



# DISASTER RECOVERY

WEBINAR SERIES



# CDBG-MIT







# COSCDA


is the premier national association advocating and enhancing the leadership role of states in community development through innovative policy development and implementation, customer-driven technical assistance, education, and collaborative efforts.



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Council of State Community Development Agencies

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- Disaster Recovery**

# Council of State Community Development Agencies

COSCDA is the premier national association advocating and enhancing the leadership role of states in community development through innovative policy development and implementation, customer-driven technical assistance, education, and collaborative efforts.

## CDBG

Improving lives and strengthening communities

A REPORT BY THE CDBG COALITION APRIL 12, 2022

## Resilience

### SAVE THE DATE

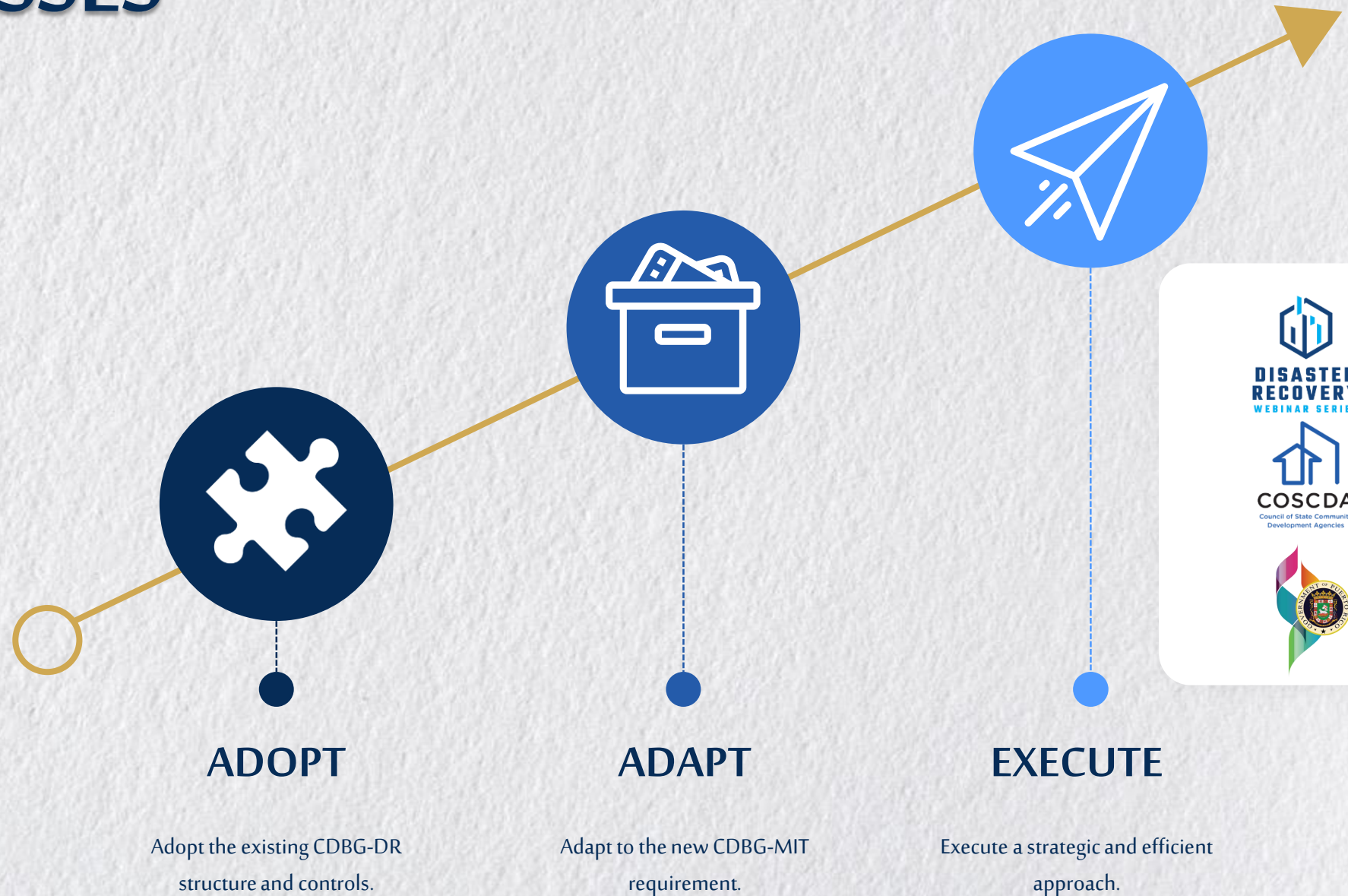
## September 12-14

## COSCDA + 2022

ANNUAL TRAINING CONFERENCE

# MIT PROCESSES

PRDOH found an  
**84% overlap**  
in CDBG-DR and CDBG-MIT  
FRN requirements



  
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**COSCDA**  
Council of State Community  
Development Agencies





# MIT PROCESSES



# MIT PROCESSES



## PROBLEM

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Redundancy in procurement needs between grant programs, a lag in program start-up due to procurement needs, and limited vendor capacity within Puerto Rico.



