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Block Grant

2-16-93

February 12, 1993

NOTES FOR OPENING COMMENTS FOR PUBLIC HEARING ON 2/16/93 ON
FY 93 COMMUNITY SERVICES BLOCK GRANT (CSBG) STATE PLAN
and
FY 93 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FINAL STATEMENT

2 draft documents.

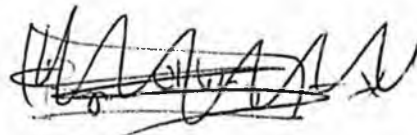
The Department of Community and Regional Affairs is holding this Public Hearing today to accept comments from the public on the DRAFT FY 93 Community Services Block Grant (CSBG) State Plan and Draft FY 93 Community Development Block Grant (CDBG) Final Statement.

Community Services Block Grant (CSBG) funds are allocated to the State for Alaska's only Community Action Agency, RurAL CAP. The objective of the CSBG program is to impact the causes and conditions of poverty. The CSBG "State Plan" describes how the State administers the program and the activities which RurAL CAP plans to undertake during Federal Fiscal Year 1993. There are no major program changes from prior years in the CSBG FY 93 State Plan.

The Community Development Block Grant Program (CDBG) is funded through the federal Department of Housing and Urban Development (HUD). The objective of the program is to benefit low and moderate income persons by providing financial resources (through grants to local governments) for economic development, public facilities, and planning activities which encourage future economic development. The "Final Statement" describes how the State administers the program. It identifies the eligible activities which may be undertaken as well as the process the Department uses to make grant awards to municipalities.

We welcome your comments on these documents and thank you for your participation. The Department will accept written comments on these documents if they are received by February 22, 1993 in our Fairbanks Office. The Fairbanks Office address is

Department of Community and Regional Affairs
Community and Rural Development Division
1001 Noble, Suite 430
Fairbanks, Alaska 99701
Attn: Jo Cooper



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Copies of minutes listed below were originally included in this file. The minutes are available on the legislative computer database. In order to save space copies of minutes have not been left in the files.

Mary Pagenkopf

House CERA 2-16-93

MEMORANDUM

State of Alaska
Community & Regional Affairs


TO: Distribution

DATE: January 21, 1993

FILE NO: 0409M

TELEPHONE NO: 451-2155

THRU: SUBJECT: Draft Copies FY 93
CSBG State Plan and
CDBG Final Statement

FROM: Jo E. Cooper 
Block Grant Administrator
RDD - Fairbanks

Attached you will find a copy of the draft FY 93 CSBG State Plan and the draft FY 93 CDBG Final Statement prepared by the Department of Community and Regional Affairs. A public hearing, to be chaired by Representative Harley Olberg, will be held on February 16, 1993 from 1:00 PM through no later than 3:00 PM at the House of Representatives Community & Regional Affairs Committee Hearing Room to accept public testimony regarding these plans. Legislative Information Office sites identified in this memorandum will also be on-line to accept testimony. Written comments regarding these plans will be accepted if received by February 22, 1993 at the Department's Fairbanks Office, 1001 Noble Street, Suite 430, Fairbanks, AK 99701.

Additional copies of the draft FY 93 CSBG State Plan and the draft FY 93 CDBG Final Statement are available upon request from the address above or by calling Jo E. Cooper, Block Grant Administrator at 451-2155.

Distribution:

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Enclosures

**COMMUNITY SERVICES
BLOCK GRANT
STATE PLAN FOR FY 93**



**Rural Development Division
1001 Noble Street, Suite 430
Phone: (907) 451-2155**

**State of Alaska
Walter J. Hickel, Governor**

**Department of Community and Regional Affairs
Edgar Blatchford, Commissioner**



January 1993

STATE OF ALASKA
FY 93 COMMUNITY SERVICES BLOCK GRANT STATE PLAN

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I. INTRODUCTION

The primary purpose of this FY 93 Community Services Block Grant Program State Plan is to provide information on how the State of Alaska will carry out the assurances as detailed in subsection 675(c) of the Community Services Block Grant Act. Its development and contents reflect a strong commitment by the State of Alaska, Department of Community & Regional Affairs, Community & Rural Development Division, to make the CSBG Program responsive to local community needs and to improve the economic self-sufficiency of the low-income individuals and families served by the program.

II. NARRATIVE DESCRIPTION

A. Proposed Use & Distribution of Funds

At least 90% of the funding received by the State of Alaska for the Community Services Block Grant Program will be passed through, as required by regulation, to the one existing Community Action Agency (CAA) in the state, RurAL CAP. RurAL CAP will serve low-income persons through seven program components. These include Alcohol Prevention, Child Development, Economic Development, Planning & Research, Program Support, Subsistence, and Village Participation.

No more than five percent (5%) of the funding received will be used by the State for administration. The State will negotiate, write, amend, and close-out grant agreements; disburse funds to grantees upon receipt and approval of payment requests; coordinate and oversee program activity; monitor on-site if appropriate; provide training and technical assistance to grantees if appropriate; and prepare and submit federal reports to the Department of Health and Human Services and Congress as required.

No more than five percent (5%) of the funding received may, if determined appropriate, be made available by the State for discretionary grants to non-profit organizations. It is anticipated that such discretionary grants would be limited to "new and innovative" projects which attack the causes and conditions of poverty for low-income Alaskans and which improve the life prospects of children by helping to strengthen families and promote self-sufficiency.

B. Program Goals & Objectives

The goal of the State of Alaska Community Services Block Grant Program is to reduce and prevent the spread of poverty through community based educational activities which lead to a greater degree of self-sufficiency on the part of low-income people. Program objectives include impacting poverty through providing a wide range of services such as alcohol and drug abuse prevention programs; child development programs; economic development programs; planning and research programs; program support; subsistence; and village participation conference.

C. Activities to be supported; individuals to be served

As stated previously, during the period July 1, 1993 through June 30, 1994, Rural CAP proposes to use the Community Services Block Grant funds in seven components. These include Alcohol and Drug Abuse Prevention, Child Development, Economic Development, Planning & Research, Program Support, Subsistence, and Village Participation. Each program component is described on the following pages.

Community Services Block Grant FY 93

Alcohol and Drug Abuse Prevention Program

COMPONENTS:

- I. Personnel/Staff -- Provides funds for the staff support of all program projects and activities through:
 - A) 75% of the salary for the Program Director
 - B) 100% of the salary for the Training Specialist
- II. The 11th Annual Rural Providers' Conference -- Provides funds to plan, organize and implement a statewide Alcohol Prevention Conference for low-income villagers with an approximate participation of 500-1,000 people.
- III. FAS/FAE Training -- Provides funds for FAS/FAE prevention and training to be implemented through the 22 RurAL CAP Head Start centers and directed at the Head Start parents and rural providers of alcohol treatment and education.
- IV. BABES -- Provides funds statewide for BABES (Beginning Alcohol and Addictions Basic Education Studies) information, education, life skill building, and training to at least 50 low-income people in Alaska as a result of coordination with Head Start programs and local school districts.

WORK PLAN NARRATIVE

Community Services Block Grant (CSBG) funding has empowered the Rural Alaska Community Action Program, Inc. to submit a number of proposals to fund the continuing efforts of the Alcohol Prevention Program to provide services for low-income families in rural Alaska. CSBG has enabled RurAL CAP to procure more than \$4 million over the last five years in which work directed at the prevention of Alcohol and Other Drug abuse and addictions have been addressed. The following is the list of successful projects implemented by the Alcohol Prevention Program:

1988 - The Office for Substance Abuse Prevention (OSAP) under the national Department of Health and Human Services provided a total of \$1 million dollars for three years to support a Village Community Development Project.

1989 - OSAP Fort Yukon Youth Survivor's Project, which is in its fourth year of a five year funding cycle, is a model program working with high risk youth to combat the effects of alcohol and drugs in their community. The grant was awarded \$1 million - approximately \$200,000 per year.

1990 - OSAP Emmonak Pre-School Prevention and Intervention in its third year of a five year funding cycle uses community development directed toward strengthening families as a positive approach in changing attitudes in the

environment to decrease the use of alcohol and drugs. This grant was awarded \$1 million with an annual budget of approximately \$200,000.

1991 - The Alaska Division of Alcoholism and Drug Abuse funded a series of "Spirit of the Family" trainings which is an approach based on family systems theory. The methods employed in this program are to show individuals how to build healthy family roles as opposed to the unhealthy roles found in dysfunctional families . It was hoped that the series would generate revenue to continue throughout the year, however, the cost of the registration, travel and lodging kept participation too low for it to become self-sustaining. This grant was awarded \$50,000.

1992 - OSAP provided a \$50,000 grant to support the August 1992 Rural Providers' Conference in Soldotna, Alaska.

1992 - Funds generated from "Spirit of the Family" amounted to \$6,240 which were used to fund trainers to attend the 1992 Rural Providers' Conference.

1992 - The State Division of Alcoholism and Drug Abuse has approved \$50,000 to support the 1993 Rural Providers' Conference to be held in Fairbanks region of Alaska early next summer.

Community Services Block Grant funds are requested to support the RurAL CAP Alcohol and Drug Abuse Prevention Program to ensure that the current programs are meeting the criteria for contract compliance and that on-going projects through this grant are in accordance with Public Law 97-35 Section 675 (c), (B) to provide activities designed to assist low-income participants, including the elderly poor; (B - vi) to remove obstacles and solve problems which block the achievement of self-sufficiency; and (D) to coordinate and establish linkages between governmental and other social service programs to assure the effective delivery of such services to low-income individuals through the following components:

Component I. Personnel/Staff Support

A. Alcohol Program Director (75% FTE)

All projects are under the overall responsibility of the Alcohol and Drug Abuse Prevention Program Director to ensure that the program is meeting the goals and objectives of each grant. The scope of work in each program requires the Director to supervise staff, monitor the quality of service delivery, monitor budgets, prepare reports, oversee program evaluation, and develop and revise proposals when necessary.

Due to the demands placed on the Program Director from the two OSAP projects, those grants have been charged a total of 25% of the Director's salary leaving the remainder to be funded through CSBG. The total of grant awards for the department is projected to fall between \$500,000 and \$700,000 in this fiscal year.

Other responsibilities of the Alcohol Prevention Program Director include devising and maintaining systems to develop strong communication links with people the program serves, maintaining needs assessment mechanisms to develop a strong information network among villages with RurAL CAP in regard to substance abuse prevention

activities and resources, and promoting program information throughout the State of Alaska. The Director is also responsible for producing training manuals, curricula, and program generated resource materials.

B. Training Specialist (100% FTE)

Funds are requested to cover 100% of the salary for an FAS/FAE and BABES Training Specialist. The overall responsibility of this position is to implement and coordinate the FAS education program with the twenty-two Head Start Centers throughout Alaska and to coordinate the training and promotion of the BABES program.

The Training Specialist will train staff, parents and communities about the effects on children and their families when a child is exposed to alcohol and drugs in the womb. The Training Specialist will also promote the BABES program in school districts across the state and generate interest and set up trainings for the six Alaska BABES Trainers. Additionally, the Training Specialist will market the Television Production of the seven videos developed through the BABESWORLD Inc. Board of Directors. It will also be the responsibility of the Training Specialist to generate revenue over and above the required fee set by BABESWORLD.

Other activities of the Training Specialist will include the development of a central clearinghouse for human service providers in the State of Alaska, the dissemination of information and the development of a resource bank for individuals, families, communities and other professionals to utilize.

Component II - Rural Providers' Conference

The Rural Providers' Conference (RPC) is a Substance Abuse Prevention and Training Conference which has become a long-standing event that rural people look forward to each year. The RPC is considered one of the key conferences held in this state. What makes this conference so unique is that rural people come together in a spirit of cooperativeness to continue the process of healing and sharing and learning. RurAL CAP has sponsored and organized this conference for the past nine years.

The purpose of the RPC is to create a forum to promote culturally relevant way of addressing the issues of Alcohol and Other Drug Abuse and Addictions. At the Ninth Annual RPC in Soldotna, over 500 men, women, children and elders shared the experience, strength and hope the conference embodies within its unique format. The conference continues to provide the training for those who want to strengthen their skills and it also serves as a network of support for all those seeking camaraderie.

Funds will be used to support an On-Site Coordinator, to cover the travel and contractual expenses for special trainers and speakers, to contract with a rural community to host the conference by providing support for food, site, housing, local transportation, conference packets and promotion, and to support follow-up activities such as the production of a Conference Summary and Needs Assessment Document.

Component III. - FAS/FAE

Fetal Alcohol Syndrome is a very specific birth defect which is caused by the consumption of alcohol during pregnancy. Although FAS is totally preventable, it has

become the number one identifiable cause of mental retardation. The rate of FAS in Alaska is the highest for any population studied to date and it is estimated that in Alaska, the dollar cost care for one FAS child for his or her lifetime can exceed one million dollars. The ultimate goal of the RurAL CAP Alcohol Prevention Program is to decrease the number of FAS children born in Alaska. In Alaska, the Indian Health Service has conducted a survey to report the rates of FAS. The report finds a rate of 5.1 per 1,000 live births between 1981 and 1988 among Native women.

The implementation of this program will include funding for a Training Specialist who will work to train and educate villagers and professionals to identify and work with children who are suffering from FAS, in addition to educating pregnant women as to the effects alcohol will have on their unborn child. The Training Specialist will work with the Child Development Staff to help train Head Start Staff in the field on FAS/FAE. In the first year of the program, funds will be used to cover the cost of developing printed and training materials in addition to covering the personnel and travel expenses associated with the program.

The goal of this component is to implement an education program through the existing RurAL CAP Head Start Program which will provide information to parents, rural villages, rural providers and education professionals on the prevention and treatment of Fetal Alcohol Syndrome and Fetal Alcohol Effect (FAS/FAE). The objectives will be to provide training to RurAL CAP Head Start staff and parents to assist in implementing an awareness program in the 22 RurAL CAP Head Start villages; to provide technical assistance with other RurAL CAP Alcohol Prevention and Child Development programs which deal with FAS/FAE; to provide resource materials to physicians, social service providers and community organizations which provide assistance to children with FAS/FAE; and to evaluate the program's effectiveness in planning and implementing an educational/awareness program which assists in reducing the number of FAS/FAE children born and in reducing the degree of birth defects suffered by FAS/FAE children.

Component IV. BABES

BABES (Beginning Alcohol and Addictions Basic Education Studies) is a comprehensive prevention program that teaches children healthy life skills and information on Alcohol and Other Drugs. Created by Dr. Lottie Jones through her commitment to children and families, the international BABES network has taken the curriculum to all parts of the world to help communities address the issues of substance abuse and related social ills. The program materials include seven puppets which are used to resolve difficult life situations through first-hand experiences. Each character is used to describe problems and look at options to cope with situations from different perspectives.

The BABES curriculum has been well received by rural human service providers, educators, and Native communities as a means of communicating healthy messages to children. The tools that are taught are life-long skill-building methods that can be employed in any predicament. The program conveys a non-threatening and non-judgemental tone in which children can experience safety and trust.

The objectives of this BABES component are to provide training for all persons interested in becoming active presenters of BABES curriculum, for those interested in using BABES START in rural communities, for those who want to use BABES KIDS

CSBG FY 93- Work Plan Narrative

as a tool to work with children in the villages, and to market the series of seven BABES videos and to have them aired on either local or statewide broadcasting.

The BABES component activities include the preparation and dissemination of educational and informational materials to 288 institutions. These include all Alaskan School Districts, Alcohol Treatment Programs, Suicide Prevention Programs, Mental Health and Social Service Programs and Health Corporations.

COMMUNITY SERVICES BLOCK GRANT
CHILD DEVELOPMENT DEPARTMENT WORK PLAN

Work Plan Narrative

COMPONENTS:

- I. Support to Core Capability:
 - A. Staff to Support Training
 - B. Salary Support to the Child Development Director.

COMPONENT I. Support to Core Capability:

A. Training

CSBG funds will provide \$33,373 toward the salary of 1 Program Manager to ensure the delivery of training to staff, parents, agencies and organizations that provide early childhood services to low-income children.

RurAL CAP Child Development Department has twenty-five years of providing culturally appropriate training to people in rural Alaska. Continual review, evaluation, and research within the department has resulted in the development of highly successful training techniques in early childhood education and program management. RurAL CAP has a reputation for high quality training in the areas of early childhood Development and parent education in a variety of areas.

In a 1988 reported entitled "*Right from the Start*," the National Association of State Boards of Education's panel of child development experts strongly encouraged collaborative planning and the use of a developmentally appropriate "curriculum and classroom environment that responds to learning patterns of children within a given age range, to individual differences among children, and to cultural and linguistic diversity among children." "*Right from the Start*" recommends that public schools adopt "features of quality programs for young children such as active parental involvement, family support services, and comprehensive services for children."

