



NOTICE OF FUNDING AVAILABILITY

Community Development Block Grant Program Year 47 (July 1, 2021 – June 30, 2022)

Proposals Due:

Friday, January 8, 2021 by 4:00 pm

**E-Mail submissions will be accepted and is preferred. Drop off at City Hall by
appointment only.**

Applications submitted after the deadline will not be considered.

Funding Managed by:

City of New London

Office of Development and Planning

Community Development Division

181 State Street

New London, CT 06320

Community Development Division Staff Contact Information:

Tom Bombria, Community Development Coordinator

E-mail: tbombria@newlondonct.org (preferred)

Phone: (860) 437-6346

Lori Barberi, Administrative Accounting Technician

E-mail: lbarberi@newlondonct.org (preferred)

Phone: (860) 437-6391

**AN INFORMATION ZOOM MEETING SESSION WILL BE HELD ON 12/16/20 AT
10:00 A.M. OR CALL OR EMAIL QUESTIONS TO TOM OR LORI
SEE PAGE 3 FOR DETAILS**

The City of New London’s Office of Development and Planning (ODP) is the administering agency for the City of New London’s entitlement grant under the Community Development Block Grant (CDBG) Program, a Federally funded program of the U.S. Department of Housing and Urban Development (HUD). The amount of CDBG funding that will be available for Program Year 47 (7/1/21-6/30/22) has not yet been provided by the U.S. Department of Housing and Urban Development. However, last fiscal year the City of New London received \$874,852.

CDBG funds may be used for a wide range of activities with specific activity funding decisions made at the local level. All program activities must:

- ✓ Benefit low- and moderate-income persons as defined by HUD; *or*
- ✓ Provide physical improvements to an area characterized by slum or blight.

The Office of Development and Planning will accept applications in the following categories:

1. Public Services – Public Services include social/health services provided to low- and moderate-income New London residents. All funds awarded must be spent within this program year. **The City will not accept requests for food as part of a program’s scope of services except for nutritional programs including food banks and shelters.** 51% of clients served must be below income limits set by HUD each year.
2. Public Facilities & Improvements – such activities include improvements to youth centers, homeless shelters, streets and streetscapes, etcetera. If your agency is applying for funds under this category, please read the application carefully; important information has been added to ensure cost estimates are accurate. All construction project funds must be expended within three (3) years of award. After three years, any remaining funding will be reallocated to another project.
3. Rehabilitation & Preservation – such activities include residential and non-residential/commercial/historic building improvements. There are many restrictions in this category, so please contact the Community Development Coordinator prior to submitting an application under this category. All construction project funds must be expended within three (3) years of award. After three years, any remaining funding will be reallocated to another project. **The public facilities application can be used for #2 & #3.**

Organizations that receive funding will be required to enter into a contractual agreement with the City of New London for the provision of services/activities stated in the application. All organizations that receive funding will be required to comply with all data collection, reporting and monitoring requirements as established by HUD.

General Instructions for Application Submission

The following instructions describe the information required from all applicants who are requesting funds. Please submit all applicable information requested. Failure to do so may jeopardize your chances of receiving funding. All applications must follow these instructions in order to be eligible for review:

REQUIRED OF EVERY APPLICANT:

- ✓ Provide one (1) copy of the proposal with an original signature on the front page.
- ✓ Limit your Part II narrative responses to four pages.
- ✓ Submit only one (1) copy of the supplemental information.
- ✓ Use a font size that is 10 points or larger and leave a minimum of 1-inch margins on all sides.
- ✓ Do not bind your application

- ✓ Do not add a cover letter, title page, dividers, tabs, etc. The front page must be the cover page of the application (Part I: General Information)
 - ✓ Do not submit oversized attachments (nothing larger than 8½" x 11")
 - ✓ Do not include information not requested in the application
 - ✓ Do not submit the application via fax. Applications submitted in this manner will automatically be rejected.
-

Application Information Session/How to Get an Application Packet

To assist prospective applicants in the application process, an information session will be held on Wednesday, December 16, 2020, at 10:00 a.m. as a ZOOM meeting, in which interested applicants can participate via zoom video or by calling in only. This session should last no more than one hour. A short presentation will be made and then the meeting will be open to specific questions by the applicants. Please submit any questions by email before the session, if possible. The meeting access details will be announced on the City’s website under “CDBG Info Session.”

