



# CDBG Combined Closeout Package

<b>CDBG Award/Contract Number (fill in):</b>	20-CDBG-CV-1-00035
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## Checklist

I/we have completed the following forms. Check all that apply.

- Closeout Certification
- Acquired Property Inventory
- Disencumbrance of Funds Acknowledgement/Request
- Completion Report Acknowledgement
  - Completion Report uploaded or attached
- Section 3 Compliance Acknowledgement
- Section 3 Closeout Report (complete only if applicable)
  - Select and complete correct form based on award date
- Section 3 Qualitative Efforts (complete only if applicable)
- Affidavit of Posting Notice
  - Proof of posting also upload/attached (e.g., picture of the website posting with date stamp, newspaper clipping, or a photo of the document posted in a public place noted on affidavit)
- If this award included a planning activity, I/we have uploaded or attached **ALL** of the following:
  - Final Product(s)
  - Documentation of Public Hearing to accept final product(s) (e.g., copies of announcements, posting, etc.)
  - Board Resolution accepting each/all final product(s)
- CDBG Combined Closeout Package Signature



## Closeout Certification

I (name of authorized representative), Darcie Antle, hereby certify that all activities undertaken by the Grantee with funds provided under CDBG Award/Contract Number 20-CDBG-CV-1-00035 have, to the best of my knowledge, been carried out in accordance with the award/contract agreement; that proper provision has been made by the Grantee for the payment of all costs and claims; that the State of California is under no obligation to make further payment to the Grantee under the award/contract agreement; and that every statement and amounts set forth in **all Financial Reports** are to the best of my knowledge, true and correct.

The Grantee shall continue to comply with the State CDBG program income reporting requirements.

All costs incurred subsequent to the most recent annual audit period will be audited at the time the Grantee's next annual audit is conducted in accordance with 2 CFR 200, Subpart F. The Grantee will resolve any audit findings relating to both the program and financial aspects of the award/contract. In the event there are any costs which are disallowed by this audit or any subsequent audits which cover CDBG expenditures, and which are sustained by the Department of Housing and Community Development, the amount of such costs shall be returned to HCD.



## Acquired Property Inventory

Complete the table below listing any property acquired in whole or in part with CDBG funds or CDBG Program Income in the table below in accordance with the provisions of 24 CFR Part 570.489(k) – Accountability of Real and Personal Property and 24 CFR Part 570.489(e) – Program Income of the HUD CDBG regulations pertaining to property management and program income. If applicable, state “None” acquired. Include additional copies of the table if required.

Future disposition of this property shall be carried out in accordance with CFR 24 Sec. 570.489(j) – Change of Use of Real Property for instructions.

<b>Grantee:</b> County of Mendocino	<b>Award/Contract Number:</b> 20-CDBG-CV-1-00035
<b>Contract/Project Name:</b> County of Mendocino Micro Business Assistance Small Grant Program	

In the table below in the **Proof of Ownership** column, enter the type of proof on record, e.g., title, deed, invoice receipt. In the **% CDBG Funded** column, enter the percentage of the property funded by CDBG award dollars or by CDBG Program Income.

Description of Property	Acquisition Date	Acquisition Cost	Serial # or ID #	Condition	Status	Location	Proof of Ownership	% CDBG Funded
None Acquired								%
								%
								%
								%



**CDBG – Acquired Property Inventory**

Description of Property	Acquisition Date	Acquisition Cost	Serial # or ID #	Condition	Status	Location	Proof of Ownership	% CDBG Funded
								%
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## Disencumbrance of Funds Acknowledgement/Request

This award/contract has unused CDBG Grant Funds. This excludes Program Income.



Yes



No (If “No”, skip to the Completion Report Acknowledgement form)

Use the table below for Agreements from **Program Year 2017 and prior**.

Program Activity	Activity Code	Awarded Amounts	Amount to Be Disencumbered	Balance
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
<b>TOTAL</b>		\$ 0.00	\$ 0.00	\$ 0.00

For **Program Years 2018 and later**, please enter the total amount to be disencumbered: \$ 61,200.00



## Completion Report Acknowledgement

Complete one of the acknowledgments below based on the funding year for the CDBG award/contract you are closing out.