The Committee for Economic Development (CED) went even further. In their 1987 report, "Children in Need," CED suggested that "schools serving disadvantaged students...undergo fundamental restructuring...in order to provide the comprehensive services and sustained effort needed by disadvantaged children and youth." The Alaska Department of Education and school districts around the state are taking note of these recommendations, and are identifying the need for training their staff in practices which better meet the needs of the culturally diverse children in

Alaska, already RurAL CAP's Child Development Department is being recognized as a resource for training staff in rural schools.

Other recent initiatives which have spotlighted the need for training in culturally and developmentally appropriate practices for early childhood service providers include the family support services required under the Welfare Reform Act, Public Law 99-457 requirements for interagency collaboration and emphasis on family centered services for young children with handicaps, and recent

state legislation requiring training for educators and medical personnel on prevention of fetal alcohol syndrome and effects (FAS/FAE) and on issues of working with children affected by FAS/FAE.

The proposed funds allocated to the Child Development will assist the department to provide training opportunities to other providers within the state who impact the lives of children and families in poverty.

B. Core Capability - support to CD Director's Salary :

Provide \$19,000 to the CD Director's Salary out of CSBG

\$19,000 - CSBG funds are used to pay a percentage of the Child Development Director's salary for the year. Head Start regulations require no more than 15% of administrative services to be paid by Head Start funds. This causes Rural CAP, which administers the largest number of Head Start programs in the state (33) and which provides services to approximately 1000 children, to be stressed in regard to providing an adequate salary for a Masters' Degree level person. It is becoming increasingly difficult to compete with school districts and state/federal agencies which are able to pay higher salaries. Therefore, this \$19,000 will be used to pay a portion of the Child Development Director's salary.

The Child Development Director position is responsible for a budget in excess of \$4 million and over 180 employees.

July 1, 1993 to June 30, 1994

ECONOMIC DEVELOPMENT COMPONENT (Catalog)

NORTHERN EXPRESSIONS CATALOG:

GOALS: To lessen the conditions of poverty in rural Alaska; to bring cash into communities by buying village arts and crafts which RurAL CAP will market through the development and distribution of a quality produced catalog to be distributed nationally; to educate people about the Native lifestyles of Alaska in addition to providing information about the State and our artists.

BENEFIT: Unemployment in rural Alaskan communities is typically 75%, about 50% more than unemployment was during the great depression of the 1930's. Through purchase of art work from rural Alaskans, income opportunities will be increased to low-income individuals in villages where jobs are very limited. In addition, the increase awareness of the Native Lifestyle will benefit the State and RurAL CAP in terms of educating the public in terms of subsistence and other issues facing Natives and Alaska.

DESCRIPTION: As stated above, one of the important goals of the catalog is to educate people about the Native lifestyles of Alaska in addition to providing information about the State and our artists. In order to do this, the catalog will feature short articles about the rural artists and their communities to heighten awareness of those who receive the catalog of the unique and valuable lifestyle practiced by rural Alaskan Natives. Further, the catalog will provide short articles on the communities where the Native artists live, thereby providing accurate information about Alaska to the general public.

COMPONENTS:

I. July to September:

- A. Printing for the 1st round of the Catalog (the first round will entail mailing three catalogs) to be completed.
- B. Catalog number one mailed in August.

II. September to December:

- A. Catalog number two mailed in September.
- B. Catalog number three mailed in October.
- C. November/December - Review of the success of the initial catalog mailing.

III. December to March:

- A. Continue to review catalog success and make changes if necessary.
- B. Work on second round of catalog to be mailed; catalogs four through six. Review existing and new merchandise to be put in catalog.

PAGE TWO
ECONOMIC DEVELOPMENT COMPONENT (CATALOG)
CSBG APPLICATION

IV. March to June:

- A. Production of second round of catalog.
- B. Printing of catalog.
- C. Distribution of second round of catalog.

NARRATIVE DESCRIPTION

Phase I of the RurAL CAP catalog project included the start-up costs involved with producing a retail catalog of Native and Alaskan crafts. Phase II of the project follows-up on Phase I and will also include the start-up costs of producing the catalog.

Phase II of the project will see the catalog through the initial distribution in August of 1993. The initial distribution will include three catalogs sent separately over the three month period of August, September and October; 450,000 catalogs will be distributed over this three month period. This initial distribution will be the trial period for the catalog. After the third catalog is distributed, during the second quarter of the 93-94 fiscal year, we will review the success of the catalog based on our projections and then determine to proceed with the second distribution round of the catalog.

During Phase II we will continue to utilize the expertise of a professional retail catalog consultant.

COMMUNITY SERVICES BLOCK GRANT

PLANNING and RESOURCE DEVELOPMENT

For Period July 1, 1993 to June 30, 1994

COMPONENTS

I. Planning and Development:

- A. Planning and Development Manager Position;
- B. Economic Development/Catalog Project.
- C. Develops and Monitors the Agency Strategic Plan

II. Resource Mobilization:

- A. Proposal Writing
- B. Coordination with other organizations;
- C. Research on resources for the agency.

III. Information Dissemination

- A. The agency resource for dissemination of information about the agency, its programs. Provides information about resources available to rural communities within the agencies library (videos, sources of technical assistance in regard to Alcohol Prevention, Child Development, Subsistence and Natural Resource Protection issues.
- B. Agency Newsletter -
- C. Annual Report
- D. Conference Summaries

Over View of Planning & Research

The purpose of the Planning and Research component is to afford the agency a comprehensive planning, and resource mobilization, information dissemination function within the agency. It enables the agency to plan and to formulate projects, programs which continue to work toward the eradication of poverty in rural Alaska.

The agency needs to have resources available to acquire and to leverage other resources. By actively seeking to coordinate and network with other agencies, organizations and entities, limited resources are better utilized. This reduces duplication of services and maximizes the use of ever shrinking funds.

It is necessary for the agency to maintain a close working relationship with its grass-roots constituency. This is best accomplished through the sharing of information. The agency seeks to build a library of resources to provide information to rural Alaskan which assists them to access

technical assistance and resources. Further, the agency has an obligation to keep its constituents informed of issues which may have the potential to impact their lives. Therefore, RurAL CAP will seek to keep its constituents, the general public and its funders informed through production and dissemination of newsletters, annual report, and conference summaries.

Purpose and goals are to provide villagers with accurate and up-to-date information that is useful at the village level. Materials such as summaries, reports, and newsletters.

Component I Narrative: Planning and Development;

A. Planning and Development Manager Position:

Implementation of the position of Planning and Development Manager as of November 1, 1992. This position will be responsible for working with the Executive Director to execute all of the Planning and Resource Development activities in order to work towards the ultimate goal of helping the agency to become increasingly self sufficient and to maintain an adequate level of funding to carry out the mission and goals of the agency.

The Planning Manager is responsible for writing the strategic plan for the agency based on the 5 year plan developed by the Board of Directors. The Planning Manager incorporates the departmental plans that are utilized to fulfill the directives of the Board.

The Planning Manager assesses the needs assessments from villagers at the annual Village Participation Conference and incorporates into the agency strategic plan. The Planning manager monitors and records activities.

B. Economic Development/Catalog Project:

The Planning Manager develops and implements the workplan for the execution of the economic development project (catalog). (See economic development component workplan for detail of activity).

The goal of the economic development project (catalog) is to decrease the causes of poverty in low-income communities where unemployment rates are typically 75%. Rural CAP will develop and distribute a high quality catalog nationally which sells the arts and crafts of villagers from around the state. CSBG funds will be used to purchase the crafts. All funds received from sale of items will be used in the program to purchase inventory.

Component II Narrative: Resource Mobiliation:

- A. Proposal Writing.
- B. Coordination with other organizations;
- C. Research on resources for the agency.

A. Funds for a Professional Proposal Writing Service

Proposal Writing - continue to contract for proposal writing to support the work/services provided by programs within the agency.

CSBG funds enables the agency to obtain other funds outside of CSBG to provide services and programs to alleviate the causes and conditions of poverty among low-income people in rural Alaska. Funds gained as a result of CSBG supported proposal writing has included:

- 1985 - 3 yr grant from OSAP for a demonstration project in 6 villages for culturally appropriate training and community development -- total award \$1 million.
- 1989 - 5 yr award from OSAP for a demonstration project in Ft. Yukon to demonstrate culturally appropriate methods of strengthening high risk youth. The total for five years is \$1 million. RurAL CAP is currently in the 3rd year of this project.
- 1990 - 5 yr award from OSAP for a demonstration project in Emmonak to demonstrate methods of using Head Start parents/families as an intervention point to strengthen high risk youth. This grant also totals \$1 million.
- 1990 - \$50,000 OSAP - for Alc Prevention Conference
- 1991 - \$50,000 OSAP - for Alc Prevention Conference for people from villages statewide - 1200 persons attended this conference held in Kenai in 1991.
- 1990 - \$200,000 (approx) from the Robert Wood Johnson Foundation for an early intervention prevention project in Hooper Bay. This project seeks to strengthen family and community resources in regard to alcohol and other drug abuse prevention.

CSBG funds enable the agency to obtain the resources needed to provide meaningful services and demonstration projects and to involve low-income people which address the number one issue which undermines low-income people from gaining and retaining meaningful employment; a quality environment for young children; and for movement out of poverty.

Component II Narrative: Resource Mobiliation cont:

B. Coordination with other organizations:

RurAL CAP seeks to promote effective participation by low-income individuals in endeavors or organizations, and/or governmental agencies which seek to serve them so that the interests of low-income people may be included. In this advocacy role, it is necessary for RurAL CAP to maintain a healthy and working relationship with other organizations, governmental and other service programs.

Further, as funds for human services, education, training, and advocacy continue to dwindle it becomes increasingly important to coordinate and network with other organizations and agencies providing similar services in order to use funds more effectively.

C. Research Resources for the Agency

RurAL CAP will continue to seek additional resources in order to continue to provide and develop programs which assist people below poverty income guidelines to move toward greater self-sufficiency and to eradicate the core causes of poverty. Agency staff will research and pursue avenues to supplement and leverage existing funds to provide services to low-income Alaskans, as well as to seek resources through fee for services when possible.

COMMUNITY SERVICES BLOCK GRANT

PROGRAM SUPPORT COMPONENT

WORKPLAN NARRATIVE

PURPOSE: This component provides support to programs and supports core capability of the agency.

COMPONENT PROVIDES:

- I) Legal Research and Technical Assistance
- II) Funds for Library Media Specialist
- III) Clerical Support Staff
- IV) Staff Support

**COMPONENT I:
Legal Research and Technical Assistance**

The legal complexity of the issues affecting rural Alaskans are such that in order to provide accurate information to rural Alaskans about laws, regulations, and policies which affect Subsistence, Natural Resource Protection, and tribal government, it is necessary to have resources in the agency with legal training and expertise.

The importance of objective and factual information to provide rural Alaskans is deemed crucial as villagers have many complex, confusing, highly technical issues with which to deal and have expressed to RurAL CAP the need for objective information on which they can rely and trust to make decisions about events which occur and have the potential to heavily impact their traditional and subsistence way of life.

Legal assistance is also provided to programs within the agency such as Head Start Programs, Weatherization and Administration.

Activities included in the component of legal technical assistance and research include:

- * Legal analysis and research on issues regarding Subsistence and Natural Resource Protection and tribal government.
- * Legal technical assistance to villages upon request and approval by the Board of Directors.
- * Legal research on issues as directed by the Executive Director.
- * Provides legal technical assistance to RurAL CAP programs and administration.

COMPONENT III Narrative: Information & Publication

This component provides funding for the new position of Information Specialist which will be advertised in November and the position filled in December. It will be the responsibility of the Information Specialist to develop and distribute the following materials:

- A. Quarterly Agency Newsletter - prepare, publish and disseminate 2000 copies per quarter.
- B. Annual Report - 500 copies
- C. Board Handbook - 50 copies
- D. Conference Summaries- 500 copies

CSBG will be allocated to fund a position to develop a resource center within the agency. The position funded will also be responsible for the writing, production and dissemination of an agency newsletter, conference summaries, annual report, and press releases. The purpose will be to inform Rural CAP constituents, the public, and funders about the services provided by the agency.

A. Agency Newsletter the purpose of the newsletter is to inform constituents, the general public, funding sources and others of the issues of rural Alaskans and of the activities and projects of Rural CAP. Each quarter, 2000 copies will be written, produced, published and distributed statewide.

B. Annual Report Through an annual report, the public can be aware of the work of the agency. It provides an opportunity to share information. CSBG Funds will be used to produce and distribute 500 copies of an 1992 Annual Report.

C. Board Handbook The Rural CAP Board has requested handbooks be developed to assist new Board Members in their orientation and introduction to the variety of things Rural CAP is engaged in.

D. Conference Summaries

Rural CAP has found that the most effective means of engaging the participation and involvement of low income people is to coordinate and organize conferences and gatherings which promote the opportunity for the agency's constituents to be heard, to share perspectives, to access resources, and to be empowered to take action on their own behalf. Some of the conferences and gatherings coordinated by Rural CAP include: the Village Participation Conference; the Rural Providers' Conference; Subsistence Conferences; Indigenous Survival International, Marine Mammal Conference, etc.

* Coordinate and share information with other non-profits, organizations, agencies and institutions regarding tribal government and subsistence issues.

COMPONENT II: Agency Librarian

CSBG funds will be used to pay a Library Media Specialist's salary for the year. The primary responsibility of this position is to develop and maintain relevant training materials to be used in training communities and service providers. The Rural CAP library is recognized as a quality comprehensive resource of material for Early Childhood Professionals. However, the use of the library needs to be expanded to serve the needs of the entire agency. It is through this new expansion effort we propose change. Our proposal is to ensure the library be used by a variety of agencies and service providers throughout the State and become a clearinghouse for current and historical information in which Subsistence, Alcohol Prevention and Weatherization information will also be stored. We hope that in the near future the library will become a repository for all program components.

The Library Media Specialist will be coordinating efforts to work with the Informational Specialist to disseminate information in a quarterly newsletter to inform individuals, families, villages, communities and agencies in the state about what is happening around the state.

Activities included in the component under Library Media Specialist:

- * Resource person for each department director to keep track of book inventories, distributing new and used books, providing catalogs and providing training materials.
- * Serves as a resource person for Rural CAP employees and Library Users that are from other agencies. This includes data information, orientation for library users, check out and check in materials.
- * Continue to monitor the Reading is Fundamental (RIF) Program to ensure reports are sent to the National RIF Headquarters.
- * Compile information for the Informational Specialist so that adequate support is given to ensure that all dissemination of agency newsletter, conference summaries and annual reports are complete and publication ready.

COMPONENT III: Agency Support Staff

This component will enable Rural CAP to provide supportive services to administrative and program staff to assist in the clerical support services necessary in completing administrative reports, proposals, budget, file keeping and other duties falling within this category under the direction of the Deputy Director for agency wide clerical backup. Rural CAP has recognized the duplication of services in like positions within job categories and is now in the process of reorganizing clerical support. Due to the extensive reporting systems for each department and fiscal responsibility the agency maintains, it has become critical to reorganize clerical positions to meet the needs of the overall agency.

The Executive Management Team is now in the process of streamlining agency services to address the demand of clerical support services. CSBG Funds will help contribute to the hiring: one F.T.E. Secretary I and one .5 Secretary I; one F.T.E. Secretary III; one F.T.E. Receptionist. As anticipated this component will aid the Executive Management Team in the second stage of implementing the continuation of the secretarial pool for the agency. The first phase of transitioning staff into a pool was begun in last year's revision.

COMPONENT IV: Training

This proposed Rural CAP training program will be a multi-level training program in which upper management will be provided with updated strategies that help overall agency to assess strengths and weakness, start the process of setting achievable goals, and implementing long and short terms goals using team management approaches. After top management has been trained they will in turn train their staff. Staff will then incorporate this training as appropriate to work and train local communities.

It is essential that Rural CAP stay on the cutting edge of marketing non-profit activities in the rural areas. In order to keep up with the demand for quality services, Rural administration and upper management staff must keep abreast of the changes in climate of the organization. To do this, training will be an integral part of the planning strategies.

Specific activities to develop this training component will include the following trainings:

- * Situational Leadership which demonstrates to directors techniques in leading their staff to accomplish the goals of the organization.

* Team building in which teams will study their own process of working together to create a climate to assist co-workers in directing their energies into more productive problem solving. A secondary residual would be for team members to maximizing a resource pool and provide a network of management training for the whole organization..

* Federal and State Employee Law.