## SOLUTION

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Combine procured services between grants to align like services such as Project Management (PM).



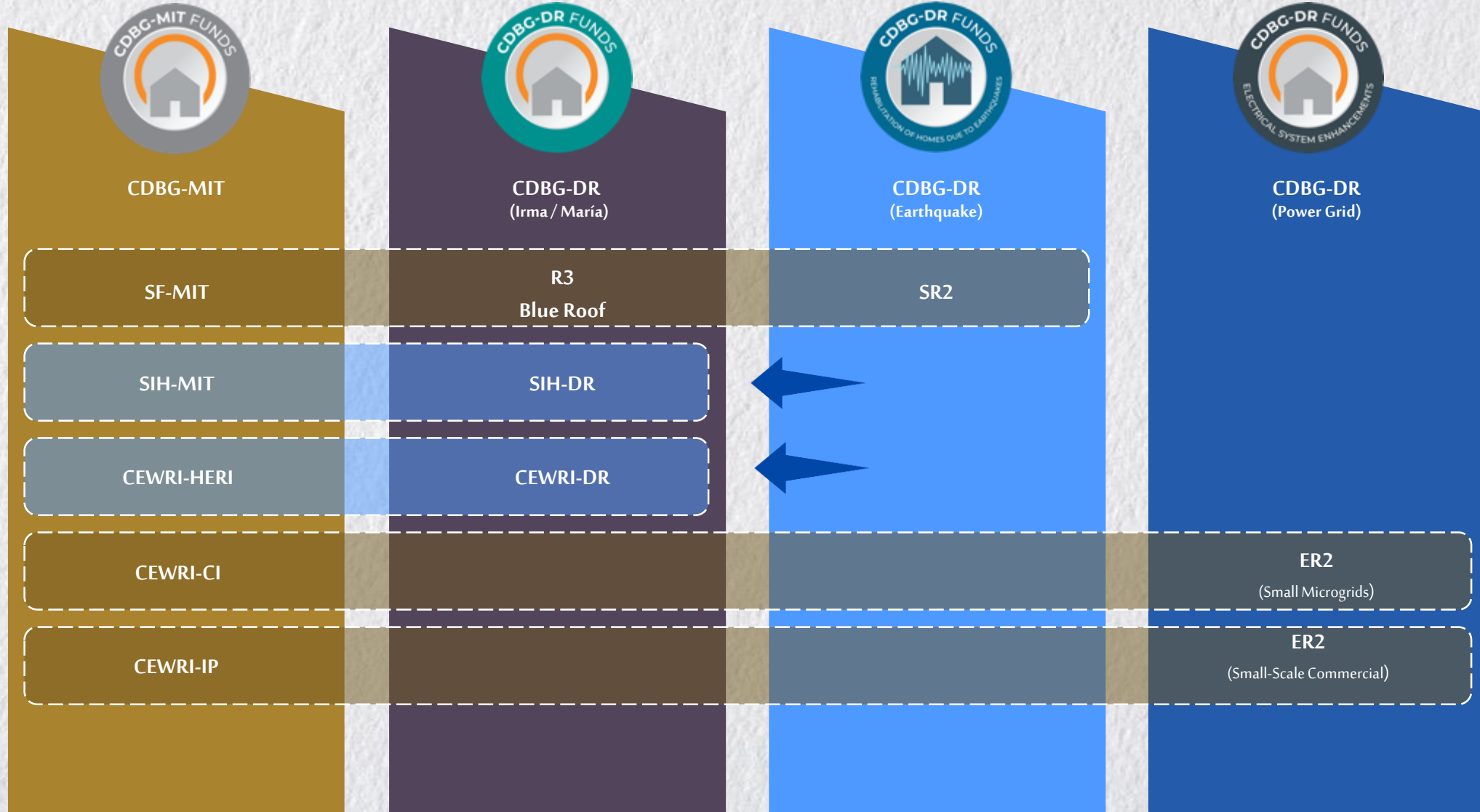
## IMPLEMENTATION

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Services procured for multi-grant services reduce procurement timelines and streamline vendor interaction with subrecipients.

