

Rebuild Florida Hurricane Sally Program Webinar

1 - Welcome to all of you who have joined us today to learn more about Hurricane Sally funding opportunities. Let's get started!

2 - Today we will be discussing the U.S. Department of Housing and Urban Development's (HUD's) Community Development Block Grant initiative for Hurricane Sally-impacted communities. DEO is the governor-designated State authority responsible for administering the Sally programs.

Per DEO's HUD-approved Action Plan, we will be funding an Infrastructure Repair Program, Voluntary Home Buyout Program, and economic revitalization activities including the Workforce Recovery Training Program, Housing Repair and Replacement Program, and Hometown Revitalization Program. The Workforce Affordable Housing Construction Program is not yet designed but information will be shared as it becomes available.

All project awards will be made through a competitive application process.

3 - We will also touch briefly on HUD's federal cross-cutting requirements including subrecipients' obligations and environmental review requirements.

We will cover the application process and requirements and provide links to key resources, including information on obtaining a copy of this webinar.

After the presentation, we will open the session to questions and answers as time permits. Please use the webinar's chat feature to write any questions you have that arise throughout the presentation.

4 - Let me take just a minute to introduce the members of Office of Long-Term Resiliency's (OLTR's) Disaster Recovery Team

- My name is Lecia Behenna. I am the Bureau Chief for the OLTR. I served previously for a decade in various positions at another state agency and then more recently as the Disaster Recovery Administrator for the DEO's Infrastructure Program.
- Our Director is Justin Domer. Justin joined us in January with over 12 years of public administration experience at both the State and Federal level. Justin has private sector business from his time as the president of Domer's Inc., a 97-year-old family-owned, small business specializing in water well drilling infrastructure services. He also previously served in the Florida Governor's Office.
- Our Deputy Bureau Chief is Garnet Nevels. Garnet spent 33 years working for the State of Florida before becoming OLTR's Program Manager for Infrastructure.
- Amanda Iscrupe is OLTR's Infrastructure Program Manager. Her previous positions focused on grant management for Community Planning Technical Assistance and two years as the Constituency Service Manager for Disaster Recovery.
- Taylor Doolin is our Disaster Recovery Program Manager. He worked recently as a DEO Grant Manager while earning a Masters Degree in Political Science. He acquired management experience in the private sector.

- Anastasia Smith is our Legacy Program Manager. The Legacy umbrella includes the Infrastructure Repair & Replacement Program and the Affordable Housing and Voluntary Home Buyout Programs. Anastasia is a 19-year veteran of working for state and local government programs.

5 - The Florida Department of Economic Opportunity's Office of Long-Term Resiliency supports disaster recovery and mitigation projects related to housing, infrastructure, and economic development in Florida communities impacted by disasters.

- Let's spend just a minute on our commonly used acronyms:
 - DEO is the Department of Economic Opportunity
 - OLTR is DEO's Office of Long-Term Resiliency
 - HUD is U.S. Department of Housing and Urban Development
 - CDBG is Community Development Blocks Grants
 - DR means Disaster Recovery and MIT is Mitigation
 - HCDA is the Housing and Community Development Act of 1974, as amended
- DEO is the governor-designated State authority responsible for administering all CDBG-DR and CDBG-MIT funds awarded to the State and is currently administering long-term recovery and mitigation programs for Hurricanes Hermine, Matthew, Irma, and Michael.
- "Rebuild Florida" was created to brand the State's long-term disaster recovery and mitigation efforts.

6 - CDBG-DR/MIT funding for Hurricane Sally became available to the State in February 2022. The total allocation for Florida is \$187,383,000. DEO's Action Plan for using the funds was approved in August 2022.

The programs to be funded are:

- An Infrastructure Repair Program. The application cycle for this one opened on January 18.
- A Voluntary Home Buyout Program. That application cycle launched on January 24.
- A Workforce Recovery Training Program, a Housing Repair and Replacement Program, and a Hometown Revitalization Program. The application launch date for these three programs is February 14.
- Every application cycle will last a minimum of 75 calendar days.

