



Who?

What?

When?

Where?

WHY?

**Timeliness/Radon- Knowing your WHY
2024 PAAO Grant Management Workshop**



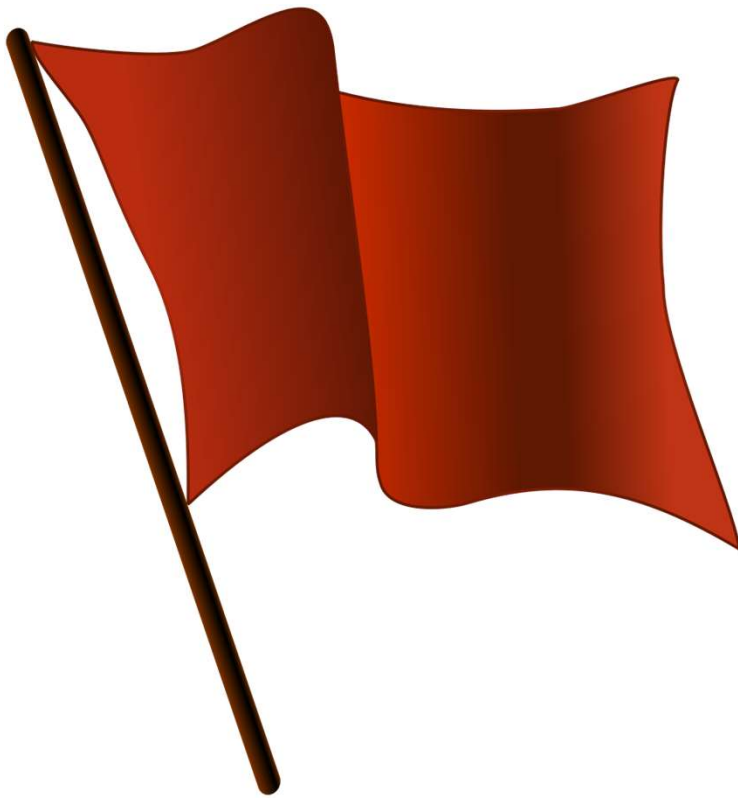
Grant Timeliness – WHY?

Including Deadlines, Cost Limits and Radon

This session is a hodge-podge of critical reminders and something new, hot off the press!

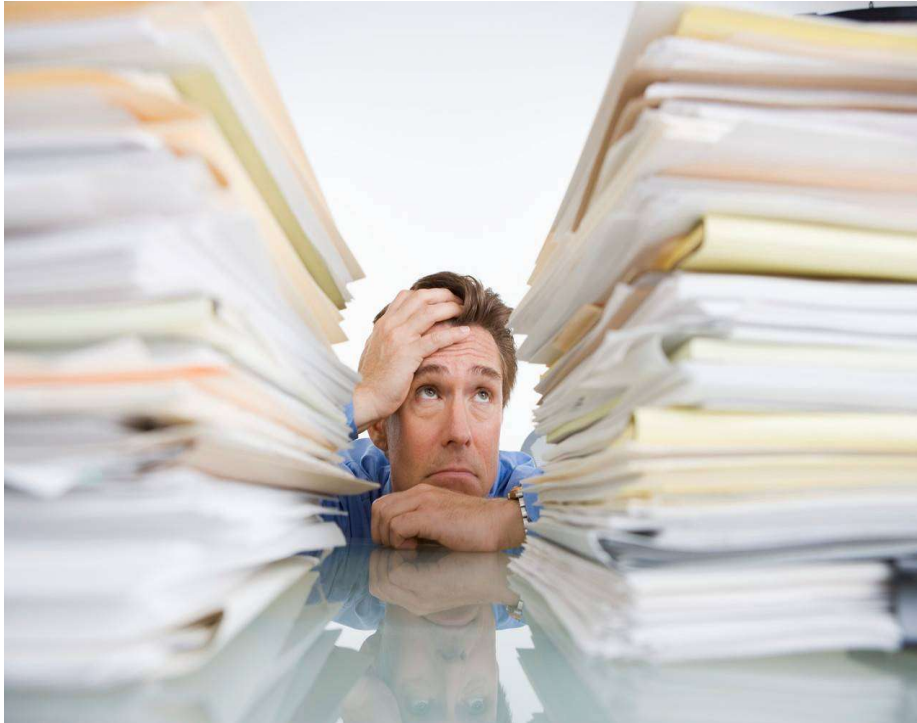
Joanne Peerman

Program Manager, RVA Office



Timeliness - Application

- Reasonable scope of work
- Identify experience of core Management Team members
- List contractors in the queue
- Thorough pragmatic budget



