

## **Ashe County CDBG Grant #02-D-2678 Closeout Hearing September 19, 2016**

The purpose of this public hearing is to give the opportunity for citizen input concerning the closeout of the Ashe County CDBG Commerce Fellows grant. The County was awarded \$27,476.04 in CDBG funds July 2015. The program provided training to County and Municipal staff through the UNC School of Government to assist low- and moderate-income citizens in Ashe County by increasing capacity building.

The program funded eight (8) seats in five (5) different trainings through the UNC-School of Government. Ashe County, being the applicant, was encouraged to invite interested individuals within the three municipalities to also attend the trainings. The following trainings were offered through the program:

1. July 27-30, 2015 – Basic Economic Development – attendee: Cathy Barr, Ashe County;
2. September 16-17, 2015 – Developmental Finance Toolbox – attendees: Brantley Price, West Jefferson and Cathy Barr, Ashe County;
3. September 21-25, 2015 – Effective Supervisory Management – attendees: Cathy Barr and Jeff Cornett, Ashe County;
4. September 2015 – May 2016 – Municipal and County Administration – attendee: Adam Stumb, Ashe County;
5. March 15-17, 2016 & April 12-14, 2016 - Community Development Academy – attendees: Adam Stumb, Ashe County and Wesley Barker, West Jefferson.

The program not only funded the tuition/fees to attend the trainings, but included accommodations, meals, and travel as well as grant preparation and administration.

The cost to the UNC-School of Government for trainings and accommodations was \$20,000 of the grant. Out of the remaining \$7,476.04 \$1,107.50 was expended on meals and travel and \$2,500 on the grant preparation and administration. There is \$3,958.54 remaining in the project which will be deobligated (or returned to the NC Department of Commerce) to be used for other CDBG funded projects.

**NORTH CAROLINA DEPARTMENT OF COMMERCE  
DIVISION OF COMMUNITY ASSISTANCE  
SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

**CLOSEOUT PERFORMANCE REPORT**

**Cover Sheet**

Grantee Name: Ashe County Grant Number: 02-D-2678

Grantee Address: 150 Government Circle, Suite 2500, Jefferson, NC 28640

1. Citizens' Written Comments. (Attach the following three items unless each item was previously submitted to DCA, in which case they may be incorporated by reference.)

- a. A copy of each written citizen comment, which was received during the reporting period on the grantee's community development performance under this grant;
- b. The grantee's assessment of the comment; and
- c. A description of any action taken or to be taken in response to the comment as required by 4 NCAC 19L .1002.

2. The grantee's authorized official representative must certify the following:

- a. To the best of his/her knowledge and belief, data in this report is true and correct;
- b. The records described in 4 NCAC 19L .0911 are being maintained and will be made available upon request; and
- c.

In accordance with Section 101(c)(9) of the Housing and Community Development Act of 1974, the assistance made available under this CDBG grant is not substantially reducing, below the level of support prior to start-up of the CDBG grant reported here, the amount of local financial support for community development activities.

Jeff Rose

Typed Name of Chief Elected Official/Authorized Representative

Chairman

Title

September 19, 2016

Signature of Chief Elected Official/Authorized Representative

Date

**Preparer Information**

Name: Michelle Ball, High Country Council of Governments

Address: 468 New Market Blvd., Boone, NC 28607

Telephone Number: (828) 265-5434

Email Address: [mball@regiond.org](mailto:mball@regiond.org)



## DIVISION OF COMMUNITY ASSISTANCE

### *CDBG Closeout Forms*

Grantee	Ashe County
Grantee Address	150 Government Circle, Suite 2500, Jefferson, NC 28640
Grant Number	02-D-2678
Project Name	Commerce Fellows
1st Project Number	C-1
2nd Project Number	
3rd Project Number	
Period	July 2015 - September 2016
Authorized Representative	
Name	Jeff Rose
Title	Chariman
Preparer of Information	
Name	Michelle Ball, High Country Council of Governments
Address	468 New Market Blvd., Boone, NC 28607
Telephone Number	(828) 265-5434
Email Address	mball@regiond.org
Property acquired with CDBG funds?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

# PROPERTY DISPOSITION REPORT

Property	(1) Description	(2) Date Acquired	(3) Acquisition Cost	(4) % CDBG Participation	(5) Current Use	(6) Proposed Use/Disposition
I. Real	N/A					
II. Nonexpendable Personal	N/A					
III. Expendable Personal	N/A					

**NORTH CAROLINA DEPARTMENT OF COMMERCE  
CDBG FINAL PERFORMANCE REPORT**

**GRANT NO.**            02-D-2678

**PROJECT NO.**        C-1                                      **Period:**        July 2015 - September 2016

**USE OF PROGRAM INCOME PAGE**

1 Anticipated Program Income	2 Actual Program Income Received	3 Program Income Expended	4 Expended On Activity Name	5 Expended On Activity Code
No Program Income anticipated				

Will grantee exceed \$25,000 in Program Income during the next 12 months? YES \_\_\_\_ NO   X  

What is the approximate date for exceeding \$25,000 in Program Income?

Grantee	Ashe County	Activity Name	Administration
Grant Number	02-D-2678	Project:	Commerce Fellows
Acct Number	1060		C1 X
Activity Code	13		L1
Budgeted	\$2,500.00	Expended	\$2,500.00

  

	Proposed	Actual
Linear Feet		
Properties		
Units, Dwelling		
<b>Households by percentage of HUD Median Family Income Levels</b>		
Above Moderate Income Households > 80%		
Moderate Income Households 51-80%		
Low Income Households 30-50%		
Very Low Income Households <30%		
<b>Total Households</b>	0	0
<b>Persons by percentage of HUD Median Family Income Levels</b>		
Above Moderate Income Households > 80%		
Moderate Income Households 51-80%		
Low Income Households 30-50%		
Very Low Income Households <30%		
<b>Total Persons</b>	0	0
Jobs		
Micro Enterprise		
Female Head of Household		
<b>Hispanic</b>		
American Indian or Alaska Native		
Asian		
Black or African American		
Native Hawaiian or Other Pacific Islander		
White		
American Indian or Alaska Native & White		
Asian & White		
Black or African American & White		
American Indian or Alaska Native & Black or African American		
Other Multi-Racial		
<b>Non-Hispanic</b>		
American Indian or Alaska native		
Asian		
Black or African American		
Native Hawaiian or Other Pacific Islander		
White		
American Indian or Alaska Native & White		
Asian & White		
Black or African American & White		
American Indian or Alaska Native & Black or African American		
Other Multi-Racial		

Grantee	Ashe County	Activity Name	Planning
Grant Number	02-D-2678	Project:	Commerce Fellows
Acct Number	1058		C1 X
Activity Code	12		L1
Budgeted	\$24,976.04	Expended	\$21,017.50

  

	Proposed	Actual
Linear Feet		
Properties		
Units, Dwelling		
<b>Households by percentage of HUD Median Family Income Levels</b>		
Above Moderate Income Households > 80%		
Moderate Income Households 51-80%		
Low Income Households 30-50%		
Very Low Income Households <30%		
<b>Total Households</b>	0	0
<b>Persons by percentage of HUD Median Family Income Levels</b>		
Above Moderate Income Households > 80%		
Moderate Income Households 51-80%		
Low Income Households 30-50%		
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Asian & White		
Black or African American & White		
American Indian or Alaska Native & Black or African American		
Other Multi-Racial		



# CERTIFICATE OF COMPLETION

1. Grantee: Ashe County  
 3. Project Name: Commerce Fellows

2. Grant Number: 02-D-2678  
 4. Project Number: C-1

5. Final Statement of Costs				
Program Activity Categories (a)	To Be Completed by Recipient		Total Costs (Col. b + c) (d)	To Be Completed by DOC
	Paid Costs (b)	Unpaid Costs (c)		Approved Total Costs (e)
a. Acquisition				
b. Disposition				
c. Public facilities and improvements				
(1) Senior and handicapped centers				
(2) Parks, playgrounds and recreation facilities				
(3) Neighborhood facilities				
(4) Solid waste disposal facilities				
(5) Fire protection facilities and equipment				
(6) Parking facilities				
(7) Street improvements				
(8) Flood and drainage improvements				
(9) Pedestrian improvements				
(10) Other public facilities				
(11) Sewer improvements				
(12) Water improvements				
d. Clearance activities				
e. Public services				
f. Relocation assistance				
g. Construction, rehab. and preservation activities				
(1) Construction or rehab. of com. & indust. bldgs.				
(2) Rehabilitation of privately owned buildings				
(3) Rehabilitation of publicly owned buildings				
(4) Code enforcement				
(5) Historic preservation				
h. Development financing				
(1) Working capital				
(2) Machinery and equipment				
i. Removal of architectural barriers				
j. Other activities				
k. Subtotal				
l. Planning	\$21,017.50		\$21,017.50	
m. Administration	\$2,500.00		\$2,500.00	
n. Total	\$23,517.50		\$23,517.50	
o. Less: Program Income Applied to Program Costs	\$0.00		\$0.00	
p. Equal: Grant Amount Applied to Program Costs	\$23,517.50		\$23,517.50	

6. Computation of Grant Balance		
Description (a)	To Be Completed By Recipient	To Be Completed By DOC
	Amount (b)	Approved Amount (c)
(1) Grant Amount Applied To Program Costs (From Line p)	\$23,517.50	
(2) Estimated Amount For Unsettled Third - Party Claims	\$ -	
(3) Subtotal	\$23,517.50	
(4) Grant Amount Per Grant Agreement	\$ 27,476.04	
(5) Unutilized Grant To Be Canceled (Line 4 Minus Line 3)	\$ 3,958.54	
(6) Grant Funds Received	\$ 23,517.50	
(7) Balance of Grant Payable (Line 3 Minus Line 6)*		
* If Line 6 exceeds Line 3, enter the amount of the excess on Line 7 as a negative amount. This amount shall be repaid to DOC by check, unless DOC has previously approved use of these funds.		



**7. Program Income**

a) Amount of existing program income:

\$0.00

b) Amount of anticipated program income:

\$0.00

c) If program income exists or is anticipated, describe the proposed application(s):

**8. Unpaid Costs and Unsettled Third Party Claims**

Are there any unpaid costs or unsettled third party claims against the recipient's grant? Type "yes" or "no."

No

If yes, in the box below describe the circumstances and amounts involved.

**9. Remarks (For DOC Use Only)**☐

Please note that all financial records, supporting documents and other records pertinent to the community development program must be retained for a minimum of five (5) years from the date of this letter.

☐

This grant is closed pending receipt and approval of your final audit by the Department of Commerce.

☐

Town

☐

City

☐

County

**10. Certification of Recipient**

It is hereby certified that all activities undertaken by the Recipient with funds provided under the grant agreement identified on page 1 hereof, have, to the best of my knowledge, been carried out in accordance with the grant agreement; that proper provisions have been made by the Recipient for the payment of all unpaid costs and unsettled third party claims identified on page 1 hereof; that the State of North Carolina is under no obligation to make any further payment to the Recipient under the grant agreement in excess of the amount identified on Line 7 hereof; and that every other statement and amount set forth in this instrument is, to the best of my knowledge, true and correct as of this date.

Date

September 19, 2016Typed Name and Title of Recipient's  
Authorized RepresentativeJeff Rose  
(Name)Chairman  
(Title)Signature of Recipient's  
Authorized Representative

√

**11. DOC Approval**

This Certification of Completion is hereby approved. Therefore, I authorize cancellation of the unutilized contract commitment and related funds reservation and obligation of \$ \_\_\_\_\_, less \$ \_\_\_\_\_ previously authorized for cancellation (from Section 6, line 6, page 1).

Date

Typed Name and Title of DOC  
Authorized Representative  
George Sherrill  
DirectorSignature of DOC's  
Authorized Representative

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