

CBDG-DR Grant Quarterly Progress Report (QPR)

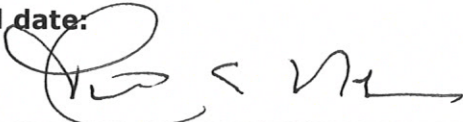
Grant No. – Sub. Name:	M0054/QUINCY AND QUINCY CRA/GADSDEN COUNTY			
Project Title:	Hometown Revitalization Grant/CDBG DR Resiliency			
Funding Awarded:	\$2,949,438.00			
Agreement Period:	01/10/2021 – 01/09/2025			
Primary Points of Contact Information:	(Eddy Gedeon Jr, Grant Manager 107 E. Madison St. Tallahassee, Florida 32399 850.717.8541 Eddy.gedeon@deo.myflorida.com FLORIDACOMMERCE - Office of Long-Term Resiliency		Rob Nixon, QCRA Manager, 404 W. Jefferson St. Quincy, Florida 32351 850.618.0020/850.933.0287 rnixon@myquincy.net	
Activity Reporting Period: July 1, 2023 – September 30, 2023				
An update of this report shall be submitted to FLORIDACOMMERCE ten (10) calendar days after the end of each month.				
Section One – Financial Data:				
	Amount	Expenditures this Period	Expenditures to Date	Balance Remaining
Leverage Funds (A)		0	0	
FDEM Funds (B)		0	0	
CDBG-DR Funds (C)	\$2,949,438	0	0	\$2,949,438
TOTAL Project Funds (A+B)		0	0	
Section Two – Accomplishments within the <u>Past</u> Quarter:				
City of Quincy staffer completed required HUD Fraud training. CRA staff continued to meet bi-weekly with agency staff. Staff worked with the agency to resolve a deficiency in an advertisement for grant admin and engineering services.				
Section Three – Issues or risks that have been faced with resolutions:				

Section Four – Projected activities to be completed <u>within the following</u> Quarter:		
Projected activities to be completed within the next quarter include the identification of grant administration and engineering consultants. Also, the environmental review is expected to be completed.		
Section Five – Required Submissions (Attachments - A(3)(M), D(18), E(5), F):		
❖ Staffing Plan <ul style="list-style-type: none"> ➤ Were there any Staffing changes since last Quarter? ➤ <i>If answered "Yes", please submit the Updated Org. Chart.</i> 	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

<p>❖ Fair Housing (Attachment F)</p> <ul style="list-style-type: none"> ➤ Do you Certify that the Subrecipient Name will "affirmatively further fair housing" in its community? ➤ Have you already submitted to FLORIDACOMMERCE a copy of your Fair Housing resolution or ordinance? <ul style="list-style-type: none"> ➤ <i>If answered "Yes", please skip the next bullet point.</i> ➤ <i>If answered "No", please submit with this Report a copy of the Sub-Recipient's fair housing resolution or ordinance.</i> ➤ <i>Submit, in the box below, the name and contact information of the Fair Housing Coordinator.</i> ➤ <i>Provide a copy of the published Fair Housing Coordinator's contact information from the newspaper where listed OR provide, in the box below, the email address for the home page of the Sub-Recipient's website.</i> ➤ <i>Establish a system (spreadsheet) to log all fair housing calls and submit to FLORIDACOMMERCE GM on a quarterly basis.</i> ➤ <i>Submit to FLORIDACOMMERCE GM support documentation (as proof) for fair housing activities conducted each quarter.</i> ➤ <i>Submit to FLORIDACOMMERCE GM a copy of the fair housing poster displayed in the Sub-Recipient's office each quarter.</i> • The Sub-Recipient shall document its fair housing activities by keeping photographs, newspaper articles, sign-in sheets and copies of handouts in their Infrastructure project file and include information about the activities in the comment section of each QPR. 	<p>Yes <input checked="" type="checkbox"/></p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>	<p>This is a condition for receipt of CDBG-DR funds.</p>
<ul style="list-style-type: none"> ➤ Name and contact information of the Sub-Recipient's Fair Housing Coordinator: <p>Joanne Kimble, Permitting Coordinator, jkimble@myquincy.net</p> <ul style="list-style-type: none"> ➤ <i>Email address for the home page of the Sub-Recipient's website.</i> <p>https://www.myquincy.net/</p>		

