

GUAM HOUSING AND URBAN RENEWAL AUTHORITY

INFRASTRUCTURE PROGRAM POLICY

VERSION: 1.1

June 26, 2026

Prepared by:

Guam Housing and Urban Renewal Authority - CDBG-DR Program Division



The policies stated herein are current as of June 26, 2026. This Policy represents the current version of Guam Housing and Urban Renewal Authority's (GHURA) policies which provide general guidance for the operation of the Infrastructure Programs. All policies will be reviewed periodically and updated. Therefore, users are strongly encouraged to visit our website: <https://guamcdbgdr.org> to access the latest version.

Disclaimer: This document incorporates the CDBG-DR Infrastructure Program 1, Local Cost Share, Program 2, Community Infrastructure and Public Facilities and Program 3, Architectural and Engineering Design – Guam Memorial Hospital policies. As of May 14, 2026, Program 2, Community Infrastructure and Public Facilities policy is complete. There will be subsequent policy phases for Program 1, Local Cost Share and Program 3, Architectural and Engineering Design-Guam Memorial Hospital which have been formulated and going through verification and approval. Once the subsequent phases of the programs are completed, the policy will be amended and posted on the CDBG-DR website.

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1.0 CONTENT

1.1 Version Policy

The version history of the policy is tracked in the table below, with notes for each change. The dates of each publication also are tracked in the table.

GHURA will publish updated versions of this policy as needed, which will include all substantial and non-substantial changes made. Substantial changes are major policy changes that affect grant management, project implementation, and responsibilities. Non-substantial changes are minor editing or clarifications of existing policy that do not affect the interpretation or applicability of the policy. Substantial changes will be summarized in the policy and will be assigned a new primary version number, such as 2.0, 3.0, and so forth.

After making non-substantial changes, such as minor wording and editing or clarification of existing policy that do not affect the interpretation or applicability of the policy, GHURA will publish a version of the document with a sequential number increase behind the primary version number such as 2.1, 2.2, etc.

Amendments made to policy may go into effect on the date of the revision or may be applied retroactively. Whether a policy will be applied proactively or retroactively will be detailed in the version history below and/or within the relevant program sections.

Version No.	Date Effective	Notes
Version 1.0	May 14, 2026	Initial Policy
Version 1.1	June 26, 2026	Updates to Complaints (7.1.13) and Appeals (7.1.14) Section

2.0 INTRODUCTION

The U.S. Department of Housing and Urban Development (HUD) allocated \$500,825,000 in Community Development Block Grant–Disaster Recovery (CDBG-DR) funds to Guam in response to Typhoon Mawar (DR-4715-GU), as authorized by the Allocation Announcement published in the *Federal Register* (FR-6512-N-01). These funds were made available through the Disaster Relief Supplemental Appropriations Act, 2024 (Public Law 118-158) to support long-term recovery efforts. The allocation is administered by the Guam Housing and Urban Renewal Authority (GHURA). CDBG-DR funding is intended to address disaster-related needs that remain unmet after all other federal, state, territorial, local, and private assistance has been exhausted.

CDBG DR funds can only be spent to meet recovery needs cause by Typhoon Mawar (DR-4715-GU) in the Territory of Guam.

To effectively meet Guam’s disaster recovery needs, the appropriations act authorizing these CDBG-DR funds imposed additional requirements and granted HUD the authority to waive or modify certain statutory and regulatory provisions of the annual CDBG program. These waivers and alternative requirements are intended to increase flexibility and expedite recovery efforts.

Guam’s CDBG-DR allocation supports eligible activities related to housing, infrastructure, economic revitalization, and mitigation, with the goal of addressing unmet recovery needs resulting from Typhoon Mawar in 2023. This document sets forth the policies governing the implementation of the Infrastructure Programs funded under Guam’s CDBG-DR allocation.

2.1 Purpose of Policy

This is an authoritative policy for the implementation of the Infrastructure programs. It is intended for use by staff, awardees, contractors, and other program stakeholders.

This Policy:

- Defines eligibility criteria for applicants, sites and activities;
- Describes the application, evaluation and award process;
- Outlines program funding limits;
- Establishes standards for environmental review, construction, and statutory compliance; and
- Ensures adherence to all applicable federal and state regulations including the 2025 revised CDBG-DR Universal Notice under which this allocation falls.

The contents of this policy are subject to revision based on HUD guidance, amendments to the Guam Action Plan, or programmatic updates or changes.

2.2 Program Administration

GHURA will administer the CDBG-DR program through direct implementation and contracted support services. Program activities must comply with the requirements set forth in:

- HUD’s 2025 Universal Notice, published in the Federal Register (90 FR 1754)
- 24 CFR Part 570 (to the extent applicable)
- 2 CFR Part 200 (to the extent applicable)
- The HUD approved Guam CDBG-DR Action Plan for Typhoon Mawar.

2.3 Mitigation Requirement

Mitigation activities are defined as those activities that increase resilience to disasters and reduce or eliminate the long-term risk of loss of life, injury, damage to and loss of property, and suffering and hardship, by lessening the impact of future disasters. Resiliency is defined as the capacity of individuals, communities, institutions, businesses, and systems to survive, adapt, and thrive no matter what kinds of chronic stresses and acute shocks they experience.

For planning assistance, mitigation, and resilience planning measures include, but are not limited to, plans whose purpose is to reduce:

- Risks to people and property.
- Public service interruption for members who are most vulnerable to natural and climate-related risks.
- Disproportionate impacts of economic, social, and climate shocks to protected classes and vulnerable populations, including those with disabilities, and the elderly.
- Impacts and interruptions to FEMA Community Lifelines

All projects should include mitigation and resiliency components. In the construction of non-residential buildings GHURA will incorporate mitigation measures as a construction standard to create communities that are more resilient to the impacts of climate change.

2.4 Notice of Funding Opportunity (NOFO)

GHURA will implement the CDBG DR program through the release of a Notice of Funding Opportunity (NOFO). GHURA will release a public notice announcing the program and funds available, and a request for applications through the following platforms:

- Website
- Social media
- Press release to local news sources
- Other public channels

The NOFO will instruct all relevant application parameters, including:

- Available funding for the round;
- Eligible applicants and activities;
- Application instructions and deadlines;
- Threshold requirements and award limits;

- Program priorities; and
- Evaluation and scoring methodology.

GHURA will prioritize the application review process to ensure awards are made to projects that demonstrate the greatest potential to support long-term recovery and resilience in disaster-affected areas.

2.4.1 COMPETITIVE APPLICATION PROCESS

Applications will be prioritized and evaluated through a competitive scoring process guided by the CDBG-DR Action Plan, and recovery objectives.

- Applicant Capacity
- Community Need
- Soundness of development approach
- Leveraging of other resources; and
- Projected outcomes and long-term results.

Projects will be scored and ranked by total score. Awards will be given to the highest-ranking projects, subject to compliance and the threshold, project readiness, organizational capacity and the availability of funds.

2.5 Technical Assistance

GHURA will conduct information sessions as needed to provide an overview of the program and the application and scoring process. GHURA will remain available to answer questions, and potential applicants will have an opportunity to discuss issues specific to their project throughout the application process.

2.6 Future Funding Rounds

A NOFO will initiate the opening of the program funding opportunity. GHURA may release multiple NOFOs at its discretion, based on:

- Funding availability;
- The result of ongoing unmet needs assessment;
- Geographic or market coverage gaps; and
- The overall volume and readiness of submitted projects.

Any subsequent NOFO will clearly articulate updated goals, timelines, and selection criteria based on emerging recovery priorities.

3.0 INFRASTRUCTURE PROGRAMS OVERVIEW

This Program is a CDBG-DR initiative design to support the long-term recovery, resilience, and safety of Guam communities impacted by Typhoon Mawar. Administered by GHURA, the program addresses long-term recovery and resilience needs in the areas of transportation, water, sewer, and public service facilities by providing funding to repair, upgrade, and construct critical infrastructure and public facilities that were damaged or affected by the disaster. This program directly aligns with the goals, priorities, and funding allocations outlined in Guam’s CDBG-DR Action Plan, which emphasizes investments that restore essential services, reduce vulnerabilities, and build resilience across low- and moderate-impacted areas. Funds will be prioritized for projects that serve low- and moderate-income (LMI) populations or demonstrate urgent need.

The Program is designed to address the unmet needs of Guam through:

- (1) Comprehensive planning to identify resilience opportunities;
- (2) Adoption and enforcement of codes to bring critical infrastructure up to industry standards;
- (3) Holistic mitigation designs to meet future challenges and hazards; and
- (4) Covering a portion of Guam's local match obligations.

The Infrastructure Program has a total allocation of \$108,875,000 and is distributed amongst three programs, with no maximum grant award per project:

Table 1: Program Allocation

Program Number	Program Name	Allocation
Program 1	Prugaman Pati Ayudo (Programs and Assistance) – Local Cost Share	\$5,500,000
Program 2	Para I Komunidat-Siha (For Our Community) - Community Infrastructure and Public Facilities	\$43,375,000
Program 3	Architectural and Engineering Design – Guam Memorial Hospital	\$ 60,000,000

Funding for projects will primarily be awarded as grants and implemented by GHURA, in compliance with CDBG-DR requirements. The amount of assistance for each project will be determined based on documented costs, unmet needs, and anticipated recovery and resilience outcomes. All projects are subject to a duplication of benefits review, cost reasonableness analysis, and compliance with all cross-cutting federal requirements.

This Program Policy document establishes the framework for program administration, including roles and responsibilities, eligibility and compliance requirements, project selection and funding parameters, implementation and oversight procedures, and performance monitoring standards. By advancing a strategic portfolio of infrastructure investments, the program plays a central role in restoring essential services, protecting public safety, and ensuring a more resilient and sustainable recovery for the residents of Guam.

4.0 METHOD OF DISTRIBUTION

4.1 Program 1: Prugaman Pati Ayudo (Programs and Assistance) – Local Cost Share

4.1.1 Program Administration

Administering Entity: GHURA

Eligible Applicants: Government of Guam Agency and Non-Profit Organization (501(c)(3))

Estimated Start and End Dates: As applicable by HUD approved Action Plan

Eligibility Criteria: Must be an approved project under the other federal awards where local cost-share is required. Project must demonstrate technical and financial feasibility, clear compliance with environmental review requirements, and demonstrate alignment with the priorities outlined in the Guam Action Plan. GHURA will determine in line with the Guam CDBG-DR Action Plan priorities objectives, and timely expenditures of funds.

Program Allocation: \$5,500,000.00

Maximum Award: \$5,500,000.00

National Objectives: Urgent Need (UN), Low-to-Moderate Income Benefit (LMI), Low-to-Moderate Area Benefit (LMA), and Low-to-Moderate Income Limited Clientele (LMC).