Funds from CSBG will provide training for approximately 400 parents in the following areas: Child Development, good nutrition, decision making, program options, evaluating staff and program, health requirements, basic bookkeeping or maoney management, and/or other topic of local interest. These trainings will be provided locally or in regional cluster workshops by Head Start trainers.

Funds from CSBG will also provide training for approximately 120 locally hired staff in a variety of topic. These trainings will consist of either an on-site by itinerant Head Start trainers or through intensive internship facilitated by the Head Start training coordinator.

Funds will be used to pick up the travel cost for the training and the supplies necessary in supporting the trainig efforts. Regional meetings and teleconferences will also be used as a means of consolidating training for this department.

Training is an empowering process. The availability of consistent training leads to increased competence and results in a higher productivity from all areas of work performance. The total benefit to the agency is the increased commitment by staff to provide a higher quality of services to it's constituents.

COMMUNITY SERVICES BLOCK GRANT
SUBSISTENCE & NATURAL RESOURCES

COMPONENTS:

- I. Rural Alaska Resources Association
- II. Indigenous Council for Marine Mammals
- III. Networking, Coordination, Advocacy
- IV. Migratory Birds
- V. Water Quality
- VI. Indigenous Survival International

Work Plan Narrative

The activities of the Subsistence & Natural Resources Department promote the ability of rural Alaskan residents to continue to participate in the subsistence economy which is vital to their livelihood and well-being. The work of the Rural CAP Subsistence Department promotes self-sufficiency by supporting rural Alaskans in their endeavors to dissolve the barriers to continue to engage in the way of life which provides security, food and dignity -- the subsistence way of life.

The Subsistence & Natural Resources Department provides information on the subsistence way of life to the public in order to further understanding of subsistence as a vital and valuable economy which is responsible for supporting communities in rural Alaska.

The Subsistence Department enables rural Alaskan communities and organizations to have information about regulations, rules and laws which have the potential for carrying direct and indirect impacts on the subsistence economy.

The Subsistence Department enables rural residents to come together to discuss issues of subsistence and to work on ways to attain participation and involvement in the decisions which have the potential to impact their lives.

The Subsistence Department supports the agency in its emphasis on empowerment and local control.

The Subsistence Department encourages cooperation among local, regional, statewide, national and international organizations in the areas of subsistence and natural resources protection and management; support for attainment of greater degrees of local control; and education of others about the value and importance of subsistence and its importance to cultural preservation.

CSBG Work Plan Narrative
Subsistence and Natural Resources Protection

COMPONENT I. Rural Alaska Resources Association (RARA)

RARA enables rural Alaskans to participate in the decisions made which have the potential to impact the subsistence way of life. It enables rural members from across the State an opportunity to meet, share information, gain access to resources, to network and coordinate efforts which empower them to maintain a self-sufficient means of livelihood.

RARA will continue to play an integral part in providing the Rural CAP Board of Directors with information, recommended policy, and guidance about issues pertaining to subsistence which are of importance to rural Alaskans. RARA is a valuable tool in needs assessment and planning for the department. Regular RARA meetings provide the framework for member organizations which represent all 12 regions of the State to work together to achieve their mutual goals in the area of education, determine response to legislative, administrative or regulatory actions for the benefit of subsistence resource users in rural Alaska. Between meetings the RARA Newsletter informs and updates members, communities, villagers, and organizations in rural Alaska about subsistence and natural resource issues.

COMPONENT II. Indigenous Council for Marine Mammals

The Department will provide staff support for the recently-formed Indigenous Council for Marine Mammals, a coalition of Native marine mammal commissions, formed as a result of a Rural CAP-sponsored marine mammal conference, to address issues affecting Coastal villages dependent on marine mammals for subsistence needs. The Department's biologist (partially funded by the Bureau of Indian Affairs) will assist the Council with data analysis, special research projects, and the gathering and dissemination of information on policies directly impacting marine mammal subsistence users, such as the Reauthorization of the Marine Mammal Protection Act (MMPA), and the Endangered Species Act (ESA).

COMPONENT III. Networking, Coordination, Advocacy

Staff reports to villagers statewide on activities of the Rural Alaska Resources Association, Indigenous Council for Marine Mammals, Native Working Group on Migratory Birds, and Indigenous Survival International. Staff will monitor activities and regulations issued by the State of Alaska and the federal regulatory agencies and report to villagers about changes, hearings, and other pertinent information.

Staff will maintain a strong coordination and information-sharing network with non-profit organizations in each region of Alaska; with other subsistence groups; and serves as staff and support to various groups and commissions which collaborate on subsistence issues.

CSBG Work Plan Narrative
Subsistence and Natural Resources Protection

COMPONENT IV. Special Project. Migratory Birds

CSBG funds will be used to provide staff support to the Native Working Group on Migratory Birds. Under a current treaty between the United States and Canada, subsistence hunting of migratory birds is illegal between March and September of each year. Rural Alaskans are dependent on migratory birds for nutrition and have traditionally hunted those birds in spring and late summer, often the only time they are available. Staff will support efforts of the Working Group to amend that treaty.

COMPONENT V. Water Quality

The Subsistence Department will support efforts of Alaskans for Clean Water Alliance, a southeast Alaskan organization based in Haines, to monitor water quality regulations that may affect salmon spawning streams.

COMPONENT VI. Indigenous Survival International

ISI continues to defend and protect the principle of sustainable use of nature's resources, and the right to market products derived from the sustainable use of nature's resources. It does this by educating the general public about traditional aboriginal cultures and lifestyles, and by providing information to Indigenous peoples about international issues that affect their ability to use nature's resources and market products derived from those resources. One issue that affects their right to market products is the leg-hold trap, which members of the European Economic Community are planning to ban on January 1, 1995, pending development of a more humane trap. Another issue is anti-harvest, animal "rights" groups influencing the Federal Government to curtail harvest of fur seals for commercial profit and for subsistence.

The Subsistence Department provides staff support to ISI-Alaska delegates. Travel and per diem has been requested to allow delegates and staff to continue to be involved, and to inform rural subsistence users of plans and developments affecting ISI.

D. Criteria and Method for Distribution of Funds

RurAL CAP submits an application annually for CSBG funds to the Department of Community & Regional Affairs, Community & Rural Development Division. The application includes a workplan which explains and establishes RurAL CAP's planning process; goals and objectives; cites which statutory requirements are being met by proposed activities; identifies project timelines, technical assistance/coordination mechanisms; and sources of other funds. In addition the workplan includes a detailed narrative and a line item budget. The line item budget is estimated in the application and exact budget figures are later agreed upon and identified in the subsequent grant agreement documents.

The application submitted by RurAL CAP must be approved by their governing board of directors. They are required to provide the necessary assurances required by the Omnibus Budget Reconciliation Act. All proposed activities must be measurable and have the potential to impact the causes and conditions of poverty (Section 675(c)(1)(a) (i through iii) and (C), (D), and (E), of the Omnibus Budget Reconciliation Act).

The application submitted by RurAL CAP is reviewed by the Department for compliance with provisions of the Act and State policies and procedures. A grant agreement is subsequently negotiated and implemented between the two parties. This grant agreement outlines the workplan, payment procedures, reporting requirements, provisions for amendment, suspension, termination, and audit, monitoring. RurAL CAP is required to submit periodic financial and progress report forms in order to receive payment. These are carefully reviewed by the Department prior to disbursement of funds. The grant agreement also references all applicable federal compliance issues and assurances.

III. PRIOR YEAR REPORT ON USE OF FUNDS

The following is a narrative, data information, and program expenditure report on CSBG funds received by Rural CAP from the U.S. Department of Health and Human Services during FY 92.

CHILD DEVELOPMENT

Rural Head Start Programs - Northern, Southeast and Yukon Kuskokwim: Head programs currently serve more than 648 children and families in 22 rural and rural remote communities. All staff are locally hired and trained through the Child Development centralized office both on and off-site. Staff and parent training is ongoing and reflects the individual needs of the program and community. Because of the size and scope of the service area, several levels of management are necessary to administer quality programs. These are found at the central, regional and local levels. At the heart of decision-making is the statewide Child Development Policy Council made up of representatives elected by their regional community areas.

	Children 3-4 yrs:	families served:
Alakanuk	31	26
Chevak	51	40
Emmonak	39	26
Haines	26	16
Hooper Bay	64	35
Hydaburg	12	6
Kake	31	20
Ketchikan	54	37
Kluti-Kaah	18	12
Kodiak	18	11
Kotzebue	8	0
Kwethluk	33	15
Marshall	18	14
Mt. Village	50	19
Napaskiak	19	14
Noorvik	19	6
Savoonga	24	14
Selawik	25	12
Seward	24	11
Stebbins	6	16
Toksook Bay	26	20
Unalakleet	32	13

Parent Child Program - Yukon Kuskokwim: Head Start services are provided to expectant parents and children, a total of 283 ages birth to three have been provided services in seven communities in the Yukon-Kuskokwim region with satellite or home office located in Bethel, the regional center. Training is provided to staff and parents by Head Start staff and local and regional resources. Direct services to families are provided within the home environment through home visits. Parent materials are available through lending libraries both on-site and through the Bethel office. Wellness is focus for this program as well as supporting families through resource referral and training.

	Children 0-3 yrs:	Pre-natal:	Families served:
Akiachak	41	9	40
Akiak	40	6	27
Kasigluk	39	8	36
Nuapitchuk	35	4	28
Pilot Station	37	7	30
Pitka's Point	18	2	13
St. Mary's	35	2	30

Upper Tanana Development Corporation: As a delegate agency, UTDC located in Tok receives funding Rural CAP to Administer four programs with a total of 66 children 3 4 year olds, 10 children 0-3 year old and 14 families needing social services , in both Head Start and Parent-Child Center in the Upper Tanana region. Once supported solely by State of Alaska funds, Upper Tanana now receives Federal funds and offers full Head Start services through a center-based program in Tok.

	Children 3-4yrs;	Families served:
Eagle	8	0
Mentasta	5	0
Tanacross	7	1
Tok	36	10
Tok (0-3)	10	3

WEATHERIZATION DEPARTMENT

Federal Weatherization Assistance Program (WAP): Program is primarily federally funded through the US Department of Energy (DOE) and supplemented with State funds through the Alaska Housing Finance Corporation (AHFC).

It is an income qualifying program designed to serve families from low to moderate incomes.

The average per unit limit is 2,700 therefore severely limiting available assistance.

The program provides limited conservation improvements which include but are not limited to the following: adding insulation to walls, floors and attics; replacing or repairing defective doors and windows caulking and weather stripping; and tune up and minor repair of heating units.

High efficiency heater(HEH) replacement is available to WAP clients under a separate state funded program which is included as part of the WAP grant. Funds are extremely limited for this portion of the grant thereby generally limiting availability to emergency situations only.

Families Served

Juneau	33
Metlakatla	25

ENHANCED WEATHERIZATION PROGRAM (EWX): Program is State funded and administered by Rural CAP in the Northern and Calista regions.

It is an income qualifying program designed to serve low to moderate income households.

With maximum per unit limit of 15,000, the program provides much more extensive conservation improvements as compared to the Federal Weatherization Program.

Allowed improvements include but are not limited to the following: adding insulation to walls, floors and attics; replacing defective doors and windows with efficiency heating units; providing for adequate ventilation; and making repairs necessary to protect installed measures and extend the useful life of the structure.

Both programs provide smoke detectors to homes where none exist or are inoperable. Additionally both programs give priority to household having elderly or handicapped member and household having small children (six years old and younger).

Families Served

Kwethluk	46
Pt. Lay	6

This department also administers the emergency Homeless Funds for both the State and Federal Funds: Emergency homeless funds are defined by 45 CFR Part 1080. These funds are used to provide direct assistance to families experiencing emergency situation.

Bethel An 11 person household, of which 2 were elderly an five were small children, needing substantial improvements completed on their home.

Ketchikan A household of 4 with a 3 year old and 1 month old infant with a heart defect. The family needed heating system improved and other minor repairs.

Savoonga Family had their home burn down in June 1991. Major repairs to assist the family was given.

Sitka Handicapped women with 4 children was given priority for services. Minor repairs assisted her to make the home more liveable.

A major focus of the project is to provide funding to agencies which offer support services to the homeless. The following is the services provided by those organizations:

Homeless Adults

Women In Safe Homes	245
Tundra Women's Coalition	183
Breadline*	0
Beans Cafe	3,035

Homeless Teens

Covenant House	91
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* No data available at this writing

ALCOHOL DEPARTMENT

ALCOHOL DEPARTMENT: The Alcohol and Drug Abuse Prevention Program works to realize the vision set forth in the Mission Statements by the Rural CAP Board of Directors to "create a vision of a Native world unimpaired by alcohol." This mission is achieved through projects and activities which strive to support the efforts of rural Alaskans to build healthy individuals, families and communities.

The Rural Providers' Conference (RPC) is an annual gathering designed by villagers to share information, gain skills, and participate in training to address substance abuse in specific and culturally significant ways. The RPC is conducted in a style compatible with Native lifestyles and way of communication. Rural people who attend include substance abuse service providers, youth elders and families interested in finding inspiration and solutions that work at the village level.

Participation

0-6 years	60
6-11 years	50
11-14 years	40
14-18 years	34
Adults	800
Elders	16

Fort Yukon Survivors: The YOUTH Survivors is a five-year demonstration project funded by the federal Office for Substance Abuse Prevention which began in Fort Yukon in 1989. A total of 104 youth, adult, and elders benefitted in this program year. The project brings elders and other community members together to work with youth to develop leadership, organizational and cultural skills through activities such as hunting, fishing, trapping, and preparing and sharing traditional foods. This cultural revitalization prevention approach teaches respect for the land and animals, and personal and community survival to strengthen cultural and community values.

Fort Yukon

0-6 years	0
6-11 years	10
11-14 years	34
14-18 years	10
Adults	44
Elders	6

Emmonak Pre-School Intervention Project: 1990 marked the beginning of another five-year demonstration project funded by OSAP. The Emmonak Project provides a variety of local training, support and intervention services to strengthen families and reduce the incidence of substance abuse in the community. This cooperative effort between the people of Emmonak and the Rural Child Development and Alcohol Departments focused initially on Head Start Parents and is now expanding to provide services and promote sobriety throughout the entire community.

Emmonak

0-6 years	38
6-11 years	20
11-14 years	4
14-18 years	4
Adults	50
Elders	4

BABES and FAS/FAE Training: This program provides specific support and technical assistance in the areas of BABES and FAS/FAE through a Training Specialist. Beginning Alcohol and Addiction Basic Education Studies (BABES) is a primary prevention program which uses puppets to help children develop positive living skills and provide them with information to enable them to make healthy choices about alcohol and other substance. Rural CAP is at the BABES "Godparent" in Alaska. Training designed to reduce the future incidences of and assist those who currently live with Fetal Alcohol Syndrome and Fetal Alcohol Effect (FAS/FAE) will be coordinated through Rural CAP's 22 Head Start Centers and Parent-Child Programs.

Participants

Fort Yukon	8
Chevak	10
Anchorage	27
Sitka	5

SUBSISTENCE DEPARTMENT

Rural Alaska Resources Association (RARA): RARA serves as an advisory group to the Rural CAP Board of Director on Subsistence and Natural Resource issues. RARA enables rural Alaskans to participate in the decision made which have the potential to impact the subsistence way of life. It's membership includes each of the non-profit Native organizations established with the boundaries of ANSCA. The group generally meets three times each year.

Indigenous Council For Marine Mammals: The department provides staff support to the Indigenous Council, a coalition of Native marine mammal commissions. The Council addresses issues affecting coastal villages dependent on marine mammals for subsistence and economic needs. A biologist, funding by the BIA, provides support with data analysis, special research projects, and gathering and dissemination of information on policies directly impacting marine mammal users.

Migratory Birds Special Project: The department supports the efforts of the Native working Group on Migratory Birds, a coalition of regional Native organizations where migratory birds are important subsistence resource. Under current treaties between the U.S. and Canada, Subsistence hunting of migratory birds is illegal between March and September of each year. Rural Alaskans are dependent on migratory birds for nutrition and have traditionally hunted those birds in spring and summer, the only time they are available. Staff is supporting efforts of the working group to amend that treaty.

The subsistence department provides a full range of direct services to the boards of each commision. In an effort to maintain the subsistence lifestyle for individuals and families that depend on hunting, fishing, and food gathering the funds help support the continued use through traditional means. The estimated number of Alaskan Native subsistence users have been estimated atts approximately 80,000 people.

