




**LA Community  
Development Block Grant  
Coronavirus (CDBG-CV)  
Public Facilities –  
Love Louisiana Outdoors  
Program**



**City of Natchitoches  
Grant Application  
May 20, 2022**

LA Community Development Block Grant Coronavirus (CDBG-CV) Public Facilities – Love Louisiana Outdoors Program (LLOP) General Information Form			1. Applicant Name City of Natchitoches	
2. Mailing Address  700 Second St. Natchitoches, LA 71457			3. Physical Address  700 Second St. Natchitoches, LA 71457	
4. Name of Contact Person Nicole Gray			5. Contact Email Address ngray@natchitochesla.gov	
6. Name and Phone Number of Administrative Consultant Preparing Application  N/A			7. Name and Phone Number of Engineering/ Architectural Firm Preparing Application  N/A	
8. Administrative Consultant Email Address  N/A			9. Engineering Firm Email Address  N/A	
10. Legislative Districts: State Senate: <u>31</u> State Rep.: <u>23</u> U.S. Congress: <u>4</u>				
11. Funds	Amount	Source of Funds	Fund Status	State Use Only
CDBG-CV	\$400,000		Pending Award	
Local Funds	\$49,200	Local/General Fund	Available	
Private Funds				
State Funds	\$			
Federal Funds	\$			
Other Funds	\$			
TOTAL COST	\$449,200			
12. Signature (Chief Elected Official)  By signing, you are attesting that all information contained in this application is true and correct.			13. Date  May 20, 2022	
14. Typed Name/Title Ronnie Williams, Jr./Mayor			15. Telephone Number 318-352-2772	
16. Email Address rwilliamsjr@natchitochesla.gov				

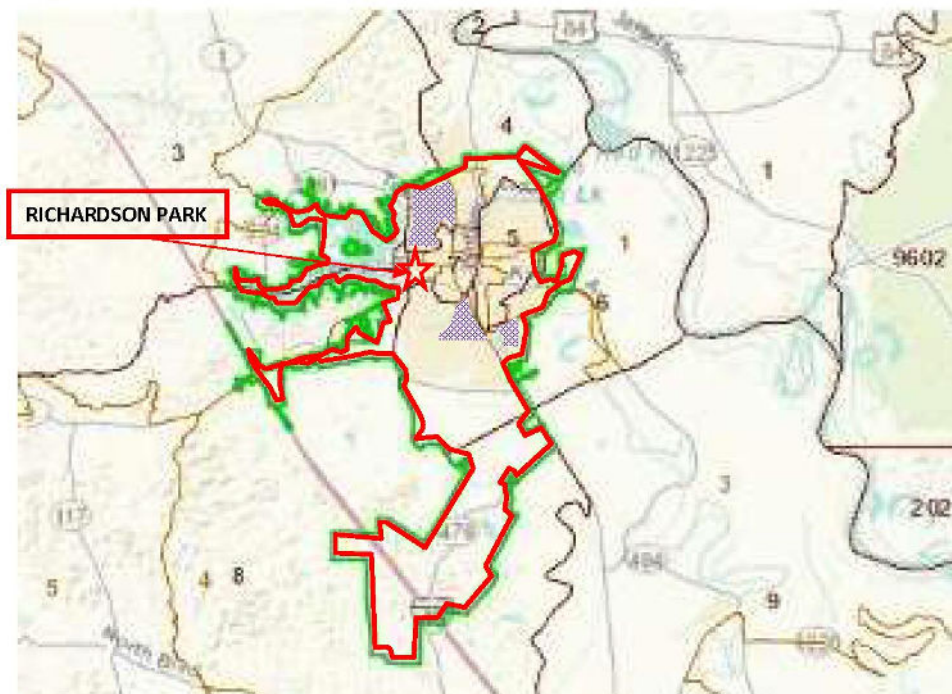
CDBG-CV Love Louisiana Outdoors Program				
Budget/Cost Summary Form		Applicant Name: City of Natchitoches		
I. Costs by Activity (Read Instructions Before Completing)				
Activity (A)	CDBG-CV (B)	Other (C)	Total (D)	Source of Other Funds ** (E)
1. Public Facilities	\$400,000	\$49,200	\$ 449,200	Local/General Fund
2. Acquisition				
3. Clearance & Demolition				
4. Administration				
TOTAL	\$400,000	\$49,200	\$ 449,200	
**Attach documentation supporting availability of all "Other" sources of funds. <b>Mayor's General Fund #71 will be used for the Other source of funds.</b>				
II. Line Item Budget – CDBG-CV Funds Only				For State Use Only
1. Public Facilities (24 CFR 570.201(c)) – Outdoor Facility (Total)			\$400,000.00	\$
a. Construction Costs			\$	\$
b. Engineering Costs			\$	\$
2. Acquisition Costs (24 CFR 570.201(a))			\$	\$
3. Clearance & Demolition Costs (24 CFR 570.201(d))			\$	\$
4. Administration (24 CFR 570.206)			\$	\$
5. TOTAL			\$400,000.00	\$
III. Contract Execution Dates (only if scheduled to be paid using CDBG-CV funds)				
Name of Administrative/Engineering/ Architectural Firm	Contract Execution Date		Contract Amount	
Pending procurement process	60 days post award		\$400,000.00	



## JURISDICTIONAL MAP

As an area of Persistent Poverty, the City of Natchitoches is located in Northwest Louisiana and is home to approximately 17,550 residents with a racial makeup of 67% minority population. Natchitoches is a rural community with more than one-third (44.6%) of the population living below the poverty line and a low-mod percentage of 55.44%. The map below depicts percentages of minority and low to moderate income residents in the City of Natchitoches. As shown, more than 50% of residents in Natchitoches are in the low to moderate income range. Based on HUD's publication of LMISD, low-income residents comprise 7,320 members of the population, while low-moderate income residents comprise 9,730 members of the population. The park's location is illustrated by the red bubble on the map. Of the homes located in the lavender shaded portion of the map, 100% of the residents are minority.

CITY OF NATCHITOCHES



CITY OF NATCHITOCHES CORPORATE BOUNDARIES - MINORITIES

a. Number:	11499
b. Percent:	67.03%
c. Concentrations:	DEPICTED ON MAP

CITY OF NATCHITOCHES CORPORATE BOUNDARIES - LOW/MOD INCOME PERSONS

a. Number:	9,730
b. Percent:	55.44%
c. Concentrations:	DEPICTED ON MAP

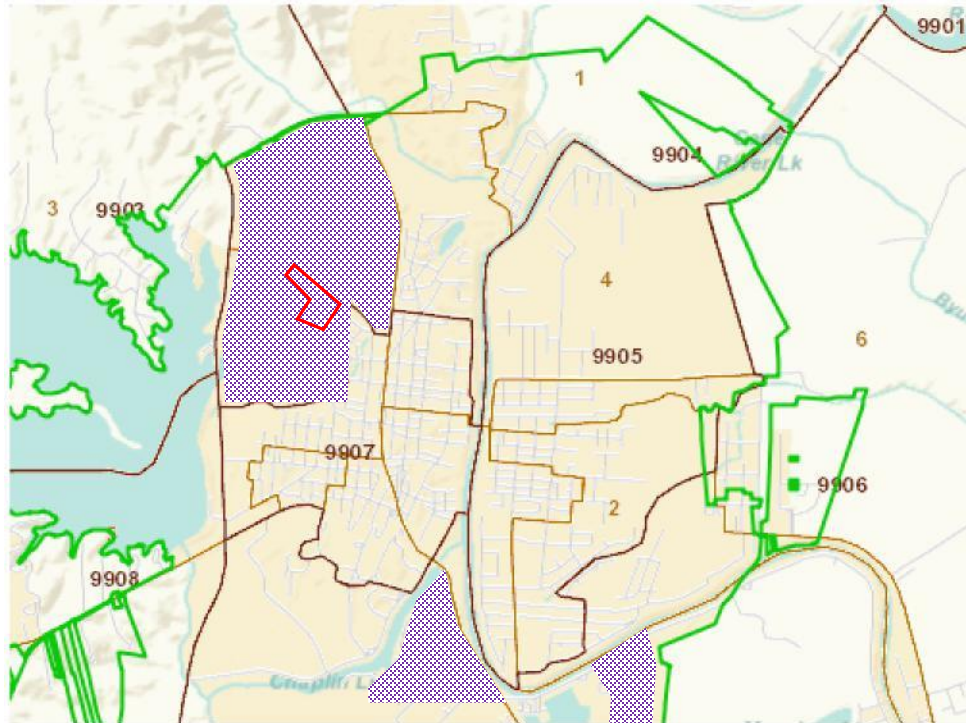
### MAP LEGEND

Census Tract Boundaries	9806
Block Group Boundaries	1
Corporate Boundaries	
Activity Boundaries	
Specific Location of Each Activity	Depicted on Engineer's Map
Minority Concentrations	
Low/Mod Concentrations	
Minority and Low/Mod Concentrations	

