Instructions for Completing 4123 and 4125

FORM 4123

Section

1	Input Applicant name.
2	Insert the grant number if it has been assigned by HUD. Use the grant number(s) applicable to the program(s) you are IHBG Competitive, or both). Leave blank if unknown at time of application.
3	Check the appropriate box associated with the form submission. Enter the date you completed this form.
4	Enter the project name. On the rows below, enter project costs. Use columns (b), (c) and (d) to indicate the applicable Use column (f) to describe the source of funds in column (d).
5	Enter planned administrative expenses, including (if applicable) indirect costs and audit costs. Administrative costs mu grant.
6	Enter amount of ICDBG funds requested for technical assistance, if applicable. No more than 10% of ICDBG funds requ technical assistance. If funds are requested under this line item, a separate project description must accompany the ap technical assistance the application intends to obtain. Only technical assistance costs associated with the development undertake a specific funded program activity are eligible (24 CFR 1003.206).
7	Enter amount of ICDBG funds requested for Public Services. Public Service costs must not exceed 15% of the total ICDE

FORM 4125

Section

1	Applicant Name: Auto populates from Form 4123.
2	Insert the grant number if it has been assigned by HUD. Use the grant number(s) applicable to the program(s) you are IHBG Competitive, or both). Leave blank if unknown at time of application.
3	Input an "X" in the appropriate box associated with the form submission.
4	Enter the date you completed this form.
5	Project Name: Auto populates from Form 4123.
6	Period of Performance: Insert Start Date and End Date.
7	Expected Close Out Date: auto-populates 90 days from period of performance end date in from Box 6.
8	Insert an "X" in the box that best describes current Environmental Review status.
9	Insert description of task.
10	Insert anticipated start and end month/year of task.

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source for each line item.

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BG grant.

reporting on (ICDBG or

Cost Summary

Indian Community Development Block
Grant (ICDBG) and Indian Housing Block
Grant Competitive (IHBG)

See Instructions and Public Reporting Statement

**U.S. Department of Housing
and Urban Development**

Office of Public and Indian Housing

1. Name of Applicant (as shown on Standard Form 424)	**2.** Grant Number (

3   **Original** (Check here if this   **Amendment**

☐ is the first submission to HUD)   ☐ (Check here if submitted after initial application)

4.

Project Name & Category (see instructions tab) **(a)**	Planned ICDBG Expenditures **(b)**	Planned IHBG Competitive Funds Expenditures **(c)**	Planned Other Federal and Non-Federal Funds Expenditures **(d)**
Project Name:			
5. Administration			
a. Planning and Administration Cost			

a	Planning and Administration Cost			
b	**Indirect Costs:** Enter indirect costs to be charged to the Program pursuant to a cost allocation plan.			
c	**Audit:** Enter estimated cost of Program share of financial audits.			
Administrative Total		$ -	$ -	$ -
6. Technical Assistance Enter amount requested for technical assistance. (up to 10% of total ICDBG Grant)				
7. Public Service Component: up to 15% of ICDBG grant.				
8. TOTAL EXPENDITURES		$ -	$ -	$ -

Public reporting burden for this collection of information is estimated to average 40 hours per response, including the time fo sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency required to complete this form, unless it displays a currently valid OMB control number. This collection of information require enable HUD to select the best projects for funding during annual competitions for these Grant Programs. The information will meet minimum screening eligibility requirements and application submission requirements. Applicants provide general inforn review of the applicant's response to the criteria for rating the application. The information is essential for HUD in monitorin of Federal dollars. Responses to the collection are required by Section 105 of the Department of Housing and Urban Developr Cranston-Gonzales National Affordable Housing Act of l990. The information requested does not lend itself to confidentiality.

assigned by HUD)

	Date (mm/dd/yyyy)
Total Planned Expenditures (e)	Source of Other Funds (Column d) for each Activity (f)
$ -	
$ -	
$ -	
$ -	
$ -	
$ -	
$ -	
$ -	
$ -	
$ -	

$ -	
$ -	
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$ -	

r reviewing instructions, searching existing data
 may not collect this information, and you are not
es that each eligible applicant submit information to
 be used by HUD to determine whether applications
nation about the project which is preliminary to the
 grants to ensure that grantees are making proper use
nent Reform Act (P.L. 101-235) as amended by the

Implementation Schedule

Indian Community Development Block Grant (ICDBG)
and Indian Housing Block Grant Competitive (IHBG)
See Instruction Tab and Public Reporting Statement.
Submit a separate implementation schedule for each project category.

**U.S. Department of Housing
and Urban Development**
Office of Public and Indian Housing

1. Name of Applicant (as shown on Standard Form 424)	2. Grant Number (assigned by HUD)	3.	Original (First Submission to HUD)
Auto Populates from Form 4123			Amendment (submitted after initial)

5. Name of Project (as shown on form HUD-4123)	6. Period of Performance		7. Expected Close Out	
	Start Date (mm/dd/yy)	End Date (mm/dd/yy)	Date (mm/dd/yy)	
Auto Populates from Form 4123			**auto populates**	

8. Environmental Review Status

☐ **Exempt** (as described in 24 CFR 58.34)

☐ **Under Review** (review underway; findings not yet made)

☐ **Finding of No Significant Impact** (Finding made that request for release of funds for project is not an action which may significantly affect the environment)

☐ **EIS Required** (Finding that project may significantly affect environment or EIS automatically required by 24 CFR 58.37)

☐ **Not Started** (Review not yet begun)

☐ **Certification** (Environmental review completed; certification and request for release of funds being prepared for submission.)

9. Task List (List tasks such as environmental assessment, acquisition, etc.) (Insert lines as needed. Home tab, cells, insert sheet row)	10. Sch

4. Date (mm/dd/yy)

application)

Categorically Excluded

(as described in 24 CFR 58.35)

nedule (anticipated start and end date of task) mm/yy

	Start Date	End Date

maintaining the data needed, and completing
e Reports Management Officer, Paperwork
and you are not required to complete this form,

e information will be used by HUD to determine
ie review of the applicant's response to the
d by Section 105 of the Department of Housing
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