



Community Facilities Grants

FY24 Community Project Funding / Congressionally Directed Spending
Community Facilities Program, Rural Housing Service










Welcome

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Deputy Under Secretary
USDA Rural Development

USDA Rural Development



-  Telecommunications
-  Electric
-  Community Facilities
-  Water and Environmental
-  Business and Cooperative
-  Single Family Housing
-  Multifamily Housing



Presenters



Jamie Davenport

Deputy Administrator – Community Facilities Programs
USDA Rural Development

Karla Peiffer

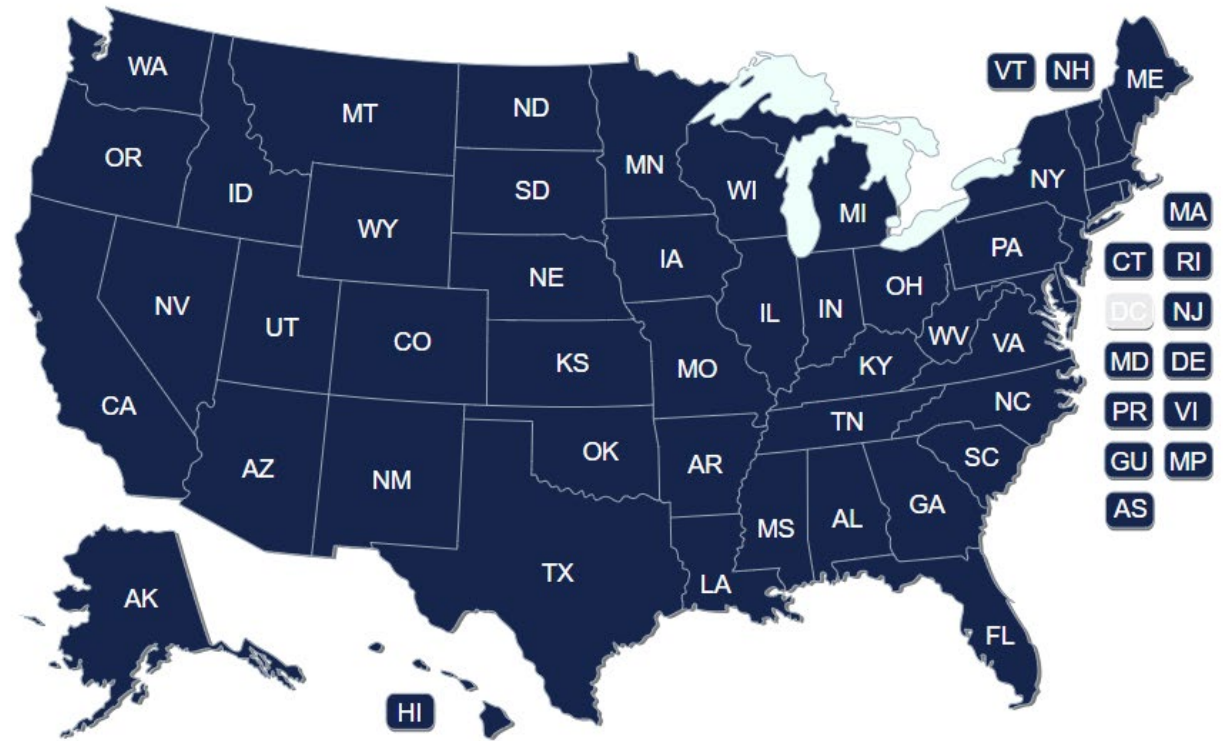
Director, Loan and Grant Processing Division – Community Facilities Programs
USDA Rural Development

William Downs

Architectural Services Branch Chief – Program Support Services
USDA Rural Development

USDA Rural Development Offices

47 State Offices
400 Area Offices
1 National Office in DC



[State Offices | Rural Development \(usda.gov\)](https://www.usda.gov/ruraldevelopment/state-offices)