We will provide a high-level overview of these programs during this webinar. More detailed information on each of these programs can be found on the DEO website in the Sally Action Plan and in each program's Guidelines.

7 - MID areas are determined by HUD and the State-based assessments on the storm-related damages sustained.

DEO is required to spend at least 80 percent of its Sally CDBG-DR funding within the HUD-designated MID counties. (Escambia and Santa Rosa, indicated in green). The remaining 20 percent can be spent in State-designated MIDs (Bay, Okaloosa, and Walton, indicated in blue).

8 - All the programs we are reviewing today are for subrecipients only. (None of the Sally programs are available directly to contractors or individuals.)

Subrecipients are defined as non-federal entities such as counties and cities that receive an award from DEO in order to provide components of a federal program.

Subrecipients carry out these programs with autonomy to make program and eligibility decisions. They also have the responsibility to ensure performance outcomes and goals are met.

This is in contrast to contractors, who are chosen by subrecipients to perform specific scopes of work but who do not make decisions that impact the overall program or its outcomes.

This distinction is important because subrecipients have a greater level of responsibility to ensure the successful and compliant implementation of CDBG-DR/MIT projects. This includes the responsibility of monitoring project progress and contractors and ensuring compliance with all applicable federal regulations.

9 - The subrecipient process illustrated here shows the lifecycle of awarded projects and the coordination with DEO. As with other federally funded programs, we cannot just progress directly from applications and awards to project implementations. The steps in between are essential. DEO and its subrecipients will be partners during this process and must coordinate throughout all the stages of it.

All eligible applications will be scored, and site visits will follow. After the top projects are selected, the next stage is the awards process. That stage is followed by the subrecipient agreement process during which a scope of work that defines all project tasks and deliverables, will be finalized.

The first stage of the environmental review process, which is securing an exemption, may begin while development of the subrecipient agreement is underway. Following the execution of the subrecipient agreement, the subrecipient will be responsible for submitting documentation to illustrate compliance with the terms of the agreement and federal regulations. This will include the remaining environmental review requirements.

After federal requirements have been fulfilled, the subrecipient will receive an authority to use grant funds. This is when project implementation can actually begin. As a reminder, this is a reimbursement-based program, which means that DEO will reimburse for costs incurred and documented by each subrecipient.

Finally, as the projects conclude, we will go through the grant closeout process.

Throughout this process, we expect regular communication and coordination between DEO and its subrecipients. This includes monitoring by DEO, as well as regular reporting by subrecipients.

10 - Let's begin here with a breakdown of the programs that are eligible for Sally CDBG funding.

11 - Applicants must propose projects that meet the Sally State Action Plan and Federal Register requirements, including, but not limited to:

- Projects located in HUD and State-identified MIDS
- Projects that primarily serve LMI populations
- Projects that do not duplicate benefits

Cities, towns, counties, and water management districts in Sally MID areas are eligible to apply. Other entities such as non-profits may be eligible to apply in partnership with municipalities and counties. Please refer to the Sally Action Plan and Program Guidelines for eligibility specifics.

- Activities funded by the CDBG-DR mitigation set-aside do not require a “tie-back” to the specific qualified disaster that has served as the basis for the grantee’s allocation. Grantees must demonstrate that mitigation activities funded:
 - Meet the HUD definition of mitigation activities;
 - Address the current and future risks as identified in the grantee’s mitigation needs;
 - Meet a National Objective.

12 - Once fundamental requirements are met, eligible project activities include:

- Restoration – Infrastructure damaged by Hurricane Sally.
- Creation – Public facilities such as emergency community shelters.
- Demolition – Rehabilitation of publicly or privately-owned commercial or industrial buildings.
- Economic Revitalization – Includes any CDBG-DR eligible activity that directly restores and improves some aspect of the local economy.

13 - 67 million dollars have been allocated for the Infrastructure Repair Program (IRP). The goal of using these funds is to restore and improve infrastructure damaged by Hurricane Sally. At least 15 percent of the IRP funding must be allocated to building resiliency/mitigating against the impacts of future storms.

The award minimum is \$750 thousand; the maximum is \$67 million.