LMISD: City of Natchitoches	
Place Type	Incorporated City
Low Income	7,320
LowMod Income	9,730
LMIMI	12,185
LowMod Universe	17,550
LowMod %	55.44%

# CITY OF NATCHITOCHES

## TARGET AREA - 2



PROJECT TYPE

CENSUS TRACT

BLOCK GROUP

ZIP CODE

### CITY OF NATCHITOCHES CORPORATE BOUNDARIES - MINORITIES

a. Number:	11499
b. Percent:	67.03%
c. Concentrations:	EVENLY DISBURSED

### CITY OF NATCHITOCHES CORPORATE BOUNDARIES - LOW/MOD INCOME PERSONS

a. Number:	9,730
b. Percent:	55.44%
c. Concentrations:	EVENLY DISBURSED

### MAP LEGEND

Census Tract Boundaries	9806
Block Group Boundaries	1
Corporate Boundaries	
Activity Boundaries	
Specific Location of Each Activity	Depicted on Engineer's Map
Minority Concentrations	
Low/Mod Concentrations	
Minority and Low/Mod Concentrations	

CDBG-CV LLOP Facility Form																
1.	Facility Type: ADA Inclusive Playground															
2.	Facility Physical Address:  1717 Lake St. Natchitoches, LA 71457															
3.	National Objective (Choose One): Low/Mod Area <u>  X  </u> or Limited Clientele _____; <u>17,550</u> Total Beneficiaries <u>9,730</u> # of LMI Individuals <u>55.4</u> LMI %															
4.	<table border="0"> <thead> <tr> <th>Census Tracts</th> <th>Block Groups</th> <th>Zip Codes</th> </tr> </thead> <tbody> <tr> <td><u>(22069000700)</u></td> <td><u>          3          </u></td> <td><u>71457</u></td> </tr> <tr> <td><u>                    </u></td> <td><u>                    </u></td> <td></td> </tr> <tr> <td><u>                    </u></td> <td><u>                    </u></td> <td></td> </tr> <tr> <td><u>                    </u></td> <td><u>                    </u></td> <td></td> </tr> </tbody> </table>	Census Tracts	Block Groups	Zip Codes	<u>(22069000700)</u>	<u>          3          </u>	<u>71457</u>	<u>                    </u>	<u>                    </u>		<u>                    </u>	<u>                    </u>		<u>                    </u>	<u>                    </u>	
Census Tracts	Block Groups	Zip Codes														
<u>(22069000700)</u>	<u>          3          </u>	<u>71457</u>														
<u>                    </u>	<u>                    </u>															
<u>                    </u>	<u>                    </u>															
<u>                    </u>	<u>                    </u>															
5.	Facility Owner: City of Natchitoches															
6.	Facility Operator: City of Natchitoches Parks & Recreation															
7.	If the applicant is not the facility owner and will not acquire the property, either a long term lease agreement or in the case of the owner being a political subdivision, an intergovernmental agreement must be attached.															
8.	Facility Contact Person: Kevin Warner															
9.	Contact Phone Number: 318-357-3891															
10.	Contact Email Address: kwarner@natchitochesla.gov															
11.	Project Description: <b>Attach separate narrative.</b>															
12.	<b>Attach documentation of ownership.</b>															
13.	Engineer/Architect Cost Estimate: <b>Attach separate cost estimate.</b>															

## Item 11: Description of Proposed Improvements

### Facility Overview

Frederick M. Richardson Park is located at 1717 Lake Street in the Jackson Square neighborhood of Natchitoches, LA, where it is owned and maintained by the City of Natchitoches. Richardson Park is situated on nearly three acres of land and surrounded by approximately 500 households in the immediate ½ mile radius. Richardson Park's aging infrastructure and blighted structures include an old water fountain (not in use) and barbecue grill. In recent years, the park has seen very little use. We believe it is partially due to its declining conditions and lack of safety and accessibility. Amenities include a restroom for men and women that is currently in disrepair, one pavilion with old wooden benches and two (2) small playgrounds that are not accessible for those with disabilities. Richardson Park is in need of a facelift, the addition of parking spaces and LED lighting, as well as ADA playground equipment and features to enhance recreational use.



### Description of Proposed Improvements

As a predominantly low income to low-mod community, Natchitoches residents rely primarily on access to local parks for recreation and exercise. The City of Natchitoches proposes a number of enhancements for the park, especially ADA improvements, as well as the removal of blighted equipment and rehabilitation of existing structures.



To improve opportunities for recreational use, the City will add a walking trail that provides people of all ages with an attractive, safe, accessible and low- or no-cost place to cycle, walk, hike, jog or skate. The walking trail will follow the inner perimeter of the park, measuring approximately 1500 linear feet. The walking trail will connect multiple facilities enabling accessibility to the new pavilion and restrooms, as well as provide bench seating near each of the new LED lights. In Natchitoches Parish, 31% of adults are obese and 13.3% of low income preschoolers are obese. Not only do communities with high quality walking trails see health improvements in its citizens, those health improvements translate into real medical savings for the community.

The City will also add a new 16x24 pavilion with four (4) ADA-compliant park benches and four (4) pedestal-mount barbecue grills throughout the park, accompanied by matching trash receptacles. To improve safety, the City will add eight (8) LED lights around the perimeter of the park, along the path of the walking trail. No overhead LED lighting currently exists at the park.

To improve sanitary conditions, the City proposes to rehabilitate the blighted bathroom facilities and existing park grill, as well as remove the unsanitary open and uncovered water fountain. Bathroom upgrades include painting, and replacement of toilets and sinks, as well as the addition of phenolic bathroom partitions to replace the rotted wooden partitions. Phenolic partitions have a 25-year lifetime guarantee, are corrosion and bacteria-resistant, and stand up to extreme humidity, typical to Louisiana climates.



To aid in accessibility, the City proposes to add a full package of inclusive play equipment for children and families with different abilities. Neither of the two playground installations are ADA-compliant. Adding ADA-compliant playground installations provides the community play equipment and a space that people with limited mobility who are in wheelchairs and other mobility devices can access.

Incorporating these pieces goes a step beyond that to ensure that caregivers and children of all abilities can enjoy the space. They also allow children of all abilities to enjoy the benefits of the six essential play elements, including climbing, spinning, sliding, brachiating, swinging and balancing while enhancing sensory development. The inclusive playground installation will be situated at the front of the park entrance adjacent to the newly installed parking lot. The ADA inclusive items will be built on rubberized surfacing and the rest of the products will be built on Engineered Wood Fiber.



Additionally, the City will add two small paved parking lots with 16 dedicated parking spaces. Currently, park guests use side streets for parking, offering no accessibility for disabled persons. This poses a danger to these residents and exposes parked vehicles to damage from through traffic. Adding parking spaces will improve the traffic flow and provide parking for park visitors that is safe and accessible from the main thoroughfare and side street.

Providing a free, safe and accessible space for recreation and wellness is important in promoting healthy lifestyles in the community and reduces exposure to COVID. By providing safe and accessible outdoor facilities for all ages and abilities, the City will help accomplish the goal of enabling outdoor activities with less exposure to the virus and improve facilities for our low to moderate income residents. The park equipment upgrades, walking trail with bench seating, and LED lighting and will better serve the community by creating a safe and inclusive recreation space that will contribute to the health and well-being of all its residents.

