

MID-URN Summary Checklist Instructions

Please complete this summary checklist for each target area for grant expenditure in your application and submit it accompanying your most impacted and distressed threshold response narrative. The most impacted and distressed threshold response narrative must be included your application – Exhibit B. This summary checklist is provided to assist Applicants to ensure their responses to this requirement are complete, however, for comprehensive most impacted and distressed and Unmet Recovery Needs (MID-URN) threshold instructions, Applicants must refer to Appendix G to the NDRC NOFA.

Step 1: Determine which summary checklist should be used for each target area to be included in the application:

Summary Checklist B - Target Area is a sub-county area (such as a place name, census designated place, tribal area, or census tract) within a county or county equivalent declared by the President to be a major disaster area under the Stafford Act for a disaster event occurring in calendar years 2011, 2012, or 2013

Step 2: For each target area in your application, complete the appropriate checklist, and provide each completed checklist in your most impacted and distressed threshold response accompanying your application's Exhibit B. Be sure to include the target area name on each checklist.

Summary Checklist B – Each target area must meet:

- At least one most impacted criterion, supported with the corresponding data source and documentation as described in Appendix G; **AND**
- At least one distressed criterion, supported with the corresponding data source and documentation as described in Appendix G; **AND**
- At least one Unmet Recovery Need criterion, supported with the corresponding data source and documentation as described in Appendix G.

MID-URN SUMMARY CHECKLIST B

Target Area is a Sub County Area (such as a place name, census designated place, tribal area, or census tract) within a county or county equivalent declared by the President to be a major disaster area under the Stafford Act for a disaster event occurring in calendar years 2011, 2012, or 2013

MOST IMPACTED CHARACTERISTICS: considers the damage resulting from the Qualified Disaster - Response must include at least one criterion - For each criteria category selected, the corresponding data source and data documentation response must be provided		
Target Area Name:		
Criteria	Data Source	Data Documentation
Housing damage due to eligible disaster: <input type="checkbox"/> Damage to a minimum of 100 homes OR <input type="checkbox"/> Serious damage to a minimum of 20 homes	<input type="checkbox"/> Appendix C list of disasters with concentrations of housing damage meeting this requirement OR <input type="checkbox"/> Local data: <input type="checkbox"/> Data shows concentrated damage meeting standard, AND <input type="checkbox"/> HUD agrees with its validity	<input type="checkbox"/> Link: <input type="checkbox"/> Page number(s) in application:
Infrastructure: <input type="checkbox"/> Damage from the eligible disaster to permanent infrastructure in a sub-county area estimated at \$2 million or greater	<input type="checkbox"/> An engineering report OR <input type="checkbox"/> FEMA Project Worksheet with an estimated repair amount OR <input type="checkbox"/> Other evidence of an estimate of expenditures to make repairs	<input type="checkbox"/> Link: <input type="checkbox"/> Page number(s) in application:
Economic Revitalization: <input type="checkbox"/> At least one percentage point higher local unemployment rate in the impacted area six to 12 months after the qualifying disaster compared to the same month in the year prior to the disaster in that area OR <input type="checkbox"/> Specific information that 50 or more people were no longer employed in or near the most impacted area for six months or longer due to the disaster OR <input type="checkbox"/> Other harm to the economy due to the disaster	<input type="checkbox"/> Describe how the employment loss or harm stems from the Qualified Disaster (applicant may support a short description with local data or surveys)	<input type="checkbox"/> Link: <input type="checkbox"/> Page number(s) in application:
Environmental Degradation <input type="checkbox"/> Must describe the damage to the environment from the qualifying disaster putting the housing, infrastructure and/or economic drivers in the area at risk of great harm for a future disaster.	<input type="checkbox"/> Support with references to any studies supporting the claim of future risk	<input type="checkbox"/> Link: <input type="checkbox"/> Page number(s) in application:

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MOST DISTRESSED CHARACTERISTICS: considers stress or deficit factors <i>prior</i> to the Qualified Disaster - <i>Response must include at least one criterion</i> - <i>For each criteria category selected, the corresponding data source and data documentation response must be provided</i>		
Target Area Name:		
Criteria	Data Source	Data Documentation
Disaster impacted low- and moderate-income households: <input type="checkbox"/> More than 50 percent of people in the target area are at less than 80 percent of the area median income	<input type="checkbox"/> CDBG low- and moderate-income summary data	<input type="checkbox"/> Link: <input type="checkbox"/> Page number(s) in application:
Loss/shortage of affordable rental housing: <input type="checkbox"/> Disaster-impacted target area has a minimum of 100 renters with income less than 50 percent of median in a target area AND: <input type="checkbox"/> 60 percent or more of these have severe housing programs OR <input type="checkbox"/> As a result of the effects of the disaster there is new high risk of damage to more than 100 assisted rental housing units from a future event the intended intervention would protect against	<input type="checkbox"/> Provide a 1-2 paragraph description, with supporting data, to demonstrate this characteristic	<input type="checkbox"/> Link: <input type="checkbox"/> Page number(s) in application:
Disaster impacted a federal target area or economically fragile area: (must choose at least one to meet this criteria) <input type="checkbox"/> Tribal area <input type="checkbox"/> HUD Promise Zone site <input type="checkbox"/> HUD Strong Cities Strong Communities site AND/OR <input type="checkbox"/> Has an unemployment rate more than 125 percent of the national average unemployment rate	<input type="checkbox"/> Demonstrate this characteristic and provide supporting documentation	<input type="checkbox"/> Link: <input type="checkbox"/> Page number(s) in application:

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<p>MOST DISTRESSED CHARACTERISTICS: considers stress or deficit factors <i>prior</i> to the Qualified Disaster</p> <ul style="list-style-type: none"> - <i>Response must include at least one criterion</i> - <i>For each criteria category selected, the corresponding data source and data documentation response must be provided</i> 		
<p>Target Area Name:</p>		
Criteria	Data Source	Data Documentation
<p>Disaster impacted an area with prior documented environmental distress:</p> <p><input type="checkbox"/> Disaster impacted an area with prior documented environmental distress (e.g., affected area contains or is adjacent to and negatively affected by a contaminated property cleaned, undergoing cleanup, or proposed for cleanup)</p>	<p><input type="checkbox"/> State-maintained Brownfield site list OR</p> <p><input type="checkbox"/> Other documentation of prior environmental distress</p>	<p><input type="checkbox"/> Link:</p> <p><input type="checkbox"/> Page number(s) in application:</p>
<p>Housing:</p> <p><input type="checkbox"/> A concentration of housing damage in a sub-county area due to the eligible disaster causing damage or serious damage to at least 10 percent of the homes located there</p>	<p><input type="checkbox"/> Appendix C list of disasters with concentrations of housing damage meeting this requirement OR</p> <p><input type="checkbox"/> Local data:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Data shows concentrated damage meeting standard, AND <input type="checkbox"/> HUD agrees with validity 	<p><input type="checkbox"/> Link:</p> <p><input type="checkbox"/> Page number(s) in application:</p>

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UNMET RECOVERY NEED
 - *Response must include at least one criterion*
 - *For each criteria category selected, the corresponding data source and data documentation response must be provided*

Target Area Name:

Criteria	Data Source	Data Documentation
<p>Housing:</p> <p><input type="checkbox"/> Twenty or more households are still displaced from housing due to the disaster and will not be served by existing programs OR</p> <p><input type="checkbox"/> There are twenty or more still damaged housing units in or near a most impacted and distressed sub-county target area that were damaged by the disaster and cannot be repaired with existing programs</p>	<p>Currently running a CDBG-DR or other recovery housing program:</p> <p><input type="checkbox"/> Analysis that shows the program waiting list AND</p> <p><input type="checkbox"/> A reasonable estimate of aggregated average unmet repair needs exceeds the existing CDBG-DR fund available.</p> <p>Not currently running a CDBG-DR or other housing recovery program:</p> <p><input type="checkbox"/> Briefly explain why prior allocations of CDBG-DR funding, together with other funding sources, are inadequate to provide housing AND:</p> <p><input type="checkbox"/> Provide recent emergency management data indicating households are still displaced from the disaster</p> <p>OR</p> <p><input type="checkbox"/> Provide methodologically sound “windshield survey” of the most impacted and distressed target area conducted since January 2014 AND</p> <p><input type="checkbox"/> A list of 20 addresses of units identified with remaining damage</p> <p><input type="checkbox"/> At least 9 of these addresses confirming (i) the damage is due to the disaster and (ii) they have inadequate resources from insurance/FEMA/SBA for completing repairs</p>	<p><input type="checkbox"/> Link:</p> <p><input type="checkbox"/> Page number(s) in application:</p>

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UNMET RECOVERY NEED
 - *Response must include at least one criterion*
 - *For each criteria category selected, the corresponding data source and data documentation response must be provided*

Target Area Name:

Criteria	Data Source	Data Documentation
<p>Infrastructure:</p> <p><input type="checkbox"/> There is damage to permanent public infrastructure from the qualifying disaster (i.e. FEMA Category C to G) that has not been repaired due to inadequate resources, in or serving the most impacted and distressed target area(s) AND</p> <p><input type="checkbox"/> Describe the damage, location of the damage to permanent public infrastructure relative to the most impacted and distressed target area(s), the amount of funding required to complete repairs, and the reason there are inadequate funds AND</p> <p><input type="checkbox"/> A minimum \$400,000 in unfunded permanent infrastructure repair needs</p>	<p><input type="checkbox"/> An engineering report OR <input type="checkbox"/> a FEMA Project Worksheet(s) with an estimated repair amount</p> <p>AND</p> <p><input type="checkbox"/> A sources and uses statement for the repairs showing the funding shortfall (total repair costs may include the extra cost to repair this infrastructure resiliently) AND</p> <p><input type="checkbox"/> Your explanation of why existing CDBG-DR resources, together with other funding sources, are inadequate to meet this repair need</p>	<p><input type="checkbox"/> Link:</p> <p><input type="checkbox"/> Page number(s) in application:</p>

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UNMET RECOVERY NEED
 - *Response must include at least one criterion*
 - *For each criteria category selected, the corresponding data source and data documentation response must be provided*

Target Area Name:

Criteria	Data Source	Data Documentation
<p>Economic Revitalization:</p> <p><input type="checkbox"/> There are continuing unmet economic revitalization recovery needs due to the disaster in or near the most impacted and distressed sub-county target area(s) that cannot be addressed with existing resources, including CDBG-DR funds already allocated AND</p> <p><u>AND demonstrate one</u> of the following:</p> <ul style="list-style-type: none"> <input type="checkbox"/> A minimum of 5 businesses with remaining repair needs; <input type="checkbox"/> Business revenues continued to be decreased by 10 percent or more relative to revenues prior to the disaster for one or more modest-sized employers (10 or more employees) due to the disaster; OR <input type="checkbox"/> Three or more smaller businesses show revenues 10 percent less than prior revenues <p>AND</p> <p><input type="checkbox"/> Provide a narrative statement describing the extent of those needs and how the needs are connected with the disaster and the most impacted and distressed sub-county target area</p>	<p><input type="checkbox"/> <i>Unmet repair needs narrative for businesses:</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> “Windshield survey” showing a minimum of 5 businesses with remaining repair needs AND <input type="checkbox"/> A survey of 5 business owners confirming damage due to the disaster and repairs not completed due to not receiving adequate resources from insurance and (if applicable) other federal funds AND <input type="checkbox"/> Addresses of businesses with continuing needs <p>OR</p> <p><input type="checkbox"/> <i>Decreased revenues narrative for business(es):</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Analysis by a reputable public or private source showing continuing economic damage to the target area within a HUD-identified most impacted county due to the disaster or a survey of business(es) who provide (i) number of employees before the storm and current; (ii) total gross revenues in year before disaster and total gross revenues in most recent year; and (iii) a description of how the reduction in revenues is related to the disaster AND <input type="checkbox"/> One modest size employer (10 or more employees) or three smaller businesses (fewer than 10 employees) must show most recent year total gross revenues of 10 percent less than the year before the disaster and there needs to be a clean connection to the disaster AND <input type="checkbox"/> Names and addresses of impacted businesses 	<p><input type="checkbox"/> Link:</p> <p><input type="checkbox"/> Page number(s) in application:</p>

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UNMET RECOVERY NEED
 - *Response must include at least one criterion*
 - *For each criteria category selected, the corresponding data source and data documentation response must be provided*

Target Area Name:

Criteria	Data Source	Data Documentation
<p>Environmental Degradation:</p> <p><input type="checkbox"/> There is environmental damage from the qualifying disaster that has not yet been addressed and cannot be addressed with existing resources AND</p> <p><input type="checkbox"/> Describe the remaining damage and how the damage is connected with the qualifying disaster and the most impacted and distressed sub-county target area AND</p> <p><input type="checkbox"/> Describe the remaining damage to the environment with a cost estimate for making repairs or reconstruction that is \$400,000 or greater and support with references to any studies supporting them</p>	<p><input type="checkbox"/> A detailed report from a reputable public or private organization completed since June 2013 describing the remaining damage with a certification date after March 2014 indicating that there is remaining damage of \$400,000 or more</p>	<p><input type="checkbox"/> Link:</p> <p><input type="checkbox"/> Page number(s) in application:</p>