The application cycle for this program opened on January 18 and closes on April 4.

14 - The IRP program is designed to address unmet infrastructure and mitigation needs in communities impacted by Hurricane Sally.

Infrastructure projects may include:

- Restoration of water and sewer facilities, streets, drainage, and bridges.
- Demolition and rehabilitation of publicly or privately-owned commercial or industrial buildings.
- Renourishment of protective coastal dunes systems and state beaches.
- Repairs to damaged buildings that are essential to the health, safety, and welfare of a community including police stations, fire stations, parks and recreational centers, community and senior centers, hospitals, clinics, homeless shelters, schools and educational facilities, and other public properties, including properties serving as emergency shelters.
- Repairs to water lines and systems, sewer lines and systems, drainage, and flood mitigation systems.

15 - The mitigation benefits of Sally projects should include enhancing resiliency against future storms (for example, flooding threats), preservation of critical services, and guarding against the premature obsolescence of critical infrastructure. Mitigation projects might include:

- Development of mitigation standards, regulations, policies, and programs
- Land use/zoning policies
- Development and adherence to strong building code and floodplain management regulations
- Dam safety programs, seawalls, and levee systems
- Acquisition of flood prone and environmentally-sensitive lands
- Retrofitting/hardening and elevating structures and critical facilities
- Relocation of structures, infrastructure, and facilities out of vulnerable areas
- Public awareness/education campaigns
- Improvement of warning and evacuation systems

16 - The VHB is a 22-million-dollar program designed to encourage risk reduction by acquiring properties in high-risk flood areas.

Projects must benefit areas in which 51 percent of the residents are low to moderate income and properties purchased must be the residences of LMI-qualifying households.

The award minimum is 750 thousand dollars; the maximum is 5 million dollars.

The application cycle for this program opens on January 24 and closes on April 14, 2023.

17 - Applicants must meet eligibility requirements as outlined in section 105(a)(1) of the Housing and Community Development Act of 1974, as amended

- Buyouts are only for non-commercial properties, which may include owner-occupied structures, residential rental properties, or vacant lots.
- Plans for restoration of property to green space should be included.
- To be considered an eligible property for the buyout, the property must:
 - Be located within designated MID areas;
 - Be located within a floodway.
 - The full fee title of properties must be from a willing, voluntary seller.

18 - 45 million dollars have been allocated for the Subrecipient Housing Repair and Replacement Program. The goal with these funds is to repair, replace, and/or reconstruct homes damaged by Hurricane Sally.

Focus is on LMI communities. The Department will adhere to Fair Housing requirements as outlined in the Federal Register and projects must undergo an “Affirmatively Affirming Fair Housing” review before approval.

Application minimum award amount is \$750 thousand; the maximum award amount is \$9 million.

The application cycle for this program opens on February 14 and closes on May 1, 2023.

19 - Projects that will be eligible for the HRRP include:

Temporary Relocation; Demolition/Clearance; Single-Family Housing Rehabilitation/Repair; Multi-Family Housing Rehabilitation/Repair; Housing Construction; Public housing; Emergency Community; and Homeless Shelters; Repair and replacement of manufactured housing units; Hazard mitigation; Elevation; Planning activities related to housing; and other activities associated with the recovery of housing stock.

DEO will be requiring construction methods and standards that focus on quality, durability, energy efficiency, sustainability, and mold resistance.

20 - Small businesses are the lifeblood of local economies. Because of this, DEO is offering the \$13.5-million-dollar Hometown Revitalization Program. The HRP will support the recovery of economic activity in commercial areas of storm-impacted towns and cities with a goal of facilitating the recovery and return of businesses and jobs and the provision of goods and services to the community.

The minimum award is 500 thousand dollars. The maximum award amount is five million dollars.

The HRP application cycle is from February 14 to May 1, 2023.

21 - Eligible activities for the Hometown Revitalization Program include:

- Public facility improvements, including streetscapes, lighting, sidewalks, and other physical improvements to commercial areas;
- Acquisition, demolition, site preparation, and/or rehabilitation of commercial structures carried out by a unit of local government;
- Assistance to small businesses for rehabilitation and physical improvements to their places of business; and
- Façade improvements to private or public structures in commercial area.

