

CITY OF KILLEEN, TEXAS



**Community Development
Block Grant (CDBG)
and
Home Investment Partnerships Act (HOME)
Programs**

**CERTIFICATIONS and
REPRESENTATIONS FORMS**

REV 2019

When submitting these forms electronically - Name the document as follows:

AgencyInitialsDocumentAbbreviatedName

EXAMPLE - BCHSCertReps, GK FCCertReps, COKCDCertReps, etc.

Contact CD Staff if you have questions prior to submitting your forms.

CERTIFICATION

Governing Board Compliance, Documentation Of Board Review, and Approval Of Proposal

The entity certifies the following:

1. Its governing board is constituted in compliance with approved bylaws and that it actively fulfills its responsibilities for policy direction, including regularly scheduled meetings for which minutes are kept.

2. If agency is a public agency, the Board complies with the following City of Killeen "Open Meetings" policies established by the Texas Government Code.
 - a. Every regular, special, or called meeting of the governing board shall be open to the public.
 - b. The governing board shall prepare and keep minutes or make a tape recording of each open meeting of the board and state subject of deliberation and indicate each vote, order, decision or other action taken.
 - c. The governing board shall give written notice of the date, hour, place, and subject of each meeting held by the governing board, with said notice being posted in a place readily accessible to the general public at all times for at least 72 hours before the scheduled time of the meeting.
 - d. Written notice must state each subject being discussed during meeting.

- 3. The application for Community Development Program funds has been signed by an authorized official of the agency's policy board and a copy of the minutes of the Board meeting at which the proposal was reviewed and approved by the Board is maintained on file at the agency. A copy of said minutes will be submitted to Community Development as an attachment to the application or will be submitted within thirty (30) days after submittal of application for funding.**

Date of Board Meeting _____

Entity:
Authorized Official Name and Title:
eSignature:

CERTIFICATION

Affidavit of Standards for Financial Management Systems

<i>AFFIANT (Authorized Representative or Chief Financial Officer) for Organization</i>

(Insert exact legal name of the organization)

Affiant on oath swears that the following statements are true and are within the personal knowledge of Affiant:

1. Affiant is the President AND/OR Chief Financial Officer of the Recipient and is authorized to make this affidavit on behalf of Agency.
2. Agency's financial management systems conform to the financial accountability standards set forth in 24 CFR 84.21, by providing for and incorporating the following:
 - a. Accurate, current, and complete disclosure of the financial results of each federally-sponsored project;
 - b. Records, which identify the source and application of funds for federally-sponsored activities. These records contain information pertaining to Federal awards, authorizations, obligations, unobligated balances, assets, outlays, income, and interest;
 - c. Control over and accountability for all funds, property and other assets; adequate safeguards of all such assets are adopted to assure that all assets are used solely for authorized purposes;
 - d. Comparison of outlays with budget amounts for each award;
 - e. Written procedures to minimize the time elapsing between the receipt of funds and the issuance and redemption of checks for program purposes by the recipient;
 - f. Written procedures for determining the reasonableness, allocability, and allowability of costs in accordance with the provisions of Federal cost principles and the terms and conditions of the award (2 CFR 200);
 - g. Accounting records, including cost-accounting records that are supported by source documentation.

Entity:
Authorized Official Name and Title:
eSignature:

ADMINISTRATIVE REQUIREMENTS

The entity certifies:

Compliance and conformity of all applicable rules identified or prescribed within:

- a) **Title 2-Grants and Agreements, Subtitle A-Office of Management and Budget Guidance for Grants and Agreements; Chapter II-Office of Management and Budget, Part 200-UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, and AUDIT REQUIREMENTS FOR FEDERAL AWARDS (2 CFR 200)**
 - i) Chapter II, part 200 replaces OMB Circulars A-21, “Cost Principles for Educational Institutions” (Chapter II, part 225); A-87, “Cost Principles for State, Local and Indian Tribal Governments” (Chapter II, part 225); A-89, “Federal Domestic Assistance Program Information”; ”; A-102 and a government-wide common rule (53 FR 8034, March 11, 1988); A-110, “Uniform Administrative Requirements for Awards and Other Agreements with Institutions of Higher Education, Hospitals, and Other Nonprofit Organizations” (Chapter II, part 215); A-122, “Cost Principles for Non-Profit Organizations” (Chapter II, part 230); and A-133 “Audits of States, Local Governments and Non-Profit Organizations”; **and**
- b) **Subtitle B -Federal Agency Regulations for Grants and Agreements Chapter XXIV-Department of Housing and Urban Development;**
- c) The **City of Killeen Grants Administration Manual**, as amended and governing regulations and/or statutory requirements from the U.S Department of Housing and Urban Development, other Federal “cross-cutting” requirements, the City of Killeen City Council; and
- d) Adherence to these requirements in the event of a successful funding allocation.

These administrative requirements do not replace, nullify or void any grant/contract agreements authorized by the City of Killeen.

Applicant’s Authorized Official’s Name, Title, Date

eSignature:

DRUG FREE WORKPLACE REQUIREMENT CERTIFICATION

You as the recipient (entity) must comply with drug-free workplace requirements set forth in Subpart B (or Subpart C, if the recipient is an individual) of Title 2 of the Code of Federal Regulations part 182 implementing guidance on the portion of the Drug-Free Workplace Act of 1988 (41 U.S.C. 701-701, as amended) that applies to grants, cooperative agreements and other financial assistance awards, a matter of Government policy.

Drug-free workplace means (2 CFR§182.635) – a site for the performance of work done in connection with a specific award at which employees of the entity are prohibited from engaging in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance.

The entity certifies that it will provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the agency's workplace, and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing a drug-free awareness program to inform employees of:
 - a. The dangers of drug abuse in the workplace.
 - b. The agency's policy of maintaining a drug-free workplace;
 - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of an agreement with the City of Killeen be given a copy of the agency's drug-free workplace statement;
4. Notifying each employee that as a condition of employment under the City's agreement, the employee will:
 - a. Abide by the terms of the agency's drug-free workplace statement, and
- b. Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace, no later than five (5) days after such conviction;
5. Notifying the City of Killeen, Community Development Division within ten (10) days after receiving an employee notice or otherwise receiving actual notice of an employee drug statute conviction for a violation occurring in the workplace.
6. Taking one of the following actions within thirty (30) days of receiving notice of an employee's drug statute conviction for a violation occurring in the workplace:
 - a. Taking appropriate personnel action against such an employee, up to and including termination; or
 - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State or local health, law enforcement, or other appropriate agency; and
7. Making a good faith effort to continue to maintain a drug-free workplace through the implementation of the above requirements.
8. **The entity certifies the drug-free workplace requirements will apply to all locations where services are offered under the award agreement with the City of Killeen. Such locations are identified as follows:**

Street Address

City

State

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You as the recipient must comply with drug-free workplace requirements in Subpart B (or subpart C, if the recipient is an individual) of part 2429, which adopts the governmentwide implementation (2 CFR part 182) of sections 5152-5158 of the Drug-Free Workplace Act of 1988 (Pub. L. 100-690, Title V, Subtitle D; 41 U.S.C. 701-707).

Applicant's Authorized Official's Name, Title, Date

eSignature:

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COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT OF 1990, Pub L. No. 101-336, 104 Stat. 328 (1990)

NON-HOUSING

It is the recipient's obligation to comply with Section 504 of the Rehabilitation Act of 1973, HUD's implementing regulations (24 CFR Part 8), the Americans with Disabilities Act, (ADA) and its implementing regulations, (28 CFR Parts 35, 36), and the Architectural Barriers Act (ABA) and its implementing regulations (24 CFR Parts 40, 41) in connection with recipients' non-housing programs. This description of key compliance elements is associated with non-housing programs and facilities assisted under the CDBG programs and may not be all inclusive and is subject to amendments. Recipients should review the specific provisions of the ADA, Section 504, the ABA, and their implementing regulations in order to assure that their programs are administered in full compliance.