You can arrange to have the application electronically mailed to you by contacting one of the Community Development Division staff (contact information is located on the cover page of this Notice of Funding Availability). The application packet will also be available in hard copy at the City of New London, Office of Development and Planning by appointment only, if absolutely necessary at 181 State Street, New London, CT 06320 through January 8, 2021. Please review the current year application for any changes that may have been made to the prior year format.

Council Public Hearing and Citizen’s Advisory Committee Review

Some agencies (generally new applicants and/or new programs) may be asked to make a brief presentation before the Citizen’s Advisory Committee at a VIRTUAL meeting in February 2021. If your agency is selected to make a presentation, you will be contacted to schedule a time for your presentation.

There will be two public hearings held before the City Council to assist them in making their funding recommendations/decisions. It is highly recommended that a representative from your agency make a brief presentation at the first hearing of City Council scheduled VIRTUALLY for February 16, 2021 at 5:30 p.m.

Schedule

A schedule of important dates associated with the CDBG application process will be included as part of the application package.

If you have any questions regarding any part of this process or require technical assistance, please contact Lori Barberi, Administrative Accounting Technician, via e-mail (preferred) at lbarberi@newlondonct.org or (860) 437-6391.

ELIGIBLE ACTIVITIES

* Public Service Activities

- ❖ Social services provided to residents in need
- ❖ Programs must serve at least 51% New London residents, who are extremely low, very low or low-moderate income (see chart)

AREA MEDIAN INCOME

FAMILY SIZE	EXTREMELY LOW INCOME (30%)	VERY LOW INCOME (50%)	LOW-MODERATE INCOME (80%)
1	\$ 21,600	\$ 35,950	\$ 54,950
2	\$ 24,650	\$ 41,050	\$ 62,800
3	\$ 27,750	\$ 46,200	\$ 70,650
4	\$ 30,800	\$ 51,300	\$ 78,500
5	\$ 33,300	\$ 55,450	\$ 84,800
6	\$ 35,750	\$ 59,550	\$ 91,100
7	\$ 39,640	\$ 63,650	\$ 97,350
8	\$ 44,120	\$ 67,750	\$ 103,650

Part II: Project/Agency Information

A. Proposed Project Description

1. Provide a general description of the proposed project.
 - a. Clearly state exactly what the requested CDBG funds are to be used for.
 - b. Describe the activities to be performed or services to be provided.
 - c. Do you anticipate any temporary or permanent relocation of persons or businesses because of this project? Is so, please explain.

2. Need for the project.
 - a. Explain the need/problem to be addressed.

 - b. Explain how this project will address the needs of the community.

3. Identify the target population or the area that will benefit from this project.

4. Provide an implementation schedule/timeline for the completion of this project. If awarded funding, your agency will have to go out to bid to ensure an open, fair competition for Federal funds. Please allow approximately two months to competitively procure the services of contractors. Community Development Division staff will guide subrecipients in the procurement process.

5. Quote for work to be done.

All applications must provide at least one estimate for the construction work to be done. This funding requires that prevailing (union) wages be paid to all workers (non-owners) for the entire project, whether completely funded by CDBG or not. The quote provided with your application must take into account prevailing wages and must be noted on the quote. **If the contractor you are getting the quote from is not familiar with this requirement, please visit https://ctdol-prod-portal.ecourt.com/public-portal/sites/default/files/Building%202019_0.PDF. Once on this page, scroll to New London County, Town of New London and then select the appropriate classification. The wages for various categories of workers will be displayed.** If the contractor does not provide his/her employees with fringe benefits, the rate of pay must equal or exceed the rate plus the fringes noted in the wage decision. These wages change periodically and the most recent wage decision will be used when the project goes out to bid.

6. Reduced funding questions.

- a. If you do not receive the amount of funds requested, how do you propose to administer and/or complete the project?

- b. What items would you reduce or eliminate from your budget?

B. Addressing a CDBG National Objective:

Does your program:

- Address the needs of low- and/or moderate-income residents?

OR

- Eliminate Slums or Blight?
-

C. Agency/City Department Information (City departments: write this section as if you are submitting the application to an entity that does not know how your department/program operates. This is necessary to meet the requirements of the program.)

