

Rebuild Florida General Infrastructure Repair Program for Hurricane Michael



Frequently Asked Questions

- 1. What federal regulations or guidelines refer to the amount of money the state of Florida receives for disaster recovery (CDBG-DR) funding?**

The Department of Housing and Urban Development (HUD) has issued statements on Hurricane Michael funding in 85 Fed. Reg. 17 (Monday, January 27, 2020). The applicable Presidential Disaster Declaration is FEMA 4399-DR.

- 2. What is the applicable appropriation law for the state of Florida’s CDBG-DR programs?**

This program is a Community Development Block Grant – Disaster Recovery (CDBG-DR) program funded through the Supplemental Appropriations for Disaster Relief Act, 2018 (Public Law 115-254) and the Additional Supplemental Appropriations for Disaster Relief Act, 2019 (Public Law 116-20).

- 3. How much money is allocated for the Rebuild Florida General Infrastructure Repair Program?**

\$223,032,145 overall for the Rebuild Florida General Infrastructure Repair Program.

- 4. What is the program length?**

The contract length for the General Infrastructure Repair Program is two (2) years with a possible 12-month extension.

- 5. What is meant by “meeting a National Objective?”**

Projects funded under the General Infrastructure Repair Program will be required to meet at least one of HUD’s National Objectives. In this program, we will focus on the objectives of LMI or urgent need.

For more information, please see Chapter 6 of the CDBG-DR Policy Guide for Grantees: <https://files.hudexchange.info/resources/documents/CDBG-DR-Policy-Guide.pdf>

- 6. Is there a minimum amount of funding applicants can request?**

The minimum amount of funding for each project is \$250,000.

- 7. Is there a maximum amount of funding applicants can request?**

There is no maximum amount of funding.

- 8. Does this program require a local match portion to participate?**

The Rebuild Florida General Infrastructure Repair Program does not require a local match in order to receive funding. However, if an applicant is expected to contribute funds for the proposed project, please note it in the budget template.

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7. Are applicants still required to show proof of a Public Comment period due to COVID-19?

Yes, applicants must still submit their proposals to their communities to satisfy HUD's public comment requirement. Due to COVID-19, some public comment requirements have been adjusted.

8. Does every applicant need to submit a work plan, even if the project is already underway?

Yes, every applicant must submit a work plan of the project that shows both the timeframe and entities involved throughout the project's duration. DEO has provided a work plan template for each applicant to submit with the respective project.

9. What are the expected criteria for the project budget required for submission?

Each applicant must submit a budget for the proposed project. DEO has provided a fillable PDF budget template for applicants to utilize as they formulate their items. This Template provides greater detail on what is expected for the project budget. Please make sure to include all administrative costs associated with administration of the project and grant in the budget.

10. What is the application due date?

Applications must be received by 5:00 pm EST Friday, September 17, 2021. To receive an application please register at the following [LINK](#).

11. Who are considered eligible applicants?

Eligible applicants are Counties, municipalities as defined in section 180.01 F.S. and State Agencies as defined in section 120.52, F.S.

12. What are the policies on co-applicants for a project?

Eligible co-applicants, such as school districts, nonprofit and not for profit organizations, and non-governmental organizations may partner with a state agency, county, or municipality. An interlocal agreement or Memorandum of Understanding must be signed among all parties prior to execution of the subrecipient agreement with DEO.

13. If an applicant posts the project for public comment, does it still need to be advertised in a newspaper?

Yes, the notice of the post of the project would need to be advertised in a newspaper.

14. Can public notice be posted on the applicant's website?

Yes, it can be posted on the website in addition to a newspaper of general circulation.

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15. Does a hard copy of the application need to be submitted to DEO?

No, we are not requiring a hard copy version of the application packet be submitted to DEO.

16. Is there a limit on the number of projects that can be submitted?

Yes. Each entity may submit up to five (5) separate projects to be considered for CDBG-DR funding.

17. When does the environmental review take place in the life of the project?

The environmental review or assessment generally takes place after the applicant has executed an agreement with DEO, and it is required to be completed prior to release of funds to the applicant by DEO.

18. In terms of LMI data calculation, should we use a specific website to pull that information? How is it calculated?

DEO accepts LMI calculated from both census data or survey data. Please use this [link](#) from HUD's website for valid ways to determine your LMI data.

19. Will DEO consider an extension of the application deadline due to COVID-19?

Not at this time.

20. Can this grant be used to fund the local match requirement for the FEMA HMGP program?

No, General Infrastructure Repair Program funds cannot be used as match for FEMA HMGP projects. There is a separate program under the DEO's Hurricane Michael CDBG-DR funding that is specifically targeted for HMGP match.

For more information:

<https://floridajobs.org/community-planning-and-development/assistance-for-governments-and-organizations/disaster-recovery-initiative/hurricane-michael/rebuild-florida-general-infrastructure-repair-program/rebuild-florida-hazard-mitigation-grant-match-program>

21. Will DEO host a webinar about the upcoming General Infrastructure Repair Program?

Yes, DEO will host a webinar on Tuesday, June 29th from 2:00 pm – 3:00 pm EST. The recording from DEO's Round 1 presentation from September 2020 is available [here](#).

22. How do we notate the census data in our application?

If you are providing census block data to represent LMI in your service area, list the data in the following format:

Block group BLANK, Census Tract BLANK, County number BLANK.

