

February 16, 1994
94-42.MOT (clt)

Introduced by: CHRISTOPHER VANCE

Proposed No.: 94-42

MOTION NO. 9243

1
2 A MOTION authorizing the county executive
3 or his designee to apply for grant funds
4 from the U.S. Department of Housing and
5 Urban Development of up to \$1,000,000 for
6 the Youthbuild Program to expand the
7 supply of affordable housing and to
8 achieve economic self sufficiency for low
9 income young adults in King County.

10 WHEREAS, the U.S. Department of Housing and Urban
11 Development (Office of Community Planning and Development) has
12 established the Youthbuild Program to help disadvantaged young
13 adults who have dropped out of high school in obtaining the
14 education and employment skills necessary to achieve economic
15 self-sufficiency and to expand the supply of permanent
16 affordable housing for homeless persons and members of low
17 income families, and

18 WHEREAS, the draft White Center Community Plan reflects a
19 community concern with access to jobs for young adults in an
20 area of the county where high school drop out rates are as high
21 as 25%, where one-third of the population had income below 200%
22 of the federal poverty level in 1989 and where teen birth rates
23 are substantially above the county average, and

24 WHEREAS, the 1993 King County Housing Affordability
25 Strategy identifies a decrease in the supply of low cost
26 housing, increased costs, declining new federal authorizations
27 for housing programs and lack of livable wages as major factors
28 creating housing needs for very low income populations, the
29 working poor and the homeless, and

30 WHEREAS, the King County work training program in the
31 department of human services, has a twenty-eight year history
32 of serving the employment needs of low income young adults; and
33 has identified, with assistance from the planning and community
34 development division, eligible low income housing projects as
35 worksites, and

1 WHEREAS, King County is eligible to apply for a Youthbuild
2 grant of up to \$1,000,000;

3 NOW, THEREFORE, BE IT MOVED by the Council of King County:

4 The King County executive is hereby authorized to execute
5 an application, in substantially the form attached, for a
6 Youthbuild grant from the U.S. Department of Housing and Urban
7 Development for up to \$1,000,000.

8 PASSED this 28th day of February, 1994.

9
10

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON

11
12

Kent Pullen
Chair

13

ATTEST:

14
15

Gerald A. Petrus
Clerk of the Council

16

Attachments:

Passed by a vote of 12 to 0.

1993



**YOUTHBUILD
CONFERENCES**

**The Department of Housing and
Urban Development**

**Intends to Hold
Four Regional Conferences**

**Concerning the YOUTHBUILD
Application Kit**

**The Conferences will be held during
NOVEMBER, 1993 in:**

★ Chicago ★ Atlanta
★ Philadelphia ★ Los Angeles

**You will be informed of specific Dates and Locations
in the near future.**

Please contact Michael McMahon at (202) 708-2035 for further information.

To Be Completed By All Applicants

For this exhibit provide a brief summary, generally no more than one to two pages, of the Youthbuild program activities to be assisted with the requested grant funds. This overview should include the following information:

- A. A statement of which type of grant is being requested - a Planning Grant, an Implementation Grant or both in a Combined Grant.
- B. An identification of the applicant and any other participating parties.
- C. The total cost of the proposed Youthbuild activities to be undertaken and the portion of these costs to be funded with this Federal grant request.

D. For a Planning Grant request, a brief summary of Youthbuild program planning activities to be undertaken.

For an Implementation Grant request, a brief summary of the educational, leadership development, supportive services and on-site training components of the Youthbuild program to be undertaken.

For a Combined Grant request, provide both of the above summaries.

Mark this Program Summary as Exhibit 1.

To Be Completed By All Applicants**A. Youth Program Experience**

Describe the capacity and experience of the applicant organization or key staff in planning and implementing programs involving 1) youth outreach, recruitment, training, counseling, leadership development, educational and placement programs and 2) youth programs and youth opportunities in the community. If there is no direct experience in these activities, explain how such capabilities will be obtained for this Youthbuild program.

Mark this narrative as Exhibit 2 A.

B. Housing Experience

Describe the knowledge and experience of the applicant organization, key staff or other participating parties (applicant's partner, cooperating developer, rightful property owner or a consortium formed to participate in the program) related to: 1) Federal, State, and/or local housing programs relevant to a Youthbuild program and 2) producing sound and affordable housing for the homeless and low-income families. If there is no direct knowledge or experience in these areas, explain how it will be obtained for this Youthbuild program.

Mark this narrative as Exhibit 2 B.

C. Fiscal Responsibility

Provide evidence of the ability of the applicant organization or key staff to: 1) handle, manage and adequately account for financial resources and 2) use acceptable financial control procedures. Such evidence should include a description of prior financial management experience with any other Federal, State or local public or private funds. If there is no financial management experience, explain how such capability will be obtained.

Mark this narrative as Exhibit 2 C.

D. Program Linkages

Describe the experience of the applicant organization or key staff in establishing linkages with local youth groups, neighborhood organizations, housing providers, apprenticeship programs, trade unions, private employers, public and private social service, educational and training programs, and other public and private initiatives. If none, describe how this capability will be obtained.

Mark this narrative as Exhibit 2 D.

E. Commitment To Youth

Demonstrate the applicant's and other participating party's commitment and responsiveness to the needs and problems of unemployed, disadvantaged youth by describing current or prior work with such youth. Provide specific examples.

Mark this narrative as Exhibit 2 E.

F. Private Nonprofit Applicants

1. Evidence Of Nonprofit Status: An applicant that is a private nonprofit organization must provide evidence that it has tax-exempt status under Section 501 (c) of the IRS Code of 1986, as amended, or that it has applied for such status.

Mark the documentation provided as Exhibit 2 F 1.

2. Accounting System Certification: Private nonprofit applicants must include a certification on letterhead stationery from a Certified Public Accountant or a Public Accountant stating that the applicant organization has a functioning accounting system that is operated in accordance with generally accepted accounting principles or that such a system is currently being established.

Mark this certification as Exhibit 2 F 2.

G. Joint Applicants

If an application proposes more than one organization as the applicant, identify all the organizations and attach a copy of an executed Memorandum of Agreement (MOA), conditioned upon approval of the Youthbuild grant, that: 1) is signed by all the applicant organizations, 2) defines the roles and responsibilities each organization will have in administering the grant program, and 3) identifies which organization will have legal responsibility as the grant recipient. The authorized representative of the organization with this legal responsibility must sign the application (Form SF 424), the certifications and the eventual grant agreement as the lead applicant and potential grant recipient.

Mark the MOA as Exhibit 2 G.

To Be Completed By All Applicants

To complete this exhibit, applicants are to provide U. S. Bureau of Census 1990 poverty data, by Census tract, when appropriate. Any other recent state or local statistical studies, reports or analyses providing relevant data on distress (such as a locally-approved Comprehensive Housing Affordability Strategy - CHAS) may also be submitted with the sources of the data clearly identified.

A. Participant Recruitment Area

Define the community from which the Youthbuild program participants are to be recruited and include a map, if useful. Submit documentation on the youth unemployment rate, high school dropout data, and overall poverty rate by Census tract for this area. You may also submit other documented local data on the youth living in this area for such measures as educational statistics, crime rates, or the degree of homelessness.

Mark this information as Exhibit 3 A.

B. Housing Area

Define the community in which the housing to be used for the on-site construction/rehabilitation training is located and include a map, if useful. Submit documentation on the shortage of affordable housing units and the overall poverty rate by Census tract for this housing area. You may also submit other documented local data on this housing area for such measures as vacancy rates, number of substandard units, or available public housing units.

Mark this information as Exhibit 3 B.

9 24 8 Exhibit 4: Detailed Program Information

Applicants For Planning Grants: Complete Parts A and C.

Applicants For Implementation Grants: Complete Parts B and C.

Applicants For Combined Grants: Complete Parts A, B and C.

As part of the evaluation of the information provided in this Exhibit on specific program activities, HUD will consider the program costs and time periods contained in Exhibits 6 through 9.

A. For A Planning or Combined Grant Request:

1. Comprehensive Plan: a) Describe the specific proposed Youthbuild implementation program elements to be designed and developed with this Planning Grant. Include youth outreach and recruitment activities; support services; leadership development; on-site training; educational courses and strategies; job development and placement; and any other program elements proposed. b) Also describe the activities to be undertaken with this Planning Grant to develop the above Youthbuild program elements, e.g., feasibility studies, establishment of consortia, hiring a consultant, preliminary architectural/engineering work, preparation of an Implementation Grant application, etc.

Mark this information as Exhibit 4 A 1.

2. Potential Impediments and Recommended Solutions: Identify the potential impediments the Youthbuild program is likely to encounter and the strategies you propose to use during the planning process to overcome such obstacles.

Mark this information as Exhibit 4 A 2.

3. Reasonable Costs: Describe how, during the planning process, accurate and reasonable cost estimates will be developed for the proposed implementation activities, including costs per each youth participant (broken out by education, stipends and wages, etc.) and costs per housing unit to be constructed or rehabilitated.

Mark this information as Exhibit 4 A 3.

4. In-House Staff Training: Describe the plan to provide training for the program staff and other personnel associated with the program to assure that the Youthbuild staff is prepared to implement the program activities.

Mark this information as Exhibit 4 A 4.

5. Preliminary Plans for Housing Component of the Program:

a) Provide a preliminary identification and description of the potential housing site(s) proposed to be used for participant on-site training purposes.

b) Describe how the applicant is likely to: (1) gain access to the housing site(s) through purchase, option, lease, land contract, donation, or other arrangements with the current owner(s), and (2) fund materials, supplies, instructors and other resources needed to undertake the construction and rehabilitation work for the on-site participant training.

c) Include a preliminary identification of: (1) the role the applicant is likely to play in managing the housing construction/rehabilitation component of the Youthbuild program (e.g. as developer, general contractor, owner, subcontractor,

co-developer, manager or some other arrangement, and (2) the entity that will own and manage the property after construction is completed.