22 - The five-million-dollar WRTP is designed to provide funding opportunities for local workforce development boards, educational institutions, and technical centers located in the communities most impacted by Hurricane Sally to be used in training new workers in construction trades that currently are lacking in skilled workers.

The minimum award amount is one million dollars; the maximum award amount is two million dollars.

The application cycle is from February 14 to May 1, 2023.

23 - The needs of each community will dictate the type of workforce training programs that should be offered to help revitalize local cities and towns. These might include:

- Roofing
- Masonry
- Carpentry
- Concrete finishing
- Plumbing
- HVAC (heating, ventilation, and air conditioning)
- Electricity
- Heavy equipment operations
- Flooring installation/Carpet laying
- Glass / window installation
- Plastering
- Welding
- Training customized to the economic revitalization needs of a community

24 - We are going to now touch on the federal HUD standards to which all award recipients must adhere to. You should be aware of these federal requirement expectations at a high level now so there are no surprises in the event your project is selected for an award.

25 - There are high-level expectations that HUD and DEO have of all subrecipients. Detailed information on each of these are available In the Sally Policies & Procedures Manual as well as the Action Plan, the Federal Register, and the HUD.Gov website. The requirements will also be a component of the subrecipient agreements (contracts) that we generate for our grant award winners

Subrecipients are expected to understand and comply with federal regulations relating to:

- Procurement;
- Environmental Reviews;
- Labor Standards;
- Relocations;
- Fair Housing; and
- Audits

Subrecipients must also:

- Maintain comprehensive program records;
- Monitor contractors for compliance;
- Monitor and report on activity progress; and

Achieve performance goals

26 - Procurements:

2 CFR 200.318-326 details the procurement requirements using federal funds. 2 CFR 200.330 details real property requirements, which may be triggered depending on the nature of the activity. We encourage subrecipients to familiarize themselves with these requirements and read through the regulations.

These requirements are in place to ensure fair and open competition for all federally funded procurements.

URA:

URA generally applies to activities that require the acquisition, rehabilitation, or demolition of property using HUD funding in any phase of the project. (URA requirements apply even if you use your own funds for acquisition.)

If a subrecipient undertakes any activity subject to the URA, they must submit all required documentation as outlined in the Sally Policy Manual.

*Please Note: **No acquisition of a property should be done prior to the completion of an Environmental Review on the property.** Use Option Contracts for the acquisition of a property where an Environmental Review has not been conducted.*

27 - Section 3: promotes employment for low- and very low-income individuals through federally funded contracts. Subrecipients should encourage contractors to hire qualified low- and very low-income individuals for any job openings that exist on CDBG-DR-funded projects in the community. Records documenting the number of hours these individuals worked on projects will be required. A Section 3 Contract Clause must be included in all CDBG-DR funded contracts.

Labor Standards:

CDBG-DR funded infrastructure projects will most likely trigger Davis Bacon prevailing wage requirements. This requires that contractors performing on federally funded contracts in excess of \$2,000 for construction, alteration, or repair to pay wages at rates not less than those prevailing on similar construction in the locality, as determined by the U.S. Department of Labor.

28 - Recipients of CDBG-DR funds must comply with federal and state civil rights, including fair housing, equal employment opportunity, Section 504 of the Rehabilitation Act of 1974, and the Americans with Disabilities Act.

These laws are designed to ensure that members of protected groups are treated fairly by avoiding discrimination, providing equal opportunity, and taking affirmative action to correct past discrimination based on race, color, religion, gender, national origin, age, sex/gender, disability and/or family status.

29 - All CDBG-DR projects require some level of environmental review in accordance with the National Environmental Policy Act (NEPA) and 24 CFR Part 58, even when there may be no obvious environmental impacts.

Many projects will require a two-step environmental review process.

- The Exempt Activities Certification generally covers project activities that do not interact with or modify the environment – like planning, administrative and operating costs.
- This certification can be completed and submitted to DEO as soon as funds are awarded.