### **Park Rental and Financial Data**

The current fee for park rental is \$50 and will not be increased. Rentals for the last three years are listed below.

2020 – \$900 (Only 4 months of rental due to Covid)

2021 – \$1100 (Only 8 months of rentals due to Covid)

2022 – \$2000 (Estimated 40 rentals based on total rentals over last two years divided by 12)

### **Annual Maintenance**

Lawn care/mowing from March – October: \$1536.00 labor cost; Supervisor \$ 480.00

Playground mulching: \$5400.00 per year; Labor = \$768.00

Estimated total annual maintenance: \$8184.00 plus equipment



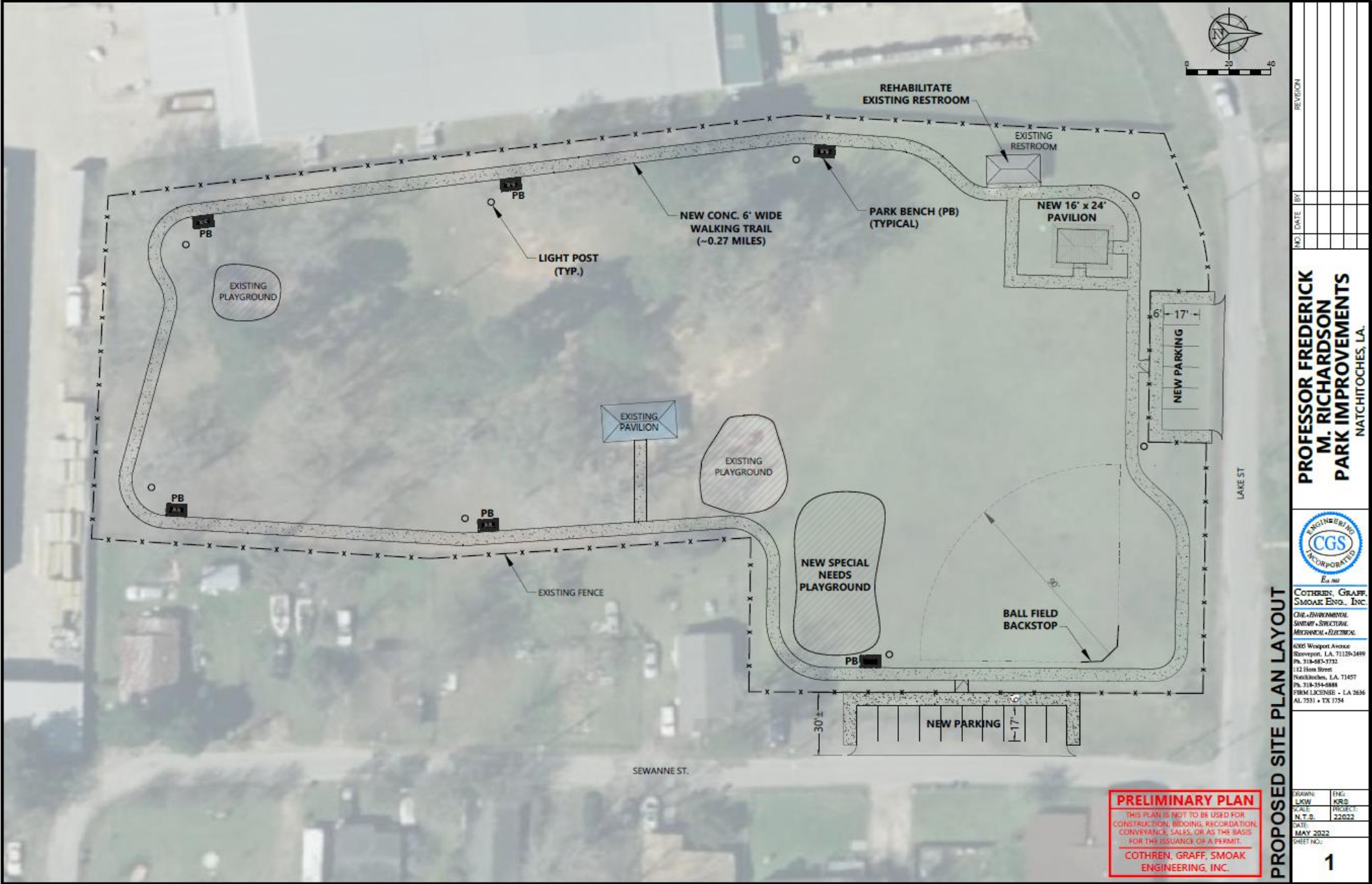
**Project timeline**

Upon the release of funding, the City will begin by removing the blighted structures, installation of the LED lighting, and rehabilitation of the bathroom facilities during the first 60-90 days. The next 60 days will involve installation of the new park pavilion, ADA benches, trash receptacles and barbecue grills. Lastly, the final three months of the project will include installation of the inclusive playground equipment and construction of the walking trail with additional bench seating. The full project scope is expected to be completed within seven (7) months.

Annual reporting will be submitted each year for a minimum of five years to certify revenue generated and expenses incurred for the facility, and will be submitted by the grant administration in the Mayor's Office. Reports will continue to certify current ownership of the facility and the City's Office of Community Development and Parks and Recreation teams responsible for maintaining the facility.

The new park layout is attached.

PROPOSED PARK LAYOUT



PROFESSOR FREDERICK  
M. RICHARDSON  
PARK IMPROVEMENTS  
NATCHITOCHES, LA.



COTTHREN, GRAFF, SMOAK ENG., INC.  
CIVIL • ENVIRONMENTAL  
SANITARY • STRUCTURAL  
MECHANICAL • ELECTRICAL  
6305 Wapport Avenue  
Bossierette, LA. 71225-3499  
Ph. 337-587-3732  
112 Elm Street  
Natchitoches, LA. 71457  
Ph. 337-354-6888  
PEERM LICENSE - LA 2636  
AL 7331 • TX 3734

DESIGNED BY	ENG.
SCALE	PROJECT
N.T.S.	22022
DATE	
MAY 2022	
SHEET NO.	

1

PROPOSED SITE PLAN LAYOUT

Date: 01/04/2022  
Time: 10:57:29AM

ITEM 12  
Timothy K. Page Assessor  
P.O. Box 201  
Natchitoches, LA 71457

Page: 1

## 2022 PARCEL LISTING

Parcel#8011481600A

### OWNER

CITY OF NATCHITOCHES  
P.O. BOX 37  
NATCHITOCHES, LA 71458-0000

### PARCEL# 8011481600A

Parcel Number	Parcel Type	Ward	Physical Address
8011481600A	Exempt	W01_Natch	

### LOCATIONS- PARCEL#8011481600A

Subdivision	Lot	Block	Section	Township	Range	Tract	Unit	Condo
S & P								

### ITEMS- PARCEL#8011481600A

Description	Assessed Value	Exempt Value	Market Value	Units	Ex. Units
1 EXEMPT PROP.	0			1.00	1.00
<b>Item Totals</b>				<b>1.00</b>	<b>1.00</b>

### LEGAL DESCRIPTION- PARCEL#8011481600A

2.7 ACRES, BEING A 2.88 ACRE TRACT, MORE OR LESS, AND BEING A PORTION OF LOT 13 OF SIBLEY - PIERSON ADDITION OF EAST NATCHITOCHES CO. ADDITION, SITUATED ON THE SOUTHWEST CORNER OF LAKE STREET AND SEWANEE STREET, AND FRONTING A DISTANCE ON LAKE STREET OF 347 FEET AND EXTENDING DOWN SEWANEE STREET A DISTANCE OF 221.3 FEET, AS MORE SPECIFICALLY SHOWN ON THAT CERTAIN PLAT OF SURVEY PREPARED BY A. J. BROUILLETTE DATED JULY 3, 1979 LESS TRACT 3 CONTAINING 0.1817 ACRES, AND MORE SPECIFICALLY SHOWN ON THAT CERTAIN PLAT OF SURVEY PREPARED BY EGSI ENVIRONMENTAL & GEOTECHNICAL SERVICES, INC. DATED SEPTEMBER 25, 1998, LYING IN SECTION 48, TOWNSHIP; 9 NORTH, RANGE 7 WEST, NATCHITOCHES, NATCHITOCHES PARISH, LOUISIANA, AND RECORDED AT PAGE 464A OF THE MAP RECORDS OF NATCHITOCHES PARISH, LOUISIANA, AND OUTLINED IN RED ON THE ATTACHED SURVEY.

