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**PROGRAMA CDBG-ESTATAL**



**GUÍA PARA LA RADICACIÓN DE SOLICITUD ASISTENCIA ECONÓMICA FONDOS CDBG ASIGNACIÓN EQUITATIVA**

PARTE I - REQUISITOS DE CUMPLIMIENTO OBLIGATORIO

El Departamento de la Vivienda (DV), solo aceptará la radicación de propuestas utilizando el formato exacto de este formulario. De no ser así, se le solicitará al Municipio que corrija los mismos, para la evaluación correspondiente.

REVISADO DICIEMBRE 2023

PROPUESTAS

Esta tabla documentará las transacciones realizadas para este proyecto. El municipio completará la misma de la siguiente manera:

1. # DE TRANSACCIÓN – indicará el número secuencial de transacciones sometidas (Ej.: 1, 2, 3, etc.)
2. FECHA DE RADICACIÓN – escribirá la fecha en que se radicó la transacción al DV, según el correo electrónico enviado.
3. TRANSACCIÓN – indicar si es Propuesta Original, Enmienda o Reprogramación.
4. DESCRIPCIÓN – breve descripción de la transacción.
5. FECHA DE APROBACIÓN – fecha de autorización de la transacción, a completarse por el DV.

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| # DE TRANSACCIÓN | FECHA DE RADICACIÓN | TRANSACCIÓN | DESCRIPCIÓN | FECHA DE APROBACIÓN |
| 1 |  | Propuesta Original | AE- |  |
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# PARTE I - REQUISITOS DE CUMPLIMIENTO OBLIGATORIO

Los requisitos de cumplimiento obligatorio que se completarán son los siguientes:

## [EXHIBIT I-1: INFORMACIÓN DEL SOLICITANTE](#_EXHIBIT_I–1_INFORMACIÓN)

El “Exhibit” detalla los oficiales autorizados de contacto a los que el DV accederá cuando haya que solicitar información adicional a la sometida por el municipio.

Información del Municipio

Municipio de: Click or tap here to enter text.

Nombre del(de la) Alcalde(sa): Click or tap here to enter text.

Dirección física o postal: Click or tap here to enter text.

Correo electrónico: Click or tap here to enter text.

Número de teléfono: Click or tap here to enter text.

Información del(de la) Director(a) de Programas Federales

Nombre del(de la) Director(a): Click or tap here to enter text.

Dirección física o postal: Click or tap here to enter text.

Correo electrónico: Click or tap here to enter text.

Número de teléfono: Click or tap here to enter text.

Información del(de la) Consultor(a), si aplica:

Nombre del(de la) Consultor(a): Click or tap here to enter text.

Dirección física o postal: Click or tap here to enter text.

Correo electrónico: Click or tap here to enter text.

Número de teléfono: Click or tap here to enter text.

## [EXHIBIT I-2: CERTIFICACIÓN DE CUMPLIMIENTO CON LAS DISPOSICIONES DE LA LEY DE VIVIENDA JUSTA](#_EXHIBIT_I-2_CERTIFICACIÓN)

El Municipio someterá evidencia de aquellas gestiones adicionales que haya realizado para el cumplimiento de esta disposición reglamentaria. El municipio tiene que realizar acciones para afirmativamente promover la igualdad en la vivienda **(Affirmatively Furthering Fair Housing- AFFH).**

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**PROGRAMA CDBG-ESTATAL**

CERTIFICACIÓN DE CUMPLIMIENTO CON LAS DISPOSICIONES DE LA LEY DE VIVIENDA JUSTA

Por la presente certifico que el Municipio de \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, cumplidos 12 meses de haber sido certificado por el Estado, cumplió a cabalidad con las disposiciones de la Sección 104(b) (2) de la Ley de Igualdad de Vivienda de los Estados Unidos y de las instrucciones provistas en el documento “EFFORTS TO AFFIRMATIVELY FURTHER THE POLICIES OF THE FAIR HOUSING ACT”.