Full environmental review - Most projects will require a much more extensive level of environmental review to address potential environmental impacts associated with project implementation. This process takes several months, with the complexity dependent on the nature of the project. Project activities not covered by the Exempt Activities Certification cannot begin until the full environmental review is completed and approved by DEO.

Once the application is submitted, entering into contracts or conducting other project-related activities is prohibited by HUD regulations until the appropriate level of environmental review is complete.

Committing grant funds or conducting any activities that could limit the consideration of alternative actions prior to receiving environmental clearance could lead to loss of the grant.

Project funds **ARE NOT** reimbursable until a Subrecipient Agreement is executed, and an Exemption is approved.

Links to the required forms will be provided to award recipients.

30 - Let's conclude today's webinar by reviewing the Hurricane Sally Disaster Recovery/Mitigation application process.

31 - DEO provides an online software tool called Qualtrics for completing and submitting project applications. A link to Qualtrics' application instructions is available on each of DEO's Hurricane Sally webpages.

To use the system:

- Applicants must submit an online Application Request Form for the program to which they wish to apply. The form is available on each respective Sally Rebuild Florida Program Page (that is, the unique pages for the Infrastructure Repair, Voluntary Home Buyout, Workforce Recovery Training, Hometown Revitalization, Housing Repair & Replacement, and Workforce Affordable Housing programs.
- A maximum of three applications per program is permitted.
- After it receives a Request Form, DEO will provide a link to the application portal for completing and submitting an application. This generally takes up to 24 hours. A separate Request Form and link is needed for every proposed project application.
 - Applications must be submitted through the online application portal. We recommend however, that applicants draft a Word or PDF version, both for ease of editing during application preparation, and so as to have a backup version of the application for your files.

32 - Tips:

- Make sure your wi-fi connection is strong & reliable.
- Don't delete "cookies".
- To navigate through the application, click the green arrow buttons on the bottom pane of the application. Do not click the "back" button in the top left-hand corner of your browser.
- The application input saves as you work. There is no save button.

- Do click past the signature page until you are finished, or your application will automatically be submitted.

33 - This slide is **not** an exhaustive list of application requirements, but it does highlight some of the required information all applicants should be prepared to submit.

- FEIN and Unique Entity Identifier (UEI) Numbers and contact information.
- Confirmation of flood insurance or intent to secure prior to award.
- Project's area of benefit – must be in a qualifying MID area.
- Evidence of meeting Citizen Participation requirements including a copy of your Public Notice, any Public Hearing minutes, and a copy of any comments submitted by the public.
- Maps of the proposed project's area of benefit, LMI and floodplain.
- Up to 10 pictures related to project
- Project Team Organizational Chart.
- Work Plan Template which is a list of tasks, milestones, and timeframe estimates.
- Evidence of meeting a National Objective, including LMI Census or Survey Data.

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34 - The required application narratives include:

- An Infrastructure Project Description including the purpose of your project, what activities you are proposing, how work will be done, and anticipated outcomes.
- A Mitigation Project Description, if applicable.

- A Damage Summary & Tieback to Hurricane Sally (for Infrastructure portion only).
- A description of Unmet Needs in the proposed project's area of benefit – what the needs are and how the project will address them.
- A description of your Management Capacity including the roles and experience of key staff, contractors, and vendors who will be involved in project management.
- A description of your Procurement Process.
- A questionnaire regarding your "Readiness to Proceed" – Includes questions regarding the need for land acquisition, site control, zoning and community approvals, environmental clearance status, any commitments for matching funds and more.

Your Budget including any project-related quotes and matching/leveraged funds.

35 – A video of this webinar will be posted on the Hurricane Sally webpage by February 9, 2023. The link on this slide will take you to the State Action Plan, the Federal Register, and the Policies and Procedures related to Hurricane Sally. Links to each program being offered with the Sally funding are also provided on this page.

In addition to online information, technical assistance is available by sending your questions to the program-specific emails listed on this slide.

We have a little time to answer some of the questions submitted today.

On behalf of the OLTR team, we thank you for your attendance today and look forward to receiving your applications.