CPF/CDS Process Overview

USDA-RD

- Contacts Recipient & requests complete application

CPF/CDS RECIPIENT

- Completes application & submits to USDA-RD

USDA-RD

- Obligates grant funds & issues Letter of Conditions
- Disburses funds after project completion

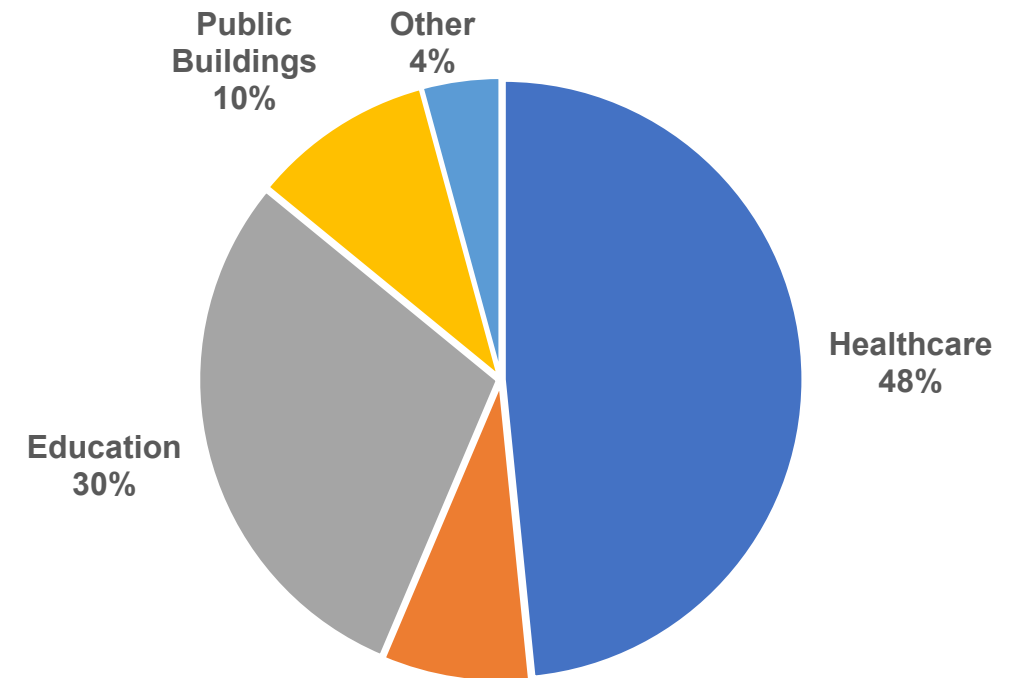


Essential Community Facilities

- Hospitals, health clinics
- Colleges
- Schools
- Daycares
- Fire houses, first responder vehicles and equipment
- Community centers and more

Community Facilities Programs Overview

- The Community Facilities Program offers fixed rate, low-cost **direct loans, loan guarantees** and **grants** to develop or improve essential public services and facilities in communities across rural America.
- These amenities help **increase the competitiveness of rural communities** in attracting and retaining businesses that provide employment and services for their residents.
- These facilities **improve the basic quality of life** and assist in the development and sustainability of rural America.



Community Facilities Programs Eligible Uses of Grant Funds

FY24 CPF/CDS

- Construct, expand or improve an essential community facility
- Purchase vehicles and major equipment to provide essential services
- Purchase real estate & buildings
- Pay reasonable and necessary fees, when part of a facility, such as:
 - Legal
 - Architectural and/or Engineering
 - Environmental
 - Archeological

Complete list of **eligible** uses of grant funds: <https://www.ecfr.gov/current/title-7/section-3570.62>

Community Facilities Programs Ineligible Uses of Grant Funds

- Operating expenses
- Refinance existing debt
- Interest expense
- Development or purchase of facilities located in nonrural areas
- Business and industrial buildings in connection with industrial parks
- Facilities to be used primarily for recreation purposes
- Loan or grant finder's fees
- Pay an amount greater than 75 percent of the project cost