Certifico que NO se ha realizado ningún cambio en las tareas realizadas que validaron nuestra certificación original y que el Oficial de Vivienda Justa, su dirección y teléfonos continúan siendo los mismos. Esta certificación valida la radicación de proyectos para el Año Programa \_\_\_\_\_\_.

Tarea

1. Orden Ejecutiva del(de la) Alcalde(sa) sobre el Nombramiento del Oficial de Igualdad de Vivienda Justa
2. Comunicación al Departamento de Vivienda y Desarrollo Urbano de los Estados Unidos HUD).
3. Comunicación al Departamento de la Vivienda de PR.
4. Presentación del Aviso Público Sobre la Igualdad de Oportunidad en la Vivienda.

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| Nombre y Firma del(de la) Alcalde(sa) |  | Fecha |

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**PROGRAMA CDBG-ESTATAL**

CERTIFICACIÓN DE CUMPLIMIENTO CON LAS DISPOSICIONES DE LA LEY DE VIVIENDA JUSTA

Transcurrido 12 meses de haber sido certificado por el Estado, el Municipio de \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, cumplió a cabalidad con las disposiciones de la Sección 104(b) (2) de la Ley de Igualdad de Vivienda de los Estados Unidos y de las instrucciones provistas en el documento **“EFFORTS TO AFFIRMATIVELY acción FURTHER THE POLICIES OF THE FAIR HOUSING ACT”.** A esos efectos, certifica la siguiente:

Que el municipio realizó cambios en las tareas que validaron nuestra certificación original y que incluye los documentos necesarios para actualizar nuestra certificación. Entiendo que de no proveer los documentos abajo mencionados no se podrá radicar proyectos para el Año programa \_\_\_\_\_\_.

Tarea Fecha

1. Orden Ejecutiva del(de la) Alcalde(sa) sobre el Nombramiento

del Oficial de Igualdad de Vivienda Justa. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Comunicación al Departamento de Vivienda y Desarrollo Urbano

de los Estados Unidos HUD). \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Comunicación al Departamento de la Vivienda de PR. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Presentación del Aviso Público Sobre la Igualdad de

Oportunidad en la Vivienda. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Nombre y Firma del(de la) Alcalde(sa)** |  | **Fecha** |

El Departamento de la Vivienda, certifica la validación para la radicación de proyectos para el Año Programa \_\_\_\_\_\_.

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| **Aida Gracia Rivera** |  |  |
| **Directora Programa CDBG – Estatal**  **Departamento de la Vivienda** |  | **Fecha** |

## [EXHIBIT I-3 CERTIFICACIÓN DE CUMPLIMIENTO CON LAS DISPOSICIONES DEL PLAN DE PARTICIPACIÓN CIUDADANA](#_EXHIBIT_I-3_)

Esta sección incluirá, copia de la última versión del Plan de Participación Ciudadana Revisado. Además, es obligatorio incluir una fotocopia, en tamaño 8.5” x 11”, de la página del periódico, de circulación general, donde se publicó el aviso de vista pública (con información y fecha legible). De haber utilizado un método adicional, para publicar el aviso, ya sea una red social o la página de internet del municipio, tiene que suministrar evidencia de la publicación del mismo, que ilustre la fecha que fue publicada. En adición, el municipio incluirá copia de las minutas, debidamente firmadas, hojas de asistencia y cualquier otra documentación, que evidencie aquellos esfuerzos adicionales, para propiciar la participación ciudadana. Será responsabilidad del Municipio mantener, como parte del expediente, copia de todos los documentos antes solicitados, para ser verificados en futuras monitorías. Se incluye Guía para la Preparación del Plan de Participación Ciudadana del Municipio, vigente. (Anejo I)

