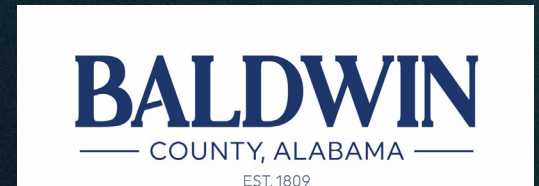




Office Hours

Session 1



AGENDA ■

Housekeeping

Session Topic

Questions

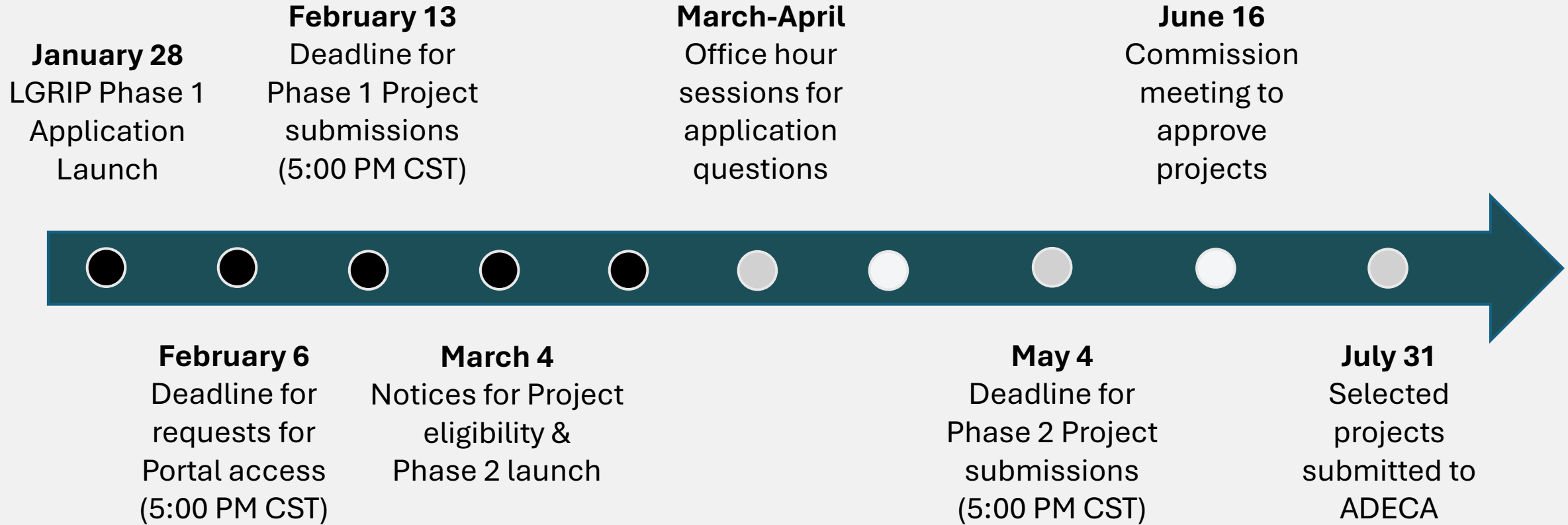
Next Steps



Housekeeping

Phase 2 Office Hours

Application Timeline



LGRIP APPLICATION

Office Hours Format

- Generalized help benefitting **all applicants**
- Brief presentation on **pre-determined** application topic
- Answer questions about **presentation, application, and application process**



Budget Detail

Application Focus Topic

Budget Narrative

OVERVIEW OF SOURCES AND USES

Must include:

- Overview of activities funded by CDBG-DR
- Funding source for Operations and Maintenance of project
- Description of funding sources outside of CDBG-DR

May include:

- Details on income generation, if applicable
- Results of federal monitoring if there were findings related to project, fiscal, or grant administration

Applicant Budget Tool

Spreadsheet that is used to plan, track, and manage infrastructure project costs.

Baldwin County LGRIP Applicant Budget Tool

Applicant Name: 0 _____
 Project Name: 0 _____
 Anticipated Start Date: 1/0/1900 _____
 Anticipated End Date: 1/0/1900 _____

Step 1: Using each tab as numbered below, enter a projected budget for each cost category below.

Summary			
Tab #	Cost Category	Estimated Cost	Percent of Total
1	Personnel (Direct Labor)	\$0.00	0.0%
2	Travel	\$0.00	0.0%
3	Consultants	\$0.00	0.0%
4	Construction	\$0.00	0.0%
		\$0.00	

Project Costs Total: \$0.00

Requested CDBG-DR Total: \$0.00

CDBG-DR Cost Types							
Cost Type	Estimated Cost	Percent of Total					
Activity Delivery Costs	\$0.00	0.0%					
Project Costs	\$0.00	0.0%					

Step 2: Allocate each estimated project cost in relation to the funding sources associated with the project. Enter the total estimate in the "CDBG-DR Funds requested from Baldwin County" column if requesting the total amount from Baldwin County.