Mark this information as Exhibit 4 A 5.

B. For An Implementation or Combined Grant Request:

1. Outreach, Recruitment and Selection Activities: Describe in detail the proposed outreach, recruitment and selection strategies to be used to enlist youth participants in the Youthbuild program. Include information on: a) the specific steps to be taken to attract potential eligible participants who are unlikely to be aware of the program because of race, ethnicity, sex or disability; b) special outreach efforts to recruit eligible young women and young women with dependent children; c) the recruitment arrangements to be made with public agencies, courts, homeless shelters, local school systems, private community-based organizations, etc.; d) the selection system and criteria to be used; and e) the total number of participants expected to be trained. **Reminder: All participants in the Youthbuild assisted program must be between the ages of 16 and 24 and at least 75 percent of the participants must also be individuals who have dropped out of high school and are very low-income or a member of a very low-income family. In responding to this section, an applicant must describe how its program will meet these requirements.**

Mark this information as Exhibit 4 B 1.

2. Educational and Job Training Services and Activities: Identify and describe in detail the educational and on-site job training components of the Youthbuild program. Include information on: a) the specific instructional courses to be provided, including any basic educational skills, bilingual courses, General Education Development (GED) courses, construction skills, etc.; b) the number and qualifications of classroom instructors and on-site supervisors, including specific information to show that there will be a sufficient number of adequately trained supervisory personnel for the on-site training who have attained the level of journeyman or its equivalent; c) the ratio of classroom instructors and on-site supervisors to participants; d) the scheduling plan for classroom and on-the-job training and the percentage of time participants will spend in each type of training; e) the length of time a participant is expected to be enrolled in the program; f) the location of the classroom training, and g) the amounts to be paid for participant wage stipends, benefits and incentives. **Reminder: The Youthbuild program requires 50 percent of the time spent by program participants to be devoted to educational services and support activities (exclusive of on-site training work). Participants are to be enrolled for at least 6 months and no more than 24 months. In responding to this section, an applicant must describe how it will meet both of these requirements.**

(Note that the length of time for all implementation activities to be carried out is different from the maximum time an individual participant can be enrolled.)

Mark this information as Exhibit 4 B 2.

3. Counseling, Leadership Development and Social Services: Describe in detail the counseling, referral, social service and leadership development activities to be offered to the Youthbuild participants. Include information on: a) the types of supportive services to be provided, e.g., child care, drug treatment, and legal services; b) the approaches to be used to develop strong leadership skills and other peer support activities; c) the location(s) where these support and service activities will be provided; and d) the amounts of any need-based stipends that may be provided in addition to the wage stipends.

Mark this information as Exhibit 4 B 3.

4. Housing Sites: Identify and describe the specific housing site(s) to be used for the on-site construction/rehabilitation training of the program participants. For each site:

a) Give the street address.

b) Identify the number of housing units planned to be produced at the site and the type of housing, e.g., rental, homeownership, or transitional housing for the homeless.

c) Describe and provide appropriate documentation to show how the applicant has access to the housing site through such mechanisms as ownership, purchase, option, lease, land contract, donation, or other arrangements made with the current owner to use the site for participant training. Explain the timing for gaining access so that the construction work site training can begin concurrently with the classroom training. Documentation should include copies of deeds, contracts, option agreements, leases, or letters from the rightful property owners.

d) Describe the construction or rehabilitation activities to be undertaken at the site and the schedule for carrying out this work. Also define the funding arrangements made for the building supplies, materials, tools and other required items needed to complete the construction or rehabilitation work and show that this work can commence concurrently with the classroom training. **Note: Exhibit 7 will require a detailed budget for each housing project site.**

Mark this information as Exhibit 4 B 4.

9243
5. Construction and Property Management: For each housing site involved:

a) Describe the applicant's role and responsibilities for the on-site construction or rehabilitation work, i.e., developer, owner, general contractor, subcontractor, manager, co-developer, operator or some other arrangement. If the construction management role is to be carried out by another party, identify that party and describe its experience in this area.

b) Identify the entity or entities that will own and/or manage the property after the construction or rehabilitative work is completed and describe their experiences in this area.

Mark this information as Exhibit 4 B 5.

6. Housing for the Homeless: Describe in detail an plan for the outreach and placement of the homeless in the housing to be completed through the Youthbuild program.

Mark this information as Exhibit 4 B 6.

C. For Planning, Implementation or Combined Grant Requests:

1. Coordination: Describe how the Youthbuild program activities will be coordinated with ongoing Federal, state Indian tribe, local private and community-based services. Include information on coordination with existing: a) youth education, job and employment training, child care, social service, counseling and referral programs; b) homeless and housing programs; and c) apprenticeship programs of local building trade unions. Also describe any other ways in which the local building trade unions will be assisting the Youthbuild program. **Note: This section is seeking information on the applicant's proposed use of existing program services as part of the Youthbuild program. Exhibit 5 covers financial and other resource support to be provided by other organizations to the Youthbuild program. In some cases, there may be overlap between these two items.**

Mark this information as Exhibit 4 C 1.

2. Job Placement and Post-Graduation Follow-Up: Describe services planned for finding permanent jobs for Youthbuild participants and for providing follow-up support services. Include information on: a) job development, placement and retention strategies; b) enrollment in continued training and/or post-secondary education programs; c) assistance in starting business enterprises; and d) any other follow-up assistance and support services, including need-based stipends, to be provided to program graduates.

Mark this information as Exhibit 4 C 2.

To Be Completed By All Applicants

For a Planning Grant request, provide narrative responses to Parts A, B and C below in terms of the extent of interest, potential involvement or any commitments received to date. Attach evidence of this support in the form of letters of interest, agreements or other communications from the organizations involved.

For an Implementation Grant or Combined Grant request, provide narrative responses to Parts A, B and C below in terms of actual commitments obtained. To show that the commitments of financial or other resources are firm and readily available for use in the Youthbuild implementation program, attach evidence from each source, documented on appropriate letterhead, that includes:

1. the dollar amount or the contributed value of the loan, grant, donation or other resource committed;
2. the use of the resource in the Youthbuild program. If it is to be used for a housing site, identify the specific site involved.
3. the date when this resource will be made available;
4. any terms and conditions affecting the commitment, other than receipt of a Youthbuild Implementation Grant;
5. the authority by which the commitment is made (such as board resolution or grant award notification); and
6. the signature of the appropriate executive officer authorized to commit the funds and/or resource.

A. Public Support

Describe the support being provided for this Youthbuild program from other Federal, state, or local programs and organizations. This support could include direct financial assistance or other resources, such as social services (e.g., counseling and training); vocational or educational programs (e.g., adult and bilingual); housing stock and/or housing funds; construction and/or rehabilitation loans, grants, interest rate subsidies, resource personnel, supplies, materials, classroom or meeting space, public improvements, tax abatements, or other commitments. For a Planning Grant request, the support can cover both the planning activities or the potential implementation activities. **Attach evidence of this support as appropriate for a Planning or Implementation Grant request, as defined above.**

Mark this information as Exhibit 5 A.

B. Private Support

Describe the support being provided for this Youthbuild program from banks, private community groups, businesses, foundations, apprenticeship programs, local unions, etc. This support could include direct financial assistance or other resources such as labor or materials; interest rate, operating or other financial subsidies; architectural and engineering work; volunteer assistance; and other commitments. For a Planning Grant request, the support can cover both the planning activities or the potential implementation activities. **Attach evidence of this support as appropriate for a Planning or Implementation Grant, as defined above.**

Mark this information as Exhibit 5 B.

C. Housing Programs

Describe the extent to which existing Federal, state, local and private housing programs and sources will be used for the Youthbuild program. Specify the program, such as the HOPE I, II or III programs, the HOME program, the Comprehensive Grant program, Supportive Housing Program, or other homeless assistance programs administered by HUD, or other public or private housing programs or resources. **Attach evidence of the availability of these resources as appropriate for a Planning or Implementation Grant, as defined above.**

Mark this information as Exhibit 5 C.

Note: The cash contributions described and documented in the three sections of this Exhibit should also be reflected in the detailed Housing Site and Program Budgets in Exhibits 6, 7 and 8.

For Planning Or Combined Grant Requests Only

A. Total Planning Grant Budget

Complete the attached Youthbuild Planning Grant Budget form, **Exhibit 6 A**, showing the total budget by line item for the activities to be carried out with the proposed Youthbuild Planning Grant. Applicants are not required to fund all activities listed and may add other eligible activities to the budget.

The budget should also reflect **cash** contributions from other sources of funding.

B. Details On Other Sources Of Funds

Complete the attached form, **Exhibit 6 B**, to identify by name all of the other sources of funding reflected in the Youthbuild Planning Grant budget. These sources should be those making **cash** contributions to the Planning Grant activities not in-kind or other donations. The interest of these organizations in supporting the Youthbuild planning program should be reflected in Exhibit 5.

**Exhibit 6A
Youthbuild Planning Grant Budget
By Line Item**

9243

Planning Grant Activities Uses of Funds (See Eligible Activities)	Sources of Funds					Total
	Youthbuild	Other Federal	State	Local	Private	
1. Feasibility Studies	\$	\$	\$	\$	\$	\$
2. Establishment of Youthbuild Consortium						
3. Identification of Potential Housing site(s)						
4. Preliminary Architectural and Engineering Work						
5. Planning for education, job training (including on-site) and other services						
6. Staff training, technical assistance						
7. Identification of funding sources for implementation activities						
8. Preparation of Federal Implementation grant application						
9. Establishment of relationship with unions, apprenticeship programs and construction industry						
10. Administrative Costs (not included above)						
11.						
12.						
13.						
14.						
15.						
16. Totals:	\$	\$	\$	\$	\$	\$

Note: Include only those items for which a cash payment will be made. Do not include the value of any in-kind contributions.

