

Texas Community Development Block Grant Program
Disaster Relief Fund Fact Sheet

MAY 26 2015

Funds are available from the Texas Department of Agriculture (administrator of the CDBG Program) to assist Hood County in addressing disaster-related public cleanup and infrastructure repair needs.

The applicant may request up to \$350,000. The minimum is \$50,000 in construction funds plus administration and engineering. No matching funds are required.

Assistance is available in the form of cash grants for materials, equipment usage, labor, work done by construction contractors, engineering, and administration.

Eligible activities include:

- Debris clearance and removal
- Roads, guard rails, curbs, gutters, or signage
- Bridges and low water crossings
- Water or sewer infrastructure
- Ditches and culverts, other drainage structures
- Sidewalks

In order for the applicant to be eligible for reimbursement of costs associated with immediate after-storm cleanup, the applicant will need to submit a "pre-agreement" request to TDA. GrantWorks will prepare the pre-agreement letter for the applicant. If the applicant is using in-house labor and equipment, time records will be necessary to document costs.

Once we begin preparing an application, it can be ready for submission to the State within a month or less, depending on the applicant's meeting schedule. During this period, a public hearing is held, the governing body meets to approve a resolution to apply for funds, the necessary application forms are prepared, the project engineer prepares the budget, and the final public notice is published at least five days before the application is submitted.

A potential schedule for application submission/contract issuance follows:

- Applicant issued local disaster declaration, contacts/works with DEM to document damage, and issues letter to DEM requesting to ask the governor for local assistance.
- Applicant authorizes GrantWorks to begin work on application.
- Submit public hearing ad to newspaper for publication on Saturday, June 1.
- Public hearing is held after 5P
- Next available meeting: Governing body approves resolution authorizing application to be submitted.
- Submit public notice ad to newspaper for publication.
- Five days later or as soon thereafter application is complete: Submit to TDA for processing.

A note of caution: Because these funds are administered by a State program, there may likely be delays in receiving your grant award. The State may take as long as a month to process the application and award funds after submittal.