Sources and Uses							
Requested CDBG-DR Funds	State Funds	Local/Tribal Share	Insurance Proceeds	Other Restricted Funds	Other Federal Funds	Program Income	Amount Remaining
							\$0.00
							\$0.00
							\$0.00
							\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Accessible under Phase 2 Resources on the Portal

Project Costs Addressed

BUDGET TOOL

Personnel



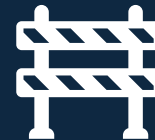
Travel



Consultants



Construction



Travel

REIMBURSEMENT

- Use of privately owned vehicles
- Mileage charges
- Assess costs for use of publicly owned/municipal vehicles

2 - Travel

2a - Travel - Local Vehicle		Rate*	Trips	Mileage (per trip)	Total Estimated Costs
1		\$ 0.725			\$ -
2		\$ 0.725			\$ -
3		\$ 0.725			\$ -
4		\$ 0.725			\$ -
5		\$ 0.725			\$ -
6		\$ 0.725			\$ -
7		\$ 0.725			\$ -
8		\$ 0.725			\$ -
9		\$ 0.725			\$ -
10		\$ 0.725			\$ -
11		\$ 0.725			\$ -
12		\$ 0.725			\$ -
13		\$ 0.725			\$ -
14		\$ 0.725			\$ -
15		\$ 0.725			\$ -
*The rate applied to mileage must align with the federal GSEFA rate. Find the rate here.					\$ -

Consultants

OR OTHER VENDORS

- Contractors who will help accomplish grant effort
 - **NOT** Construction or A&E
- Indicate type of consultant
- Include total estimated cost for project deliverables

3 - Consultants	
3a. Consultants	Total Estimated Costs
List the consultants or other vendors (not construction or A&E) that will help accomplish the grant effort. Examples of contracts that should be shown here include contracts with grant consultant; environmental firm to conduct review; and any other support related to administration related to the project.	
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	
13	
14	
15	
16	
17	
18	
19	
20	
21	
22	
23	
24	
25	
26	
27	
28	
	\$ -

Construction

- 4a: Administrative & legal expenses
- 4b: Land, structures, rights-of-way, appraisal, etc.
 - Includes purchase, lease, easements
- 4c: Relocation expenses & payments
 - Advisory assistance, replacement housing, relocation payments, etc.
- 4d: Architectural & engineering fees
 - Basic engineering fees related to construction including project prep
- 4e: Project inspection fees
 - Estimated engineering inspection costs

4. Construction Costs	<i>Total Estimated Costs</i>
4a. Administrative and legal expenses	\$0.00
4b. Land, structures, rights-of way, appraisal, etc	\$0.00
4c. Relocation expenses and payments	\$0.00
4d. Architectural and engineering fees	\$0.00
4e. Project inspection fees	\$0.00
4f. Site work	\$0.00
4g. Demolition and removal	\$0.00
4h. Construction	\$0.00
4i. Equipment	\$0.00
4j. Contingencies	\$0.00
4k. Miscellaneous	\$0.00

Total

\$0.00

Upload a detailed cost estimate to the LGRIP Portal with this Budget Tool.

Construction cont.

- 4f: Site work
 - Site prep and restoration outside of construction contract
- 4g: Demolition and removal
- 4h: Construction
 - Costs of construction contract
- 4i: Equipment
 - Office, shop, laboratory, safety equipment if not included in construction contract
- 4j: Contingencies
- 4k: Miscellaneous

4. Construction Costs	<i>Total Estimated Costs</i>
4a. Administrative and legal expenses	\$0.00
4b. Land, structures, rights-of way, appraisal, etc	\$0.00
4c. Relocation expenses and payments	\$0.00
4d. Architectural and engineering fees	\$0.00
4e. Project inspection fees	\$0.00
4f. Site work	\$0.00
4g. Demolition and removal	\$0.00
4h. Construction	\$0.00
4i. Equipment	\$0.00
4j. Contingencies	\$0.00
4k. Miscellaneous	\$0.00
Total	\$0.00

Upload a detailed cost estimate to the LGRIP Portal with this Budget Tool.

Summary Page

Baldwin County LGRIP Applicant Budget Tool

Applicant Name: 0
 Project Name: 0
 Anticipated Start Date: 1/0/1900
 Anticipated End Date: 1/0/1900

Summarizes project costs entered in budget tool

Step 1: Using each tab as numbered below, enter a projected budget for each cost category below.

Summary			
Tab #	Cost Category	Estimated Cost	Percent of Total
1	Personnel (Direct Labor)	\$0.00	0.0%
2	Travel	\$0.00	0.0%
3	Consultants	\$0.00	0.0%
4	Construction	\$0.00	0.0%
		\$0.00	

Project Costs Total: \$0.00

Requested CDBG-DR Total: \$0.00

CDBG-DR Cost Types		
Cost Type	Estimated Cost	Percent of Total
Activity Delivery Costs	\$0.00	0.0%
Project Costs	\$0.00	0.0%

Categorizes CDBG-DR funds by project costs and ADCs

Step 2: Allocate each estimated project cost in relation to the funding sources associated with the project. Enter the total estimate in the "CDBG-DR Funds requested from Baldwin County" column if requesting the total amount from Baldwin County.

Sources and Uses							
Requested CDBG-DR Funds	State Funds	Local/Tribal Share	Insurance Proceeds	Other Restricted Funds	Other Federal Funds	Program Income	Amount Remaining
							\$0.00
							\$0.00
							\$0.00
							\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Sources and Uses: Match estimated project costs with anticipated funding sources



All questions and answers are being documented and will be shared with participants along with this presentation

Questions? Comments?





Next Steps

LGRIP Phase 2

**APRIL 10
10 – 11 AM**

Session 2:

LGRIP Phase 2
Office Hours

**SESSION 2 TOPIC:
Defining Service Area
and Beneficiaries**

**APRIL 24
10 – 11 AM**

Session 3:

LGRIP Phase 2
Office Hours

**MAY 4
5 PM**

**Phase 2
Application
Deadline**