Exhibit 6B
Youthbuild Planning Grant Budget
Details on Other Sources of Funds

9243

Name of Source (A)	Type of Source (B)	Amount of Funds (C)	Date Available (D)	Program Use (E)
		\$		
		\$		
		\$		
		\$		
		\$		
		\$		
		\$		
		\$		
		\$		
		\$		
		\$		
		\$		
		\$		
		\$		
		\$		
		\$		
		\$		
		\$		

Column A: Identify the program or organization providing the funds.
Column B: Identify the type of source (Federal, State, local government or private entity) providing funds for your Youthbuild planning program.
Column C: Identify the amount of funds to be provided. This column should be consistent with the Exhibit 6A Budget amounts.
Column D: Identify the date on which these funds will be available to the applicant.
Column E: Indicate what these funds will be used for in your program. This column should be consistent with Exhibit 6A.
Note: Any sources identified in this exhibit should also be referenced in Exhibit 5.

Exhibit 7: Detailed Housing Site Budgets, Relocation and Environmental Information, and Housing Certifications

For Implementation Or Combined Grant Requests Only

This Exhibit covers detailed information related to specific housing projects to be used in conjunction with the Youthbuild implementation program. The budgets called for in Part A are to be completed for all housing project sites involved. Part B explains the applicability of the Uniform Relocation Assistance and Real Property Acquisition Policies Act to Youthbuild properties and requests specific information for occupied properties. The environmental information requested in Part C and the Housing Certifications in Part D are not required for all sites. Please carefully read the instructions for Parts C and D to determine their applicability to this application.

A. Budgets For Individual Housing Project Sites

Complete the attached budget forms, Exhibit 7 A, Parts 1 and 2, for each housing project site to be used in conjunction with the Youthbuild implementation program, as previously identified in Exhibit 4 B 4. Make as many copies of the budget forms as necessary. In completing these forms, be sure to identify the specific housing site by address.

These budget forms must be completed for each housing project site even if no Youthbuild funds are requested for the site. The information is still needed to show: 1) that the construction/rehabilitation costs are covered for the on-site work component of the Youthbuild program; 2) that any Relocation Costs required because the property is being used for the Youthbuild program will be accounted for in the budget; and 3) whether the Section 455 project-related restrictions apply.

The housing project costs shown on line 15 of all Exhibits 7 A, Part 1, will be added together to show the total housing project costs for the overall Implementation Grant budget to be shown in Exhibit 8 A.

Exhibit 7 A, Parts 1 and 2, should be used to reflect all cash contributions for the housing site from all sources. Part 2 asks for the identification by name of each source of funding other than Youthbuild.

Note on Wages for On-Site Work: Davis-Bacon prevailing wage rate requirements do not apply to Youthbuild trainees on housing projects or in training programs where the Youthbuild grant is the only Federal assistance provided. If other Federal program assistance is provided to the housing project or the Youthbuild training program, labor standards apply to trainees to the extent required by the other Federal program(s). Davis-Bacon prevailing wage rate requirements do apply to laborers and mechanics (other than Youthbuild trainees) employed in the construction, alteration, or repair of a housing site being used for a Youthbuild program if: (1) the Youthbuild grant is assisting the housing project in its acquisition, construction, or rehabilitation, or (2) other Federal program funds are assisting the housing work and labor standards are required by such program(s). Applicants need to review applicable Federal regulations to determine which relevant requirements apply to their individual situations.

B. Relocation Assistance and Real Property Acquisition

The Youthbuild program is subject to the provisions of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA) and implementing regulations at 49 CFR part 24. HUD Handbook 1378, Tenant Assistance, Relocation and Real Property Acquisition, describes these policies and procedures.

Any occupied property used in a Youthbuild program is subject to the URA regardless of the source of funding for the acquisition or rehabilitation of the property. The URA requires grantees to provide relocation assistance to families, individuals, businesses and nonprofit organizations that are displaced as a direct result of acquisition, rehabilitation or demolition for an assisted project. It also provides protection for persons whose property is acquired for a project. (For the purposes of the URA, if Youthbuild trainees are working on the rehabilitation of housing, the rehabilitation of the housing is considered to be an "assisted project.") Property occupants who are not displaced also have certain rights.

Therefore, if a proposed Youthbuild program involves occupied property, before submitting the application, the applicant should consult with staff of the Relocation and Real Estate Division, Office of Community Planning and Development, Department of Housing and Urban Development, Room 7154, 451 Seventh Street, SW, Washington, DC 20410; telephone (202) 708-0336. This staff will help the applicant to identify the relocation costs involved. These costs must be reflected in the budget for the housing site shown in Exhibit 7 A, Part 1. Relocation costs are eligible for Youthbuild funding.

If the property is occupied, identify: (1) the number of persons (families, individuals, other households, businesses, and nonprofit organizations) occupying the property on the date of the submission of this application; (2) the number to be displaced; (3) the number to be temporarily relocated (but not displaced); (4) the estimated cost of relocation payments and services; (5) the source of funds for relocation; and (6) the organization that will administer the assistance to site occupants with the name and phone number of a contact person.

Mark this information as Exhibit 7 B.

C. Environmental Information

Applicants should use the following guideline to determine if Exhibit 7 C must be completed and submitted with their Youthbuild Implementation or Combined Grant request. This exhibit is only required when HUD environmental procedures apply to HUD's approval of the Youthbuild Implementation/ Combined grant request:

1. If Youthbuild funds are requested for costs of the lease, acquisition, rehabilitation, or new construction of real property that is proposed for housing project development, then Exhibit 7 C is required.

2. If both Youthbuild and other Federal funds are proposed for costs of the lease, acquisition, rehabilitation, or new construction of real property that is proposed for housing project development, then Exhibit 7 C is required.

3. If Youthbuild funds are requested solely to cover any costs for classroom and/or on-the-job construction training and supportive services, then Exhibit 7 C is not required.

When a housing project development is being funded with Federal program funds other than Youthbuild funds, then the environmental procedures of the other Federal program apply and Exhibit 7 C is not required.

Exhibit 7 C requests environmental threshold information which HUD will use, prior to grant approval, to determine whether the property selected for use in the program is subject to compliance by HUD with any of the Federal environmental laws and authorities. Detailed instructions to applicants for supplying the required environmental threshold data in Exhibit 7 C are contained in Appendix A attached at the end of this application. These instructions are contained in a separate appendix because of their length and because they are only relevant to those applicants required to complete Exhibit 7 C. Such applicants should make as many copies of Exhibit 7 C as needed for each applicable property.

Note: Applicants are encouraged to select hazard-free and problem-free properties for their Youthbuild projects. If HUD determines that one or more of the environmental thresholds are exceeded, HUD shall conduct a compliance review of the issue and, if appropriate, establish mitigating measures for the property that the applicant shall carry out. HUD may disqualify any application where one or more environmental thresholds are exceeded if HUD determines that the compliance review cannot be conducted and satisfactorily completed within the HUD review period for applications.

D. Section 455 Housing Project-Related Information and Certifications

A number of program requirements and restrictions found in Section 455 of the Youthbuild statute apply to housing projects for which Youthbuild Implementation Grant funds will be used in whole or in part for the acquisition, architectural and engineering fees, construction, rehabilitation, operating costs or replacement reserves. **If any of the budgets for a housing project, Exhibits 7 A, Part 1, show Youthbuild funds being requested for these activities (shaded line items on the budget), then one of the attached certification forms, Exhibits 7 D 1, 2 or 3, must be completed and signed by the applicant or the rightful property owner:**

1. **Exhibit 7 D 1 - For Residential Rental Units**
2. **Exhibit 7 D 2 - For Transitional Housing for the Homeless**
3. **Exhibit 7 D 3 - For Homeownership Housing**

If the Section 455 requirements apply to this request, select the appropriate certification form and attach it to the application.

Model Lease: In addition, a model lease must be submitted for any housing projects for residential rental units covered by the Section 455 restrictions. This model lease should be attached to this Exhibit and marked as Exhibit 7 D 4.

**Exhibit 7A
Youthbuild Implementation Grant Budget
Part 1: For Individual Housing Project Site**

9243

Address of Property (Include city and State)

Implementation Grant Activities Uses of Funds (See Eligible Activities)	Sources of Funds					Total
	Youthbuild	Other Federal	State	Local	Private	
1. Acquisition	\$	\$	\$	\$	\$	\$
2. Architectural & Engineering						
3. Housing Construction and Related Facilities						
4. Housing Rehabilitation and Related Facilities						
5. Operating Expenses						
6. Replacement Reserves						
7. Contingency for Lines 1 thru 6 (Not to exceed 10% of 1 thru 6)						
8. Clearance and Demolition						
9. Legal Fees						
10. Construction Management						
11. Relocation Costs (See Note #3 below)						
12.						
13.						
14.						
15. Total Housing Project Costs for Site						

Note 1: Include only those items for which a cash payment will be made. Do not include the value of any in-kind contributions.

Note 2: When paid, in whole or in part, with Youthbuild program funds, the activities shaded above will trigger Section 455 Youthbuild project-related restrictions. Applicants who propose to use Youthbuild funds for one or more of these activities are required to complete the appropriate Exhibit 7 D certifications.