VILLAGE PARTICIPATION CONFERENCE

The Village Participation Conference is a forum that provides opportunity for village leader to meet in Juneau on an annual basis to share concerns, discuss issues that effect them and plan strategy to find solutions. As the decision making group the Village Providers Planners ts play an integral role in making policy for programs that make difference in each of their communities and throughout the State. They do this by setting up networks of advocacy, interact with agencies and become the voice who speaks to governmental levels to verbalize their needs.

Participants by Region

Ahtna	8
Bering Straits	7
Bristol Bay	6
Calista	16
Chugach	6
Cook Inlet	3
Doyon	22
Koniag	14
Nana	3
North Slope Borough	5
Sealaska	8

Attached is the financial breakdown of the cost per department to provide services to the RuRal CAP Inc. Agency.

ATTACHMENT A

CSBG Funds Expended

ACTIVITY	AMOUNT
Village Participation Conference	\$110,527.
Alcohol Prevention Program	243,903.
Child Development Program	76,839.
Subsistence and Natural Resources	220,012.
Core Support of Agency	291,955.
Emergency Services & Weatherization	96,503.
TOTAL	\$1,039,739.

The funds used to increase the core capability of the agency include planning and research, proposal writing, legal assistance, and several administrative positions. These positions have supplied assistance in grants and contracts administration and information services.

IV. AUDIT PROVISIONS

Audits will be conducted in accordance with federal OMB Circulars A-128 and A-110 as appropriate and with standards established by the Comptroller General for the audit of governmental organizations, programs, activities, and functions. Audits are required in the State's grant agreement with RurAL CAP and are conducted in lieu of any other financial and compliance audits of the same funds which the State is required to conduct under any other provision of this Act (Sec. 175(a), (c), and (d)). Such audits will be conducted by an entity independent of any agency administering activities or services carried out under this subtitle, and shall be conducted in accordance with generally accepted accounting principles (Sec. 675(f)). The cost of subgrantee audits will be included in the RurAL CAP's administrative budget.

V. FEDERAL STATUTORY AND STATE ADMINISTRATIVE ASSURANCES

Please See Attached.

STATE OF ALASKA
COMMUNITY SERVICES BLOCK GRANT STATUTORY ASSURANCES
PUBLIC LAW 97-35, AS AMENDED

As a part of the annual application required by subsection (a), I, as chief executive officer of the State of Alaska, certify that the State agrees to —

- (1) Use the funds available under this subtitle — [675(c)]
 - (A) To provide a range of services and activities having a measurable and potentially major impact on causes of poverty in the community or those areas of the community where poverty is a particularly acute problem;
 - (B) To provide activities designed to assist low-income participants including the elderly poor —
 - (i) to secure and retain meaningful employment;
 - (ii) to attain an adequate education;
 - (iii) to make better use of available income;
 - (iv) to obtain and maintain adequate housing and a suitable living environment;
 - (v) to obtain emergency assistance through loans or grants to meet immediate and urgent individual and family needs, including the need for health services, nutritious food, housing, and employment-related assistance;
 - (vi) to remove obstacles and solve problems which block the achievement of self-sufficiency;
 - (vii) to achieve greater participation in the affairs of the community; and
 - (viii) to make more effective use of other programs related to the purposes of this subtitle.
 - (C) To provide on an emergency basis for the provision of such supplies and services, nutritious foodstuffs, and related services, as may be necessary to counteract conditions of starvation and malnutrition among the poor;
 - (D) To coordinate and establish linkages between governmental and other social services programs to assure the effective delivery of such services to low-income individuals; and
 - (E) To encourage the use of entities in the private sector of the community in efforts to ameliorate poverty in the community.
- (2) (A) **Non-Waiver States** — Use not less than 90 percent of the funds allotted to the State under Section 674 to make grants for the purposes described in clause (1), [section 675(c)(1)] to eligible entities [as defined in section 673(1)] or to organizations serving seasonal or migrant farmworkers, except that not more than seven percent of the funds available for this subclause shall be granted to organizations which were not eligible entities during the previous fiscal year. [675(c)(2)(A) as amended by PL 98-558, sect. 203(a)(2)].

Waiver States — Use not less than 90 percent of the funds allotted to the States under Section 674 to make grants to political subdivisions to use for the purposes described in 675(c)(1) directly, or to nonprofit private community organizations which have a board which meets the requirements of clause (3), or to migrant and seasonal farmworker organizations based on a waiver received under PL 98-139.

- (B) Provide assurances that the State will not expend more than the greater of \$55,000 or five percent of its allotment under Section 674 for administrative expenses at the State level. [675(c)(2)(B)].
- (3) Provide assurances that, in the case of a community action agency or nonprofit private organization, each board will be constituted so as to assure that (A) one-third of the members of the board are elected public officials, currently holding office, or their representatives, except that if the number of elected officials reasonably available and willing to serve is less than one-third of the membership of the board, membership on the board of appointive public officials may be counted in meeting such one-third requirement; (B) at least one-third of the members are persons chosen in accordance with democratic selection procedures adequate to assure that they are representative of the poor in the area served; and (C) the remainder of the members are representatives of industry, labor, religious, welfare, education or other major groups and interests in the community. [675(c)(3)].
- (4) Give special consideration in the designation of local community action agencies under this subtitle to any community action agency which is receiving funds under any Federal anti-poverty program on the date of the enactment of this Act, except that (A) the State shall, before giving such special consideration, determine that the agency involved meets program and fiscal requirements established by the State; and (B) if there is no such agency because of any change in the assistance furnished to programs for economically disadvantaged persons, the State shall give special consideration in the designation of community action agencies to any successor agency which is operated in substantially the same manner as the predecessor agency which did receive funds in the preceding fiscal year for which the determination was made. [675(c)(4)].
- (5) Provide assurances that the State may transfer funds, but not to exceed five percent of its allotment under Section 674, for the provisions set forth in this subtitle to services under the Older Americans Act of 1965, the Head Start program under subchapter B of Chapter 8 of subtitle A of this title, the energy crisis intervention program under title XXVI of this Act (relating to low-income home energy assistance) or the Temporary Emergency Food Assistance Act of 1983. [675(c)(5) as amended by Public Law 98-588, Section 203(a)(5)].
- (6) Prohibit any political activities in accordance with subsection (e). [675(c)(6)].
- (7) Prohibit any activities to provide voters and prospective voters with transportation to the polls or provide similar assistance in connection with an election or any voter registration activity. [675(c)(7)].

- (8) Provide for coordination between anti-poverty programs in each community, where appropriate, with emergency energy crisis intervention programs under title XXVI of this Act (relating to low-income home energy assistance) conducted in such community. [675(c)(8)].
- (9) Provide that fiscal control and fund accounting procedures will be established as may be necessary to assure the proper disbursement of and accounting for Federal funds paid to the State under this subtitle, including procedures for monitoring the assistance provided under this subtitle and provide that at least every year each State shall prepare in accordance with subsection (f) an audit of its expenditures of amounts received under this subtitle and amounts transferred to carry out the purposes of this subtitle; (subsection (f) requires that at least annually each State, local government and Indian Tribe or tribal organization that receives \$100,000 or more (during the fiscal year) in all types of Federal financial assistance must conduct an audit in accordance with the Single Audit Act, Public Law 98-502 (31 U.S.C. 75 and OMB Circular A-128). [675(c)(9)].
- (10) Permit and cooperate with Federal investigations undertaken in accordance with Section 679. [675(c)(10)].
- (11) Provide assurances that any community action agency or migrant and seasonal farmworker organization which received funding in the previous fiscal year under this Act will not have its present or future funding terminated under this Act unless after notice, and opportunity for hearing on the record, the State determines that cause existed for such termination subject to the procedures and review by the Secretary as provided in Section 676A.

For purposes of making a determination with respect to a funding reduction, the term 'cause' includes —

- (A) a statewide redistribution of funds under this subtitle to respond to —
 - (i) the results of the most recently available census or other appropriate data;
 - (ii) the establishment of a new eligible entity;
 - (iii) severe economic dislocation; and
- (B) the failure of an eligible entity to comply with the terms of its agreement to provide services under this subtitle. (675(C)(11) as amended by P.L. 101-501, Section 404).

- (12) In the case of a State which applied for and received a waiver from the Secretary under Public Law 98-189, provide assurances that funds will not be provided under this subtitle by such State organization to which such State made a grant under this subtitle in fiscal year 1984 unless such organization allows, before expending such funds, low-income individuals to comment on the uses for which such organization proposes to expend such funds (675(C)(12)).

Walter J. Hickel, Governor
State of Alaska

Date

STATE OF ALASKA

CERTIFICATION REGARDING LOBBYING
Department of Health and Human Services
Family Support Administration

COMMUNITY SERVICES BLOCK GRANT

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award document for subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Signature

Title

Agency/Organization

Date

VI. EVIDENCE OF LEGISLATIVE PUBLIC HEARING

Please See Attached.

Rural
Economic
Development
Initiative

Community
Development
Block
Grant

FY 1993

Final Statement

Competitive Grant Program



January 1993

State of Alaska
Walter J. Hickel, Governor

Department of Community & Regional Affairs
Edgar Blatchford, Commissioner

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I.

Introduction

The primary purpose of this Final Statement is to provide general guidelines for the Fiscal Year (FY) 1993 Community Development Block Grant Program (CDBG). Its development and contents reflect a strong commitment by the State of Alaska, Department of Community and Regional Affairs, Community and Rural Development Division, to make the CDBG program responsive to local community needs, especially as they relate to the low and moderate income population. The State of Alaska Community Development Block Grant Program (CDBG) is a Competitive Grant Program. This statement describes that program.

The CDBG Competitive Grant Program is a flexible source of competitive funding for a broad range of community development activities. Grant funding is available for three categories of projects: Special Economic Development, Community Development, and Planning. An applicant may apply for up to \$100,000.00 in grant funds during a single annual competition to address eligible community needs.

II.

Program Goals & Objectives

A. National Objectives

Title I of the Housing and Community Development Act of 1974, as amended in 1987, identifies the three National Objectives listed below for the CDBG program. The State of Alaska has chosen to consider only those CDBG projects which meet the first objective.

- principally benefit persons of low and moderate income;
- prevent or eliminate slums or blight; or
- meet urgent community development needs which pose a serious and immediate threat to public health or safety.

B. State Goals & Objectives

The overall mission of the State of Alaska Community Development Block Grant Program is to enhance the quality of life for low and moderate income residents by expanding economic opportunities in rural Alaska. The CDBG Program fulfills this mission by acting upon its defined goals and objectives. The goals of the program are to:

- Ensure that the state's FY 93 funds will be used to principally benefit low and moderate income persons.
- Provide capital to assist in the creation or retention of jobs that primarily benefit low and moderate income persons.
- Provide financial resources to communities for Special Economic Development, public facilities, and planning activities which encourage community self sufficiency, reduce or eliminate conditions which are detrimental to the health and safety of local residents, and reduce the costs of essential community services.

The following objectives guide distribution and use of funds:

- To support activities which provide a substantial or direct benefit to low and moderate income persons.
- To support activities which demonstrate the potential for long-term positive impact.
- To support economic development activities which will result in business development and job creation or retention which principally benefit low and moderate income persons.
- To support economic development activities which will promote import substitution or export development.
- To support activities which encourage local community efforts to combine and coordinate CDBG funds with other available private and public resources whenever possible.
- To support activities which eliminate clear and imminent threats to public health and safety.
- To support local efforts toward solving public facility problems by constructing, upgrading, or reducing operational/maintenance costs of essential community facilities.

The following objectives guide staff in program administration and in providing technical assistance to applicants and CDBG grantees:

- To provide staff assistance, primarily through the Department's REDI team of Economic Development Specialists, in the early planning of community development strategies.
- To provide staff support and encouragement, as well as information and referral, to communities engaged in developing local projects and activities which offer innovative and transferable solutions to community development problems.
- To provide staff support in addressing barriers to Special Economic Development in rural Alaska through identification of potential projects by outreach activities of Regional Office staff and REDI Economic Development Specialists and coordination of appropriate resources.
- To develop a simplified grant management system incorporating training, technical assistance, and other related services to ensure that projects are completed in a timely and efficient manner, within budget, and in conformance with applicable program requirements and solid management principles.
- To evaluate the program's design and implementation on an ongoing basis and make revisions where appropriate.

III.

Amount of Funds Available and Distribution

A. Funds Available

It is estimated that the State of Alaska will receive approximately \$1,800,000.00 in federal Small Cities Community Development Block Grant funding for the 1993 program year.

B. Proposed Use of Funds

Of the amount identified above, it is anticipated that, following the administrative set-aside, all of the funding will be utilized to support the CDBG Competitive Grant Program. The State of Alaska, Department of Community and Regional Affairs, reserves the right to revise the funding amounts, when relatively minor, without a formal amendment to this Final Statement.

Of the funds available under the CDBG Competitive Grant Program, the majority of project funds will be targeted toward **Special Economic Development** activities, including Planning activities which support potential future Special Economic Development activities. These activities will receive priority consideration for funding. Community Development activities and Planning activities which are not in direct support of Economic Development will receive consideration after all viable Special Economic Development projects have received support.

IV.

CDBG Competitive Grant Program

A. Amount of Funds Available

The amount of funding anticipated to be available during FY 93 for the CDBG Competitive Grant Program is \$1,800,000.00.

B. Application Guidelines

Applications must be received in one of the Department of Community and Regional Affairs offices by close of business on January 15, 1993 in order to be considered for funding during FY 1993. Awards are expected to be made by April 1993.

C. Eligible Applicants

For the CDBG Competitive Grant Program, eligible applicants are:

1. Any municipal government entity as defined by Title 29 of the Alaska Statutes; i.e. home rule, first, second, and third class boroughs, unified municipalities, and first and second class cities, which exercise powers consistent with the proposed project, except the Municipality of Anchorage.

An eligible applicant, as defined in number 1 above, may submit a CDBG Competitive Grant Application in cooperation with a non-municipal entity such as a non-profit corporation organized under AS 10.20 which is in good standing with the State of Alaska, or a Native Village Council, if the proposed project will principally benefit low and moderate income residents of the municipal government entity. A Cooperative Agreement would be required among *all* parties.

Two or more eligible applicants, as defined in number 1 above, may submit a joint CDBG Competitive Grant Application if they have identified a mutual need which may be addressed more appropriately jointly rather than individually. Joint Applications may request up to a maximum of \$100,000.00 for each community which is party to the agreement. A Joint Application Agreement would be required among *all* parties.

D. Eligible Project Categories and Activities

The State of Alaska CDBG Competitive Grant Program may be used to fund projects in three categories: **Special Economic Development; Community Development; and Planning.** The following summary, identifying the most common types of eligible activities in each category, is excerpted from Title I of the Housing and Community Development Act of 1974, as amended in 1987.

Special Economic Development: CDBG Competitive Grant funds may be used for commercial or industrial improvements carried out by the grantee or a non-profit subrecipient, including acquisition, construction, reconstruction, rehabilitation or installation of commercial or industrial buildings, structures, and other real property equipment and improvements.

Under 570.203(b), CDBG Competitive Grant funds may be used to provide assistance (through the eligible applicant) to an *identified* private for-profit entity or entities, for an activity determined by the Department of Community and Regional Affairs to be "*necessary and appropriate*" to carry out an economic development project.

Community Development: CDBG Competitive Grant funds may be used for acquisition, construction, rehabilitation or installation of public facilities and improvements such as health clinics, daycare centers, water and sewer systems, solid waste disposal facilities, flood and drainage facilities, docks and harbors, and electrical distribution lines, fuel and gas distribution systems; transportation improvements including local service roads, trails, airports, barge facilities or subsistence access areas; removal of architectural barriers which bar handicapped and elderly persons from accessing public facilities and structures; acquisition or disposition of real property; clearance, demolition, or removal of buildings and improvements. This category also includes acquisition, design, construction, or rehabilitation of fire protection facilities, and purchase of fire protection equipment.

Planning: CDBG Competitive Grant funds may be used for conducting studies; collecting data; preparing analyses; preparing plans and identifying actions which will implement plans; conducting marketing and feasibility studies; preparing community economic development plans; preparing community land use plans; preparing capital improvement plans; or conducting updates of any of the above. Those Planning requests which support Special Economic Development activities will be given priority consideration for funding over those which are not in support of Special Economic Development activities.

Note: There is a limit, imposed by statute, on the percentage of funds which may be used for Planning.

The examples provided under each of the above three funding categories are for general information only and are not intended to be all-inclusive. Each community is encouraged to consult with CDBG Program Staff about project eligibility and structure. It is also important to note that Special Economic Development activities are the priority for the State of Alaska CDBG Competitive Grant Program.

E. Ineligible Project Activities

The following activities are not eligible for CDBG Competitive Grant funding:

Regular Government Operations: CDBG Competitive Grant funds may not be used to fund the ongoing responsibilities of general local government.

