

CDBG-R SUBMISSION TEMPLATE **& CHECKLIST**

The American Recovery and Reinvestment Act of 2009 ("Recovery Act") was signed into law by President Obama on February 17, 2009. The Recovery Act awards \$1 billion in CDBG Recovery (CDBG-R) funds to be distributed to cities, counties, insular areas and states, of which \$10 million has been reserved by HUD for its administrative costs and \$10 million of which will be awarded to Indian tribes. Recipients of the remaining \$980 million of CDBG-R funds will be the approximately 1,200 jurisdictions that received CDBG funding in Fiscal Year 2008. This template sets forth the suggested format for grantees receiving funds from CDBG-R. A complete submission contains the information requested below, including:

- (1) The CDBG-R Substantial Amendment (template attached below)
- (2) Spreadsheet for Reporting Proposed CDBG-R Activities (see <http://www.hud.gov/recovery>)
- (3) Signed and Dated Certifications (see <http://www.hud.gov/recovery>)
- (4) Signed and Dated [SF-424](#).

Grantees should also attach a completed CDBG-R Substantial Amendment Checklist to ensure completeness and efficiency of review (attached below).

Grantee: Gwinnett County, Georgia

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THE CDBG-R SUBSTANTIAL AMENDMENT

<p>Jurisdiction(s): <u>Gwinnett County, GA</u></p> <p>Jurisdiction Web Address: www.gwinnettcountry.com</p> <ul style="list-style-type: none">• (URL where CDBG-R Substantial Amendment materials are posted)	<p>CDBG-R Contact Person: Craig Goebel, Director Address: Gwinnett County Comm. Dev. Program [Staffed by W. Frank Newton, Inc., Program Management Firm for Gwinnett County, GA] 575 Old Norcross Road, Suite A Lawrenceville, GA 30045-4367 Telephone: (770) 822-5190 Fax: (770) 822-5193 Email: craig.goebel@gwinnettcountry.com</p> <p>Additional Contact: Tanikia Jackson, Grants Manager Address: Gwinnett County Dept. of Financial Services 75 Langley Drive Lawrenceville, GA 30045-6900 Telephone: (770) 822-7863 Fax: (770) 822-7887 Email: tanikia.jackson@gwinnettcountry.com</p>
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ENSURING RESPONSIBLE SPENDING OF RECOVERY ACT FUNDS

Funding available under the Recovery Act has clear purposes – to stimulate the economy through measures that modernize the Nation’s infrastructure, improve energy efficiency, and expand educational opportunities and access to health care. HUD strongly urges grantees to use CDBG-R funds for hard development costs associated with infrastructure activities that provide basic services to residents or activities that promote energy efficiency and conservation through rehabilitation or retrofitting of existing buildings. While the full range of CDBG activities is available to grantees, the Department strongly suggests that grantees incorporate consideration of the public perception of the intent of the Recovery Act in identifying and selecting projects for CDBG-R funding.

A. SPREADSHEET FOR REPORTING PROPOSED CDBG-R ACTIVITIES

Grantees must provide information concerning CDBG-R assisted activities in an electronic spreadsheet provided by HUD. The information that must be reported in the spreadsheet includes activity name, activity description, CDBG-R dollar amount budgeted, eligibility category, national objective citation, additional Recovery Act funds for the activity received from other programs, and total activity budget. An electronic copy of the spreadsheet and the format is available on HUD’s recovery website at <http://www.hud.gov/recovery>.

The HUD-required CDBG-R Spreadsheet is included as Attachment 4 to this document, and is also submitted electronically to HUD.

B. CDBG-R INFORMATION BY ACTIVITY (COMPLETE FOR EACH ACTIVITY)

Activity 1: Gwinnett County Senior Services Center

- (1) **Activity Name:** (Grantees should follow the same order that activities are listed in the Spreadsheet for Reporting Proposed CDBG-R Activities – this will allow HUD to easily match activity narratives with the information provided in the spreadsheet.)

Gwinnett County Senior Services Center Construction – Phase 1

- (2) **Activity Narrative:**

In addition to the Spreadsheet for Reporting Proposed CDBG-R Activities, grantees must provide a narrative for each activity describing how the use of the grantee’s CDBG-R funds will meet the requirements of Title XII of Division A and Section 1602 of ARRA. The grantee’s narrative must also state how CDBG-R funds will be used in a manner that maximizes job creation and economic benefit in relation to the CDBG-R funds obligated, and will address the Recovery Act, by:

- Preserving and creating jobs and promoting economic recovery;
- Assisting those most impacted by the recession;
- Providing investment needed to increase economic efficiency;
- Investing in transportation, environmental protection, or other infrastructure that will provide long-term economic benefits;
- Minimizing or avoiding reductions in essential services; or
- Fostering energy independence.

A. Activity Description:

Gwinnett County Senior Services Center Construction – Phase 1

CDBG Eligibility Category:	Public Facilities - Senior Centers (Matrix Code 03A)
CDBG Eligibility Citation	24 CFR 570.201(c)
CDBG National Objective:	Benefit to Low/Moderate Income – Limited Clientele
CDBG National Objective Citation:	24 CFR 570.208(a)(2)(A)

The Gwinnett County CDBG-R funded activity is the construction of a Senior Service Center building, to be located on a 6.4 acre Gwinnett County-owned site at 567 Swanson Drive, Lawrenceville, Georgia. The building is already designed, and will house health services and nutrition programs for elderly persons, which are operated by Gwinnett County’s Senior Services Programs of the Gwinnett County Department of Community Services.

The building site [see Map 1 and Figure 1, page 6] will be redeveloped for this project, having served previously as a Drivers License Examination facility and was most recently used as a parks and recreation administrative facility.