### CURRENT OWNERSHIP

HS	Owner Name	Primary	% Owned	% Tax From
NO	CITY OF NATCHITOCHES	YES	100.0000	100.0000 01/04/2022

### PARISH TAXES

<u>Millage</u>	<u>Mills</u>	<u>Taxpayer</u>	<u>Exempt</u>
(01) PARISH WIDE	56.05	0.00	0.00
(02) GEN TAX INSIDE	1.70	0.00	0.00
(04) RED RIVER W/W	2.34	0.00	0.00
(19) SCH DIST #9	15.00	0.00	0.00
(52) NATCH LEVEE	4.22	0.00	0.00
EXEMPT	0.00	0.00	0.00
<b>Totals</b>	<b>79.31</b>	<b>0.00</b>	<b>0.00</b>

### CITY TAXES

<u>Millage</u>	<u>Mills</u>	<u>Taxes</u>
GEN. ALIMONY (NATCHITOCHES)	7.03	0.00
SPECIAL TAX	10.00	0.00
<b>Totals</b>	<b>17.03</b>	<b>0.00</b>



# STINE PROPERTIES, L.L.C.

LAKE ST.

CITY OF NATCHITOCHES

CITY OF NATCHITOCHES

CITY OF NATCHITOCHES

CITY OF NATCHITOCHES

CITY OF NATCHITOCHES

CITY OF NATCHITOCHES

CITY OF NATCHITOCHES

CRAIG, BEULAH LEE

RACHAL, GWENDOLYN M.

RACHAL, GWENDOLYN M.

TAYLOR, OSWALD & GENEVIEVE G.

WILLIAMS, YVETTE G.

MURPHY, CALVIN R. &

WILLIAMS, MORRELL A., EST.

PAYTON, GENEVA

SOLOMON, PAUL DOUGLAS FAMILY TRUST

SOLOMON, PAUL DOUGLAS FAMILY TRUST

SOLOMON, JEANETTE

SOLOMON, PAUL DOUGLAS FAMILY TRUST

SOLOMON, PAUL DOUGLAS FAMILY TRUST

DAVIS, WAYNE & GLORIA K.

HAMILTON, THERESA M. &

HAMILTON, PATRICIA A.

SIMON, FLORENCE W., ET AL

ROBERSON, TWANDA J.

PAYNE, WILL

SIMMONS ALLEY

AMANDA DR.

STRAHAN, SHIRLEY A., ET AL

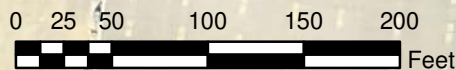
BRIGGS, HERMAN

CALVIN, JACOB C.

FRANKLIN, LINDA

KNOTT, JERRYLYN K. STEVENS

ROBINSON, MARSELETTE



The Natchitoches Parish Assessor's Office has made every viable attempt to produce and publish accurate mapping information as possible. However, no warranties are expressed or implied in the use or interpretation of the data provided. Maps are provided for informational purposes only and are not to be interpreted as a legal survey or legal document. Errors, omissions or the incorrect positional placement of the data may occasionally occur.



1 inch = 100 feet

FROM THE OFFICE OF  
**TIMOTHY K PAGE**  
**ASSESSOR**  
NATCHITOCHES PARISH



**Item 13. Proposed Budget and Cost Estimate****CDBG Love Louisiana Outdoor  
Budget**

<b>No.</b>	<b>Category</b>	<b>Qty.</b>	<b>Unit</b>	<b>Unit Cost</b>	<b>Total</b>
1	Mobilization	1	LS	10,000.00	\$10,000.00
2	Site Work	1	LS	5,000.00	\$5,000.00
3	Concrete Walking Trail	951	SY	65.00	\$61,800.00
4	Pavilion	1	EA	30,000.00	\$30,000.00
5	Concrete Parking	670	SY	75.00	\$50,250.00
6	Lighting Materials and Equipment	1	LS	\$65,000.00	\$65,000.00
7	Lighting Labor (Local Match)	1	LS	\$6700.00	\$6700.00
8	Playground Equipment	1	LS	\$160,000	\$160,000
9	Benches, Concrete Pad	6	EA	\$1,500.00	\$9,000.00
Construction Subtotal					\$397,750.00
Contingencies					\$8,950.00
Total Estimated Construction Cost					\$406,700.00
ENGINEERING: LOCAL MATCH					
Basic					\$32,000.00
Inspection					\$4,000.00
ADMINISTRATION: LOCAL MATCH					\$6,500.00
<b>TOTAL PROJECT COST:</b>					<b>\$ 449,200</b>

Estimated construction time to completion

28 weeks

Engineering cost estimate attached.

**ENGINEER'S COST PROJECTION  
CITY OF NATCHITOCHE  
LLOP**

No.	DESCRIPTION	Qty	Unit	Unit Cost	AMOUNT
1	Mobilization	1	LS	\$ 10,000.00	\$ 10,000.00
2	Site Work	1	LS	\$ 5,000.00	\$ 5,000.00
3	Concrete Walking Trail	951	SY	\$ 65.00	\$ 61,800.00
4	Pavillion	1	EA	\$ 30,000.00	\$ 30,000.00
5	Concrete Parking	670	SY	\$ 75.00	\$ 50,250.00
6	Lighting Materials and Equipment	1	LS	\$ 65,000.00	\$ 65,000.00
7	Lighting Labor (Local Match)	1	LS	\$ 6,700.00	\$ 6,700.00
8	Playground Equipment	1	LS	\$ 160,000.00	\$ 160,000.00
9	Benches, Concrete Pad	6	EA	\$ 1,500.00	\$ 9,000.00

Construction Subtotal: \$ 397,750.00

Contingencies \$ 8,950.00

Total Estimated Construction Cost: \$ 406,700.00

ENGINEERING: (Local Match)

Basic \$ 32,000.00

Inspection \$ 4,000.00

Engineering Subtotal \$ 36,000.00

ADMINISTRATION: (Local Match) \$ 6,500.00

**TOTAL PROJECT COST: \$ 449,200.00**

Estimated Weeks of Construction: 32

Local Funds = \$ 49,200

LCDBG Funds = \$400,000

*Karl Randal Smoak*

K. Randal Smoak, P.E.



APPLICATION CERTIFICATION – LOVE LOUISIANA OUTDOORS PROJECT

I certify, to the best of my knowledge and belief, that (check all that apply):

- ☒ The funds requested herein for the proposed outdoor recreation facility development or improvement are to reduce and/or respond to COVID-19.
- ☒ The proposed facilities will be open and available for public use by all residents of the jurisdiction.
- ☒ No undisclosed federal funds have been or will be received by our local government for the proposed project.
- ☒ All "Other" funding, as disclosed on the Budget/Cost Summary Form, are available for use. Documentation of availability of funds is attached.
- ☒ Excessive fees, which will have the effect of precluding low and moderate income persons from using the facilities, will not be charged.

Ronnie Williams, Jr.

Signature of Chief Elected Official

May 20, 2022

Date

## PERFORMANCE THRESHOLD CRITERIA VERIFICATION FORM

Applicant must meet the following performance threshold criteria in order to be eligible for funding.

Select all that apply:

- ☒ In compliance with financial requirements (not included on Louisiana Legislative Auditor's Non-Compliance list or list of Fiscally Distressed Municipalities).
- ☒ Current on year-end financial audit reports.
- ☒ Auditor of most recent year-end financial report was able to obtain sufficient and appropriate evidence to provide a basis for their audit opinions.
- ☒ In good standing with the LCDBG Program (not included on OCD-LGA Sanction List).