Maintenance and Operation: CDBG Competitive Grant funds may not be used for operation and maintenance expenses of public or community facilities.

Equipment: The purchase of motor vehicles, equipment, or furnishings not permanently attached to a building is ineligible except when such vehicles or equipment are utilized for fire protection.

Government Buildings: Government buildings such as courthouses, city halls, jails, borough administrative buildings, and other buildings used for the general conduct of government are not eligible for CDBG grant assistance except for the removal of architectural barriers.

Political Activities: CDBG Competitive Grant funds may not be used to finance the use of facilities or equipment for political purposes or to engage in other partisan political activities.

The above listing of ineligible activities is not intended to be all inclusive.

F. Special Requirements and Funding Limitations

The following special requirements and funding limitations apply to CDBG Competitive Grant funding. Actions necessary to address these special requirements are detailed in the Appendices and in the CDBG Competitive Grant Application Handbook as appropriate.

Minimum Benefit: Each CDBG Competitive Grant activity proposed must meet the National Objective of benefiting populations or targeting areas which consist of at least 51% Low and Moderate Income persons. See Appendix B for detailed instructions and forms for communities to use in determining if their project meets this requirement for serving at least 51% Low and Moderate Income persons. **Proposed projects will not be considered for funding if this requirement is not satisfied.**

Single Purpose Projects: CDBG Competitive Grant funds will address **single purpose projects only**. If more than one activity is proposed by an applicant, each must directly relate to the single need identified and be required to address it.

Adequate Funding Requirement: CDBG Competitive Grant Funds will be targeted toward projects which demonstrate, at time of application, that adequate funding to complete the project is both available and documented.

Phased Projects: If a project is to be completed in phases, each phase must be identified at the time of application for CDBG Competitive Grant funds. Potential and secured funding sources for each phase must also be identified. Phased projects may request CDBG support only one time. CDBG Competitive Grant funds will be targeted toward projects which demonstrate, at time of application, that adequate funding to complete the project is available. Planning requests which may later identify a need for implementation funds are not considered phased projects.

Past Recipients: A past recipient of CDBG Competitive Grant funds will not be considered for award of additional CDBG Competitive Grant funds until (a) a minimum of 75% of the non-administrative funds have been expended and, in the judgment of the Department the previously funded project is progressing satisfactorily, or (b) the project is completed.

Maximum Number of Applications: An eligible applicant may submit only one CDBG Competitive Grant Application in response to the FY 93 solicitation.

Maximum Grant Amount: An eligible applicant may apply for and receive a maximum of \$100,000.00 in CDBG Competitive Grant funds in response to the FY 93 solicitation. Joint applicants may be eligible for up to \$100,000.00 per eligible applicant which is party to the agreement.

Administrative Cost Limit: An applicant may apply for and receive not more than 10% of its total project budget for administrative costs. The Department reserves the right to negotiate a lesser amount.

Resolution With Certifications of Compliance: Each applicant must pass a resolution within a six-month period prior to submittal of a CDBG Competitive Grant application and certifying compliance with specific applicable state and federal requirements. See Appendix A, Authority to Participate Form.

Citizen Participation Plan and Public Hearing: Each applicant must hold at least one public hearing, no more than six months prior to the original submission date of an FY 93 CDBG Competitive Grant application, to accept citizen comment on the proposed project. Documentation of this public hearing, such as meeting minutes, must be submitted with the CDBG Competitive Grant application. The application instructions in the CDBG Competitive Grant Application Handbook contain detailed instructions for applicants to use in meeting this requirement.

Leverage: Each applicant for CDBG Competitive Grant funds must match each dollar requested from CDBG with a dollar from other non-CDBG sources if the application is to receive the maximum points in project review. A minimum of 25% of the match from other sources must be *cash*. The remaining 75% of the match may be in the form of *in-kind contributions*. The application instructions in the CDBG Competitive Grant Application Handbook contain detailed instructions for applicants in meeting this requirement.

Building Code and Standards Enforcement: Each CDBG Competitive Grant activity which includes construction, renovation, rehabilitation, expansion, or modification of buildings and facilities for public or commercial purposes, must be in compliance with pertinent state and federal building codes and standards. Applicants will be required to submit evidence of State Fire Marshal approval of facility plans, as well as compliance with the Alaska State Energy Standards.

Davis-Bacon Wage Requirements: Each CDBG Competitive Grant activity which includes construction, renovation, rehabilitation, expansion, or modification of buildings and facilities for public or commercial purposes; site development; major equipment installation or other similar activity which involves the use of contracted labor and services, must comply with Davis-Bacon and other federal labor standard requirements. The application instructions in the CDBG Competitive Grant Handbook contain detailed instructions on meeting this requirement.

Environmental Review Requirements: Each CDBG Competitive Grant activity must obtain appropriate environmental clearances as required by 24 CFR 570.495. Every applicant must complete and submit the Environmental Statutory Checklist (see Appendix D, Part 1) with the CDBG application so that a determination as to the status of the activity may be made. The application instructions in the CDBG Competitive Grant Handbook contain detailed instructions on meeting this requirement.

Site Control: Each CDBG Competitive Grant activity which involves the use of real property requires that the grant applicant document that he has the enforceable right to use the real property. This documentation may be in the form of a deed, lease (usually for not less than twenty years), easement, or similar formally executed document. The application instructions in the CDBG Competitive Grant Handbook contain detailed instructions on meeting this requirement.

HUD Reform Act, Section 102: Each applicant for CDBG-REDI funds must make certain disclosures if the applicant receives at least \$200,000.00 in federal funds from any source during the fiscal year in which the CDBG-REDI application is made. Applicants must disclose: Assistance from other government sources in connection with the project; The financial interests of persons in the project; and The expected sources and uses of funds that are to be made available for the project or activity. Applicants must update the disclosures required within 30 days of any substantial change during the period when an application is pending or assistance is being provided.

G. Method of Funding Distribution

a. Grant Selection

The application selection process consists of two stages: threshold review, and project rating and selection. During the threshold review process, CDBG staff screen all applications for eligibility without awarding points. An application must meet all of the threshold review requirements in order to qualify for the second stage of the selection process. The Application Checklist will be used by staff to determine if each application meets threshold requirements. If a "yes" answer can be provided to each question, the application will most likely pass threshold review and be eligible for rating and selection at stage two. The project rating and selection process, stage two, will be conducted by a review team, the Application Selection Committee (ASC), using the criteria described below. Applications will be evaluated in three separate groups corresponding with the three primary project categories: Special Economic Development, Community Development, and Planning. The ASC reserves the right to some flexibility in making specific funding recommendations, if those recommendations, in the opinion of the majority of ASC members, best serves the interest of the program and the program recipients.

Applications will be evaluated and assigned points by the ASC based on the following criteria and considering the following:

1. Project Description & Selection/Citizen Participation Plan

25 Points

Note: The following questions will be considered by the ASC in scoring Project Description & Selection/Citizen Participation Plan for *all* applications submitted under the **Special Economic Development, Community Development and Planning** project funding categories:

- Did the applicant provide an adequate project description?
- Did the applicant describe the existing conditions, the nature of the proposed project, and what needs the project will address in the community?
- Did the applicant describe how the community decided on this project and why?
- Is there evidence of an active citizen participation plan which encourages citizen participation, provides reasonable access to public meetings, provides technical assistance to low and moderate income citizens in developing proposals?
- Did the applicant describe the public participation process and explain how low and moderate income residents had the opportunity to comment?
- Does this project demonstrate community consensus?
- Did the applicant attach minutes of at least one public hearing, held within six months of the submission of this application, which verifies community consensus?
- Does the applicant appear to have adopted a community development plan which identifies the proposed project as a community priority?

2. Project Plan/Readiness

25 Points

Note: The following questions will be considered by the ASC in scoring Project Plan/Readiness for *all* applications submitted under the **Special Economic Development, Community Development and Planning** project funding categories:

- Did the applicant provide a clear and reasonable plan for implementing the proposed project?
- Did the applicant identify specific timelines, goals, objectives, and expected outcomes?
- Does the applicant appear to have made substantial efforts to identify and seek other resources besides CDBG-REDI, to support this project?
- Has the applicant identified and addressed permitting requirements, site control, State Fire Marshal approvals if appropriate, Alaska State Energy Standards if appropriate, Cooperative/Joint Agreements if appropriate?
- Has the applicant identified other agencies which will be or should be involved with this project?

- Has the applicant completed the required Environmental Review forms contained in Appendix D of the CDBG Competitive Grant Application Handbook?
- Is the applicant ready to proceed with the proposed project upon notification of award?
- Has the applicant secured other funds which are needed to complete this project?
- Has the applicant obtained market assurances if appropriate?

3. **Project Impact**

25 Points

Note: The following questions will be considered by the ASC in scoring Project Impact for *all* applications submitted under the Special Economic Development, Community Development and Planning project funding categories:

- Does the applicant provide evidence that the proposed activities will provide a substantial or direct benefit to low and moderate income persons?
- Does the applicant demonstrate that the proposed activities have the potential for long-term positive impact?
- Does the applicant demonstrate that the proposed project is economically feasible and will have long-term viability?
- Does the applicant demonstrate that the proposed activities will support Special Economic Development activities which will result in business development and job creation or retention which principally benefit low and moderate income persons? (Refer to pages 20 and 21 of the CDBG Competitive Grant Application Handbook for definitions of jobs created and retained.)
- Does the proposed project support activities which encourage local community efforts to combine and coordinate CDBG-REDI funds with other available private and public resources whenever possible?
- Does the proposed project provide development or encourage development in underdeveloped rural areas?
- Does the proposed project promote self-sufficiency and diversification in local economies?
- Does the proposed project make use of local resources and/or improve existing production/delivery capacity?
- Does the proposed project remove impediments to economic development in the community or result in the attraction of other funds to support economic development in the community?
- Does the proposed project support Special Economic Development activities which will promote import substitution or export development?

Note: In addition to the above questions, the following questions will be considered by the ASC in scoring Project Impact *only* on applications submitted under the Community Development and Planning Project Funding categories:

- Does the proposed project support activities which develop infrastructure in support of Special Economic Development projects?
- Does the proposed project support activities which eliminate clear and imminent threats to public health and safety?
- Does the proposed project support local efforts toward solving public facility problems by constructing, upgrading, or reducing operational/maintenance costs of essential community facilities?
- Does the applicant document the specific health and safety needs which will be addressed by this proposed project?
- Does the applicant identify and document how long these health and safety needs have existed and the extent of the need?

4. Budget/Match/In-Kind

15 Points

Note: The following questions will be considered by the ASC in scoring Budget/Match/In-Kind on *all* applications submitted under the Special Economic Development, Community Development, and Planning Project Funding Categories:

- Has the applicant completed all of the Budget Pages contained in the Application Packet?
- Has the applicant clearly identified and submitted their proposed budget according to the four budget components (CDBG-REDI Request, Cash Match, In-Kind Contributions, and Total Project Cost)?
- Has the applicant identified whether the proposed project will be Force Accounted or Contracted-Out, if appropriate?
- Has the applicant included and documented the required "dollar for dollar match"? In other words, if the CDBG-REDI component requests \$100,000.00, does the applicant have \$100,000.00 from other non-CDBG sources to contribute to the project?
- Is at least 25% of the "dollar for dollar match" in the form of *cash* and has the applicant documented that this match is committed to the project? Has the applicant identified the source and nature of this match?
- Has the applicant identified and documented all In-Kind Contributions including their source and nature? Are In-Kind Contributions no more than 75% of the total "dollar for dollar match"? Is the amount of the In-Kind Contributions what could be reasonably expected of the community, given their financial position? Does the

amount of In-Kind Contributions indicate that the community is committed to making this project happen and willing to contribute significantly to its support? Are the computations for In-Kind Contributions reasonable and supported with documentation?

- Has the applicant completed the Labor and Fringe Benefits computation chart contained in the Application Packet? Are the proposed wage rates appropriate and reasonable and do the rates take into account whether the project is Force Accounted or Contracted-Out? Are the Fringe Benefits appropriate and reasonable?
- Has the applicant identified costs and attached price quotes or cost estimates for materials, freight, equipment rental, equipment purchase, contractual, insurance, administration, and other line items for which CDBG funds are requested? Are these costs reasonable and appropriate?
- Are the administrative costs no more than the maximum 10% of the CDBG-REDI request?
- Is the overall Project Budget reasonable?

5. Administrative Capabilities

10 Points

Note: The following questions will be considered by the ASC in scoring Administrative Capabilities on *all* applications submitted under the Special Economic Development, Community Development, and Planning Project Funding Categories:

- Does the Application Packet and information provided therein support that the applicant has the Administrative Capability to properly manage CDBG-REDI funds and comply with all Federal and State requirements?
- Has the applicant identified who will have the day-to-day management responsibility and oversight for this project?
- Does the applicant have the cash resources to administer a cost reimbursable grant or have they identified an alternative course of action which will allow this project to proceed?
- Has the applicant successfully administered other Federal or State grants which have had requirements similar to the CDBG-REDI program?
- Did the applicant attach a copy of last year's audit with the Application Packet if appropriate? Does the audit identify findings? Have those findings been satisfactorily resolved?

Total Maximum Score for all five criteria

100 Points

b. Grant Award

When the rating process by the Application Selection Committee (ASC) is complete, applications will be listed in rank order within the three separate groups: Special Economic Development, Community Development, and Planning. Of the funds available under the competitive grant program, the majority of project funds will be targeted toward Special Economic Development activities, including Planning activities which support potential future economic development activities. These activities will receive priority consideration for funding. Community Development activities and Planning activities which are not in direct support of economic development will receive consideration after all viable Special Economic Development projects have received support.

The ASC will make funding recommendations, within the parameters defined above, to Department Management staff who will make final award decisions based upon their judgment of the overall quality of proposed projects and their consistency with the goals and objectives of the CDBG-REDI program. After receiving management approval of funding recommendations, all applicants will receive written notification of the rating process results.

An applicant may appeal the notification of the rating results to the Commissioner of the Department of Community and Regional Affairs. The only basis for an appeal is non-adherence by the Department to the grant selection and award procedures as identified above. Appeals must be received by the Department in writing within thirty days of the date of the notification of rating results and must clearly state the basis for the appeal. The appeal will be reviewed by the Commissioner and a final determination will be made within thirty days of the Commissioner's receipt of the written appeal. The decision of the Commissioner, provided to the applicant in writing, is final and conclusive.

c. Grant Initiation

Following notification of project selection, a grant agreement is negotiated and prepared for each funded project. Notification of project selection does not imply approval of all activities or specific costs proposed. During the grant negotiation period, proposed activities, additional resources, administrative costs, and other aspects of the project which were identified during the rating process, will be discussed and resolved.

Grants consisting of less than the amount originally requested may be awarded at the discretion of the ASC and Department Management staff. Individual grants will be awarded only in amounts appropriate to the scope of the identified problem; the proposed project activities; and the needs, resources, and administrative capabilities of the applicant.

The grant agreement, once negotiated, is the legal document which governs the administration of the grant and includes:

- The amount of CDBG funds provided, as well as the amount and source of other funds committed to the project;
- A detailed project description outlining the scope of work to be completed;
- A detailed budget for implementation of project activities;
- The schedule for implementation of project activities;
- The general and special terms and conditions associated with the grant.

CDBG-REDI grant agreements are administered on a *cost reimbursable* basis. Applicants are advised that if awarded a CDBG-REDI grant, they will be expected to pay for expenses as they are incurred and submit a billing at the end of each month for reimbursement by the Department. This requires that the grantee have the cash resources to cover at least thirty to forty-five day cash needs.

No CDBG funds may be released until the grant agreement has been fully executed and the Environmental Review process described in Appendix D of the CDBG Competitive Grant Handbook has been completed.

d. Grant Monitoring

CDBG Competitive Grant Agreements and project activities will be monitored on an ongoing basis by Department staff. The primary objectives of the Department's monitoring process are outlined below:

- To determine whether grantees are in compliance with all required procedures for project management, financial management and recordkeeping, and audit requirements;
- To determine whether the environmental reviews and related actions of grantees are technically adequate in determining the project's impact on the environment and the environment's impact on the project;
- To provide technical assistance to grantees in remedying problems and removing program deficiencies;
- To determine whether the obligations and costs incurred against the project are authorized by grant agreement and adequately documented;
- To determine whether labor standards requirements are being adequately met;
- To determine whether civil rights requirements are being adequately met;
- To determine whether acquisition/relocation provisions apply and are being adequately met;
- To determine whether project objectives, timelines, and goals are being met in a timely and efficient manner.