4.1.2 Program Description

Typically, federal disaster recovery programs require State or local governments to pay a share of the cost of a project, commonly referred to as "local match." In the aftermath of a disaster, the local match requirements can be burdensome on grant recipients with limited resources that have been overwhelmed and depleted by emergency and relief work and further exacerbated by lost government revenues.

To address this financial burden, CDBG-DR funds may be used to provide the local match, but must have tie-back to Typhoon Mawar..

This program is designed to reduce the burden of approved and obligated Local Cost Share awardees where a gap in local cost share has been identified, in order to speed up recovery activities. Beneficiaries can apply for grant awards up to their non-federal local match for eligible activities to cover current and pre-award costs. All eligible projects must demonstrate a "tie-back" to

Typhoon Mawar.

Selection

Prior to approving Eligibility and Feasibility and issuing an award letter, a selection review is completed to verify applicant data, program compliance, and financial thresholds.

Infrastructure program applications must include descriptions of the proposed project, including the objective of the activity, the anticipated service area and populations benefiting from the improvements, and an explanation of whether and how the project addresses disaster related impacts.

The description also should summarize how the project responds to the program priorities, including but not limited to the following:

- Identify the project's impact area
- Demonstrate how the project will respond to future disaster-related impacts
- Determine how the project protects and benefits the public, especially vulnerable populations and protected classes.
- Low to Moderate Income Benefit criteria
- Describe the applicant's ability to operate and maintain the project upon completion
- Identify the project's ancillary benefits
- Identify how the project leverages federal, State, and local partnerships and funding sources
- Project feasibility
- Ensure community engagement
- Demonstrate the cost-reasonableness of the project
- Describe the project's readiness and timeliness to proceed

Eligible Activities - HCDA Eligible Activities (Section 105(a))

(1) The acquisition of real property (including air rights, water rights, and other interests therein) which is (A) blighted, deteriorated, deteriorating, undeveloped, or inappropriately developed from the standpoint of sound community development and growth; (B) appropriate for rehabilitation or conservation activities; (C) appropriate for the preservation or restoration of historic sites, the beautification of urban land, the conservation of open spaces, natural resources, and scenic areas, the provision of recreational opportunities, or the guidance of urban development; (D) to be used for the provision of public works, facilities, and improvements eligible for assistance under this title; or (E) to be used for other public purposes.

Roles and Responsibilities

GHURA

GHURA administers the grant funds for the Local Cost Share Program through its CDBG-DR

Division. Program staff are responsible for ensuring projects comply with all applicable federal and local regulations, including but not limited to, Pub. L. 115-254 and Pub. L. 116-20, NEPA, HCDA, and local procurement regulations where applicable, and aligned with the CDBG-DR Action Plan. Program staff provide technical assistance to Awardees to meet these requirements as needed. GHURA will coordinate the timing of draw requests, document submission, and payment schedules to ensure that all eligible invoices are paid in a timely manner. GHURA will be responsible for monitoring and reporting on the status of Project Worksheet (PW) obligations and drawdowns to support the identification of priority PWs. Based on PW obligation and drawdown information maintained in the Grants Management System, GHURA may proactively identify priority PWs for matching purposes.

- Determine sufficient capacity and payment procedures are in place for Awardees;
- Determine project eligibility and mechanisms to comply with crosscutting requirements;
- Disburse funds in accordance with GHURA financial policies;
- Complete desk, onsite, and formal monitoring of the project; and
- Prepare and maintain documentation of activities and compliance with requirements for monitoring and audits.

Awardee

The Awardee under the Local Cost Share program is the entity that serves as the project applicant under any federal program requiring local cost share for Typhoon Mawar. Awardees coordinate with GHURA to ensure critical documentation of activities, such as invoices, timesheets, and records of construction are available for monitoring. Awardees can request funds from the Local Cost Share program by submitting the Project Application form (*See Appendix C*).

- Meet the requirements of GHURA grant conditions
- Manage all aspects of design and construction
- Coordinate activities with the other federal and Guam government agencies
- Report back to GHURA on a monthly basis
- Prepare and maintain documentation of activities and compliance with requirements for monitoring and auditing

4.2 Program 2: Para I Komunidat-Siha (For Our Community) - Community Infrastructure and Public Facilities

4.2.1 Program Administration

Administering Entity: GHURA

Estimated Start and End Dates: Open application, June 30 – August 15, 2026

Eligible Applicants: Government Agencies and Non-Profit Organizations 501(c)(3)

Eligibility Criteria: Projects must demonstrate technical and financial feasibility, clear compliance

with environmental review requirements, and demonstrate alignment with the priorities outlined in the Action Plan and timeliness obligation.

Program Allocation: \$43,375,00.00

Maximum Award: \$43,375,000.00

National Objective: Low- and Moderate-Income Area benefit, Low- and Moderate-Income Limited Clientele, and Urgent Need

4.2.2 Program Description

The goals of the Community Infrastructure and Public Facilities program is designed to solicit stakeholder participation in proposing projects that address unmet needs in infrastructure and public facilities. GHURA will host outreach and provide technical assistance to assist applicants. Applications will be evaluated and selected based on eligibility and feasibility, and direct or indirect tie-back to Typhoon Mawar.

A tie-back refers to a clear and documented connection between the proposed activity and the impacts of the disasters, such as physical damage or vulnerability revealed or exacerbated by Typhoon Mawar. Mitigation activities are those that increase resilience to future disasters and reduce or eliminate the long-term risk of loss of life, injury, damage to and loss of property, and suffering and hardship.

GHURA, shall ensure that there is no duplication of benefits and will follow the guidance for proper documentation and administration of the program. There will be a review process for project selection as contained in the Action Plan and based on the priorities identified and intergovernmental agreements (MOU & MOA) as deemed necessary.

Eligible Activities - HCDA Eligible Activities (Section 105(a))

(1) – The acquisition of real property (including air rights, water rights, and other interests therein) which is (A) blighted, deteriorated, deteriorating, undeveloped, or inappropriately developed from the standpoint of sound community development and growth; (B) appropriate for rehabilitation or conservation activities; (C) appropriate for the preservation or restoration of historic sites, the beautification of urban land, the conservation of open spaces, natural resources, and scenic areas, the provision of recreational opportunities, or the guidance of urban development; (D) to be used for the provision of public works, facilities, and improvements eligible for assistance under this title; or (E) to be used for other public purposes

(2) the acquisition, construction, reconstruction, or installation (including design features and improvements with respect to such construction, reconstruction, or installation that promote energy efficiency) of public works, facilities (except for buildings for the general conduct of government), and site or other improvements

(4) clearance, demolition, removal, reconstruction, and rehabilitation (including rehabilitation which promotes energy efficiency) of buildings and improvements (including interim assistance,

and financing public or private acquisition for reconstruction or rehabilitation, and reconstruction or rehabilitation, of privately owned properties, and including the renovation of closed school buildings)

(5) special projects directed to the removal of material and architectural barriers which restrict the mobility and accessibility of elderly and handicapped persons

(7) disposition (through sale, lease, donation, or otherwise) of any real property acquired pursuant to this title or its retention for public purposes

(9) payment of the non-Federal share required in connection with a Federal grant-in-aid program undertaken as part of activities assisted under this title

(11) relocation payments and assistance for displaced individuals, families, businesses, organizations, and farm operations, when determined by the grantee to be appropriate

(14) provision of assistance including loans (both interim and long-term) and grants for activities which are carried out by public or private nonprofit entities, including (A) acquisition of real property; (B) acquisition, construction, reconstruction, rehabilitation, or installation of (i) public facilities (except for buildings for the general conduct of government), site improvements, and utilities, and (ii) commercial or industrial buildings or structures and other commercial or industrial real property improvements; and (C) planning;

(15) assistance to neighborhood-based nonprofit organizations, local development corporations, nonprofit organizations serving the development needs of the communities in non-entitlement areas, or entities organized under section 301(d) of the Small Business Investment Act of 1958 to carry out a neighborhood revitalization or community economic development or energy conservative project in furtherance of the objectives of section 101(c), and assistance to neighborhood-based nonprofit organizations, or other private or public nonprofit organizations, for the purpose of assisting, as part of neighborhood revitalization or other community development, the development of shared housing opportunities (other than by construction of new facilities) in which elderly families (as defined in section 3(b)(3) of the United States Housing Act of 1937) benefit as a result of living in a dwelling in which the facilities are shared with others in a manner that effectively and efficiently meets the housing needs of the residents and thereby reduces their cost of housing

(26) lead-based paint hazard evaluation and reduction, as defined in section 1004 of the Residential Lead-Based Paint Hazard Reduction Act of 1992.

Roles and Responsibilities

GHURA

GHURA administers the grant funds for the Community Infrastructure and Public Facilities program through the CDBG-DR Division. Division staff are responsible for ensuring projects comply with all applicable federal and local regulations including but not limited to, Pub. L. 115-

254 and Pub. L. 116-20, NEPA, HCDA, and local procurement regulations where applicable, and aligned with the CDBG-DR Action Plan. GHURA's responsibilities include:

- Determine sufficient capacity and payment procedures for Awardees
- Determine project eligibility and mechanisms to comply with crosscutting requirements
- Disburse funds in accordance to GHURA's financial policies
- Complete desk, onsite, and formal monitoring of projects
- Prepare and maintain documentation of activities and compliance with requirements for monitoring and audits

Awardees

The Awardee under the Community Infrastructure and Public Facilities program refers to the entity managing and executing the project activities. Awardees can request funds from the Community Infrastructure and Public Facilities program by submitting a Project Application (Appendix C). The Awardee's responsibilities include:

- Meet the requirements of GHURA's Capacity Assessment and grant conditions
- Actively participates in all aspects of design and construction
- Demonstrate legal authority to use the property where the project will take place
- Responsibly manage project funds and providing all necessary invoice and cost information to GHURA CDBG DR to enable timely payment of funds; if determined through written agreement
- Coordinate activities with other federal and local agencies
- Complying with all program and cross-cutting requirements
- Report back to GHURA on a monthly basis
- Prepare and maintain documentation of activities and compliance with requirements for monitoring and audits.
- Submitting complete applications, including all Community Infrastructure and Public Facilities required documentation noted on Appendix E
- Developing and implementing policies, procedures and processes to deliver and maintain project
- Undertaking construction in accordance with approved plans, codes, and timelines
- Maintaining documentation of compliance and submitting required reports to GHURA CDBG-DR
- Third-party consultants/contractors (if applicable) support awardees with various tasks, including potentially environmental review and construction inspections, providing application intake support or outreach under awardee direction and assisting with financial or performance monitoring as assigned.

Selection Review and Final Approval.