# MIT PROCUREMENT

## MULTI-GRANT PROCUREMENT





# MIT FINANCIAL MANAGEMENT

## LESSONS LEARNED

1 Segregation of Duties / Internal Controls / Resources

2 Financial Systems Implementation

3 Timely Disbursement

4 Subrecipient Learning Curve/ on-time invoicing

5 Creation of Activities and Reporting of Accomplishments

6 Local Requirement for Contract Execution



# MIT FINANCIAL MANAGEMENT

## PROBLEM

Segregation of duties and the need of maintaining good internal controls with limited resources.

## SOLUTION

Define a target-oriented Finance Division Organizational Chart taking into consideration the required internal controls and the available Financial Systems.

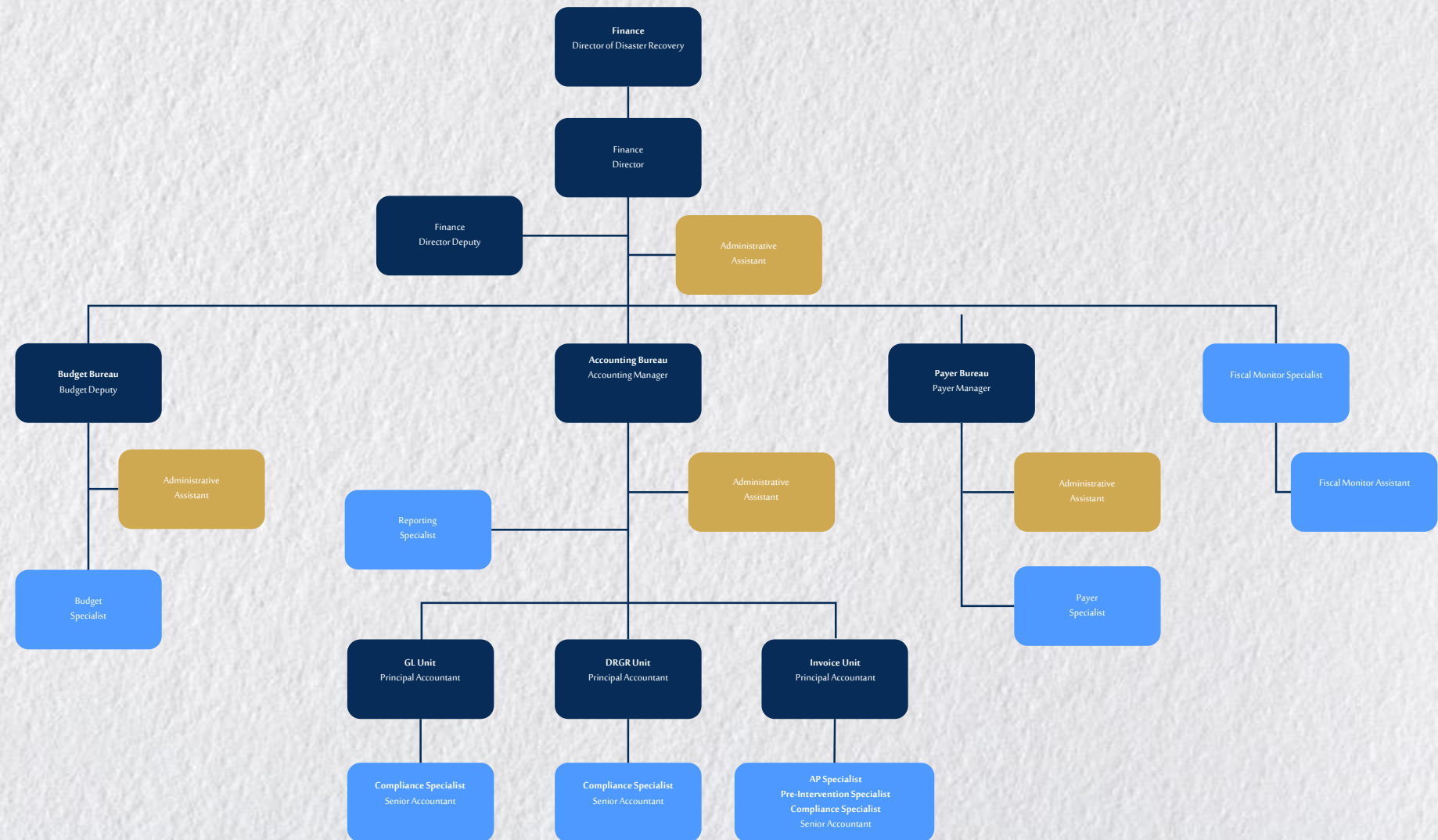
## IMPLEMENTATION

Create an organizational chart that establishes actual lines of responsibilities for federal awards, Staff-up, and define each role taking into consideration the Yardi and DRGR systems capabilities.