**For 2017 and prior projects:** I/We have **attached** a copy of the completed Completion Report for this project/program to this Combined Closeout Package.

- Grantee should obtain the appropriate Completion Report for their activity type from their HCD Representative or Grant Administrator.

Yes

No (Grantee will be unable to close out the project/program until report is provided.)

**For 2018 and later projects (including CDBG-CV):** I/We have **uploaded** a copy of the completed Completion Report to the Grants Network Portal concurrently with the submittal of this package.

- Grantee should obtain the appropriate Completion Report for their activity type from their HCD Representative or Grant Administrator.

Yes

No (Grantee will be unable to close out the project/program until report is provided.)

**Grantee should not initiate closeout in the Grants Network Portal until they can provide a Completion Report.**



## Section 3 Compliance Acknowledgement

The purpose of Section 3 of the Housing and Urban Development Act of 1968 is to ensure that employment and other economic opportunities generated by certain HUD financial assistance shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly those who are recipients of government assistance for housing, and to business concerns which provide economic opportunities to low- and very low-income persons.

Section 3 requirements apply to housing rehabilitation, housing construction, or other public construction projects when the total amount of housing and community development assistance for the covered project activity (not including general administration) meets or exceeds a funding threshold, generally \$200,000.

Section 3 compliance requirements should have been established at project set up. Grantees who are uncertain whether Section 3 requirements apply to their project(s) should contact their HCD Representative or Grant Administrator.

1. This project/program was funded prior to November 30, 2020 and is required to comply with the prior HUD Section 3 Rule, found at 24 CFR 135.

- Yes (Complete the Section 3 Closeout Report for Contracts Funded **Prior to** November 30, 2020 on the next page.)
- No (If “No”, answer Question 2 on this form.)

2. This project/program is required to comply with the HUD Section 3 Final Rule, effective on November 30, 2020, and codified at 24 CFR part 75.

- Yes (Complete the Section 3 Closeout Report for Contracts Funded **on or After** November 30, 2020.)
- No

**If you answer “No” to both questions above, skip to the Affidavit of Posting Notice form.**



## Section 3 Closeout Report

(For Contracts Funded **Prior** to November 30, 2020)

<b>Grantee Name:</b>
<b>Award/Contract Number:</b>
<b>Project Name:</b>
<b>Project Location (Address):</b>
<b>County or Metropolitan Service Area (MSA) Where Project is Located:</b>
<b>Report Date:</b>

Please complete the tables below showing Section 3 hires for Grantee and any subrecipients and contracting opportunities for this project/program. Copy this page and attach to report if you need additional rows.

Job Category	Number of New Hires	Number of Section 3 New Hires	Number of Section 3 Trainees
<b>Category Totals:</b>	0.00	0.00	0.00



## CDBG – Section 3 Closeout Report (Prior to 11/30/2020)

Construction Contracts		
1	Total <b>dollar amount</b> of construction contracts awarded	
2	<b>Dollar amount</b> of construction contracts awarded to Section 3 businesses	
3	<b>Percentage</b> of total construction contract dollars awarded to Section 3 business (Row 2 divided by Row 1)	0.00%
4	<b>Number</b> of Section 3 businesses that received construction contracts	
Non-Construction Contracts		
1	Total <b>dollar amount</b> of non-construction contracts awarded	
2	<b>Dollar amount</b> of non-construction contracts awarded to Section 3 businesses	
3	<b>Percentage</b> of total non-construction contract dollars awarded to Section 3 businesses (Row 2 divided by Row 1)	0.00%
4	<b>Number</b> of Section 3 businesses that received non-construction contracts	

**\*Non-construction** contracts are often construction-related contracts for professional services like landscaping, pest control, accounting, architecture, legal services, engineering etc.





## Section 3 Closeout Report

(For Contracts Funded **On or After** November 30, 2020)

<b>Grantee Name:</b>
<b>Award/Contract Number:</b>
<b>Project Name:</b>
<b>Project Location (Address):</b>
<b>County or Metropolitan Service Area (MSA) Where Project is Located:</b>
<b>Report Date:</b>

Please complete the table below showing labor hours on this contract and percentages as of the date of this report. Remember, if you have multiple projects under this contract, this report should show combined (roll-up) hours for the entire contract (program) as well as percentages based on these totals. Individual project information should be maintained in Grantee records.