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23. What is service area?

The factors that should be considered in making a determination regarding the service area include:

- **The nature of the activity:** In general the size and the equipment associated with the activity should be taken into consideration. A small park with a limited number of slides and benches would not be expected to serve the entire neighborhood. In the same way, a larger park that can accommodate a considerable number of people would not be expected to service just the immediately adjacent properties. The same applies to improvements or assistance to an alleyway versus a small two-lane street versus an arterial four-lane street within the same neighborhood. The service area for each of these infrastructure projects will be different in size and population.
- **The location of the activity:** In general, the immediate area surrounding a facility is expected to be included in the service area. Additionally, when a facility is located near the boundary of a particular neighborhood, its service area could likely include portions of the adjacent neighborhood as well as the one in which it is located.
- **Accessibility issues:** Geographic barriers can separate and preclude persons residing in a nearby area from taking advantage of a facility. Other limits to accessibility can include access fees, language barriers, time or duration that an activity is available, access to transportation and parking, etc.
- **The availability of comparable activities:** Comparable activities within the service area should be taken into account so that the service area does not overlap with the service area of another comparable activity.

24. What document or information should we be using and referencing to ensure we are properly conducting LMI surveys?

Refer to HUD's CPD 19-02 Memo: <https://files.hudexchange.info/resources/documents/Notice-CPD-1902-Low-and-Moderate-Income-Summary-Data-Updates.pdf> which references the key requirements for conducting LMI service-area surveys for the application.

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25. Is there a limit on the amount of applications that can be submitted by eligible entities?

Yes, each eligible entity is limited to 5 applications for this first round of Infrastructure funding. If you are an eligible co applicant, you are also limited to 5 applications. For example, Green County is planning on submitting 5 individual applications; along with this, Green County School District would like to partner with Green County on 5 applications. As an eligible co-applicant, the Green County School district can partner with the primary applicant, Green County, on 5 applications. Therefore, Green County will have submitted 10 total applications as the primary applicant.

26. Can long-term maintenance and operations expenses be funded by the General Infrastructure Repair Program?

No, maintenance and operations expenses are ineligible under the CDBG-DR program. However, an applicant must provide plans for how it will maintain and operate all activities funded under the General Infrastructure Repair Program after CDBG-DR activities are complete.

27. Can grant administration expenses be funded by the General Infrastructure Repair Program?

Yes. Applicants should include reasonable and necessary grant administration expenses in their project budgets. This may include personnel costs, for which time must be accurately allocated to the program. This may also include grant administration consultant costs. Any professional services, including consultants, must be procured in compliance with the federal requirements stated at 2 CFR Part 200.

28. How Will DEO evaluate costs for reimbursements?

The General Infrastructure Repair Program is a reimbursement-based program, and DEO will evaluate all submitted expenses prior to payment. Expenses must be related to the activities identified in the project Work Plan and be in line with the project budget. Additionally, As outlined in 2 CFR 200 Subpart E, all costs must meet four criteria:

- *Necessary*: CDBG-DR funding will fill a necessary gap to address an unmet need that cannot be filled by another funding source. This is demonstrated by conducting a duplication of benefits analysis and calculation for each activity.
- *Reasonable*: Costs do not exceed what a prudent person would incur under similar circumstances as demonstrated by the market price for comparable goods and services.
- *Allowable*: Costs must be allowable under CDBG-DR rules and regulations and under 2 CFR 200 Subpart E. Some costs such as lobbying, entertainment, and alcohol are never allowed under any circumstances.
- *Allocable*: Costs must be clearly allocated, meaning the cost is assigned to a CDBG eligible activity with a methodology for determining where to attribute cost.

29. Will Round 1 Applications automatically be considered in Round 2?

No. While we know you all spent a lot of time and effort into your Round 1 applications, they will not automatically be considered in Round 2 of the process due to potential changes in the

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application scoring criteria. Applicants wishing to have their Round 1 applications re-evaluated will need to resubmit those applications for consideration.

30. If a local government wants to submit the same application in Round 2 as in Round 1, is the citizen participation process required again?

Yes, this is considered a new project application, and a new comment period is required.

31. For the citizen participation process, do you have to hold onsite public meetings?

You can hold the meeting virtually, but it must be live and, in a manner, that people can participate in the discussion. This can be accomplished with platforms such as zoom, skype, teams, etc.

32. What are the procurement and administrative requirements for the General Infrastructure Repair Program?

Applicants acknowledge that any purchases or contracts procured with federal funds must comply with the requirements stated at 2 CFR 200.318-327. These requirements include, but are not limited to:

- Public bidding or RFP process for all procurements over \$250,000
- Collecting price or rate quotes from an adequate number of qualified sources for purchases between \$10,000-\$249,999.

Local procurement policies may already meet or exceed these requirements, but applicants should verify with their local contracting or purchasing departments/staff.

33. How do you define tieback to Hurricane Michael?

A project must be directly or indirectly related to impacts of Hurricane Michael. Generally, for the General Infrastructure Repair Program, this would be damage to a facility or infrastructure caused by the storm. It could not be a general maintenance activity.

34. Can the facility be converted for use as a homeless shelter or did it need to serve as a homeless shelter prior to the project?

Yes, the facility can be converted to a homeless shelter.