The building construction will be carried out in two phases, with the CDBG-R funds used only for Phase I construction. Phase I will consist of 7,942 square feet, while Phase II will total 12,009 square feet.

B. CDBG-R/Other Funds Budgeted

CDBG-R Budget:	\$1,008,736
CDBG Entitlement Funds [2006/2007]	\$ 421,264
Other Recovery Act Funds [Other Programs]	\$ 0
Total Activity Budget	\$1,430,000

C. Activity Priorities

Activity #1 – Priority #1

Activity #2 – Priority #2

Activity 1: Gwinnett County Senior Services Center – Priority #1

Gwinnett County has determined that its highest priority project for CDBG-R funds, which can meet the CDBG-R requirements, is the construction of the Gwinnett County Senior Services Center Construction–Phase 1. Gwinnett County’s bid documents for the project required that the construction must be completed 300 calendar days from the effective date of the contract, or the County will assess liquidated damages against the contractor. The project will serve 100% elderly persons, a CDBG limited clientele presumed benefit group, which are 100% low- and moderate-income, by CDBG program definition.

On April 28, 2009, Gwinnett County received twelve (12) bids to construct this project and the project is ready to be awarded to the lowest responsible bidder. The date scheduled for the contract award is June 16, 2009, subject to receipt of HUD approval of this Substantial Amendment and Request for Pre-Award Approval and subject to the execution of certifications by the Contractor acknowledging acceptance/compliance with all CDBG and ARRA requirements.

The CDBG-R funds allocated for project construction [\$1,008,736] represent 90% of the CDBG-R allocation to Gwinnett County. Gwinnett County is funding the remainder of the construction cost with Entitlement CDBG Program funds already allocated to the project in the Action Plans 2006 and 2007.

Because the project is currently funded with Entitlement CDBG funds, the Environmental Review process has already been completed, and the Release of CDBG Funds has already been received from HUD by Gwinnett County.

Gwinnett County will use CDBG-R funds in a manner that maximizes job creation and economic benefit in relation to the CDBG-R funds obligated, and will address the Recovery Act, as follows:

Activity 1: Gwinnett County Senior Services Center

A. Preserving and creating jobs and promoting economic recovery;

The construction of the Gwinnett County Senior Service Center will create jobs for the primary contractor and for subcontractors.

Because this project was designed to achieve Leadership in Energy and Environmental Design [LEED] Silver energy conservation certification, it will include the creation/retention of jobs for the contractor and for the subcontractors who will be engaged to install the energy conservation features of the building.

The construction of the Senior Services Center will provide additional space from which to deliver services to elderly clients, thereby creating a need for additional jobs for caseworkers and other service personnel for Gwinnett County Senior Services. As additional funding becomes available in the future to provide more meals to homebound elderly, additional jobs will be required for this program being operated from the Senior Services Center.

B. Assisting those most impacted by the recession;

The clientele who will be served from the Senior Services Center are elderly persons living on fixed incomes. The economic recession is having a significant impact on elderly individuals who must rely on investments to fund their living expenses. Because such investment income is often derived from stocks, and because many stocks have lost a great deal of the value during the past 12 months, elderly clients are becoming more dependent on Gwinnett County Senior Services for essential health and nutrition services.

C. Providing investment needed to increase economic efficiency;

Local governments are suffering significant losses of revenue during the economic recession, as housing values have plummeted, resulting in dramatic reductions in property taxes, the primary source of operating funds for most local governments. Constructing the Senior Services Center will provide economic efficiency by centralizing programs and staff currently operating in separate locations. Additional efficiency will be gained by providing the programs for the elderly from a LEED Silver certified structure, which will save energy costs and which will also help decrease demand for energy generated from fossil fuels.

Another important consideration by the County in deciding to construct the Senior Services Center is to improve the efficiency and the accessibility of the health and nutrition services to elderly clients. Currently, Seniors often need to travel to 2 or 3 separate locations to be served. Such trips consume precious fossil fuels for Seniors who drive themselves, and who are living on limited incomes.

D. Investing in transportation, environmental protection, or other infrastructure that will provide long-term economic benefits;

The long-term benefit of constructing the Senior Services Center will be to provide a building from which an increasing number of elderly persons will be served. The proportion of the Gwinnett County population, which is elderly, is increasing rapidly, and is expected to increase further over the next 30 years. Without the Senior Services Center, it would be difficult to serve the increasing number of elderly residents who have chosen to live in Gwinnett County.

E. Minimizing or avoiding reductions in essential services; or

Providing the Senior Services Center will permit Gwinnett County to maintain its services to the increasing elderly population in Gwinnett County at a time when budget reductions in the County are touching virtually every department and program. Cost savings experienced due to the reduced energy usage costs of the LEED Silver certified building [compared with the separate locations from which the programs are currently operated] will help Gwinnett County maintain operating funding in the programs for the elderly themselves, rather than paying energy costs incurred by program delivery from older and less efficiency facilities.

F. Fostering energy independence

One of the design specifications included in the construction of the Senior Services Center is the LEED Silver certified building requirement, which dramatically reduces energy usage, when compared with convention construction. Reducing energy usage reduces the demand for fossil fuel consumption, thereby contributing to national energy independence.

G. For each activity, the number of full- and part-time jobs estimated to be created and retained by the activity (including permanent, construction and temporary job).

The specific format for the reporting of jobs created or retained by the Gwinnett Senior Services Center was not available from at the time of the publication of the Substantial Amendment for CDBG-R funds. As soon as the format is available, it will be included in Attachment 3 of this document.

H. A description of the activities that will be carried out with the CDBG-R funds that promote energy conservation, smart growth, green building technologies, or reduce pollution emissions.

