

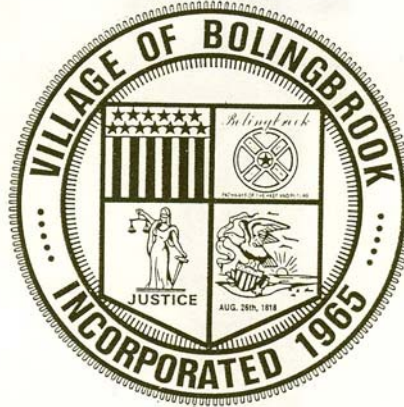
# **CDBG-R SUBMISSION TEMPLATE** **& CHECKLIST**

The American Recovery and Reinvestment Act of 2009 ("Recovery Act") was signed into law by President Obama on February 17, 2009. The Recovery Act awards \$1 billion in CDBG Recovery (CDBG-R) funds to be distributed to cities, counties, insular areas and states, of which \$10 million has been reserved by HUD for its administrative costs and \$10 million of which will be awarded to Indian tribes. Recipients of the remaining \$980 million of CDBG-R funds will be the approximately 1,200 jurisdictions that received CDBG funding in Fiscal Year 2008. This template sets forth the suggested format for grantees receiving funds from CDBG-R. A complete submission contains the information requested below, including:

- (1) The CDBG-R Substantial Amendment (template attached below)
- (2) Spreadsheet for Reporting Proposed CDBG-R Activities (see <http://www.hud.gov/recovery>)
- (3) Signed and Dated Certifications (see <http://www.hud.gov/recovery>)
- (4) Signed and Dated [SF-424](#).

Grantees should also attach a completed CDBG-R Substantial Amendment Checklist to ensure completeness and efficiency of review (attached below).

**VILLAGE OF BOLINGBROOK**  
**CDBG-R**  
**SUBSTANTIAL AMENDMENT**  
**TO**  
**2008 ANNUAL ACTION PLAN**



SUBMITTED 06/02/2009  
TO U.S. HOUSING AND URBAN DEVELOPMENT CHICAGO OFFICE  
BY MR. BRUCE KELLER, GRANT COORDINATOR  
VILLAGE OF BOLINGBROOK  
375 W. BRAIRCLIFF ROAD  
BOLINGBROOK, IL 60440

# THE VILLAGE OF BOLINGBROOK CDBG-R SUBSTANTIAL AMENDMENT

Jurisdiction(s): Village of Bolingbrook  Jurisdiction Web Address: <ul style="list-style-type: none"> <li>• (www.bolingbrook.com)</li> </ul>	CDBG-R Contact Person: Bruce Keller Address: 375 W. Braircliff Road Telephone: (630) 226-8567 Fax: (630) 226-8409 Email: bkeller@bolingbrook.com
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**ENSURING RESPONSIBLE SPENDING OF RECOVERY ACT FUNDS**

Funding available under the Recovery Act has clear purposes – to stimulate the economy through measures that modernize the Nation’s infrastructure, improve energy efficiency, and expand educational opportunities and access to health care. HUD strongly urges grantees to use CDBG-R funds for hard development costs associated with infrastructure activities that provide basic services to residents or activities that promote energy efficiency and conservation through rehabilitation or retrofitting of existing buildings. While the full range of CDBG activities is available to grantees, the Department strongly suggests that grantees incorporate consideration of the public perception of the intent of the Recovery Act in identifying and selecting projects for CDBG-R funding.

Response: *The Village of Bolingbrook fully understands the clear purpose of the Recovery Act and will be using these stimulus funds to modernize/improve infrastructure in the community as well as create jobs to further the economic recovery efforts.*

*The Village of Bolingbrook has been informed by letter that it is being allocated \$85,467 in the CDBG-R Stimulus Program. To that end the Village of Bolingbrook will be taking the 10% for General Administration of the CDBG-R funding or \$8,547 and the remaining 90% or \$76,920 will go toward our CDBG-R activity. This activity is in a low-mod area of town so the minimum 70% rule should apply. Since this project is a public improvement project there is no public service 15% cap for this project.*

**A. SPREADSHEET FOR REPORTING PROPOSED CDBG-R ACTIVITIES**

Grantees must provide information concerning CDBG-R assisted activities in an electronic spreadsheet provided by HUD. The information that must be reported in the spreadsheet includes activity name, activity description, CDBG-R dollar amount budgeted, eligibility category, national objective citation, additional Recovery Act funds for the activity received from other programs, and total activity budget. An electronic copy of the spreadsheet and the format is available on HUD’s recovery website at <http://www.hud.gov/recovery>.

