

CDBG-DR Expenditure Deadline Waiver Request Template (P.L. 113-2 Grantees Only)

In order to request a waiver of the 24-month expenditure deadline on CDBG-DR funds from HUD, as described in the November 18 Federal Register Notice (78 FR 69107), grantees must complete the following template for each DRGR activity for which a waiver is requested. *

HUD has been granted authority to waive specific activity types by OMB. Only activities within the following activity category types are eligible to request a waiver of the 24-month expenditure deadline: housing; economic revitalization; infrastructure; and administration.

*Note: A local activity or program may be reflected in DRGR as more than one activity. An example would be a single family rehabilitation program that will be serve both Urgent Need and Low/Moderate income households. In these instances, both DRGR activities should be submitted using a single template.

1. GRANT INFORMATION

a. Grant Number	
b. Grantee Name	
c. Requesting Agency	
d. CDBG DR Obligation Date	
e. Expenditure Deadline Date (24 months following Obligation Date)	
2. IDENTIFY/WAIVER	
a. DRGR Project #	

b. Information on Grantee Activity or Program for which a waiver is requested

Note: Please copy this information directly from DRGR for each DRGR activity related to the grantee activity or program for which a waiver is requested.

Grantee Activity or Program	DRGR Grantee Activity Number	DRGR Activity Title	Responsible Organization	DRGR National Objective	DRGR Activity Description	DRGR Budgeted Amount
Activity (Example)	AFF_HSG_Dev_14_R01	Affordable Housing Development	Smallville Housing Development Corporation	LMI	Rehab and reconstruction of disaster impacted housing units, which will carry an affordability requirement for 5 years of occupancy for the city of Smallville.	\$10,500,000
Activity #1						
Activity #2						

TOTAL AMOUNT

3. ELIGIBILITY

Eligible Activity Category for waiver

4. JUSTIFICATION

a. Total activity/program cost and other sources of funds
 Provide the total activity/program cost associated with the DRGR activity (or activities) for which a waiver is requested and identify any additional sources of funding

<p>b. Explain the reason a waiver is needed. Provide an explanation for why a waiver is being requested, including all relevant and compelling regulatory, legal, policy, or operational challenges, and how receiving a waiver will promote a more effective, efficient recovery effort.</p>	
<p>c. Stakeholders Identify all stakeholders, including State or local entities, their role in implementing the activity/program, and the impact a waiver would have on these stakeholders.</p>	
<p>DD/MM/YYYY</p> <p>a. Revised deadlines for activity/program completion Provide the revised activity end date for each activity subject to waiver.</p> <p>b. Proposed timeline for revised expenditures/activities (See "Projected Query Expenditures" sheet) Provide quarterly expenditure projections for the activity/program for which the waiver is requested.</p>	<p>Complete Sheet2: Projected Query Expenditures.</p>
<p>c. Risk for not receiving waiver Describe the risks associated with NOT receiving this waiver, such as the estimated percentage of funds which would be at risk, or specific needs that would not be met on the ground because particular activities/programs could not be undertaken.</p>	
<p>d. INTERNAL CONTROLS</p> <p>a. Monitoring process and internal controls to compensate for the extended deadline Describe the monitoring process and internal controls the grantee and any subcontractors serving as the responsible entity have in place to ensure compliance with revised expenditure timelines of activity/program.</p>	

5b. Proposed timeline for revised expenditure deadline

Projected Incremental Quarterly Expenditures													
Activity/Program	Budget Amount	Q1FY14	Q2FY14	Q3FY14	Q4FY14	Q1FY15	Q2FY15	Q3FY15	Q4FY15	Q1FY16	Q2FY16	Q3FY16	Q4FY16
Activity #1													
Activity #2													
TOTAL \$	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

EXAMPLE:

Projected Incremental Quarterly Expenditures													
Activity/Program	Budget Amount	Q1FY14	Q2FY14	Q3FY14	Q4FY14	Q1FY15	Q2FY15	Q3FY15	Q4FY15	Q1FY16	Q2FY16	Q3FY16	Q4FY16
Activity #1	\$ 7,800,000	\$ 390,000	\$ 546,000	\$ 780,000	\$ 936,000	\$ 1,170,000	\$ 1,248,000	\$ 1,404,000	\$ 780,000	\$ 390,000	\$ 156,000		
Activity #2	\$ 143,650,000	\$ 7,182,500	\$ 10,053,500	\$ 14,365,000	\$ 17,238,000	\$ 21,547,500	\$ 22,984,000	\$ 25,857,000	\$ 14,365,000	\$ 7,182,500	\$ 2,873,000		
TOTAL \$	\$ 151,450,000	\$ 7,572,500	\$ 10,603,500	\$ 15,145,000	\$ 18,174,000	\$ 22,717,500	\$ 24,232,000	\$ 27,263,000	\$ 15,145,000	\$ 7,572,500	\$ 3,029,000	\$ -	\$ -