

**CLAY COUNTY
2015 DISASTER RELIEF
TEXAS DEPARTMENT OF AGRICULTURE (TDA)
APPLICATION OUTLINE**

IMMEDIATE ATTENTION BY COUNTY:

1. APPLICATION LETTERS
 - a. Pre-Agreement and Procurement Waiver Letters are prepared by Shawna.
 - b. A304 & A305 Environmental Forms
 - c. Judge Liggett needs to sign the letters and forms.

APPLICATION PREPARATION:

1. PUBLIC HEARING – Shawna will coordinate with Clay County News
 - a. Publish on TBD
 - i. Will need to post notice at county courthouse.
 - b. Hearing will be held on TBD at county courthouse annex at TBD pm
2. DETERMINE PROJECT
 - a. Shawna will assist County and will review Preliminary Damage Assessment (PDA) reports to determine best project for DR funds.
3. RESOLUTION
 - a. County will need to call a special meeting to approve resolution once project is known.
4. NOTICE OF INTENT – Shawna will coordinate with Clay County News
 - a. Publish date to be determined upon approval of application resolution.
 - b. Shawna will submit the application 5 days after this notice is published.
5. APPLICATION FORMS
 - a. Shawna will prepare and provide to the Judge all necessary documents that require a signature as the application progresses.

Please provide the following documents to Shawna as soon as received by county:

1. Completed DSO
2. TDEM's Preliminary Disaster Assessment Reports



Shawna McElfish -903-581-0500 ext. 231

**Summary of Current Disaster Funding Opportunities and Requirements for TxCDBG
03/04/2015**

Requirements for both Disaster Relief Fund and Urgent Need Fund

- An application must be submitted by a City or County, which may need to work with one or more utilities to identify water and sewer infrastructure damage.
- The applicant must demonstrate that adequate local funds are not available, i.e., the applicant has less than six months of unencumbered general operations funds available or funds from other state or federal sources are not available to completely address the problem.

Disaster Relief Fund Requirements

- Maximum award of \$350,000 per applicant per event.
- Requires the Governor to proclaim a state disaster declaration or the President to issue a federal disaster declaration.
- Priority is for repair and restoration activities to meet basic human needs, such as water and sewer facilities, housing, and roads.

Urgent Need Fund Requirements

- Maximum award of \$250,000 per applicant per event.
- Must provide matching funds equal to 20 percent of the TxCDBG funds requested.
- Funds activities that will restore water or sewer infrastructure whose sudden failure has resulted in death, illness, injury, or pose an imminent threat to life or health.
- Must provide a written request for Urgent Need assistance no more than 30 days after the situation first occurred or was first discovered, and must begin construction within 90 days of the start date of the TxCDBG contract.
- Must NOT be used for temporary solutions or back-up or redundant systems.

Process to receive FEMA Assistance:

1. County Judge sends a letter to the Governor's Office requesting assistance from TDEM.
2. TDEM assessment teams visit sites and document the damage, including affected cities.
3. A State-wide Presidential declaration occurs when state-wide damage *per capita* is \$1.30 or more.
4. FEMA provides Public Assistance funding if the county's damage *per capita* is \$3.27 or more.
5. County applies to FEMA based on the declaration and the damage assessments provided by TDEM.
6. County provides matching funds of \$1 for every \$3 in FEMA funds; funds may be provided locally or the County may apply for TxCDBG Disaster Relief Fund.

Drought-Related Project Must Haves:

- An application must be submitted by a City or County, which may need to work with one or more water entities to identify water-related needs or damage.
- The applicant must demonstrate that adequate local funds are not available, i.e., the applicant has less than six months of unencumbered general operations funds available or funds from other state or federal sources are not available to completely address the problem.
- Maximum award of \$350,000 per applicant per event per beneficiary pool.
- The Governor's proclamation regarding the drought disaster... already given... is always prerequisite to receiving Disaster Relief funding related to drought assistance.
- Only under drought declaration can new infrastructure be installed.
- Applicant must provide evidence that 180 days or less water supply exists using the corroborative list maintained by TCEQ.
- The proposed project must offer a permanent solution.

**Kenneth Liggett, County Judge
CLAY COUNTY, TEXAS**

**Clay County Courthouse Annex
214 North Main Street
Henrietta, Texas 76365**

Office 940 538-4651

Fax 940 538-5597

May 26, 2015

Ms. Suzanne Barnard
Director, Texas CDBG Program
P.O. Box 12847
Austin, Texas 78711-2847

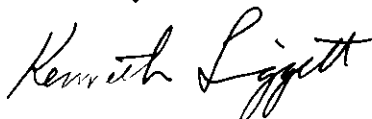
Re: Pre-Agreement Cost Approval for Clay County Disaster Relief Fund Application

Dear Ms. Barnard:

This is to notify the Texas Department of Agriculture, Texas Community Development Block Grant (TxCDBG) Program that Clay County intends to proceed with its 2015 Disaster Relief Fund application project per the pre-agreement costs stratagem. As a condition of this pre-agreement Clay County acknowledges and agrees to the following:

1. All applicable state and federal laws, including procurement procedures for professional services and applicable vendors; all applicable TxCDBG policies and procedures, including a completed Environmental Assessment necessary for the Release of Funds (for construction activities) by TxCDBG, acquisition requirements, approval of plans and specifications as regulated by the Texas Commission on Environmental Quality (TCEQ), Davis-Bacon wage requirements, and any applicable contract Special Conditions.
2. The Department shall not reimburse any costs under this agreement until a 2015 Disaster Relief Fund contract is fully executed with Clay County. Department shall not be liable for costs incurred prior to DR application submission date, or for any activities not included in Exhibit A, Performance Statement, and Exhibit B, Budget, of the executed contract associated with the 2015 grant.

Sincerely,



Kenneth Liggett
Clay County Judge
Clay County, Texas