E-P.6 - NOTICE OF INTENT TO REQUEST RELEASE OF FUNDS FOR RESIDENTIAL REHABILITATION PROJECTS USING RER/APPENDIX A TIERED REVIEW PROTOCOL

## [insert date of Notice]

Name of Responsible Entity [RE]: [insert name of Responsible Entity (RE)]

Address: [insert street number and name]

City, State, Zip Code: [insert city, state, zip code]

Telephone Number of RE: [insert telephone number for RE]

**REQUEST FOR RELEASE OF FUNDS**

On or about [insert date - must be at least one day after end of the comment period] the [insert name of RE] will [enter either "submit" or if the RE is not also the grant recipient - "authorize the (name of the grantee) to submit"] a request to the [insert "Arizona Department of Housing" or if a NonProfit - "US Department of Housing and Urban Development"] for the release of [insert name of funding source i.e., "CDBG" or "HOME" etc.]funds under [insert the Title/Section number for the funding source, the name of the federal act and the date of the federal act respectively for each funding source], as amended, to undertake a project known as[insert name of project], for the purpose of:

[insert a description of the nature/scope of the project and the project location]

During the period[Insert program dates i.e.; "July 1 2014 to June 30, 2019"]approximately *$*[insert list and amounts for all funding sources i.e., "$500,000 in CDBG and $500,000 in HOME"]will be used by[insert name of applicant] to rehabilitate approximately[number of homes anticipated to be assisted considering all funding sources and all program years]homes/units.The area of consideration for this program is: [insert description of service area of rehab program]

The activities proposed are categorically excluded under HUD regulations at 24 CFR Part 58 from National Environmental Policy Act (NEPA).An Environmental Review Record (ERR) that documents the environmental determinations for this project is on file at [insert name and address of the Responsible Entity office where the ERR can be examined and name and address of any other locations where the ERR is available for review]and may be examined or copied weekdays from       A.M to       P.M. [insert name of RE] will use the Appendix A format to supplement this ERR with additional site-specific reviews further addressing Historic Preservation, Explosive and Flammable Operations, Airport Clear Zones, Flood Insurance, Toxic Substances and Hazardous Materials prior to approving any loan or grant under these programs.

# PUBLIC COMMENTS

Any individual, group, or agency may submit written comments on the ERR to the [insert name and address of the RE designated office responsible for receiving and responding to all ERR comments]. All comments received by [insert date - if published, date must be 7 days after (not including the) day of publication. If posted, the date must be 10 days after (not including the) day of posting] will be considered by the [insert name of RE] prior to authorizing submission of a request for release of funds.

# ENVIRONMENTAL CERTIFICATION

The [insert name of Responsible Entity]certifies to [insert "Arizona Department of Housing" or if a NonProfit - "US Department of Housing and Urban Development"]that [insert name of Certifying Officer]in[insert "his" or "her"]capacity as [insert official title of Certifying Officer]consents to accept the jurisdiction of the Federal Courts if an action is brought to enforce responsibilities in relation to the environmental review process and that these responsibilities have been satisfied. [insert "Arizona Department of Housing" or if a NonProfit - "US Department of Housing and Urban Development"]’s approval of the certification satisfies its responsibilities under NEPA and related laws and authorities and allows the [insert name of grantee]to use Program funds.

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# OBJECTIONS TO RELEASE OF FUNDS

[insert "Arizona Department of Housing" or if a NonProfit - "US Department of Housing and Urban Development"] will consider objections to its release of funds and the [insert name of RE] certification received by [insert date - must be at least 15 days after date of submission] or for a period of fifteen days following its actual receipt of the request (whichever is later) only if they are on one of the following bases: (a) the certification was not executed by the Certifying Officer of the [insert name of RE] ;( b) the [insert name of RE] has omitted a step or failed to make a decision or finding required by HUD regulations at 24 CFR Part 58; (c) the grant recipient or other participants in the project have committed funds or incurred costs not authorized by 24 CFR Part 58 before approval of a release of funds by [insert "Arizona Department of Housing" or if a NonProfit - "US Department of Housing and Urban Development"]; or (d) another Federal agency acting pursuant to 40 CFR Part 1504 has submitted a written finding that the project is unsatisfactory from the standpoint of environmental quality. Objections must be prepared and submitted in accordance with the required procedures (24 CFR Part 58) and shall be addressed to [insert "Arizona Department of Housing" or if a NonProfit - "US Department of Housing and Urban Development"] at [insert address for ADOH or HUD, whichever applies]**.** Potential objectors should contact the [insert "Arizona Department of Housing" or if a NonProfit - "US Department of Housing and Urban Development"] to verify the actual last day of the objection period.

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*Signature of RE Certifying Officer*

[Name and Title of RE Certifying Officer]