

ENVIRONMENTAL REVIEW FOR PUBLIC HOUSING AUTHORITIES

DISASTER MITIGATION PROGRAM (REPLACEMENT OF DOORS AND WINDOWS)

Review 24 CFR 58.35 – Categorical Exclusions (Note that (a) (3) (ii) applies to the PHA window and door replacement grants).
Review table provided by HUD (See the column labeled 24 CFR Part 58).
Complete a Certification of Exemption for HUD funded projects (Indicate what activities are exempt – administrative and management activities, etc.).
Mail the Certification of Exemption to the Department immediately.
The Department will acknowledge receipt of the Certification for the exempt activities and you may begin obligating and expending funds for these activities only.
BEGIN THE REVIEW FOR CATEGORICALLY EXCLUDED PROJECTS SUBJECT TO THE LAWS AND AUTHORITIES LISTED IN 58.5 and 58.6.
Complete the Statutory Worksheet for Rehabilitation of Multi-family Housing when Unit Density is not changed more than 20%, Cost of Rehab is less than 75% of replacement value, AND No change in Land-use (Refer to the Statutory Worksheet Notes provided by HUD to ensure that you provide appropriate documentation).
If necessary for compliance with the laws and authorities mentioned in 58.5 and 58.6, contact other agencies such as the State Historic Preservation Office, etc. Also, if necessary, publish the two floodplain notices and complete the 8-step process outlined in 24 CFR 55.
Document compliance with the laws and authorities mentioned in 58.5 and 58.6 by completing the Documentation of Compliance with 24 CFR Part 58.6 (a-d) form.
Complete the Certification of Categorical Exclusion (Subject to 58.5) form.
Compile the Environmental Review Record (All of the documents used in the review, including those mentioned above, should be included in the Environmental Review Record.)
Send the original Environmental Review Record to the Department and keep a copy on file for monitoring purposes.
As soon as the Department has received the Environmental Review Record from each PHA, it will prepare a Notice of Intent to Request Release of Funds and forward it to each housing authority to be posted at each housing complex to be addressed. A 10 day comment period will be allowed. Then, the Department will prepare the Certification and Request for Release of Funds and submit it to HUD.
The Department will notify the Public Housing Authorities as soon as HUD releases funds. PHAs may then obligate and expend funds for rehab.