Complete list of **ineligible** uses of grant funds: <https://www.ecfr.gov/current/title-7/section-3570.63>

Components of a Complete Application

FY24 CPF/CDS



SF 424.2 Application for Federal Assistance



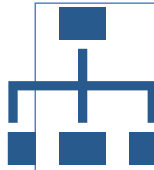
Clearing House Documentation



Form RD 442-7 Operating Budget



Form RD 442-3 Balance Sheet



Evidence of Organization



Compliance with relevant laws



Contracts for professional services



Environmental report and preliminary architectural report



Document of public meeting

IMPORTANT: All CPF/CDS Recipients must register in the System for Award Management or [SAM.gov](https://sam.gov)

Environmental Overview

National Environmental Policy Act (NEPA)

FY24 CPF/CDS

- CPF/CDS projects must meet the requirements of NEPA
- CPF/CDS projects must comply with other environmental protection laws
 - Endangered Species Act
 - National Historic Preservation Act
 - And more...
- CPF/CDS Recipients will provide supporting documentation for USDA-RD's review
- Construction should not begin until USDA-RD has made its environmental decision

Environmental Policies & Procedures [7 CFR 1970](#)

[State Environmental Contacts](#)

Planning, Bidding, Contracting, Constructing & Procuring

FY24 CPF/CDS

USDA-RD will review the following documents

- Preliminary Architectural Report (PAR)
- Architect and/or Project Manager agreements
- Request to use Design Build or Construction Management Delivery Method
- Bid Documents
- Bid Award
- Plans and Specifications
- Contract Document - Review
- Contract Document – Executed Docs
- Construction Phase Documents
 - Payment Applications
 - Change Orders
 - Close-out and Warranty Phase

For more information go to [7 CFR 3570.76](#)

Build America, Buy America Act

- Infrastructure Investment and Jobs Act [Public Law 117-58](#)
- Do you have a BABAA covered project?
 - Are you a non-federal entity?
 - Are you financing an infrastructure project?
 - Does the project include construction, alteration, maintenance, or repair?



You should plan early in the design phase of your project to incorporate products that meet BABAA requirements.

[Build America, Buy America Act | Rural Development \(usda.gov\)](#)

[BABAA Customer Guide](#)

Notice of Federal Interest

A Notice of Federal Interest (NOFI) applies when grant funds are used to purchase real property or appurtenant to real property

NOFI Required

- Real Estate Purchase
- Real Estate Construction
- Improvements to Real Estate – HVAC, roof, flooring

NOFI Not Required

- Equipment not affixed – Generator, CT scanner
- Telecommunications equipment
- Vehicles

- CPF/CDS recipient files the NOFI in the official real property records
- CPF/CDS recipient provides evidence of the filing prior to advance of funds
- Sale or transfer of property is subject to the interest of USDA-RD

Disbursements, Reporting & Post Award Requirements

FY24 CPF/CDS

Disbursements

- Prior to disbursement of funds, the CPF/CDS Recipient must:
 - Meet all conditions of the Letter of Conditions
 - Execute Form RD 3570-3, Community Facilities Grant Agreement
 - Submit a request for funds along with supporting documentation
- Typically, grant funds will be disbursed when needed and all other project funds are expended

Reporting

- Performance and Financial Status Report requirements are outlined in the Grant Agreement and occur:
 - Quarterly, Semi-Annually or Annually
 - Final Report 120 days after the performance end date

Post Award Requirements

- Submit the following reports:
 - Physical inventory of equipment every two years
 - Status of real property annually for 15 years, after 15 years no less than every 5 years
- Request disposition instructions for equipment or real property when no longer needed