The Senior Services Center is being constructed on the site of a former Drivers License testing facility. The redevelopment of this real property represents a smart growth strategy which produces cost savings because no land purchase was required and which preserves other non-developed land in the County. The building site is also near the County's fleet maintenance operation, simplifying vehicle maintenance and reducing the use of fossil fuels traveling to/from the fleet site.

Most important of all, as noted earlier in this document, the Senior Services Center was designed as LEED Silver Certified, as designated by the Green Building Council. This smart design process will return significant energy cost savings to Gwinnett County and will reduce fossil fuel usage needed to generate power to be used by the facility.

Map 1

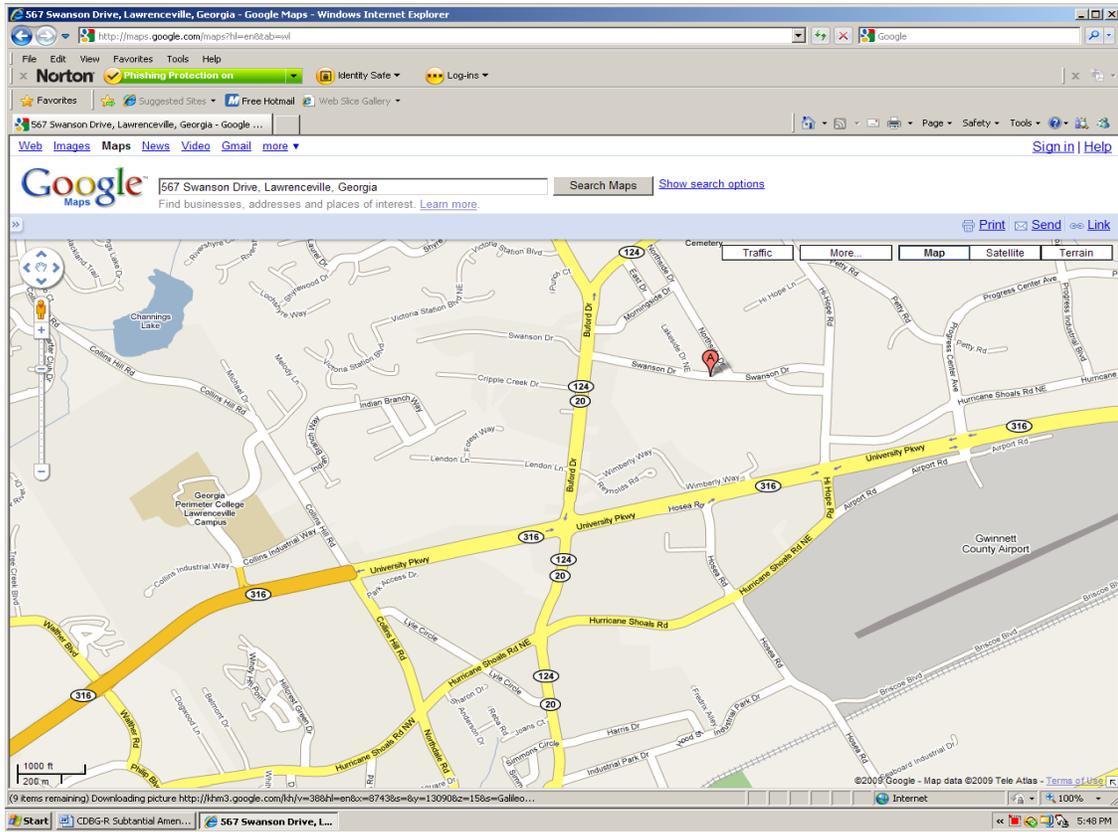
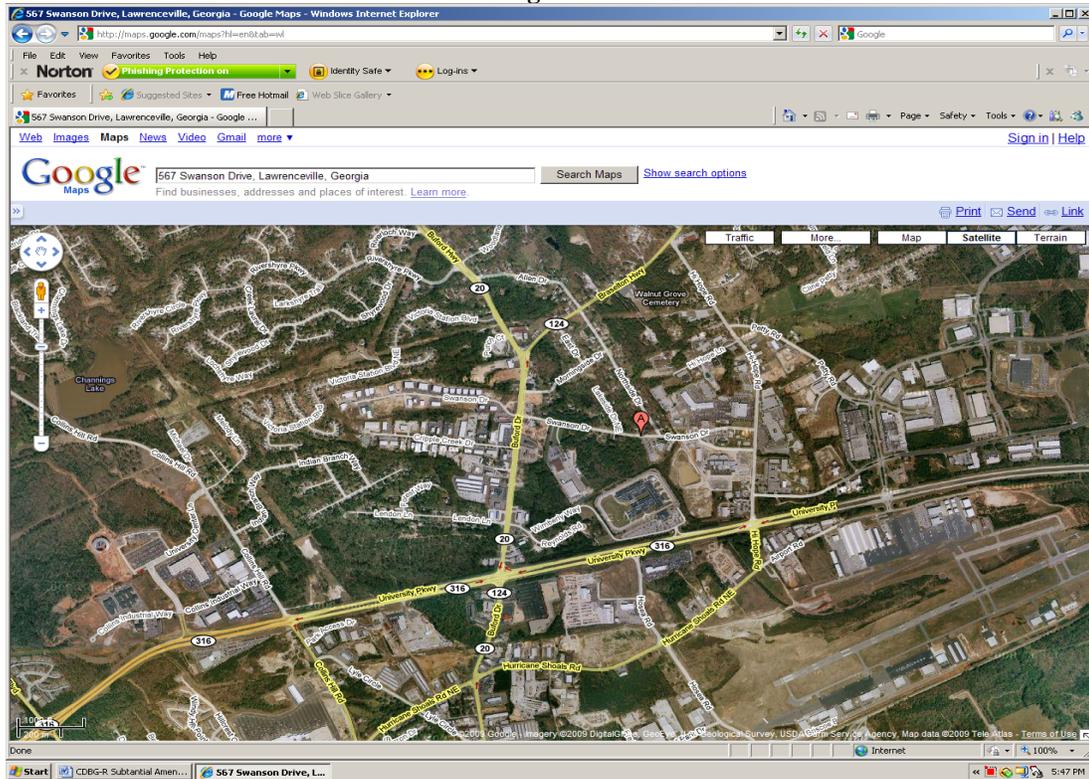


Figure 1



- (3) **Jobs Created:** (Report the number of full- and part-time jobs estimated to be created and retained by the activity (including permanent, construction, and temporary jobs)).