CERTIFICACIÓN DE CUMPLIMIENTO CON LAS DISPOSICIONES

DEL PLAN DE PARTICIPACION CIUDADANA

Yo, nombre alcalde(sa), Alcalde(sa) del Municipio de nombre del municipio, certificó que se cumplió con el Proceso de Participación Ciudadana, para el Año Programa \_\_\_\_\_\_, basado en la siguiente información:

PUBLICACIÓN DEL AVISO DE LAS VISTAS PÚBLICAS

* Fecha de la publicación del aviso: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Nombre del periódico de circulación general: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Método adicional de publicación del aviso:  No Aplica

Redes sociales: Identificar: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. Fecha de publicación: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Página de Internet del municipio. Fecha de publicación: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* La publicación se realizó por lo menos 10 días antes de la celebración de la primera vista pública y proporcionó un plazo de 10 días calendarios, entre cada vista pública.
* La publicación incluyó, para ambas vistas públicas, el propósito, la fecha, hora, lugar y los temas a considerarse.

PRIMERA VISTA PÚBLICA

* Fecha de la vista pública: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Lugar: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Hora: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Se informó:

1. Cantidad estimada de fondos CDBG que esperan tener disponibles para el año programa, incluyendo la subvención y el ingreso de programa anticipado.
2. Gama de actividades elegibles que pueden ser desarrolladas con estos fondos, incluyendo aquellas que benefician a personas de ingresos bajos y moderados. Estas incluyen: administración y planificación (hasta un 17% del total de fondos), rehabilitación de vivienda, facilidades públicas e infraestructura, servicio público (hasta un 15% del total de fondos) y apoyo a microempresas, entre otras.
3. Áreas elegibles bajo los objetivos nacionales LMA y LMJ. A estos efectos se presentarán los mapas de elegibilidad de estos objetivos nacionales en el Municipio.
4. Importancia de la participación ciudadana en los Programas en cuanto a protección de recursos, uso de los fondos propuestos y posibles impactos ambientales en los proyectos.
5. Planes que se llevaron a cabo para minimizar el desplazamiento de personas y de ser necesario la ayuda que se ofrecerá a las personas desplazadas.
6. Actividades para promover la igualdad de vivienda justa.
7. Se recogió el insumo de la ciudadanía, respecto a sus necesidades.

SEGUNDA VISTA PÚBLICA

* Fecha de la vista pública: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Lugar: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Hora: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Se informó:

1. Los proyectos a desarrollar y que se planifican presentar como parte de la propuesta de solicitud de fondos CDBG del Año Programa \_\_\_\_\_\_.
2. La fecha de radicación de la solicitud de propuestas.
3. Se recogió el insumo de la ciudadanía, respecto a los proyectos y actividades a ser presentados.
4. Se proveerá un término de 15 días calendarios, para recibir comentarios sobre la propuesta de solicitud de fondos CDBG del Año Programa \_\_\_\_\_\_.

Además, certifico que:

El Plan de Participación Ciudadana del Municipio no ha sido enmendado y que el mismo fue sometido bajo el Año Programa \_\_\_\_\_\_, el cual continúa vigente.

El Plan de Participación Ciudadana del Municipio ha sido enmendado durante el año fiscal corriente; y se incluye el mismo para la correspondiente autorización del Departamento de la Vivienda.

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| Nombre y firma del (de la) Alcalde(sa) |  | Fecha |

## [EXHIBIT I-4: NON-ENTITLEMENT CERTIFICATIONS](#_EXHIBIT_I-4_NON)

El Exhibit será el Modelo de Certificaciones para la firma del(de la) Alcalde(sa), provisto por HUD. El mismo consta de tres certificaciones en el idioma inglés, tituladas:

* *Mayor´s Certification,*
* *Specific CDBG Certification*
* *Appendix to Certifications*.

Estas certificaciones serán firmadas por el(la) Alcalde(sa). En éstas se identifican elementos de carácter normativo y reglamentario del Programa CDBG.