1. Background/Program Experience: Include the length of time the agency has been in operation, the date of incorporation, the purpose of the agency, and the type of corporation. Describe the type of services provided, the agency's capabilities, the number and characteristics of clients served, and license to operate (if appropriate).

2. Personnel/Staff Capacity: Briefly describe the agency's existing staff positions and qualifications, its capacity to carry out this activity, and state whether the agency has a personnel policy manual with an affirmative action plan and grievance procedure.

3. Monitoring: Briefly describe how you will monitor progress in implementing the project. Attach copies of data collection tools that will be used to verify achievement of project goals and objectives. Describe who will be responsible for monitoring progress.

Part III: Financial Information

A. Financial Capacity: Describe the agency’s/department’s fiscal management including financial reporting, recordkeeping, accounting systems, and payment procedures. City Departments are required to respond to this section.

B. Sources of Revenue: Please complete the budget table below demonstrating your total agency/department *estimated* revenue by source and the project’s sources of funding. City Departments are required to respond to this section.

Revenue Source for Your Agency/City Department	Estimated Total Agency Budget	Proposed Project Budget
Program Fees		
United Way		
Foundations		
Donations		
CDBG (requested amount)		
NL General Fund		
State Government		
Federal Government		
Other Revenue (specify in lines below)		
TOTAL REVENUE		

1. **TOTAL PROPOSED PROJECT BUDGET IS WHAT PERCENTAGE OF THE TOTAL AGENCY BUDGET?** _____ %
2. **CDBG AMOUNT REQUESTED IS WHAT PERCENTAGE OF THE TOTAL PROJECT BUDGET?** _____ %
3. **CDBG AMOUNT REQUESTED IS WHAT PERCENTAGE OF TOTAL AGENCY BUDGET?** _____ %

C. Proposed Project Detailed Budget: Please complete the budget form below breaking down the proposed project costs by category. Please estimate these figures based on the quote(s) received and included in this application. **Important:** Include breakdown on how other sources of funds are going to enable you to complete the proposed project. Please note that the City of New London is not expecting your agency to get a quote from a contractor that is more detailed than what is normally provided. The quote(s) submitted with this application must state clearly that the estimate is based on **current prevailing wages** for construction workers.

	Source of Funds: CDBG	Other Source of Funds: <small>* Please fill this box in</small>	Other Source of Funds: <small>* Please fill this box in</small>
Salaries/wages:			
Payroll (List each person's payroll involved with the project.)			
Overtime			
Salaries Subtotal			
Fringe Benefits (____% of wages)			
Purchased Services:			
Engineering/Architect			
Consulting			
Legal Services			
Professional Services			
Advertising			
Printing			
Dues & Subscriptions			
Travel & Transportation			
Rentals & Leases			
Training			
Other Operating Services			
Postage			
Courier			
Telephone			
Maintenance & Repairs Services			
Purchased Services Subtotal			
Supplies & Materials:			
Consumables			
Computer Equipment			
Supplies Subtotal			
Capital Improvements:			
Capital Improvements other than Buildings			
Capital Subtotal			
Grand Total:			

Part IV: Supplemental Information

All agencies must submit the following documentation with their application whether or not you have previously received CDBG funds through the City of New London.

Please provide only one copy of these materials.

Exhibit 1 Financial Statement/Audit

Include a copy of your organization's most recent audit report or a financial statement. If your organization is not required to complete an audit report based on the amount of Federal funding expended during the previous year, please submit a detailed financial statement.

Non-Federal entities that expend \$500,000 or more in a year in Federal awards shall have a single or program-specific audit conducted for that year in accordance with the provisions of OMB Circular A-133 – Audits of Institutions of Higher Education and Non-Profit Institutions.

Exhibit 2 Insurance/Bond/Worker's Compensation

- State whether or not the agency has liability insurance coverage, in what amount and with what insuring agency.
- State whether or not the agency pays all payroll taxes and worker's compensation as required by Federal and State Law.
- State whether or not the agency has fidelity bond coverage for principal staff who handle the agency's accounts, in what amount and with what insuring agency.
- Provide a copy of a current insurance certificate, not a policy.

Exhibit 3 Non-Profit Determination

Non-profit organizations must submit tax-exemption determination letters from the Federal Internal Revenue Service.

Exhibit 4 List of Board of Directors

A list of the current board of directors or other governing body of the agency must be submitted. The list must include the name, telephone number, address, occupation or affiliation of each member; and must identify the principal officers of the governing body.

