



U.S. Department of Housing and Urban Development

MASSACHUSETTS STATE OFFICE, NEW ENGLAND AREA
Office of Community Planning and Development
Thomas P. O'Neill, Jr. Federal Building
10 Causeway Street, Room 553
Boston, Massachusetts 02222-1092

AUG - 6 2019

Karen M. Greene, Director of Community Development
Town of Yarmouth
1146 Route 28
South Yarmouth, MA 02664

Dear Ms. Greene:

Subject: FY 2019 Town of Yarmouth's CDBG Grant Agreement

The Boston Field Office would like to thank you for your continued work in serving your residents through HUD programs. Enclosed is a Grant Agreement for the CDBG program:

Community Development Block Grant (CDBG): **\$ 136,257**

This Grant Agreement constitutes a contract between the Department of Housing and Urban Development (HUD) and Town of Yarmouth (Town).

A primary goal of the Department is to reduce housing discrimination, affirmatively further fair housing through CPD programs, and promote diverse, inclusive communities. To that end, we encourage your community to take all measures necessary to ensure compliance with the Fair Housing requirements associated with these funds which are found at 24 CFR Section 570.601.

If there is a need to add or remove individuals authorized to access IDIS, please submit an IDIS Online Access Request form (HUD 27055) to your local HUD office. This form may be found at <https://www.hud.gov/sites/documents/27055.PDF> . Instructions to complete this form are available at <https://www.hud.gov/sites/documents/27055INS.PDF> . Additionally, if there is a need to establish or change the depository account where these funds are to be wired, a Direct Deposit Sign-Up form (SF-1199A) must be completed by your financial institution and returned to this office. This form may be located at <https://www.gsa.gov/forms-library/direct-deposit-sign-form> .

Effective implementation of projects and the timely expenditure of grant funds is of critical importance to the success of the CDBG program. There is no single reason why CDBG grantees are untimely in carrying out activities. Timeliness does not depend on the size of a community nor the size of a grant. A variety of grantee management and capacity issues play a

role in the timeliness problem. Because of the myriad of reasons for untimely performance, there is no single solution to the timeliness problem. Each grantee must identify and address the problem in the context of their own program and community.

Please note **the special condition in your CDBG Funding Approval/Agreement** concerning the Dun and Bradstreet Data Universal Numbering System (DUNS), the Central Contractor Registration (CCR) database, and the Federal Funding Accountability and Transparency Act (as provided in 2 CFR part 25, Universal Identifier and Central Contractor Registration, and 2 CFR part 170, Reporting Subaward and Executive Compensation Information). This special condition also includes a requirement in 8. (b) related to funding assistance and payment **of indirect costs** pursuant to 2 CFR 200, Subpart E - Cost Principles. Per the instructions in 8. (b), **please attach a schedule in the format provided to each of the two copies of the grant agreement.**

You are reminded that certain activities are subject to the provisions of 24 CFR Part 58 (**Environmental Review Procedures**). Funds for such activities may not be obligated or expended until HUD has approved the release of funds in writing. A request for release of funds must be accompanied by an environmental certification, and until the RROF is approved and notification is received, no HUD funds should be committed. If the project or activity is exempt per 24 CFR 58.34 or categorically excluded (except in extraordinary circumstances), no RROF is required.

Additionally, you are reminded of your responsibilities to comply with other applicable laws and related program requirements for:

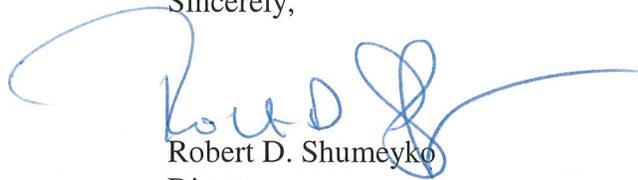
- Employment and contracting opportunities under 24 CFR Section 570.607;
- Lead based paint under 24 CFR Section 570.608;
- Citizen participation requirements under 24 CFR Section 91.200 (b), 91.115, and 91.401, as applicable;
- Grant administration requirement under 24 CFR Section 570.501 – 570.505; and
- Record keeping requirements under 24 CFR Section 570.506.
- All other applicable Federal Regulations.

Please execute two (2) copies of the CDBG Grant Agreement and return one of the agreements to this office to the attention of Robert D. Shumeyko, Director, Community Planning and Development. Please ensure the Town's elected official and/or authorized designee signs the grant agreement in the box **directly across from the HUD CPD Director's signature. Please Do NOT sign the agreement in box 12c.** Please return the executed grant agreement within 10 days from the date of this letter.

For additional information and guidance, please refer to the HUD exchange at:
<https://www.hudexchange.info/manage-a-program/grant-based-accounting/>

If you have any questions regarding this letter, please contact Michael J. Casper, CPD Representative, at (617) 994-8411, or Michael.casper@hud.gov.

Sincerely,

A handwritten signature in blue ink, appearing to read "R. Shumeyko", with a large, sweeping flourish extending to the right.

Robert D. Shumeyko
Director

Enclosure