The Americans With Disabilities Act of 1990 (ADA) guarantees equal opportunities for persons with disabilities in employment, public accommodations, transportation, State and local government services, and telecommunications. Recipients of Community Development Block Grant (CDBG) and Home Investment Partnerships Act (HOME) Program funding are obligated to comply with requirements of the ADA, including Section 504 of the Rehabilitation Action of 1973 for all programs and activities receiving Federal financial assistance, the ADA applies even if no Federal financial assistance is given.

The U.S. Department of Justice enforces Titles I, II, and III of the ADA. HUD shares enforcement responsibility with the Department of Justice for Title II, and is designated the lead Federal agency for all programs, service and regulatory activities relating to state and local public housing and housing assistance and referral. The Equal Employment Opportunity Commission investigates administrative complaints involving Title I. For further information regarding The U.S. Department of Justice enforcement of Title II of the ADA, please visit <http://www.ADA.gov>.

Title I prohibits discrimination in employment based upon disability. The regulations implementing Title I are found at 29 CFR Part 1630. The Equal Employment Opportunity Commission (EEOC) offers technical assistance on the ADA provisions applying to employment. These can be obtained at the EEOC web site www.eeoc.gov, or by calling 800-6693362 (voice) and 800-800-3302 (TTY).

Title II prohibits discrimination based on disability by State and local governments. Title II essentially extended the Section 504 requirements to services, programs, and activities provided by States, local governments and other entities that do not receive Federal financial assistance from HUD or another Federal agency. CDBG grantees are covered by both Title II and Section 504. The Department of Justice Title II regulations are found at 28 CFR Part 35.

Title II also requires that facilities that are newly constructed or altered, by, on behalf of, or for use of a public entity, be designed and constructed in a manner that makes the facility readily accessible to and usable by persons with disabilities. (28 CFR 35.151 (a) & (b)) Facilities constructed or altered in conformance with either UFAS or the ADA Accessibility Guidelines for Buildings and Facilities (ADAAG) (Appendix A to 28 CFR Part 36) shall be deemed to comply with the Title II Accessibility requirements, except that the elevator exemption contained at section 4.1.3(5) and section 4.1.6(1)(j) of ADAAG shall not apply. (28CFR 35.151(c))

Title II specifically requires that all newly constructed or altered streets, roads, and highways and pedestrian walkways must contain curb ramps or other sloped areas at any intersection having curbs or other barriers to entry from a street level or pedestrian walkway and that all newly constructed or altered street level pedestrian walkways must have curb ramps at intersections. Newly constructed or altered street level pedestrian walkways must contain curb ramps or other sloped areas at intersections to streets, roads, or highways. (28CFR 35.151(e))

Initials

The Department of Justice offers technical assistance on Title II through its web page at www.usdoj.gov/crt/ada/taprog.htm, and through its ADA Information Line, at 202 514-0301 (voice and 202-514-0383 (TTY)).

Title III prohibits discrimination based upon disability in places of public accommodation (businesses and non-profit agencies that serve the public) and "commercial" facilities (other businesses). It applies regardless of whether the public accommodation or commercial facility is operated by a private or public entity, or by a for profit or not for profit business. The Department of Justice Title III regulations are found at 28 CFR Part 36. The Department of Justice also offers technical assistance concerning Title III through the web page cited above and the ADA Hotline cited above.

The Architectural Barriers Act of 1968

The Architectural Barriers Act of 1968 (ABA) (42 U.S.C. 4151-4157) requires that certain buildings financed with Federal funds must be designed, constructed, or altered in accordance with standards that ensure accessibility for persons with physical disabilities. The ABA covers any building or facility financed in whole or in part with Federal funds, except privately-owned residential structures. Covered buildings and facilities designed, constructed, or altered with CDBG funds are subject to the ABA and must comply with the Uniform Federal Accessibility Standards (UFAS) (24 CFR 570.614). In practice, buildings built to meet the requirements of Section 504 and the ADA will conform to the requirements of the ABA.