## SCORING CRITERIA VERIFICATION FORM

Select all that apply:

- ☒ Applicant currently owns all property to be developed.
- ☒ Blighted structures currently located on property to be developed.
- ☐ Applicant currently has no public recreation parks or facilities.
- ☒ Administration costs to be paid by the applicant.
- ☒ All design and construction administration costs to be paid by the applicant.

Attach documentation to support each of the selections made above. Points will only be awarded for documented selections.

**Please also note that if the application deviates from the selections made on the Eligibility Form to the extent of having an effect on scoring, the application may be disqualified.**

Proof of ownership, as well as Resolution 110 of 2021 and Resolution 22 of 2022 are attached in the following sections.



### ENGINEERING/ARCHITECTURAL COSTS CERTIFICATION

I certify that our local government will pay all of the engineering/architectural costs associated with the implementation of this CDBG-CV program. These costs will include but not be limited to basic design, resident inspection, testing, staking, etc.

**A resolution adopted by our local government is attached which identifies the firm hired and the proposed amount of their contract.**

Ronnie Williams, Jr.  
Signature of Chief Elected Official

May 20, 2022  
Date

### ADMINISTRATIVE COSTS CERTIFICATION

I certify that our local government will pay all of the administrative costs associated with the implementation of this CDBG-CV program; such costs will include, but not be limited to audit fees, advertising and publication fees, local staff time, workshop expenses, and/or administrative consultant fees. I have marked the following box which indicates who will be responsible for administering the CDBG-CV program. The documentation to support this is included in this application in accordance with the instructions.

☐ The local government will utilize an administrative consultant to administer the CDBG-CV Program. The proposed consultant is \_\_\_\_\_. Attached is a copy of the required resolution by the local government.

☒ The local government will utilize its own staff for the purpose of administering the CDBG-CV Program. Attached are a resolution and a sheet containing the required documentation requested in the instructions.

Ronnie Williams, Jr.  
Signature of Chief Elected Official

May 20, 2022  
Date

## RESOLUTION 22 OF 2022

The following Resolution was introduced by Mrs. Elie and Seconded by Mr. Nielsen as follows, to –wit:

### **RESOLUTION NO. 022 OF 2022**

#### **A RESOLUTION AUTHORIZING MAYOR RONNIE WILLIAMS, JR., TO HIRE COTHREN GRAFF AND SMOAK, INC. FOR APPLICATION ASSISTANCE FOR GRANT SUBMITTED FOR FUNDING TO THE LOVE LOUISIANA OUTDOORS GRANT PROGRAM**

**WHEREAS**, the City of Natchitoches is desirous of submitting an application to the Love Louisiana Outdoors Grant Program; and

**WHEREAS**, the purpose of the application is to seek grant funding and/or revenue for funding for re-development of Richardson Park on Lake Street; and

**WHEREAS**, the necessary scope of work to be implemented by Cothren Graff and Smoak, Inc. is design and engineering services required to construct the stated improvements requested to be funded; and

**WHEREAS**, the commitment for this scope of work is projected to be in the amount of \$36,000.00 and is subject to being approved for funding under the stated program;

**NOW, THEREFORE BE IT RESOLVED** that the City of Natchitoches has hired Cothren Graff and Smoak, Inc. to provide design and engineering services subject to successful funding relative to the Love Louisiana Outdoors Grant Program.

**BE IT FURTHER RESOLVED**, that the City of Natchitoches offers its full support of a grant application submitted by the City of Natchitoches to the Love Louisiana Outdoors Grant Program.

**BE IT FURTHER RESOLVED**, that Mayor Ronnie Williams, Jr., is hereby authorized to sign the grant application on behalf of the City of Natchitoches.

This Resolution was then presented for a vote, and the vote was recorded as follows:

<b>AYES:</b>	<b>Elie, Nielsen, Smith, Harrington</b>
<b>NAYS:</b>	<b>None</b>
<b>ABSENT:</b>	<b>Petite</b>
<b>ABSTAIN:</b>	<b>None</b>

**THEREUPON**, Mayor Ronnie Williams, Jr., declared the Resolution passed by a vote of 4 Ayes to 0 Nays on this 14th day of March, 2022.

  
\_\_\_\_\_  
**RONNIE WILLIAMS, JR., MAYOR**

The following Resolution was introduced by Mr. Nielsen and Seconded by Mr. Petite as follows, to –wit:

**RESOLUTION NO. 110 OF 2021**

**A RESOLUTION ADDRESSING ADMINISTRATIVE ASPECTS OF THE PROPOSED APPLICATION ASSISTANCE FOR GRANT SUBMITTED FOR FUNDING TO THE LOVE LOUISIANA OUTDOORS GRANT PROGRAM**

**WHEREAS**, the City of Natchitoches is desirous of submitting an application to the Love Louisiana Outdoors Grant Program; and

**WHEREAS**, the purpose of the application is to seek grant funding and/or revenue for funding for re-development of Richardson Park on Lake Street; and

**WHEREAS**, it is necessary to acknowledge that employees of the City of Natchitoches will be administering the Love Louisiana Outdoors Grant Program to receive two bonus points, should funding become available.

**WHEREAS**, the City of Natchitoches Administrative Employees have extensive back ground experience with the Louisiana Community Development Block Grant (LCDBG) one that is comparable to the Love Louisiana Outdoors Grant Program.

**NOW, THEREFORE BE IT RESOLVED**, that the City of Natchitoches offers its full support of a grant application submitted by the City of Natchitoches for funding to the Love Louisiana Outdoors Grant Program.

**BE IT FURTHER RESOLVED**, that Mayor Ronnie Williams, Jr., is hereby authorized to sign the grant application and all other administrative documents on behalf of the City of Natchitoches.



This Resolution was then presented for a vote, and the vote was recorded as follows:

**AYES:** Nielsen, Harrington, Petite

**NAYS:** None

**ABSENT:** Elie

**ABSTAIN:** None

**THEREUPON**, Mayor Pro Tempore, Betty Smith declared the Resolution passed by a vote of 3 Ayes to 0 Nays on this 28<sup>th</sup> day of December, 2021.

  
**BETTY SMITH, MAYOR PRO TEMPORE**

# NEWS

The Natchitoches Times will publish all crimes, accidents, deaths of every person involved and the cause of death. We will not publish names of victims.  
- If you don't want your picture published, don't have a picture to have it taken. - C. Vinton  
Natchitoches Times: All photos are available at your discretion. Every photo available to include \$200.



LSMSA students pose for their own commemorative photo on the opposite side of the building.

## LSMSA ...

Continued from Page 7A

including former State Senator Donald Kelly. Highly regarded for his role in the school's founding, Kelly, a Natchitoches native, was humble about his contribution. "Governor Treen's the finest man in the world. He just grabbed a hold of it and ran. Jimmy (Long) and Bobby (Robert Alost), all of us pitched in, but it was Jimmy and Bobby's idea. I don't make claims to something I didn't do, but I did help them pass it. That's where I was, and I helped them finance it for the rest of the time I was down there until 1996." During the reception following the ceremony, Adeleye reflected on the impact LSMSA has had over her education. "I'm really lucky to have come here. I know that had I not, I wouldn't have had all the opportunities I've had here, so I'm really thankful." She will be attending Tulane University next year to study molecular biology. The four-story, 110,000 square foot building can house up to 360 students and replaces the Prudhomme and Caddo Halls, which were built during the 1950s and 1960s and were last renovated during the 1980s. In addition to housing the school's students, the building offers community spaces for students to prepare meals, study and engage in recreational activities.

## NPD arrests several convicted felons for being in possession of a firearm

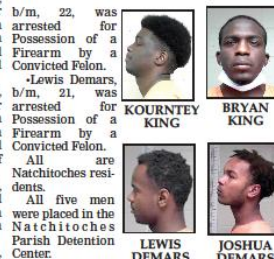
Natchitoches Police Department's ASP Unit conducted a traffic stop near the intersection of Keyser Avenue and Jefferson Street Sunday, May 8 at 1:39 a.m. While speaking with the driver and occupants, they noticed a strong odor of marijuana inside the vehicle. Officers asked the driver and occupants to exit the vehicle and located an AM-15 Multi-Cal rifle.