Activity 1: Gwinnett County Senior Services Center

Projected Job Creation and Retention

Types of Jobs	Contractor	Subcontractors	Architect	County	Totals
Permanent [Full-Time] - Created	0	0	0	0	0
Permanent [Full-Time] - Retained	0	0	0	0	0
Permanent [Part-Time] - Created	0	0	0	0	0
Permanent [Part-Time] - Retained	0	0	0	0	0
Temporary [Full-Time] - Created	0	0	0	0	0
Temporary [Full-Time] - Retained	0	0	0	0	0
Temporary [Part-Time] - Created	0	0	0	0	0
Temporary [Part-Time] - Retained	0	0	0	0	0
Construction [Full-Time] – Created	0	3	0	0	3
Construction [Full-Time] - Retained	3	102	0	0	105
Construction [Part-Time] - Created	0	0	0	0	0
Construction [Part-Time] - Retained	0	0	0	0	0
Total	3	105	0	0	108

- (4) **Additional Activity Information:** (A description of how the activity will promote energy conservation, smart growth, green building technologies, or reduced pollution emissions, if applicable.)

Activity 1: Gwinnett County Senior Services Center

Providing the Senior Services Center will permit Gwinnett County to maintain its services to the increasing elderly population in Gwinnett County at a time when budget reductions in the County are touching virtually every department and program. Cost savings experienced due to the reduced energy usage costs of the LEED Silver certified building [compared with the separate locations from which the programs are currently operated] will help Gwinnett County maintain operating funding in the programs for the elderly themselves, rather than paying energy costs incurred by program delivery from older and less efficiency facilities.

One of the design specifications included in the construction of the Senior Services Center is the LEED Silver certified building requirement, which dramatically reduces energy usage, when compared with convention construction. Reducing energy usage reduces the demand for fossil fuel consumption, thereby contributing to national energy independence. Furthermore, diminished usage of fossil fuels for electricity generation will also result in the reduction of greenhouse gases in Earth’s atmosphere.

- (5) **Responsible Organization:** (Contact information for the organization that will implement the CDBG-R activity, including its name, location, and administrator contact information)

Grantee Name	Gwinnett County, Georgia
Name of Entity or Department Administering Funds	Department of Financial Services
CDBG-R Contact Person (Person to answer questions about this amendment and CDBG-R)	Craig Goebel
Title	Director
Address Line 1	Community Development Program
Address Line 2	575 Old Norcross Road, Suite A
City, State, Zip Code	Lawrenceville, GA 30045-4367
Telephone	770-822-5190
Fax	770-822-5193
Email Address	craig.goebel@gwinnettcountry.com
Authorized Official (If different from Contact Person)	Aaron J. Bovos
Title	Director
Address Line 1	Department of Financial Services
Address Line 2	75 Langley Drive
City, State, Zip Code	Lawrenceville, GA 30045-6900
Telephone	770-822-7820
Fax	770-822-7818
Email Address	aaron.bovos@gwinnettcountry.com
Web Address where this Form is Posted	www.gwinnettcountry.com

Activity 2: Program Administration

(1) Activity Name: (Grantees should follow the same order that activities are listed in the Spreadsheet for Reporting Proposed CDBG-R Activities – this will allow HUD to easily match activity narratives with the information provided in the spreadsheet.)

Program Administration

(2) Activity Narrative:

In addition to the Spreadsheet for Reporting Proposed CDBG-R Activities, grantees must provide a narrative for each activity describing how the use of the grantee’s CDBG-R funds will meet the requirements of Title XII of Division A and Section 1602 of ARRA. The grantee’s narrative must also state how CDBG-R funds will be used in a manner that maximizes job creation and economic benefit in relation to the CDBG-R funds obligated, and will address the Recovery Act, by:

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- Assisting those most impacted by the recession;
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- Investing in transportation, environmental protection, or other infrastructure that will provide long-term economic benefits;
- Minimizing or avoiding reductions in essential services; or
- Fostering energy independence.

[See Activity 1 for Job Creation/Economic Benefits, as listed immediately above]

Activity 2: Program Administration

A. Activity Description:

(1) Grant Administration:

CDBG Eligibility Category:	General Program Administration (Matrix Code 21A)
CDBG Eligibility Citation:	24 CFR 570.206(a)
CDBG National Objective:	Not Applicable
CDBG National Objective Citation:	Not Applicable

A. CDBG-R/Other Funds Budgeted

CDBG-R Budget:	\$112,081
Other Recovery Act Funds [Other Programs]	\$ 0
Total Activity Budget	\$112,081

Ten percent [\$112,081] of the CDBG-R award to Gwinnett County funds is allocated for grant administration, as permitted under the CDBG-R Notice published by HUD on May 5, 2009.

Gwinnett will use 10% of the CDBG-R funds to administer the CDBG-R grant award from HUD to cover the costs associated with implementing the CDBG-R grant from HUD. Budgeted costs would include any eligible administration expenditures by the County Department of Financial Services and the County Community Development Program.

