

CITY OF RAPID CITY

RAPID CITY, SOUTH DAKOTA 57701-2724

GROWTH MANAGEMENT

300 Sixth Street Rapid City, SD 57701

LF071404-03

Barbara Garcia, Community Development Specialist Growth Management Department

city web: www.rcgov.org

Phone: 605-394-4181 Fax: 605-394-2232

e-mail: Barbara,qarcia@rcqov.org

MEMORANDUM

TO: Legal and Finance Committee

FROM: Barbara Garcia, Community Development Specialist

DATE: July 7, 2004

RE: Authorize Mayor to sign HUD Funding Approval/Agreement for

Community Development Block Grant Funds for FY 2004

Staff is seeking City Council authorization for the Mayor to sign the HUD Funding Approval/Agreement for the Community Development Block Grant for FY 2004.

HUD has awarded the City of Rapid City \$596,000 in Community Development Block Grant funds for FY 2004. In order to establish our Line of Credit to reflect the FY 2004 grant award, the City needs to execute two copies of the Grant Agreement, complete the Direct Deposit Sign-Up Form and return them to HUD. (forms are attached)

The FY 2004 CDBG funds will be utilized by various non-profit organizations to provide services, housing andimprovements to public facilities or infrstructure that benefits low-to-moderate income persons or households.

Staff Recommendation: City Council authorize the Mayor to sign three copies of the HUD Funding Approval and Agreement for the Community Development Block Grant funds for FY 2004 and to complete the Direct Deposit Sign-up Form for return to HUD.



U. S. Department of Housing and Urban Development



Community Planning and Development

Region VIII, Denver 1670 Broadway Denver, Colorado 80202-4801 Phone: 303-672-5414 Fax: 303-672-5028 Web: www.hud.gov

Ms. Marcia Elkins, Director Office of Community Development 300 6th Street Rapid City, SD 57701

Dear Ms. Elkins:

RECEIVED

JUN 2 4 2004

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Rapid City Growth Management Department

Congratulations! The City's Annual Action Plan is approved. Along with the approval of your plan, we are pleased to transmit to you the Fiscal Year (FY) 2004 Community Development Block Grant (CDBG) Number B-04-MC-46-0002 funds in the amount of \$596,000. The program year for the City of Rapid City, South Dakota, begins on July 1, 2004.

Enclosed are the Grant Agreements and Funding Approvals (three copies), which constitute the contract between the Department of Housing and Urban Development (HUD) and City of Rapid City, South Dakota. You should note particularly the special conditions included in Item 8 of the Funding Approval.

In order to establish your Line of Credit to reflect the FY 2004 grant, it will be necessary for you to execute and return two copies of the Grant Agreement. To establish or change the depository account to which these grant funds are to be wired, a Direct Deposit Sign-Up Form (SF-1199A) must be completed by you and your financial institution and mailed to this office.

Upon receipt of the executed Grant Agreements (two copies) and other forms required to establish your Line of Credit, HUD will transmit to you further instructions for accessing funds through the Integrated Disbursement and Information System.

You are reminded that there are restrictions on certain activities until you complete the Environmental Review Procedures for the CDBG and HOME Programs (24 C.F.R. Part 58). 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 the release of funds and certification (Form 7015.15) must be submitted to HUD. Appropriate forms can be found under HUDCLIPS on the web (www.hudclips.org). Certain activities identified in Part 58.34 may be considered exempt from the release of funds process and no written approval from HUD is necessary.

We additionally would like to remind you of your certification to further fair housing. This certification means conducting an analysis to identify impediments to fair housing choice within the jurisdiction, taking appropriate actions to overcome the effects of any impediments identified through that analysis, and maintaining records reflecting the analysis and actions in this regard.

We encourage continuation and expansion of your efforts to provide contracting opportunities to minority-and women-owned businesses in the implementation of your CPD program activities.

If you have any questions or desire assistance in connection with this letter or other items related to the CDBG Program, please contact Ms. Marlene Collazo, Financial Analyst, at (303) 672-5414.

Sincerely,

Guadalupe M. Herrera

Director

Office of Community Planning and Development

Guadalyse M. Herrer_

Enclosures

SAVINGS



DIRECTIONS

- To sign up for direct deposit, the payee is to read the back of this
 form and fill in the information requested in Sections 1 and 2. Then
 take or mail this form to the financial institution. The financial institution will verify the information in Sections 1 and 2, and will complete Section 3. The completed for will be returned to the Government agency identified below.
- A separate form must be completed for each type of payment to be sent by Direct Deposit.

A NAME OF PAYEE (last, first, middle initial)

- The claim number and type of payment are printed on Government checks. (See the sample check on the back of this form.) This information is also stated on beneficiary/annuitant award letters and other documents from the Government agency.
- Payees must keep the Government agency informed of any address changes in order to receive important information about benefits and to remain qualified for payments.