EVIDENCE

NPSO Photo

As a result of the traffic stop:  
- Cortez King, b/m, 21, was arrested for Possession of a Firearm by a Convicted Felon and Traffic Control Signals.  
- Bryan King, b/m, 34, was arrested for Possession of a Firearm by a Convicted Felon and Possession of Marijuana.  
- Kourtney King, b/m, 24, was arrested for Possession of a Firearm by a Convicted Felon.  
- Joshua Demars, b/m, 22, was arrested for Possession of a Firearm by a Convicted Felon.  
- Lewis Demars, b/m, 21, was arrested for Possession of a Firearm by a Convicted Felon.  
All five men were placed in the Natchitoches Parish Detention Center.



## 6 arrested after disturbance Saturday afternoon

Natchitoches Police Department officers were dispatched through the Natchitoches Parish Sheriff's Office. As a result of their investigation:  
- Brittany Slaughter, b/m, 23, was arrested for Discharging a Firearm within the City Limits of Natchitoches.  
- Marcus Slaughter, b/m, 42, was arrested for Interference with Officers.  
- Sonya Slaughter, b/f, 46, was arrested for Illegal Possession of a Stolen Firearm.  
- Christian Pikes, b/m, 24, was arrested for Remaining After Being Forbidden.  
- Dorian Hardison, b/m, 21, was arrested for Disturbing the Peace by Fighting.  
- Trevon Reed, b/m, 23, was arrested for Disturbing the Peace by Fighting.  
All subjects are Natchitoches residents. To report suspicious activity, contact the Natchitoches Police Department at (318) 352-8101. Remember all information given shall remain confidential.



**CONSTRUCTION SERVICES, INC.**  
D&D  
SEWER SAND-FILL DIRT  
TOPSOIL-GRAVEL  
BRIDGE PILING-POINTE  
TRUCK RIG-DEMOLITION  
DANGER WORK  
COMMERCIAL-RESIDENTIAL  
CLEARING-DEMOLITION-TRUCKING  
(504) 596-8000 • CALL OR CALLING (504) 471-6888

**We Make Natchitoches Click!**  
www.natchitoches-times.com  
The Natchitoches Times  
1111 Natchitoches Times

## MicroSeismic

To The Citizens of Natchitoches Parish, Louisiana:

MicroSeismic, Inc. (MSI) will be conducting a passive surface monitoring program on a limited number of specific tracts and roadways located in the area of Liberty and Readhimer Louisiana.

Written permission will be obtained from all surface owners, and government agencies, who reside in the intended area where equipment will be placed.

MicroSeismic, Inc. intends to utilize the permitted right-of-way along city roads where possible but may include permitted public and private properties where beneficial and necessary.

You may see MicroSeismic, Inc. equipment in and around the area for a short period of time. Keep in mind the placement of equipment is only temporary and should not interfere with or alter your activities in any way.

**There will be no drilling or any other energy source involved in this program. This is recording with Cabling and Geophones Only.**

Should you have any questions regarding the placement of equipment, please contact us at the phone number below where we will attempt to address all questions and concerns.

MicroSeismic, Inc. would like to thank everyone, and the Natchitoches Parish, for the opportunity to conduct this effort, which we anticipate will take place beginning on or around May 20, 2022.

There will be a public meeting located in the Town of Natchitoches, Louisiana, 6:00 P.M. 05-18-2022

Location: Sweet Cane Inn, 926 Washington St.  
Natchitoches La. 71457

An outline of the seismic project showing the potential area to be affected is located at <https://www.wlf.louisiana.gov/page/seismic-exploration-permits> under the Current Public Notices tab located at the bottom of the page.

Kirby Kimball Operations Manager  
MicroSeismic, Inc. (832) 993-0321

## CITY HOSTS PUBLIC HEARING TO SOLICIT PUBLIC COMMENTS FOR THE LOVE LOUISIANA OUTDOORS GRANT

Natchitoches, Louisiana  
The City of Natchitoches will hold a public hearing at 6 p.m. on Tuesday, May 17, 2022 at the City of Natchitoches Council Chambers, located at 716 Second St. The purpose of the meeting is to obtain views on the community development needs of the City and to discuss the submission of an application for funding under the State of Louisiana FY 2022/2023 Community Development Block Grant (LCDBG) Program titled Love Louisiana Outdoors.

- The following items will be discussed at the hearing:
- The amount of funds available for proposed community development activities;
  - The range of activities available that may be undertaken, including the estimated amount of funds proposed to be used for activities that will benefit persons of low and moderate incomes;
  - The plans of the City for minimizing displaced persons as a result of activities assisted with such funds and the benefits to be provided by the City to persons actually displaced as a result of such activities; and,
  - The City's past performance on LCDBG projects funded by the State of Louisiana.

All residents, particularly low and moderate income persons and residents of blighted areas of the City are encouraged to attend this meeting.

Accommodations will be made for persons with disabilities and non-English speaking individuals provided that three-day notice of receipt by the City. Those citizens unable to attend this hearing may submit their views and proposals until May 20, 2022 in writing to:

City of Natchitoches  
700 Second St.  
Natchitoches, LA 71457

Attn: Mayor Ronnie Williams, Jr.  
For more information, contact the Mayor's Office at (318) 352-2772.

## LOUISIANA CDBG-CV PROGRAM

### STATEMENT OF ASSURANCES

This applicant hereby assures and certifies that:

1. It possesses legal authority to apply for the grant and to execute the proposed program.
2. Its governing body has duly adopted or passed as an official act a resolution, motion, or similar action authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
3. It has facilitated citizen participation (in accordance with 42 U.S.C. 5304[a]) by:
  - a. Providing adequate notices that provide the information specified on the Office of Community Development's website.
  - b. Holding a hearing to obtain citizens' views on housing and community development needs and to provide citizens with the information specified on the Office of Community Development's website.
4. It has adopted a detailed written citizen participation plan that:
  - 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, and the unit of local government's proposed and actual use of CDBG funds;
  - 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 accommodations for the disabled;
  - e. Provides for a timely written answer to written complaints and grievances, within fifteen working days where practicable, and; 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.
5. Its chief executive officer, chief elected official, or other officer of applicant approved by the State will consent to assume the status of a responsible entity as defined by 24 CFR 58.2(a)(7) in compliance with the National Environmental Policy Act of 1969 insofar as the provisions of such Act apply to the Louisiana Community Development Block Grant Program.

6. The applicant's Community Development Block Grant program has been developed so as to give maximum feasible priority to activities that will benefit low and moderate income households, will aid in the prevention or elimination of slums or blight, or meet community development needs having a particular urgency.
7. It will comply with the regulations of 2 CFR Part 200, the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.
  - a. That it will conduct all procurement activities utilizing Federal funds in a manner consistent with the procurement requirements of 2 CFR 200.318-326. In particular, it assures that it will exclude from competition any contractor or vendor who assists the applicant in the development or drafting of specifications or scopes of work for such solicitations or any other actions that would confer an unfair competitive advantage in accordance with the requirements of 2 CFR 200.319(a) and (b).
  - b. That it has the ability to comply with the Financial Management requirements in Subpart D, the Cost Principles requirements in Subpart E and the Audit requirements in Subpart F. In particular, it assures it will be responsible for the preparation of appropriate financial statements in accordance with the requirements of 2 CFR 200.508.
8. It will require every building or facility (other than a privately owned residential structure) designed, constructed, or altered with funds provided under this part to comply with the requirements of the Architectural Barriers Act of 1968 (42 U.S.C. 4151-4157) and the Americans with Disabilities Act (42 U.S.C. 12131; 47 U.S.C. 155, 201, 218 and 225).
9. It will comply with:
  - a. Title VI of the Civil Rights Acts of 1964 (Pub. L. 88-252) (42 U.S.C. 2000d) as amended, and the regulations issued pursuant thereto (24 CFR Part 1), which provides that no person in the United States shall on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives federal financial assistance and will immediately take any measures necessary to effectuate this assurance. If any real property or structure thereon is provided or improved with the aid of federal financial assistance extended to the applicant, this assurance shall obligate the applicant, or in the case of any transfer of such property, any transferee, for the period during which the property or structure is used for another purpose involving the provision of similar services or benefits.
  - b. The Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations (24 CFR Subtitle B, Subchapter A). And further it will comply with section 104(b)(2) of Housing and Community Development Act of 1974, as amended, administering all programs and activities relating to housing and community development in a manner to affirmatively further fair housing.
  - c. Section 109 of the Housing and Community Development Act of 1974, and the regulations issued pursuant thereto (24 CFR Part 570.602), which provides that no person in the United States shall, on the grounds of race, color, national origin, or sex, be excluded from participation in, be denied the benefits of, or be subjected to