The Department's monitoring process consists of two levels of monitoring: (1) on-site and (2) in-house or desk monitoring. Because of the extremely high transportation costs in the state of Alaska and the remoteness of the majority of rural communities with which the Department contracts, not all projects will be monitored on-site by CDBG program staff. The Department will determine which projects will be monitored on-site and which will be monitored in-house, based upon such factors as the complexity of project activities; the administrative capability of the grantee as evidenced by past grant activity; the previous audit findings of the grantee; the financial management capacity of the grantee; and additionally, the cost effectiveness of sending a staff person on-site. It should be made clear that the Department employs a number of staff who often travel to remote areas of the state for various reasons. CDBG program staff will solicit the assistance of other Department traveling staff to review projects on-site whenever possible. This may include requesting that photographs be taken of project facilities or activities. Some projects may be monitored both in-house by CDBG program staff for some compliance areas, and on-site by either CDBG program staff or other Department staff for other compliance areas. Other projects may be monitored in-house only by CDBG program staff.

The Department will continue procedures whereby all grant agreements and project activities are monitored in-house on an ongoing basis by CDBG program staff. Grant files reflect that ongoing technical assistance and review of grant status is taking place. For example, the monthly status reports from grantees are carefully reviewed by staff, with feedback going to the grantee as needed. Financial reimbursement request forms are carefully reviewed and on a selective basis, grantees will be asked to provide source documentation with billings before payment is made. Files reflect that staff is in regular contact, both personally and telephonically with grantees.

If problems are encountered as a result of monitoring, either in-house or on-site, grantees will be notified in writing and corrective action will be required within a specified time frame. Staff will follow up on corrective action and verify completion.

The Department is committed to providing on-site monitoring to as many grantees as funding allows. In-house monitoring is viewed as a valuable alternative to on-site visits, but not one which will totally replace on-site visits by staff. If grants are in-house or desk monitored, the files will so reflect and will contain as much source documentation as the Department can reasonably obtain from the grantee to support any findings made.

The Department has developed procedures which outline minimum monitoring requirements and which outline specific monitoring timelines for CDBG staff.

e. **Grant Close-Out**

The State of Alaska, Department of Community and Regional Affairs believes that a good grant close-out system is fundamental to good grant management. The Department's grant close-out policies and procedures are outlined below:

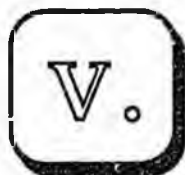
Close-out/Termination by mutual agreement upon completion of project activities and expenditure of funds: If the grantee successfully completes all project activities and expends funds as authorized, the grant will be closed/terminated by amendment to the original grant agreement, including completion of the CDBG Close-out Checklist.

Close-out/Termination by mutual agreement prior to completion of grant activities: A grant agreement may be terminated, in whole or in part, prior to completion of the grant project activities, when both parties agree that continuation is not feasible or would not produce beneficial results commensurate with the further expenditure of funds. The Department will determine whether an environmental review of the cancellation is required under State and/or Federal law. The parties must agree on the termination conditions, including effective date and the portion of the grant activities to be terminated. The grantee shall not incur new obligations for the terminated portion after the effective date, and shall cancel as many outstanding obligations as possible. The Department shall make funds available to the grantee to pay for allowable expenses incurred before the effective date of termination.

Close-out/Termination for cause: If a grantee fails to comply with the terms and conditions of a grant agreement, or fails to use the grant for only those purposes set forth in the grant agreement, the Department may take the following actions:

Suspension: After notice in writing to the grantee, the Department may suspend the grant and withhold any further payment or prohibit the grantee from incurring additional obligation of grant funds pending corrective action by the grantee or a decision to terminate. Response from the grantee must be received within fifteen days of receipt of the written notice.

Termination: The Department may terminate a grant agreement in whole or in part at any time before the final grant payment is made. The Department shall promptly notify the grantee in writing of its decision to terminate; the reason for such termination; and the effective date of the termination. Payments made to the grantee or recoveries by the Department shall be in accordance with the legal rights and liabilities of the parties.



General CDBG Guidelines

A. Reallocated, Recaptured, and Unobligated Funds

Reallocated funds are those which HUD has recaptured from a grantee and reallocated to the State in accordance with the Community Development Act of 1974, as amended through 1987. Reallocated funds which are received by the State with the annual grant will be made available to eligible applicants in accordance with the Method of Distribution described in this Final Statement for the CDBG Competitive Grant Program.

Recaptured funds are those unspent funds which the Department recovers from grantees when it is clear that the recapture will not preclude the local ability to complete the approved activities or when the activities have been completed and funds remain in the grant agreement. Recaptured funds will either be reallocated to other existing grantees who can demonstrate a need for additional funds (not to exceed the cap of \$100,000.00 per project); or be reallocated to applicants between grant award cycles according to the criteria outlined for the year in which the funds are reallocated; or the funds will be held for award during the next regular grant cycle.

Unobligated funds are those funds which have not been, or are no longer intended to be, distributed according to the method of distribution for CDBG Competitive Grants. This may be an amount left over after awarding grants but too small to fully fund an additional application, for example. These unobligated funds will either be reallocated to existing grantees who can demonstrate a need for additional funds (not to exceed the cap of \$100,000.00 per project); or be reallocated to applicants between grant award cycles according to the criteria outlined for the year in which the funds are reallocated; or the funds will be held for award during the next regular grant cycle.

B. Program Income

Program income includes that income generated by the use of CDBG funds given to an eligible applicant or subrecipient. Program Income includes payments of principal and interest on loans made with CDBG funds; proceeds from the lease or disposition of real property acquired with CDBG funds; and interest earned on CDBG funds held in interest-bearing accounts.

Program income generated by CDBG Competitive Grant recipients prior to close out of the grant from which the income was generated will be authorized by the Department to be retained by the recipient for the purpose of continuing the activity from which the program income was derived, in accordance with applicable regulations.

A CDBG Competitive Grant recipient proposing to retain Program Income must retain the following records:

- Sources of program income
- Dates and amounts of program income deposits
- Interest earned
- Dates and amounts of program income disbursements
- Documentation that activities funded with program income constitute a continuation of activities from which income was originally generated

Program Income generated through principal and interest payments to the former Rural Development Fund Loan program will be treated as recaptured funds and will be either allocated to existing grantees under the Competitive Grant Program (not to exceed the cap of \$100,000.00 per project) or will be held for award during the next regular grant cycle. The Department may elect to reserve up to 2% of the program income generated through the RDF for CDBG Program Administration.

Application Checklist

Have you included the following in your application?

- | Yes | No | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | | Will your Application Packet be received by January 15, 1993 at 4:30 p.m. in one of the DCRA offices listed on page 3? |
| <input type="checkbox"/> | <input type="checkbox"/> | | Is your Application Packet signed by your community's highest elected official? |
| <input type="checkbox"/> | <input type="checkbox"/> | | Have you included the Authority to Participate Form, (Appendix A)? |
| <input type="checkbox"/> | <input type="checkbox"/> | | Have you completed and included Appendix B, Determining Benefit to Low and Moderate Income Persons? |
| <input type="checkbox"/> | <input type="checkbox"/> | | Have you determined that your project meets the requirement to benefit 51% low and moderate income persons? |
| <input type="checkbox"/> | <input type="checkbox"/> | | Have you included the Statement of Assurances and Certification, (Appendix C)? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have you included the Environmental Statutory Checklist (Part 1) and Environmental Assessment Checklist (Part 2) if appropriate, (Appendix D)? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have you included a Joint Application Agreement, if applicable, (Appendix E)? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have you included a Cooperative Application Agreement, if applicable, (Appendix F)? |
| <input type="checkbox"/> | <input type="checkbox"/> | | Have you included a Citizen Participation Plan and Proof of Community Assessment (minutes of Public Hearing held within six months prior to application submission)? (See page 12). |
| <input type="checkbox"/> | <input type="checkbox"/> | | Have you included the Applicant/Recipient Disclosure/Update Report (Appendix H)? |
| <input type="checkbox"/> | <input type="checkbox"/> | | Have you included a copy of last year's audit? |
| <input type="checkbox"/> | <input type="checkbox"/> | | Is your project eligible for CDBG funding (see page 8)? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are previous CDBG projects complete to the degree required (see page 12)? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Do you have Site Control, if applicable (see page 13)? |

**State of Alaska
Community Development Block Grant Program
Title I, Housing and Community Development
Act of 1974, as Amended**

Certifications by the State

I, Edgar Blatchford, Commissioner, authorized to act on behalf of the State of Alaska, certify that the State, with respect to units of general local government in non-entitlement areas:

- (1) is following a detailed citizen participation plan which:
 - (a) provides for and encourages citizen participation, with particular emphasis on participation by persons of low and moderate income who are residents of slum and blighted areas and of areas in which funds are proposed to be used;
 - (b) provides citizens with reasonable and timely access to local meetings, information, and records relating to the state's proposed method of distribution, as required by regulations of the Secretary, and relating to the actual use of funds under Title I of the Housing and Community Development Act of 1974, as amended;
 - (c) provides for technical assistance to groups, representative of persons of low and moderate income that request such assistance in developing proposals, with the level and type of assistance to be determined by the grantee;
 - (d) provides for public hearings to obtain citizen views and to respond to proposals and questions at all stages of the community development program, including, at least, the development of needs, the review of proposed activities, and review of program performance, which hearings shall be held after adequate notice, at times and locations convenient to potential or actual beneficiaries, and with accommodation for the handicapped;
 - (e) provides for a timely written answer to written complaints and grievances, within 15 working days where practicable; and
 - (f) identifies how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate.

- (2) has, in a timely manner:
 - (a) furnished citizens, or, as appropriate, units of general local government information concerning the amount of funds available for proposed community development and housing activities and the range of activities that may be undertaken, including the estimated amount proposed to be used for activities that will benefit persons of low and moderate income and the plans of the State for minimizing displacement as a result of such activities assisted with such funds and to assist persons actually displaced as a result of such activities;
 - (b) published a proposed statement in such a manner to afford citizens or, as appropriate, units of general local government an opportunity to examine its content and to submit comments on the proposed statement and on the community development performance of the State;
 - (c) held one or more public hearings to obtain the views of citizens on community development and housing needs; and
 - (d) made the Final Statement available to the public.
- (3) has consulted with local elected officials from among units of general local government located in non-entitlement areas of distribution of the Title I funds described in the Final Statement.
- (4) will conduct and administer the grant in conformity with Title VI of the Civil Rights Act of 1964 (42 USC 2000d et seq.) and the Fair Housing Act (42 USC 3601-20) and will affirmatively further fair housing.
- (5) has developed the method of distribution so as to give maximum feasible priority to activities which will benefit low- and moderate- income families or aid in the prevention or elimination of slums or blight, and the method of distribution may also include activities which the State will certify are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and where other financial resources are not available to meet such needs, except that the aggregate use of the Title I funds received by the State during the period of one year shall principally benefit persons of low and moderate income in a manner that ensures that not less than 70 percent of such funds are used for activities that benefit such persons during such period.
- (6) has developed a community development plan, for the period specified under certification (5) above, that identifies community development and housing needs and specifies both short and long term community development objectives that have been developed in accordance with the primary objective and requirements of Title I of the Housing and Community Development Act of 1974, as amended.

- (7) that the state's method of distribution with respect to housing activities is consistent with the state's HUD-approved CHAS.
- (8) will require each unit of general local government to be distributed Title I funds to identify its community development and housing needs, including the needs of low and moderate income persons, and the activities to be undertaken to meet such needs.
- (9) will not attempt to recover any capital costs of public improvements assisted in whole or in part with the Title I funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements, unless (A) Title I funds are used to pay the proportion of such fee or assessment that relates to the capital costs of such public improvement that are financed from revenue sources other than Title I funds; or (B) for purposes of assessing any amount against properties owned and occupied by persons of low and moderate income who are not persons of very low income, the State certifies that it lacks sufficient Title I funds to comply with the requirements of clause (A).
- (10) will comply with the other provisions of Title I of the Housing and Community Development Act of 1974, as amended, and with other applicable laws.
- (11) will require each unit of general local government to be distributed Title I funds to adopt and enforce a policy of prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstrations; and enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstrations within its jurisdiction.
- (12) will require each recipient to certify that it will comply with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, as required under section 570.496a(b) and Federal Implementing regulation at 24 CFR Part 24; the requirements in section 570.496a(c) governing the residential antidisplacement and relocation assistance plan under section 104(d) of the Act (including a certification that the recipient is following such a plan); and the relocation requirements of section 570.496a(d) governing optional relocation assistance under section 105(a)(11) of the Act.

In addition to the above certifications the State also makes the required attached certifications regarding Drug Free Workplace Requirements and Lobbying.

Dated at Juneau, Alaska this _____ day of _____, 19_____.

Edgar Blatchford, Commissioner
Department of Community and
Regional Affairs

CERTIFICATIONS REGARDING DRUG-FREE WORKPLACE REQUIREMENT

This certification set out below is a material representation upon which reliance is placed by the U.S. Department of Housing and Urban Development in awarding the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, the U.S. Department of Housing and Urban Development, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.

CERTIFICATIONS

- A. The grantee certifies that it will provide a drug-free workplace by:
- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
 - (b) Establishing a drug-free awareness program to inform employees about -
 - (1) the dangers of drug abuse in the workplace;
 - (2) the grantee's policy of maintaining a drug-free workplace;
 - (3) any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) the penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
 - (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
 - (d) Notifying the employee in the statement required in paragraph (a) that, as a condition of employment under the grant, the employee will -
 - (1) abide by the terms of the statement; and
 - (2) notify the employer of any criminal drug conviction for a violation occurring in the workplace no later than five days after such conviction;
 - (e) Notifying the U.S. Department of Housing and Urban Development within ten days after receiving notice under sub-paragraph (d)(2) from an employee or otherwise receiving actual notice of such conviction;
 - (f) Taking one of the following actions, within 30 days of receiving notice under sub-paragraph (d)(2), with respect to any employee who is so convicted;

- (1) taking appropriate personnel action against such an employee, up to and including termination; or
- (2) requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency; and,
- (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e) and (f).

B. The grantee shall insert in the space provided on the attached "Place of Performance" for the site(s) for the performance of work to be carried out with the grant funds (including street address, city, county, state, and zip code). The grantee further certifies that, if it is subsequently determined that additional sites will be used for the performance of work under the grant, it shall notify the U.S. Department of Housing and Urban Development immediately upon the decision to use such additional sites by submitting a revised "Place of Performance" form.

Dated at Juneau, Alaska this _____ day of _____, 19_____.

Edgar Blatchford, Commissioner
Department of Community and
Regional Affairs

PLACE OF PERFORMANCE

FOR CERTIFICATION REGARDING DRUG-FREE WORKPLACE REQUIREMENT

Name of Grantee: State of Alaska, Department of Community & Regional Affairs

Grant Program Name: Community Development Block Grant (CDBG) Program

Grant Number: _____

Date: _____

The grantee shall insert in the space provided below the site(s) expected to be used for performance of work under the grant covered by the certification:

Place of Performance (include street address, city, county, state, zip code for each site):

<u>DCRA Juneau Central Office</u>	<u>DCRA Fairbanks Office</u>
<u>150 Third Street</u>	<u>1001 Noble Street, Suite 430</u>
<u>Juneau, AK 99801-1291</u>	<u>Fairbanks, AK 99701</u>

CERTIFICATION REGARDING LOBBYING

The undersigned certifies, to the best of his knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative, agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Dated at Juneau, Alaska this _____ day of _____, 19_____.

Edgar Blatchford, Commissioner
Department of Community and
Regional Affairs

Appendices

FY 93 Final Statement

Appendix A: Authority to Participate

Appendix B: Determining Benefit to Low and Moderate Income Persons
Part 1: Low and Moderate Income Percentages by Community
Part 2: Low and Moderate Income Limits by Census District

Appendix C: (Reserved)

Appendix D: Part 1: Environmental Statutory Checklist
Part 2: Environmental Assessment Checklist

Appendix

A

Authority to Participate

The primary purpose of the Resolution/Motion or similar action is to demonstrate that the eligible applicant is authorized to participate in the CDBG-REDI Grant Program. It also establishes signatory authority to an appropriate official to conduct normal and usual business regarding the project.

SAMPLE

AUTHORITY TO PARTICIPATE

RESOLUTION NUMBER _____

A RESOLUTION/MOTION or similar action of the _____ authorizing participation in the Community Development Block Grant - Rural Economic Development Initiative (CDBG-REDI) program.