Prior to approving Eligibility and Feasibility and issuing an award letter, a pre-award review is completed to verify applicant data, program compliance, and financial thresholds.

Infrastructure program applications must include descriptions of the proposed project, including the objective of the activity, the anticipated service area and populations benefiting from the

improvements, and an explanation of whether and how the project addresses disaster related impacts.

The description also should summarize how the project responds to the program priorities, including but not limited to the following:

- Identify the project’s impact area
- Demonstrate how the project will respond to future disaster-related impacts
- Determine how the project protects and benefits the public, especially vulnerable populations and protected classes.
- Low to Moderate Income Benefit criteria
- Describe the applicant’s ability to operate and maintain the project upon completion
- Identify the project’s ancillary benefits
- Identify how the project leverages federal, State, and local partnerships and funding sources

Project feasibility

- Ensure community engagement
- Demonstrate the cost-reasonableness of the project
- Describe the project’s readiness and timeliness to proceed

Prioritization of Beneficiaries

Each project will be prioritized based on priority listing to ensure the most impactful projects for recovery are funded first.

Table 2: Prioritization of Beneficiaries

Priority	CDBG-DR LMI	MID Priority	National Objective
First	70%	Projects/Activities leveraging other funding sources that meet or exceed a 70% (LMI) Benefit	<ul style="list-style-type: none"> • Low-to Moderate Area Benefit (LMA) • Low-to-Moderate Income Limited Clientele (LMC)
Second	70%	Projects/Activities that exceed a 70% (LMI) Benefit	<ul style="list-style-type: none"> • Low-to Moderate Area Benefit (LMA) • Low-to-Moderate Income Limited Clientele (LMC)
Third	70%	Projects/Activities located in the villages of Dededo and Yigo that meet a 70% (LMI) Benefit	<ul style="list-style-type: none"> • Low-to Moderate Area Benefit (LMA) • Low-to-Moderate Income Limited Clientele (LMC)
Fourth	70%	Projects/Activities that meet a 70% (LMI) Benefit islandwide	<ul style="list-style-type: none"> • Low-to Moderate Area Benefit (LMA) • Low-to-Moderate Income Limited Clientele (LMC)
Fifth		Projects/Activities leveraging other funding sources	<ul style="list-style-type: none"> • Urgent Need

Scoring

A standard set of criteria was developed through the Guam Action Plan to ensure funding is

allocated to projects that will have the biggest benefit to recovery first. Infrastructure Programs are designed around the same set of criteria, which are used in the concept development and project design phases.

Infrastructure activities will be based on the following scoring criterion.

Table 3: Scoring Rubric for Selection on Eligibility

Criterion	Available Points
Organizational Experience and Capacity	15
Quality of Project Description and Need	20
Alignment with CDBG-DR National Objectives and has Tie-Back to Typhoon Mawar	30
Timeline and Budget	20
Program Feasibility	15
Total Available Points	100

Documentation supporting the fulfillment of relevant criteria will be collected in coordination between awardees and GHURA during the Initial Scope. Program staff will then determine the priority level of each project taking into account the criteria as well as the other project needs at the time and evaluation and selection will follow the methodology as prescribed in Guam’s Action Plan and in accordance to HUD requirements on the use of CDBG-DR funds.

- **LMI:** Project beneficiaries are documented to be at least 51% low- and moderate-income persons;
- **LMA:** Project service area has been determined to be at least 51% low/mod and is predominately residential;
- **LMC:** Projects that benefit a specific group of people, of whom at least 51% are low-to-moderate income persons, rather than an entire area. It focuses on serving specific clientele directly, such as the homeless or elderly.
- **Urgent Need:** Projects address serious, immediate threats to community health or welfare, lack of other funding, and cannot be financed by the local government alone.
- **Readiness:** Projects demonstrate they are ready to begin rehabilitation or construction. A project is considered "ready" if environmental review and engineering have already been completed, where required OR the project can demonstrate an accelerated timeline. For instance, external factors like gubernatorial executive orders or the approach of a new typhoon season may warrant a heightened priority.
- **Criticality:** Determined based on the extent to which the normal conduct of social, economic, or government processes is impeded without the project. Special consideration will be given to projects that have a strong tie to housing unmet needs or will contribute to long-term recovery and restoration of housing.
- **Leverage of Funding:** The program will actively seek to leverage with other federal, state, or local resources to maximize project impact, reduce duplication of funding, and ensure efficient use of public funds.

- **Resilience:** Project includes measures that prevent vulnerability in the future or provide innovative solutions to existing vulnerabilities.
- **Technical Feasibility:** The degree of specialized equipment or advanced technical capacity required.
- **Sustainability:** Degree to which modern sustainability standards or best practices are taken into consideration for the project.

4.3 Program 3: Architectural and Engineering Design – Guam Memorial Hospital

4.3.1 Program Administration

Administering Entity: GHURA

Estimated Start and End Dates: As applicable by HUD approved Action Plan

Eligibility Criteria: Projects must demonstrate technical and financial feasibility, clear compliance with environmental review requirements, and demonstrate alignment with the priorities outlined in the Action Plan and timeliness obligation.

Program Allocation: \$60,000,000.00

Maximum Award: \$60,000,000.00

National Objective: Urgent Need (UN) and LMI Benefit – (LMA) or (LMC)

Eligibility: Final funding determination will be based on overall project feasibility subject to planning and evaluation.

4.3.2 Program Description

The Guam Memorial Hospital is a critical public facility that needs to be replaced in order to meet modern healthcare demands and provide resilient sustainable medical services to predominately low-to-moderate income individuals. A modern hospital will address current infrastructure limitations, enhance disaster preparedness, and contribute to the long-term health security of the island.

- Activity qualifies under Urgent Need
- Existing conditions pose a serious and immediate threat to the health and welfare of the community
- Conditions have become recently urgent
- State is unable finance construction without the final cost provided by A/E Design
- No other funding source is available for A/E Design

Eligible Activities - HCDA Eligible Activities (Section 105(a))

(2) the acquisition, construction, reconstruction, or installation (including design features and improvements with respect to such construction, reconstruction, or installation that promote energy efficiency) of public works, facilities (except for buildings for the general conduct of government), and site or other improvements

(3) code enforcement in deteriorated or deteriorating areas in which such enforcement, together with public or private improvements or services to be provided, may be expected to arrest the decline of the area

(5) special projects directed to the removal of material and architectural barriers which restrict the mobility and accessibility of elderly and handicapped persons

5.0 CDBG-DR PROGRAM REQUIREMENTS

Guam will ensure that each project that receives funding under the Infrastructure Programs corresponds to a CDBG-DR eligible activity, meets a national objective, and demonstrates an impact to the disaster.

5.1 Eligible Entities

To be eligible to receive CDBG-DR funding under the Program, eligible projects must meet defined criteria that ensure compliance with HUD regulations, alignment with Guam Action Plan, and the capacity to implement large-scale public infrastructure and facilities projects.

GHURA will accept applications for the Infrastructure Programs from all units of local government and non-profit organizations 501 (c)(3). The program will deploy CDBG-DR funding to eligible entities by funding:

- Stand-alone projects which may be funded with up to 100% CDBG-DR allocated funding for Infrastructure Program 2 and are necessary to address identified unmet disaster recovery needs arising from the impact of Typhoon Mawar that are not funded by other federal recovery;
- Projects with a substantial amount of other funding available;
- Action Plan Direct Implementation;

GHURA is prohibited from using CDBG-DR funds for buildings that do not provide services year-round or that are used exclusively as state or local government emergency operations centers.

Awardees must (as applicable):

- Have been in operation at the time of the disaster (non-profit organizations);
- Be a Government of Guam entity

- Be legally established and authorized to operate within Guam;
- Possess a valid and current Unique Entity Identifier (UEI) registered in **SAM.gov**;
- Not be listed on SAM.gov exclusion list of HUD's Limited Denial of Participation (LDP) list.

Operational and Compliance criteria

To qualify for funding, an awardee must (as applicable):

- Be designated by GHURA through an official executed agreement;
- Demonstrate programmatic and administrative capacity to implement infrastructure projects, including procurement, contract management, and compliance oversight;
- Be current on all federal, state, and local tax obligations by providing a documentation of good standing
- Demonstrate readiness to proceed with eligible projects, including commitment of all funding sources, planning, permitting, or pre-development documentation as required.

Geographic Eligibility

All projects must be physically located within the Territory of Guam, which has been designated as the Most Impacted and Distressed (MID) area under the HUD allocation.

Participation Limits

- Each awardee may manage multiple projects, but each project must be independently documented, justified, and approved by GHURA CDBG-DR to ensure compliance with HUD eligibility and national objective requirements.
- Awardees must maintain separate financial accounts, records, and reporting for each project funded under this program.

Minimum Capacity and Risk Standards

Prior to executing an awardee agreement, GHURA CDBG-DR will conduct a pre-award risk assessment to verify organization capacity, staffing, and internal controls. The program may impose additional requirements, such as enhanced reporting for higher risk awardees.

5.2 Tie-Back to the Disaster

All activities funded with CDBG-DR in the Infrastructure Program must in some way respond to a direct or indirect impact of Typhoon Mawar (DR-4715-GU).

Any project funded under the Program must demonstrate a clear disaster tie-back to recovery needs from the 2023 Typhoon Mawar. Activities without sufficient documentation of tie-back is ineligible for funding under this program.

Disaster tie-back means that each funded activity must be supported by documentation showing that the project addresses either:

- **Direct Disaster Impacts** – physical damage to infrastructure or public facilities caused by the 2023 Typhoon Mawar.
- **Indirect Disaster Impacts** – unmet recovery needs or service disruptions that arose as a consequence of the disaster, even if the facility itself did not sustain visible structural damage.

Acceptable Documentation

Sufficient documentation must be provided to support the link between the disaster and the proposed activity. Acceptable forms of documentation include, but are not limited to:

- **Project Abstract & Narrative: Detailed damages or impacts caused to the facility or service area.**
- **Damage Assessments:** FEMA, SBA, Guam, or engineer-certified assessment documenting Typhoon Mawar damage;
- **Engineering or Contractor Reports:** Professional analyses attributing repair or reconstruction needs to typhoon impacts;
- **Insurance or Claim Records:** Documentation of insured losses or submitted claims related to typhoon damage;
- **Photographs and Mapping:** Visual or GIS documentation showing the location and extent of typhoon damage or its secondary effects;
- **Government Records:** Closure orders, inspection reports, or emergency declarations referencing disaster-related infrastructure failures or service disruptions;
- **Operational Data:** Service records or utility data showing system failures, outages, or demand spikes caused by typhoon impacts.