For reference the Section 3 “safe harbor” benchmarks are:

- Section 3 Workers make up at least 25% of the total project’s hours
- AND**
- Targeted Section 3 Workers make up at least 5% of the total project’s hours by the time of project closeout.

	Hours	Percent of Total Labor Hours	Safe Harbor Benchmark Met? (Y/N)
<b>Total Labor Hours to Date:</b>			
<b>Total Section 3 Labor Hours to Date:</b>		0.00%	
<b>Targeted Section 3 Labor Hours to Date:</b>		0.00%	





## Section 3 Qualitative Efforts Description

This form is only required for Grantees whose project was **funded on or after** November 30, 2020 **and** whose labor hour benchmarks for Section 3 Workers (25% of a total project's hours) **AND** Targeted Section 3 Workers (5% of a total project's hours) are not anticipated to be met by the time of project closeout. Grantees should maintain records for HUD review to document any efforts checked.

**Award/Contract Number:**

**Contractor/Grantee:**

Please read the following list of qualitative efforts that may be undertaken to comply with Section 3 and **check ALL that applied to your organization during the course of this CDBG project.** Note that these actions are associated with your organization and do not need to be associated with the particular CDBG project. For more information consult the Community Planning and Development (CPD) Notice at <https://www.hud.gov/sites/dfiles/OCHCO/documents/2021-09cpdn.pdf>.

- Outreach efforts to generate job applicants who are Public Housing Targeted Workers
- Outreach efforts to generate job applicants who are Other Funding Targeted Workers
- Direct, on-the-job training including apprenticeships
- Indirect training such as arranging for contracting for, or paying tuition for, off-site training
- Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching)
- Outreach efforts to identify and secure bids from Section 3 business concerns
- Technical assistance to help Section 3 business concerns understand and bid on contracts



## CDBG- – Section 3 Qualitative Efforts

- Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns
- Provided or connected residents with assistance in seeking employment including drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services
- Held one or more job fairs
- Provided or connected residents with supportive services that can provide direct services or referrals
- Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview coaching, uniforms, test fees, and/or transportation
- Assisted residents with finding childcare
- Assisted residents to apply for or attend community college or a four-year educational institution
- Assisted residents to apply for or attend vocational/technical training
- Assisted residents to obtain financial literacy training and/or coaching
- Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns
- Provided or connected residents with training on computer use or online technologies
- Other (Please describe below.)



## Affidavit of Posting Notice

I, (Name of Official Designated in Resolution) Darcie Antle, hereby certify that on the 6th day of September (month), 2023 (year), I did post the notice of public hearing concerning discussion of closure and remittal of remaining funds, if any, under the California Department of Housing and Community Development, Community Development Block Grant Program at the following 3 (number) locations listed below, which are available to the public. These postings will be available from September 6, 2023 (date) to September 26, 2023 (date).

<b>Location 1:</b>	Planning and Building Website, see attached
<b>Location 2:</b>	Planning and Building Public Hearing Agenda Board, see attached
<b>Location 3:</b>	Ukiah Daily Journal legal notice publication, see attached
<b>Location 4:</b>	
<b>Location 5:</b>	

I, (name) Adrienne Thompson, Clerk of Mendocino County (city, county, or jurisdiction name), State of California, hereby certify the above and foregoing is true and correct.

Dated at 860 N. Bush Street, Ukiah CA 95482 (location), California, this 6th (date) day of September (month), 2023.

\_\_\_\_\_  
Signature of Clerk

(This may not be the same person as the official designated in the Resolution who is certifying the posting)

Administrative Services Manager II

\_\_\_\_\_  
Title



## CDBG – Combined Closeout Package Signature

### CDBG Combined Closeout Package Signature

I, the undersigned, hereby certify that all representations made and/or information provided in this combined closeout package and any referenced uploads or attachments is, to the best of my knowledge, true. I further state that my signature below will serve as signature for each of the completed forms in this package as well as for the CDBG Combined Closeout Package taken as a whole.

