHORITY	\$34,000,000.00
PASS THROUGH CASH	\$23,995,662.00
	\$24,840,889.00