# MIT FINANCIAL MANAGEMENT

## SEGREGATION OF DUTIES | INTERNAL CONTROLS

Overview of the Disaster  
Recovery Grant Reporting  
System





# MIT FINANCIAL MANAGEMENT

## PROBLEM

Subrecipient  
Learning Curve

## SOLUTION

Developed a subrecipient toolkit with specific forms and set of instructions to prepare and submit invoices.

## IMPLEMENTATION

Created consistency on documents to be submitted by subrecipients such as timesheets, invoice forms, and activity detail forms (Staffing, Professional Services, etc.).

# MIT FINANCIAL MANAGEMENT



## PROBLEM

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On-time invoicing by subrecipients.



## SOLUTION

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Provided training and technical assistance to Subrecipients.



## IMPLEMENTATION


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Developed a comprehensive Financial Management curriculum with uniform and standard guidance for Subrecipients.

Implemented a Technical Assistance and Capacity Building Plan through the LMS platform, live webinars, one-on-one work sessions, utilizing the content of the Financial Management curriculum.



## SUBRECIPIENTS' LEARNING CURVE



GOVERNMENT OF PUERTO RICO  
Department of Housing

**INVOICE CHECKLIST**

**CDBG-DR**

**A**

☐ **Contractor Type**

☐ Partner

☒ Subrecipient

☐ Contractor

<b>Contractor Name:</b>	<b>Sector:</b>	Multi-Sector
<b>Municipality of Aguadilla</b>	<b>Program/Area:</b>	City Revitalization Program
	<b>Contract No.:</b>	2020-CR0045
<b>Contractor Address:</b>	<b>Invoice No.:</b>	CRPA20200001
Apartado 1008 VS Aguadilla, PR 00605	<b>Invoice Date:</b>	[Invoice date]
	<b>Invoice Amount:</b>	\$ -
<b>Project:</b>	Community development block grant	

Contractor		
T96	N/A	
✓	<input type="checkbox"/>	Invoic
✓	<input type="checkbox"/>	Invoic
✓	<input type="checkbox"/>	Activ
✓	<input type="checkbox"/>	Evid
✓	<input type="checkbox"/>	Supp
✓	<input type="checkbox"/>	Mon

Important notice: Our entity has access to our archives of all the original documents and other process performed by

Submitted by Contractor's Author

(Author's Representative's  
job title)

Position

[illegible]



GOVERNMENT OF PUERTO RICO  
Department of Housing

ACTIVITY DELTA  
COMB-1  
( )

STARTING


[Enter Name]

[Program Name]

Contractor [Contract Name] Contract # [Contract Number] | Invoice # [Invoice Number]

Invoice Period [Start date] to [End date]

Line Item	Name	Classification	Hours	Hourly Rate / Unit Price	Total Cost
1				\$	-
2					-
3					-



**GOVERNMENT OF PUERTO RICO**  
Department of Housing

**ACTIVITY DETAIL**  
**CDBG-DR**  
**C.2**

**SUPPLIES / EQUIPMENT**

[Vendor Name]

[Program Name]

Contractor [Contract Name] | Contract #: [Contract Number] | Invoice #: [Invoice Number]

---

Invoice Period [Start date] to [End date]

Line Item	Supplies	Number of Units	Unit Cost	Total Cost
1				\$ -
2				\$ -
3				\$ -
4				\$ -
5				\$ -
6				\$ -
7				\$ -
8				\$ -
9				\$ -
10				\$ -
11				\$ -
12				\$ -
13				\$ -
14				\$ -
15				\$ -
<b>TOTAL</b>				<b>\$0.00</b>

The undersigned hereby certify:

(1) That all work related to the Activity Detail set forth above has progressed to the point where the task being invoiced merits payment from the PRDOH in accordance with contract terms and conditions; (2) That all supporting documentation related to the tasks herein have been uploaded to the Program's System of Record and is available for review by the PRDOH or its designees, where applies; (3) That no previous invoice submitted to the PRDOH has included a request for payment for the tasks herein invoiced; (4) The cost included are eligible for CDBG-DR funds, comply with Program requirements and HUD's eligibility.