For each activity, Guam will determine the appropriate service area based on factors including: the nature of the activity; the location of the activity; accessibility issues; the availability of comparable activities; and boundaries for facilities and public services. Guam will ensure that projects will be prioritized to provide services to LMI persons and support unmet needs.

5.2.1 COST GUIDANCE

Program funds may be used to cover the costs associated with the development of these and other infrastructure activities, provided those costs meet the standard of being necessary and reasonable and comply with all applicable federal cost principles outlined in 2 CFR Part 200, Subpart E. All expenditures must be clearly related to eligible activities under the CDBG-DR program and will be verified to ensure they are both necessary and aligned with program objectives. These include:

- Acquisition costs of land or buildings (if applicable);

- Hard construction costs, including materials and labor;
- Soft costs, including design, engineering, permitting and legal fees;
- Environmental review and mitigation expenses;
- Cost as permitted by the NOFO and cost reasonableness standards

Funding for any approved project will be capped in accordance with the limitations expressed in the Action Plan and may be evaluated consistently with industry standards for project size and type. All costs are subject to duplication of benefits analysis (per the Revised Universal Notice) and reviewed for cost reasonableness.

5.3 Ineligible Activities

The following activities, expenses, and uses of funds are expressly ineligible under the Program, regardless of project type:

5.3.1 Ineligible Activities and Uses of Property

- **General Government Buildings:** Construction, rehabilitation, or improvement of buildings used for the general conduct of government (e.g., county administration buildings, police stations, correctional facilities, or courthouses) [24 CFR 570.207(a)(1)].
- **Political Activities:** Lobbying, campaigning, voter registration drives, or any activity of a political nature [24 CFR 570.207(a)(3)].
- **Religious Activities:** Facilities primarily used for religious worship or instruction.
- **General Government Expenses:** Routine costs of operating government that are not directly attributable to an eligible CDBG-DR activity.
- **Publicly Owned Utilities Not Demonstrating Public Need:** Improvements to privately owned utility infrastructure without sufficient documentation of public purpose, cost reasonableness, and alignment with eligible CDBG-DR activities.
- **Operation and Maintenance:** Routine maintenance and operating expenses for infrastructure or facilities after construction is completed.
- **Luxury or Non-Essential Facilities:** Construction or expansion of facilities not directly tied to disaster recovery, mitigation, or essential community services.

5.3.2 Ineligible Costs and Expenses

- **Revenue Replacement:** Reimbursement for lost revenue, net income, or tax receipts.
- **Debt Obligations:** Refinancing of existing debt, repayment of delinquent loan balances or payment of judgments, penalties, fines, or legal settlements.
- **Supplanting Funds:** Activities already funded by other federal, state, insurance, or philanthropic sources. [2 CFR 200 Uniform Guidance]
- **Duplication of Benefits (DOB):** Costs already reimbursed or expected to be reimbursed by FEMA, insurance, SBA, or any other disaster assistance programs. Stafford Act (42 U.S.C. 5155]
- **Non-Public Uses:** Expenditures that benefit private entities without demonstrating a public purpose, community benefit, or compliance with HUD national objectives.
- **Non-Recovery Expenditures:** Entertainment, social events, gifts, or fundraising activities.

- **Unrelated Investments:** Purchase of financial instruments (e.g., stocks, bonds, mutual funds) or other investments not directly tied to an eligible project.

5.4 National Objectives

All activities funded under the Program must meet one of the national objectives established by the U.S. Department of Housing and Urban Development (HUD), as required by Section 104 (b)(3) of the Housing and Community Development Act of 1974 (HCDA), codified at 42 U.S.C. § 5304(b)(3), or pursuant to a waiver or alternative requirement issued by HUD under the CDBG-DR Universal Notice or related guidance:

- **Low- and Moderate Area Benefit (LMA)** – 24 CFR § 570.483(b)(1)
- **Low- and Moderate-Income Limited Clientele (LMC)** – 24 CFR § 570.483(b)(2)
- **Urgent Need (UN)** – 24 CFR § 570.483(d)

In accordance with Guam’s Action Plan, this program is designed to primarily benefit **low- and moderate-income (LMI) persons** through infrastructure, public facility and risk mitigation investments. GHURA will make the final determination of which national objective applies to each funded activity. The preferred national objective for this program is **Low- to Moderate-Income Area Benefit (LMA)**, given the program’s focus on public infrastructure, public facilities and risk mitigation that broadly serve residential communities.

5.4.1 Low- and Moderate-Income Area Benefit (LMA)

To qualify under the LMA national objective, a project must:

- Serve a defined service area that is primarily residential in nature; Be located in, or provide services to, an area where at least **51% of residents are LMI**, as determined by HUD’s Low- and Moderate-Income Summary Data (LMISD) or a HUD-approved income survey; and
- Provide services or access that are broadly available to all residents within the service area, without exclusion.

Examples of infrastructure and facilities qualifying under LMA include:

- Road or bridge improvements serving primarily LMI neighborhoods;
- Water, sewer, or drainage improvements benefitting an LMI service area;
- Construction of an emergency shelter or fire station serving an LMI community.

Required documentation:

- Service area map or written description;
- LMISD confirmation or income survey data; and
- Narrative explaining how the facility or infrastructure benefits the service area.

5.4.2 Low- and Moderate-Income Limited Clientele (LMC)

Some public facilities and services may qualify under the LMC national objective if they provide benefits to a specific group of residents, the majority of whom are low- and moderate-income (LMI). To qualify, at least 51 percent of the beneficiaries must be LMI persons. Examples include:

- A health or wellness facility primarily serving LMI residents;
- An emergency shelter serving displaced Typhoon disaster residents, the majority of whom are LMI;
- A senior services facility located in an impacted community.

Required documentation:

- Verification that at least 51% of clientele served are LMI, such as intake forms, beneficiary self-certifications, or records maintained by the service provider;
- A description of the nature of services and how they are targeted to LMI persons;
- Policies or intake procedures demonstrating that services are not restricted by membership in a particular group unless HUD recognizes that group as principally LMI (e.g., seniors, persons with disabilities, homeless persons);
- Records of service delivery and beneficiary tracking maintained throughout the project's period of performance.

Presumed Benefit Categories:

HUD regulations allow certain groups to be presumed to meet the LMI requirement without individual income verification, provided that the project's activities are designed to serve only that group. These include:

- Abused children;
- Victims of domestic violence;
- Elderly persons (62 years and older);
- Adults meeting the Bureau of Census' definition of severely disabled;
- Homeless persons;
- Illiterate adults;
- Persons living with AIDS;
- Migrant farm workers.

When serving one of these populations exclusively, the GHURA CDBG-DR and/or Awardees must document how services are restricted to that group and maintain adequate records to demonstrate compliance.

5.4.3 Urgent Need (UN)

The Urgent Need (UN) national objective may be used for projects where conditions pose a serious and immediate threat to the health, safety, or welfare of the community and cannot otherwise be addressed with available resources.

Use of the UN objective is subject to HUD's waiver and alternative criteria under Section III.B.2 of the CDBG-DR Universal Notice. This includes assistance for households above 80% of Area Median Income (AMI) when projects are necessary to protect community health, safety, and stability. CDBG-DR Action Plan identifies urgent conditions that may be addressed under this objective.

Restrictions and Priorities:

- GHURA has a target to expend 70% of its total CDBG-DR funds to activities benefitting low- and moderate-income (LMI) households, unless HUD issues a waiver.
- UN projects must directly respond to conditions identified in Guam's unmet needs assessment and must demonstrate that no other financial resources are available to address the need.
- Projects must be time-sensitive, feasible within program expenditure deadlines, and not duplicative of assistance from other federal, state, local, or private sources.
- The project can be said to alleviate conditions that pose a serious and immediate threat to the health and welfare of the community.

Required Documentation:

To qualify under Urgent Need, Awardees must provide:

- A narrative describing the nature of the urgent threat, how it ties to the 2023 Typhoon Mawar, and why it poses a serious and immediate risk to health, safety, or community welfare;
- Evidence that the condition is not being addressed by other sources of assistance (e.g., documentation of ineligibility or insufficiency of FEMA, insurance, SBA, or state programs);
- Certification from GHURA confirming that the threat results from the disaster and that CDBG-DR funding is required to address it;
- Connection to the unmet needs assessment or other data identifying the urgent condition;
- Project schedule and scope demonstrating timely response and completion.

5.4.4 National Objective Documentation and Compliance

GHURA CDBG-DR is responsible for verifying that each funded activity meets an eligible national objective and for maintaining complete documentation in accordance with HUD recordkeeping standards. Each Awardee agreement will specify the applicable national objective, required documentation, and the timeline for compliance.

National objective compliance will be:

- Verified prior to project approval;
- Monitored during project implementation; and
- Reconfirmed at project closeout.

Failure to meet a national objective may result in recapture of funds. GHURA will provide technical assistance to Awardees as needed to ensure consistent compliance.

5.5 Duplication of Benefits

The Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act), as amended, 42 U.S.C. §5121 et seq., prohibits any person, business concern, nonprofit organization, or governmental entity from receiving federal funds for any part of a loss for which financial assistance has already been provided by another source, such as private insurance, FEMA, charitable organizations, or other federal or state programs.

The purpose of this requirement is to ensure that CDBG-DR program funds serve as funding of last resort, filling unmet needs without duplicating other assistance already received for the same purpose. Refer to Appendix D for the duplication of benefits worksheet.

All program activities shall comply with the current GHURA and federal regulations relevant to the Duplication of Benefits Policy.

Duplication of Benefits Policy Link:	https://guamcdbgdr.org/sites/default/files/E.%20Duplication%20of%20Benefits%20Policy.pdf
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5.6 Environmental Review

Every project undertaken with CDBG-DR funds, and all activities associated with such project, are subject to the provisions of the National Environmental Policy Act of 1969 (NEPA), 42 U.S.C. §4231et seq., as well as to the HUD environmental review regulations at 24 C.F.R. §58 on Environmental Review Procedures for Entities Assuming HUD Environmental Responsibilities.

The Program conducts an environmental review on every project, prior to issuing a program award to ensure that the proposed activities do not negatively impact the surrounding environment and that the property itself will not have an adverse environmental or health effect on end users. Specifically, 24 C.F.R. §58.22 limitations on activities pending clearance prohibit the commitment or expenditure of federal or non-federal funds on any activity that could have an adverse environmental impact or limit the choice of reasonable alternatives prior to completion of an environmental review. The Program environmental review is subject to guidance outlined in the following:

- Environmental Responsibilities (24 C.F.R. § 58)
- Protection of Historic Properties (36 C.F.R. § 800).
- Floodplain Management and Protection of Wetlands (24 C.F.R. § 55).
- Sections 307 (c) and (d) of the Coastal Zone Management Act of 1972 (CZMA), as amended, (16 U.S.C §1456).
- Sole Source Aquifers (40 C.F.R. § 149).

