

2025

Community Development Block Grant Program

Disaster Recovery (*CDBG-DR*)

ADMINISTRATIVE ACTION PLAN



Introduction

The City of Chicago is committed to the effective and compliant administration of federal funding through the Community Development Block Grant - Disaster Recovery (CDBG-DR) program. This Administrative Action Plan outlines our approach to utilizing these funds to address the administrative costs required for community recovery. Our primary goal is to ensure that all activities funded under this program are conducted in full compliance with federal regulations, while also maximizing the positive impact on our residents and infrastructure.

Recent CDBG-DR appropriations acts have allowed grantees to access funding for PACs prior to the Secretary's certification of financial controls and procurement processes. This provision enables us to efficiently manage and implement the CDBG-DR program, ensuring that necessary administrative support is in place from the outset.

By adhering to the highest standards of compliance and stewardship, the City of Chicago aims to maximize the CDBG-DR funding to improve the quality of life for impacted residents, fostering a more resilient and sustainable future.

Table of Contents

I. General Information for Admin Action Plan Submission.....	3
II. Proposed Allocation of Funds	4
III. Publication of the Admin Action Plan	5
IV. Standard Form 424 (SF-424).....	6
V. Certifications	7

I. General Information for Admin Action Plan Submission

Grantee Name:	City of Chicago
Date Plan Submitted:	4/9/2025
Total Grant Amount:	\$426,608,000
Total Amount of PACs Budgeted:	\$21,330,400
Grantee Contact (Name):	Annette Guzman
Grantee Contact (Email/Phone):	Annette.Guzman@cityofchicago.org (312) 744-0053
HUD Contact (Name):	Deborah Meneses
HUD Contact (Email/Phone):	deborah.a.meneses@hud.gov (312) 913-8717

II. Proposed Allocation of Funds

Program Administration Activity/Activities	Criteria for Eligibility (e.g., 24 CFR 570.206(a))	Budget/Allocation
Salaries, wages, and related costs of the recipient's staff; Administrative services performed under third party contracts or agreements; Developing systems for assuring compliance with program requirements; Preparing reports and other documents related to the program for submission to HUD; Public information; Monitoring program activities for progress and compliance with program requirements; Other costs for goods and services required for administration of the program	24 CFR 570.206(a)(1); 24 CFR 570.206(a)(3); 24 CFR 570.206(a)(1)(iii); 24 CFR 570.206(a)(1)(vi); 24 CFR 570.206(b); 24 CFR 570.206(a)(1)(v); 24 CFR 570.206(a)(4)	\$21,330,400
Total		\$21,330,400

III. Publication of the Admin Action Plan

On the date of submission to HUD, this administrative action plan will be posted to the City of Chicago's Office of Budget and Management subsite for CDBG-DR, located at <https://www.chicago.gov/city/en/depts/obm/provdrs/grants/svcs/CDBG-DR.html>

IV. Standard Form 424 (SF-424)

Completed SF-424 attached	<input checked="" type="checkbox"/>
----------------------------------	-------------------------------------

V. Certifications

Certifications in Appendix A of the Universal Notice include the following:

- a. **Authority of Grantee:** The grantee certifies that the Admin Action Plan for disaster recovery is authorized under state and local law (as applicable) and that the grantee, and any entity or entities designated by the grantee, and any contractor, subrecipient, or designated public agency carrying out an activity with CDBG-DR funds, possess(es) the legal authority to carry out the program for which it is seeking funding, in accordance with applicable HUD regulations as modified by waivers and alternative requirements.
- b. **Consistency with the Action Plan:** The grantee certifies that activities to be undertaken with CDBG-DR funds are consistent with its Admin Action Plan.
- c. **Citizen Participation:** The grantee certifies that it is following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.115 or 91.105 (except as provided for in waivers and alternative requirements). Also, each local government receiving assistance from a state grantee must follow a detailed citizen participation plan that satisfies the requirements of 24 CFR 570.486 (except as provided for in waivers and alternative requirements).
- d. **Use of Funds:** The grantee certifies that it is complying with each of the following criteria:
 - (1) Purpose of the Funds. Funds will be used solely for necessary expenses related to disaster relief, long-term recovery, restoration of infrastructure and housing, economic revitalization, and mitigation in the most impacted and distressed areas for which the President declared a major disaster pursuant to the Stafford Act (42 U.S.C. 5121 *et seq.*).
 - (2) Maximum Feasibility Priority. With respect to activities expected to be assisted with CDBG-DR funds, the Admin Action Plan has been developed so as to give the maximum feasible priority to activities that will benefit low- and moderate-income families.
 - (3) Overall benefit. The aggregate use of CDBG-DR funds shall principally benefit low- and moderate-income families in a manner that ensures that at least 70 percent (or another percentage permitted by HUD in a waiver) of the grant amount is expended for activities that benefit such persons.
 - (4) Special Assessment. The grantee will not attempt to recover any capital costs of public improvements assisted with CDBG-DR grant funds, by assessing any amount against properties owned and occupied by persons of low- and moderate-income, including any fee charged or assessment made as a condition of obtaining access to such public improvements, unless: (a) the grant funds are used to pay the proportion of such fee or assessment that relates to the capital costs of such public improvements that are financed from revenue sources other than under this title; or (b) for purposes of assessing any amount against properties owned and occupied by persons of moderate income, the grantee certifies to the Secretary that it lacks sufficient CDBG funds (in any