**Certified By:**

\_\_\_\_\_

(Authorized Representative Signature)

**Date:**

\_\_\_\_\_





# **SUMMARY OF CALIFORNIA'S CDBG-DR & CDBG-MIT PROGRAMS**

**Maziar Movassaghi**  
**California Dept. of Housing &  
Community Development**



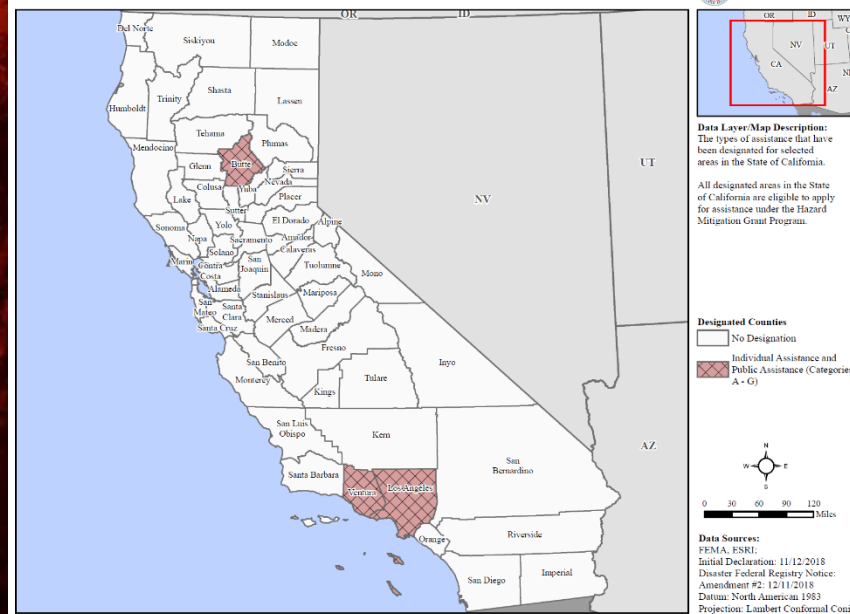
# DISASTER DECLARATIONS

CA 2018

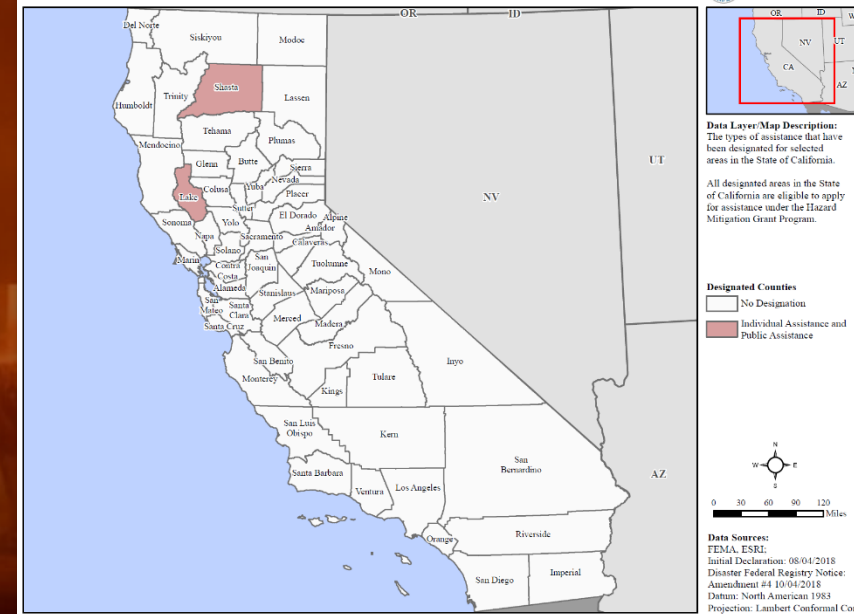
- Federally declared disasters 4407 and 4382 covering the impacted areas of the 2018 wildfires: Butte, Lake, Los Angeles, Shasta, and Ventura counties