HOUSING

Recipients of Federal funds for the HOME Investment Partnerships Program (HOME) or the Community Development Block Grant (CDBG) Program of their obligation to comply with Section 504 of the Rehabilitation Act of 1973, the Fair Housing Act, and HUD's implementing Regulations (24 CFR Parts 8 and 100, respectively), which prohibit discrimination based on disability and establish requirements for program accessibility and physical accessibility in connection with housing programs. This description of key compliance elements is associated key compliance requirements with housing assisted under the HOME and CDBG programs and may not be all inclusive and is subject to amendments. Recipients should review the specific provisions of the Fair Housing Act, Section 504, and their respective regulations in order to assure that their programs are administered in full compliance.

This applies to new construction and rehabilitation of housing under the HOME and CDBG programs. Compliance is required of each organization or other entity participating in the construction or rehabilitation of projects receiving such funding and for all covered programs, activities, or work performed by subrecipients, contractors, subcontractors, management agents, etc.

SECTION 504 OF THE REHABILITATION ACT OF 1973

Under both the HOME and CDBG programs, Section 504 of the Rehabilitation Act of 1973 prohibits discrimination against persons with disabilities in the operation of programs receiving Federal financial assistance. HUD regulations implementing Section 504 contain accessibility requirements for new construction and rehabilitation of housing as well as requirements for ensuring that the programs themselves are operated in a manner that is accessible to and usable by persons with disabilities (see 24 CFR Part 8). References to multifamily housing projects covered by Section 504 only apply to multifamily rental housing projects.

The Section 504 regulations define "recipient" as any State or its political subdivision, any instrumentality of a state or its political subdivision, any public or private agency, institution, organization, or other entity, or any person to which Federal financial assistance is extended for any program or activity directly or through another recipient, including any successor, assignee, or transferee of a recipient, but excluding the ultimate beneficiary of the assistance (24 CFR 8.3). A family that will receive CDBG or HOME funds for the rehabilitation of an owner-occupied unit is not subject to the requirements of Part 8, since it is the ultimate beneficiary of the funds.

New construction

HUD regulations implementing Section 504 at 24 CFR 8.22(a) require that new construction of multifamily projects be designed and constructed to be readily accessible to and usable by persons with disabilities. Multifamily housing projects are defined at 24 CFR 8.3 as "projects containing five or more dwelling units." Both the individual units and the common areas in the building must be accessible.

For new construction of multifamily rental projects, a minimum of 5 percent of the dwelling units in the project (but not less than one unit) must be accessible to individuals with mobility impairments. An additional 2 percent of the dwelling units (but at a minimum, not less than one unit) must be accessible to individuals with sensory impairments (i.e., hearing or vision impairments) unless HUD prescribes a higher number pursuant to 24 CFR 8.22(c).

Rehabilitation

Substantial alterations - Section 504 requires that if alterations are undertaken to a housing project that has 15 or more units, and the rehabilitation costs will be 75 percent or more of the replacement cost of the completed facility, then such developments are considered to have undergone "substantial alterations" (24 CFR 8.23 (a)). For substantial alterations of multifamily rental housing, the accessibility requirements contained in 24 CFR 8.22 must be followed - a minimum of 5 percent of the dwelling units in the project (but not less than one unit) must be accessible to individuals with mobility impairments, and an additional 2 percent, at a minimum (but not less than one unit), must be accessible to individuals with sensory impairments.

Other alterations - When other alterations that do not meet the regulatory definition of substantial alterations are undertaken in multifamily rental housing projects of any size, these alterations must, to the maximum extent feasible, make the dwelling units accessible to and usable by individuals with disabilities, until a minimum of 5 percent of the dwelling units (but not less than one unit) are accessible to people with mobility impairments, unless HUD prescribes a higher number pursuant to 24 CFR 8.23(b)(2). If alterations of single elements or spaces of a dwelling unit, when considered together, amount to an alteration of a dwelling unit, then the entire dwelling unit shall be made accessible. For this category of rehabilitation the additional 2 percent of the dwelling units requirement for individuals with sensory impairments does not apply. Alterations to common spaces must, to the maximum extent feasible, make those areas accessible. A recipient is not required to make a dwelling unit, common area, facility or element accessible, if doing so would impose undue financial and administrative burdens on the operation of the multifamily housing project (24 CFR 8.23(b)). Therefore, with regards to covered alterations, recipients are only required to provide access up to the point of being an undue financial and administrative burden.