Admin Action Plan for City of Chicago's 2025 CDBG-DR Grant

- form) to comply with the requirements of clause (a).
- e. **Grant Timeliness:** The grantee certifies that it (and any subrecipient or administering entity) currently has or will develop and maintain the capacity to carry out disaster recovery activities in a timely manner and that the grantee has reviewed the requirements applicable to the use of grant funds.

Completed certifications attached	<input checked="" type="checkbox"/>
--	-------------------------------------

Warning: Any person who knowingly makes a false claim or statement to HUD may be subject to civil or criminal penalties under 18 U.S.C. 287, 1001, and 31 U.S.C. 3729.

Annette Guzman Digitally signed by Annette Guzman
DN: cn=Annette Guzman, o=City of Chicago, ou=Office
of Budget & Management,
email=annette.guzman@cityofchicago.org, c=US
Date: 2025.04.09 13:37:20 -05'00' **4/9/25**

Signature of Certifying Official (Date)

Annette Guzman **4/9/25**

Printed Name of Certifying Official (Date)



Office of Budget
& Management

Application for Federal Assistance SF-424

*1. Type of Submission:

- Preapplication
- Application
- Changed/Corrected Application

*2. Type of Application

- New
- Continuation
- Revision

* If Revision, select appropriate letter(s):

* Other (Specify)

*3. Date Received:

4. Applicant Identifier:

5a. Federal Entity Identifier:

*5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*a. Legal Name: City of Chicago

*b. Employer/Taxpayer Identification Number (EIN/TIN):
36-6005820

*c. UEI:
NDHBBJ4B1LN5

d. Address:

*Street 1: 121 N. LaSalle Street
Street 2: Room 604
*City: Chicago
County/Parish: Cook
*State: IL
*Province:
*Country: USA: United States
*Zip / Postal Code: 60602-1202

e. Organizational Unit:

Department Name:
Office of Budget and Management

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: _____ *First Name: Matthew
Middle Name: _____
*Last Name: Schmitz
Suffix: _____

Title: Managing Deputy Budget Director

Organizational Affiliation:
Office of Budget and Management

*Telephone Number: 312-744-9437

Fax Number:

*Email: matthew.schmitz@cityofchicago.org

Application for Federal Assistance SF-424

***9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government



Type of Applicant 2: Select Applicant Type:

Pick an applicant type

Type of Applicant 3: Select Applicant Type:

Pick an applicant type

*Other (Specify)

***10. Name of Federal Agency:**

Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.218; 14.228

CFDA Title:

Community Development Block

***12. Funding Opportunity Number:**

14.218; 14.228

*Title:

Community Development Block Grant—Disaster Recovery

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

The City of Chicago will be implementing disaster recovery efforts in the HUD-identified Most Impacted and Distressed areas following presidentially declared disasters 4728, 4749 and 4819.