- Interagency Cooperation - Endangered Species Act of 1973, as amended (50 C.F.R. §402).
- Section 7 (b)(c) of the Wild and Scenic Rivers Act of 1968 (WSRA), as amended, (16 U.S.C. § 1278 - Restrictions on Water Resources Projects).
- Air quality provisions as found in Sections 176 (c) and (d) of the Clean Air Act, as amended, (42 U.S.C. § 7506) and in Title 40 of the Code of Federal Regulations (40 C.F.R. Parts 6, 51, and 93).
- Farmland Protection Policy Act (FPPA) (7 U.S.C. § 4201et seq., implementing regulations 7 C.F.R. Part 658, of the Agriculture and Food Act of 1981, as amended)
- Environmental Criteria and Standards.
- Noise Abatement and Control (24 C.F.R. §§ 51.100 - 51.106)
- Siting of HUD-Assisted Projects Near Hazardous Operations Handling Conventional Fuels or Chemicals of an Explosive or Flammable Nature (24 C.F.R. §§ 51.200 - 51.208)
- Siting of HUD Assisted Projects in Runway Clear Zones at Civil Airports and Clear Zones and
- Accident Potential Zones at Military Airfields (24 C.F.R §51 §§51.300. - 51.305)
- Toxic/Hazardous Materials (24 C.F.R. § 58.5(i)(2).

5.6.1 Environmental Clearance

Environmental clearance must be obtained for each project prior to the commitment of federal or non-federal funds. A violation of this requirement may jeopardize federal funding for the project and disallow all costs that were incurred before completion of the environmental review.

- For activities subject to NEPA, this means that HUD may only issue an **Authority to Use Grant Funds (AUGF)** (HUD Form 7015.16) following publication and completion of required notices and comment periods.
- For activities not subject to NEPA, the review must still demonstrate compliance with applicable authorities under **24 CFR §§58.5 and 58.6.**

Issues identified during the environmental review may be mitigated before or after the construction process, if feasible. Eligible environmental mitigation measures may be paid for through the Program. If a condition discovered during the environmental review cannot be cleared within program award caps or schedule constraints, the property may be ineligible for assistance.

During the environmental review, the Program may determine that, due to extraordinary environmental conditions, the site is not feasible for reconstruction. In these cases, the project may be determined to be ineligible for assistance.

5.6.2 Choice-Limiting Actions

Awardees and applicants must avoid undertaking or committing funds to be choice-limiting actions before environmental clearance is granted. Prohibited actions include, but are not limited to:

- Acquisition of property, including entering into a Purchase and Sale Agreement and other property acquisition commitments

- Demolition or site clearance
- New construction or rehabilitation
- Leasing or disposition of real property
- Contracts or agreements that legally obligate a project site to these activities

Undertaking any choice-limiting action prior to receipt of the AUGF will render the project ineligible for CDBG-DR assistance and may result in repayment of costs.

5.6.3 Environmental Review Record (ERR)

Each funded project must maintain a complete **Environmental Review Record (ERR)** documenting compliance with federal requirements. At minimum, the ERR must include:

- Description of the proposed activity
- Determination of the required level of review (Exempt, CENST, CEST, Environmental Assessment, or Environmental Impact Statement)
- Documentation of compliance with applicable laws and authorities
- Mitigation measures to be implemented, if applicable
- Public notices, comment periods, and all correspondence with agencies or stakeholders
- Copies of all completed forms (e.g., Exempt/CENST forms, Request for Release of Funds, AUGF)

The ERR must be retained in project files and made available for public inspection as required under 24 CFR Part 58.

5.6.4 Oversight

Program staff is responsible for:

- Preparing and maintaining the ERR
- Ensuring accuracy, completeness, and compliance with 24 CFR Part 58
- Coordinating with federal, state, and local agencies to address cross-cutting environmental and historic preservation requirements

5.6.5 Level of Review Based on Activity Type

The level of environmental review is determined by the nature and scope of the proposed activity:

- **Exempt Activities** – Activities with no physical impact on the environment
 - (e.g., administrative costs).
- **Categorically Excluded Not Subject to 58.5 (CENST)** – Activities such as technical assistance or supportive services.
- **Categorically Excluded Subject to 58.5 (CEST)** – Activities such as minor rehabilitation of facilities, public infrastructure improvements, or removal or architectural barriers.
- **Environmental Assessment (EA)** – Required for activities not Exempt or Categorical, to determine whether the project will have significant environmental impacts.

- **Environmental Impact Statement (EIS)** – Required only if the EA determines that a project will significantly affect the quality of the human environment.

5.6.6 Adoption of Other Federal Reviews

Where another federal agency (e.g., FEMA) has already conducted an environmental review for substantially the same site and scope of work, GHURA may adopt that review in compliance with HUD’s Universal Notice requirements. Adoption requires:

1. Retention of the full federal agency review file in the ERR.
2. Verification that the scope of work is substantially identical, documented with a memorandum to file.
3. Submission of a Request for Release of Funds (RROF) and notification to HUD identifying the adopting agency, project name, and date of the original review.

5.6.7 Technical Assistance

Technical assistance will be made available to **ensure compliance** with federal, state, and local environmental regulations. HUD resources such as the Environmental Review Toolkit will be made available, alongside state-specific guidance and CDBG-DR program policies.

5.7 Section 3 Opportunities

A key target population for this program will be low-income residents and businesses that qualify under Section 3. The Section 3 program requires that recipients of certain HUD financial assistance, to the greatest extent possible, provide training, employment, contracting and other economic opportunities to low- and very low-income persons, especially recipients of government assistance for housing, and to businesses that provide economic opportunities to low- and very low-income persons. Each agency receiving award funds under the Infrastructure Programs will receive technical assistance from GHURA.

It is a guiding principle of this allocation to combat the effects of disproportionate impacts for vulnerable populations. Each project will be assessed during design and implementation to determine who benefits from the resulting infrastructure repairs and improvements. For all three Infrastructure Programs, geographic and demographic analysis will be used to determine how oft-neglected communities will be impacted by a project. In Guam, low- and moderate- income residents will be the priority beneficiaries for all infrastructure work.

These guiding principles should be incorporated into the projects under the Infrastructure Programs and include:

- Design of processes and materials to facilitate access and full participation by at-risk groups.
- Facilitating access to financial resources, technical assistance, and logistics support to ensure adequate preparation and full participation.
- Ensuring that at-risk groups can articulate and represent their interests.
- Ensuring that assessment protocols for policies, programs, strategies, and projects include

measures for assessing the impact on at-risk groups

5.8 Timely Expenditures of Funds

In accordance with applicable Federal Registers, GHURA must track and document the timely expenditure of Community Development Block Grant – Disaster Recovery (CDBG-DR) funds to support long-term recovery efforts. To ensure expenditure of all CDBG-DR funds within the required six-year period, GHURA must submit projections regarding the obligation and expenditure of all CDBG-DR funds over the life of the award as well as the anticipated outcomes associated with program activities. These projections enable GHURA and the Department of Housing and Urban Development (HUD) to evaluate progress on program activities and ensure recovery efforts are achieved in a timely manner.

All program activities shall comply with the current GHURA & federal regulations relevant to (Timely Expenditures Policy)

Timely Expenditure of Funds Policy Link:	https://guamcdbgdr.org/sites/default/files/F1.%20Timely%20Expenditures%20Policy.pdf
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5.9 Funding Agreement Execution:

Upon successful completion of environmental review, the applicant will receive a subrecipient funding agreement for execution. The funding agreement serves as the binding legal contract and outlines all terms and conditions associated with the GHURA program award.

The funding agreement will include:

- The total amount of the award;
- The scope of work and budget;
- Construction timeline and key performance milestones;
- Federal and state compliance requirements (e.g., NEPA, Davis-Bacon, Section 3, URA, etc.);
- Provisions governing the use of CDBG-DR funds in coordination with other funding sources;
- Recordkeeping and reporting responsibilities; and
- Enforcement and recapture provisions.

No reimbursement or disbursement of CDBG-DR funds may occur until the funding agreement is fully executed and an Authorization to Use Grant Funds (AUGF) from the environmental review is received from HUD. GHURA will provide guidance and templates to assist project sponsors in understanding their responsibilities under the agreement.

For projects receiving CDBG-DR funding for multiple project phases (i.e. planning, design, and construction), individual amendments to the funding agreement may be utilized for each phase. If a phased approach is selected by GHURA each amendment will include the scope, budget, time,

and performance metrics of the applicable phase. Should scope and budget change significantly during construction, change orders will be considered on a case-by-case basis.

5.10 Pre-Construction Readiness Review

Before construction can begin, each funded project must undergo a Pre-Construction Readiness Review conducted by GHURA or its designee. The purpose of this review is to confirm that the project is prepared to proceed and that all conditions precedent to construction have been met.

As part of the review, the project lead must submit or verify:

- Finalized and approved construction plans and specifications;
- Confirmation of site control and zoning approvals;
- If applicable, procurement documentation for contractors and vendors in compliance with 2 CFR 200 that also includes value engineering and additions/alternatives;
- Proof of insurance, bonding, and required permits;
- Confirmation that all work will be performed in accordance with local building, health and safety codes; and
- Completion of environmental clearance under 24 CFR Part 58.

5.11 Construction Timeline and Milestones

Each project must adhere to a construction schedule defined in the funding agreement. This schedule will include key milestones that must be met to maintain project compliance and progress. Awardee must report progress toward these milestones to GHURA regularly, which, at a minimum, would include required quarterly status updates. Any deviation from the approved timeline must be reported in writing with an explanation and proposed corrective actions. GHURA reserves the right to impose corrective actions and other remedies if performance milestones are not met, if the project becomes noncompliant with program requirements, or if risk considerations are identified.

5.12 Change Orders and Scope Modifications

After execution of the funding agreement, any change of 10 percent or more of the project scope, timeline, or budget must be submitted to GHURA for review and prior written approval. This includes:

- Construction cost increases or decreases or reallocation of line items;
- Schedule extensions or contractor changes; and
- Changes that impact environmental clearance or federal cross-cutting compliance.

Awardee must submit a formal Change Order Request that includes a narrative justification, revised project documents (e.g., budget, schedule), and any supporting documentation required. Additionally, if the cumulative total of approved change orders exceeds the project's contingency budget, GHURA must review and approve all subsequent change orders, regardless of individual

value or scope. GHURA will also review proposed changes to ensure continued compliance with program guidelines, cost reasonableness, and unmet needs objectives. Unauthorized changes may result in disallowed costs, corrective action, or termination of the grant.

5.13 Debarment and Suspension Policy

The Guam Housing and Urban Renewal Authority will be responsible for ensuring that all contractors, subcontractors, consultants, vendors, and other entities engaged in its projects are eligible to participate in federally funded programs. Prior to contract execution, GHURA will verify each entity's status using the System for Award Management (SAM.gov) and document the results.

If an entity is found to be suspended, debarred, or otherwise ineligible, GHURA will exclude that entity from participation and take appropriate action in accordance with applicable federal requirements. Failure to conduct this verification or engagement with a debarred entity may result in the loss or recapture of funds, audit findings, or additional enforcement action.

GHURA will maintain records of all SAM.gov checks and include this documentation in the project file for monitoring and audit purposes.

5.14 Property Standards

5.14.1 Construction Standards

All GHURA program-funded projects must be constructed using modern, high-quality, and durable materials appropriate to the project's scale and use. Projects and construction activities must meet all applicable federal, State, and local building codes and be executed by licensed professionals. Applicants/Awardees and their contractors are responsible for securing all necessary permits to complete the Program-approved scope of work from the authority having jurisdiction for code compliance in the location where the construction project is located. Where required, construction plans must be certified by an architect or engineer.

5.14.2 Building Code Requirements

Projects must comply with the following building code and property standards:

- HUD Minimum Property Standards (24 CFR §§ 200.925–200.926);
- Guam building codes utilizing 2009 International Building Code (IBC) and the 2017 Guam Tropical Energy Code (GTEC)
- Local building, zoning, and permitting requirements
- 21 Guam GCA Chapter 67

When federal, state, and local codes differ, the most stringent standard will apply. All applicable permits, inspections, and approvals must be secured prior to and during construction. GHURA will monitor compliance at multiple project stages.

5.14.3 Eminent Domain

GHURA does not anticipate enacting or imposing eminent domain on projects utilizing CDBG-DR that may result in involuntary participation; however, some public facilities or infrastructure activities may require GHURA or recipients of funding to obtain temporary or permanent easements for completion. GHURA and recipients of funding may obtain the proper easements through voluntary acquisition of property. However, the use of eminent domain must be evaluated on a case-by-case basis. GHURA will consider the potential impacts on residents, and the critical need for the property. If an identified project results in owner-occupants or tenants leaving their homes involuntarily (being displaced), the tenants may be eligible for Relocation Assistance under the URA. These requirements apply to the relocation of any displaced person as defined at 49 CFR § 24.2(a)(9). Displaced persons under this definition must be fully informed about their right and entitlement to relocation assistance and payments provided by the URA and its implementing regulations. For more information, refer to 49 CFR § 24, Subpart C.

If eminent domain is the course of action chosen, the recipient of funding must follow the procedures found in 49 CFR 24 102(b), Notice to Owner. This acquisition notice usually serves as an agency's initial written communication to an owner whose property may be acquired for a federally funded project under threat or use of eminent domain. This notice is required to be issued in writing and provides information on the basic protections for property owners under the Uniform Act and regulations. Agencies may satisfy this requirement by providing, as appropriate, the HUD information brochure, "When a Public Agency Acquires Your Property" (HUD-1041-CPD) available through HUD Field Office locations or from HUD's web site at <http://www.hud.gov/relocation>. Records of when this written notice was issued must be maintained for HUD monitoring purposes.

Recipients of funding shall contact GHURA if their project may utilize Eminent Domain.

5.15 Monitoring & Compliance

5.15.1 Performance Monitoring and Site Inspections

GHURA will conduct performance monitoring and physical site inspections to verify that projects funded under the CDBG DR program are developed and operated in accordance with all applicable federal, state, and program-specific requirements.

This monitoring aligns with the requirements of:

- 2 CFR §§ 200.328-332 – Monitoring responsibilities;
- 24 CFR § 570.503(b) – Agreements with subrecipients;

- 2025 Revised Universal Notice.

Monitoring Objectives

- Ensure that project construction and operations meet program goals;
- Identify and address noncompliance or performance issues early;
- Verify the eligibility of costs and beneficiaries;
- Confirm that environmental, labor, accessibility, and other legal requirements are met.

5.15.2 Monitoring Schedule

Monitoring visits will occur based on a risk analysis conducted by GHURA. The frequency and type of monitoring will depend on factors such as project complexity, prior compliance history, stage of development, and expenditure levels. Monitoring visits may include:

- Pre-construction (to confirm site conditions and readiness);
- During construction (to review progress and compliance with Davis-Bacon, Section 3, and accessibility requirements); and
- At completion as well as a five-year record retention, along with any other requirements indicated in the subrecipient agreement.

5.15.3 Onsite Inspections

GHURA or its designee will conduct onsite inspections for projects determined to require additional oversight, based on risk assessment and monitoring plan. Findings will be documented in a monitoring report, which may include required corrective actions and deadlines for resolution. Failure to comply with the monitoring and inspection process or to resolve findings may result in suspension of payments or recapture of funds under 2 CFR § 200.339, as well as other remedial actions such as technical assistance mandates, increased oversight or reporting frequency, or suspension from future funding rounds.

6.0 CLOSEOUT

6.1 Project Closeout

The closeout phase ensures that each project funded under the Program has been fully executed in compliance with HUD requirements and program guidelines. Closeout will only be initiated once the following criteria has been satisfied:

- **Completion of Scope of Work** - The approved project scope has been completed in accordance with program guidelines, and all applicable federal requirements.
- **National Objective Compliance** – A CDBG-DR national objective (e.g., LMI Benefit, Urgent Need) has been met and fully documented.
- **Funds Expended and Accounted For** - All CDBG-DR funds, as well as any leveraged or matching funds, have been properly disbursed and documented. Any unexpended balances

must be de-obligated or returned.

- **Required Permits and Certifications** - All applicable permits, licenses, and certifications of completion (e.g., Certificate of Occupancy, final engineer's certification) have been secured.
- **Resolution of Compliance Issues** – Any HUD or GHURA CDBG-DR monitoring, findings audit issues, or other compliance concerns related to the project have been addressed and closed.
- **Operations and Maintenance Plan Finalization** – A finalized O&M plan confirming long-term sustainability of the infrastructure investment has been submitted.

6.1.1 Closeout Documentation

Each project's closeout package must include, at minimum:

- Final Financial summary and expenditure report
- Evidence of national objective compliance
- Final Duplication of Benefits (DOB) verification
- Required certifications of completion (e.g., engineering sign offs, occupancy certificates)
- Documentation of project outcomes (e.g., populations served, facilities improved, resilience benefits)
- Updated O&M plan, where applicable
- Confirmation that all required documentation has been uploaded to the system of record

GHURA CDBG-DR will review the complete closeout package and determine whether the project is eligible for closure.

6.1.2 Closeout Confirmation

Once validated, GHURA CDBG-DR will:

- Update the Disaster Recovery Grant Reporting (DRGR) system to reflect project completion and closeout status
- Archive project documentation in accordance with federal and local records retention requirements

If instances of non-compliance, ineligible costs, or misuse of funds are identified during the closeout review, GHURA CDBG-DR may require corrective action or initiate recapture procedures as outlined in the program's Monitoring and Compliance Policies.

6.2 Program Closeout

Program closeout represents the formal conclusion of the Program as a whole. This process ensures that all individual projects have been closed and that GHURA CDBG-DR is in compliance with HUD closeout requirements.

Program closeout will be initiated once the following conditions are met:

- All funded projects have been completed and closed at the project level.
- All program funds have been fully expended, reconciled, or returned in accordance with federal requirements.
- The DRGR system reflects accurate financial and performance data across all activities.
- Final program accomplishments have been aggregated and reported, including compliance with HUD national objectives and mitigation integration.
- All audit, monitoring, and oversight findings have been resolved.
- Final financial and performance reports have been submitted to HUD.
- Any long-term compliance obligations (e.g., URA monitoring, deed restrictions, O&M reporting) are assigned and tracked.

GHURA CDBG-DR will prepare and submit a formal program closeout package to HUD in accordance with DRGR procedures and HUD guidance. Once HUD reviews and approves the closeout documentation, the Program will be considered officially closed.

7.0 Other Program and Cross-Cutting Requirements

Awardees of the Program and GHURA CDBG-DR must comply with requirements specific to the program as well as the federal grant award received by GHURA from HUD in response Typhoon Mawar. Key requirements include:

- **Uniform Administrative Requirements** at 2 C.F.R. Part 200
- **Community Development Block Grant Program Regulations** at 24 C.F.R. Part 570
- **Federal Register Notices** allocating funds to Guam for disaster recovery, including 90 FR 1754 and any subsequent notices, waivers, or amendments issued by HUD
- **Applicable Guam law and regulations** governing procurement, contracting, and financial management.

All program activities shall comply with all current GHURA and federal regulations, and the Territory of Guam Action Plan (CDBG-DR) relevant to the following:

Policy Name	Policy Citations References
Uniform Relocation Act (URA) and Acquisition	49 CFR Part 24
Residential Anti-Displacement and Relocation Assistance Plan (RARAP)	24 CFR Part 42.325
Lead Safe Housing Rule	24 CFR Part 35
Labor Standards	29 CFR Parts 500-899
Section 3	24 CFR Part 75
Civil Rights and Non-Discrimination	28 CFR Part 42 & 45 CFR Part 80
Davis -Bacon Act	24 CFR Part 58
Fair Housing	24 CFR Part 100
Environmental Review	24 CFR Part 58
Debarment and Suspension	2 CFR 200.214

7.1 General Provisions

7.1.1 Fraud, Waste, and Abuse

GHURA, as grantee, is committed to the responsible management of CDBG-DR funds by being a good advocate of the resources while maintaining a comprehensive policy for preventing, detecting reporting, and rectifying fraud, waste, abuse, or mismanagement.

All program activities shall comply with all current GHURA and federal regulations relevant to Fraud, Waste, and Abuse Policy. Please see link below.

Fraud, Waste, and Abuse Policy Link:	https://guamcdbgdr.org/sites/default/files/D1.%20Fraud%2C%20Waste%2C%20and%20Abuse%20Policy.pdf
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Public complaints regarding fraud, waste, or abuse of government funds should be forwarded to the HUD OIG Fraud Hotline via phone at 1-800-347-3735 or email to: hotline@hudoig.gov

7.1.2 Conflict of Interest

GHURA is committed to minimizing and removing any conflicts of interest in its programs, policies, procedures and utilization of federal disaster recovery funds. GHURA will adhere to the conflicts of interest provisions referenced at 24 CFR 570.611.

All program activities shall comply with current GHURA and federal regulations relevant to Conflict-of-Interest Policy. Please see link below.

