**Local Government Certification of**

**Understanding of the Roles and Responsibilites**

**under the HUD STATE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) REGULATIONS**

1. **Citizen Participation**

If funded, grantee will have documentation on file of compliance with citizen participation requirements in the application process, the publisher’s affidavits of notices for and minutes signed by the town/city/county clerk of the required public hearings.

1. **Administration of Project**

If funded, grantee will meet minimal levels of supervision in implementing the project as follows:

1. Administrators of the project will give semi-annual written status reports to the elected board.
2. One person from the local government will review invoices and requests for payment (per signatory card).
3. The local government designee by resolution reviews and signs off on all project reports.
4. The local government designee by signatory card reviews and signs off on all payment requests.
5. All project files will be maintained at the local government offices and made available to citizens during regular business hours.
6. **Audits/Compliance**

CDBG grantees expending $300,000 or more in a fiscal year are **required** to have funds audited for the CDBG program. CDBG funds can be used to pay for the CDBG portion of the audit provided the grantee has expended $750,000 or more in the fiscal year in total federal awards (CDBG and other federal funds). If the grantee has expended less than $750,000 in total federal awards, the grantee may budget local funds in the administrative line item in the CDBG application to pay for the CDBG portion of the audit and claim the local administrative funds as local commitment.

1. **Water and Wastewater**

If funded, grantee will adhere to the following:

1. Commit to providing a service lateral (public property) to habitable vacant dwelling units owned by a LMI owner.
2. The CDBG Program does not permit a local government to charge low and moderate-income beneficiaries tap fees, assessments, or impact fees for water or sewer improvements.
3. Adopt an acceptable water or sewer use ordinance in a public water or sewer project which will be placed in effect on or before completion date of the project and has established a schedule of fees and charges for each category of users that will provide sufficient revenue for adequate operation, maintenance, administration, and reasonable expansion; or is in the process of adopting such an ordinance as described above.
4. Use local funds in an infrastructure project to clear all abandoned outhouses or septic tanks in accordance with local health department regulations.
5. Use local funds to close or cap all wells in accordance with local health department regulations.

**The applicant hereby assures and certifies that by his/her signature, its duly authorized official has read and understands the State CDBG Program Standards and, if funded, will adhere to all standards applicable to the funded project.**

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| **Name of Chief Elected Official** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Title** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Signature** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Date** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |