

City of Meridian FY2025 Budget Amendment Form

Personnel Costs

Full Time Equivalent (FTE):

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	Total
20	1930	41200	6003	Wages	
20	1930	41206	6003	PT/Seasonal Wages	
20	1930	41210	6003	Overtime	
20	1930	41304	6003	Uniform Allowance	
20	1930	42021	6003	FICA	\$ -
20	1930	42022	6003	PERSI	\$ -
20	1930	42023	6003	Worker's Comp	\$ -
20	1930	42025	6003	Employee Insurance	\$ -
Total Personnel Costs					\$ -



Please only complete the fields highlighted in Orange.

Amendment Details

Title: **PY24 (FY25) CDBG Grant Funding**

Department Name: Mayor's Office

Presenting Department Name: Mayor's Office

Department #: 1930

Primary Funding Source: 20

CIP#: n/a

Project #: 6003

Is this for an Emergency? ☐ Yes ☒ No

New Level of Service? ☐ Yes ☒ No

Clerks Office Stamp

Date of Council Approval _____

Operating Expenditures

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	One-Time	On-Going	Total
20	1840	85000	6003.175	Jesse Tree Emergency Rental Assistance	\$ 43,698		\$ 43,698
20	1840	85000	6003.176	Boys & Girls Club Youth Scholarships	\$ 34,959		\$ 34,959
20	1840	85000	6003.177	NeighborWorks Boise Homeowner Repair	\$ 160,000		\$ 160,000
20	5290	53201	6003.166	LMA Walkability NW 3rd St	\$ 40,000		\$ 40,000
20	5290	53201	6003.178	LMA Walkability NW 7th St.	\$ 195,221		\$ 195,221
20	1930	85000	6003.174	Fair Housing	\$ 7,000		\$ 7,000
20	1930	85000	6003	Admin	\$ 43,500		\$ 43,500
20	1930		6003				\$ -
20	1930		6003				\$ -
20	1930		6003				\$ -
20	1930		6003				\$ -
20	1930		6003				\$ -
20	1930		6003				\$ -
Total Operating Expenditures					\$ 524,378	\$ -	\$ 524,378

Capital Outlay

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	Total
20	1930		6003		
20	1930		6003		
20	1930		6003		
20	1930		6003		
20	1930		6003		
20	1930		6003		
Total Capital Outlay					\$ -

Revenue/Donations

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	Total
20	1840	33100	6003.175	Jesse Tree Emergency Rental Assistance	\$ 43,698
20	1840	33100	6003.176	Boys & Girls Club Youth Scholarships	\$ 34,959
20	1840	33100	6003.177	NeighborWorks Boise Homeowner Repair	\$ 160,000
20	5290	33100	6003.166	LMA Walkability NW 3rd St	\$ 40,000
20	5290	33100	6003.178	LMA Walkability NW 7th St.	\$ 195,221
20	1930	33100	6003.174	Fair Housing	\$ 7,000
20	1930	33100	6003	Admin	\$ 43,500
Total Revenue/Donations					\$ 524,378

Acknowledgement

Date

David Miles

10.24.2024

Department Director

REVIEWED

By Todd Lavoie at 9:36 am, Oct 25, 2024

Chief Financial Officer

Approved Luke Cavener via email 10.25.24

Council Liaison

10-28-24

Mayor

Total Amendment Request \$ -

jfields 10.24.24

City of Meridian FY2025 Budget Amendment Form

Department Name: Mayor's Office

Title: PY24 (FY25) CDBG Grant Funding

Instructions for Submitting Budget Amendments:

- Department will send Amendment with Directors signature to Finance (Budget Manager) for review
- Finance will send Amendment to Council Liaison for signature
- Council Liaison will send signed Amendment to Mayor
- Mayor will send signed Amendment to Finance (Budget Manager)
- Finance (Budget Manager) will send approved copy of Amendment to Department
- Department will add copy of Amendment to Council Agenda using Municode Agenda Manager

Total Amendment Cost - Lifetime

	Prior Year(s) Funding	Fiscal Year 2025	Fiscal Year 2026	Fiscal Year 2027	Fiscal Year 2028	Fiscal Year 2029
Personnel		\$ -	\$ -	\$ -	\$ -	\$ -
Operating		\$ 524,378	\$ -	\$ -	\$ -	\$ -
Capital		\$ -				
Total		\$ 524,378				

1. Describe what is being requested?

Spending authority of the awarded HUD/CDBG grant funds in the amount of \$524,378 for FY25 (Program Year 24). The individual projects were approved by Council in the PY24 Action Plan submitted to HUD.

2. Why was this budget request not submitted during the current fiscal year budget cycle?

CDBG funds are generally awarded at the beginning of the fiscal year (FY) for that current FY. However, the grant award is not executed until the budget cycle for that FY has been completed and approved.

3. What is the explanation for not submitting this budget request during the next fiscal year budget cycle?

The grant award is for FY25 and not a carryforward item into the next FY.

4. Describe the proposed method of funding? If funding is split between Funds (i.e. General, Enterprise, Grant), please include the percentage split. List the amounts and sources of anticipated additional revenue that will result from approval of this request.

The proposed funding method involves Grant Revenue from HUD through CDBG funding. This budget amendment is net-zero.

5. Does this request align with the Department/City's strategic plan? If not, please explain how this request was not included in the Department/City strategic plan?

Yes

6. Does this request require resources to be provided by other departments? If yes, please describe the necessary resources to be provided by other departments.

Yes, the LMA Walkability project will require input from Public Works for design and construction, as well as support from Finance, including Purchasing.

7. Does this Amendment include any needed Equipment or Software that will utilize the City's network? (Yes or No)

Yes

8. Is the amendment going to result in the disposal of an asset? (Yes or No)

No

9. Any additional comments?

None

Total Amendment Request \$ -

Every effort should be made to avoid reopening the budget for an amendment. Departments will need to provide back up and appear before the City Council to justify budget amendments. Budget amendments are intended for emergency or mandatory changes to the original balanced budget. Changes to the original balanced budget may cause a funding shortfall.

Funding Approval/Agreement

Title I of the Housing and Community
Development Act (Public Law 930383)
HI-00515R of 20515R

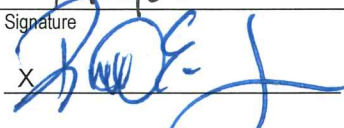
U.S. Department of Housing and Urban Development

Office of Community Planning and Development
Community Development Block Grant Program

OMB Approval No. 2506-0193
exp 1/31/2025

1. Name of Grantee (as shown in item 5 of Standard Form 424) City of Meridian	3a. Grantee's 9-digit Tax ID Number 826000225	3b. Grantee's 9-digit DUNS Number J8EZGMTAPHN5 (UEI)
2. Grantee's Complete Address (as shown in item 5 of Standard Form 424) 33 E Broadway Ave Meridian, ID 83642-2619	4. Date use of funds may begin 10/01/2024	
	5a. Project/Grant No. 1 B-24-MC-16-0006	6a. Amount Approved \$524,378.00 (by this action)
	5b. Project/Grant No. 2	6b. Amount Approved

Grant Agreement: This Grant Agreement between the Department of Housing and Urban Development (HUD) and the above named Grantee is made pursuant to the authority of Title I of the Housing and Community Development Act of 1974, as amended, (42 USC 5301 et seq.). The Grantee's submissions for Title I assistance, the HUD regulations at 24 CFR Part 570 (as now in effect and as may be amended from time to time), and this Funding Approval, including any additional and/or special conditions, constitute part of the Agreement. Subject to the provisions of this Grant Agreement, HUD will make the funding assistance specified here available to the Grantee upon execution of the Agreement by the parties. The funding assistance specified in the Funding Approval may be used to pay costs incurred after the date specified in item 4 above provided the activities to which such costs are related are carried out in compliance with all applicable requirements. Pre-agreement costs may not be paid with funding assistance specified here unless they are authorized in HUD regulations or approved by waiver and listed in the additional and/or special conditions to the Funding Approval. The Grantee agrees to assume all of the responsibilities for environmental review, decision making, and actions, as specified and required in regulations issued by the Secretary pursuant to Section 104(g) of Title I and published in 24 CFR Part 58. The Grantee further acknowledges its responsibility for adherence to the Agreement by sub-recipient entities to which it makes funding assistance hereunder available.

U.S. Department of Housing and Urban Development (By Name) Mark Mitchell		Grantee Name (Contractual Organization) CITY OF MERIDIAN	
Title CPD Director		Title Mayor	
Signature  DocuSigned by: 4A5C3CDEF17848B...	Date (mm/dd/yyyy) 8/30/2024	Signature  X	Date (mm/dd/yyyy) 9/9/24

7. Category of Title I Assistance for this Funding Action: Entitlement, Sec 106(b)	8. Additional/Special Conditions (check one) ☐ None ☒ Attached	9a. Date HUD Received Submission	10. check one ☒ a. Orig. Funding Approval ☐ b. Amendment Amendment Number
		9b. Date Grantee Notified	
		9c. Date of Start of Program Year 10/01/2024	
11. Amount of Community Development Block Grant			
a. Funds Reserved for this Grantee		FY 2024	FY 2023
b. Funds now being Approved		\$524,367.00	\$ 11.00
c. Reservation to be Cancelled (11a minus 11b)			

12a. Amount of Loan Guarantee Commitment now being Approved N/A	12b. Name and complete Address of Public Agency
Loan Guarantee Acceptance Provisions for Designated Agencies: The public agency hereby accepts the Grant Agreement executed by the Department of Housing and Urban Development on the above date with respect to the above grant number(s) as Grantee designated to receive loan guarantee assistance, and agrees to comply with the terms and conditions of the Agreement, applicable regulations, and other requirements of HUD now or hereafter in effect, pertaining to the assistance provided it.	
12c. Name of Authorized Official for Designated Public Agency	
Title	
Signature X	

HUD Accounting use Only

Batch	TAC	Program	Y	A	Reg	Area	Document No.	Project Number	Category	Amount	Effective Date (mm/dd/yyyy)	F
	153											
	176											
			Y					Project Number		Amount		
			Y					Project Number		Amount		
Date Entered PAS (mm/dd/yyyy)		Date Entered LOCCS (mm/dd/yyyy)		Batch Number		Transaction Code		Entered By		Verified By		

8. Additional Conditions.

- (a) The period of performance and single budget period for the funding assistance specified in the Funding Approval ("Funding Assistance") shall each begin on the date specified in item 4 and shall each end on September 1, 2031. The Grantee shall not incur any obligations to be paid with such assistance after September 1, 2031.
- (b) The Grantee must complete Addendum #1 to Agreement "Grantee Indirect Cost Rate(s)" and return it to HUD with this Agreement. The addendum HUD receives from the Grantee will be incorporated into and made part of this Agreement, provided that the rate information is consistent with the applicable requirements under 2 CFR part 200. The Grantee must immediately notify HUD upon any change in the Grantee's indirect cost rate, so that HUD can amend the Agreement to reflect the change if necessary.
- (c) In addition to the conditions contained on form HUD 7082, the grantee shall comply with requirements established by the Office of Management and Budget (OMB) concerning the Dun and Bradstreet Data Universal Numbering System (DUNS); the System for Award Management (SAM.gov.); the Federal Funding Accountability and Transparency Act as provided in 2 CFR part 25, Universal Identifier and General Contractor Registration; and 2 CFR part 170, Reporting Subaward and Executive Compensation Information.
- (d) The grantee shall ensure that no CDBG funds are used to support any Federal, State, or local projects that seek to use the power of eminent domain, unless eminent domain is employed only for a public use. For the purposes of this requirement, public use shall not be construed to include economic development that primarily benefits private entities. Any use of funds for mass transit, railroad, airport, seaport or highway projects as well as utility projects which benefit or serve the general public (including energy-related, communication-related, water-related and wastewater-related infrastructure), other structures designated for use by the general public or which have other common-carrier or public-utility functions that serve the general public and are subject to regulation and oversight by the government, and projects for the removal of an immediate threat to public health and safety or brownfield as defined in the Small Business Liability Relief and Brownfields Revitalization Act (Public Law 107-118) shall be considered a public use for purposes of eminent domain.
- (e) The Grantee or unit of general local government that directly or indirectly receives CDBG funds may not sell, trade, or otherwise transfer all or any such portion of such funds to another such entity in exchange for any other funds, credits or non-Federal considerations, but must use such funds for activities eligible under title I of the Act.
- (f) E.O. 12372-Special Contract Condition - Notwithstanding any other provision of this agreement, no funds provided under this agreement may be obligated or expended for the planning or construction of water or sewer facilities until receipt

of written notification from HUD of the release of funds on completion of the review procedures required under Executive Order (E.O.) 12372, Intergovernmental Review of Federal Programs, and HUD's implementing regulations at 24 CFR Part 52. The recipient shall also complete the review procedures required under E.O. 12372 and 24 CFR Part 52 and receive written notification from HUD of the release of funds before obligating or expending any funds provided under this agreement for any new or revised activity for the planning or construction of water or sewer facilities not previously reviewed under E.O. 12372 and implementing regulations.