Exhibit 5 Organizational Chart

An organizational chart must be provided which describes the agency's administrative framework and staff positions. This chart must indicate where the proposed project will fit into the organizational structure and identify any staff positions of shared responsibility.

Exhibit 6 Résumés of Chief Program Administrator and Chief Financial Officer

Exhibit 7 Conflict of Interest Disclosure

Appropriate HUD regulation is attached and must be read. Disclosure form is attached and must be completed and signed.

Proposals are due by Friday, January 8, 2021 by 4:00 p.m.

Applications submitted after the deadline will not be considered.

Part II: Program/Agency Information

A. Proposed Program Summary

1. Clearly state exactly what the requested CDBG funds are to be used for
2. Need/problem to be addressed
3. Population to be served
4. Description of activity/service
5. Goals/objectives of the activity/service
6. Method of approach to achieve the outcomes desired

B. Program Details

1. Client information
 - a. Estimate the number of clients to be served.
 - b. Defining characteristics such as age, gender, ethnicity, and income level.
2. Activity/program detail
 - a. Who will carry out the activities?
 - b. Where will the activities be carried out?
 - i. Describe the site where the program will be implemented.
 - ii. How will clients get to the facility?
 - iii. What efforts will your agency and partners make to promote your program and reach isolated individuals?
 - iv. Describe how the facility complies with Americans with Disabilities Act (ADA) requirements regarding accessibility.
 - c. Implementation schedule
 - i. Explain the period over which the activities will be carried out.
 - ii. The frequency with which services will be delivered
 - d. Coordination: how will you coordinate your services with other community agencies and leverage resources?
3. Reduced funding
 - a. If you do not receive the amount of funds requested, how do you propose to administer and/or complete the program in the manner presented?
 - b. What items would you reduce or eliminate from your budget?
 - c. Describe how this will impact the number of persons to be served.

C. Addressing a CDBG National Objective:

Does your program:

Address the needs of low- and/or moderate-income residents?

OR

Eliminate Slums or Blight?

D. Program Beneficiary Statistics: Note to current CDBG subrecipients: this information can be obtained from quarterly reports.

Individuals Served	July 2019 – June 2020	Anticipated July 2020 – June 2021	Anticipated July 2021 – June 2022
Total # of <u>unduplicated</u> individuals served by your program.			
# of New London residents			
# of residents from other towns			

E. Agency/City Department Information (City departments: write this section as if you are submitting the application to an entity that does not know how your department/program operates. This is necessary to meet the requirements of the program.)

1. **Background/Program Experience:** Include the length of time the agency has been in operation, the date of incorporation, the purpose of the agency, and the type of corporation. Describe the type of services provided, the agency’s capabilities, the number and characteristics of clients served, and license to operate (if appropriate).
2. **Personnel/Staff Capacity:** Briefly describe the agency’s existing staff positions and qualifications, its capacity to carry out this activity, and state whether the agency has a personnel policy manual with an affirmative action plan and grievance procedure.
3. **Monitoring:** Briefly describe how you will monitor progress in implementing the program. Attach copies of data collection tools that will be used to verify achievement of program goals and objectives. Describe who will be responsible for monitoring progress.

Part III: Financial Information

A. Financial Capacity: Describe the agency's/department's fiscal management, including financial reporting, record keeping, accounting systems, and payment procedures. City Departments are required to respond to this section.

B. Sources of Revenue: Please complete the budget form below demonstrating your agency/department *estimated* revenue by source and the proposed program sources of funding. City Departments are required to respond to this section.

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TOTAL		

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C. Proposed Program Detailed Budget: Please complete the budget form below breaking down the proposed program costs by category (exactly what you want to use CDBG funds for). Please consult with Community Development representative, if there are questions on eligible expenses.

	Source of Funds: CDBG (Requested amt.)
Salaries/wages:	
Payroll (List each person's payroll involved with the project.)	
Overtime	
Salaries Subtotal	
<hr/>	
Fringe Benefits (____% of wages)	
<hr/>	
Purchased Services:	
Engineering/Architect	
Consulting	
Legal Services	
Professional Services	
Advertising	
Printing	
Dues & Subscriptions	
Travel & Transportation	
Rentals & Leases	
Training	
Other Operating Services	
Postage	
Courier	
Telephone	
Maintenance & Repairs Services	
Purchased Services Subtotal	
<hr/>	
Supplies & Materials:	
Consumables (non-food items unless this is a nutrition program)	
Computer Equipment	
Supplies Subtotal	
<hr/>	
Capital Improvements:	
Capital Improvements other than Buildings	
Capital Subtotal	
<hr/>	
Grand Total: (requested amt.)	