Note 3: Is the property currently occupied? Yes No If Yes, relocation costs may be required. (See Exhibit 7, Item B for information)

Note 4: Use of completed property: Residential Rental Transitional Housing Homeownership Housing

**Exhibit 7A
Youthbuild Implementation Grant Budget
Part 2: Details on Sources of Funds for Housing Site**

9243

Address of Property _____

Name of Source (A)	Type of Source (B)	Amount of Funds (C)	Date Available (D)	Program Use (E)
		\$		
		\$		
		\$		
		\$		
		\$		
		\$		
		\$		
		\$		
		\$		
		\$		
		\$		
		\$		
		\$		
		\$		
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		\$		
		\$		
		\$		
		\$		

Column A: Identify the program, organization, or financial institution providing the funds for this housing project.
 Column B: Identify the type of source (Federal, State, local government or private entity) providing funds for this housing project.
 Column C: Identify the amount of funds to be provided. This column should be consistent with Part 1 of this budget.
 Column D: Identify the date on which these funds will be available to the applicant.
 Column E: Indicate what these funds will be used for in this housing project. This column should be consistent with Part 1 of this budget.

Note: Any sources identified in this exhibit should also be referenced in Exhibit 5.

**Exhibit 7 C: Environmental Threshold Information
for a Property Proposed for Youthbuild Funding**
(See Appendix A for instructions for completing this exhibit.)

9243

Youthbuild Applicant's Name.	Contact Person's Name.	Phone Number (include Area Code).
------------------------------	------------------------	-----------------------------------

A. Street address for the property:(include City, State, Zip Code)	B. Attach a map of the community and mark on the map the location of the property. Map is attached: Yes <input type="checkbox"/> No <input type="checkbox"/>
C. Attach a copy of any environmental review for the property obtained from the local qualified data source. Environmental review is attached: Yes <input type="checkbox"/> No <input type="checkbox"/>	

D. Indicate the present and proposed use of the property (i.e., whether single-family, multifamily or non-residential); and number of dwellings or rooming units.

Present use: _____ No. of units: _____

Proposed use: _____ No. of units: _____

E. Indicate the activities for which you are proposing to use Youthbuild funds for the property.

Lease or purchase of a property Major Rehabilitation Minor Rehabilitation New Construction.

F. If the proposed Youthbuild property is located within a floodplain, or a clear zone or accident potential zone of an airport or airfield, provide the following information:

Property value before rehabilitation (est. in thousands) \$	Rehabilitation costs (est. in thousands) \$	Property value after completion of rehabilitation (est. in thousands) \$
---	---	--

G. For new construction or major rehabilitation of multifamily housing, complete items 1 through 13. For new construction of single-family housing, complete items 1 through 12. For minor rehabilitation of multifamily or single-family housing, or for the purchase or lease of a property, complete items 1 through 7. The designation "A" or "B" or "C" refers to the type of documentation required by the instructions contained in Appendix A.

- | | |
|--|---------------------------|
| 1. Site within designated coastal barrier resources: | Indicate A or B _____ |
| 2. Site contaminated with toxic chemicals and radioactive materials: | Indicate A or B _____ |
| 3. Site affecting a floodplain: | Indicate A or B _____ |
| 4. Building requiring flood insurance protection: | Indicate A or B _____ |
| 5. Site within clear zones or accident potential zones of airports and airfields: | Indicate A or B _____ |
| 6. Site is or affects an historic property: | Indicate A, B, or C _____ |
| 7. Site near hazardous industrial operations: | Indicate A, B, or C _____ |
| 8. Site near high noise source: | Indicate A or B _____ |
| 9. Site affecting coastal zone management: | Indicate A or B _____ |
| 10. Site affecting a sole source aquifer: | Indicate A or B _____ |
| 11. Site affecting endangered species: | Indicate A or B _____ |
| 12. Site affecting a designated wetland: | Indicate A or B _____ |
| 13. Significant impact to the human environment: Are there any adverse environmental impacts that affect the property or that the project would create?
Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, document on separate sheet(s) (see Appendix A, Item B 13). | |

Exhibit 7 D 1 - Housing Project Certifications
For Residential Rental Units

9 24 3

Applicants requesting Youthbuild Implementation Grant funds to fund any part of the acquisition, architectural and engineering fees, construction, rehabilitation, operating costs or replacement reserves for a housing project that will be used for residential rental units, must make the following certifications. If the rightful property owner is not the applicant, then these certifications must be signed by that property owner. A separate certification must be signed for each housing project.

The Applicant or Rightful Property Owner certifies that, for a period of not less than ten (10) years after construction or rehabilitation is completed and an occupancy permit is issued for the Youthbuild residential rental housing project receiving Youthbuild assistance, it:

A. Will maintain at least a 90 percent level of occupancy for individuals and families with incomes less than 60 percent of the area median income, adjusted for family size. The remaining ten percent of the units will be made available to and occupied by low-income families. The income test will be conducted only at the time of entry for each unit available for occupancy. Each available rental unit will be made available to the 60 percent-of-area-median-income group for an advertising period of not less than 90 days upon each vacancy occurrence throughout the ten year period. Community-wide advertisements for tenants of this income group will be conducted. If, at the end of the 90-day advertising period, no qualifying tenant leases the unit, the unit will be advertised for individuals and families with incomes between 60 and 80 percent of the area median income, adjusted for family size, for another 90-day period. Leases for tenants whose incomes are between 60 and 80 percent of the area median income (exclusive of the ten percent allowance) will be limited to one year and such temporary tenants are not covered by paragraphs C., E., and F. below.

B. Will use the model lease submitted with the Youthbuild application with any modifications approved by HUD at the time of grant award.

C. Will not terminate the tenancy or refuse to renew the lease of a tenant occupying a Youthbuild residential rental housing unit except for serious or repeated violations of the terms and conditions of the lease, or for violation of applicable Federal, state or local laws, or for other good cause. Any termination or refusal to renew the lease will be preceded by a not less than 30-day written notice to the tenant specifying the grounds for the action.

D. Will maintain the premises in compliance with all applicable HUD, other Federal, State or local program housing quality standards and local code requirements. If no public assistance is involved other than the Youthbuild grant, HUD's Section 8 housing quality standards will be followed.

E. Will develop and adopt a tenant selection plan that:

(1) is consistent with the purpose of providing housing for homeless and very low-income families and individuals;

(2) is reasonably related to program eligibility and the certifying entity's ability to perform the obligations of the lease;

(3) gives reasonable consideration to the housing needs of families that would qualify for a preference under section 6(c)(4)(A) of the United States Housing Act of 1937;

(4) provides for the selection of tenants from a written waiting list in the chronological order of their application, to the extent practicable, and for the prompt notification in writing of any rejected applicant of the grounds for any rejection; and

(5) acknowledges that a family holding tenant-based assistance under section 8 of the United States Housing Act of 1937 will not be refused tenancy because of the status of the prospective tenant as a holder of such assistance.

F. Will, if it is a nonprofit organization, adopt and follow a plan for tenant participation in management decisions.

G. Will not require tenants to pay rent in excess of the amount provided under section 3(a) of the United States Housing Act of 1937.

H. Will ensure that the aggregate monthly rental for each eligible project will not exceed the operating costs of the project (including debt service, management, adequate reserves, and other documented operating costs) plus a six percent return on any equity investment of the project owner.

I. Will, if it is a nonprofit organization, use any profit received from the operation, sale or other disposition of the project for the purposes of providing housing for low- and moderate-income families. Any profit-motivated partners in a nonprofit partnership will receive (i) not more than a six percent return on their equity investment from project operations; and (ii) upon disposition of the project, not more than an amount equal to their initial equity investment plus a return on that investment equal to the increase in the Consumer Price Index for the geographic location of the project since the time of the initial investment of such partner in the project.

J. Will not convey ownership of the property unless the instrument of conveyance requires a subsequent owner to comply with the above certifications for the remainder of the ten year period.

Signature of Authorized Certifying Official of:

Applicant Organization Rightful Property Owner

Title _____

Organization _____

Date _____

Address of Property: _____

Exhibit 7 D 2 - Housing Project Certifications
For Transitional Housing

9 24 3

Applicants requesting Youthbuild Implementation Grant funds to fund any part of the acquisition, architectural and engineering fees, construction, rehabilitation, operating costs or replacement reserves for a housing property that will be used for Transitional housing for the homeless must make the certifications below. If the rightful property owner is not the applicant, these certifications must be signed by that owner. A separate certification must be signed for each housing project.

The Applicant or Rightful Property Owner certifies that, for a period of not less than ten (10) years after construction or rehabilitation is completed and an occupancy permit is issued for the Youthbuild transitional housing project receiving Youthbuild assistance, it:

A. Will ensure that the aggregate monthly rental for each Youthbuild project will not exceed the operating costs of the project (including debt service, management, adequate reserves and other documented operating costs) plus a six percent return on any equity investment of the project owner.

B. Will, if it is a nonprofit organization, use any profit received from the operation, sale or other disposition of the project for the purposes of providing housing for low- and moderate-income families. Any profit-motivated partners in a nonprofit partnership will receive: (i) not more than a six percent return on their equity investment from project operations; and (ii) upon disposition of the project, not more than an amount equal to their initial equity investment plus a return on that investment equal to the increase in the Consumer Price Index for the geographic location of the project since the time of the initial investment of such partner in the project.

C. Will ensure that the transitional housing project shall adhere to the requirements regarding service delivery, housing standards and rent limitations applicable to comparable housing receiving assistance under title IV of the Stewart B. McKinney Homeless Assistance Act, unless these requirements are expressly waived by the Secretary of HUD to permit the conversion of the project to a permanent housing project.

D. Will not convey ownership of the property unless the instrument of conveyance requires a subsequent owner to comply with the above certifications for the balance of the ten year period.

Signature of Authorized Certifying Official of: _____

Applicant Organization Rightful Property Owner

Title _____

Organization _____

Date _____

Address of Property: _____

**Exhibit 7 D 3 - Housing Project Certifications
For Homeownership**

9 24 3

Applicants requesting Youthbuild Implementation Grant funds to fund any part of the acquisition, architectural and engineering fees, construction, or rehabilitation for a housing property that will be used for homeownership must provide the certifications below. If the rightful property owner is not the applicant, then these certifications must be signed by that property owner. A separate certification must be signed for each housing project.