Questions

Common Challenges

All project funds have not been secured or committed

Incomplete application documents

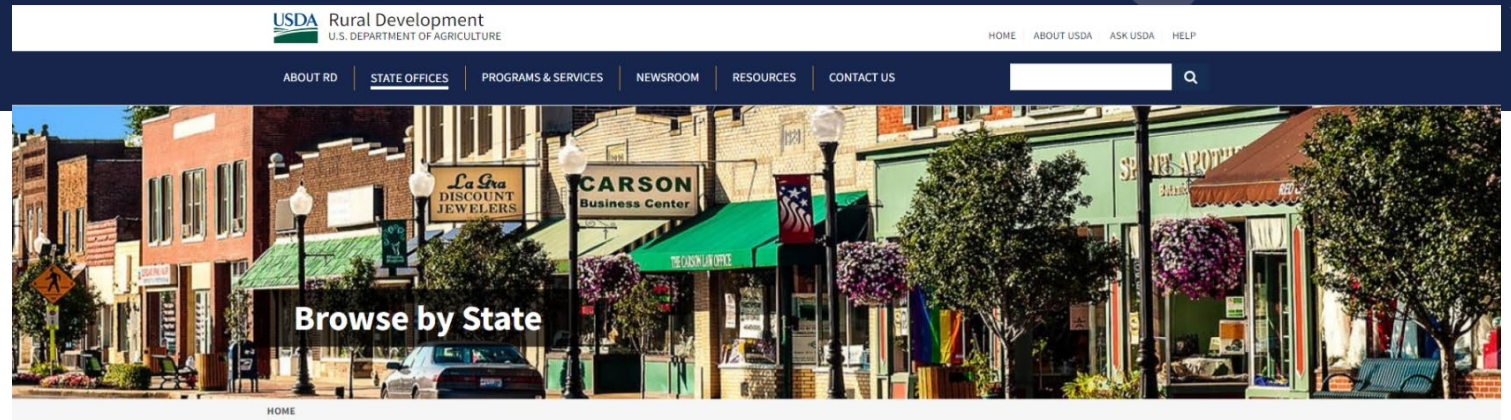
Bidding or construction has already begun

Adjustments to scope of project

Frequently Asked Questions

1. What if a CDS or CPF recipient is not contacted by a Rural Development State Office?
 - Recipients may contact the USDA-RD state office to begin the application submission process. Contact information can be found on the RD website (available at this link: <https://www.rd.usda.gov/about-rd/state-offices>).
2. What if the recipient's project cost has increased since the initial CDS or CPF request?
 - Recipients are responsible for securing additional funds to complete the project or reduce the project scope to stay within budget. Recipients who meet eligibility requirements and have repayment ability can apply for a USDA-RD Community Facilities loan.
3. Does the recipient need to be registered with SAM.gov?
 - Yes. Recipients must supply a SAM registration number (instructions are available at this link: <https://sam.gov/content/home>).

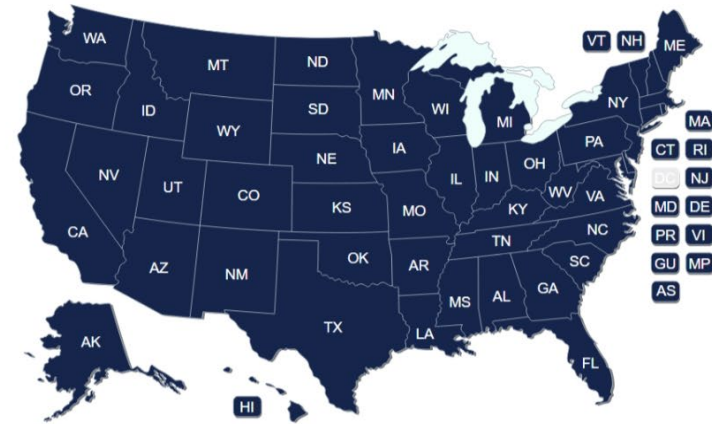
Contact Information



[State Offices | Rural Development \(usda.gov\)](https://www.usda.gov/state-offices)

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