



**U.S. Department of Housing and  
Urban Development**

Region X, Portland Field Office  
Office of Community Planning and Development

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September 11, 2019

Scott Lindberg  
Grants Specialist  
Parks and Community Development Department  
City of Grants Pass  
101 NW A Street  
Grants Pass, OR 97526

Dear Mr. Lindberg:

**SUBJECT: Review of FY 2019 Annual Action Plan**

Thank you for submitting the City of Grants Pass' 2018 Annual Action Plan on time to this office. The plan was electronically submitted on August 13, 2019; we received signed copies of your certifications on August 12, 2019. We have carefully reviewed the submission for compliance with the consolidated plan regulations at 24 CFR Part 91. We determined that the Action Plan is substantially complete. All the activities appear to be eligible and address the community's needs.

The review was specifically based on the requirements for action plans at 24 CFR 91.220, certifications at §91.225, monitoring at §91.230, and the guidance for annual action plans found on the web at: <http://www.hud.gov/offices/cpd/about/conplan/index.cfm>. Enclosed is our complete review of your action plan.

We look forward to working with you and your staff to support your ongoing work to meet the goals of the City's 2015-2019 Consolidated Plan. If you have any questions about the enclosed comments or need technical assistance, please do not hesitate to contact Jason Triplett, at (971) 222-2617 or [Jason.T.Triplett@hud.gov](mailto:Jason.T.Triplett@hud.gov).

Sincerely,

A handwritten signature in blue ink, appearing to read "D. Carlson".

Doug Carlson, Director  
Office of Community Planning and Development

Enclosure

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**Comments on the City of Grants Pass, Oregon,  
Annual Action Plan Program Year PY 2019  
Community Development Block Grant Program**

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This review summarizes the comments, corrections and clarifications required to the City of Grants Pass' PY 2019 Annual Action Plan. These comments are intended to provide feedback on the City's Plan and to assist in clarifying and developing future plans to meet the requirements in 24 CFR 91.100 through §91.230. For additional guidance, you are advised to consult HUD's website on consolidated planning located at:

<http://www.hud.gov/offices/cpd/about/conplan/toolsandguidance/guidance/#local>

The plan was reviewed by the offices of Community Planning and Development, Fair Housing and Equal Opportunity, Public Housing, and the Boise Field Office based on:

- The guidance for Consolidated Plans on the web at:  
<http://www.hud.gov/offices/cpd/about/conplan/index.cfm>
- The consolidated plan regulations at 24 CFR 91.220, Action Plan; §91.225, Certifications; and 91.230, Monitoring

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**Office of Community Planning and Development Comments on the PY 2019  
Annual Action Plan Review**

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**Action Plan (§91.220)**

The City of Grants Pass (the "City") selected to utilize HUD's eCon Planning Suite in IDIS for developing its PY 2019 Annual Action Plan. The City submitted the plan in IDIS on time.

**Standard Form 424 (§91.220(a)) & Certifications (§91.225)**

The City's Action Plan for federal assistance includes a SF-424, the City's DUNS number, and is signed by Aaron K. Cubic, the City Manager. The correct amount is listed on line 18a as \$349,140. Our review included ensuring the completeness and accuracy of required certifications. The general and CDBG certifications were complete, signed, and in conformance with the regulations.

**Funds Available**

This Action Plan is based on the City's PY 2019 grant amount of \$349,140. In addition, the City has identified prior year resources of \$132,500 that will be utilized towards the 2019 Annual Action Plan, equaling \$481,640 for PY 2019.

Based on the City's proposed plan the expenditure limits are as follows:

- The City will not exceed the 20 percent CDBG administrative cap based on an estimated \$50,140 for administrative activities.

- The City will not exceed the 15 percent CDBG public service cap based on an estimated \$52,000 for public service activities.

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**Office of Fair Housing and Equal Opportunity (FHEO) Comments on the PY 2019 Annual Action Plan**

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FHEO accepts the City's 2019 Annual Action Plan.

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**Portland Field Office Comments on the PY 2019 Annual Action Plan**

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This office has no comments.

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**Public Housing Portland Office Comments on the PY 2019 Annual Action Plan**

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This office has no comments.