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**CITY OF NEW LONDON, CONNECTICUT
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
FORTY-SEVENTH PROGRAM YEAR ACTION PLAN SCHEDULE
JULY 1, 2021 - JUNE 30, 2022**

2020

- December 4 ODP provides notice to Departments/Boards/Agencies re: Application submissions
Publish Block Advertisement re: Application Availability
- December 16 ODP holds CDBG **Application Information Session** via **ZOOM Meeting @ 10:00 a.m.**

2021

- January 8 Deadline for submission of proposals to ODP
- February 9/11 Citizens Advisory Committee (CAC) reviews proposals and submits program recommendations to Administration
CAC meets w/new applicants: Tuesday, Feb. 9 @ 4:00 p.m. for agency presentations
Thursday, Feb. 11 @ 4:00 p.m. for recommendations
- February 1 Publish Notice of First Public Hearing
- February 16 First Public Hearing 5:30 p.m.**
Please email jstartz@newlondonct.org to be added to the list to speak virtually
- March 1 City Council receives recommendations of CAC and Administration
- March 15 6:00 p.m. Council Public Welfare Committee makes funding recommendations to Council based on applications submitted
7:00 p.m. City Council reviews funding recommendations and establishes provisional funding recommendations
- March 18 Publish summary of proposed Annual Action Plan and Notice of Second Public Hearing
- April 5 Second Public Hearing 5:30 p.m.**
- April 19 **City Council approves Annual Action Plan and authorizes the Mayor to submit to HUD**
- May 14 City submits Annual Action Plan to HUD
ODP begins preparation of Environmental Review
- May 26 City publishes Notice of Request for Release of Funds
- June 10 City forwards Request for Release of Funds to HUD
- July 1, 2021 PY47 Program Year begins – Subrecipient’s Contracts Executed

Agency Name: _____

Exhibit 7: Conflict of Interest Disclosure

Please report any relevant connections to City employees or officials; elected or appointed.

Federal law (HUD CDBG 24 CFR 570.611) prohibits employees and public officials from exercising any functions or responsibilities with respect to CDBG activities in which they may obtain a financial interest or benefit. The City of New London Code of Ordinances Article VII: Code of Ethics requires any city employee or official to disclose any direct or indirect financial or personal interest in the outcome of any matter or transaction coming before the agency of which he is a member or is employed.

The purpose of this questionnaire is to determine if the applicant, staff, or any of the applicant's Board of Directors, including immediate family members, would be in a potential conflict of interest (COI). A disclosure of the nature of any perceived or actual conflict must be made by each applicant for CDBG assistance. Final determination of any COI shall be by HUD's Office of Community Planning and Development (exceptions may be granted).

1. Is there any member(s) of the applicant's staff, Board of Directors, or governing body who is or has/have been within one year of the date of this questionnaire (a) a City employee or consultant, or (b) a City Councilperson, or (c) a member of the Citizens Advisory Committee (CAC)? Yes No

If yes, please complete the form below.

Name of Person with Potential Conflict of Interest	Job Title of Person with Potential Conflict of Interest	Indicate Whether this Individual is/was a City Employee, Consultant, City Councilperson, or CAC Member

2. Will the CDBG funds requested by the applicant be used to award a subcontract to any individual(s) or business affiliate(s) who is/are currently or has/have been, within one year of the date of this questionnaire, a City employee or consultant, City Councilperson or a member of the Citizens Advisory Committee? Yes No

If yes, please complete the form below.

Name of Person with Potential Conflict of Interest	Job Title of Person with Potential Conflict of Interest	Indicate Whether this Individual is/was a City Employee, Consultant, City Councilperson, or CAC Member

3. Is there any member(s) of the applicant's staff, Board of Directors, or other governing body who is/are business partners or family members of a City employee, consultant, City Councilperson, or Citizens Advisory Committee member? Yes No

If yes, please complete the form below.