Accessibility Standards

Dwelling units designed and constructed in accordance with the Uniform Federal Accessibility Standards (UFAS) will be deemed to comply with the Section 504 regulation. For copies of UFAS, contact the HUD Distribution Center at 1-800-767-7468; hearing or speech-impaired persons may access this number via TTY by calling the Federal Information Relay Service at 1800-877-8339. Accessible units must be, to the maximum extent feasible, distributed throughout the projects and sites, and must be available in a sufficient range of sizes and amenities so as not to limit choice.

FAIR HOUSING ACT

The Fair Housing Act applies to most housing sold or rented in the United States. The Fair Housing Act prohibits discrimination in housing practices on the basis of race, color, religion, sex, and national origin. The Fair Housing Act was amended in 1988 to provide protections from discrimination in any aspect of the sale or rental of housing for families with children and persons with disabilities. The Fair Housing Act also establishes requirements for the design and construction of new rental or for sale multifamily housing to ensure a minimum level of accessibility for persons with disabilities (see 24 CFR 100.200 et seq.).

The section of the Fair Housing Act at 804(f)(3)(C) requires that covered multifamily dwelling units designed and constructed for initial occupancy after March 13, 1991, be designed and constructed in a manner that:

- (i) the public and common use portions of such dwellings are readily accessible to and usable by disabled persons;
- (ii) the doors are designed to allow passage into and within the premises of such dwelling units and are sufficiently wide to allow passage by disabled persons in wheelchairs; and
- (iii) all premises within such dwelling units contain the following features of adaptive design:
 - (I) an accessible route into and through the dwelling unit;
 - (II) light switches, electrical outlets, thermostats, and other environmental controls in accessible locations;
 - (III) reinforcements in bathroom walls to allow later installation of grab bars; and
 - (IV) usable kitchens and usable bathrooms such that an individual in a wheelchair can maneuver about the space.

Initials

Covered multifamily dwelling units are:

- dwelling units in buildings consisting of 4 or more units served by one or more elevators, or
- ground floor dwelling units in other buildings with 4 or more units.

Information about housing designs that provide accessible features in compliance with the Fair Housing Act can be found in the HUD's Fair Housing Accessibility Guidelines, which were published in the Federal Register on March 6, 1991 (56 F.R. 9472) and in HUD's Fair Housing Act Design Manual. These can be obtained from the HUD Distribution Center at 1-800-767-7468. Hearing-impaired or speech-impaired individuals also may access this number via TTY by calling the Federal Information Relay Service at 1-800-877-8339.

The design and construction requirements in the Fair Housing Act apply only to a building designed and constructed for initial occupancy after March 13, 1991. The Fair Housing Act regulations define a building for initial occupancy as a building that has never been used for any purpose. Thus, the design and construction requirements in the Fair Housing Act will not apply to rehabilitation projects or activities.

It must be noted that, in many cases, new construction of rental projects funded in the HOME/CDBG Programs must meet both the Fair Housing Act and the Section 504 new construction requirements.

Where two or more accessibility standards apply, the housing provider is required to follow and apply both standards, so that maximum accessibility is obtained.

INCREASING PROGRAM ACCESSIBILITY

HUD's Section 504 regulations require that a recipient of Federal financial assistance ensure that its program, when viewed in its entirety, is accessible to persons with disabilities (24 CFR 8.20). In order to meet this obligation, participants in the HOME/CDBG program must:

- To the maximum extent feasible, distribute accessible units throughout the projects and make them available in a sufficient range of sizes and amenities so as not to limit choice.
- Adopt suitable means to assure that information regarding the availability of accessible units reaches eligible individuals with disabilities. They must also take reasonable nondiscriminatory steps to maximize use of such units by eligible individuals.
- When an accessible unit becomes vacant, before offering the unit to an individual without a disability, offer the unit: first, to a current occupant of the project requiring the accessibility feature and, second, to an eligible qualified applicant on the waiting list requiring the accessibility features.
- When an applicant or tenant requires an accessible feature or policy modification to accommodate a disability, a federally assisted provider must provide such feature or policy modification unless doing so would result in a fundamental alternation in the nature of its program or an undue financial and administrative burden. See 24 CFR 8.4, 8.24, and 8.33 for further requirements and guidance.
- Providers are required to ensure that information about their programs is disseminated in a manner that is accessible to persons with disabilities. For example, special communication systems can greatly increase the effectiveness of outreach and ongoing communication (e.g., Telecommunications Devices for the Deaf (TTY), materials on tape or in Braille).
- Providers must ensure that activities and meetings are conducted in accessible locations.

VISITABILITY CONCEPT

Although not a requirement, it is recommended that all design, construction and alterations incorporate, whenever practical, the concept of visitability in addition to the requirements under Section 504 and the Fair Housing Act. Visitability is a design concept, which for very little or no additional cost, enables persons with disabilities to visit relatives, friends, and neighbors in their homes within a community.

SELF EVALUATION

It is recommended that recipients conduct and update self evaluations as a useful tool for enhancing efforts to comply with accessibility requirements in HOME/CDBG programs, as well as to document those efforts. Recipients should conduct a self-evaluation to review their current policies and practices to identify and correct any requirements that are not consistent with the regulation. Recipients that employed more than 50 persons are required to maintain their self-evaluations on file and make it available for three years.

Initials

It is recommended recipients involve persons with disabilities in the self-evaluation process to assure the most meaningful result for both the recipient and for persons with disabilities who participate in the recipient's programs and activities. It is also important to involve persons and/or organizations representing persons with disabilities, and agencies or other experts who work regularly with accessibility standards.

Important steps in conducting a self-evaluation and implementing its results include the following:

- Evaluate current policies and practices and analyze them to determine if they adversely affect the full participation of individuals with disabilities in its programs, activities and services. Be mindful of the fact that a policy or practice may appear neutral on its face, but may have a discriminatory effect on individuals with disabilities.
- Modify any policies and practices that are not or may not be in compliance with the regulations at Section 504 or Title II and Title III of the ADA.
- Take appropriate corrective steps to remedy those policies and practices which either are discriminatory or have a discriminatory effect. Develop policies and procedures by which persons with disabilities may request a modification of a physical barrier or a rule or practice that has the effect of limiting or excluding a person with a disability from the benefits of the program.
- Document the self-evaluation process and activities. The Department recommends that all recipients keep the self-evaluation on file for at least three years, including records of the individuals and organizations consulted, areas examined and problems identified, and document modifications and remedial steps, as an aid to meeting the requirement at 24 CFR Part 8.55.

APPLICANT/RECIPIENT ENTITY AGREES TO:

1. Meet all the requirements of the Americans with Disabilities Act of 1990 (ADA), and all applicable rules and regulations which are imposed directly on the agency or which would be imposed on the City as a public entity.
2. Be responsible for knowing all applicable requirements of the ADA and to defend, indemnify and hold harmless the City of Killeen, its officials, agents and employees from any and all claims, actions, suits, or proceedings of any kind brought as a result of any actions or omissions of the agency or its agents in violation of the ADA.

Applicant's Authorized Official's Name, Title, Date

eSignature:

REPRESENTATIONS AND CERTIFICATIONS

The agency assures:

The applicant entity named below will comply and act in accordance with all Federal laws and Executive Orders, including by not limited to, the enforcement:

1. Federal statutes relating to nondiscrimination. including but not limited to:
 - a. Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin;
 - b. Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex;
 - c. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps;
 - d. the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age;
 - e. the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse;
 - f. the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism;
 - g. §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records;
 - h. Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing;
 - i. any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made;
 - j. the requirements of any other nondiscrimination statute(s) which may apply to the application;
 - k. Federal Code, Title 5, USCA 7142, Sub-Chapter 11, Anti-discrimination in Employment, and Executive Order Number 11246, Equal Opportunity in Employment; and
2. Assurances to comply with:
 - a. Public Law 889-352 and 90-284 affirmatively furthering fair housing and Executive Order 11063 as amended and Federal Code Title 5 USCA 7142, Sub-Chapter 11, and State of Texas laws and statutes and City of Killeen ordinances regarding enforcement of Civil Rights and Section 109 of the Act;
 - b. Employment and contracting opportunities Executive Order (E.O.) 11246, amended by E.O. 11375, 11478, 12086, 12107 and 13279, Section 109 of the Act;
 - c. Labor Standards - Section 110 of the Housing and Community Development Act of 1974, as amended; §570.603; 40 USC, Chapter 3, Section 276a-276a-5; 29 CFR Part 1, 3, 5, 6 and 7; 40 USC, Chapter 3 Section 276c; 18 USC, Part 1, Chapter 41, Section 874; 29 CFR Part 3; 40 USC Chapter 5, Sections 326-332; 29 CFR Part 4, 5, 6 and 8; 29 CFR Part 70 to 240;
 - d. Environmental Standards - 40 CFR 1500-1508, Council on Environmental Quality's regulations implementing the National Environmental Policy Act (NEPA); 24 CFR Part 58 (Environmental Review Procedures for Entities Assuming HUD Environmental Responsibilities) Points to NEPA and other applicable regulations and sections of Federal laws and authorities (Section 58.5); 24 CFR Part 51 (Environmental Criteria and Standards); 24 CFR Part 55 (Floodplain Management); 24 CFR Part 35 (Lead Based Paint Rule); 36 CFR Part 800 (Protection of Historic Properties);

Initials

- e. Displacement, relocation, acquisition and replacement housing policies - 49 CFR Part 24 24 CFR Part 42 HUD's Handbook 1378; Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646);
 - f. Use of debarred, suspended or ineligible contractors or subrecipients - Executive Order 12549, "Debarment and Suspension; 2 CFR 180 Governmentwide Debarment and Suspension (nonprocurement); 2 CFR 2424 HUD Nonprocurement Debarment and Suspension;
 - g. Uniform administrative requirements and cost principles
 - h. Conflict of interest policies
 - i. E.O. 12372 Intergovernmental Review of Federal Programs
 - j. Eligibility restrictions for certain resident aliens.
 - k. Architectural Barriers Act and the Americans with Disabilities Act
 - l. Use of funds for sectarian religious purposes as described in 24 CFR Part 92 et al.
 - m. Compliance with confidentiality clauses of 42 CFR part 2.
 - n. Drug Free Facilities
3. That the applicant entity named below will comply with all Texas State Statutes and City of Killeen Ordinances regarding enforcement of civil rights; and
4. That no funds awarded as a result of this request will be used for sectarian religious purposes, specifically that: (a) there shall be no religious test for admission for services; (b) there shall be no requirement for attendance of religious services; (c) there shall be no inquiry as to a client's religious preference or affiliation; (d) there shall be no proselytizing; and (e) services provided shall be essentially secular.

Applicant's Authorized Official's Name, Title, Date

eSignature:

CERTIFICATION

Voluntary Board of Directors

_____ certifies that the members of its Board of
(Name of Organization)
Directors serve in a voluntary capacity and receive no compensation, other than reimbursement for expenses for their services, and the nonprofit organization operates in a manner so that no part of its net earnings inures to the benefit of any individual, corporation, contributor or other entity.

Identify the type of Board document that indicates organization has Voluntary Board of Directors;

Evidenced by Board document _____
Document Name and Section, Number, Page, etc.

eSignature – Authorized Representative

NON-PROFIT ORGANIZATION BOARD MEMBER LIST

1. Enter the Name of the Non-Profit Organization:	2. Effective Date of Board Member List

3. Identify each Board Member with voting capacity.

Name	Board Position	Occupation	Board Term Start Date	Board Term Expiration

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NON-PROFIT ORGANIZATION BOARD MEMBER LIST

1. Enter the Name of the Non-Profit Organization:	2. Effective Date of Board Member List
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3. Identify each Board Member with voting capacity.

Name	Board Position	Occupation	Board Term Start Date	Board Term Expiration