Timeliness/Deadlines – Pre-Contract Period

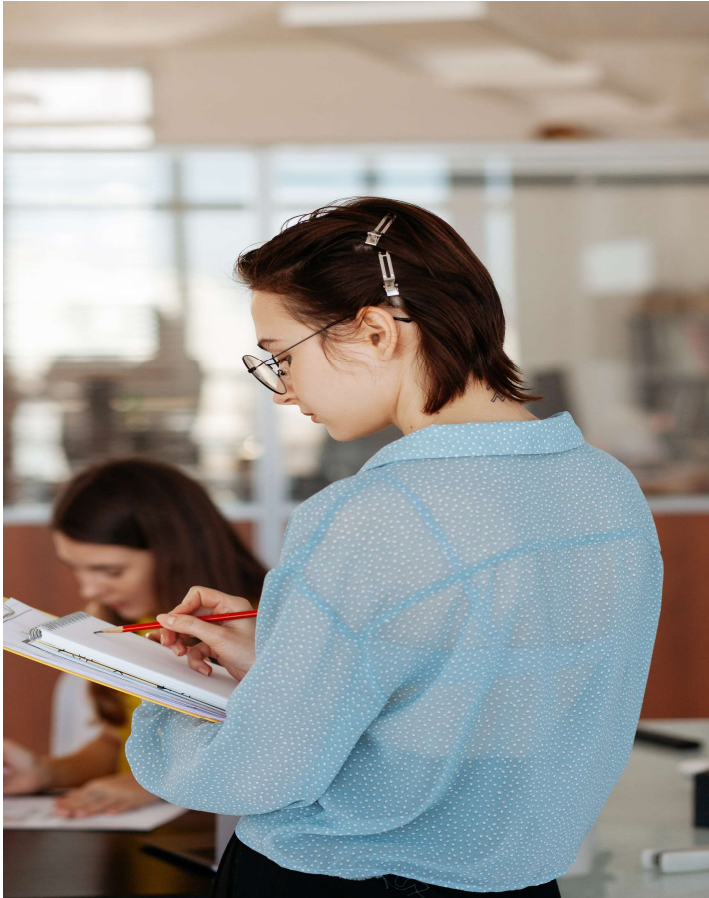
- Prioritize lengthy actions first
- Publish ads at same time
- Stay in touch with DHCD PA
- Develop a reasonable Management Plan and timeline
- Don't create need for extension



Timeliness/Deadlines

After CDBG contract award be prepared to:

- Submit monthly progress reports on time
- Upload remittances at least quarterly
- Upload Annual Reports before stated deadline
- “At Risk” status with HUD means the contract can be terminated for non-performance
- Maintain beneficiary and procurement data using spreadsheet templates
- Submit annual audits before end of March



Timelines/Deadlines

After contract award (continued)

- Adhere to Davis-Bacon Labor Standards
 - Ten days prior to bid opening
 - Contract not awarded within 90 days
 - Employee interviews at least monthly
 - Payrolls submitted and reviewed weekly
 - Register of Contractors and Suppliers monthly
 - Register of Assigned Employees
 - Ensure wage decision and posters on-site prior to construction start



Timeliness/Deadlines

DHCD Responsibilities:

- Respond to grantee inquiries
- Provide technical assistance/training on rules and regs
- Monitor grantee for state/federal compliance
- Share reminders as necessary throughout the contract period, as necessary
- Review support documents for every penny of grant funds and leverage expended
- Observe completion of all contracted activities or document why benefits not met.





Timeliness/Deadlines

Housing Rehabilitation

- Request Contractor Clearance from DHCD before contract award
- Issue Change Order if construction takes longer than contracted (typically 90 days)
- Establish completion date in writing so the 12-month warranty period is clear
- If Lead Based Paint activity occurs, the occupants must be notified within 14 days of clearance by the Risk Assessor of the specific actions taken to make their home safe





Timeliness/Deadlines

Contract Extensions

- Must be requested in writing with a timeline attached
- Should be kept to a minimum
- Rarely exceed 12 months
- Hopefully soon to be a thing of the past
- Are never guaranteed
- WHY? Jeopardizes the program allocations.



