Texas Department of Agriculture
Texas Community Development Block Grant Program
PO Box 12847
Austin, TX 78711

# POLICY ISSUANCE CDBG 14-01

Effective Date: October 1, 2014

## SUBJECT: 2014 Updates to the TxCDBG Project Implementation Manual

The Texas Department of Agriculture announces the following changes to the TxCDBG Project Implementation Manual:

- Revisions for clarity in Chapter 3 Environmental Review and Chapter 6 Acquisition of Real Property.
- New guidance in Chapter 3 Environmental Review for tiered reviews.
- Revised policies for compliance with Civil Rights requirements.
- New guidance in Chapter 10 for Limited English Proficiency requirements.
- Revisions to selected sections of Section D Texas Capital Fund to clarify contract special conditions and reduce risks associated with Personally Identifiable Information.
- Addition to Chapter 2 Financial Management of cost eligibility chart deleted in error in a previous Policy Issuance.
- Addition to Section C Housing Rehabilitation for guidance for on-site sewer systems.

**ACTION:** The TxCDBG Project Implementation Manual is modified to read as follows:

- Chapter 2 is modified to add Form A207 Acceptable Back-Up Documentation for Eligible Costs;
- Chapter 3 is replaced entirely;
- Chapter 6 is replaced entirely;
- Chapter 10 is replaced entirely;
- Section C Housing Rehabilitation is modified to add Part II OSSF; and
- Section D Texas Capital Fund is modified to revise sections D.1.3 and D.1 7.

**APPLICATION:**
These changes will apply to all open TxCDBG contracts as of October 1, 2014.

Thank you for your efforts to ensure compliance with all federal, state and program requirements. If you have any questions or if we can provide any further assistance, please contact me or Assistant Director Erica Garza at 512-936-7875 or Erica.Garza@TexasAgriculture.gov.

Suzanne Barnard, State Director
Texas Community Development Block Grant Program
Texas Department of Agriculture