<b>Date:</b>	<b>Typed Name and Title of Official Authorized in the Resolution:</b>	<b>Signature of Official Authorized in the Resolution</b>
	Name: Darcie Antle  Title Chief Executive Officer	

- Municipal Code
- Public Agency Referrals
- Public Notices**
- Stormwater
- Zoning Lookup
- Zoning Web Map

- [Attachment H1](#)
- [Attachment H2](#)
- [Attachment H3](#)
- [Attachment I](#)
- [Attachment J](#)
- [Attachment K](#)
- [Attachment L](#)
- [Attachment M](#)
- [Attachment N](#)
- [Attachment O](#)
- [Attachment P - Land Development](#)
- [Attachment P - Ukiah Quad](#)
- [Attachment P - Stormwater](#)
- [Attachment P - Tree Maintenance](#)
- [Attachment Q](#)
- [Attachment R](#)
- [Attachment S](#)

- [Press Release-Short Term Rental Discussion set for Planning Commission, November 3, 2022](#)
- [LID Stakeholder Meeting- October 19, 2022](#)
  - [LID Presentation](#)

### Items for Public Hearing

#### Board of Supervisors-September 26, 2023

- [A 2022-0007 \(Island Mountain LC\)](#)
- [CDBG Grant Close Out for 18-CDBG-12929 and 20-CDBG-CV-1-00035](#)

#### Board of Supervisors-September 12, 2023

- [R 2022-0001 \(Happiness IS\)](#)
- [EM 2023-0003 \(McLellan\)](#)
- [CDP 2022-0015 \(Shoreline Cottages\)](#)

#### Board of Supervisors-August 29, 2023

- [Class K Amendments](#)
- [CDP 2022-0027 \(Eiia\)](#)

#### Board of Supervisors-July 25, 2023

- [R 2021-0002 \(Colony CP District\)](#)

#### Board of Supervisors-July 11, 2023



September 7, 2023  
 Planning Commission  
 Meeting has been  
**Canceled**



COUNTY OF MENDOCINO  
 DEPARTMENT OF PLANNING AND BUILDING SERVICES  
 860 NORTH BUSH STREET · UKIAH · CALIFORNIA · 95482  
 120 WEST FIR STREET · FORT BRAGG · CALIFORNIA · 95437

JULIA KROG, DIRECTOR  
 TELEPHONE: 707-234-6650  
 FAX: 707-463-5709  
 FB PHONE: 707-961-2427  
 FB FAX: 707-961-2427  
 pbs@mendocinocounty.org  
 www.mendocinocounty.org

DATE: September 6, 2023  
 TO: Ukiah Daily Journal  
 FROM: Adrienne Thompson, Planning and Building Services  
 RE: Publication of Legal Notice

Please publish the legal notice one time, on September 10, 2023, in the legal notices section of the Ukiah Daily Journal. Thank you

**NOTICE OF PUBLIC HEARING**

Notice of Public Meeting for Discussion of 18-CDBG-12929 and 20-CDBG-CV1-00035 State CDBG Grant Closeout

NOTICE IS HEREBY GIVEN that the County of Mendocino Board of Supervisors will conduct a public meeting on Tuesday, September 26, 2023, at 9:00 AM at the County Administration Center, 501 Low Gap Road, Ukiah, CA, in order to discuss the milestones accomplished by the State Community Block Grant Awards 18-CDBG-12929 Microenterprise Technical Assistance Program and 20-CDBG-CV1-00035 Microenterprise Mini Grant & Technical Assistance Program.

**Virtual Attendance:** Meetings are live streamed and available for viewing on the Mendocino County YouTube page, at <https://www.youtube.com/MendocinoCountyVideo> or by toll-free, telephonic live stream at 888-544-8306.

Mendocino County provides for digital attendance through Zoom. Zoom webinar information will be provided on the published agenda for the meeting. Remote Zoom participation for members of the public is provided for convenience only. In the event that the Zoom connection malfunctions for any reason, the Board reserves the right to conduct the meeting without remote access. Therefore, the only ways to guarantee that your participation or comments are received and considered by Board are to attend the meeting in person or submit your comment in writing in advance of the meeting.

Comments can be submitted using our online eComment platform at <https://mendocino.legistar.com/Calendar.aspx>. All submitted eComments will be made available to the Supervisors, staff, and the general public immediately upon submittal.

For details and a complete list of the latest available options by which to engage with agenda items, please visit: <https://www.mendocinocounty.org/government/board-of-supervisors/public-engagement>.