<p>❖ Equal Employment Opportunity (EEO) (Attachment F)</p> <ul style="list-style-type: none"> ➤ Do you Certify that the Subrecipient Name and the contractors, subcontractors, subrecipients and consultants that it hires with CDBG-DR funds will abide by the Equal Employment Opportunity (EEO) Laws of the United States? ➤ Have you already submitted to FLORIDACOMMERCE a copy of your EEO resolution or ordinance? <ul style="list-style-type: none"> ➤ <i>If answered "Yes", please skip the next bullet point.</i> ➤ <i>If answered "No", please submit with this Report a copy of the Sub-Recipient's EEO resolution or ordinance.</i> ➤ <i>Submit, in the box below, the name and contact information of the EEO Coordinator.</i> ➤ <i>Provide a copy of the published EEO Coordinator's contact information from the newspaper where listed OR provide, in the box below, the email address for the home page of the Sub-Recipient's website.</i> ➤ <i>Establish a system (spreadsheet) to log all EEO calls and submit to FLORIDACOMMERCE GM on a quarterly basis.</i> ➤ <i>Submit to FLORIDACOMMERCE GM the list of certified minority-owned business enterprises (MBE) and women-owned business enterprises (WBE) that the Sub-Recipient uses to solicit bids on CDBG-DR funded construction activities.</i> ➤ <i>The Sub-Recipient will keep all EEO information in their CDBG-DR project file as well as submitting the information on a quarterly basis in the QPR.</i> 	<p>Yes <input checked="" type="checkbox"/></p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>	<p>This is a condition for receipt of CDBG-DR funds.</p>
<ul style="list-style-type: none"> ➤ Name and contact information of the Sub-Recipient's EEO Coordinator: <p>Stacey Hannigon, Director, shannigon@myquincy.net</p> <ul style="list-style-type: none"> ➤ <i>Email address for the home page of the Sub-Recipient's website.</i> <p>https://www.myquincy.net/human-resources-risk-management</p>		

<p>❖ Section 504 and the Americans with Disabilities Act (ADA) (Attachment F)</p> <ul style="list-style-type: none"> ➤ Do you Certify that the Subrecipient Name provides access to all federally funded activities to all individuals, regardless of handicap? ➤ Have you already submitted to FLORIDACOMMERCE a copy of your Fair Housing resolution or ordinance? <ul style="list-style-type: none"> ➤ <i>If answered "Yes", please skip the next bullet point.</i> ➤ <i>If answered "No", please submit with this Report a copy of the Sub-Recipient's Section 504/ADA resolution or ordinance.</i> ➤ <i>Submit, in the box below, the name and contact information of the Section 504/ADA Coordinator.</i> ➤ <i>Provide a copy of the published Section 504/ADA Coordinator's contact information from the newspaper where listed OR provide, in the box below, the email address for the home page of the Sub-Recipient's website.</i> ➤ <i>Establish a system (spreadsheet) to log all Section 504/ADA calls and submit to FLORIDACOMMERCE GM on a quarterly basis.</i> ➤ <i>The Sub-Recipient will keep all Section 504/ADA information in their CDBG-DR project file as well as submitting the information on a quarterly basis in the QPR.</i> 	<p>Yes <input checked="" type="checkbox"/></p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>	<p>This is a condition for receipt of CDBG-DR funds.</p>
<p>➤ Name and contact information of the Sub-Recipient's Section 504/ADA Coordinator:</p> <p>Stacey Hannigon, Director, shannigon@myquincy.net</p> <p>➤ <i>Email address for the home page of the Sub-Recipient's website.</i></p> <p>https://www.myquincy.net/human-resources-risk-management</p>		

<p>❖ Section 3 (Attachments F, G(6))</p> <p>➤ Did the Subrecipient Name and the contractors, subcontractors, subrecipients and consultants that it hires, have hired qualified low- and moderate-income residents for any job openings that exist on CDBG-DR funded projects in the community?</p> <p>➤ If answered "Yes", please submit a report addressing the following:</p> <ul style="list-style-type: none"> • The total number of labor hours worked. • The total number of labor hours worked by Section 3 workers. • The total number of labor hours worked by Targeted Section 3 workers. <p>➤ If Section 3 benchmarks are not met, the subrecipient's qualitative efforts must be reported in a manner required by 24 CFR §75.25(b).</p>	<p>Yes <input type="checkbox"/></p>	<p>No <input checked="" type="checkbox"/></p>
<p>❖ Construction Documentation (If Construction is part of the Project)</p> <p>➤ Is FULL Environmental Review completed and Approved?</p> <p>➤ If answered "Yes", please take photographs or video of all activity locations prior to initiating any construction and submit with your QPR. As the construction progresses, additional photography or videography shall document the ongoing improvements and be submitted quarterly.</p>	<p>Yes <input type="checkbox"/></p>	<p>No <input checked="" type="checkbox"/></p>
<p>❖ Equipment Tracking (If Construction is part of the Project)</p> <p>➤ Any Equipment purchased specifically for this project?</p> <p>➤ If answered "Yes", please submit an up-to-date Equipment Inventory Tracking Log listing the current equipment inventory, equipment service dates, etc. for monitoring purposes.</p>	<p>Yes <input type="checkbox"/></p>	<p>No <input checked="" type="checkbox"/></p>
<p>❖ Estimated <u>construction</u> start date</p>	<p>01/03/2024</p>	
<p>❖ Estimated <u>expenditure</u> date</p> <p>➤ Date Sub. is estimating submission of next Invoice to FloridaCommerce.</p>	<p>11/01/2023</p>	
<p>This report was prepared by:</p> <p>Robert Nixon, CRA Manager</p>	<p>Signature and date:</p> <p>9/17/2023 </p>	