

January 11, 2021

The Honorable Ed Lawson
Mayor of the City of Sparks
431 Prater Way
Sparks, NV 89431

Re: Community Development Block Grant Coronavirus Funds (CDBG-CV) Round 2

Dear Mayor, Lawson

We are pleased to award a \$309,367 grant from the Nevada Community Development Block Grant (CDBG) funds made available to prevent, prepare for, and respond to coronavirus (CDBG-CV funds) to the City of Sparks.

Congress provided \$5 billion in the CARES Act for the Community Development Block Grant (CDBG) program, to states, metropolitan cities, urban counties, and insular areas, specifically noting three different allocation methods. For Allocation Round 2, the \$1 billion for states and insular areas, the law says:

Provided further, That, in addition to amounts allocated pursuant to the preceding proviso, an additional \$1,000,000,000 shall be allocated directly to States and insular areas, as defined by 42 U.S.C. 5302(a), to prevent, prepare for, and respond to coronavirus within the State or insular area, including activities within entitlement and nonentitlement communities, based on public health needs, risk of transmission of coronavirus, number of coronavirus cases compared to the national average, and economic and housing market disruptions, and other factors, as determined by the Secretary, using best available data and that such allocations shall be made within 45 days of enactment of this Act:

The law is clear that the second round of allocations are to be “based on”:

- public health needs
- risk of transmission of coronavirus
- number of coronavirus cases compared to the national average
- economic and housing market disruptions
- other factors, as determined by the Secretary

Based on this information, a formula allocation was calculated for Nevada counties and entitlement cities. Enclosed please find: (1) the CDBG-CV2 Grant Award Agreement, (2) the CDBG-CV Grant Cycle Timeline and (3) the Opting Out of CDBG-CV Round 2 Letter. The Opting Out of CDBG-CV letter needs to be signed and returned to CDBG only if the community will not be accepting the formula allocation.

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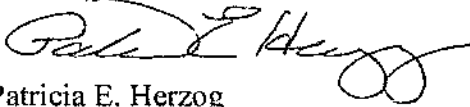
MAYOR

Mayor of the City of Sparks
431 Prater Way
Sparks, NV 89431

Please sign the Grant Award Agreement and submit originals to the CDBG office and retain copies for your grant file. Please ensure that your grant administrator is familiar with the contents of the grant agreement. Grant administration training will be held May 19, 2021 for Entitlement Communities and May 26, 2021 for Non-Entitlement Communities.

We look forward to working closely with you towards the successful and timely completion of your projects. The Rural Community & Economic Development staff members are available for assistance should any problems arise and can be contacted at (775) 687-9900.

Sincerely,



Patricia E. Herzog
Director, Rural Economic and Community Development
Governor's Office of Economic Development

Cc: George Graham, Grant Administrator
Leandra Diosso, Director of Administration, GOED Business Office

Encl: CDBG-CV Round 2 Grant Agreement
CDBG-CV Grant Cycle Timeline
Opting Out of CDBG-CV Round 2 Letter

**STATE OF NEVADA
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
CFDA No. «14.228»
FAIN# B-20-DW-32-0001**

GRANT AGREEMENT

This Grant Agreement (the "Agreement") is made and entered into between the **State of Nevada Community Development Block Grant Program**, of the Rural Community & Economic Development Division of the Governor's Office of Economic Development, located at 808 West Nye Lane, Carson City, Nevada 89703 (the "Grantor"), and Sparks, Nevada, a Consolidated Municipality, located at 431 Prater Way, Sparks, Nevada 89431, (the "Grantee").

BACKGROUND INFORMATION

- A. Pursuant to the provisions of the Housing and Community Development Act of 1974, as amended, (the "Act"), the United States Department of Housing and Urban Development (HUD) has been authorized by the Congress of the United States to make grants to states for community and economic development and has made available a grant to the State of Nevada.
- B. In response to the Coronavirus Pandemic (COVID-19) the U.S. Department of Housing and Urban Development Community Development Block Grant Program (CDBG) has notified the Nevada Non-Entitlement CDBG Program that it will receive a formula allocation in the amount of \$9,963,639 from the second round of CDBG-CV funding to be used specifically for the prevention of, preparation for, and response to the Coronavirus. This allocation was authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136, which was signed on March 27, 2020.
- C. The Grantor, through its Rural Community & Economic Development Division, has been designated and empowered to receive, administer and disburse block grant funds for community and economic development activities to units of general local government for the State of Nevada, and to provide technical assistance to them in connection with community and economic development programs.
- D. The State of Nevada will be accepting applications from identified cities and counties, both non-entitlement and entitlement to be used specifically for the prevention of, preparation for, and response to the Coronavirus.
- E. This agreement serves as an application for funds, the amount of which is based upon the formula developed by the Department of Housing and Urban Development (HUD) for CDBG-CV Allocation #2. Grantee will allocate these funds according to State and Federal rules and regulations, through a public participation process, to sub-recipients. Sub-recipients are subject to the same rules and regulations as the Grantee. The Grantee will set forth a list of