Response: *The Village of Bolingbrook has provided the necessary information concerning CDBG-R on the spreadsheet provided by HUD and it is attached.*

Jurisdiction/Grantee Name: Bolingbrook, IL 60440/ Village of Bolingbrook		CDBG-R Formula Grant Amount:\$85,467				Date: 06/05/2009	
<b>Activity Name</b>	<b>Activity Description</b>	<b>Eligibility (Regulatory or HCDA Citation)</b>	<b>National Objective Citation</b>	<b>CDBG-R Project Budget (\$)</b>	<b>Additional Recovery Funds (\$)</b>	<b>Other Leveraged Funding (\$)</b>	<b>Total Activity Budget</b>
Briarcliff Road Storm Sewer Project	To replace old and damaged storm sewers in Briarcliff Road area. This will provided much needed flood control relief when heavy rains come through.	24 CFR 570.200(a)(2)	LMA - 24 CFR 570.208(a)(1)	76,920			76,920
General Administration of CDBG-R Program	Researching and preparing the substantial amendment and subsequent reporting	24 CFR 570.206	N/A	\$8,547			8,547

**B. CDBG-R INFORMATION BY ACTIVITY (COMPLETE FOR EACH ACTIVITY)**

- (1) Activity Name: (Grantees should follow the same order that activities are listed in the Spreadsheet for Reporting Proposed CDBG-R Activities – this will allow HUD to easily match activity narratives with the information provided in the spreadsheet.)

Response: *The Village of Bolingbrook has named this activity the Briarcliff Storm Sewer Project.*

- (2) Activity Narrative:

In addition to the Spreadsheet for Reporting Proposed CDBG-R Activities, grantees must provide a narrative for each activity describing how the use of the grantee's CDBG-R funds will meet the requirements of Title XII of Division A and Section 1602 of ARRA. The grantee's narrative must also state how CDBG-R funds will be used in a manner that maximizes job creation and economic benefit in relation to the CDBG-R funds obligated, and will address the Recovery Act, by:

- Preserving and creating jobs and promoting economic recovery;
- Assisting those most impacted by the recession;
- Providing investment needed to increase economic efficiency;
- Investing in transportation, environmental protection, or other infrastructure that will provide long-term economic benefits;
- Minimizing or avoiding reductions in essential services; or
- Fostering energy independence.

Response: *The Village of Bolingbrook is planning to improve the storm sewers on Briarcliff Road. The cost of this project is estimated at \$440,000. This project consists of replacing the existing 36" diameter storm sewer with a new 42" diameter storm sewer at a steeper slope thus eliminating a "bottleneck" situation with increased capacity. The tributary area is bounded by Rockhurst, Melissa, Janes, Frontage and Pinecrest.*

*The storm sewer will aid drainage and eliminate storm water infiltration to the sanitary sewers. It runs between Queenswood and Oxford. This would complete the recommended drainage improvements to the historic neighborhood started back in 2003. All of the available funding of \$72,920 will go to this project. The additional estimated funding of approximately \$363,080 will come from the State of Illinois.*

*The project will create jobs and thus help promote local economic recovery. Additionally this project will be providing needed storm sewer relief for residents who are already struggling with unemployment during this recession. This infrastructure modernization will definitely provide long-term economic benefits for the storm sewer problem in this part of town. The funding will also minimize essential services that are frequently being called on when the sewer system demand is not able to keep up with the storm water supply. These funds will not be fostering energy independence, however, there will be energy efficiency obtained from this project. All materials used will come from the United States sources.*

- (3) Jobs Created: (Report the number of full- and part-time jobs estimated to be created and retained by the activity (including permanent, construction, and temporary jobs)).

Response: *The Village of Bolingbrook estimates that it will create 10 full-time jobs during the time that this project starts and is completed. This project once started should only take about two weeks to complete.*

- (4) Additional Activity Information: (A description of how the activity will promote energy conservation, smart growth, green building technologies, or reduced pollution emissions, if applicable.)