Name and Title of Person with Potential Conflict of Interest	Indicate the Name of the City Employee, Consultant, City Councilperson, or CAC Member to Whom this Individual is Connected	Indicate Type of Connection (Family or Business)	If Family, Indicate Relationship

Please use the space below to briefly describe any direct or indirect financial or personal interest of individual(s) reported above: (attach more pages if needed)

I acknowledge, as a signatory authority for _____, that I
(name of agency)
 have read the HUD regulation regarding Conflict of Interest, 24 CFR 570.611 (attached and found at http://edocket.access.gpo.gov/cfr_2004/apr/qtr/pdf/24cfr570.611.pdf) and certify that the information contained herein is, to the best of my knowledge and belief, true, correct and complete.

 Signature of Authorized Representative _____ Date

 Printed Name and Title of Authorized Representative

§ 570.611 Conflict of interest.

(a) *Applicability.* (1) In the procurement of supplies, equipment, construction, and services by recipients and by subrecipients, the conflict of interest provisions in 24 CFR 85.36 and 24 CFR 84.42, respectively, shall apply.

(2) In all cases not governed by 24 CFR 85.36 and 84.42, the provisions of this section shall apply. Such cases include the acquisition and disposition of real property and the provision of assistance by the recipient or by its subrecipients to individuals, businesses, and other private entities under eligible activities that authorize such assistance (e.g., rehabilitation, preservation, and other improvements of private properties or facilities pursuant to § 570.202; or grants, loans, and other assistance to businesses, individuals, and other private entities pursuant to § 570.203, 570.204, 570.455, or 570.703(i)).

(b) *Conflicts prohibited.* The general rule is that no persons described in paragraph (c) of this section who exercise or have exercised any functions or responsibilities with respect to CDBG activities assisted under this part, or who are in a position to participate in a decisionmaking process or gain inside information with regard to such activities, may obtain a financial interest or benefit from a CDBG-assisted activity, or have a financial interest in any contract, subcontract, or agreement with respect to a CDBG-assisted activity, or with respect to the proceeds of the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for one year thereafter. For the UDAG program, the above restrictions shall apply to all activities that are a part of the UDAG project, and shall cover any such financial interest or benefit during, or at any time after, such person's tenure.

² See footnote 1 at § 570.200(a)(5).

(c) *Persons covered.* The conflict of interest provisions of paragraph (b) of this section apply to any person who is an employee, agent, consultant, officer, or elected official or appointed official of the recipient, or of any designated public agencies, or of subrecipients that are receiving funds under this part.

(d) *Exceptions.* Upon the written request of the recipient, HUD may grant an exception to the provisions of paragraph (b) of this section on a case-by-case basis when it has satisfactorily met the threshold requirements of (d)(1) of this section, taking into account the cumulative effects of paragraph (d)(2) of this section.

(1) *Threshold requirements.* HUD will consider an exception only after the recipient has provided the following documentation:

(i) A disclosure of the nature of the conflict, accompanied by an assurance that there has been public disclosure of the conflict and a description of how the public disclosure was made; and

(ii) An opinion of the recipient's attorney that the interest for which the exception is sought would not violate State or local law.

(2) *Factors to be considered for exceptions.* In determining whether to grant a requested exception after the recipient has satisfactorily met the requirements of paragraph (d)(1) of this section, HUD shall conclude that such an exception will serve to further the purposes of the Act and the effective and efficient administration of the recipient's program or project, taking into account the cumulative effect of the following factors, as applicable:

(i) Whether the exception would provide a significant cost benefit or an essential degree of expertise to the program or project that would otherwise not be available;

(ii) Whether an opportunity was provided for open competitive bidding or negotiation;

(iii) Whether the person affected is a member of a group or class of low- or moderate-income persons intended to be the beneficiaries of the assisted activity, and the exception will permit such person to receive generally the same interests or benefits as are being made available or provided to the group or class;

(iv) Whether the affected person has withdrawn from his or her functions or responsibilities, or the decisionmaking process with respect to the specific assisted activity in question;

(v) Whether the interest or benefit was present before the affected person was in a position as described in paragraph (b) of this section;

(vi) Whether undue hardship will result either to the recipient or the person affected when weighed against the public interest served by avoiding the prohibited conflict; and

(vii) Any other relevant considerations.