COUNTY OF MENDOCINO  
 DEPARTMENT OF PLANNING AND BUILDING SERVICES  
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 pbs@mendocinocounty.org  
 www.mendocinocounty.org

The purpose of this public hearing is to give citizens an opportunity to make their comments known on the County's Performance for the Community Development Block Grant (CDBG) Microenterprise Technical Assistance Program and Microenterprise Mini Grant.

The County Board of Supervisors approved by resolution number 19-029 authorizing the County of Mendocino to submit for funding in the amount of \$500,000 for the 2018-2019 funding cycle of Community Development Block Grant funding. Said application included the following activities:

General Administration	\$ 34,884
Microenterprise Technical Assistance	\$ 465,116

The 18-CDBG-12929 funding provided technical assistance to 538 microenterprise entrepreneurs and businesses.

The County Board of Supervisors approved by resolution number 20-164 authorizing the County of Mendocino to submit for funding in the amount of \$293,812 for the 2020-2021 funding cycle of Community Development Block Grant Cares Act funding. Said application included the following activities:

General Administration	\$ 59,097
Microenterprise Technical Assistance	\$ 14,715
Microenterprise Financial Assistance	\$ 220,000

If you require special accommodations to participate in the public hearing, please contact Adrienne Thompson at the Department of Planning and Building Services, 707-234-6650.

If you are unable to attend the public hearing, you may direct written comments to the County of Mendocino, Department of Planning and Building Services, at 860 North Bush Street, Ukiah CA 95482, or you may telephone Adrienne Thompson at 707-234-6650. In addition, information is available for review at the above address between the hours of 8:00 – 5:00 PM on Monday-Friday.

The County of Mendocino promotes fair housing and makes all its programs available to low- and moderate-income persons regardless of race, color, religion, sex, national origin, sexual preference, marital status, or handicap.

JULIA KROG, DIRECTOR  
 Mendocino County Department of Planning and Building Services

September 6, 2023 10:52 AM



TE: September 6, 2023

O: Ukiah Daily Journal

FROM: Adrienne Thompson, Planning and Building Services

RE: Publication of Legal Notice

Please publish the legal notice one time, on September 10, 2023, in the legal notices section of the Ukiah Daily Journal. Thank you

NOTICE OF PUBLIC HEARING

Notice of Public Meeting for Discussion of 18-CDBG-12929 and 20-CDBG-CV1-00035 State CDBG Grant Closeout

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Comments can be submitted using our online eComment platform at <https://mendocino.legistar.com/Calendar.aspx>. All submitted eComments will be made available to the Supervisors, staff, and the general public immediately upon submittal.

For details and a complete list of the latest available options by which to engage with agenda items, please visit: <https://www.mendocinocounty.org/government/board-of-supervisors/public-engagement>.

September 6, 2023 10:52 AM

# Completion Report

**Instructions:** The Completion Report must be submitted as part of the CDBG Combined Closeout Package.

Select the appropriate National Objective and Matrix Code from the dropdown menus below. Once selected, click the checkbox identified in the instructions in red text. Enter data in the relevant fields in the Activity Accomplishments Tab of the spreadsheet. This data should be an aggregate of all accomplishments realized through the activity. This data may be gathered from the activity's Annual Performance Report (APR) Form.

If the activity resulted in relocation or displacement, complete the Relocation and Displacement tab of the spreadsheet.

Activity Title:	Mendocino County Micro Business Assistance and Small Grant Program		
Program Year:	2021-2022	Funding Source:	CDBG-CV
Award/Contract #:	20-CDBG-CV1-00035	Completion Date:	6/25/2023

## Grantee Information

Grantee Name:	County of Mendocino		
Grantee Address:	860 N. Bush Street		
	<i>(Number and Street)</i>		
	Ukiah	CA	95482
	<i>(City)</i>	<i>(State)</i>	<i>(Zip)</i>

## Activity Information

National Objective:	LMCMC - Low/mod limited clientele, micro-enterprises
Matrix Code:	18C - Economic Development: Micro-Enterprise Assistance