- (g) CDBG funds may not be provided to a for-profit entity pursuant to section 105(a)(17) of the Act unless such activity or project has been evaluated and selected in accordance with Appendix A to 24 CFR 570 - "Guidelines and Objectives for Evaluating Project Costs and Financial Requirements." (Source - P.L. 113-235, Consolidated and Further Continuing Appropriations Act, 2015, Division K, Title II, Community Development Fund).
- (h) The Grantee must comply with the requirements of the Build America, Buy America (BABA) Act, 41 USC 8301 note, and all applicable rules and notices, as may be amended, if applicable to the Grantee's infrastructure project. Pursuant to HUD's Notice, "Public Interest Phased Implementation Waiver for FY 2022 and 2023 of Build America, Buy America Provisions as Applied to Recipients of HUD Federal Financial Assistance" (88 FR 17001), any funds obligated by HUD on or after the applicable listed effective dates, are subject to BABA requirements, unless excepted by a waiver.
- (h) Waste, Fraud, Abuse, and Whistleblower Protections. Any person who becomes aware of the existence or apparent existence of fraud, waste or abuse of any HUD award must report such incidents to both the HUD official responsible for the award and to HUD's Office of Inspector General (OIG). HUD OIG is available to receive allegations of fraud, waste, and abuse related to HUD programs via its hotline number (1-800-347-3735) and its online hotline form. You must comply with 41 U.S.C. § 4712, which includes informing your employees in writing of their rights and remedies, in the predominant native language of the workforce. Under 41 U.S.C. § 4712, employees of a government contractor, subcontractor, grantee, and subgrantee—as well as a personal services contractor—who make a protected disclosure about a Federal grant or contract cannot be discharged, demoted, or otherwise discriminated against as long as they reasonably believe the information they disclose is evidence of: 1. Gross mismanagement of a Federal contract or grant; 2. Waste of Federal funds; 3. Abuse of authority relating to a Federal contract or grant; 4. Substantial and specific danger to public health and safety; or 5. Violations of law, rule, or regulation related to a Federal contract or grant.
- (i) The Grantee will comply with the right to report crime and emergencies protections at 34 U.S.C. 12495 of the Violence Against Women Act.

Addendum # 1 to Agreement B-24-MC-16-0006
Grantee Indirect Cost Rate(s)

As the duly authorized representative of the Grantee, I certify that the Grantee:

- ☒ Will not use an indirect cost rate to calculate and charge indirect costs under the grant.
- ☐ Will calculate and charge indirect costs under the grant by applying a *de minimis* rate as provided by 2 CFR 200.414(f), as may be amended from time to time.
- ☐ Will calculate and charge indirect costs under the grant using the indirect cost rate(s) listed below, and each rate listed is included in an indirect cost rate proposal developed in accordance with the applicable appendix to 2 CFR part 200 and, *if required*, was approved by the cognizant agency for indirect costs.

Agency/department/major function	Indirect cost rate	Type of Direct Cost Base
	%	
	%	
	%	

Name of Authorized Official:

Robert E. Simison

Signature:

X 

Date

(mm/dd/yyyy):

7/19/21

Title:

Mayor

Instructions for the Grantee's Authorized Representative:

You must mark the one (and only one) checkbox above that best reflects how the Grantee's indirect costs will be calculated and charged under the grant. Do not include indirect cost rate information for subrecipients.

The table following the third box must be completed only if that box is checked. When listing a rate in the table, enter both the percentage amount (e.g., 10%) and the type of direct cost base to be used. For example, if the direct cost base used for calculating indirect costs is Modified Total Direct Costs, then enter "MTDC" in the "Type of Direct Cost Base" column.

If using the Simplified Allocation Method for indirect costs, enter the applicable indirect cost rate and type of direct cost base in the first row of the table.

If using the Multiple Allocation Base Method, enter each major function of the organization for which a rate was developed and will be used under the grant, the indirect cost rate applicable to that major function, and the type of direct cost base to which the rate will be applied.

If the Grantee is a government and more than one agency or department will carry out activities under the grant, enter each agency or department that will carry out activities under the grant, the indirect cost rate(s) for that agency or department, and the type of direct cost base to which each rate will be applied.

To learn more about the indirect cost requirements, see 2 CFR part 200, subpart E and Appendix VII to Part 200 (for state and local governments).