WHEREAS, the _____ wishes to provide a _____ for use in the community; and

WHEREAS, this organization is an applicant for a grant in the amount of \$_____ from the Alaska Department of Community and Regional Affairs (hereinafter "Department"), under the CDBG-REDI program;

NOW, THEREFORE, BE IT RESOLVED THAT the _____ of the _____ is hereby authorized to negotiate and execute any and all documents required for granting and managing funds on half of this organization.

The _____ is also authorized to execute subsequent amendments to said grant agreement to provide for adjustments to the project within the scope of services or tasks, based upon the needs of the project.

PASSED AND APPROVED BY THE _____ on _____, 19_____.

PASSED AND APPROVED BY THE _____ on _____, 19_____.

IN WITNESS THERETO:

By: _____
Signature and Title

Attest: _____
Signature and Title

(Repeated for each Party to the Agreement)

Appendix

B

Determining Benefit to Low and Moderate Income Persons

Special Note: Planning applicants must demonstrate that at least 51% of the persons who would benefit from implementation of the plan, or a project which results from the plan, are low and moderate income.

Section 1: LMI Area-Wide Benefit

Complete Section 1 if you think your project meets the definition of an Area-Wide Benefit as defined on Pages 18 & 19 of the CDBG-REDI Handbook.

1. Identify the community your project will serve. _____
2. Will your project serve the residents of the entire community? Yes No
3. If you answered Yes to question #1, refer to Part 1 of Appendix B. Is your community, identified by census data, as being at least 51% low and moderate income according to Part 1 of Appendix B? Yes No
- ★ If you answered YES to both questions #1 and #2, your project most like meet the criteria for providing an **Area-Wide Benefit** to Low and Moderate Income residents. You need go no further.
4. If you answered Yes to question #1 above, but No to question #2 above, you will need to contact DCRA for information on conducting a survey to show that the income figures provided by census data in Part 1 of Appendix B are no longer valid and that your community is in fact at least 51% low and moderate income.
- * *Note: If more than one community will be served, contact DCRA for an LMI determination.*
5. Do the figures in Part 1 of Appendix B indicate that you must conduct a survey? Yes No
6. Have you contacted DCRA for survey methodology and followed those instructions in conducting your survey? Yes No
7. Did you include the survey materials in your application packet as required? Yes No
8. Did the survey results indicate that the residents of the entire community are at least 51% low and moderate income as defined by census data income guidelines in Part 2 of Appendix B? Yes No
- ★ If you answered YES to questions #4, #5, #6, and #7, your project most likely meets the criteria for an **Area-Wide Benefit** to at least 51% low and moderate income residents. You need go no further.

9. If you answered No to question #2, you will need to identify the specific area within your community which will be served by this project and contact DCRA for information on conducting a survey to show that the residents of that area are at least 51% low and moderate income as defined by census data.

Specific area within the community to be served:

10. After identifying the specific area within your community to be served by the project, have you contacted DCRA for survey methodology and followed those instructions in conducting your survey? Yes No

11. Did you include the survey materials in your application packet as required? Yes No

12. Did the survey results indicate that the residents of the area to be served are at least 51% low and moderate income as defined by census data guidelines in Part 2 of Appendix B? Yes No

★ If you identified the specific area to be served in question #8 and answered Yes to questions #10, #11, and #12, your project most likely meets the criteria for an **Area-Wide Benefit** to at least 51% low and moderate income persons. You need go no further.

Section 2: LMI Limited Clientele

Complete Section 2 if you think your project meets the criteria for **Limited Clientele** as defined on Pages 18 & 19 of the CDBG-REDI Handbook.

1. Will your project benefit one of the specific groups of people listed below? Yes No

If yes, please check the group to be served by this project:

Abused Children

Handicapped Persons

Elderly Persons

Illiterate Persons

Battered Spouses

Migrant Farm Workers

Homeless Persons

★ If you answered Yes to question #1 and checked the appropriate group, your project most likely meets the **Limited Clientele** criteria for serving 51% low and moderate income persons. You need go no further.

2. If you answered No to question #1, you will need to identify the specific group of people your project will serve and provide information to show that at least 51% of those persons have income which is at or below the income figures listed in Part 2 of Appendix B.

Specific group to be served by the project:

3. Have you provided family size and financial information which shows that at least 51% of the persons who make up the group identified in question #2 above have income at or below that shown in the income tables in Part 2 of Appendix B? Yes No
4. Have you included this family size and income information with your application? Yes No
- ★ If you identified a specific group to be served in question #2 above and answered Yes to questions #3 and #4, your project most likely meets the **Limited Clientele** criteria for serving at least 51% low and moderate income persons. You need go no further.
5. Does your project impose income eligibility requirements which limit the activity exclusively to low and moderate income persons as defined by census data in Part 2 of Appendix B? Yes No
6. Is your project of such a nature and location that it may be concluded that the activity's clientele will primarily be low and moderate income persons as defined by census data in Part 2 of Appendix B? Yes No
7. Does your project fall under one of the categories listed below? Yes No
If yes, please check the appropriate category:
- Construction of a Senior Center
 - Public services for the Homeless
 - Meals on wheels for the Elderly
 - Construction of job training facilities for the handicapped
8. Does your project include special projects directed to removal of material and architectural barriers which restrict the mobility and accessibility of elderly or handicapped persons to publicly owned and privately owned non-residential buildings, facilities, and improvements, and common areas of residential structures containing more than one dwelling unit? Yes No
- ★ If you answered Yes to ANY of the questions asked in #5, #6, #7 OR #8, your project most likely meets the **Limited Clientele** criteria for serving at least 51% low and moderate income persons. You need go no further.

Section 3: LMI Housing Activities

Complete Section 3 if you think your project meets the criteria for **Housing Activities** as defined on Page 20 of the CDBG-REDI Handbook.

Note: The State of Alaska CDBG Program does not target Housing Activities.

1. Does your project include activities which add or improve permanent residential structures which are either owner or renter occupied one-family or multi-family structures? Yes No
2. Upon completion of the residential units, will at least 51% of the units of the project be occupied by low and moderate income persons, with renter units available to low and moderate income persons at affordable rents? Yes No
- ★ If you answered Yes to questions #1 and #2 above, your project most likely meets the **Housing Activities** criteria for serving at least 51% low and moderate income persons. You need go no further.
3. Does your project include one of the following examples of potentially eligible housing activities: Yes No

If yes, please check the appropriate activity below:

- Acquisition of property for permanent housing
- Rehabilitation of permanent housing
- Conversion of non-residential structures into permanent housing
- Eligible activities connected with new housing construction (e.g. site improvements, and "soft costs")

- ★ If you answered Yes to question #3 above and checked the appropriate activity, your project most likely meets the **Housing Activities** criteria for serving at least 51% low and moderate income persons. You need go no further.

Section 4: Job Creation & Retention

Complete Section 4 if you think your project meets the criteria for Job Creation & Retention as defined on Pages 21 & 21 of the CDBG-REDI Handbook.

Note: Planning Activities are not, in and of themselves, recognized by HUD as resulting in job creation or retention. You may not use Job Creation and Retention for meeting the National Objective for a Planning Application.

1. Does your project create or retain jobs (as defined on pages 20 & 21 of the CDBG-REDI Handbook) which are held or which will be available to Low and Moderate Income persons? Yes No
 2. Have you completed and signed the attached Job Creation and Retention Certification Forms? Yes No
 3. Are you prepared to report monthly to DCRA on your progress in meeting Job Creation and Retention Requirements? Yes No
- ★ You are asked to identify the specific jobs to be created and/or retained in your CDBG-REDI Application under Project Impact.

Job Creation/Retention Certification

The Applicant, by signature and submittal of this application, acknowledges the requirement that, if awarded, this Community Development Block Grant Project will, during the life of the project or within two years of the start date of the project, whichever is less, result in either the creation of _____ (number) permanent, full-time equivalent jobs, 51% of which must be filled with persons of low and moderate income households, or the retention of _____ (number) permanent, full-time equivalent jobs held by LMI persons. Job titles and descriptions for those jobs expected to be created or retained are attached.

A full-time equivalent job is defined as one in which the incumbent works at least forty (40) hours per week on a year-round basis. Low to moderate household income is defined as 80% of the median household income for the employee's family size for the area in which the project is located. Median household income information for the area in which this project is located is identified on the Income Limits Table, which is a part of Appendix B. Updates to this income data will be provided by the Department to the applicant as made available through HUD.

The applicant acknowledges that in order to justify expenditure of CDBG funds as outlined in this application and any subsequent grant agreement, the applicant will be required to maintain and submit information to the Department monthly which documents Job Creation activities and progress in meeting placement goals for LMI persons. This documentation will include the following information which will be collected through use of the attached Employee/Job Applicant Certification Form, attached:

1. Name, address, and social security number of each applicant for all jobs created by this project;
2. Household size for each job applicant;
3. Household income for each job applicant.

Copies of each Employee/ Applicant Certification Form will be submitted to the Department monthly by the Grantee.

Additionally, the Applicant/Grantee will be required to submit a Job Creation Monthly Report, copy attached, which summarizes the specific jobs created during the monthly reporting period, as well as the name, household income, family size, and date of hire for new hires during the month being reported.

The Applicant/Grantee further understands that failure to meet the job creation projections outlined in this certification and any subsequent grant agreement will result in withholding payment or a request for repayment of all or part of the grant funds.

Definitions: **Income:** Income includes all money or its equivalent received by members of a household in exchange for labor or services, from the sale of goods or property, public assistance payments, or as profit from financial investments. For clarification of special circumstances, contact your Grant Administrator.

Full-time equivalent: A position in which the employee works at least 40 hours per week (2,080 hours per year) on a year-round basis. A full-time equivalent position can result, for example, from two part-time permanent employees working 20 hours per week each. For clarification of special circumstances, contact your Grant Administrator.

Household/Family: A household consists of all members of a family, both adults and children, regularly sharing a single dwelling.

Employee Job Applicant Certification

The City/Borough to which you are now applying is the recipient of financial assistance through the State of Alaska's Small Cities Community Development Block Grant (CDBG) Program. As part of the program requirements, the City/Borough must report the number of jobs created for persons from low to moderate income households. This information is not part of the selection process and will not be used in determining which persons will be hired. This information is being requested to assist the City/Borough in satisfying the U.S. Department of Housing & Urban Development's requirements for documentation of the beneficiaries of CDBG assistance.

Name: _____ S.S.N.: _____
Address: _____ Date: _____

Certification of Household Size & Income: I certify that the number of persons in my household is _____, and that my total household earnings for the past year (12 months) did not exceed \$ _____.

Affirmative Action Information: The following information is collected for statistical purposes only. Your cooperation is appreciated.

Date of Birth: ____/____/____

Sex: Male Female

Veteran Status: Veteran Disabled Veteran

Handicapped Status: Yes No

Race/Ethnic Origin (Check One):

Indian Caucasian

Eskimo Hispanic

Black Other

Signature of Applicant _____

Date _____

Signature of City/Borough _____

Date _____

Employer Only:

Yes No Was Applicant hired?

• If no, stop here

• If yes, employee's position title is _____

Yes No Is this a new position?

• If no, this position has been refilled, and was previously held by (name) _____

• If previously filled, who terminated employment?

employee

employer

Job Creation Monthly Report

Grantee:	_____	
Grant Number:	_____	
Report Period:	From: _____	To: _____

_____ Number of Permanent, Full-time Equivalent Jobs to be Created during life of grant per Grant Agreement

_____ Number of New Permanent, Full-time Equivalent Jobs Created this report period

_____ Number of Permanent, Full-time Equivalent Jobs in which Low to Moderate Income Persons were hired this report period

_____ How many are new positions?

_____ How many are refills of positions previously reported?

_____ Cumulative number of Permanent, Full-time Equivalent Jobs Created to date under this Grant Agreement

_____ Cumulative number of Permanent, Full-time Equivalent Jobs Created to date under this Grant Agreement which were filled by persons of low to moderate income households

Yes No Are all jobs from previous reporting period(s) still in existence?

Yes No Are all jobs from previous reporting period(s) currently filled?

Identify the Job Title/Classification of each new Job Created this report period which was filled with a person from low to moderate income household (do not include any refilled, pre-existing positions):

Job Title/Classification	Name of Employee	Date Hired	Hours per Week Worked	Annual Household Income	Family Size
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Certification: I certify that the above data is the most accurate available based upon current information and knowledge.

Signature

Printed Name

Date

Title

Appendix B

Part 1: Low and Moderate Income Percentages by Community

Community	% LMI	Community	% LMI	Community	% LMI
Adak Station	30.8	Circle	68.5	Gakona	57.1
Akhiok city	51.0	Circle Hot Springs	78.5	Galena city	21.0
Akiachak city	45.4	Clam Gulch	65.4	Gambell city	66.5
Akiak city	61.9	Clarks Point city	66.6	Game Creek	85.8
Akutan city	58.5	Coffman Cove city	23.1	Glennallen	65.7
Alakanuk city	46.4	Cohoe	59.5	Golovin city	97.5
Alcan	0.0	Cold Bay city	13.4	Goodnews Bay city	66.9
Aleknagik city	60.9	College	30.7	Grayling city	58.4
Allakaket city	86.2	Cooper Landing	34.7	Gulkana	68.7
Ambler city	57.7	Copper Center	56.3	Gustavus	25.7
Anaktuvuk Pass city	57.3	Copperville	47.0		
Anchor Point	29.5	Cordova city	38.9	Haines city	38.7
Anchorage city	41.0	Covenant Life	100.0	Halibut Cove	0.0
Anderson city	8.4	Craig city	31.8	Happy Valley	67.0
Angoon city	46.8	Crooked Creek	48.5	Harding Lake	17.5
Aniak city	30.7	Crown Point	33.3	Healy	10.8
Annette	0.0	Cube Cove	4.4	Healy Lake	78.6
Anvik city	88.3			Hobart Bay	8.8
Arctic Village	85.9	Deering city	79.6	Hollis	51.6
Atka city	40.0	Delta Junction city	37.0	Holy Cross city	61.6
Atmautluak city	56.1	Dillingham city	23.8	Homer city	47.1
Atqasuk city	31.8	Diomedea city	79.3	Hoonah city	43.2
		Dora Bay	7.0	Hooper Bay city	46.7
Barrow city	30.6	Dot Lake	39.2	Hope	82.1
Beaver	52.1	Dry Creek	42.3	Houston city	53.4
Bethel city	20.9	Eagle city	83.5	Hughes city	70.6
Bettles city	0.0	Eagle Village	90.0	Huslia city	75.8
Big Delta	37.1	Edna Bay	96.0	Hydaburg city	84.6
Big Lake	52.2	Eek city	44.2	Hyder	63.2
Birch Creek	100.0	Egegik	54.2		
Brevig Mission city	76.7	Eielson AFB	63.0	Igiugig	8.0
Buckland city	76.3	Ekwok city	63.4	Iliamna	16.6
Butte	43.1	Elfin Cove	47.9	Ivanof Bay	62.2
		Elim city	63.1		
Cantwell	14.7	Emmonak city	33.9	Jakolof Bay	61.4
Central	44.5	English Bay	57.1	Juneau city	36.9
Chalkyitsik	63.7	Ester	30.4		
Chase	0.0	Evansville	61.6	Kachemak city	39.6
Chefornak city	55.4	Eyak	5.5	Kake city	50.5
Chenega	35.5			Kaktovik city	46.2
Chevak city	49.6	Fairbanks city	45.4	Kaktovik city	46.2
Chickaloon	39.2	False Pass city	65.3	Kalifornsky	36.2
Chignik city	13.0	Ferry	35.3	Kaltag city	68.3
Chignik Lagoon	41.2	Fort Greely	41.6	Karluk	72.1
Chignik Lake	76.8	Fort Yukon city	53.4	Kasaan city	47.3
Chiniak	52.1	Fox	35.3	Kasigluk city	38.3
Chistochina	64.4	Fox River	32.8	Kasilof	41.3
Chitina	76.8	Freshwater Bay	49.8	Kenai city	42.2
Chuathbaluk city	38.3	Fritz Creek	30.7	Kenny Lake	100.0

Part 1: Low and Moderate Income Percentages by Community (continued)