C. Activity Priorities Activity #1 – Priority #1
 Activity #2 – Priority #2

- (3) Jobs Created: (Report the number of full- and part-time jobs estimated to be created and retained by the activity (including permanent, construction, and temporary jobs)).

Activity 2: Program Administration – Not Applicable – See Activity 1

- (4) Additional Activity Information: (A description of how the activity will promote energy conservation, smart growth, green building technologies, or reduced pollution emissions, if applicable.)

Activity 2: Program Administration – Not Applicable – See Activity 1

- (5) Responsible Organization: (Contact information for the organization that will implement the CDBG-R activity, including its name, location, and administrator contact information)

Activity 2: Program Administration – See Activity 1

C. PUBLIC COMMENT

Provide a summary of public comments received to the proposed CDBG-R Substantial Amendment.

Note: A Proposed CDBG-R Substantial Amendment must be published via the usual methods and posted on the jurisdiction's website for no less than 7 calendar days for public comment.

Response:

See Attachment 3.

D. CDBG-R Substantial Amendment Checklist

See Attachment 5.

ATTACHMENT 1
STANDARD FORM SF-424

Application for Federal Assistance SF-424		Version 02
*1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	*2. Type of Application <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s) *Other (Specify) _____
3. Date Received :	4. Applicant Identifier: CDBG-R - 2008	
5a. Federal Entity Identifier: UOG # 139135	*5b. Federal Award Identifier:	
State Use Only:		
6. Date Received by State:	7. State Application Identifier:	
8. APPLICANT INFORMATION:		
*a. Legal Name: Gwinnett County, Georgia		
*b. Employer/Taxpayer Identification Number (EIN/TIN): 58-600083	*c. Organizational DUNS: 05-727-2734	
d. Address:		
*Street 1: <u>Gwinnett Justice and Administration Center</u>		
Street 2: <u>75 Langley Drive</u>		
*City: <u>Lawrenceville</u>		
County: <u>Gwinnett</u>		
*State: <u>GA</u>		
Province: <u>N/A</u>		
*Country: <u>USA</u>		
*Zip / Postal Code <u>30045-6900</u>		
e. Organizational Unit:		
Department Name: Gwinnett County Board of Commissioners		Division Name: Department of Financial Services
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: <u>Ms.</u>	*First Name: <u>Tanikia</u>	
Middle Name: _____		
*Last Name: <u>Jackson</u>		
Suffix: _____		
Title: <u>Grants Manager</u>		
Organizational Affiliation: Department of Financial Services		
*Telephone Number: 770-822-7863		Fax Number: 770-822-7887
*Email: tanikia.jackson@gwinnettcountry.com		

***9. Type of Applicant 1: Select Applicant Type:**

B.County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

*Other (Specify)

***10 Name of Federal Agency:**

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.253 _____

CFDA Title:

Community Development Block Grant - Recovery

***12 Funding Opportunity Number:**

N/A _____

*Title:

N/A _____

13. Competition Identification Number:

N/A _____

Title:

N/A _____

14. Areas Affected by Project (Cities, Counties, States, etc.):

Gwinnett County and all Participating Cities

***15. Descriptive Title of Applicant's Project:**

Gwinnett County, Georgia - Action Plan 2008 - Community Development Block Grant Program - Recovery

Application for Federal Assistance SF-424		Version 02
16. Congressional Districts Of:		
*a. Applicant: 4 & 7		*b. Program/Project: 4 & 7
17. Proposed Project:		
*a. Start Date: 9-01-2009		*b. End Date: 9-30-2012
18. Estimated Funding (\$):		
*a. Federal	1,120,817.00	
*b. Applicant		
*c. State		
*d. Local		
*e. Other		
*f. Program Income		
*g. TOTAL	1,120,817.00	
*19. Is Application Subject to Review By State Under Executive Order 12372 Process?		
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on _____ <input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review. <input checked="" type="checkbox"/> c. Program is not covered by E. O. 12372 [Review Already Completed]		
*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)		
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001) <input checked="" type="checkbox"/> ** I AGREE ** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions		
Authorized Representative:		
Prefix: <u>Mr.</u>	*First Name: <u>Aaron</u>	
Middle Name: <u>J.</u>		
*Last Name: <u>Bovos</u>		
Suffix: _____		
*Title: Director, Gwinnett County Department of Financial Services		
*Telephone Number: 770-822-7820	Fax Number: 770-822-7818	
* Email: aaron.bovos@gwinnettcounty.com		
*Signature of Authorized Representative:		*Date Signed:

Authorized for Local Reproduction

Standard Form 424 (Revised 10/2005)
 Prescribed by OMB Circular A-102

Application for Federal Assistance SF-424

Version 02

***Applicant Federal Debt Delinquency Explanation**

The following should contain an explanation if the Applicant organization is delinquent of any Federal Debt.