- |                                |  |                                 |                                |                                    |   |
|--------------------------------|--|---------------------------------|--------------------------------|------------------------------------|---|
| <input type="checkbox"/> LMA 1 | <input type="checkbox"/> LMC 1             | <input type="checkbox"/> LMH 1  | <input type="checkbox"/> LMJ 1 | <input type="checkbox"/> SB_URG 1  | <input type="checkbox"/> Matrix Code 5  |
| <input type="checkbox"/> LMA 2 | <input type="checkbox"/> LMC 2             | <input type="checkbox"/> LMH 2  | <input type="checkbox"/> LMJ 2 | <input type="checkbox"/> SB_URG 2  | <input type="checkbox"/> Matrix Code 15 |
| <input type="checkbox"/> LMA 3 | <input type="checkbox"/> LMC 3             | <input type="checkbox"/> LMH 3  | <input type="checkbox"/> LMJ 3 | <input type="checkbox"/> SB_URG 3  |   |
| <input type="checkbox"/> LMA 4 | <input type="checkbox"/> LMC 4             | <input type="checkbox"/> LMH 4  | <input type="checkbox"/> LMJ 4 | <input type="checkbox"/> SB_URG 4  |   |
| <input type="checkbox"/> LMA 5 | <input type="checkbox"/> LMC 5             | <input type="checkbox"/> LMH 5  |                                | <input type="checkbox"/> SB_URG 5  |   |
| <input type="checkbox"/> LMA 6 | <input type="checkbox"/> LMC 6             | <input type="checkbox"/> LMH 6  |                                | <input type="checkbox"/> SB_URG 6  |   |
| <input type="checkbox"/> LMA 7 | <input type="checkbox"/> LMC 7             | <input type="checkbox"/> LMH 7  |                                | <input type="checkbox"/> SB_URG 7  |   |
|                                | <input type="checkbox"/> LMC 8             | <input type="checkbox"/> LMH 8  |                                | <input type="checkbox"/> SB_URG 8  |   |
|                                | <input type="checkbox"/> LMC 9             | <input type="checkbox"/> LMH 9  |                                | <input type="checkbox"/> SB_URG 9  |   |
|                                | <input type="checkbox"/> LMC 10            | <input type="checkbox"/> LMH 10 |                                | <input type="checkbox"/> SB_URG 10 |   |
|                                | <input checked="" type="checkbox"/> LMC 11 | <input type="checkbox"/> LMH 11 |                                | <input type="checkbox"/> SB_URG 11 |   |
|                                | <input type="checkbox"/> LMC 12            |                                 |                                |                                    |   |

Name:	Darcie Antle	Title:	CEO
Date:	Sept. 6, 2023		

**Accomplishment Narrative**

The County of Mendocino was awarded a CDBG CV-1 Grant in the amount of \$293,812 under contract number 20-CDBG-CV-1-00035. The funds received were to assist microenterprise businesses with 5 or fewer employees due to the Covid-19 pandemic.

The county contracted with WEST Business Development Center to implement the mini-grant and technical assistance microenterprise program. WEST vetted 13 applicants of those applicants, 9 were approved to receive mini grants totaling \$170,000. These businesses received grants, 352 Innovations, LCC at \$20,000, Canyon Creek Taxidermy at \$20,000, Good Vybz, LLC at \$20,000, Inkigenous Tattoo at \$20,000, Journey into wellness at \$15,000, Killa Teas at \$15,000, My California Food Truck at \$20,000, Tide Community Radio at \$20,000, and The Walnut Grove Café at \$20,000. In all, 9 microenterprise businesses received grants in the amount of \$170,000 to assist in the economic recovery from the COVID 19 pandemic.

West Business Development Center provided 97.25 hours of technical assistance to microentrepreneurs. These technical assistance services included assisting with business plans, financial forecasting, cashflow management, and marketing.

The 20-CDBG-CV1-00035 Cares Acting Funding supported 97.25 hours of technical assistance to 13 unique clients. The mini-grants totaling \$170,000, created 6 new jobs and retained 6 jobs.