The Applicant or Rightful Property Owner certifies that, for a period of not less than ten (10) years after construction or rehabilitation is completed and an occupancy permit is issued for the Youthbuild homeownership housing project receiving Youthbuild assistance, it:

A. Will ensure that the homeownership project will comply with the requirements of the HOPE II or HOPE III programs authorized under subtitles B or C respectively of title IV of the Cranston-Gonzales National Affordable Housing Act.

B. Will not convey ownership of the property unless the instrument of conveyance requires a subsequent owner to comply with the above certification for the balance of the ten year period.

Signature of Authorized Certifying Official of: _____
 Applicant Organization Rightful Property Owner

Title _____

Organization _____

Date _____

Address of Property: _____

For Implementation or Combined Requests Only**A. Total Implementation Grant Budget**

Complete the attached Youthbuild Implementation Budget form, **Exhibit 8 A**, showing the total budget by line item for the program activities to be carried out with the proposed Youthbuild Implementation Grant. Applicants are not required to fund all activities listed and may add other eligible activities to the budget.

The budget should also reflect all **cash** contributions from other sources of funding.

Lines 1 through 12 of Exhibit 8 A cover costs associated with the activities being undertaken for the non-housing components of the Youthbuild program. For each program activity included in this section of the budget, attach an explanation of how the total costs for these activities were computed and show a breakout for space, personnel, equipment, supplies, etc.

Mark this information as Exhibit 8 A 1.

Note on Wages for On-Site Work: Davis-Bacon prevailing wage rate requirements do not apply to Youthbuild trainees on housing projects or in training programs where the Youthbuild grant is the only Federal assistance provided. If other Federal program assistance is provided to the housing project or the Youthbuild training program, labor standards apply to trainees to the extent required by the other Federal program(s). Davis-Bacon prevailing wage rate requirements do apply to laborers and mechanics (other than Youthbuild trainees) employed in the construction, alteration, or repair of a housing site being used for a Youthbuild program if: (1) the Youthbuild grant is assisting the housing project in its acquisition, construction, or rehabilitation, or (2) other Federal program funds are assisting the housing work and labor standards are required by such program(s). Applicants need to review applicable Federal regulations to determine which relevant requirements apply to their individual situations.

B. Details On Other Sources of Funds for Non-Housing Components

Complete the attached form, **Exhibit 8 B**, to identify by name all of the other sources of funding reflected in the Youthbuild Implementation Grant budget for the non-housing components of the program. These sources should be those making cash contributions to the Implementation Grant activities, not in-kind or other forms of donations. The evidence of the commitments of these other sources of funds should be contained in Exhibit 5.

**Exhibit 8A
Youthbuild Implementation Grant Budget
By Line Item**

Implementation Grant Activities Uses of Funds (See Eligible Activities)	Sources of Funds					Total
	Youthbuild	Other Federal	State	Local	Private	
1. Outreach and Recruitment Activities *	\$	\$	\$	\$	\$	\$
2. Education and job training services (includes on-site training) *						
3. Trainee wage and need-based stipends/benefits/incentives						
4. Counseling and other support services *						
5. Leadership development *						
6. Job placement and follow-up services *						
7. Legal Fees						
8. Training and technical assistance for applicant staff *						
9.						
10.						
11.						
12. Subtotal Non-Housing Components						
13. Housing Project Component Total Costs (Total line 15 from all Exhibits 7A, Part 1)						
14. Subtotal (sum of lines 12 and 13)						
15. Administrative costs not included above (Request should not exceed 15% of Youthbuild subtotal [line 14] unless justification is provided)						
16. Total Implementation Costs (sum of lines 14 and 15)						

* **Note 1.** For each of these line items, attach an explanation of how the total costs for the activity were computed. Show a breakout for space, personnel, equipment, supplies, travel, consultants, etc. as appropriate. Mark this information as Exhibit 8 A 1.

Note 2. Include only those items for which a cash payment will be made. Do not include the value of any in-kind contributions.

Exhibit 8B
Youthbuild Implementation Grant Budget
Details on Other Sources of Funds for Non-Housing Components

Name of Source (A)	Type of Source (B)	Amount of Funds (C)	Date Available (D)	Program Use (E)
		\$		
		\$		
		\$		
		\$		
		\$		
		\$		
		\$		
		\$		
		\$		
		\$		
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		\$		
		\$		
		\$		
		\$		
		\$		
		\$		

Column A: Identify the program, organization, or financial institution providing the funds for these non-housing components.
 Column B: Identify the type of source (Federal, State, local government or private entity) providing funds for these components of your Youthbuild Implementation Program.
 Column C: Identify the amount of funds to be provided. This column should be consistent with the Exhibit 8 A Budget amounts.
 Column D: Identify the date on which these funds will be available to the applicant.
 Column E: Indicate what these funds will be used for in your program. This column should be consistent with Exhibit 8 A.
Note: Any sources identified in this exhibit should also be referenced in Exhibit 5.

To Be Completed By All Applicants**A. Staffing Plan**

Describe the applicant's plan for staffing the major program areas of the proposed Youthbuild Planning Grant or Implementation Grant activities. (Applicants for Combined Grants should submit two separate plans.) Indicate the type and number of staff required. If the staff have been identified, include resumes which describe their experience and qualifications. For any positions which have not been filled, describe the requirements of the position and the principal duties and responsibilities. If the applicant anticipates using consultants or volunteers, this approach should be noted in the plan.

Mark the staffing plan(s) as Exhibit 9 A.

B. Schedule

Complete the appropriate attached time line forms for either Planning or Implementation Grants, **Exhibit 9 B 1 or Exhibit 9 B 2**, to show the schedule for initiating and completing each major Youthbuild activity cited in the total program budgets. (Applicants for Combined Grant requests must complete both forms.) Indicate the month in which the activity will begin and be completed. All Planning Grant activities are to be completed within 12 months of the effective date of the Planning Grant agreement. All Implementation Grant activities are to be completed within 30 months of the effective date of the Implementation Grant agreement. (Note that an individual participant's enrollment is limited to 24 months.) For a Combined Grant award, the 30 months for an implementation program will not start until HUD has issued the necessary approval following the applicant's completion of the planning activities.

C. Evaluation Plan

Applicants for Planning Grants: Describe how the applicant intends to develop an evaluation plan that will enable the applicant to measure the success of the potential Youthbuild project. List the various elements that will be measured to determine program success, such as youth recruitment, attendance, academic improvement, job placement, and completion rate of housing.

Mark this information as Exhibit 9 C.

Applicants for Implementation and Combined Grants: Provide an evaluation plan that will enable the applicant to measure the success of the proposed Youthbuild project. The evaluation plan should include specific and measurable objectives for the various elements of the evaluation plan. Possible elements to be measured include youth recruitment, attendance, academic improvement, job placement, and completion rate of housing.

Mark this information as Exhibit 9 C.

**Exhibit 9B1
Planning Grant Schedule**

Use the time line below to indicate the month in which the activities will begin and be completed.

Name of Applicant	Estimated Program Start Date					
	1M	2M	3M	4M	5M	6
Planning Grant Activity						

Exhibit 9B2 Implementation Grant Schedule

Use the time line below to indicate the month in which the activities will begin and be completed.

Name of Applicant	Estimated Program Start Date					
	12 months					
Implementation Grant Activity	1Qtr	2Qtr	3Qtr	4Qtr	5Qtr	6

**Exhibit 9B2
Implementation Grant Schedule**

Use the time line below to indicate the month in which the activities will begin and be completed.

Name of Applicant	Estimated Program Start Date					
	12 months					
	1Qtr	2Qtr	3Qtr	4Qtr	5Qtr	6Qtr
Implementation Grant Activity						

To Be Completed By All Applicants

A. Applicant Certifications: A signed copy of the attached form, "Applicant Certifications," Exhibit 10 A, must be submitted with all applications for Youthbuild funds. This Certification form must be signed by the same authorized representative of the applicant that signed the SF 424.

B. Consistency With Comprehensive Housing Affordability Strategy (CHAS):

Applicants must provide a certification signed by an authorized public official of the unit of local government or, if applicable, of the State within which the Youthbuild program is to be located stating that the proposed Youthbuild activities are consistent with the jurisdiction's HUD-approved Comprehensive Housing Affordability Strategy (CHAS) or Abbreviated Strategy for the current Fiscal Year. Use the following instructions in obtaining this certification:

1. Exempt Locations: A CHAS certification is not required for applications for Youthbuild activities to be located on an Indian Reservation or in the Insular Areas of Guam, the Virgin Islands, American Samoa, or the Northern Mariana Islands. However, where an Indian tribe or an Indian Housing Authority is the applicant for a Youthbuild program that will not be located on a reservation, the CHAS certification is required.

2. Applicants that are States or units of general local government: The CHAS certification must be signed by the public official, or his or her authorized representative, who is responsible for submitting the CHAS or Abbreviated Strategy to HUD.

3. Applicants that are not States or units of general local government: The CHAS certification must be obtained from the unit of general local government in which the Youthbuild program is to be located if this government: a) is required to have a complete CHAS or b) is authorized to use an Abbreviated CHAS and is also applying for a Youthbuild grant. Otherwise the certification should be obtained from the State, unless the unit of local government where the program is to be located is authorized and willing to prepare an Abbreviated CHAS.

4. In all cases, the CHAS certification must be signed and dated by the authorized public official, or his or her authorized representative. The Fiscal Year covered by the CHAS must be indicated. If an Abbreviated CHAS has been submitted to HUD but not yet approved, the certifying official should so indicate. See the NOFA and regulations for further information.

Mark the signed statement of consistency with the CHAS as Exhibit 10 B.