Conflict of Interest Policy Link:	https://guamcdbgdr.org/sites/default/files/D2.%20Conflict%20of%20Interest%20Policy.pdf
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7.1.3 Citizen Participation Plan:

GHURA, as a grantee is committed to informing and engage the public throughout the grant's lifecycle. This allows citizens affected, local governments, and other interested parties the opportunity to provide comments.

All program activities shall comply with the current GHURA and federal regulations relevant to the Citizen Participation Plan. Please see link below.

Citizen Participation Plan Link:	https://guamcdbgdr.org/sites/default/files/CDBG-DR%20CPP.pdf
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7.1.4 Comprehensive Website Policy

GHURA, as a grantee is committed to maintaining a dedicated, transparent, and updated public website to track disaster recovery funds, actions plans and performance.

All program activities shall comply with current GHURA and federal regulations relevant to the Comprehensive Website Policy. Please see link below.

Comprehensive Website Policy Link:	https://guamcdbgdr.org/sites/default/files/C.%20Comprehensive%20Website%20Policy.pdf
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7.1.5 Program Income Policy

GHURA as a grantee is committed to properly use eligible disaster recovery activities, fulfill national objective and disburse funds accordingly based on the Guam Action Plan CDBG-DR.

All program activities shall comply with current GHURA regulations and federal regulations relevant to the Program Income Policy. Please see link below.

Program Income Link:	https://guamcdbgdr.org/sites/default/files/F2.%20Program%20Income%20Policy.pdf
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7.1.6 Timely Expenditures Policy

GHURA as a grantee is committed to timely expenditure policies to expend 100% of their allocation within six years of the grant agreement utilizing financial tracking and milestone reports to ensure progress.

All program activities shall comply with current GHURA and federal regulations relevant to the Timely Expenditures Policy. Please see link below.

Timely Expenditures Policy Link:	https://guamcdbgdr.org/sites/default/files/F1.%20Timely%20Expenditures%20Policy.pdf
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7.1.7 Procurement Policy

GHURA as a grantee adopts the federal procurement standards consistent with 2 CFR §200.318 through 200.327. This policy is intended to guide procurements for all goods, supplies, equipment, construction services, and professional services for the GHURA Community Development Block Grant – Disaster Recovery.

Designs must be prepared by licensed professionals, include backup bid options (adds and deducts), and go through value engineering to find cost savings. Projects must also meet resilience, energy, accessibility, and environmental requirements. Bids must be based on approved plans, fully documented, and awarded to qualified contractors who meet licensing, insurance, and labor compliance

All program activities shall comply with current GHURA and federal regulations relevant to the Timely Expenditures Policy. Please see link below.

Procurement Policy Link:	https://guamcdbgdr.org/sites/default/files/GHURA%20DR%20Procurement%20Policy%20%26%20Procedures.pdf
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7.1.8 Uniform Relocation Assistance

GHURA does not anticipate relocating individuals or households as a result of any activities funded by the PFI program; however, should that occur, please reference the for additional information noted below.

As a HUD-assisted program, the CDBG DR program is subject to the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA), as amended, 42 U.S.C. § 4601 et seq., Section 104(d) of the Housing and Community Development Act of 1992, as amended (HCDA), 42 U.S.C. § 5304(d), to the extent HUD has not waived or provided alternative requirements, and HUD's implementing regulations including 49 CFR Part 24, 24 CFR Part 42, and 24 CFR Part 570, as applicable. These requirements apply to any acquisition, rehabilitation, or demolition of property funded in whole or in part with CDBG-DR funds that results in the temporary or permanent displacement of persons and businesses, as defined by 49 CFR Part 24.2, including tenants displaced due to rehabilitation, demolition, or acquisition or any physical or economic displacement associated with a federally assisted real estate project.

7.1.9 Retention of Records

All reimbursement documentation, including requests for reimbursement, approvals, invoices, proof of payment, and audit trails, and all administrative records relative to CDBG DR must be retained by GHURA and subrecipients in accordance with 24 CFR § 570.506 and 2 CFR §§ 200.334–338.

Records will be maintained within GHURA in compliance with Government of Guam Records Retention Requirements.

7.1.10 Protecting Sensitive and Personal Identifiable Information

The CDBG DR program subrecipients, recipients, contractors, and property managers must protect any personal data—like Social Security numbers, income details, or disability status—when carrying out the CDBG DR program activities. Access should be limited to authorized staff, records must be securely stored, and electronic files must be encrypted and password protected. Sensitive information should never be shared by unsecured email, and any breaches must be reported to GHURA right away. Until the state issues its full policy, federal privacy laws and HUD guidance apply.

7.1.11 Funding Reimbursement

All CDBG DR program funds must be paid on a reimbursement basis, unless otherwise authorized (e.g., relocation payments in accordance with 49 CFR Part 24).

- Payment requests may only be submitted after execution of the funding agreement and must correspond to the approved project budget, scope of work, and construction timeline.
- The timing and amount of disbursement must minimize the time between receipt and expenditure of funds in accordance with 2 CFR § 200.305(b).
- Expenditures must be supported by adequate documentation and demonstrate that costs are:
 - Allowable under 2 CFR Part 200, Subpart E,
 - Reasonable and allocable pursuant to 2 CFR § 200.404–200.405, and
 - Incurred for eligible activities under 24 CFR § 570.201–570.206.

7.1.12 Insurance and Property Management

For all CDBG DR program projects, all subrecipients(contractors) must require or must procure and maintain insurance for the duration of the subrecipient agreement to protect all contract assets from loss due to any cause, such as theft, fraud and physical damage, unless explicitly waived, altered, or amended in writing in the grant or subrecipient agreement. At a minimum, all recipients must comply with the bonding requirements at 2 CFR 200.325.

Subrecipients must also procure and maintain flood insurance, as applicable. Minimum flood insurance requirements are governed by federal, State, local, and tribal laws and regulations related to both flood insurance and floodplain management and are set forth in HUD’s 2025 (90 FR 1754) Revised Universal Notice at Section III.B.11.a.

7.1.13 Complaints

Applicants may submit a complaint to the Program at any time. In accordance with the guidance outlined in FR-6489-N-01, the Program will provide a timely written response to every written citizen complaint. Complaints will be addressed within fifteen (15) working days of receipt when practicable. If a complaint cannot be addressed within fifteen (15) working days, the Program will notify the complainant of the need for additional time and an estimated resolution/response timeframe of ten (10) working days.

People who wish to submit formal written complaints related to the Program may do so through any of the following avenues:

- Via Email: fwa-dr@ghura.org
 - ~~In Writing to GHURA—CDBG-DR:~~
~~Attention: Julia Roberto~~

Although formal complaints must be submitted in writing. ~~complaints may also be received verbally and by other means necessary, as applicable, when it is determined that the citizen's particular circumstances do not allow the complainant to submit a written complaint.~~ These alternate methods include, but are not limited to:

- **Via telephone: (671) 300-2324**

7.1.14 Appeals

All program activities shall comply with all current GHURA regulations & federal regulations relevant to Appeals. Refer to Guam Action Plan CDBG-DR ~~on Page 57~~ Citizen Complaints section.

Applicants wishing to formally contest a final program determination may initiate an appeals process within 30 calendar days from the date of notice. Applicants have the right to file a written appeal if they are dissatisfied with program policies, eligibility decisions, levels of service, or specific award determinations or denials that are contingent on program policies. However, it should be noted that GHURA does not have the authority to grant an appeal of a statutory, regulatory, or HUD-specified CDBG-DR requirement. GHURA shall provide a written response to every complaint relating to CDBG-DR within fifteen (15) working days of receipt. If additional time is needed, GHURA will document the reason for needing additional time, not to exceed ten (10) working days. GHURA will execute its Appeals Process in response to appeals received. The process will enable appeals and further review from another level. The appeal shall include a statement of facts and circumstances regarding the situation as well as any supporting documentation that substantiates the claim. GHURA will acknowledge receipt of the appeal and will conduct a review ~~within 30 calendar days during the review process GHURA may~~ on the line items listed below:

- **Re-examine the application file;**
- **Review scoring records or procedural documentation; or**
- **Request clarifying information from the applicant.**

Following the review GHURA will issue a written determination and deliver it to the applicant via Fix In Six Participant Portal. ~~provided by the applicant in its application. The failure of GHURA to acknowledge receipt of the appeal or to issue its determination within 30 days is not grounds for further appeal or the basis for a successful appeal determination.~~

The GHURA CDBG-DR Chief Planner will review the submitted materials and provide the appellant with a written response. If the Chief Planner denies the appeal, the applicant has the option to escalate the matter for further review. The final step in the GHURA appeals process is to submit the case to the CDBG-DR Grants Manager. The Grants Manager will perform a comprehensive evaluation of the appeal and is required to issue a final determination within thirty (30) working days. This tiered approach is designed to ensure that every applicant receives a fair and thorough secondary look at their case.

~~All appeal determination made by GHURA are final with no further administrative review and are not subject to judicial review. If the appeal is upheld, GHURA may reinstate the application for further consideration or scoring. If the appeal is denied, no further review will be conducted.~~

APPENDICES

Appendix A: Agencies and Acronyms

AUGF	Authority to Use Grant Funds
DLM	Department of Land Management
DOB	Duplication of Benefits
DPW	Department of Public Works
DRGR	Disaster Recovery Grant Reporting
FEMA	Federal Emergency Management Agency
GDOA	Guam Department of Agriculture
GHURA	Guam Housing and Urban Renewal Authority
GPA	Guam Power Authority
GWA	Guam Waterworks Authority
HCDA	Housing and Community Development Act
HUD	U.S. Department of Housing and Urban Development
LMA	Low – to Moderate-Income Area Benefit
LMC	Low- to Moderate-Income Limited Clientele
NEPA	National Environmental Policy Act
QPR	Quarterly Performance Report
RE	Responsible Entity
SBA	Small Business Administration
SHPO	State Historic Preservation Office
UN	Urgent Need
USACE	United States Army Corps of Engineers
USDOL	U.S. Department of Labor

Appendix B – Terms and Definitions

Action Plan (AP): A plan which outlines how the funds will be used to address unmet needs in Guam, focusing on housing, infrastructure, economic revitalization, and employ mitigation activities.

Allocation: 1) Amount of a grant award that has been determined for a particular grantee. 2) Amount of funding attributed to a program.

Awardee: Guam agencies that are provided CDBG-DR funds by a grantee for their use in carrying out agreed-upon, eligible activities through an Intergovernmental Agreement with GHURA.

Community Development Block Grant-Disaster Recovery (CDBG-DR): Flexible grant assistance from HUD to help Guam recover from presidentially declared disasters, especially in low-income areas, subject to availability of supplemental appropriations.

Cross-Cutting Regulations: Regulations outside CDBG-DR regulations that apply to CDBG-DR programs. These include regulations pertaining to financial management, procurement, environmental, labor, acquisition, relocation, fair housing, and non-discrimination.