- discrimination under, any program or activity funded in whole or in part with funds provided under this Part. Section 109 further prohibits discrimination to an otherwise qualified individual with handicap as provided under Section 504 of the Rehabilitation Act of 1973, as amended, and prohibits discrimination based on age as provided under the Age Discrimination Act of 1975. The policies and procedures necessary to ensure enforcement of section 109 are codified in 24 CFR part 6.
10. It will comply with Section 3 of the Housing and Urban Development Act of 1968 (24 CFR part 75), as amended, requiring that to the greatest extent feasible opportunities for training and employment be given to lower-income residents of the project area and contracts for work in connection with the project be awarded to eligible Section 3 business concerns.
  11. It will:
    - a. To the greatest extent practicable under State law, comply with the acquisition and relocation requirements Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and will comply with the HUD implementing regulations at 24 CFR Part 42 the DOT implementing regulations at 49 CFR 24; and
    - b. Follow a residential anti-displacement and relocation assistance plan and it will comply with the acquisition and relocation requirements in connection with any activity assisted with funding under the CDBG program; and
    - c. Minimize displacement of persons as a result of activities assisted with such CDBG-CV funds.
  12. It will provide access to (1) the State, Representatives of HUD, the Inspector General, and the General Accounting Office shall have access to all books, accounts, records, reports, files, and other papers, or property pertaining to the administration, receipt and use of CDBG funds and necessary to facilitate such reviews and audits, and (2) It shall provide citizens with reasonable access to records regarding the past use of CDBG funds and ensure that units of general local government provide citizens with reasonable access to records regarding the past use of CDBG funds consistent with State or local requirements concerning the privacy of personal records.
  13. It will not attempt to recover any capital costs for public improvements financed in whole or in part with CDBG-CV funds, through assessments against properties owned and occupied by low and moderate income persons including any fees charged or assessed made as a condition of obtaining access to such public improvements.
  14. It will, as necessary, devise, adopt and carry out procedures with respect to CDBG assistance that fulfill the objectives and requirements of the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4821-4846), the Residential Lead-Based Paint Hazard Reduction Act of 1992 (42 U.S.C. 4851-4856), and implementing regulations at 24 CFR Part 35, subparts A, B, J, K, and R of this title.
  15. It has determined that the proposed activity will meet the identified community development needs of its jurisdiction and will carry out its proposed activity in a manner that will significantly benefit the residents of its jurisdiction. Any CDBG

expenditures that serve beneficiaries outside the jurisdiction will not be unreasonably disproportionate to the benefits to its residents.

16. It will adopt and enforce a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individual engaged in non-violent Civil Rights demonstrations in accordance with 42 U.S.C. 5304 (l).
17. It certifies that no federally appropriated funds will be paid for any lobbying purposes regardless of the level of government.

Signing these assurances means that the municipality/parish agrees to implement its program in accordance with these provisions. Applicant further acknowledges in addition to the previous cited provisions that if it is awarded funds it will be responsible for compliance and enforcement of applicable Federal laws (42 U.S.C. 5301-5320) and regulations (24 CFR Part 570) including the Subpart K requirements (24 CFR 570.601-614) of the Community Development Block Grant program and such provisions for the proper administration of the program made by this Office of Community Development, Division of Administration as allowed by 24 CFR 570.480(f).

Failure to comply can result in serious audit and/or monitoring findings that require repayment of funds to the State or expending municipality/parish funds to correct deficiencies. A training session will be held to describe these requirements to all funded applicants. Municipality/parish staff attendance will be mandatory. Failure to attend this session, as required, will result in a monetary penalty assessed against the municipality/parish.



---

SIGNATURE OF CHIEF ELECTED OFFICIAL OR CHIEF EXECUTIVE OFFICER

Mayor Ronnie Williams, Jr.

---

TYPED/NAME AND TITLE OF CHIEF ELECTED OFFICIAL OR CHIEF EXECUTIVE OFFICER

May 20, 2022

---

DATE

# Applicant/Recipient Disclosure/Update Report

U.S. Department of Housing  
and Urban Development

OMB Approval No. 2510-0011 (exp. 11/30/2018)

**Instructions.** (See Public Reporting Statement and Privacy Act Statement and detailed instructions on page 2.)

## Applicant/Recipient Information

Indicate whether this is an Initial Report ☒ or an Update Report ☐

1. Applicant/Recipient Name, Address, and Phone (include area code): City of Natchitoches, 700 Second St., Natchitoches, LA 71457, 318-352-2772	2. Social Security Number or Employer ID Number: 72-6000931
3. HUD Program Name (CDBG-CV) Public Facilities – Love Louisiana Outdoors Program (LLOP)   State of Louisiana	4. Amount of HUD Assistance Requested/Received \$400,000
5. State the name and location (street address, City and State) of the project or activity: Richardson Park, 1717 Lake Street, Natchitoches, LA 71457	

## Part I Threshold Determinations

1. Are you applying for assistance for a specific project or activity? These terms do not include formula grants, such as public housing operating subsidy or CDBG block grants. (For further information see 24 CFR Sec. 4.3). <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of \$200,000 during this fiscal year (Oct. 1 - Sep. 30)? For further information, see 24 CFR Sec. 4.9 <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
--	--

If you answered "No" to either question 1 or 2, **Stop!** You do not need to complete the remainder of this form. **However**, you must sign the certification at the end of the report.

## Part II Other Government Assistance Provided or Requested / Expected Sources and Use of Funds.

Such assistance includes, but is not limited to, any grant, loan, subsidy, guarantee, insurance, payment, credit, or tax benefit.

Department/State/Local Agency Name and Address	Type of Assistance	Amount Requested/Provided	Expected Uses of the Funds

(Note: Use Additional pages if necessary.)

## Part III Interested Parties. You must disclose:

- All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity and
- any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds \$50,000 or 10 percent of the assistance (whichever is lower).

Alphabetical list of all persons with a reportable financial interest in the project or activity (For individuals, give the last name first)	Social Security No. or Employee ID No.	Type of Participation in Project/Activity	Financial Interest in Project/Activity (\$ and %)

(Note: Use Additional pages if necessary.)

## Certification

**Warning:** If you knowingly make a false statement on this form, you may be subject to civil or criminal penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosures of information, including intentional non-disclosure, is subject to civil money penalty not to exceed \$10,000 for each violation.

I certify that this information is true and complete.

Signature: x <i>Ronnie Williams</i>	Date: (mm/dd/yyyy) 05/20/2022
--	----------------------------------

**Public reporting burden** for this collection of information is estimated to average 2.0 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection information unless that collection displays a valid OMB control number.

