

GAM CHAPTERS AND FORMS SUMMARY OF REVISIONS

Formatting for all GAM Chapters and Forms is in process.

Language revisions made are summarized below and the version date will be 6/1/20.

1 PROGRAM OVERVIEW

Section 1 Application Process, language revised.

Section 2 Grant Agreement, language revised.

Section 3 Project Implementation, Reporting and Completion, language revised.

Section 4 Conflicts of Interest, moved from GAM 4, Procurement and Contracting.

Section 5 Grant Amendments, moved from GAM 13, Grant Closeout.

1-B Conflict of Interest Regulation, language revised.

1-C Grant Amendment Request, language revised.

2 NATIONAL OBJECTIVES

Section 1 - Limited Clientele added.

Section 1 - Census Data revised.

Section 1 – Housing – Rental Rehabilitation revised.

Added 6 new forms:

2-G	RR Project Checklist
2-H	RR Land Contract Subordination SAMPLE
2-I	RR Renovate Right, EPA-740-K-10-001
2-J	RR Equal Opportunity for All, HUD-1686-1-FHEO
2-K	RR Occupant Protection Plan, DCH-1109
2-L	RR Annual Affordability Report

3 CDBG LOAN PROGRAM

Section 4.A. #3 added to C-RLF and R-RLF paragraphs.

Forms added.

3-B CLP File Sections, language revised.

4 PROCUREMENT AND CONTRACTING

Updates have been made to the Procurement and Contracting Policy Regulation, implementing the procedural provisions of Code of Federal Regulations, 2 CFR Part 200.

For construction or facility improvement contracts or subcontracts not exceeding the simplified acquisition, the threshold is now \$250,000 (previously \$150,000)

5 ENVIRONMENTAL REVIEW

Revisions to clarify and provide a step-by-step process have be made to:

- Exempt Activities
- Categorical Exclusion Not Subject To
- Categorical Exclusion Subject To
- Environmental Assessment

Public Notice section has been clarified and requirements placed in a chart form.

Minor changes highlighting environmental justice.

6 ACQUISITION

Page 1, Statute added, 42 USC Sec. 3537c, Prohibition of Lump Sum Payments.

Page 1, Removed incorrect guidance, *“There are a couple instances, one of which is voluntary acquisition, when the URA does not apply. However, even with a voluntary acquisition, some type of paperwork will be required.”*

Page 1, Corrected to reflect that an environmental review record can be started prior to completing the environmental review record. An option agreement with contingencies and other requirements may be executed, allowing the environmental review process to being. After complete acquisition, the review record may be completed/finalized.

Page 4, Included reference to a *Funding Year 2006 New Rule for State CDBG Programs*, “Eminent domain cannot be used for any acquisition not benefitting the public. This generally applies to housing and infrastructure projects related to public use.”

Included clarifying language regarding the overall timing of the acquisition requirements.

Included clarifying language regarding how eminent domain is discussed, and its impact on voluntary and involuntary acquisition.

Included clarifying information temporary relocation eligibility and requirements.

Arranged the text to allow for review in chronological order of acquisition steps.

Added 3 new documents:

6-P, General URA Acquisition

6-R, Preparing Appraisal Scope of Work

6-U, Agreement for Appraisal Services SAMPLE

Removed 1 document:

6-R, Waiver of Relocation Benefits SAMPLE-COMING SOON

7 RELOCATION

Updated and condensed the entire chapter.

The chapter is dedicated to complying with only temporary relocation for residential and nonresidential occupants.

Removed one-for-one replacement, permanent displacement, homeowner assistance.

Removed the following forms:

- Residential Tenants Displaced, Section 104(d), Uniform Relocation Act URA (7-D)
- Relocation Assistance to Displaced Homeowner Occupants, HUD-1044-CPD (7-E)
- Notice of Eligibility for Relocation Assistance 180-Day Homeowner Occupant SAMPLE (7-J)
- Notice of Eligibility for 104d Relocation Assistance, Residential Tenant, Voucher Available SAMPLE (7-L)
- Notice of Eligibility for 104d Relocation Assistance, Residential Tenant, Voucher NOT Available SAMPLE (7-M)
- Claim for Replacement Housing, Pmt for 90-Day Homeowner, HUD-40057 (7-R)
- Claim for Rental or Purchase Assistance, HUD-40072 (7-S) – This is Sect 104(d) related
- Determination to Demolish SAMPLE (7-AJ)
- Actions That Trigger Section 104d One-for-One Unit Replacement Requirements Flowchart (7-AK)
- Determining Lower Income Dwelling Units Checklist (7-AP)
- Lower Income Residential Dwelling Units Rehab Suitability Checklist (7-AQ)
- Replacing Lower Income Residential Dwelling Units Checklist (7-AR)
- Claim for Rental Assistance or Down Payment Assistance, SPANISH, HUD-40058-S (Exp 07.31.2008) (7-T1) ☐
I think it make sense to refer people to getting translated materials. I included a link to the translated forms in the body of the GAM.
- Notice of Eligibility for URA Relocation Assistance, Nonresidential SAMPLE (7-AE)
- GIN Nonresidential Tenant to Be Displaced SAMPLE (7-AB)
- Displacement Checklist (7-AO)
- Release of Liability (7-U) ☐ That never happened, and I don’t think we should provide an example for it anyway. I noted in the chapter that the Grantee UGLG will need to determine whether their local policy would allow for a person to reside somewhere with lead-based paint.
- GIN URA Residential Tenant to be Displaced SAMPLE (7-C)
- Notice of Eligibility for URA Relocation Assistance, Residential Tenant SAMPLE (7-K)
- Relocation Assistance to Tenants Displaced from Their Homes, Section 104d, HUD-1365-CDP (7-G)

Updated the following documents:

7-Q Residential Claim for Moving and Related Expenses, HUD-40054

7-Q2 Claim for Temporary Relocation Expenses (Residential Moves), HUD-40030

7-X Claim for Actual Reasonable Moving and Related Expenses, Nonresidential, HUD-40055

7-Y Claim for Fixed Payment in Lieu of Payment for Actual Expenses, Nonresidential, HUD-40056

8 FINANCIAL MANAGEMENT

Entire GAM Chapter has been revised.

Form 8-A2 Invoice Summary is now a tab on Form 8-A.

9 FAIR HOUSING AND EQUAL OPPORTUNITY

FH Posters must be displayed.
Added more suggestions of FH activities.

10 CONSTRUCTION MANAGEMENT AND LABOR STANDARDS

Labor compliance officer requirement no longer a DBRA requirement.
Wage Determinations Online website links updated.

Removed 3 documents:

- 10-A Appointment of Labor Compliance Officer
- 10-F Pre-Construction Checklist
- 10-H Notice to Proceed

11 CITIZEN PARTICIPATION AND OTHER REQUIREMENTS

Minor grammatical revisions.
11-B Disclosure and Update Report, HUD-2880, more recent version

12 MONITORING

Section on Grant Amendment moved to Chapter 1
12-B Grant Amendment Request form moved to 1-C

13 GRANT CLOSEOUT

Formatting revisions only

14 CERTIFIED GRANT ADMINISTRATOR AND CERTIFICATION POLICY

Introduction, language revisions
Section 2 Policy, language revisions
Section 2 CGA Responsibilities, language revisions