

Stormwater Infrastructure Program Guidelines

Purpose

The CDBG-DR grant provides funding to selected cities with identified public infrastructure needs to accomplish the following goals: 1) reduce flood risk; 2) increase resilience; 3) improve quality of life and health, especially for vulnerable populations. This program can also be used to improve disaster damaged infrastructure and increase stormwater management in order to make the disaster affected communities more resilient to flood water impacts and prevent future disaster events.

Eligible Recipients/Project Area

Eligible applicants are units of general local government who will be awarded funds from the CDBG-DR Program as a result of the 2019 flooding natural disaster defined by the FEMA Declaration FEMA-4421-DR dated March 12, 2019 for Iowa Severe Storms and Flooding (March 12, 2019 and continuing).

Funding is available for infrastructure for stormwater management in all 80 counties starting 2022.

During 2021 funding will only be available in the counties listed below:

- Fremont County
- Mills County
- Harrison County

Eligible Activity/National Objective

- Eligible Activity: Stormwater Infrastructure – 105(a)(2)
 - Construction of infrastructure
 - Repair of flood damaged infrastructure
 - All activities limited to public infrastructure
 - Non-buyout but publicly owned/managed land
 - New stormwater management examples include installed on deed-restricted buy-out land, including but not limited to:
 - Wetland creation or expansion
 - Bioretention cells
 - Ponds
 - On-road structures
- National Objective: LMA
 - All projects must serve areas of 51% LMI.

Award

The CDBG-DR award will be based on the applicant's requested amount for stormwater infrastructure. Application request amount should be based on qualified professional design and/or engineering estimates. All contracts funded under this activity must be bid following the CDBG-DR Procurement Policy and only incurred costs deemed necessary and reasonable will be reimbursed through this program.

Project Delivery

The COG will provide a lump sum project delivery estimate in the application for CDBG-DR funding. Project Delivery must be substantiated by documentation of costs incurred and cannot be duplicated by another federal funding source. Project Delivery may include but is not limited to:

- Environmental Review Record documentation, including any required publication costs
- Construction oversight and coordination
- Labor Standards Compliance
- Financing/Interest incurred for project implementation

Direct Leverage/Match Requirement

There is no Direct Leverage (match) requirement for this program, however, should an application indicate match funds, those funds can be tracked through IowaGrants and reflected as direct leverage.

CDBG-DR 2019 Application Requirements

Required Application Documentation:

- All applications for infrastructure must be based on engineered plans and cost estimates.
 - When application is submitted, all documentation of engineered plans and cost estimates must be included for reviews
 - All associated engineering costs incurred post award are eligible for reimbursement.
 - All applications must meet the Iowa Stormwater Management Manual Criteria
- Only complete applications will be reviewed. Complete applications will include:
 - All fields in lowagrants.gov application form completed
 - Site Plan – clearly showing project location (if multiple sites, each site must be clearly labeled)
 - Project Design Documents
 - Documentation of site control – either Assessor’s page showing ownership or executed purchase option
 - Current site zoning and an outline of any needed zoning changes with timeline.
 - Resolution of Support from the City Requesting CDBG-DR funding
 - Support documentation for project budget
 - Completed Green Streets Checklist for minimum standards compliance

Post- Award Considerations

Any project funded through this program will be required to comply with all federal and state requirements. By passing a resolution of support and executing a contract with IEDA, the applicant City assumes the responsibility of enforcing these requirements as the HUD designated Responsible Entity in accordance with 24 CFR 58. Accordingly, the following steps will be required post award.

- The City will competitively bid all construction activities awarded for stormwater infrastructure.
- *Environmental Review*
 - Before the release of funds, an environmental review will take place to ensure compliance with all federal and state laws.
 - An environmental review is an analysis of impacts of a project on the surrounding environment and environment on the project. An environmental review:
 - Ensures HUD-funded projects provide decent, safe and sanitary housing
 - Demonstrates compliance with up to 17 federal environmental laws and authorities
 - Is a public document that encourages public participation
 - Is coordinated by the municipality and grant administrator and can use another federal agencies NEPA documentation for compliance as applicable.
 - Timeline:
 1. Submission of completed checklist to IowaGrants
 2. Approximately 4-6 months for completion of review
 3. Review must be published locally
 4. Required 30-day public comment period after review is completed/published
 - NO choice limiting action – until review is complete and applicant have received an approved Request for Release of Funds from the State. Neither applicant nor partners are allowed to commit or spend HUD or non-HUD funds on physical or choice-limiting activities. Including activities such as:

- Purchase of property
 - Bidding
 - Entering a contract
 - Construction
- *Claim documentation and Reimbursement*
 - IEDA will reimburse funds in the form of a grant for actual costs incurred.
 - Claims for reimbursement will be submitted by the recipient via online www.iowagrants.gov system.
 - Recipient shall maintain a file of all claim supporting documentation including claim documents, invoices and payments.
 - NO claim will be processed if quarterly status reporting is not current.
 - IEDA Program Manager will notify the recipient if payment is withheld due to delinquent reporting.
- *Contractor Clearance*
 - All work for construction must be recorded in an executed contract.
 - All contractors must be registered to work in the State of Iowa.
 - All contractors and contract data must be submitted for Contractor Clearance in IowaGrants.
- *Wage Rates and Davis Bacon Compliance*
 - All construction work will be subject to compliance with Federal Labor Standards Regulations including Davis Bacon Prevailing Wages.
 - All laborers employed by contractors or subcontractors in the performance of construction work financed in whole or in part by this program shall be paid wages at rates not less than those on similar construction in the locality, including all infrastructure in a single project application.
- *Reporting*
 - Recipient will report project progress through claims via www.iowagrants.gov to IEDA outlining progress made toward deliverables outlined in the recipient's contract with IEDA. Progress on completing the following deliverables will be reported.
 - Design infrastructure projects; and
 - Installing infrastructure projects
- *Monitoring*
 - Applicants shall be provided adequate and timely information to enable them to be meaningfully involved in important decisions at the various stages of the program, including at least
 - The determination of needs
 - The review of the proposed activities
 - The review of past program performance
 - Upon expenditure of at least 50 percent of the CDBG-DR funds by the recipient, a monitoring visit to the project area will be scheduled;
 - The IEDA project manager (project manager) will email the recipient and grant administrator to set up the monitoring visit;
 - Monitoring visit date information and forms will be completed in www.iowagrants.gov;
 - The monitoring visit report will be uploaded to www.iowagrants.gov and sent to the recipient and grant administrator;
 - Project manager will instruct grant administrators to upload any additional information identified as needed during monitoring visit;
 - Project manager will enter into www.iowagrants.gov the date requested additional information is received and approved

- Quarterly Reports:
 - Recipient will report project progress at least quarterly via www.iowagrants.gov to IEDA outlining progress made toward milestones outlined in the recipient's contract with IEDA.
 - Progress on the following deliverables will be reported
 - Percentage of work completed...units?
 - Actual costs incurred up to date of quarterly report submission
 - Estimate timeline remaining to complete construction
 - Note: Reporting is necessary as it is used to document progress toward achievement of outcome values identified in IEDA's CDBG-DR funded proposal
- Procurement
 - Recipients shall follow the federal procurement requirements included in the 2019 CDBG DR Policies and Procedures Manual, and in 2 CFR 200, the IEDA CDBG Management Guide online at <http://www.iowaeconomicdevelopment.com/Community/CDBG>, and the instructions for procurement provided by IEDA online at <http://www.iowaeconomicdevelopment.com/userdocs/documents/ieda/InstructionsProcurementServicesCDBGprojects.pdf>.
 - Any procurement required by the project must comply with the Procurement Policy included in the 2019 Flooding CDBG-DR Policies and Procedures Manual.
 - Any construction contracts procured through this award must comply with the Bonding Requirements noted in the will Procurement Policy included in the 2019 Flooding CDBG-DR Policies and Procedures Manual.
 - All projects are required to be Cost Reasonable. IEDA will determine project cost reasonableness through the cost analysis and estimating of the project engineer.
- Duplication of Benefits
 - NO duplication of benefits (DOB) will be allowed
 - Recipient in coordination with the COG or qualified consultant will complete all necessary DOB documentation in accordance with the DOB Policy Requirements noted in the 2019 Flooding CDBG-DR Policies and Procedures Manual.
- Closeout Documents
 - Green Streets sign off form turned into IowaGrants
 - Site Inspection for Green Streets Criteria will be conducted
 - All documentation must be retained by the recipient until notified by IEDA that the State's Grant with HUD has been closed for 3 years.