Non Entitlement

Mayor Certifications

This certification does not apply.

This certification is applicable. See signature on the last page.

MAYOR CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** -- The Mayor will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the Mayor, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

**Drug Free Workplace** -- It will or will continue to provide a drug-free workplace by:

1. Publishing a Statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about –
   1. The dangers of drug abuse in the workplace;
   2. The grantee's policy of maintaining a drug-free workplace;
   3. Any available drug counseling, rehabilitation, and employee assistance programs; and
   4. 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 –
   1. Abide by the terms of the Statement; and
   2. 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 –
   1. 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
   2. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, Mayor, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

**Anti-Lobbying** -- To the best of the Mayor's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Mayor** -- The submission of the consolidated plan is authorized under Mayor Law and the Mayor possesses the legal authority to carry out the programs under the consolidated plan for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

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Signature/Authorized Official Date (mm/dd/yyy)

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| Click or tap here to enter text. |
| Name |
| Click or tap here to enter text. |
| Title |
| Click or tap here to enter text. |
| Address |
| Click or tap here to enter text. |
| City/State/Zip |
| Click or tap here to enter text. |
| Telephone Number |

This certification does not apply.

This certification is applicable. See signature on the last page.

Specific CDBG Certifications

The Mayor certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR §91.115 and each unit of general local government that receives assistance from the Mayor is or will be following a detailed citizen participation plan that satisfies the requirements of 24 CFR §570.486.

Consultation with Local Governments -- It has or will comply with the following:

1. It has consulted with affected units of local government in the non-entitlement area of the Mayor in determining the method of distribution of funding;
2. It engages in or will engage in planning for community development activities;
3. It provides or will provide technical assistance to units of local government in connection with community development programs; and
4. It will not refuse to distribute funds to any unit of general local government on the basis of the particular eligible activity selected by the unit of general local government to meet its community development needs, except that a Mayor is not prevented from establishing priorities in distributing funding on the basis of the activities selected.

Local Needs Identification -- It will require each unit of general local government to be funded to identify its community development and housing needs, including the needs of low-income and moderate-income families, and the activities to be undertaken to meet these needs.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objectives of Title I of the Housing and Community Development Act of 1974, as amended. (See 24 CFR 570.2 and 24 CFR part 570)

Use of Funds -- It has complied with the following criteria:

1. Maximum Feasible Priority - With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan to give maximum feasible priority to activities, which benefit low and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. Overall Benefit - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 20\_\_\_, 20\_\_\_, 20\_\_\_, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period; Special Assessments - The Mayor will require units of general local government that receive CDBG funds to certify to the following:

It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It will require units of general local government that receive CDBG funds to certify that they have adopted and are enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable Mayor and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance with Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Compliance with Laws -- It will comply with applicable laws.

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Signature/Authorized Official Date (mm/dd/yyyy)

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| Name |
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| Title |
| Click or tap here to enter text. |
| Address |
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| City/State/Zip |
| Click or tap here to enter text. |
| Telephone Number |

This certification does not apply.

This certification is applicable. See signature on the last page.

APPENDIX TO CERTIFICATIONS

Instructions Concerning Lobbying and Drug-Free Workplace Requirements

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may act authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or Mayor highway department while in operation, Mayor employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, Mayor, zip code)

Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

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| Place Name | Street | City | County | Mayor | **Zip** |
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1. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15); "Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or Mayor criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:
   * 1. All "direct charge" employees;
     2. all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and
     3. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Note that by signing these certifications, certain documents must complete, in use, and on file for verification. These documents include:

1. Analysis of Impediments to Fair Housing
2. Citizen Participation Plan
3. Anti-displacement and Relocation Plan

|  |  |  |
| --- | --- | --- |
|  |  | Click or tap here to enter text. |

Signature/Authorized Official Date (mm/dd/yyyy)

|  |
| --- |
| Click or tap here to enter text. |
| Name |
| Click or tap here to enter text. |
| Title |
| Click or tap here to enter text. |
| Address |
| Click or tap here to enter text. |
| City/State/Zip |
| Click or tap here to enter text. |
| Telephone Number |