**Appendix A: Instructions for Completing Exhibit 7 C:
Applicant's Environmental Threshold Information
for Property Proposed for Youthbuild Funding**

9243

This Appendix contains: (A) Instructions to Applicants and (B) Environmental Threshold and Documentation Requirements and is to be used by those Implementation or Combined Grant applicants required to complete Exhibit 7 C. As explained in the general instructions for Exhibit 7, such applicants are required to complete Exhibit 7 C to provide HUD with environmental threshold information for a proposed property only when Youthbuild funds are requested for the costs of the lease, acquisition, rehabilitation, or new construction of the housing property. Applicants should make copies of Exhibit 7 C for each applicable property.

A. Instructions to Applicants

1. For each proposed Youthbuild property for which HUD environmental procedures apply, applicants are to prepare a separate Exhibit 7 C in which they supply HUD with environmental threshold information and letters from qualified data sources (see definition below) which support the information. HUD will review the applicant's submission and determine how, if necessary, HUD will comply with any Federal laws and authorities that may be applicable to the applicant's property proposed for Youthbuild funding.

Applicants are to follow these instructions for preparing Exhibit 7 C. The instructions advise applicants on how to obtain and document certain information to be supplied to HUD in this exhibit. Before selecting a property for Youthbuild funding, applicants should read this Appendix and be advised that HUD encourages applicants to select, to the extent practicable, properties and locations that are free of environmental hazards and problems discussed in this Appendix. The responses to the environmental criteria in this Appendix will be used to determine environmental approval or disapproval by HUD of proposals for physical development of properties.

2. After selecting a property for proposed Youthbuild funding, applicants are to determine the activities which they propose to undertake with their Youthbuild funds. Applicants are to indicate in section E of Exhibit 7 C whether the Youthbuild funds will be used for:

- (a) lease or purchase of a property;
- (b) minor rehabilitation or
- (c) major rehabilitation; or
- (d) new construction of housing.

The activities proposed for Youthbuild funding will determine the kind of data that applicants will need to obtain from a qualified data source in order to complete Exhibit 7 C.

3. Once applicants have selected a property and determined the activities for Youthbuild funding, applicants are advised to check with their city or county agency that administers HUD's Community Development Block Grant program and performs environmental reviews, or the local planning agency. The reason is that most, if not all, the data needed for preparing Exhibit 7 C is readily available from the local community development agency and the local planning agency. Applicants are advised to ask the environmental staff of those agencies the following:

(a) Has the agency ever prepared an environmental review of the proposed Youthbuild property or the neighborhood in which the property is located, and if so, would it provide a copy to the applicant for use by HUD;

(b) Would the agency assist the applicant in completing section G of Exhibit 7 C; or

(c) If the agency is not able to help complete any item in section G of Exhibit 7 C, would the agency advise the applicant which local or State agency is the appropriate qualified data source for obtaining the information. Also, applicants should check with the local planning agency before proceeding elsewhere for the information.

Applicants are advised that the cost of preparing information and analyses needed for Exhibit 7 C is an eligible cost under the Youthbuild program and is reimbursable if applicants are approved for a grant.

4. The following definitions are of key terms used in these instructions. Most of the other terms are technical and their definition would be known to qualified data sources.

(a) "Qualified data source" means any Federal, State or local agency with expertise or experience in environmental protection (e.g., the local community development agency; the land planning agency; the State environmental protection agency; the State Historic Preservation Officer) or any other source qualified to provide reliable information on the particular subject. A letter supporting the information from each qualified data source is to be attached to Exhibit 7 C. Applicants with questions or in need of further assistance may phone or visit the nearest HUD Field Office and speak to the Environmental Officer. HUD Field Offices maintain some environmental data and map files and can provide advice.

(b) "Minor rehabilitation" means proposed fixing and building repair:

(i) where the estimated cost of the work is less than 75 percent of the property value after completion;

(ii) that does not involve changes in land use from residential to nonresidential, or from nonresidential to residential;

(iii) that does not involve the demolition of one or more buildings, or parts of a building, containing the primary use served by the project; and

(iv) that does not increase unit density by more than 20 percent.

For minor rehabilitation of a building located in a floodplain, the criteria for substantial improvement modify this definition. (see Item B 3 below)

(c) "Major rehabilitation" means proposed fixing and building repair:

(i) where the estimated cost of the work is 75 percent or more of the property value after completion; or

(ii) that involves changes in land use from residential to nonresidential, or from nonresidential to residential; or

(iii) that involves the demolition of one or more buildings, or parts of a building, containing the primary use served by the project; or

(iv) that increases unit density by more than 20 percent.

(d) **"Multifamily housing"** means any residential building that contains five or more apartments or rooming units.

(e) **"Single-family housing"** means any residential building that contains one-to-four dwelling units.

5. Because each Federal environmental law or authority has compliance requirements that differ according to the type of proposed activity to be funded, applicants are required to supply information in Exhibit 7 C **only** for the type of activity for which the Youthbuild grant will be used.

(a) If the applicant proposes new construction or major rehabilitation of multifamily housing, the applicant must supply complete and reliable environmental threshold information for items 1 through 13 in section G of Exhibit 7 C.

(b) If the applicant proposes new construction of single family housing, the applicant must supply complete and reliable environmental threshold information for items 1 through 12 in section G.

(c) If the applicant proposes minor rehabilitation of multifamily or single-family housing, or the purchase or lease of a property, the applicant must supply complete and reliable environmental threshold information for items 1 through 7 in section G.

6. Applicants subject to HUD's environmental procedures are to submit Exhibit 7 C and accompanying documentation to HUD with their applications for grant assistance. **Such applicants are prohibited from committing or expending State, local or other funds to undertake property rehabilitation, construction (including demolition), or acquisition (including lease), until HUD and the grantee execute a grant agreement for the proposed Youthbuild project.**

7. HUD reserves the right to disqualify any application where one or more environmental thresholds are exceeded if HUD determines that the compliance review cannot be conducted and satisfactorily completed within the HUD review period for Youthbuild applications.

B. Environmental Threshold and Documentation Requirements

The threshold and documentation requirements for each of the Federal environmental laws and authorities are described below, following the same order as they appear in section G of Exhibit 7 C.

1. Site within designated coastal barrier resources:

Threshold: Youthbuild applicants are **prohibited** by Federal law from using Federal financial assistance for properties, if the properties are located within designated coastal barriers of the Atlantic Ocean, Gulf of Mexico, and the Great Lakes (Coastal Barrier Resources Act, as amended, 16 U.S.C. 3501).

***Documentation:** Youthbuild applicants are to select either A or B for the condition that best describes the property and report the option selected in item 1 of section G.

A. The applicant states that its program operates in a community that does **not** contain any shores along the Atlantic Ocean, the Gulf of Mexico, or the Great Lakes.

B. For the applicant whose program operates in a community that does contain shores along the Atlantic Ocean, the Gulf of Mexico, or the Great Lakes, the applicant provides HUD with a finding made by a qualified data source stating that the applicant's proposed **property is not** located within a designated coastal barrier resource by citing the map panel number of the official maps issued by the Department of the Interior (DOI) on the basis of which the finding was made.

2. Site contaminated with toxic chemicals and radioactive materials:

Threshold: Under HUD policy, as described in HUD Notice 79-33 (Policy Guidance to Address the Problems Posed by Toxic Chemicals and Radioactive Materials), HUD will **not** approve the provision of financial assistance to residential properties located on contaminated sites. Sites known or suspected to be contaminated by toxic chemicals or radioactive materials include but are not limited to sites: (i) listed on either an EPA Superfund National Priorities List (NPL) or CERCLA (Comprehensive Environmental Response, Compensation, and Liability Act) List, or equivalent State list; (ii) located within 3,000 feet of a toxic or solid waste landfill site; or (iii) with an underground storage tank (which is not a residential fuel tank).

***Documentation:** Youthbuild applicants are to select either A or B for the condition that best describes their property and report the option selected in item 2 of section G.

A. The applicant provides HUD with a finding made by a qualified data source stating that the proposed Youthbuild property and any neighboring properties do **not** contain any sites known or suspected to be contaminated with toxic chemicals and radioactive materials.

B. The applicant provides any site contamination data by a qualified data source in its letter for HUD's evaluation of contamination and/or suspicion of any contamination of a proposed property or any neighboring properties.

3. Site affecting a floodplain:

Threshold: A property located within a floodplain and proposed for funding is subject to Executive Order 11988, Floodplain Management. The Executive Order directs HUD to avoid, where practicable, proposed financial support for any floodplain property, whenever HUD has options to approve properties in flood-free locations. The Order does **not** apply to existing single-family properties proposed for purchase or lease except for: (i) property that is located within a floodway or coastal high hazard area; and (ii) substantial improvement. **Substantial improvement** for flood hazard purposes means any property rehabilitation which: (a) increases the unit density of the property; or (b) equals or exceeds 50 percent of the market value of the property before rehabilitation, but excluding the costs for correcting health, sanitary, and safety code violations. **Note:** Proposed funding for substantial improvement and new construction are subject to the Executive Order decision making process. This may result in a **disqualification** of the application (refer above to number 7 under "Instructions to Applicants").

*Documentation: Youthbuild applicants are to select A or B for the condition that best describes their property and report the option selected in item 3 of section G.

A. The applicant provides HUD with a finding made by a qualified data source stating that the property is not located within the Special Flood Hazard Area (SFHA).

B. The applicant provides HUD with a finding made by a qualified data source that the property is located within the Special Flood Hazard Area (SFHA) and as to whether the property is located within a floodway or coastal high hazard area.

The information for A and B must provide HUD with the flood map panel number obtained either from the official maps issued for the National Flood Insurance Program or from the property appraisal report used to make the finding.

For all proposed rehabilitation of properties that are located within a SFHA, applicants must provide HUD with estimates of: (i) the property value before rehabilitation, and (ii) the cost of the proposed rehabilitation. The estimates are to be provided in section F of Exhibit 7 C.

