

### **Certification for CDBG & HOME Applicants**

Please initial that you have read the following compliance statements and that your agency meets the requirements.

\_\_\_\_\_ The applicant agency is a registered 501(c)(3) or government entity.

\_\_\_\_\_ The applicant agency is registered with SAM.gov.

\_\_\_\_\_ The applicant agency is in good standing with the Arizona Corporation Commission.

\_\_\_\_\_ The applicant agency agrees to serve 100% Chandler residents with funds received from the City of Chandler.

\_\_\_\_\_ The applicant agency agrees to keep client files for individuals served by CDBG and HOME funded programs. Client files must contain income verification/documentation, family size, address or location, and race and ethnicity. Client information must be made available to HUD and the City of Chandler, upon request.

\_\_\_\_\_ The applicant agency understands funding will be on a reimbursement basis after submission of accurate monthly invoice and required source documentation.

\_\_\_\_\_ The applicant agency agrees to comply with the requirements of Title 24 Code of Federal Regulations, Part 570 of the Housing and Urban Development regulations concerning Community Development Block Grants (CDBG), Title 24 Code of Federal Regulations, Part 92 of the Housing and Urban Development regulations concerning HOME Investment Partnerships Program, and all federal regulations and policies issued pursuant to these regulations.

\_\_\_\_\_ The applicant agency agrees to hold a current insurance policy in line with City requirements. See current insurance requirements in the ZoomGrants Library.

\_\_\_\_\_ The applicant agency agrees that all employees, subcontractors, and volunteers working with vulnerable populations may be subject to a background check and fingerprint verification at the discretion of the City of Chandler.

\_\_\_\_\_ The applicant agency agrees to follow all applicable federal, state, and local laws, and with all applicable license and permit requirements.

\_\_\_\_\_ The applicant agency agrees to identify all contractor and subcontractor employees performing work under the contract and shall verify and certify that all employees working under the contract are in compliance with the Federal Immigration and National Act (FINA), all other Federal immigration laws and regulations, and A.R.S. § 23-214.

**Indebtedness Disclosure:** Prior to entering into and during the time period covered by the agency's CDBG or HOME Contract, our agency shall disclose any information related to indebtedness. This disclosure requirement shall also include the immediate reporting of breaches in payback arrangements or breaches in other related agreements to the agency's assigned project manager. The agency will be considered in default if it fails to comply with this disclosure provision. Any judgment, lien, levy, or outstanding amount owed to the Internal Revenue Service, State, County, City, or other public entity by the agency is considered a default or breach of the CDBG or HOME contract, unless previously approved by the City in writing. Failure of the Agency to report judgments or liens constitute sufficient reason for termination of the contract by the City.

\_\_\_\_\_ The applicant agency understands and agrees to comply with the Indebtedness Disclosure requirement.

**Audit Certification:** 2 CFR Part 200 establishes audit requirements for institutions of higher education and other nonprofit institutions receiving federal funds. It required non-profit institution that expend \$750,000 or more in a year in federal funds to have a single or program-specific audit conducted for that year in accordance with the for that year in accordance with the circular. Those institutions expending \$750,000 or more may either have an organization-wide audit or an audit of each federal award. Audits must be performed at least biennially (every other year) by independent auditors in accordance with government auditing standards ("the Yellow Book"). The circular encourages the use of small audit firms or audit firms owned and controlled by socially economically disadvantaged individuals.

\_\_\_\_\_ The applicant agency understands and agrees to comply with the Audit Certification requirement.

1. Will applicant agency expend \$750,000 or more in federal funds in FY 2019-20?

\_\_\_yes \_\_\_ no

2. What is the date of completion of applicant's most recent single audit? \_\_\_\_\_

3. What is applicant's next single audit due? \_\_\_\_\_

**ADA Certification:** The Americans with Disabilities Act of 1990 (ADA) modifies and expands the Rehabilitation Act of 1973 to prohibit discrimination against “a qualified individual with a disability” in employment and public accommodation (access to programs and services). The ADA recognizes and protects the civil rights of people with disabilities and is modeled after earlier landmark laws prohibiting discrimination on the basis of race and gender. The ADA covers a wide range of disabilities, from physical conditions affecting mobility, stamina, sight, hearing, and speech to conditions such as emotional illness and learning disorders.

The ADA addresses access to the workplace (title I), State and local government services (title II), and places of public accommodation and commercial facilities (title III). It also requires phone companies to provide telecommunications relay services for people who have hearing or speech impairments (title IV) and miscellaneous instructions to Federal agencies that enforce the law (title V). Regulations issued under the different titles by various Federal agencies set requirements and establish enforcement procedures. To understand and comply with the ADA, it is important to follow the appropriate regulations.

The ADA requires that city programs, services and activities be accessible to and usable by people with disabilities. Services must be accessible even though facilities may not meet all new accessibility standards. City facilities include buildings, rights-of-ways, sidewalks, curb ramps, parking lots and more.

All Federally assisted new construction housing developments with 5 or more units must design and construct 5 percent of the dwelling units, or at least one unit, whichever is greater, to be accessible for persons with mobility disabilities. These units must be constructed in accordance with the Uniform Federal Accessibility Standards (UFAS) or a standard that is equivalent or stricter. An additional 2 percent of the dwelling units, or at least one unit, whichever is greater, must be accessible for persons with hearing or visual disabilities.

\_\_\_\_\_The applicant agency understands and agrees to comply with the American’s with Disabilities Act Certification requirement.

**Conflict of Interest:** Applicant acknowledges and understands that, under HUD conflict of interest rules under 24 CFR 92.356, 2 CFR 112 and 2 CFR 318 (C)(1), 24 CFR 570.611, an employee, agent, consultant, officer, or elected or appointed official of the applicant or of City of Chandler who exercises or has exercised any functions or responsibilities with respect to activities assisted with CDBG or HOME funds or who is in a position to participate in a decision making process or gain inside information with regard to these

activities (“each Covered Person”), may not obtain a financial interest or benefit from a CDBG or HOME-assisted activity, or have an interest in any contract, subcontract or agreement with respect thereto, or the proceeds thereunder, either for themselves or those with whom they have family or business ties, during their tenure or for one year thereafter.

**Select one of the two options below:**

\_\_\_\_\_ Applicant certifies that no Covered Person in its agency or corporation is currently a Covered Person and has not been a covered person for a period of at least one (1) calendar year prior to the date of this application.

**OR**

\_\_\_\_\_ Applicant certifies that applicant organization includes a Covered Person as defined above, or because applicant has a family or business relationship with a Covered Person.

\_\_\_\_\_  
Name of Organization

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date