Davis Bacon and Related Acts (DBRA): Federal law requiring payment of prevailing wages as determined by the U.S. Department of Labor on certain federally funded projects or most HUD-assisted construction projects. It applies to contractors and subcontractors performing work on federally funded or assisted contracts in excess of \$2,000 for the construction, alteration, or repair of public buildings or public works.

Duplication of Benefits (DOB): A duplication of benefit is the receipt of funding from multiple sources for the same purpose. The Robert T. Stafford Disaster Assistance and Emergency Relief Act (Stafford Act) prohibit any person, business concern or other entity from receiving financial assistance from CDBG Disaster Recovery funding with respect to any part of the loss resulting from a major disaster as to which he/she has already received financial under any other program or from insurance or any other sources. It is an amount determined by the program that may result in the reduction of an award value.

Eligible Activity: Activities eligible to be assisted under the CDBG program. All CDBG-DR grantees must: (1) use CDBG funds only for activities that fall under an authorized category of basic eligibility; (2) properly classify the activity; and (3) provide adequate documentation as required by the category it selects for each such activity.

Environmental Review Record (ERR): The document resulting from required environmental review which includes a description of activities, evaluation of environmental impact, documentation of compliance with applicable environmental regulations, and an environmental determination.

FEMA Individual Assistance Program (FEMA IA): Provides financial help or direct services to those who have necessary expenses and serious needs if they are unable to meet these needs through

other means. The forms of help available are housing assistance (temporary housing, repair, replacement) and other needs assistance (personal property, other items).

FEMA Public Assistance Program (FEMA PA): Provides grants to state, tribal, territorial, and local governments, and certain types of private non-profit organizations so that communities can quickly respond to and recover from major disasters or emergencies. Through the program, FEMA provides supplemental federal disaster grant assistance for debris removal, life-saving emergency protective measures, and the repair, replacement, or restoration of disaster-damaged publicly-owned facilities, and the facilities of certain private non-profit organizations.

Grantee: HUD grantees receive funding from HUD to support HUD's mission to create strong, sustainable, inclusive communities and quality affordable homes for all. HUD grantees include state and local governments, non-profit and for-profit organizations, public housing authorities, and tribal entities.

Low- and Moderate-Income (LMI): A household considered to be of low- and moderate- income if the household income (including income derived from assets) is at or below 80 percent of an area's median income. All income is based on the Area Median Income limits set annually by HUD.

National Objective: The authorizing statute of the CDBG program requires that each activity funded, except for program administration and planning activities, must meet one of three national objectives. The three national objectives are: 1) Benefit to low- and moderate (LMI) persons; 2) Aid in the prevention or elimination of slums and blight; and 3) Meet a need having a particular urgency (referred to as urgent need). An activity that does not meet a national objective is subject to recapture.

Permanent work: FEMA's Public Assistance program designation for "recovery work" which restores or rebuilds a damaged asset and is comprised of five categories: roads and bridges (Category C); water control facilities (Category D); building and equipment (Category E); utilities (Category F); and parks, recreation facilities, and other facilities (Category G).

Project Worksheet (PW): FEMA form used to document the scope of work and cost estimate for a FEMA Public Assistance project. This form supplies FEMA with the information necessary to approve the scope of work and itemized cost estimate prior to funding.

Request for Release of Funds (RROF): An environmental review term for a process used by Responsible Entities (Guam) when requesting the release of funds and the authority to use such funds for HUD programs identified by statutes that provide for the assumption of the environmental review responsibility by units of general local government and states. The approval of the RROF is required before environmental clearance may be provided to a recipient of CDBG-DR funds.

Section 3: A provision of the Housing and Urban Development (HUD) Act of 1968 that requires the recipients of HUD financial assistance, to the greatest extent feasible, provide training, employment, and contracting opportunities for low- or very-low-income residents in connection with projects and activities in their neighborhoods.

Section 504: A provision of the Rehabilitation Act of 1973 which provides that no qualified individual with a disability should, only by reason of his or her disability, be excluded from the participation in, be denied benefits of, or be subjected to discrimination under any program or activity receiving financial assistance.

Appendix C: CDBG-DR Duplication of Benefits Certification Form

CDBG-DR Application/Project# _____					
CDBG-DR Duplication of Benefits (DOB) Calculation Worksheet					
This form is to be completed by CDBG-DR Staff					
Project Description:					
Entity Name:					
Project Name:					
Project Location/Address:					Total Project Need:
Is the Total Project Need above a FEMA Project Worksheet Amount? [No] [Yes]					
City/State/ZIP Code:					
<p><i>What is a Duplication of Benefits (DOB) review? DOB can arise when assistance from more than one source of funding is received or available for some purpose or activity. A DOB review ensures that for all disaster recovery assistance received or expected by one applicant, there is no waste of government resources through the receipt of excess benefits. The Robert T. Stafford Disaster Assistance and Emergency Relief Act (Stafford Act) prohibits any person, business concern or other entity from receiving recovery funds if financial assistance has already been provided for the same purpose(s). The following worksheet identifies several of the most common sources of funds that may pose a Duplication of Benefits.</i></p>					
All Assistance Received					
Source of Funding ***	TOTAL Assistance Received	Description of Use	Support Docs Collected? (Yes/No)	Is the Assistance Duplicative? (Yes/No)	Duplicative Assistance Received (Enter Amount)
1) FEMA Disaster Assistance					
2) SBA Assistance					
3) Local State Assistance					
4) Other Disaster Assistance					
5) Private Funds/Loans					
6) Insurance/Other Funds/Assistance (Please					
7) Total Duplicative Assistance Received					
** DOB is not limited to the sources listed above. Please tailor the list to fully capture total assistance received from all funding sources.					
Award Calculation					
Step 1: Total Project Need					
Step 2: Total Duplicative Assistance (Identified in Line 7 above)					(Enter Amount)
Step 3: Maximum Eligible Award (Total Project Need minus Total Duplicative Assistance)					#VALUE!
TOTAL ELIGIBLE CDBG-DR AWARD _____					
DOB Verified By:					
Reviewer's Signature & Date:					
DOB Worksheets will be reviewed and updated on an annual basis to capture additional assistance received.					

Appendix D: Community Infrastructure and Public Facilities Documentation Checklist

Para I Komunidat-Siha Community Infrastructure and Public Facilities Documentation Checklist Infrastructure Program 2			
SECTION	DESCRIPTION	REQUIRED	ORGANIZATION (APPLICABLE TO)
A. ORGANIZATION INFORMATION	<input type="checkbox"/> Tax Exempt Determination Letter 501(c)(3) Required only for Non-profit.	Y	Non-Profit
	<input type="checkbox"/> Certificate of good standing from Department of Revenue & Taxation (must be dated within sixty (60) days of the application submission date) Required only for Non profit.	Y	Non-Profit
	<input type="checkbox"/> SAM.gov registration documentation (active and current) Required	Y	Non-Profit Government of Guam Agency
	<input type="checkbox"/> Current Organizational Chart Required	Y	Non-Profit Government of Guam Agency
	<input type="checkbox"/> Board of Directors Roster Required to: Government of Guam Agency or Instrumentality Board Nonprofit Organization Board of Directors Public Corporation Board Advisory or Oversight Board Applicable to: Other government board structure	Y	Non-Profit Government of Guam Agency
	<input type="checkbox"/> Authorization to Apply (must be dated within sixty (60) days of the application submission date) Required	Y	Non-Profit Government of Guam Agency
	<input type="checkbox"/> Board Resolution (must be dated within sixty (60) days of the application submission date)	If applicable	Non-Profit Government of Guam Agency
	<input type="checkbox"/> Memorandum of Understanding/Agreement, or similar agreement that defines each entity's roles and responsibilities regarding the project, including for such items as ongoing maintenance, transfer of property that needs to be acquired, etc. Required only if: The applicant is collaborating with another agency/organization	Y	Non-Profit Government of Guam Agency
B. PROJECT INFORMATION	<input type="checkbox"/> Documentation for 2023 Typhoon Mawar Tie-Back Damage Assessments, Engineering or Contractor Report(s), Insurance or claim records, Photographs and Mapping, government records, and Operational Data	If applicable	Non-Profit Government of Guam Agency
	<input type="checkbox"/> Supporting Document - such as intake forms, beneficiary self-certifications, and relevant records or data, that validate project need, feasibility, and viability.	If applicable	Non-Profit Government of Guam Agency
	<input type="checkbox"/> Photo(s) of the project site(s), existing conditions, and proposed work Required	Y	Non-Profit Government of Guam Agency
	<input type="checkbox"/> Map printout(s) of your project location (using Google Maps or comparable tool) with markings to delineate the project's physical location and footprint Required	Y	Non-Profit Government of Guam Agency
	<input type="checkbox"/> Service Area Map(s) (Service Area Directly Benefiting from the proposed activity) Required	Y	Non-Profit Government of Guam Agency
	<input type="checkbox"/> Site Control Documentation Required only if: The applicant has an existing site control documentation, it must be submitted. If not, the applicant must certify that a site control documentation will be provided before any project funds can be officially awarded.	Y	Non-Profit Government of Guam Agency
	<input type="checkbox"/> Operation and Maintenance Plan (O&M) Required only if: The applicant has an existing Operations & Maintenance (O&M) plan, it must be submitted. If not, the applicant must certify that an O&M plan will be provided before any project funds can be officially awarded.	Y	Non-Profit Government of Guam Agency
C. PROJECT FUNDING	<input type="checkbox"/> Engineer's or Architect's cost estimate (signed and dated)	If applicable	Non-Profit Government of Guam Agency
	<input type="checkbox"/> Open Insurance Claim Documentation Required only if: The applicant has any open claim(s) with FEMA, SBA and other insurance company	Y	Non-Profit Government of Guam Agency
	<input type="checkbox"/> Board Certification of Committed Funds Required only if: The applicant has received federal fund(s) in the last 5 years	Y	Non-Profit Government of Guam Agency
	<input type="checkbox"/> Letter(s) of Commitment from other funding sources Required only if: The applicant has leverage funding source(s)	Y	Non-Profit Government of Guam Agency
	<input type="checkbox"/> Finding(s) and Corrective Action Plan Required only if: The applicant has been found non-compliant for federal funding	Y	Non-Profit Government of Guam Agency
	<input type="checkbox"/> Most Recent Fiscal Year Single Audit. If none, Financial Statements for the past three years Required	Y	Non-Profit Government of Guam Agency
	<input type="checkbox"/> Breakdown of Activity Cost Required	Y	Non-Profit Government of Guam Agency

DISCLAIMER: This is for reference only and is subject to change at anytime without prior notice.