HUD eligible activities (herein referred to individually as "Project" or collectively as "Projects"). Approved Projects and Allocation Amounts will be submitted by the Grantee to the Grantor for administration and reporting purposes.

- F. The Grantor and the Non-Entitlement and Entitlement Grantees may be on separate HUD Consolidated Plans, Annual Action Plans, and CAPERs but maintain the same reporting timeline. All Non-Entitlement Grantees are included in the Grantor's 2020-2024 Consolidated Plan. All Grantees will continue to meet the appropriate existing Consolidated and Annual Action Plan requirements. The Grantor has submitted substantial amendments to the 2019 Annual Action Plan to include all CARES Act CDBG-CV funding. The Grantor will take on IDIS reporting responsibilities for all Grantees.
- G. **NOW, THEREFORE**, in consideration of the foregoing and the mutual promises and covenants hereinafter set forth, the parties hereby agree as follows:

STATEMENT OF THE AGREEMENT

1. **Award of Grant Funds.** Grantor hereby sets aside grant funds to Grantee in the amount of \$309,367 CDBG-CV funding awarded to the Grantor and guided by HUD ("Grant Funds"), for the sole and express purpose of providing for the performance of the **CDBG-CV Program**, and undertaking the Project(s) as submitted to the Grantor upon recommended allocations by Grantee. See Exhibit A.
2. **Scope of Work.** Grantee shall undertake the Project(s) as presented in the grant applications and submitted to the Grantor. Grantor may, from time to time, as it deems appropriate and necessary, communicate specific instructions and requests and provide guidance and direction to Grantee concerning the performance of work described in this Agreement. Within a reasonable period of time, Grantee shall comply with such instructions and fulfill such requests to the satisfaction of Grantor. These instructions and requests are to ensure the satisfactory completion of the work contemplated under this Agreement.
3. **Use of Grant Funds.** The Grant Funds shall be used solely for the stated purposes set forth in this Agreement: to be used specifically for the prevention of, preparation for, and response to the Coronavirus. The Grantee will not receive administrative costs incurred from the Grantor. All expenditures shall be supported by contracts, invoices, vouchers and other data as appropriate, evidencing the costs incurred. Lump sum contracts are not acceptable. If the Grant Funds are not expended in accordance with the terms, conditions and time period set forth in the CDBG Grant Agreement and any grant amendments, or the total amount of the Grant Funds exceeds the eligible costs of the Project(s), the amounts improperly expended or not expended shall be returned to Grantor within 30 days after the expiration or termination of the Grant Agreement.

