To: HOME (or HUD funding) Applicants

From: Georgia Department of Community Affairs, Office of Housing Finance and Development

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2021

Re: Environmental Review Publication Procedure and Relocation Notice

This letter is to acknowledge receipt of an application for HOME funding for a proposed project known as \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (name) and located at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ address of project.

As an Applicant for HOME funds, you must obtain environmental clearance. Projects that fail to successfully complete the federal environmental review process are ineligible for HOME funding. Therefore, as an Owner and/or Developer, you **must refrain** from undertaking activities that would have an adverse environmental impact prior to the receipt of an environmental clearance letter from DCA removing the stipulated conditions**. Such activities include acquiring, rehabilitating, converting, leasing, repairing, or constructing property.** Nor may an Applicant commit or expend HUD **or** non-federal funds until the federal environmental review process has been completed.

However, activities that generally have no physical impact on the environment are exempt under 24 CFR §58.34(a)(1)-(11). **With DCA’s prior approval\***, allowed activities that may be performed during this time include:

* Environmental and other studies;
* Information and financial services;
* Administrative and management activities;
* Inspections and testing of properties for hazards or defects;
* Purchase of insurance;
* Engineering or design costs; or
* Assistance for temporary or permanent improvements that do not alter environmental conditions and limited to protection, repair, restoration activities only necessary to control or arrest the effects from disasters or imminent threats to public safety including those resulting from physical deterioration.

*\*Requests to undertake any of the above must be submitted to Ryan Fleming at* *ryan.fleming@dca.ga.gov**.*

In addition, if work is already underway on a project in accordance with pre-existing legally binding contracts that were entered into prior to the submittal of the formal application, project owners may proceed *at their own risk*. Failure to stop work where no pre-existing legally binding contracts exist could trigger a recovery of funds from HUD. Applicants must provide DCA with copies of the pre-existing legally binding contracts when this Notice is submitted, along with documentation, if any, of the penalties that will be occurred if work ceases.

Note that the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (49

CFR 24), applies, which requires the Applicant to prove that the acquisition of real property is voluntary. In regard to projects that are occupied by residents, businesses, farms, or nonprofits, relocation assistance (as outlined in DCA’s Relocation Manual) is triggered. Tenants that move from the property will be considered displaced unless proven otherwise. Notice (the GIN) must be given to all tenants that an application for federal funding assistance has been made and that they may be eligible for relocation assistance.

**Applicant acknowledges receipt of this letter and notice is hereby given to refrain from undertaking prohibited activities as defined in 24 CFR §58.5 unless** **pre-existing legally binding contracts were entered into prior to the submittal of the formal application and work must continue under those contracts. Applicant will adhere to the guidelines set forth in the DCA Relocation Manual.**

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**Applicant Name Date**