If the property is found to be located within a SFHA, proceed to item 4 on flood insurance protection. Otherwise proceed to item 5.

4. Building requiring flood insurance protection:

Threshold: HUD will estimate the amount and period of flood insurance coverage that is to be made a condition of approval of any HUD financial assistance for a building located within a Special Flood Hazard Area (SFHA). The Flood Disaster Protection Act of 1973 requires owners of HUD-assisted buildings to purchase and maintain flood insurance protection as a condition of approval of any HUD financial assistance for the proposed purchase, rehabilitation, or new construction of any SFHA building. The law prescribes the coverage period and dollar amount of flood insurance protection.

Proof of Purchase of Flood Insurance Protection: Applicants shall provide HUD their "proof of purchase" of flood insurance protection for any proposed Youthbuild building located within the SFHA, whenever HUD funding is being used by the grantee for property purchase, rehabilitation, or new construction. The standard documentation for compliance is the Policy Declarations form issued by the National Flood Insurance Program (NFIP) or issued by any property insurance company offering coverage under the NFIP. Whenever, the requirement applies to coverage which extends to future years, the grant agreement will require that the insured has its insurer automatically forward to HUD, in the same manner as to the insured, an information copy of the Policy Declarations form, which is used to verify compliance. The Youthbuild applicant's responsibility ceases in cases where a mortgage loan is approved requiring flood insurance as condition of loan approval by a lender (other than the Youthbuild applicant), whose responsibility is to assure flood insurance coverage for the loan.

*Documentation: Youthbuild applicants are to select either A or B for the condition that best describes their property and report the option selected in item 4 of section G.

A. The applicant already owns the property and attaches a copy of the Policy Declarations form confirming that a current flood insurance policy is in effect and the policy provides adequate coverage for the building proposed for the Youthbuild project located within the Special Flood Hazard Area.

B. After the applicant will have purchased (or constructed, in the case of proposed new construction) the Youthbuild property, the applicant will obtain and maintain flood insurance protection. For the term and amount of coverage prescribed by law, the applicant will provide HUD with a copy of the Policy Declarations form confirming that the flood insurance policy is in effect and the policy provides adequate coverage for the Youthbuild building located within the Special Flood Hazard Area.

5. Site within clear zones or accident potential zones of airports and airfields:

Threshold: HUD policy as described in 24 CFR 51, Subpart D applies to HUD approval of financial assistance to: (a) properties located within clear zones; and (b) in the case of new construction or major rehabilitation, properties located within accident potential zones.

(a) **Clear zones:** New construction and major rehabilitation of a property that is located on a clear zone site is prohibited. HUD financial assistance in a clear zone is allowed only for the proposed lease, purchase, or minor rehabilitation of properties (24 CFR 51.302(a)). For HUD funding approval for any property in a clear zone: (a) HUD will give advance written notice to the prospective property buyer in accord with 24 CFR 51.303(a)(3); and (b) a copy of the HUD notice signed by the prospective property buyer will be placed in the property file. The written notice informs the prospective property buyer of: (i) the potential hazards from airplane accidents which studies have shown more likely to occur within clear zones than in other areas around the airport/airfield; and (ii) the potential acquisition by airport or airfield operators, who may wish to buy the property at some future date as part of a clear zone acquisition program.

(b) **Accident potential zones:** For properties located within the accident potential zone (APZ), HUD shall determine whether the use of the property is generally consistent with Department of Defense "Land Use Compatibility Guidelines for Accident Potential Zones."

*Documentation: Youthbuild applicants are to select either A or B for the condition that best describes their property and report the option selected in item 5 of section G.

A. The applicant states that the property is not located within 3,000 feet of a civil airport or military airfield.

B. For properties located within 3,000 feet of a civil airport or military airfield, the applicant provides HUD with a finding from the airport operator stating whether or not the property is located within a runway clear zone at a civil airport, or a clear zone or accident potential zone at a military airfield.

For properties that are located within a runway clear zone or a clear zone or accident potential zone, the applicants who propose to rehabilitate such a property are to provide HUD

with estimates of: (i) the cost of the proposed rehabilitation, and (ii) the property value after completion of the rehabilitation. The estimates are to be provided in section F of Exhibit 7 C.

6. Site is or affects an historic property:

Threshold: Only if a property is proposed for rehabilitation or new construction must HUD in consultation with the State Historic Preservation Officer (SHPO), and following the Department of the Interior's Standards and Guidelines for Evaluation, make a determination whether the property is:

(a) listed on or formally determined to be eligible for listing on the National Register of Historic Places;

(b) located within or directly adjacent to an historic district; or

(c) a property whose area of potential effects includes an historic district or property.

Historic properties and districts are subject by law to special protection and historic preservation processing which HUD must perform to comply with the regulations of the Advisory Council on Historic Preservation (ACHP: 36 CFR part 800). Note: Applicants seeking information from the SHPO as a qualified data source need to allow sufficient time to obtain the information from the SHPO. Applicants may wish to make special arrangements with the SHPO for rapid review of the applicant's proposed property where this is practicable. In addition, for properties determined to be historic properties, HUD will require 30 to 90 days in most cases for HUD to perform historic preservation compliance with the ACHP regulations. This may result in a disqualification of the application (refer above to number 7 under "Instructions to Applicants").

***Documentation:** Youthbuild applicants are to select one of the following options that best describes the condition of their property and report the option selected in item 6 of section G.

A. The applicant proposes financial assistance for rehabilitation or new construction, and provides HUD with a SHPO's finding that the proposed Youthbuild activity:

1. Is located within an area where there are no historic properties; or

2. Will have no effect on historic properties; or

3. Will have an effect on historic properties not considered adverse.

B. The applicant proposes financial assistance for rehabilitation or new construction, and provides HUD with a SHPO's finding that the proposed Youthbuild activity will have an adverse effect on historic properties.

C. The applicant provides HUD with a copy of a letter from the SHPO stating any reasons for not being able to provide the applicant with the requested information and finding.

7. Site near hazardous industrial operations:

Threshold: Properties that are located near hazardous industrial operations handling fuels or chemicals of an explosive or flammable nature are subject to HUD safety standards (24 CFR 51, Subpart C). However, under the Youthbuild program, these standards would apply only if applicants propose: (i) construction of a building; (ii) conversion of a non-residential land use to a residential land use including making habitable a building condemned for habitation; or (iii) rehabilitation that increases the density of a residential structure by increasing the number of dwelling or rooming units. In the case of tanks containing common liquid fuels, the requirement for an acceptable separation distance (ASD) calculation only applies to storage tanks that have a capacity of more than 100 gallons.

***Documentation:** Youthbuild applicants are to select one of the following options that best describe the condition of the property, and report the option selected in item 7 of section G.

A. The proposed project does not include: (i) construction of a building; (ii) conversion of a non-residential land use to a residential land use including making habitable a building condemned for habitation; or (iii) rehabilitation that increases the density of a residential structure by increasing the number of dwelling or rooming units.

B. The proposed project includes: (i) construction of a building; (ii) conversion of a non-residential land use to a residential land use including making habitable a building condemned for habitation; or (iii) rehabilitation that increases the density of a residential structure by increasing the number of dwelling or rooming units; and the applicant provides HUD a finding by a qualified data source that the applicant's proposed property is not located within the immediate vicinity of hazardous industrial operations handling fuel or chemicals of an explosive or flammable nature by citing data used and the maps used.

C. The applicant proposes: (i) construction of a building; (ii) conversion of a non-residential land use to a residential land use including making habitable a building condemned for habitation; or (iii) rehabilitation that increases the density of a residential structure by increasing the number of dwelling or rooming units; and the grantee provides HUD a finding made by a qualified data source stating: (1) that the proposed property is located within the immediate vicinity of hazardous industrial operations handling fuel or chemicals of an explosive or flammable nature; (2) the type and scale of such hazardous industrial operations; (3) the distance of such operations from the proposed property; (4) a preliminary calculation of the acceptable separation distance (ASD) between such operations and the proposed property; and (5) a recommendation as to whether it is safe to use the property in accord with 24 CFR 51, Subpart C.

A. For the applicant whose project proposes new construction or conversion activities, the applicant provides HUD with a finding made by a qualified data source that the project is **not** likely to affect any listed or proposed endangered or threatened species or critical habitat. The finding shall indicate whether the project is located within a critical habitat, and if so, explain why the project is not likely to affect the species or habitat.

B. For the applicant whose project proposes new construction or conversion activities that are likely to affect listed or proposed endangered or threatened species or critical habitat, the applicant provides HUD with a statement from a qualified data source explaining the likely affect, and/or a finding made by the Fish and Wildlife Service of the Department of the Interior stating as acceptable the proposed mitigation that the applicant will provide to protect any affected endangered or threatened species or critical habitat.

12. Site affecting a designated wetland:

Threshold: New construction or conversion to housing of a non-residential property located within a **designated wetland** is subject to Executive Order 11990, Protection of Wetlands. This Executive Order directs HUD to avoid, where practicable, financial support for new construction on wetland property. **Note:** Proposed funding for new construction or conversion is subject to the Executive Order decision making process. This may result in a **disqualification** of the application (refer above to number 7 under "Instructions to Applicants").

***Documentation:** Youthbuild applicants are to select **A** or **B** for the condition that best describes their property and report the option selected in item 12 of section G.

A. The applicant provides HUD with a finding made by a qualified data source stating that the property is **not** located within a designated wetland where new construction or conversion is proposed.

B. The applicant provides HUD with a finding made by a qualified data source that the property is located within a designated wetland, which applies only to property where new construction or conversion is proposed.

The information for A and B must provide HUD with the wetland panel number obtained from official maps issued by the Department of the Interior on the basis of which the finding was made, or where DOI has not mapped the area, a letter or other documentation from the Army Corps of Engineers or other Federal agency.