No Delinquent Federal Debt

ATTACHMENT 2
CERTIFICATIONS

CERTIFICATIONS

- (1) **Affirmatively furthering fair housing.** The jurisdiction will affirmatively further fair housing, which means that it will conduct an analysis to identify impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting the analysis and actions in this regard.
- (2) **Anti-displacement and relocation plan.** The jurisdiction will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (42 U.S.C. 4601), and implementing regulations at 49 CFR part 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under CDBG-R.
- (3) **Drug Free Workplace.** The jurisdiction will or will continue to provide a drug-free workplace by:
 1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
 2. Establishing an ongoing drug-free awareness program to inform employees about –
 - (a) The dangers of drug abuse in the workplace;
 - (b) The grantee's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
 3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
 4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will –
 - (a) Abide by the terms of the statement; and
 - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
 5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
 6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted:
 - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
 7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.
- (4) **Anti-lobbying.** To the best of the jurisdiction's knowledge and belief:
 1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
 3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.
- (5) **Authority of Jurisdiction.** The jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations and other program requirements.
 - (6) **Consistency with Plan.** The housing activities to be undertaken with CDBG-R funds are consistent with its consolidated plan.
 - (7) **Section 3.** The jurisdiction will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u), and implementing regulations at 24 CFR part 135.
 - (8) **Community development plan.** The jurisdiction certifies that the consolidated housing and community development plan identifies housing and community development needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the statute authorizing the CDBG program.
 - (9) **Following a plan.** The jurisdiction is following a current consolidated plan that has been approved by HUD.
 - (10) **Use of funds.** The jurisdiction has developed activities so as to give the maximum feasible priority to activities that will benefit low- and moderate-income families or aid in the prevention of slums or blight. Additional activities may be included that are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community where other financial resources are not available to meet such needs

It has complied with the following criteria:

1. **Maximum Feasible Priority.** With respect to activities expected to be assisted with CDBG-R funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
 2. **Special Assessments.** The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG-R funds by assessing any amount against properties owned and occupied by persons of low- and moderate-income, including any fee charged or assessment made as a condition of obtaining access to such public improvements. However, if CDBG-R funds are used to pay the proportion of a fee or assessment attributable to the capital costs of public improvements (assisted in part with CDBG-R funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG-R funds. The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG-R funds, unless CDBG-R funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG-R funds. In addition, with respect to properties owned and occupied by moderate-income (but not low-income) families, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG-R funds if the jurisdiction certifies that it lacks CDBG-R or CDBG funds to cover the assessment.
- (11) **Excessive Force.** The jurisdiction certifies that it has adopted and is enforcing: (1) a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and (2) a policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location that is the subject of such non-violent civil rights demonstrations within its jurisdiction.

- (12) **Compliance with anti-discrimination laws.** The CDBG-R grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d), the Fair Housing Act (42 U.S.C. 3601-3619), and implementing regulations.
- (13) **Compliance with lead-based paint procedures.** The activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K, and R of this title.
- (14) **Compliance with laws.** The jurisdiction will comply with applicable laws.
- (15) **Compliance with ARRA.** The jurisdiction will comply with Title XII of Division A of the American Recovery and Reinvestment Act of 2009.
- (16) **Project selection.** The jurisdiction will select projects to be funded, by giving priority to projects that can award contracts based on bids within 120 days from the date the funds are made available to the recipient, and that will ensure maximum job creation and economic benefit.
- (17) **Timeliness of infrastructure investments.** When the jurisdiction uses CDBG-R funds for infrastructure investments, the grantee will give preference to quick-start and finish activities, including a goal to use at least 50 percent of the funds for activities within 120 days of enactment of the Recovery Act.
- (18) **Buy American provision.** The jurisdiction will ensure that all iron, steel and manufactured goods used in construction, alteration, repair, or maintenance of a public building or public work project assisted with CDBG-R funds under the Recovery Act must be produced in the United States unless the Secretary finds that: (1) the requirement is inconsistent with public interest; (2) those goods are not reasonably available or produced in sufficient quantity in the U.S.; (3) or the use of the goods will increase the project cost by more than 25 percent.
- (19) **Appropriate use of funds for infrastructure investments.** The Governor, mayor, or other chief executive, as appropriate certifies, that any infrastructure investments have received the full review and vetting required by law and that the chief executive accepts responsibility that the infrastructure investment is an appropriate use of taxpayer dollars. Alternatively, a grantee's chief elected official certifies that infrastructure investments will receive the full review and vetting required by law and that the chief executive accepts responsibility that the infrastructure investment is an appropriate use of taxpayer dollars.
- (20) **70% of CDBG-R for LMI.** The aggregate use of CDBG-R funds shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the grant is expended for activities that benefit such persons over the life of the CDBG-R grant.

Signature/Authorized Official [Charles E. Bannister]

Date

Chairman, Gwinnett County Board of Commissioners

Title

ATTACHMENT 3

**CDBG-R
CITIZEN PARTICIPATION AND PUBLIC COMMENTS**

ATTACHMENT 3

CITIZEN PARTICIPATION AND PUBLIC COMMENTS

1. Briefly describe how the grantee followed its citizen participation plan regarding this proposed substantial amendment.

Response:

Advertised for public comment: May 12, 2009 – May 19, 2009, including a public hearing on May 18, 2009, in accordance with CDBG-R Notice requirements.

2. Provide the appropriate response regarding this substantial amendment by checking one of the following options:

- Grantee did not receive public comments.
- Grantee received and accepted all public comments.
- Grantee received public comments and did not accept one or more of the comments.

3. Provide a summary of the public comments regarding this substantial amendment. Include a summary of any comments or views not accepted and the reasons for non-acceptance.

Response:

See Public Notice and public comments, which follow.

PUBLIC NOTICE
GWINNETT COUNTY COMMUNITY DEVELOPMENT PROGRAM
PROPOSED SUBSTANTIAL AMENDMENT – ACTION PLAN 2008
PUBLICATION DATE: MAY 12, 2009
PUBLISH IN: GWINNETT DAILY POST

Public comments are invited on a proposed substantial amendment to Gwinnett County Action Plan 2008 for the receipt of Community Development Block Grant Recovery [CDBG-R] funds being awarded to Gwinnett County by the United States Department of Housing and Urban Development.