***15. Descriptive Title of Applicant's Project:**

City of Chicago Community Development Block Grant—Disaster Recovery

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424

16. Congressional Districts Of:

*a. Applicant: IL-001; IL-002; IL-003; IL-004; IL-00

*b. Program/Project: IL-001; IL002; IL-003; IL-004; IL-00

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

*a. Start Date: 1/16/2025

*b. End Date: 1/16/2031

18. Estimated Funding (\$):

*a. Federal	\$ 426,608,000
*b. Applicant	\$ 0
*c. State	\$ 0
*d. Local	\$ 97,013,087.00
*e. Other	\$ 0
*f. Program Income	\$ 0
*g. TOTAL	\$ 523,621,087

***19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on _____.
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

***20. Is the Applicant Delinquent On Any Federal Debt?**

Yes No

If "Yes", explain:

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: _____ *First Name: Annette
Middle Name: _____
*Last Name: Guzman
Suffix: _____

*Title: Budget Director

*Telephone Number: 312-744-0053

Fax Number:

* Email: Annette.Guzman@cityofchicago.org

*Signature of Authorized Representative: Annette Guzman

Digitally signed by Annette Guzman
DN: cn=Annette Guzman, o=City of Chicago, ou=Office of Budget & Management, email=annette.guzman@cityofchicago.org, c=US
Date: 2025.04.09 13:38:52 -0500

*Date Signed: 4.9.25



DEPARTMENT OF LAW
CITY OF CHICAGO

MEMORANDUM

TO: U.S. Department of Housing and Urban Development
Office of Disaster Recovery

FROM: James McDonald *JEM*
Managing Deputy Corporation Counsel, Transactions

RE: CDBG-DR Admin Action Plan – Grantee Certifications

DATE: March 27, 2025

Please be advised that the City of Chicago, as grantee of funds under the Community Development Block Grant Disaster Recovery program, agrees to the required certifications outlined in Appendix A of the Universal Notice and the applicable certifications for local government grantees listed in 24 CFR 91.225 except for certification 24 CFR 91.225(b)(5), which should be modified to read as follows:

Excessive Force: The grantee certifies that it has adopted and is enforcing the following policies:

- (1) A policy prescribing appropriate levels of force by law enforcement agencies within its jurisdiction, in compliance with applicable state and local law and with due regard for individuals' First Amendment rights, in connection with individuals engaged in nonviolent civil rights demonstrations; and
- (2) A policy of enforcing adherence by law enforcement agencies within its jurisdiction in applying applicable state and local laws in connection with nonviolent civil rights demonstrations within its jurisdiction.

Intergovernmental Review (SPOC List)

Executive Order 12372, "Intergovernmental Review of Federal Programs," was issued with the desire to foster the intergovernmental partnership and strengthen federalism by relying on State and local processes for the coordination and review of proposed Federal financial assistance and direct Federal development. The Order allows each State to designate an entity to perform this function. Below is the official list of those entities.

States that are not listed on this page have chosen not to participate in the intergovernmental review process, and therefore do not have a SPOC. If you are located within a State that does not have a SPOC, you may send application materials directly to a federal awarding agency.

*** SPOC List as of July 2024 ***

ARIZONA

Deidre Mai
Office of Strategic Planning and Budgeting
Office of the Arizona Governor
1700 W. Washington St., Suite 600
Phoenix, AZ 85007
Telephone: (602) 542-7567
Fax: None
ahightower@az.gov

ARKANSAS

Dorris R. Smith
Administrator DFA IGS/State Technology
Office of Intergovernmental Services
Department of Finance and Administration
1515 W. 7th St., Room 412
Little Rock, Arkansas 72203
Telephone: (501) 682-5242
Fax: (501) 682-5206
doris.smith@dfa.arkansas.gov

CALIFORNIA

Grants Coordination
State Clearinghouse
Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, California 95812-3044
Telephone: (916) 558-3164
Fax: (916) 323-3018
state.clearinghouse@opr.ca.gov

DELAWARE

Micheale Smith
Budget Development, Planning and
Administration
Office of Management and Budget
122 Martin Luther King Jr. Blvd, South
Dover, DE 19901
Telephone: 302-672-5126
micheale.smith@delaware.gov

DISTRICT OF COLUMBIA

Executive Office of the Mayor
1350 Pennsylvania Avenue, NW
Suite 513
Washington, D.C. 20004
(202) 478-9200
Email: s poc.request@dc.gov

FLORIDA

Chris Stahl
Florida State Clearinghouse
Florida Dept. of Environmental Protection 3800
Commonwealth Blvd.
Mail Station 47
Tallahassee, Florida 32399-2400
Telephone: (850) 717-9076
Chris.Stahl@FloridaDEP.gov
Submissions:
State.Clearinghouse@FloridaDEP.gov