13. Significant impact to the human environment:

Threshold: HUD must perform an environmental assessment of any property proposed for major rehabilitation or new construction **except** for a single-family property having one-to-four dwelling units. It is the policy of the Department to reject proposals which have significant adverse environmental impacts and to encourage the modification of projects in order to enhance environmental quality and minimize environmental harm. This policy is authorized by the National Environmental Policy Act (NEPA) and the implementing regulations of the Council on Environmental Quality and HUD's Environmental Rule at 24 CFR part 50.

***Documentation:** Youthbuild applicants are to provide HUD with any information on any adverse environmental impacts that affect the property or that the project would create. Applicants are to report this data on a separate sheet and attach it to Exhibit 7 C. Examples of adverse impacts are: soil instability and erodibility; natural or person-made hazards and nuisances; air pollution; inadequate infrastructure (e.g., water supply, waste water treatment, storm water management, solid waste collection), inadequate public services (i.e., fire, police, health care, social services, schools, parks) and transportation; and encroachment on prime farmlands and wild and scenic river areas. Applicants are to identify any significant impacts to the human environment.

8. Site near high noise source:

Threshold: For new construction which is to occur in high noise areas (i.e. exceeding 65 decibels), applicants shall incorporate noise attenuation features to the extent required by HUD environmental criteria and standards contained in Subpart B (Noise Abatement and Control) of 24 CFR part 51. Approvals in a **Normally unacceptable noise zone** require a minimum of 5 decibels additional sound attenuation for buildings having noise-sensitive uses if the day-night average sound level is greater than 65 decibels but does not exceed 70 decibels, or a minimum of 10 decibels of additional sound attenuation if the day-night average sound level is greater than 70 decibels but does not exceed 75 decibels.

Proposed housing sites with above 75 decibels are unacceptable and the noise attenuation measures require the approval of the Assistant Secretary for Community Planning and Development. In **Unacceptable noise zones**, HUD strongly encourages conversion of noise-exposed sites to non-housing land uses compatible with the high noise levels.

For major rehabilitation projects involving five or more dwelling units located in the "**Normally Unacceptable**" and "**Unacceptable**" noise zones, HUD actively seeks to have project sponsors incorporate noise attenuation features, given the extent and nature of the rehabilitation being undertaken and the level of exterior noise exposure.

***Documentation:** Youthbuild applicants are to select A or B for the condition that best describes their project and report the option selected in item 8 of section G.

A. The applicant provides HUD with a finding made by a qualified data source stating that the property proposed by the applicant for a major rehabilitation or new construction project involving five or more dwelling units is not located within: (i) 1,000 feet of a major noise source, road, or highway; (ii) 3,000 feet of a railroad; or (iii) 1 mile of a civil or 5 miles of a military airfield.

B. The applicant provides HUD with a finding made by a qualified data source: (i) stating that the plans for the property proposed by the applicant for a major rehabilitation or new construction project involving five or more dwelling units will incorporate noise attenuation features in accord with HUD environmental criteria and standards contained in Subpart B (Noise Abatement and Control) of 24 CFR part 51; (ii) stating whether the property is located within a "Normally Unacceptable" or "Unacceptable" noise zone; and (iii) providing HUD plans and a statement of the anticipated interior noise levels.

9. Site affecting coastal zone management:

Threshold: Only for proposed activities involving new construction or major rehabilitation of multifamily housing does the Coastal Zone Management (CZM) authority apply. Projects which can affect the coastal zone must be carried out in a manner consistent with the approved State coastal zone management program under Sec. 307 of the Coastal Zone Management Act of 1972, as amended.

***Documentation:** Youthbuild applicants are to select either A or B for the condition that best describes their project and report the option selected in item 9 of section G.

A. The applicant states that its project is not located within a coastal zone, as defined by the State's Coastal Zone Management Plan.

B. For applicants whose project is located within a coastal zone, the applicant provides HUD with a finding made by the State CZM agency that the project proposed by the applicant is consistent with the approved State coastal zone management program.

10. Site affecting a sole source aquifer:

Threshold: The sole source aquifer authority applies primarily to activities involving proposed new construction or conversion to housing of non-residential property. Projects which can affect aquifers designated by the Environmental Protection Agency (EPA) must be reviewed for impact on such designated aquifer sources. The Safe Drinking Water Act of 1974 requires protection of drinking water systems which are the sole or principal drinking water source for an area and which, if contaminated, would create a significant hazard to public health.

***Documentation:** Youthbuild applicants are to select either A or B for the condition that best describes their project and report the option selected in item 10 of section G.

A. The applicant provides HUD with a finding made by a qualified data source stating that the applicant's proposed property is not located on nor does it affect a sole source aquifer designated by EPA.

B. For the applicant whose project proposes new construction or conversion activities that are located on or may affect any sole source aquifer designated by the EPA, the applicant identifies the aquifer and provides HUD with an explanation of the effect on the aquifer from a qualified data source, and/or a copy of any comments on the proposed project that the applicant has received from the EPA Regional Office as well as from any State or local agency with jurisdiction for protecting the drinking water system.

11. Site affecting endangered species:

Threshold: The Endangered Species Protection (ESP) authority applies primarily to activities involving proposed new construction or conversion to housing of a non-residential property. Projects which can affect listed or proposed endangered or threatened species or critical habitats require consultation with the Department of the Interior in compliance with the procedure of Section 7 of the Endangered Species Act of 1973, as amended.

***Documentation:** Youthbuild applicants are to select either A or B for the condition that best describes their property and report the option selected in item 11 of section G.

(To Be Signed By The Authorized Representative of the Applicant and Submitted with the Application)

The Applicant hereby assures and certifies that:

A. It meets the criteria for eligible applicants defined in the Youthbuild NOFA and regulations and has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability to ensure proper planning, management and completion of the project described in this application.

B. It will comply with the requirements of the Fair Housing Act (42 U.S.C. 3601-19) and implementing regulations at 24 CFR Part 100, Part 109 and Part 110; Executive Order 11063, as amended (Equal Opportunity in Housing) and implementing regulations at 24 CFR 107; and Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) (Nondiscrimination in Federally Assisted Programs) and implementing regulations at 24 CFR Part 1; or, for applicants which are Indian Tribes or Indian Housing Authorities, the Indian Civil Rights Act (25 U.S.C. 1301 et seq.).

C. It will comply with the requirements of the Age Discrimination Act of 1975 (42 U.S.C. 6101-07) and implementing regulations at 24 CFR 146, and Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and implementing regulations at 24 CFR 8.

D. It will comply with the requirements of Executive Order 11246, as amended (Equal Employment Opportunity) and implementing regulations at 41 CFR Part 60 and the requirements of Executive Orders 11625, 12432, and 12138, which state that recipients must make efforts to encourage the use of minority- and women-owned business enterprises in connection with funded activities.

E. It will comply with the requirements of Section 3 of the Housing and Urban Development Act of 1968, (U.S.C. 1701u) (Employment Opportunities for Lower Income Persons in Connection with Assisted Projects).

F. It will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR Part 24 and HUD Handbook 1378, Tenant Assistance, Relocation and Real Property Acquisition.

G. It will comply with the requirements of the Lead Based Paint Poisoning Prevention Act (42 U.S.C. 4821, et seq.) and implementing regulations at 24 CFR Part 35.

H. It will provide drug-free workplaces in accordance with the Drug-Free Workplace Act of 1988 (41 U.S.C. 701) 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) through 6) above;

8) providing HUD with the street address, city, county, state and zip code for the site or sites where the performance of work in connection with the grant will take place. For some applicants who have functions carried out by employees in several departments or offices, more than one location may need to be specified. It is further recognized that states and other applicants who become grantees may add or change sites as a result of changes to program activities during the course of grant-funded activities. Grantees, in such cases, are required to advise HUD by submitting a revised "Place of Performance" form. The period covered by the certification extends until all funds under the specific grant have been expended.

I. It will comply with the requirements of section 1352, Title 31, U.S.C. and the implementing regulations at 24 CFR Part 87, and, if this application is requesting more than \$100,000, it certifies that:

1) No Federally appropriated funds have been paid or will be paid, by or on behalf of the undersigned, 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 or modification of this grant.

2) If any funds other than Federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence any person defined in 1) above in connection with this Federal grant, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants and contracts under this grant) and that all subrecipients shall certify and disclose accordingly.

Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and of not more than \$100,000 for each such failure. Indian Housing Authorities (IHAs) established by an Indian tribe as a result of the exercise of its sovereign power are excluded from coverage, but IHAs established under state law are not excluded from coverage.

J. It will ensure that the housing to be produced in conjunction with the Youthbuild program is to be provided for the homeless or low- and very low-income families.

K. It will ensure that all educational programs and activities supported with Youthbuild funds, including the awarding of academic credit and certifying educational attainment, shall be consistent with applicable State and local educational standards.

L. It and its principals: 1) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions (see 24 CFR 24.110) by any Federal department or agency; 2) have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; 3) are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with the commission of any of the offenses enumerated in 2) above; and 4) have not within a three-year period preceding this application had one or more public transactions terminated for cause or default. Where the applicant is unable to certify to any of the statements in this certification, such applicant shall attach an explanation behind this page.

M. Where Youthbuild funds are used for acquisition, construction, or rehabilitation, it and related parties will comply with the Davis-Bacon wage rate requirements with respect to laborers and mechanics other than Youthbuild trainees. Such requirements are found in the Davis-Bacon wage rate provisions of section 456(e) of the Cranston-Gonzalez National Affordable Housing Act; the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-333); implementing U.S. Department of Labor regulations in 29 CFR Parts 1, 3, and 5; and HUD Handbook 1344.1, Federal Labor Standards in Housing and Community Development Programs.

N. It will comply with all applicable program and other Federal requirements described in the Youthbuild NOFA and regulations.

Signature of Authorized Certifying Official _____

Title _____

Applicant Organization _____

Date _____