4. **Term.** The parties agree that the term of this Agreement shall be the Grant Period July 1, 2021 - December 31, 2022 and/or remaining in effect until terminated by either party upon thirty (30) days written notice prior to the beginning of the next grant cycle. All funded Projects may have other defined grant agreement terms. Grantee shall not incur any expenses to be reimbursed with the Grant Funds except during the defined grant terms, unless established by CDBG-CV flexibilities.
5. **Payment of Grant Funds.** Payment to Grantee of the Grant Funds shall be made upon the timely submission to Grantor of a "Request for Payment ". All requests must be reviewed and approved by the Grantee before submission to the Grantor. Grantor reserves the right to suspend payments should Grantee fail to provide required support documents or required reports in a timely and adequate fashion or if Grantee fails to meet other terms and conditions of this Agreement.
6. **Accounting of Grant Funds.** Grant Funds for Entitlement Grantees shall be retained by the Grantor and maintained in a separate accounting spreadsheet, separate from CDBG-CV non-entitlement entities. Grantee shall keep all records of the Account in a manner that is consistent with generally accepted accounting principles. All disbursements incurred during performance of this Agreement shall be supported by contracts, invoices, vouchers, and other data, as appropriate, evidencing the necessity of such expenditure. Grantor may withhold payment requests if Grantee fails to comply with the above requirements until such compliance is demonstrated.
7. **Reporting Requirements.** Grantee shall submit reports as required by the Grantor. All records of the Grantee shall be maintained in accordance with the Community Development Block Grant Manual and State and Federal regulations. The Manual is available for review at: <http://www.diversifynevada.com/programs-resources/cdbg/forms-and-reference-materials-for-grantees>. The CDBG Grant Application Handbook is updated annually and is found under Applying to CDBG on the link noted above.
8. **Grantee Requirements.** Grantee shall comply with Grantor's Grant Agreement for Projects which will be provided to grantee upon final approval of projects and notice of award from HUD. This agreement will contain specific project information as well as HUD required assurances and certifications.
9. **Records, Access and Maintenance.** Grantee shall establish, and physically control for at least seven years from the final close out of this Project Grant Agreements such records as are required by Grantor, including but not limited to, financial reports, program reports, and audit reports. The parties further agree that records required by Grantor with respect to any questioned costs, audit disallowances, litigation or dispute between Grantor and Grantee shall be maintained for the time needed for the resolution of any such issue. If for any reason Grantor shall require a review of the records related to the Project(s), Grantee shall, at its own cost and expense, segregate all such records

related to the Project(s) from its other records of operation.

10. **Monitoring.** At any time during normal business hours upon two weeks prior written notice and as often as Grantor may deem necessary and in such a manner as not to interfere unreasonably with the normal business operations, Grantee shall make available to Grantor, and to matters covered by this Agreement including, all documents relating to funded projects and the Grantee's Fair Housing and EEOC policies and procedures.
11. **Audits.** An audited Grantee shall submit to the Federal Audit Clearinghouse and make available for public inspection a copy of the audit, data collection form and reporting package as described in 2 CFR 200 Subpart F – Audit Requirements within the earlier of 30 days after receipt of the auditor's report(s) or nine months after the end of the audit period. In addition, Grantees must notify the Grantor when their audit reporting package is submitted to the Federal Audit Clearinghouse. Notification should be sent to jsanders@diversifynevada.com and must take place within seven (7) days following submission of the reporting package to the Federal Audit Clearinghouse or by March 31st. If the Grantee or sub-recipient does not receive \$750,000 or more in federal funds, single audits are not required but financial statements or other audits shall be submitted electronically or in hard copy to: ddale@diversifynevada.com
12. **Equal Employment Opportunity.** Grantee will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, disability, age, ancestry, status, sexual orientation, gender identity or expression, interference with aid or appliance for disability, refusal to permit service animal at place of employment or any other factor specified in NRS 613 – Employment Practices, in the Civil Rights Act of 1964, as amended, or in section 504 of the Rehabilitation Act of 1973, as amended, and in any subsequent legislation pertaining to civil rights. Grantee will take affirmative action to ensure that applicants are considered for employment and that employees are treated during employment, without regard to the classes.

Grantee will, in all solicitations or advertisements for employees placed by or on behalf of Grantee, state that all qualified applicants will receive consideration for employment without regard to the aforementioned classes.
13. **Prevailing Wage Rates and Labor Standards.** In the commission of any Project(s) wherein federal funds are used to finance construction work as defined in the Code of Federal Regulations (CFR) Title 29, Part 5 to the extent that such activity is subject to the Davis-Bacon (D-B) Act (40 United States Code (U.S.C.) 3141 to 3148, as amended, all laborers and mechanics employed by contractors or subcontractors on any such construction work assisted under this Agreement shall be paid the wages that have been determined by the U.S. Secretary of Labor to be the wages that have been determined by the U.S. Secretary of Labor to be the wages prevailing for the corresponding classes of laborers and mechanics employed on project(s) of a character similar to the contract

work in the civil subdivision of the state wherein the work is to be performed. In addition, all laborers and mechanics employed by contractors or subcontractors on such construction work assisted under this Agreement shall be paid overtime compensation in accordance with the provisions of the Contract Work Hours and Safety Standards Act, 40 U.S.C. 3701 to 3708. Furthermore, Grantee shall require that all contractors and subcontractors shall comply with all regulations issued pursuant to these acts and with other applicable federal and state laws and regulations.

If a project is \$100,000 or more, Nevada State prevailing wages apply and the higher wage determination of D-B or State Prevailing in each category must be paid. Refer to CDBG Documents/Manual for details.