Community	% LMI	Community	% LMI	Community	% LMI
Ketchikan city	40.8	Naknek	43.2	Port Heiden city	33.3
Kiana city	43.2	Napakiak city	60.6	Port Lions city	39.0
King Cove city	15.3	Napaskiak city	55.0	Port Protection	70.5
King Salmon	24.4	Naukati Bay	16.1	Primrose	0.0
Kipnuk	77.5	Nelson Lagoon	35.5		
Kivalina city	42.3	Nenana city	37.6	Quinhagak city	60.6
Klawock city	33.5	New Stuyahok city	60.5		
Klukwan (Chilkat)	44.4	Newhalen city	50.1	Rampart	70.8
Knik	62.1	Newtok city	55.9	Red Devil	44.4
Kobuk city	61.1	Nightmute city	55.2	Ridgeway	30.0
Kodiak city	34.7	Nikiski	38.8	Rowan Bay	7.9
Kodiak Station	45.9	Nikolaevsk	86.3	Ruby city	53.3
Kokhanok	79.9	Nikolai city	72.4	Russian Mission city	41.6
Koliganek	89.1	Nikolski	89.4		
Kongiganak	35.6	Ninilchik	56.3	Salamatof	32.2
Kotlik city	35.8	Noatak	40.9	Salcha	39.8
Kotzebue city	27.3	Nome city	23.1	Sand Point city	29.5
Koyuk city	63.3	Nondalton city	51.0	Savoonga city	71.5
Koyukuk city	62.5	Noorvik city	39.2	Saxman city	72.8
Kupreanof city	25.0	North Pole city	47.4	Scammon Bay city	51.2
Kwethluk city	61.6	Northway	46.8	Selawik city	60.9
Kwigillingok	64.5	Northway Junction	12.0	Selawik city	60.9
		Northway Village	86.1	Seldovia city	51.3
Labouchere Bay	18.7	Nuiqsut city	70.3	Seward city	37.7
Lake Minchumina	0.0	Nulato city	59.3	Shageluk city	63.2
Larsen Bay city	35.1	Nunapitchuk city	59.0	Shaktoolik city	51.5
Lazy Mountain	47.5			Sheldon Point city	48.9
Levelock	64.0	Old Harbor city	68.1	Shishmaref city	61.0
Lignite	20.6	Oscarville	33.3	Shungnak city	50.0
Lime Village	100.0	Ouzinkie city	44.3	Sitka city	37.9
Long Island	0.0			Skagway city	35.4
Lower Kalskag city	76.6	Palmer city	43.4	Skwentna	100.0
Lutak	11.8	Paxson	53.9	Siana	83.5
		Pedro Bay	17.6	Sleetmute	84.8
Manley Hot Springs	46.1	Pelican city	44.5	Soldotna city	45.4
Manokotak city	41.5	Perryville	38.8	South Naknek	64.2
Marshall	18.2	Petersburg city	30.1	St. George city	58.5
McCarthy	100.0	Pilot Point	11.8	St. John Harbor	0.0
McGrath city	40.8	Pilot Station city	54.2	St. Mary's city	32.5
McKinley Park	38.4	Pitkas Point	55.2	St. Michael city	54.8
Meadow Lakes	52.3	Platinum city	59.1	St. Paul city	19.4
Mekoryuk city	60.0	Pleasant Valley	27.6	Stebbins city	61.6
Mendeltna	73.4	Point Baker	62.0	Sterling	33.9
Mentasta Lake	78.8	Point Hope city	51.1	Stevens Village	83.9
Metlakatla	44.4	Point Lay	27.6	Stony River	100.0
Meyers Chuck	69.3	Polk Inlet	14.1	Sutton	47.7
Minto	62.1	Port Alexander city	69.2		
Moose Creek	60.3	Port Alice	36.0	Takotna	57.0
Mosquito Lake	71.4	Port Alsworth	0.0	Talkeetna	71.9
Mountain Village city	31.6	Port Graham	51.6	Tanacross	74.3

Part 1: Low and Moderate Income Percentages by Community (continued)

Community	% LMI
Tanana city	54.3
Tatitlek	42.5
Teller city	35.8
Tenakee Springs city	76.3
Tetlin	64.3
Thorne Bay city	31.1
Togiak city	67.3
Tok	41.0
Toksook Bay city	45.4
Tonsina	30.7
Trapper Creek	48.5
Tuluksak city	45.9
Tuntutuliak	61.0
Tununak city	52.5
Twin Hills	64.0
Two Rivers	15.5
Tyonek	83.6
Unalakleet city	30.4
Unalaska city	6.8
Upper Kalskag city	50.5
Valdez city	19.7
Venetie	78.7
Wainwright city	65.9
Wales city	66.7
Wasilla city	46.5
Whale Pass	17.9
White Mountain city	65.2
Whitestone Logging Camp	15.8
Whittier city	47.4
Willow	44.4
Womens Bay	40.8
Wrangell city	45.5
Yakutat city	39.9

Appendix
B

Part 2: Low and Moderate Income Limits
by Census District

STATE: ALASKA PREPARED: 4-16-92	PROGRAM	I N C O M E L I M I T S							
		1 PERSON	2 PERSON	3 PERSON	4 PERSON	5 PERSON	6 PERSON	7 PERSON	8 PERSON
MSA : Anchorage, AK FY 1992 MEDIAN FAMILY INCOME : 49900	VERY LOW-INCOME LOW-INCOME	17450 27000	19950 30900	22450 34750	24950 38600	26950 41700	28950 44800	30950 47850	32950 50950
DISTRICT : AK ALEUTIAN I. FY 1992 MEDIAN FAMILY INCOME : 34900	VERY LOW-INCOME LOW-INCOME	15500 24000	17700 28350	19950 31900	22150 35450	23900 38250	25700 41100	27450 43950	29250 46800
DISTRICT : AK BETHEL FY 1992 MEDIAN FAMILY INCOME : 25500	VERY LOW-INCOME LOW-INCOME	15500 24000	17700 28350	19950 31900	22150 35450	23900 38250	25700 41100	27450 43950	29250 46800
DISTRICT : AK BRISTOL FY 1992 MEDIAN FAMILY INCOME : 60400	VERY LOW-INCOME LOW-INCOME	22700 27000	25950 30900	29200 34750	32450 38600	35050 41700	37650 44800	40250 47850	42850 50950
DISTRICT : AK DILLINGHAM FY 1992 MEDIAN FAMILY INCOME : 35100	VERY LOW-INCOME LOW-INCOME	15500 24000	17700 28350	19950 31900	22150 35450	23900 38250	25700 41100	27450 43950	29250 46800
DISTRICT : AK FAIRBANKS FY 1992 MEDIAN FAMILY INCOME : 41600	VERY LOW-INCOME LOW-INCOME	15100 24150	17250 27600	19400 31050	21550 34500	23250 37250	25000 40000	26700 42750	28450 45500
DISTRICT : AK HAINES FY 1992 MEDIAN FAMILY INCOME : 40600	VERY LOW-INCOME LOW-INCOME	15500 24000	17700 28350	19950 31900	22150 35450	23900 38250	25700 41100	27450 43950	29250 46800
DISTRICT : AK JUNEAU FY 1992 MEDIAN FAMILY INCOME : 62200	VERY LOW-INCOME LOW-INCOME	21750 27000	24900 30900	28000 34750	31100 38600	33600 41700	36100 44800	38550 47850	41050 50950
DISTRICT : AK KENAI-COOK FY 1992 MEDIAN FAMILY INCOME : 42300	VERY LOW-INCOME LOW-INCOME	15100 24150	17250 27600	19400 31050	21550 34500	23250 37250	25000 40000	26700 42750	28450 45500
DISTRICT : AK KECHIKAN FY 1992 MEDIAN FAMILY INCOME : 54000	VERY LOW-INCOME LOW-INCOME	18900 27000	21600 30900	24300 34750	27000 38600	29150 41700	31300 44800	33500 47850	35650 50950
DISTRICT : AK KODJUK FY 1992 MEDIAN FAMILY INCOME : 30800	VERY LOW-INCOME LOW-INCOME	15500 24000	17700 28350	19950 31900	22150 35450	23900 38250	25700 41100	27450 43950	29250 46800
DISTRICT : AK KODIAK FY 1992 MEDIAN FAMILY INCOME : 49100	VERY LOW-INCOME LOW-INCOME	18500 27000	21150 30900	23800 34750	26450 38600	28550 41700	30700 44800	32800 47850	34900 50950
								050192	144549

Appendix

B

**Part 2: Low and Moderate Income Limits
by Census District**

STATE: ALASKA PREPARED: 4-16-92		-----I N C O M E L I M I T S-----							
DISTRICT	PROGRAM	1 PERSON	2 PERSON	3 PERSON	4 PERSON	5 PERSON	6 PERSON	7 PERSON	8 PERSON
DISTRICT : AK MATANUSKA-SU FY 1992 MEDIAN FAMILY INCOME: 40100	VERY LOW-INCOME LOW-INCOME	15100 24150	17250 27600	19400 31050	21550 34500	23250 37250	25000 40000	26700 42750	28450 45500
DISTRICT : AK NOME FY 1992 MEDIAN FAMILY INCOME: 28700	VERY LOW-INCOME LOW-INCOME	15500 24800	17700 28350	19950 31900	22150 35450	23900 38250	25700 41100	27450 43950	29250 46800
DISTRICT : AK NORTH SLOPE FY 1992 MEDIAN FAMILY INCOME: 56100	VERY LOW-INCOME LOW-INCOME	19650 27000	22450 30900	25250 34750	28050 38600	30300 41700	32650 44800	34800 47850	37050 50950
DISTRICT : AK PH. OF WALES FY 1992 MEDIAN FAMILY INCOME: 40700	VERY LOW-INCOME LOW-INCOME	15500 24800	17700 28350	19950 31900	22150 35450	23900 38250	25700 41100	27450 43950	29250 46800
DISTRICT : AK SITKA FY 1992 MEDIAN FAMILY INCOME: 57200	VERY LOW-INCOME LOW-INCOME	20000 27000	22900 30900	25750 34750	28600 38600	30900 41700	33200 44800	35450 47850	37750 50950
DISTRICT : AK SKGWI-YKTT-A FY 1992 MEDIAN FAMILY INCOME: 41100	VERY LOW-INCOME LOW-INCOME	15500 24800	17700 28350	19950 31900	22150 35450	23900 38250	25700 41100	27450 43950	29250 46800
DISTRICT : AK SE FAIRBANKS FY 1992 MEDIAN FAMILY INCOME: 23900	VERY LOW-INCOME LOW-INCOME	15100 24150	17250 27600	19400 31050	21550 34500	23250 37250	25000 40000	26700 42750	28450 45500
DISTRICT : AK VLDZ-CORDOVA FY 1992 MEDIAN FAMILY INCOME: 49400	VERY LOW-INCOME LOW-INCOME	17400 27000	19900 30900	22350 34750	24850 38600	26850 41700	28850 44800	30800 47850	32800 50950
DISTRICT : AK WADE HAMPTON FY 1992 MEDIAN FAMILY INCOME: 22200	VERY LOW-INCOME LOW-INCOME	15500 24800	17700 28350	19950 31900	22150 35450	23900 38250	25700 41100	27450 43950	29250 46800
DISTRICT : AK WRNGLL-PIRRR FY 1992 MEDIAN FAMILY INCOME: 40500	VERY LOW-INCOME LOW-INCOME	17000 27000	19400 30900	21800 34750	24250 38600	26200 41700	28150 44800	30050 47850	32000 50950
DISTRICT : AK YKN-KOYKK FY 1992 MEDIAN FAMILY INCOME: 25300	VERY LOW-INCOME LOW-INCOME	15500 24800	17700 28350	19950 31900	22150 35450	23900 38250	25700 41100	27450 43950	29250 46800
							050192	144549	

Appendix

C

Reserved for Later Use

Appendix

D

**Part 1:
Environmental Statutory Checklist**

Project Name and Identification No. _____

Area of Statutory-Regulatory Compliance	Not Applicable to this Project	Consultation Required*	Review Required*	Permits Required*	Determination of Consistency Approvals, Permits Obtained*	Conditions and/or Mitigation Actions Required	Provide compliance documentation Additional material may be attached
Historic Properties							
Floodplain Management							
Wetlands Protection							
Noise							
Manmade Hazards Thermal/Explosive Hazards							
Airport Clear Zones							
Air Quality							
Water Quality - Aquifers							
Coastal Areas Coastal Zone Management							
Coastal Barrier Resources							
Endangered Species							
Farmlands Protection							
Wild and Scenic Rivers							

*Attach evidence that required actions have been taken.

Part 1 (continued): Environmental Statutory Checklist

Project Name and Identification No. _____

Other Areas of Statutory and Regulatory Compliance Applicable to Project	Not Applicable to this Project	Consultation Required*	Review Required*	Permits Required*	Determination of Consistency Approvals, Permits Obtained*	Conditions and/or Mitigation Actions Required	Provide compliance documentation Additional material may be attached
Water Quality							
Solid Waste Disposal							
Fish and Wildlife							
Noise							
State or Local Statutes (to be added by local community)							

Prepared by _____

Title _____

Date _____

Part 2: Environmental Assessment Checklist

Project Name and Identification No. _____							
Impact Categories	1 No Impact Anticipated	2 Potentially Beneficial	3 Potentially Adverse Requires Documentation Only	4 Potentially Adverse Requires More Study	5 Needs Mitigation	6 Requires Project Modification	7 Source or Documentation (Note date of contact or page reference) Additional material may be attached.
Land Development							
Conformance With Comprehensive Plans and Zoning							
Compatibility and Urban Impact							
Slope							
Erosion							
Soil Suitability							
Hazards and Nuisances, Including Site Safety							
Energy Consumption							
Noise							
Effects of Ambient Noise on Project and Contribution to Community Noise Levels							

Part 2 (continued): Environmental Assessment Checklist

Project Name and Identification No. _____

Impact Categories	1 No Impact Anticipated	2 Potentially Beneficial	3 Potentially Adverse Requires Documentation Only	4 Potentially Adverse Requires More Study	5 Needs Mitigation	6 Requires Project Modification	7 Source or Documentation (Note date of contact or page reference) Additional material may be attached.
Air Quality							
Effects of Ambient Air Quality on Project and Contribution to Community Pollution Level							
Environmental Design & Historic Values							
Visual Quality - Coherence, Diversity, Compatible Use, and Scale							
Historic, Cultural, and Archaeological Resources							
Socioeconomic							
Demographic/Character Changes							
Displacement							
Employment and Income Patterns							
Community Facilities & Services							
Educational Facilities							
Commercial Facilities							
Health Care							
Social Services							

Part 2 (continued): Environmental Assessment Checklist

Project Name and Identification No. _____							
Impact Categories	1	2	3	4	5	6	7
	No Impact Anticipated	Potentially Beneficial	Potentially Adverse Requires Documentation Only	Potentially Adverse Requires More Study	Needs Mitigation	Requires Project Modification	Source or Documentation (Note date of contact or page reference) Additional material may be attached.
Community Facilities & Services (continued)							
Solid Waste							
Waste Water							
Storm Water							
Water Supply							
Public Safety	Police						
	Fire						
	Emergency Medicine						
Open Space and Recreation	Open Space						
	Recreation						
	Cultural Facilities						
Transportation							

**Part 2 (continued):
Environmental Assessment Checklist**

Project Name and Identification No. _____

Impact Categories	1 No Impact Anticipated	2 Potentially Beneficial	3 Potentially Adverse Requires Documentation Only	4 Potentially Adverse Requires More Study	5 Needs Mitigation	6 Requires Project Modification	7 Source or Documentation (Note date of contact or page reference) Additional material may be attached.
Natural Features							
Water Resources							
Surface Water							
Floodplains							
Wetlands							
Coastal Zone							
Unique Natural Features and Agricultural Lands							
Vegetation and Wildlife							

**Part 2 (continued):
Environmental Assessment Checklist**

Summary of Findings
and Conclusions:

Summary of
Environmental Conditions:

Project Modifications and
Alternatives Considered:

**Part 2 (continued):
Environmental Assessment Checklist**

1. Is project in compliance with applicable laws and regulations? Yes No
2. Is an EIS required? Yes No
3. A Finding of No Significant Impact (FONSI) can be made.
Project will not significantly affect the quality of the human environment. Yes No

Prepared by _____

Title _____

Date _____



HOUSE COMMUNITY AND REGIONAL AFFAIRS

SUBJECT OF MEETING:

CSBG FY93 Plan
CDBG FY93 Statement

DATE: 2/16/93

PLACE: Rm. 124

NAME	REPRESENTING	BUSINESS/PERSONAL MAILING ADDRESS	ZIP	(H) PHONE	(W) PHONE	DO YOU WANT TO TESTIFY?	WHAT SUBJECT/ WHICH BILL?
BRUCE GERAGHTY	DCRA	JUN.			4700	(Y) N	
Benny McDonagh	DCRA	JUN			5539	Y (N)	
Melanie Antioquia	DCRA	Jun			5541	Y (N)	
JOHN M WALSH	"	"			4740	Y (N)	
						Y N	
						Y N	
						Y N	
						Y N	
						Y N	
						Y N	
						Y N	