

From: CDBG on behalf of Texas Community Development Block Grant program via CDBG
To: cdba@lists.state.tx.us
Subject: TxCDBG Announcement: Policy Issuance 25-01 and TDA-GO updates
Date: Wednesday, December 17, 2025 4:42:29 PM
Attachments: [image003.png](#)
[image001.png](#)
[image002.png](#)

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TDA announces Policy Issuance 25-01, revising the 2025 TxCDBG Implementation Manual

- Revisions for clarity in Chapter 5 Procurement Procedures and Chapter 8 Force Account Labor.
- New guidance in Chapter 1 Administration and Reporting for state public hearing requirements.
- New guidance in Chapter 2 Financial Management for changes to timing of disbursement documentation requirements.
- New guidance in Chapter 4 Contract Special Conditions for federal requirements.

Policy Issuance 25-01 is effective January 1, 2026.

[Policy Issuance 25-01](#) can be found on the TDA website. The same revisions have been incorporated into the 2025 Implementation Manual chapters posted to the TDA website, marked in blue text.

Updates to TDA-GO

TDA has prepared several new forms that include grant management tools. TDA has scheduled a webinar to walk through these tools and will provide additional resources as needed:

CDBG Over Coffee: New TDA-GO Financial Management Tools webinar

January 22, 2026

Fund Source Calculator

This tool calculates the total maximum grant amount and minimum matching funds amount based on actual project costs. The form pulls data entered in TDA-GO as project cost obligations (from Materials and Services Reports) and expenditures (from Payment Requests), as well as the grant agreement funding amounts and match ratio commitment. Written guidance - [How to use the Fund Source Calculator](#) - can be found on the TDA website.

Disbursement of Funds documentation

A new form in TDA-GO collects bank records and cancelled checks to document disbursement of funds throughout the grant agreement period. These records are currently required for during the closeout monitoring process and can be a challenge for some communities to collect and organize. Disbursement records will be required promptly after each grant payment is issued. Written guidance

- [How to Enter Disbursement Detail](#) - can be found on the TDA website.

For existing grants ending on or after March 1, 2026, Grant Recipients should begin uploading documentation for previously approved Payment Requests. TDA will begin holding Payment Requests for grants that have not yet provided this documentation on **March 1, 2026**.

Menu Structure

The blue tools menu has been revised to accommodate the above additions.

- The Grant Agreement has been placed in a separate section for easy identification. (green marking below)
- The new forms have been included in the new Grant Management section (yellow marking below)

CDV25-0001

Forms

Community Application

Applicant Contact Information	<input checked="" type="checkbox"/>
Community Application	<input checked="" type="checkbox"/>
CDV - Community Development Fund	<input checked="" type="checkbox"/>

Application

General Information	<input type="checkbox"/>
Project Feasibility Information	<input type="checkbox"/>
Additional Community Needs	<input type="checkbox"/>
Project Details	<input type="checkbox"/>
Budget Details	<input checked="" type="checkbox"/>
Required Uploads	<input type="checkbox"/>
Application Certification	<input type="checkbox"/>

Award

Agreement Certification	<input checked="" type="checkbox"/>
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Grant Management

Grant Overview	<input type="checkbox"/>
Fund Source Calculator	<input checked="" type="checkbox"/>
Disbursement of Funds	<input type="checkbox"/>

Amendment

Amendment Request Form	<input type="checkbox"/>
Amendment Certification Form	<input type="checkbox"/>

Status Options