CHECKING

SECTION 1 (TO BE COMPLETED BY PAYEE)

D TYPE OF DEPOSITOR ACCOUNT

ADDRESS Jetract musta PO Roy Al-	O OTE OIL	F DEPOSITOR ACCOUNT NUMBER					
ADDRESS (street, route, P.O. Box, AF	O/FPO)						
CITY ST	ATE ZIP CODE	E Type of payment (Charles)					
		F TYPE OF PAYMENT (Check only one) Social Security Fed Salary/Mil. Civilian Pay					
TELEPHONE NUMBER AREA CODE		☐ Social Security ☐ Fed Salary/Mil. Civilian Pay ☐ Supplemental Security Income ☐ Mil. Active					
		Railroad Retirement Mil. Retire.					
B NAME OF PERSON(S) ENTITLED TO PAYMENT		□ Civil Service Retirement (OPM) □ Mil. Survivor					
		UVA Compensation or Pension Other (specify)					
CLAIM OR PAYROLL ID NUMBER		G THIS BOX FOR ALLOTMENT OF PAYMENT ONLY (if applicable)					
C COM ON PAINOLE IS NOMBEN		TYPE AMOUNT					
Prefix	Sufffix	A DESCRIPTION OF THE PROPERTY					
PAYEE/JOINT PAYEE CE		JOINT ACCOUNT HOLDERS' CERTIFICATION (optional)					
I certify that I am entitled to the paymen have read and understood the back of the authorize my payment to be sent to the below to be deposited to the designated	his form. In signing this form I	I certify that I have read and understood the back of this form, include the SPECIAL NOTICE TO JOINT ACCOUNT HOLDERS.					
SIGNATURE	DATE	SIGNATURE DATE					
SIGNATURE	DATE	SIGNATURE DATE					
		PAYEE OR FINANCIAL INSTITUTION)					
GOVERNMENT AGENCY NAME U.S. Department of Hou		PAYEE OR FINANCIAL INSTITUTION) GOVERNMENT AGENCY ADDRESS Office of Community Planning and Developm 1670 Broadway, Denver, CO 80202					
O.S. Department of Hou	sing & Urban Dev.	OFFICE OF COMMUNITY Planning and Developm 1670 Broadway, Denver, CO 80202					
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Financial institutions should refer to the GREEN BOOK for further instructions.

THE FINANCIAL INSTITUTION SHOULD MAIL THE COMPLETED FORM TO THE GOVERNMENT AGENCY IDENTIFIED ABOVE.

NSN 7540-01-058-0224

Funding Approval/Agreement

Title I of the Housing and Community Development Act (Public Law 930383)

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

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Name of Grantee (as shown in item 5 of Standard Form 424) City of Rapid City, South Dakota	 Grantee's 9-digit Tax ID Number 46-6000380 	 Date use of funds may begin (mm/dd/yyyy) 07/01/2004
Grantee's Complete Address (as shown in item 5 of Standard Form 424) 221 North 5 th Street	5a. Project/Grant No. 1 B-04-MC-46-0002	6a. Amount Approved \$596,000
P.O. Box 5503 Bismarck, ND 58506-5503	5b. Project/Grant No. 2	6b. Amount Approved
Bisinarck, ND 38300-3303	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, 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 tem 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)			Grantee Name					
Guadalupe M. Herrera		-	City of Rapid City, SD					
Title			Title	LL U. Ch				
Director, Community Planning and Develop	The second secon	nul	Signature	ble Jim Shaw,	Mayor		Date (mrwdd	inser)
Guadaluse M. Gerres	Date (mg/dd/y)							rim
Category of Title I Assistance for this Funding Action (check only one)	8. Special Cond (check one)	Special Conditions (check one) None		9a. Date HUD Received Submission (mm/dd/yyyy) 04/22/2004			10. check one a. Orig. Funding	
a. Entitlement, Sec 106(b) b. State-Administered, Sec 106(d)(1)	-			9b. Date Grantes Notified 2004		Approval b. Amendment		
b. State-Administered, Sec 106(d)(1) c. HUD-Administered Small Cities, Sec 105(d)(2)(B) d. Indian CDBG Programs, Sec 106(a)(1)		9c. 1		In. Date of Start of Program Year (mm/dd/yyyy) 07/01/2004		Amendment Number		
e. Surplus Urban Renewal Funds, Sec 112(b) f. Special Purpose Grants, Sec 107	11. Amount of 0 Block Gran	Community Devek		FY (2004)	FY (- [1]	FY(Y
g Loan Guarantee, Sec 108	a. Funds R	teserved for this G	irantee					-
	b. Funds now being Approve		ed	\$596,000				
	271 13750000	c. Reservation to be Cancel (11a minus 11b)						
12a. Amount of Loan Guarantee Commitment now being Appro			complete Add	lress of Public Agen	у			
n/a		n/a						
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		12c. Name of Authorized Official for Designated Public Agency						
		Mail 1 (1971)						
conditions of the Agreement, applicable regulation requirements of HUD now or hereafter in effect, plassistance provided it.								
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13. (b) Special conditions:

E. O. 12372 - SPECIAL CONTRACT CONDITIONS

1. Notwithstanding any provision of the Grant Agreement, no funds provided under this agreement may be obligated or expended for the planning or construction of water or sewer facilities until receipt of written notification from HUD of the release of funds on completion of the review procedures required under the Executive Order (E.O.) 12372, Intergovernmental Review of Federal Programs, and HUD's implementing regulations at 24 C.F.R. Part 52. The recipient shall also complete the review procedures required under E.O. 12372 and receive written notification from HUD of the release of funds before obligating or expending any funds provided under this agreement for any new or revised activity for the planning or construction of water or sewer facilities not previously reviewed under E.O. 12372 and implementing regulations.