Housing Rehabilitation Cost Limits

Limits for Houses constructed after 1978 or if before 1978 need Risk Assessment

Activity	IPR Flex REHAB	IPR Flex SUBSTANTIAL	CDBG	
			Rehab	Substantial
Base	125,000	150,000	125,000	150,000
Alternative Septic	10,000	10,000	10,000	10,000
Admin	7,500	7,500	Policy	Policy
Admin (add with IPR partner)	1,000	1,000	0	0
Rehab Specialist	6,000	6,000	Policy	Policy
CRSC	9,300	9,300	Policy	Policy
TOTAL	158,800	183,800	135,000	160,000

Limits for Houses constructed before 1978 - No XRF Test - Presumed Lead

Activity	IPR Flex REHAB	CDBG REHAB			
Base	25,000	25,000			
Exceptions	50,000	50,000			
Alternative Septic	10,000	10,000			
Admin	6,000	Policy			
Admin (add with IPR partner)	1,000	0			
Rehab Specialist	5,000	Policy			
CRSC	9,300	Policy			
TOTAL	106,300	85,000			

All allowances are maximum allowable cost (up to) and must be substantiated by invoices.
 Construction Related Soft Costs = Asbestos Testing, Temp Relo, HMEP, Legal, Insurance
 Exceptions = well, septic, enlarge footprint, accessibility, floodproofing



Video Presentation – A Radon Overview

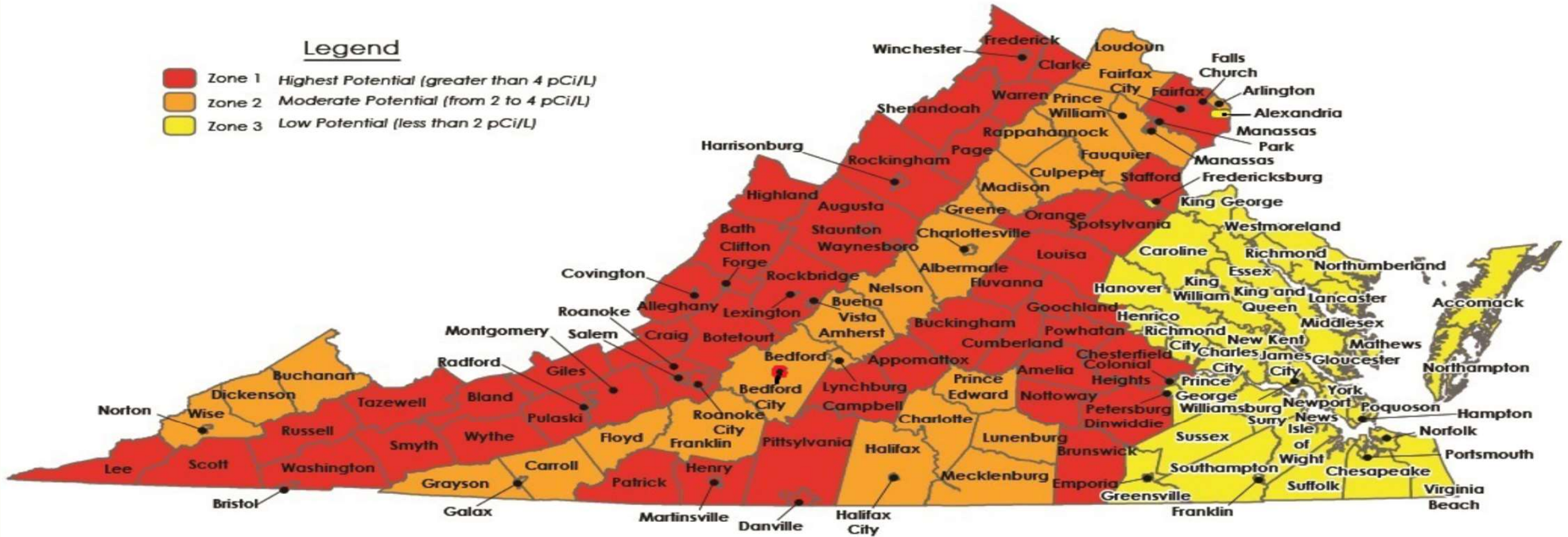
<https://youtu.be/pytSqj4eHfs>

- Produced by the University of Alaska, Fairbanks for the Cooperative Extension Service
- Alaska has the highest recorded readings of radon in the United States and has worked in the field for some time.
- HUD has instituted a new radon regulation effective April 11, 2024.
- DHCD has not yet developed an implementation policy on how to address radon, however it will be rolled out soon.
- For now, HUD wants radon acknowledged in the Environmental Review Record in the category of Contaminants & Toxic Substances and by using the CDC Radon Tracking Maps and other specified scientific data.

Virginia - Radon Zones

Legend

- Zone 1 Highest Potential (greater than 4 pCi/L)
- Zone 2 Moderate Potential (from 2 to 4 pCi/L)
- Zone 3 Low Potential (less than 2 pCi/L)





Questions?

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BREAK



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