A Public Hearing will be held to receive comments on the proposed substantial amendment on **May 18, 2009 at 6:00 P.M., Gwinnett County Community Development Program, 575 Old Norcross Road, Suite A, Lawrenceville, Georgia 30045-4367.**

Written comments on the proposed amendment should be mailed to: Gwinnett County Community Development Program, 575 Old Norcross Road, Suite A, Lawrenceville, GA 30045-4367, sent by FAX [770-822-5193] or sent by email to: gchcd@gwinnettcountry.com. All written comments **MUST BE RECEIVED** by the Gwinnett County Community Development Program by **5:00 P.M. local time, May 19, 2009.**

Comments received will be included in the Action Plan 2008 CDBG-Recovery funds substantial amendment submitted to HUD. The comment period required by the CDBG Recovery funds regulations is at least 7 calendar days.

Contact the Gwinnett County Community Development Program with questions or comments: Telephone: 770-822-5190; FAX 770-822-5193; email: gchcd@gwinnettcountry.com.

PROPOSED SUBSTANTIAL AMENDMENT – ACTION PLAN 2008

Proposed Uses – Economic Stimulus Funds [Community Development Block Grant Program – Recovery [CDBG-R]

Gwinnett County will receive CDBG-Recovery funds [\$1,120,817] from the U.S. Department of Housing and Urban Development [HUD]. The CDBG-Recovery funds are being awarded to Gwinnett County from Title XII of Division A of the American Recovery and Reinvestment Act of 2009 [ARRA].

The purpose of the CDBG Recovery funds is provide an economic stimulus to local economies through the expenditures of CDBB-R funds to construct or rehabilitate eligible CDBG projects which create or retain full-time or part-time permanent or temporary jobs. Project must be able to obligate the CDBG-R funds within 120 days of the receipt of funds from HUD. Gwinnett County will request pre-award approval from HUD for this project to permit the commitment of CDBG-R funds as early as possible.

In this notice, Gwinnett County publishes its proposed eligible uses of CDBG-R funds:

<u>Gwinnett County Senior Services Center Construction – 567 Swanson Drive, Lawrenceville Georgia 30043</u>	
Project Construction Costs	\$1,008,736 [90%]
Grant/Project Administration Costs	<u>\$ 112,081</u> [10%]
Total CDBG-R Funds	\$1,120,817

**AMERICANS WITH DISABILITIES ACT OF 1990 [ADA], AS AMENDED
AND SECTION 504 ACCOMMODATIONS STATEMENT**

Gwinnett County does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. Any requests for reasonable accommodations required by individuals to fully participate in any open meeting, program or activity of the Gwinnett County Community Development Program should be directed to Director, Gwinnett County Community Development Program, 575 Old Norcross Road, Suite A, Lawrenceville, GA 30045-4367. Telephone number 770-822-5190; FAX 770-822-5193; email: gchcd@gwinnettcountry.com.

GCD Voucher: CD601427

Public Comments:

Summary of Comments Received:

Gwinnett County advertised its proposed CDBG-R Substantial Amendment to Action Plan 2008 on May 12, 2009 and a copy of the proposed Substantial Amendment was also placed on the Gwinnett County website: www.gwinneettcounty.com, listed under “Popular Links” – Stimulus Funding. Copies of the Public Notice were also sent to over 150 individuals and organizations on the contact list for the Gwinnett County Community Development Program. The public comment period was May 12, 2009 – May 19, 2009.

All comments received were accepted by Gwinnett County.

A Public Hearing was held on May 18, 2009 @ 6:00 P.M. at the offices of the Gwinnett County Community Development Program, 575 Old Norcross Road, Suite A, Lawrenceville, GA 30045-4367.

The Public Hearing was convened by Craig Goebel at 6:05 P.M.

Attending the Public Hearing:

Gwinnett County Community Development Program:

Craig Goebel, Tony Lowe, Bill Megaro, Dorothy Altman, Mary Zangari, and Doris Tarver.

Gwinnett County Division of Health and Human Services

Pat Baker, Director

Gwinnett County Division of Health and Human Services – Senior Services

Linda Bailey, Director

Ms. Baker and Ms. Bailey expressed the importance of the proposed CDBG Recovery funding for the construction of the Senior Services Center. The need for the services to be provided at the Center [health and nutrition services for elderly persons] was stressed as increasingly important during times when the availability of private funding for such facilities has diminished. While sources of funding have shrunken during the economic recession, the numbers of elderly persons seeking these services continues to increase. The construction of the Senior Services Center should be the top priority for Gwinnett County’s use of CDBG Recovery funds.

No additional comments were received, and the Public Hearing was closed at 6:30 P.M.

Other Comments Received During the Public Comment Period: May 12, 2009 – May 19, 2009

None.

ATTACHMENT 4

**CDBG-RECOVERY
PROJECT INFORMATION
ELECTRONIC SPEADSHEET**

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ATTACHMENT 4
HUD REQUIRED CDBG-R BUDGET/PROJECT INFORMATION
[Published by HUD on May 11, 2009]

Jurisdiction/Grantee Name: Gwinnett County, GA		CDBG-R Formula Grant Amount: \$1,120,817				Date: May 11, 2009	
<i>Activity Name</i>	<i>Activity Description</i>	<i>Eligibility (Regulatory or HCDA Citation)</i>	<i>National Objective Citation</i>	<i>CDBG-R Project Budget (\$)</i>	<i>Additional Recovery Funds (\$)</i>	<i>Other Leveraged Funding (\$)</i>	<i>Total Activity Budget</i>
Gwinnett Senior Services Center Construction	Construct a Senior Services Center to house health services and nutrition programs that serve only elderly persons.	570.201(c)	570.208(a)2)(A)	\$1,008,736	\$0	\$421,264	\$1,430,000
CDBG-R Program Administration	Program administration costs to administer the CDBG-R funds awarded by HUD	570.206(a)	N/A	\$112,081	\$0	\$0	\$112,081
Total - CDBG-R				\$1,120,817	\$0	\$421,264	\$1,542,081

ATTACHMENT 5

**CDBG-RECOVERY
SUBMISSION CHECKLIST**

CDBG-R Substantial Amendment Grantee Checklist

For the purposes of expediting review, HUD asks that applicants submit the following checklist along with the CDBG-R Substantial Amendment, Spreadsheet for Reporting Proposed CDBG-R Activities, and SF-424.

