

**Notice of Intent to Request Release of Funds**  
 Owner Occupied Housing Rehabilitation Program

Responsible Entity City / County	Date of Notice
Address	Telephone Number
City	OR, State, Zip

On or about \_\_\_\_\_, 2016, Name of City or County will submit a Request for Release of Funds (RROF) to the Oregon Business Development Department (OBDD) for the release of Community Development Block Grant (CDBG) funds under Title I of the Housing and Community Development Act of 1974 as amended, for its housing rehabilitation program. The purpose of Name of City or County’s housing rehabilitation program is to use to perform repair and rehabilitation of existing single-family, owner-occupied units located in Insert service area description here. Annually, the program rehabilitates over \_\_\_\_\_ low- to-moderate-income homes with approximately \$\_\_\_\_\_ of CDBG funds.

Specific locations of individual units to be rehabilitated cannot be determined prior to the completion of the Area-Wide Environmental Review and the RROF. For the housing rehabilitation activities proposed Name of City or County is using a Tiered Environmental Review format and process proposed under HUD Regulations for the National Environmental Policy Act at 24 CFR Part 58.15.

In this first tier, a broad area-wide statutory review of the housing rehabilitation program has identified laws and authorities that we have determined will not be triggered by the location of the rehab program. These laws include: Floodplain Management (24 CFR Part 55 and Executive Order 11988), The Coastal Zone Management Act of 1972, the Wild and Scenic Rivers Act of 1968, The Clean Air Act, The Farmland Protection Policy Act of 1981, The Environmental Justice Executive Order 12898, The Noise Abatement and Control Standard (24 CFR part 51B) and The Explosive and Flammable Operations Standard (24 CFR Part 51C).

In the second tier review, Name of City or County identified laws and authorities that must be analyzed with site-specific environmental review checklists for each property location. These laws include: Historic Preservation (36 CFR Part 800), Flood Disaster Protection Act of 1973, Wetland Protection (Executive Order 11990), Sole Source Aquifers (The Safe Drinking Water Act, 40 CFR Part 149), The Endangered Species Act (50 CFR Part 402), Airport Clear Zones and Accident Potential Zones (24 CFR Part 51D) and Toxic Chemicals and Radioactive Materials (24 CFR, Part 58.5(i)).

An Environmental Review Record (ERR) that documents the environmental determinations for this project, along with a copy of Name of City or County policies and processes to be followed for site specific reviews, is on file, and may be examined or copied weekdays, from 8:30 a.m. to 4:30 p.m., at insert location name, address, phone number and any other way to access information here.

**PUBLIC COMMENTS:** Any individual, group, or agency may submit written comments on the ERR to the (designated office of the recipient agency). All comments received by (notice date plus seven days, if published; posting date plus ten days if posted or mailed) will be considered by (Name of Recipient) prior to submission of a request for release of funds.

**OBJECTIONS TO RELEASE OF FUNDS:** OBDD will accept an objections to its approval of the release of funds and the (Name of Recipient) certification for a period of fifteen days following the anticipated submission date or actual receipt of the request for release of funds (whichever is later) only if they are on one of the following bases:

OBDD will accept objections to its Release of Funds only if they are based on one of the following:

- A. The certification was not executed by the Certifying Officer of (Name of Recipient).
- B. (Name of Recipient) has omitted a step or failed to make a decision or finding required by HUD regulations at 24 CFR Part 58.
- C. (Name of Recipient) has committed funds or incurred costs not authorized by 24 CFR Part 58 before approval of a release of funds by OBDD.
- 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 procedure (24 CFR Part 58), and shall be addressed to OBDD at 775 Summer Street NE, Suite 200, Salem, OR 97301-1280. Objections to the release of funds on bases other than those stated above will not be considered by OBDD.

Potential objectors should contact OBDD to verify the actual last day of the objection period. It is estimated that any objection received after (last day of 15-day State comment period – NOTE – The 15 days is after the anticipated submission of the RROF and complete ERR to OBDD or OBDD’s actual receipt of the RROF and complete ERR, whichever is later.) will not be considered by OBDD.

Name of Certifying Officer:

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Title:

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Address:

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