

Department of Commerce
Community Development
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David C. Toland, Secretary

Laura Kelly, Governor

January 27, 2022

The Honorable Scott Rogers
Mayor, City of Arkansas City
118 West Central
PO Box 778
Arkansas City, KS 67005

RE: Condition Letter for CDBG Grant No. 22-HR-001 Contract

Dear Mayor Rogers:

Congratulations for being selected to receive a 2022 Small Cities Community Development Block Grant (CDBG) Community Improvement grant in the amount of \$300,000, which will fund a housing project. Added to the local contribution of \$29,056, the total estimated project cost will be \$329,056.

Three Grantee Workshops will be held for public entities awarded funds. The Grantee is **required** to attend the entire training to receive instructions on how to begin the grant administration process. You will need to choose one of these workshop locations to attend and can sign up at this link: [CDBG Grantee Workshop Sign Up](#).

Greenwood Hotel, Corral Room, 300 North Main Street, Eureka; Tuesday, February 22, 2022, 8:30 a.m. to 3:00 p.m.

Pottawatomie County Offices, Sunflower Room, 612 East Campbell, Westmoreland; Wednesday, February 23, 2022, 8:30 a.m. to 3:00 p.m.

Sternberg Museum, Expeditions Room, 3000 Sternberg Drive, Hays; Thursday, February 24, 2022, 8:30 a.m. to 3:00 p.m.

To secure the CDBG funding in this Condition Letter, the following item(s) must be resolved by April 15, 2022:

Please complete and submit the attached budget form with your signed contract.

A contract must be fully executed between the Grantee and the State by April 15, 2022. The contract start date for this award is March 15, 2022. **This Condition Letter is part of the CDBG contract, please read carefully.**

Neither the Grantee nor any of their representatives or contractors including public or private nonprofits or for-profit entities may commit HUD assistance to the project or a project activity until Commerce has approved the Grantee's request for the release of funds and environmental certification. Further, no Grantee or their representatives or contractors may commit non-HUD funds for an activity or project if the

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activity or project would have an adverse environmental impact or limit the choice of reasonable alternatives. Examples of choice limiting activities include acquisition of real property, demolition, construction, conversion, leasing, repair or rehabilitation activities. Environmental reviews shall begin after the grant award date and must be cleared within six months from that date. Be aware that should a contract not be executed with the State, any cost incurred toward a project will be borne by the Grantee.

The project must have the first three rehabilitation contracts awarded within one year from the contract start date of March 15, 2022 and have two rehabilitations completed in the following quarter. Demolition cannot occur until three rehabilitations have been completed. **Failure to meet the construction contract deadline or any other program timelines may result in withdrawal of the grant.**

The CDBG funds awarded in this Condition Letter are contingent upon the State's receipt of funds from the U.S. Department of Housing & Urban Development.

The Department looks forward to assisting you to implement this project. If you have any questions related to this award, please contact Dustin Gale of the CDBG staff at (785) 296-4100.

Sincerely,

A handwritten signature in blue ink that reads "Kayla Savage".

Kayla Savage
Community Development Division Director

KS:LH:cav