FEMA-4407-DR, California Disaster Declaration as of 12/11/2018



FEMA-4382-DR, California Disaster Declaration as of 10/04/2018



# CDBG-MIT VALUES

CALIFORNIA



Compliance

Feasibility

Local Control

Risk Mitigation

Speed

Equity



# 2018 CDBG-DR & CDBG-MIT

## INFRASTRUCTURE PROGRAMS

- Infrastructure is a great need for wildfire impacted communities;
- Two infrastructure programs for 2018 impacted areas:
  - CDBG-MIT: *Resilient Infrastructure*
  - CDBG-DR: *Infrastructure*
- Based on HUD's separate requirements and allocations:
- HCD coordinating implementation



# INFRASTRUCTURE PROGRAM

CDBG-DR

- FEMA Public Assistance local match;
- FEMA Hazard Mitigation Grant local match;
- Stand-alone infrastructure projects:
  - direct tie back to disaster recovery;
  - in support of housing recovery, with LMI priority





# CDBG-MIT PROGRAMS

## **Resilient Infrastructure**

Local community infrastructure needs that meet the definition of mitigation activities.

**Resilience Planning and Public Services** Address risks to, or across, community lifelines that support human health and safety and provide mitigation for individual and community-based systems.



# CDBG-MIT RESILIENT

## INFRASTRUCTURE PROGRAMS

### Potential activities

- Emergency roadway improvements (ingress/egress and evacuation routes)
- Fuel breaks and fuel reduction measures (from local HMPs)
- Watershed management activities (from local HMPs)
- Defensible space
- Hardening of communication systems
- Flood control structures
- Flood drainage measures
- Alternative energy generation
- Seismic retrofiting





# PLANNING & PUBLIC SERVICES

CDBG-MIT

## Potential activities

- Community Wildfire Protection Plan update/creation
- Resilience or safety element (e.g., evacuation routes or forest and vegetation management) additions to local comprehensive plans
- Mitigation-related outreach and educational campaigns for disaster evacuation and preparedness
- Additional public services (e.g., health or recreation)  
or planning to enhance critical lifelines
- Job training

# IMPLEMENTATION CHALLENGES & OPPORTUNITIES



# OTHER STATE

## MITIGATION ACTIVITIES

### In-between 3 Action Plans

**(2017 & 2018 CDBG-MIT and 2018 CDBG-DR):**

- California invested more than \$1.5 Billion into Climate Resiliency & Wildfire Preparedness;
- Established new climate change, transportation, housing and resiliency policies.



# 2018 CDBG-DR NOIS RECEIVED

- Received a total of 121 NOI project unmet needs submissions
- Total project unmet disaster recovery needs from eligible applicants = \$1,321,839,592
- Exceeds HCD's 18DR-Infrastructure program budget by \$1,004,411,104
- Scatter Shot: Roads, public facilities, shelters, etc.





# REVISED PROGRAM IMPLEMENTATION



- Held initial meeting with inter-agency partners, shared process and type of feedback requested
- Shared only relevant projects, with questions and portal to submit responses

# INTER-AGENCY COORDINATION

- **Dept of Transportation \$**
  - Climate Resiliency and Road Construction policies
- **State Water Resources Control Board \$**
  - Sewer and sanitation, water system policies
- **Dept of Social Services \$**
- **Office of Planning & Research \$**
  - Land use policy, Climate Adaption
- **Office of Emergency Mgmt Services \$**
- **Cal Fire \$**
- **Dept of Education**
- **Inter-agency Council on Homelessness**



# LESSON LEARNED &

## PROGRAM UPDATES

- Conduct outreach for strategic MIT program deployment; limit scatter shot approach.
- Continue inter-agency coordination to align programs and policies
  - Leveraging resources and expertise;
  - Aligning CDBG-DR and CDBG-MIT program outcomes.



# LESSON LEARNED

LOCAL CONTROL



Who should decide how to use  
the funds?



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# QUESTIONS





**Road to Resilience**

**SAVE THE DATE**

**September 12-14**

**COSCDA + 2022**  
ANNUAL TRAINING CONFERENCE

**HOSTED BY**

State of Louisiana,  
Division of Administration,  
Office of Community Development

**DATE**

September 12-14, 2022

**LOCATION**

Intercontinental New Orleans Hotel  
444 St. Charles Avenue  
New Orleans, LA 70130  
(504) 525-5566



# SURVEY



[https://docs.google.com/forms/d/e/1FAIpQLSf6rcswftDGI5NVwrN4bOtMyeC\\_5RvMFrBhznjvwm2nSwsoQw/viewform](https://docs.google.com/forms/d/e/1FAIpQLSf6rcswftDGI5NVwrN4bOtMyeC_5RvMFrBhznjvwm2nSwsoQw/viewform)