**Privacy Act Statement.** Except for Social Security Numbers (SSNs) and Employer Identification Numbers (EINs), the Department of Housing and Urban Development (HUD) is authorized to collect all the information required by this form under section 102 of the Department of Housing and Urban Development Reform Act of 1989, 42 U.S.C. 3531. Disclosure of SSNs and EINs is voluntary. HUD is authorized to collect this information under the Housing and Community Development Act of 1987 42 U.S.C.3543 (a). The SSN or EIN is used as a unique identifier. The information you provide will enable HUD to carry out its responsibilities under Sections 102(b), (c), and (d) of the Department of Housing and Urban Development Reform Act of 1989, Pub. L. 101-235, approved December 15, 1989. These provisions will help ensure greater accountability and integrity in the provision of certain types of assistance administered by HUD. They will also help ensure that HUD assistance for a specific housing project under Section 102(d) is not more than is necessary to make the project feasible after taking account of other government assistance. HUD will make available to the public all applicant disclosure reports for five years in the case of applications for competitive assistance, and for generally three years in the case of other applications. Update reports will be made available along with the disclosure reports, but in no case for a period generally less than three years. All reports, both initial reports and update reports, will be made available in accordance with the Freedom of Information Act (5 U.S.C. §552) and HUD's implementing regulations at 24 CFR Part 15. HUD will use the information in evaluating individual assistance applications and in performing internal administrative analyses to assist in the management of specific HUD programs. The information will also be used in making the determination under Section 102(d) whether HUD assistance for a specific housing project is more than is necessary to make the project feasible after taking account of other government assistance. You must provide all the required information. Failure to provide any required information may delay the processing of your application, and may result in sanctions and penalties, including imposition of the administrative and civil money penalties specified under 24 CFR §4.38.

**Note:** This form only covers assistance made available by the Department. States and units of general local government that carry out responsibilities under Sections 102(b) and (c) of the Reform Act must develop their own procedures for complying with the Act.

## Instructions

### Overview.

**A. Coverage.** You must complete this report if:

- (1) You are applying for assistance from HUD for a specific project or activity **and** you have received, or expect to receive, assistance from HUD in excess of \$200,000 during the fiscal year;
- (2) You are updating a prior report as discussed below; or
- (3) You are submitting an application for assistance to an entity other than HUD, a State or local government if the application is required by statute or regulation to be submitted to HUD for approval or for any other purpose.

**B. Update reports (filed by "Recipients" of HUD Assistance):**

**General.** All recipients of covered assistance must submit update reports to the Department to reflect substantial changes to the initial applicant disclosure reports.

### Line-by-Line Instructions.

#### Applicant/Recipient Information.

All applicants for HUD competitive assistance, must complete the information required in blocks 1-5 of form HUD-2880:

1. Enter the full name, address, city, State, zip code, and telephone number (including area code) of the applicant/recipient. Where the applicant/recipient is an individual, the last name, first name, and middle initial must be entered.
2. Entry of the applicant/recipient's SSN or EIN, as appropriate, is optional.
3. Applicants enter the HUD program name under which the assistance is being requested.
4. Applicants enter the amount of HUD assistance that is being requested. Recipients enter the amount of HUD assistance that has been provided and to which the update report relates. The amounts are those stated in the application or award documentation. NOTE: In the case of assistance that is provided pursuant to contract over a period of time (such as project-based assistance under section 8 of the United States Housing Act of 1937), the amount of assistance to be reported includes all amounts that are to be provided over the term of the contract, irrespective of when they are to be received.
5. Applicants enter the name and full address of the project or activity for which the HUD assistance is sought. Recipients enter the name and full address of the HUD-assisted project or activity to which the update report relates. The most appropriate government identifying number must be used (e.g., RFP No.; IFB No.; grant announcement No.; or contract, grant, or loan No.) Include prefixes.

#### Part I. Threshold Determinations - Applicants Only

Part I contains information to help the applicant determine whether the remainder of the form must be completed. **Recipients filing Update Reports should not complete this Part.**

If the answer to **either** questions 1 or 2 is No, the applicant need not complete Parts II and III of the report, but must sign the certification at the end of the form.

#### Part II. Other Government Assistance and Expected Sources and Uses of Funds.

**A. Other Government Assistance.** This Part is to be completed by both applicants and recipients for assistance and recipients filing update reports. Applicants and recipients must report any other government assistance involved in the project or activity for which assistance is sought. Applicants and recipients must report any other government assistance involved in the project or activity. Other government assistance is defined in note 4 on the last page. For purposes of this definition, other government assistance is expected to be made available if, based on an assessment of all the circumstances involved, there are reasonable grounds to anticipate that the assistance will be forthcoming.

Both applicant and recipient disclosures must include all other government assistance involved with the HUD assistance, as well as any other government assistance that was made available before the request, but that has continuing vitality at the time of the request. Examples of this latter category include tax credits that provide for a number of years of tax benefits, and grant assistance that continues to benefit the project at the time of the assistance request.

The following information must be provided:

1. Enter the name and address, city, State, and zip code of the government agency making the assistance available.
2. State the type of other government assistance (e.g., loan, grant, loan insurance).
3. Enter the dollar amount of the other government assistance that is, or is expected to be, made available with respect to the project or activities for which the HUD assistance is sought (applicants) or has been provided (recipients).
4. Uses of funds. Each reportable use of funds must clearly identify the purpose to which they are to be put. Reasonable aggregations may be used, such as "total structure" to include a number of structural costs, such as roof, elevators, exterior masonry, etc.

**B. Non-Government Assistance.** Note that the applicant and recipient disclosure report must specify all expected sources and uses of funds - both from HUD **and any other source** - that have been or are to be, made available for the project or activity. Non-government sources of

funds typically include (but are not limited to) foundations and private contributors.

### Part III. Interested Parties.

This Part is to be completed by both applicants and recipients filing update reports. Applicants must provide information on:

1. All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity and
2. any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds \$50,000 or 10 percent of the assistance (whichever is lower).

**Note:** A financial interest means any financial involvement in the project or activity, including (but not limited to) situations in which an individual or entity has an equity interest in the project or activity, shares in any profit on resale or any distribution of surplus cash or other assets of the project or activity, or receives compensation for any goods or services provided in connection with the project or activity. Residency of an individual in housing for which assistance is being sought is not, by itself, considered a covered financial interest.

The information required below must be provided.

1. Enter the full names and addresses. If the person is an entity, the listing must include the full name and address of the entity as well as the CEO. Please list all names alphabetically.
2. Entry of the Social Security Number (SSN) or Employee Identification Number (EIN), as appropriate, for each person listed is optional.
3. Enter the type of participation in the project or activity for each person listed: i.e., the person's specific role in the project (e.g., contractor, consultant, planner, investor).
4. Enter the financial interest in the project or activity for each person listed. The interest must be expressed both as a dollar amount and as a percentage of the amount of the HUD assistance involved.

**Note** that if any of the source/use information required by this report has been provided elsewhere in this application package, the applicant need

not repeat the information, but need only refer to the form and location to incorporate it into this report. (It is likely that some of the information required by this report has been provided on SF 424A, and on various budget forms accompanying the application.) If this report requires information beyond that provided elsewhere in the application package, the applicant must include in this report all the additional information required.

Recipients must submit an update report for any change in previously disclosed sources and uses of funds as provided in Section I.D.5., above.

#### Notes:

1. All citations are to 24 CFR Part 4, which was published in the Federal Register. [April 1, 1996, at 63 Fed. Reg. 14448.]
2. Assistance means any contract, grant, loan, cooperative agreement, or other form of assistance, including the insurance or guarantee of a loan or mortgage, that is provided with respect to a specific project or activity under a program administered by the Department. The term does not include contracts, such as procurements contracts, that are subject to the Fed. Acquisition Regulation (FAR) (48 CFR Chapter 1).
3. See 24 CFR §4.9 for detailed guidance on how the threshold is calculated.
4. "Other government assistance" is defined to include any loan, grant, guarantee, insurance, payment, rebate, subsidy, credit, tax benefit, or any other form of direct or indirect assistance from the Federal government (other than that requested from HUD in the application), a State, or a unit of general local government, or any agency or instrumentality thereof, that is, or is expected to be made, available with respect to the project or activities for which the assistance is sought.
5. For the purpose of this form and 24 CFR Part 4, "person" means an individual (including a consultant, lobbyist, or lawyer); corporation; company; association; authority; firm; partnership; society; State, unit of general local government, or other government entity, or agency thereof (including a public housing agency); Indian tribe; and any other organization or group of people.