<http://www.diversifynevada.com/programs-resources/cdbg/forms-and-reference-materials-for-grantees>

14. **Use of Federal Grant Funds.** Grantee acknowledges that this Agreement involves the use of federal funds and as such, is subject to audit by the agency of the United States Government granting the funds to Grantor for the purposes of performing the work and activities as submitted to the Grantor.
15. **Property and Equipment Purchases.** All items purchased by Grantee are and shall remain the property of Grantee, except if Grantor exercises its right to terminate this Agreement pursuant to paragraph 17, in which case all property and equipment purchased by Grantee with any Grant Funds herein awarded shall revert to Grantor. Grantee shall provide for the security and safekeeping of all items obtained through this Agreement.
16. **Certification of Grant Funds.** None of the rights, duties and obligations described in this Agreement shall be binding on either party until all agreements have been complied with, and until such time as all funds have been made available and are forthcoming from HUD.
17. **Termination.**
 - a. Grantor may immediately terminate this Agreement by giving reasonable written notice of termination to Grantee for any of the following occurrences:
 - i. Failure of Grantee to fulfill in a timely and proper manner any of its obligations under this Agreement.
 - ii. Failure of Grantee to submit any report required by this Agreement that is complete and accurate.
 - iii. Failure of Grantee to use the Grant Funds for the stated purposes in this Agreement.
 - iv. Cancellation of the grant of funds from HUD

- 18. Early Termination:** Grantor may also terminate this Agreement if Grantee (i) admits Grantee's inability to pay its debts as such debts become due, (ii) Grantee commences a voluntary bankruptcy, (iii) an involuntary bankruptcy action occurs against Grantee which remains undismissed or unstayed for 60 days, or (iv) Grantor has reason to believe Grantee has ceased operations at the Project location. The events permitting early termination by Grantor shall be considered a default by Grantee and subject to the Effects of Termination under Section 18 of this Agreement.
- 19. Effects of Termination.** Within 60 days after termination of this Agreement, Grantee shall surrender all reports, documents, and other materials assembled and prepared pursuant to Agreement, which shall become the property of Grantor, unless otherwise directed by Grantor. After receiving written notice of termination, Grantee shall incur no new obligations and shall cancel as many outstanding obligations as possible. Upon compliance with this Section, Grantee shall receive compensation for all activities satisfactorily performed prior to the effective date of termination.
- 20. Forbearance Not a Waiver.** No act of forbearance or failure to insist on the prompt performance by Grantee of its obligations under this Agreement, either express or implied, shall be construed as a waiver by Grantor of any of its rights hereunder.
- 21. Adherence to State and Federal Laws, Regulations.**
- a. **General.** Grantee shall comply with all applicable federal, state, and local laws in the performance of Grantee's obligations under this Agreement, the completion of the Project and the operation of the Project as long as Grantee has any obligation to Grantor under this Agreement.
 - b. **Ethics.** Grantee, by its signature on this document, certifies: (1) it has reviewed NRS Chapter 281 A – Ethics in Government, and (2) will take no action inconsistent with the law, as any section may be amended or supplemented from time to time. Grantee understands that failure to comply with the ethics and conflict of interest laws, is in itself, grounds for termination of this Agreement and the grant of funds made pursuant to this Agreement and may result in the loss of other contracts or grants with the State of Nevada.
 - c. **Outstanding Liabilities.** Grantee represents and warrants that it does not owe: (1) any delinquent taxes to the State of Nevada (the "State") or a political subdivision of the State; (2) any amount to the State or a state agency for the administration or enforcement of any environmental laws of the State; and (3) any other amount to the State, a state agency or a political subdivision of the State that are past due, whether or not the amounts owed are being contested in a court of law.

22. Falsification of Information. Grantee represents and warrants that it has made no false statements to Grantor in the process of obtaining this award of the Grant Funds. If Grantee has knowingly made a false statement to Grantor to obtain this award of the Grant Funds, Grantee shall be required to return all the Grant Funds immediately.

23. Public Records. Grantee acknowledges that this Agreement and other records in the possession or control of Grantor regarding the Project are public records under NRS Chapter 239 – Public Records and are open to public inspection unless a legal exemption applies.

24. Miscellaneous.

a. **Governing Law.** This Agreement shall be governed by the laws of the State of Nevada as to all matters, including but not limited to matters of validity, construction, effect and performance.

b. **Entire Agreement.** This Agreement, including its exhibits incorporated into it by reference, constitutes the entire agreement and understanding of the parties with respect to its subject matter. Any prior written or verbal agreement, understanding or representation between the parties or any of their respective officers, agents, or employees is superseded and no such prior agreement, understanding or representation shall be deemed to affect or modify any of the terms or conditions of this Agreement.

c. **Severability.** Whenever possible, each provision of this Agreement shall be interpreted in such manner as to be effective and valid under applicable law, but if any provision of this Agreement is held to be prohibited by or invalid under applicable law, such provision shall be ineffective only to the extent of such prohibition or invalidity, without invalidating the remainder of such provisions of this Agreement.

d. **Notices.** All notices, consents, demands, requests and other communications that may be or are required to be given hereunder shall be in writing and shall be deemed duly given if personally delivered or sent by United States mail, registered or certified, return receipt requested, postage prepaid, to the addresses set forth hereunder or to such other address as the other party hereto may designate in written notice transmitted in accordance with this provision.

- i. In the case of the Grantor, to:
Nevada CDBG Program
Rural Community & Economic Development
808 West Nye Lane
Carson City, NV 89703
Attn: Jessica Sanders, CDBG Program Administrator

ii. In the case of Grantee, to:
Spark, Nevada, a Consolidated Municipality
431 Prater Way
Sparks, NV 89431
Attn: Ed Lawson, Mayor

- e. **Amendments or Modifications.** Either party may at any time during the term of this Agreement request amendments or modifications, as described in the applicable State of Nevada Consolidated Plan Submission. Requests for amendment or modification of this Agreement shall be in writing and shall specify the requested changes and the justification of such changes. The parties shall review the request for modification in terms of the regulations and goals relating to the Project(s). Should the parties consent to modification of this Agreement, then an amendment shall be drawn, approved, and executed in the same manner as the original Agreement. Additional information can be found under Division Plans at: <http://www.diversifynevada.com/programs-resources/cdbg/division-documents>
- f. **Pronouns.** The use of any gender pronoun shall be deemed to include all the other genders, and the use of any singular noun or verb shall be deemed to include the plural, and vice versa, whenever the context so requires.
- g. **Headings.** Section headings contained in this Agreement are inserted for convenience only and shall not be deemed to be a part of this Agreement.
- h. **Assignment.** Neither this Agreement nor any rights, duties, or obligations described herein shall be assigned, subcontracted or subgranted by Grantee without the prior express written consent of Grantor.
- i. **Permissible Expenses.** If “travel expenses,” as defined in Nevada State Administrative Manual, are a cost of the Project and are eligible for reimbursement with Grant Funds, Grantee shall be reimbursed accordingly. Grantee agrees that it shall not be reimbursed and Grantor shall not pay any items that are deemed to be “non-reimbursable travel expenses” under the Expense Rule, whether purchased by the Grantee or Grantor or their respective employees or agents.
- j. **Binding Effect.** Each and all of the terms and conditions of this Agreement shall extend to and bind and inure to the benefit of Grantee, its successors and permitted assigns.
- k. **Survival.** Any provision of this Agreement which, by its nature, is intended to survive the expiration or other termination of this Agreement, including, without limitation, any indemnification obligation, shall so survive and shall benefit the parties and their respective successors and permitted assigns.

- I. **Counterparts; PDF Accepted.** This Agreement may be executed in any number of counterparts, each of which when so executed shall be deemed to be an original and all of which taken together shall constitute one and the same agreement. Copies of signatures sent by facsimile transmission or provided electronically in portable document format ("PDF") shall be deemed to be originals for purposes of execution and proof of this Agreement.

25. **Signature:** Each of the parties has caused this Grant Agreement to be executed by its authorized representatives as of the dates set forth below their respective signatures effective as of the Effective Date:

**SIGN
& DATE**

GRANTEE:

Sparks, Nevada, a Consolidated Municipality

Ed Lawson, Mayor

By: _____

Printed Name: _____

Title: _____

Date: _____

GRANTOR:

State of Nevada
Rural Comm. & Econ. Dev. Division
Governor's Office of Econ. Dev.