## EXHIBIT I-5: CERTIFICACIÓN DE FIDELIDAD

Este Exhibit certifica el total de proyectos presentados en propuesta, el costo total de proyectos, el costo total de administración y el total de los fondos peticionados. También se certifica la veracidad de la información sometida y la obligación del Alcalde de cumplir con todas las certificaciones y documentación suministrada en la solicitud. La Certificación de Fidelidad provee para que el municipio estampe el Sello Oficial en el espacio provisto a estos efectos.

CERTIFICACIÓN DE FIDELIDAD

Total de Proyecto(s) Sometido(s): Click or tap here to enter text.

Costo Total Proyecto(s): Click or tap here to enter text.

Costo Total de Administración: Click or tap here to enter text.

Total Fondos Peticionados: Click or tap here to enter text.

Certifico que la información aquí contenida es exacta y verídica y que la misma ha sido expuesta sin intención de desvirtuar los hechos o cometer fraude. Además, que de aprobarse la propuesta cumpliré con todas las certificaciones y garantías aquí incluidas.

SELLO DEL MUNICIPIO

|  |
| --- |
|  |
| Nombre y Firma del(de la) Alcalde(sa) |
|  |
| Fecha |

SELLO DEL MUNICIPIO

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## EXHIBIT I-6: 24 CFR 58.34 - DETERMINATION OF EXEMPTION

Este Exhibitestablece que las propuestas, que incluyan la Determinación de Exento con firma y fecha del Alcalde, tendrán el cumplimiento ambiental para los proyectos/actividades exentas, por lo que podrán requisar los fondos correspondientes de dichos proyectos/ actividades exentas una vez liberada la propuesta.

Determination of Exemption 24 CFR Part 58.34

This project is Exempt (24CFR Part 58.34) from Environmental review as indicated below:

Project Name:

Description:

Funding Amount: $

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
| Preparer Name and Signature |  | Preparer Title |  | Date (mm/dd/yyyy) |
|  |  | Mayor |  |  |
| Name and Signature of Responsible Entity Official |  | Entity Official Title |  | Date (mm/dd/yyyy) |

Check one or more below and place in the Environmental Review Record:

1. Except for the applicable requirements of Sec. 58.6, the responsible entity does not have to comply with the requirements of this part or undertake any environmental review, consultation or other action under NEPA and the other provisions of law or authorities cited in Sec 58.5 for the activities exempt by this section or projects consisting solely of the following exempt activities.

1. Environmental and other studies, resource identification and the development of plans strategies;

2. Information and financial services;

3. Administrative and management activities;

4. Public services that will not have a physical impact or result in any physical changes, including but limited to services concerned with employment, crime prevention, child care, health, drug abuse, education, counseling, energy conservation and welfare or recreational needs:

5. Inspections and testing of properties for hazards or defects;

6. Purchase of insurance;

7. Purchase of tools;

8. Engineering or design cost;

9. Technical assistance and training;

10. Assistance for temporary or permanents improvements that do not alter environmental conditions and are limited to protection, repair or restoration activities necessary only to control or arrest the effects from disaster or imminent threats to public safety including those resulting from physical deterioration.

11. Payments of principal and interest on loans made or obligations guaranteed by HUD;

12. Any of the categorical exclusions listed in Sec. 58.35 (a) provided that there are not circumstances with require compliance with any other Federal laws and authorities cited in Sec. 58.

1. A recipient does not have to submit an RROF and certification and no further approval from HUD or the State will be needed by the recipient for the drawdown of funds to carry out exempt activities and projects. However, the responsible entity must document in writing the determination that each activity or project is exempt and meets the conditions specified for such exemption under this section.