Response: *The Village of Bolingbrook will see the elimination of sewer waste backing up onto the Village streets in this area as well as up-stream areas with the completion of this project.*

- (5) Responsible Organization: (Contact information for the organization that will implement the CDBG-R activity, including its name, location, and administrator contact information)

Response:

*The Village of Bolingbrook  
375 W. Braircliff Road  
Bolingbrook, IL 60440*

*Administrator: Bruce Keller, 630-226-8567, [bkeller@bolingbrook.com](mailto:bkeller@bolingbrook.com).*

### ***C. PUBLIC COMMENT***

Provide a summary of public comments received to the proposed CDBG-R Substantial Amendment.

**Note:** A Proposed CDBG-R Substantial Amendment must be published via the usual methods and posted on the jurisdiction's website for no less than 7 calendar days for public comment.

Response: *The Public Notice for a Public Hearing for the CDBG-R Substantial Amendment to the 2008 Annual Action Plan was published in the local official Bugle Newspaper on May 14<sup>th</sup>, 2009. A copy of the public notice for the public hearing is attached. There have been no public comments from citizens during the public hearing period which started on May 26<sup>th</sup> at the Semi-monthly Village Board Meeting. Since the next Village Board Meeting will not be held until June 9<sup>th</sup>, well after the 7 calendar days required, and after the deadline for the amendment it was decided to leave the public hearing open and then close and approve this 2008 Substantial Amendment to the Annual Action Plan on June 9<sup>th</sup> at the next meeting.*

NOTICE OF PUBLIC HEARINGS  
BOLINGBROOK VILLAGE BOARD  
BOLINGBROOK, ILLINOIS

Notice is hereby given that a public hearing for an amendment to the Community Development Block Grant Program (CDBG) will be held by the Mayor and Board of Trustees of the Village of Bolingbrook at the following time and location:

Tuesday, May 26, 2009  
8:00 p.m.  
Bolingbrook Village Hall Boardroom  
375 West Briarcliff Road  
Bolingbrook, IL 60440

The purpose of the public hearing is to provide citizen participation on the amendment to the 2008 Annual Action Plan (October 1, 2008-September 30, 2009) which is being amended for the second time. The Village has recently been awarded \$85,467 in funding from the American Recovery and Reinvestment Act of 2009 (Recovery Act). The U.S. Department of Housing and Urban Development (HUD) has called this the CDBG Recovery Act (CDBG-R). The public is invited to attend, participate and comment on how best to use these funds. For purposes of expediency a minimum 7-day public hearing period for the Amended Plan is required for this amended plan. The Village of Bolingbrook, as an entitlement grantee, has only 120 days from February 18<sup>th</sup>, 2009 to put an amended 2008 Annual Action Plan together. The plan must be submitted to HUD no later than June 5<sup>th</sup>, 2009.

HUD has asked that these CDBG-R funds be focused on investing in infrastructure that will create or sustain jobs in the near-term and generate maximum economic benefits in the long-term. At this hearing the Village of Bolingbrook will announce their plans for the use of these funds that meet the requirements that are set forth by HUD.

Copies of the amended 2008 Annual Action Plan will be available for public review and comment at the Fountaindale Public Library, The DuPage Township Office and at the Executive Department of the Village of Bolingbrook. The public may send written comments through June 9th, 2009 to:

Bruce Keller, CDBG Grant Coordinator  
Village of Bolingbrook  
375 West Briarcliff Road  
Bolingbrook, IL 60440

By order of the Corporate Authorities of the Village of Bolingbrook, Will and DuPage Counties, Illinois.

Carol S. Penning  
Village Clerk

Dated this 8<sup>th</sup> day of May, 2009.

Published in the *Bolingbrook Bugle*, Thursday, May 14, 2009

If there are questions regarding this notice, please contact the Village Executive Department offices at (630) 226-8567.

# CDBG-R Substantial Amendment

## Grantee Checklist

*For the purposes of expediting review, HUD asks that applicants submit the following checklist along with the CDBG-R Substantial Amendment, Spreadsheet for Reporting Proposed CDBG-R Activities, and SF-424.*

### Contents of a CDBG-R Action Plan Substantial Amendment

Jurisdiction(s): Village of Bolingbrook Lead Agency Jurisdiction Web Address: ( <a href="http://www.bolingbrook.com">www.bolingbrook.com</a> )	CDBG-R Contact Person: Bruce Keller Address: 375 W. Briarcliff Road Telephone: 630-226-8567 Fax: 630-226-8409 Email: <a href="mailto:bkeller@bolingbrook.com">bkeller@bolingbrook.com</a>
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The elements in the substantial amendment required for the CDBG recovery funds are:

#### ***A. SPREADSHEET FOR REPORTING PROPOSED CDBG-R ACTIVITIES***

Does the submission contain a paper copy of the Spreadsheet for Reporting Proposed CDBG-R Activities?