Contents of a CDBG-R Action Plan Substantial Amendment

<p>Jurisdiction(s): <u>Gwinnett County, GA</u> Lead Agency: Gwinnett County Dept. of Financial Services</p> <p>Jurisdiction Web Address: www.gwinnettcounty.com</p> <ul style="list-style-type: none"> • <i>(URL where CDBG-R Substantial Amendment materials are posted)</i> 	<p>CDBG-R Contact Person: Craig Goebel Address: Gwinnett County Comm. Dev. Program [Staffed by W. Frank Newton, Inc., Program Management Firm for Gwinnett County, GA] 575 Old Norcross Road, Suite A Lawrenceville, GA 30045-4367 Telephone: (770) 822-5190 Fax: (770) 822-5193 Email: gchcd@gwinnettcounty.com</p> <p>Additional Contact: Tanikia Jackson, Grants Manager Address: Gwinnett County Dept. of Financial Services 75 Langley Drive Lawrenceville, GA 30045-6900 Telephone: (770) 822-7863 Fax: (770) 822-7887 Email: tanikia.jackson@gwinnettcounty.com</p>
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The elements in the substantial amendment required for the CDBG recovery funds are:

A. SPREADSHEET FOR REPORTING PROPOSED CDBG-R ACTIVITIES

Does the submission contain a paper copy of the Spreadsheet for Reporting Proposed CDBG-R Activities?

Yes No Verification found on page **26**

Does the submission include an electronic version of the Spreadsheet for Reporting Proposed CDBG-R Activities sent to the email box CDBG-R@hud.gov?

Yes No Date Spreadsheet was emailed: **05/27/2009**

Does the Spreadsheet for Reporting Proposed CDBG-R Activities include, for each activity:

- amount of funds budgeted for each activity, including CDBG-R funds, any additional Recovery Funds used and total activity budget,

Yes No Verification found on page(s) **26**

- the Eligibility citation (eligibility regulatory cite or HCDA cite),

Yes No Verification found on page(s) **26**

- the CDBG national objective citation,
Yes No Verification found on page(s) **26**

B. CDBG-R INFORMATION BY ACTIVITY

Does the submission contain information by activity describing how the grantee will use the funds, including:

- a narrative for each activity describing how CDBG-R funds will be used in a manner that maximizes job creation and economic benefit,
Yes No Verification found on page(s) **3-7, 9-10**
- projected number of jobs created for each activity,
Yes No Verification found on page(s) **7, 10**
- whether an activity will promote energy efficiency and conservation,
Yes No Verification found on page(s) **5, 7, 10**
- the name, location, and contact information for the entity that will carry out the activity,
Yes No Verification found on page(s) **8**
- evidence that no more than 10% of the grant amount will be spent on administration and planning,
Yes No Verification found on page (s) **9**
- evidence that no more than 15% of the grant amount will be spent on public services,
Yes No Verification found on page (s) **No Public Services**
- evidence that at least 70% of the grant amount will benefit persons of low and moderate income,
Yes No Verification found on page (s) **4**

C. PUBLIC COMMENT PERIOD

Was the proposed action plan amendment published via the jurisdiction’s usual methods and on the Internet for no less than 7 calendar days of public comment?

Yes No Verification found on page(s) **22**

Is there a summary of citizen comments included in the final amendment?

Yes No Verification found on page(s) **23**

D. CERTIFICATIONS

The following certifications are complete and accurate:

- | | | |
|---|---|-----------------------------|
| (1) Affirmatively furthering fair housing | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (2) Anti-displacement and relocation plan | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (3) Drug-free Workplace | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (4) Anti-lobbying | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (5) Authority of jurisdiction | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (6) Consistency with plan | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (7) Section 3 | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (8) Community development plan | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (9) Following a plan | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (10) Use of Funds | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (11) Excessive Force | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |

- (12) Compliance with anti-discrimination laws Yes No
- (13) Lead-based paint procedures Yes No
- (14) Compliance with laws Yes No
- (15) Compliance with ARRA Yes No
- (16) Project selection Yes No
- (17) Timeliness of infrastructure investments Yes No
- (18) Buy American provision Yes No
- (19) Appropriate use of funds for infrastructure investments Yes No
- (20) 70% of CDBG-R for LMI Yes No

Optional Certification

- (21) Urgent Need Yes No

D. STATE CERTIFICATIONS

The following certifications are complete and accurate:

- (1) Affirmatively furthering fair housing Yes No
- (2) Anti-displacement and relocation plan Yes No
- (3) Drug-free Workplace Yes No
- (4) Anti-lobbying Yes No
- (5) Authority of State Yes No
- (6) Consistency with plan Yes No
- (7) Section 3 Yes No
- (8) Community development plan Yes No
- (9) Consultation with Local Governments Yes No
- (10) Use of Funds Yes No
- (11) Excessive Force Yes No
- (12) Compliance with anti-discrimination laws Yes No
- (13) Compliance with laws Yes No
- (14) Compliance with ARRA Yes No
- (15) Project selection Yes No
- (16) Timeliness of infrastructure investments Yes No
- (17) Buy American provision Yes No
- (18) Appropriate use of funds for infrastructure investments Yes No
- (19) 70% of CDBG-R for LMI Yes No

Optional Certification

- (20) Urgent Need Yes No