



TEXAS DEPARTMENT OF AGRICULTURE
COMMISSIONER SID MILLER

July 15, 2024

Re: Texas Community Development Block Grant (TxCDBG) program September 2024 Revisions to the Texas CDBG Project Implementation Manual

Dear Stakeholders:

The Texas Department of Agriculture (TDA) has prepared a draft of the 2024 Texas CDBG Project Implementation Manual (2024 TxCDBG Manual). Once the TxCDBG Manual is adopted, effective date September 1, 2024, these new rules will apply to all current grant agreements.

TDA welcomes feedback on this draft document. Please send any comments to CDBGReporting@TexasAgriculture.gov. The changes listed below and other relevant program information will be included in the 2024 TxCDBG Implementation Workshops, beginning in July 2024. Please see the TxCDBG Training page of the TDA website for Workshop details.

Thank you for your efforts to assist rural Texas communities.

Sincerely,

Suzanne Barnard
Director, TxCDBG Programs

Highlights of the draft 2023 Revised TxCDBG Manual

Manual Chapter	Description of changes
Introduction	<ul style="list-style-type: none"> • Minor clarifying edits
Chapter 1 Administration and Reporting	<ul style="list-style-type: none"> • Update language regarding Document Groups <ul style="list-style-type: none"> ○ Remove Direct Deposit form from Group A Documents ○ Create new Group C ○ Change document group names for construction and project completion • Add language regarding signatures • Minor clarifying edits
Chapter 2 Financial Management	<ul style="list-style-type: none"> • Add language for <i>Financial Management System Self-Assessment (FMS)</i> • Update language regarding document groups and payment thresholds • Minor clarifying edits
Chapter 3 Environmental Review	<ul style="list-style-type: none"> • Add language regarding choice limiting actions • Add language regarding revised floodplain management requirements • Add language regarding timeline to complete the environmental review • Add example of tiered review • Minor clarifying edits
Chapter 4 Grant Agreement Special Conditions	<ul style="list-style-type: none"> • Incorporate language from BABA / VAWA Policy Issuance • Remove language regarding Texas Capital Fund Aggregate Benefit, now obsolete • Minor clarifying edits
Chapter 5 Procurement Procedures	<ul style="list-style-type: none"> • Add language regarding Corrective Action Plans for administrative service provider deficiencies • Add language regarding used equipment purchases • Apply change orders language to all contract types • Clarify language regarding change orders and corelative amendments • Minor clarifying edits
Chapter 6 Acquisition of Real Property	<ul style="list-style-type: none"> • Revise language to reflect new URA rule • Minor clarifying edits
Chapter 7 Davis Bacon Labor Standards	<ul style="list-style-type: none"> • Minor clarifying edits
Chapter 8 Force Account	<ul style="list-style-type: none"> • Revise language regarding requests to use force account labor • Minor clarifying edits
Chapter 10 Civil Rights	<ul style="list-style-type: none"> • Minor clarifying edits
Chapter 11 Grant Agreement Amendments	<ul style="list-style-type: none"> • Add language regarding beneficiary changes • Clarify language regarding grant agreement maps • Add language regarding additional milestones or Special Conditions • Clarify language regarding amendment timelines
Chapter 12 Grant Agreement Closeout	<ul style="list-style-type: none"> • Clarify language regarding TDA-GO closeout procedures • Revise procedure to request Conditional Closeout
Chapter 13 Monitoring Review	<ul style="list-style-type: none"> • Clarify language regarding certification • Clarify language regarding remedies for violations
Chapter 14 Audit Requirements	<ul style="list-style-type: none"> • Minor clarifying edits
Section B Planning	<ul style="list-style-type: none"> • Minor clarifying edits
Section C Housing Rehabilitation	<ul style="list-style-type: none"> • Minor clarifying edits