Yes  No  Verification found on page **4**

Does the submission include an electronic version of the Spreadsheet for Reporting Proposed CDBG-R Activities sent to the email box CDBG-R@hud.gov?

Yes  No  Date Spreadsheet was emailed: **05/27/2009**

Does the Spreadsheet for Reporting Proposed CDBG-R Activities include, for each activity:

- amount of funds budgeted for each activity, including CDBG-R funds, any additional Recovery Funds used and total activity budget,  
 Yes  No  Verification found on page(s) **4**
- the Eligibility citation (eligibility regulatory cite or HCDA cite),  
 Yes  No  Verification found on page(s) **4**
- the CDBG national objective citation,  
 Yes  No  Verification found on page(s) **4**

**B. CDBG-R INFORMATION BY ACTIVITY**

Does the submission contain information by activity describing how the grantee will use the funds, including:

- a narrative for each activity describing how CDBG-R funds will be used in a manner that maximizes job creation and economic benefit,  
Yes  No  Verification found on page(s) 5
- projected number of jobs created for each activity,  
Yes  No  Verification found on page(s) 5
- whether an activity will promote energy efficiency and conservation,  
Yes  No  Verification found on page(s) 5
- the name, location, and contact information for the entity that will carry out the activity,  
Yes  No  Verification found on page(s) 6
- evidence that no more than 10% of the grant amount will be spent on administration and planning,  
Yes  No  Verification found on page (s) 3
- evidence that no more than 15% of the grant amount will be spent on public services,  
Yes  No  Verification found on page (s) 3
- evidence that at least 70% of the grant amount will benefit persons of low and moderate income,  
Yes  No  Verification found on page (s) 3

**C. PUBLIC COMMENT PERIOD**

Was the proposed action plan amendment published via the jurisdiction’s usual methods and on the Internet for no less than 7 calendar days of public comment?

Yes  No . Verification found on page(s) 6

Is there a summary of citizen comments included in the final amendment?

Yes  No  Verification found on page(s) 6

**D. CERTIFICATIONS**

The following certifications are complete and accurate:

- |   |   |                             |
|---|---|-----------------------------|
| (1) Affirmatively furthering fair housing | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (2) Anti-displacement and relocation plan | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (3) Drug-free Workplace                   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (4) Anti-lobbying                         | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (5) Authority of jurisdiction             | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (6) Consistency with plan                 | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (7) Section 3                             | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |

- |  |   |  |
|--|---|--|
| (8) Community development plan                               | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| (9) Following a plan   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| (10) Use of Funds  | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| (11) Excessive Force   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| (12) Compliance with anti-discrimination laws                | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| (13) Lead-based paint procedures                             | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| (14) Compliance with laws                                    | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| (15) Compliance with ARRA                                    | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| (16) Project selection                                       | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| (17) Timeliness of infrastructure investments                | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| (18) Buy American provision                                  | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| (19) Appropriate use of funds for infrastructure investments | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| (20) 70% of CDBG-R for LMI                                   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| <br>Optional Certification                                   |   |  |
| (21) Urgent Need   | Yes <input type="checkbox"/>            | No <input checked="" type="checkbox"/> |

***D. STATE CERTIFICATIONS***

The following certifications are complete and accurate:

- |  |                              |                             |
|--|------------------------------|-----------------------------|
| (1) Affirmatively furthering fair housing                    | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (2) Anti-displacement and relocation plan                    | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (3) Drug-free Workplace                                      | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (4) Anti-lobbying  | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (5) Authority of State                                       | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (6) Consistency with plan                                    | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (7) Section 3  | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (8) Community development plan                               | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (9) Consultation with Local Governments                      | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (10) Use of Funds  | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (11) Excessive Force   | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (12) Compliance with anti-discrimination laws                | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (13) Compliance with laws                                    | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (14) Compliance with ARRA                                    | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (15) Project selection                                       | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (16) Timeliness of infrastructure investments                | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (17) Buy American provision                                  | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (18) Appropriate use of funds for infrastructure investments | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (19) 70% of CDBG-R for LMI                                   | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

- |                            |                              |                             |
|----------------------------|------------------------------|-----------------------------|
| <br>Optional Certification |                              |                             |
| (20) Urgent Need           | Yes <input type="checkbox"/> | No <input type="checkbox"/> |