**Accomplishment Information**

Performance Measurement Type(s):

People:

Businesses:

Race/Ethnicity	Hispanic	
	Race	/Latino
White	6	1
Black / African American		
Asian		
American Indian / Alaskan Native	1	
Native Hawaiian / Other Pacific Islander	1	
American Indian / Alaskan Native & White		
Asian & White		
Black / African American & White	1	
American Indian / Alaskan Native & Black / African American		
Other Multi-Racial		
<b>Total:</b>	<b>9</b>	<b>1</b>

**Income Information**

Extremely Low (0-30% AMI)	5
Low (31-50% AMI)	1
Moderate (51-80% AMI)	3
<b>Total:</b>	<b>9</b>

Actual FTE Jobs Created:

Actual FTE Jobs Retained:

**Created**

Of Jobs Created, Number of Jobs With Employer Sponsored Health Care Benefits:

Of Jobs Created, Number of Persons Unemployed Prior to Taking Jobs Created Under This Activity:

**Retained**

Of Jobs Retained, Number of Jobs With Employer Sponsored Health Care Benefits:



Accomplishment Information

Types of Jobs Created/Retained

Job Category	Jobs Created	Jobs Retained
Officials and Managers		1
Professional		
Technicians		
Sales		
Office and Clerical		
Craft Workers (Skilled)		
Operatives (Semi-Skilled)		
Laborers (Unskilled)		
Service Workers	6	5

# Relocation and Displacement

## One-for-One Replacement

Unit Type	Address	Number of Bedrooms						Agreement Executed (mm/dd/yy)	Available (mm/dd/yy)
		0/1	2	3	4	5+	Total		
Demolished/ Converted	N/A								
Replacement	N/A								

**Description:**

No persons or businesses were relocated or displaced.

## CDBG Displacement

City\*  OR Census Tract\*

Race	Displaced		Remained In		Relocated To	
	Total	Hispanic/Latino	Total	Hispanic/Latino	Total	Hispanic/Latino
White						
Black/African American						
Asian						
American Indian/ Alaskan Native						
Native Hawaiian/ Other Pacific Islander						
American Indian/ Alaskan Native & White						
Asian & White						
Black/ African American & White						
American Indian/ Alaskan Native & Black/ African American						
Other/ Multi-Racial						

*\*If multiple Census Tracts or Cities, duplicate this tab and complete table for each City/ Census Tract in which displacement occurred.*



**(Grantee Letterhead)**

Theresa Nantor  
California Department of Housing and Community Development  
Division of Financial Assistance  
Community Development Block Grant Program  
2020 West El Camino Avenue, Suite 500  
Sacramento, CA 95833

RE: **CLOSEOUT CERTIFICATION** of CDBG Grant No. 20-CDBG-CV-1-00035

It is hereby certified that all activities undertaken by the Grantee with funds provided under the above grant agreement have, to the best of my knowledge, been carried out in accordance with the grant agreement; that proper provision has been made by the Grantee for the payment of all costs and claims; that the State of California is under no obligation to make further payment to the Grantee under the grant agreement; and that every statement and amounts set forth in the **attached** final CDBG Financial and Accomplishment Report is, to the best of my knowledge, true and correct.

Any property acquired in whole or in part with CDBG funds or CDBG Program Income shall be accounted for in accordance with the provisions of Section 7118 and 7104 of the State CDBG regulations pertaining to property management and program income. Please list any property acquired in whole or in part with grant funds or program income expended for the grant or, if applicable, state "none" acquired. Please see Chapter 19, Property Management, in the Grants Management Manual for more detailed instructions.

Note: Future disposition of this property shall be carried out in accordance with Section 7118 of the State CDBG Regulations. Please see CFR 24 Sec. 570.505 Use of real property for instructions.

1. None Acquired	4.
2.	5.
3.	6.

The Grantee shall continue to comply with the State CDBG program income reporting requirements.

All costs incurred subsequent to the most recent annual audit period will be audited at the time the Grantee's next annual audit is conducted in accordance with OMB Circular A-133. The Grantee will resolve any audit findings relating to both the program and financial aspects of the grant. In the event there are any costs which are disallowed by this audit or any subsequent audits which cover CDBG expenditures, and which are sustained by the Department of Housing and Community Development, the amount of such costs shall be returned to HCD.

<b>Date:</b>	<b>Typed Name and Title of Authorized Grantee Representative:</b> <b>Name: Darcie Antle</b> <b>Title: CEO</b>	<b>Signature of Authorized Grantee Representative:</b>
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