INDIANA

Luke Kenworthy
Director of Federal Grants Policy and Management
Indiana State Budget Agency
200 West Washington Street, Room 212
Indianapolis, IN 46204
Telephone: 317-234-2079
Fax: N/A
LKenworthy@sba.IN.gov

IOWA

Crystal Young
Iowa Department of Management
State Capitol Building, Room G12
1007 E Grand Avenue
Des Moines, IA 50319
Telephone: 515-802-5937
crystal.young@dom.iowa.gov

KENTUCKY

Lee Nalley
The Governor's Office for Local Development
100 Airport Drive, 3rd Floor
Frankfort, Kentucky 40601
Telephone: (502) 892-3462
Fax: (502) 573-1519
Lee.Nalley@ky.gov

LOUISIANA

Terry Thomas
Louisiana SPOC for EPA Grant
Office of Management and Finance
LA Department of Environmental Quality
P.O. Box 4303
Baton Rouge, LA 70821-4303
Phone (225) 219-3840
Fax: (225) 219-3846
Terry.Thomas@la.gov

MARYLAND

Jason Dubow, Manager
Resource Conservation & Management
Maryland Department of Planning
301 West Preston Street, Suite 1101
Baltimore, Maryland 21201-2305
Telephone: (410) 767-4490
Fax: (410) 767-4480
mdp.clearinghouse@maryland.gov

MISSOURI

Tamra Wilson
Office of Administration
Commissioner's Office
201 W High Street, Room 125
Jefferson City, Missouri 65102
Telephone: (573) 751-0337
Fax: (573) 751-1212
Tamra.Wilson@oa.mo.gov

NEVADA

Governor's Office of Federal Assistance
Single Point of Contact
505 Capovilla, Suite 104
Las Vegas, Nevada 89119
Telephone: 775-684-0156
grants@ofa.nv.gov

NEW HAMPSHIRE

Alexis LaBrie
Grants Program Coordinator
Division of Administration
New Hampshire Department of Energy
21 South Fruit Street, Suite 10, Concord, NH
03301
Telephone: 603-271-3670
Fax: None
nhs poc@energy.nh.gov

SOUTH CAROLINA

David Seigler
Grants and Financial Services
Executive Budget Office
1205 Pendleton Street
Edgar A. Brown Building, Suite 529
Columbia, SC 29201
Telephone: (803) 734-0485
Fax: None
david.seigler@admin.sc.gov

UTAH

Brad Newbold
Federal Assistance Management Officer
Utah State Clearinghouse
Governor's Office of Planning and Budget
350 N State Street #150
Salt Lake City, UT 84114
Telephone: (801) 538-1543
stategrants@utah.gov

WEST VIRGINIA

Mackenzie Moss
Community Advancement and Development
WV Department of Economic Development
State Capitol
Building 3, Suite 700
Charleston, WV 25305
304-558-2234
clearinghouse@wv.gov
<https://wvcad.org/sustainability/clearinghouse>

PUERTO RICO

Jose I. Marrero Rosado
Puerto Rico Planning Board
Federal Proposals Review Office
P.O. Box 9023228
San Juan, Puerto Rico 00902-3228
Telephone: 787-725-9420
Fax: 787-725-7066
Jmarrero@ogp.pr.gov

VIRGIN ISLANDS

Jenifer C. O'Neal
Director
Office of Management and Budget
No. 5041 Norre Gade
Emancipation Garden Station, 2nd Floor
St Thomas, Virgin Islands 00802
Telephone: (340) 774-0750
Jenifer.Oneal@omb.vi.gov

AMERICAN SAMOA

Mr. Jerome Ierome
Administrator, Office of Grants Oversight and
Accountability
Coordinator, ASG High Risk Task Force
Office of the Governor
American Samoa Government (ASG)
A.P. Lutali Executive Office Building
American Samoa, 96799
Telephone: (684) 633-4116
Fax: (684) 633-2269
jerome.ierome.asg.govoffice@gmail.com

Changes to this list can be made only after OMB is notified by a State's officially designated representative. E-mail messages can be sent to MBX.OMB.OFFM.Grants@OMB.eop.gov.

Please note: Inquiries about obtaining a Federal grant should not be sent to the OMB e-mail shown above. The best source for this information is the Assistance Listings at SAM.gov (<https://sam.gov/>) and the Grants.gov website (<https://www.grants.gov/>).