Patricia E. Herzog, Director

By: 

Printed Name: PATRICIA E HERZOG

Title: DIRECTOR

Date: 1/19/2021

Opting Out of CDBG-CV Round #2

Round #2 CDBG Funding:

- Is allocated to the State of Nevada – CDBG Program to allocate to designated eligible CDBG recipients across the state to support activities to prepare for, address the prevention of, and respond to the Coronavirus and other infectious diseases.
- CDBG-CV Round #2 is allocated using a different formula than that used for the annual CDBG non-entitlement allocation. The State of Nevada’s CDBG Program adapted the federal formula to equitably allocate the funding to both non-entitlement and entitlement communities in the state and still allocate an amount to non-entitlement communities that is equal to CDBG-CV Round #1, as required by the Department of Housing and Urban Development (HUD).
- The city/county to which the CDBG-CV Round #2 allocation is made may Opt-Out of the allocation and subsequent application process.
- The allocation of any jurisdiction that agrees to Opt-Out of CDBG-CV Round #2 would revert to either the non-entitlement or entitlement entities, depending on the status of the jurisdiction selecting the Opt-Out option.

Agreement to Opt-Out of CDVG-CV Round #2:

- I understand that the City/County of _____ is selecting the Opt-Out option for CDBG-CV Round #2 funding and the designated allocation will revert to a funding pool for either non-entitlement or entitlement communities, depending on the status of the City/County of _____.
- I understand that any allocations that return to the CDBG-CV funding pool for non-entitlement jurisdictions may be allocated in a subsequent CDBG-CV application cycle and that the City/County of _____ would be eligible to apply for that funding.

I CERTIFY THAT THE OPT-OUT OPTION OF FUNDING FOR CDBG-CV ROUND #2 MEANS THE ALLOCATION REVERTS TO A CDBG-CV FUNDING POOL AND THAT THE CIYT/COUNTY OF _____ IS NOT BARRED FROM APPLYING FOR ANOTHER CDBG-CV NOFA.

NAME

Date

TITLE

CDBG-CV GRANT CYCLE TIMELINE

What	Who	When	Done
ZoomGrants Open Projects may be entered into ZoomGrants for eligibility approval. (Any approval would be given after NOFA is published)	E/NE	11/19/2020	
Grant Agreements sent to City/County (These are between the City/County and GOED)	GOED/CDBG staff	Week of 1/25/21	
Return signed Grant Agreements to CDBG staff 30 days after City/County receives agreement	E/NE	2/26/21	
Publish Notice of Funding Availability (NOFA) Send copy of NOFA to CDBG staff	E/NE		
Hold 1 Public Meeting to describe the funding and call for applications. Expedited procedures adopted by the grantee shall provide citizens with notice and a reasonable opportunity to comment of no less than 5 days. Virtual hearing permitted.	Grantee E/NE	Before 4/27/2021	
Hold 2 Public Meeting to approve applications Expedited procedures adopted by the grantee shall provide citizens with notice and a reasonable opportunity to comment of no less than 5 days. Virtual hearing permitted.		After 4/27/2021	
City/County Grant Administrator starts eligibility in ZoomGrants CDBG-CV ZoomGrants Application page https://zoomgrants.com/gprop.asp?donorid=2217	Grantee E/NE	11/19/2020	
Project eligibility submitted Eligibility can be submitted at any time before 3/23/21. Once eligibility is submitted, contact CDBG staff to review. If eligibility is approved, City/County or non-profit can start on application.	Grantee E/NE	3/23/2021	
Eligible projects developed into applications.	Grantee E/NE/SR	3/23/21-4/27/2021	
Applications Due No applications accepted after 5:00 p.m. on the due date	Grantee E/NE	4/27/2021	
Attend CDBG Administration Training All grant administrators and grant recipients must attend training	Grantee E/NE/SR	Late-May	
Grant agreements for projects sent to City/County. All approved projects to have an individual grant agreement	GOED/CDBG staff	First week in June	
Sub-Recipient agreement returned to CDBG staff All sponsored projects must have a sub-recipient agreement between the City/County and the sub-recipient.	Grantee E/NE		
CDBG Grant Year begins		7/1/2021	
Environmental Reviews: Cat Ex, Subject to or Environmental Assessment Exempt and Cat Ex, Not Subject to, need to be included with the application	Grantee E/NE/SR	9/30/2021	
Quarterly Reports due (Grant administrator submits quarterly reports to CDBG staff)	Grantee E/NE/SR	October 15 January 15 April 15 July 15	
1) First Draw Requests (80% of CDBG-CV fund must be expended by August 2023).	Grantee E/NE	3/31/2022	

*E=Entitlement Grantee, NE= Non-Entitlement Grantee, SR=Sub-Recipient