

California Department of Housing and Community Development

**Application Summary**  
**State Community Development Block Grant**  
Planning and Technical Assistance Allocations



**1.a Applicant Information**

ED Allocation Application \_\_\_\_\_ Or General Allocation Application X \_\_\_\_\_

Applicant

Name: EL DORADO COUNTY HUMAN SERVICES

Address: 937 SPRING STREET

City: PLACERVILLE State: CA Zip Code 95667

County: EL DORADO

\_\_\_\_\_ Check here if this is a Joint Application and complete a summary page for each applicant.

**1.b Authorized Representative (Per Resolution)**

First Name: DOUG Last Name: NOWKA

Job Title: DIRECTOR OF HUMAN SERVICES

X Check if the address information is the same as above in 1.a, if not fill in information below.

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone: 530-621-6163 Ext: \_\_\_\_\_ Fax: 530-295-2597

Email: nowka@co.el-dorado.ca.us

**1.c Applicant Contact**

\_\_\_\_\_ Check if the contact information is the same above in 1.b, if not fill in information below.

First Name: JOYCE Last Name: ALDRICH

Name of Agency: EL DORADO COUNTY HUMAN SERVICES Job Title: PROGRAM MANAGER

Address: 937 SPRING STREET

City: PLACERVILLE

State: CA Zip Code 95667

Phone: 530-621-6276 Ext: \_\_\_\_\_ Fax: 530-295-2597

Email: jaldrich@co.el-dorado.ca.us

**2. Requested Funding by Activity**

Activity Title - Insert only one activity title per line. See sample list of titles provided in <b>Attachment 4</b> .	Non-Project Specific Planning Activities	Project Specific Planning Activities
EXTERIOR HOUSING CONDITIONS SURVEY	\$ 33,250	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
General Administration (not to exceed 5 percent of funds requested)	\$ 1,750	\$
<b>Total Amount Requested</b>	\$ 35,000	\$0.00
<b>Grand Total (Max. \$70,000)</b>	\$ 35,000	

**3. List of Cash Match Sources**

Required Cash Match	Name of Source: City or County or Other (non state or federal funds)	Approved Cash Match
5%	COUNTY	\$ 1,750.00 *
		\$ *
		\$
	<b>Total</b>	\$ 1,750.00

\* Enter only the total amount required to be committed.

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**4. Legislative Representative Information**

	District #	First Name	Last Name
Assembly	4	Ted	Gaines
Senate	1	Dave	Cox
Congress	4	John	Doolittle

	District #	First Name	Last Name
Assembly			
Senate			
Congress			

	District #	First Name	Last Name
Assembly			
Senate			
Congress			

**5. Target Populations Served**

1. <input type="checkbox"/> Physically Disabled	9. <input type="checkbox"/> Seniors
2. <input type="checkbox"/> Persons with AIDS	10. <input type="checkbox"/> Mentally Ill
3. <input type="checkbox"/> Youths	11. <input type="checkbox"/> Veterans
4. <input type="checkbox"/> Single Adults	13. <input type="checkbox"/> Victims of Domestic Violence
5. <input type="checkbox"/> Single Men	12. <input type="checkbox"/> Substance Abusers
6. <input type="checkbox"/> Single Women	14. <input type="checkbox"/> Dually-Diagnosed
7. <input type="checkbox"/> Families	15. <input type="checkbox"/> Homeless
8. <input type="checkbox"/> Farmworker	16. <input checked="" type="checkbox"/> Other <u>TIG</u>

**6. Beneficiaries Served**

<u>Proposed Activity</u>	<u>Accomplishment</u>	<u>Number Assisted</u>
Public Services or Community Facilities	Persons	_____
Housing or Public Works	Housing Units	_____
Housing Rehabilitation	Households	<u>  30  </u>
Economic Development	Jobs	_____

**7. Previous Awards**

Has the jurisdiction previously submitted an application and been awarded PTA funds in this current fiscal year (2008-2009)?  **No**. If no, skip to number 8:  **Yes**. If yes, continue describing:

\_\_\_ ED \$ \_\_\_\_\_. Briefly describe activities: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_ General \$ \_\_\_\_\_. Briefly describe activities: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**8. Consultant/Other Public Agency Contact Information**

Mr.     Mrs.     Ms.     Other     Not Applicable

First Name: \_\_\_\_\_ MI: \_\_\_\_\_ Last Name: \_\_\_\_\_

Agency: \_\_\_\_\_ Job Title: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Ext: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

**9. Official (s) Authorized to Sign Application**

Name DOUG NOWKA  
(Type or Print)

Title DIRECTOR OF HUMAN SERVICES  
(Type or Print)

Signature \_\_\_\_\_ Date 8/27/08

**10. Citizen Participation Process for Application**

Has the applicant conducted a design phase public hearing within twelve months of release date of the NOFA? (Put copy of the notice in application.)

**Yes**                       **No** (If No, applicant cannot apply.)

Has the applicant conducted the proper application approval public hearing prior to submitting application? (Put copy of the notice in application)

**Yes**                       **No** (If No, applicant cannot apply.)

**11. Hold Out Status of Applicant**

Has the applicant received a Hold Out letter from the Department?

**Yes**                       **No**

If Yes, has the applicant cleared the hold out status and received a waiver letter from the Department?

**Yes**                       **No** (If No, applicant cannot apply.)

**12. Growth Control Compliance**

Has the applicant's jurisdiction enacted limitations on residential construction, for which limitations are not establishing agricultural preserves, not imposed by another agency, or not based on a health and safety need?

**Yes. If Yes, see note below**

**No**

Note: If the applicant has a General Plan, ordinance, or other measure that directly limits by number either, the building permits that may be issued for residential construction, or buildable lots that may be developed for residential purposes, and the measure does not meet any of the exceptions found in the Program Regulations, Section 7056(b)(2)(B), check "Yes" and attach a copy of the measure in this section of the application.

**13. Housing Element Compliance**

Statutory Authority: State of California Health and Safety Code Section 50829.

Contents of the Housing Element are not reviewed by State CDBG staff. Except as otherwise provided in Section 50830 of the Health and Safety Code, no local application for funds shall be denied because of the content of the city or county's housing element or because of the Department's findings with respect to the city's or county's housing element but the proper adoption process must be followed. Contact Paul McDougall at (916) 322-7995 to verify compliance.

As a condition of receiving an award, each jurisdiction's adopted Housing Element must be in compliance with CDBG statutes. **The Department will not award funds to any applicant who is not in compliance and applicants should have a housing element in CDBG statute compliance at application submittal.**

Is the applicant's Housing Element in State CDBG Compliance?

**Yes**

**No** (If No, applicant cannot apply.)

**14. Program Income Committed Planning Activities**

1. Enter the amount of Program Income (PI) that has been committed to activities in this application:

Use same activity titles as shown in part 2. of application summary. <b><u>Activity Titles:</u></b>		<b>Dollar Amount Committed (per Resolution)</b>  <b>Attach Resolution</b>
NOT APPLICABLE		0.00

3. Total Dollar Amount of PI funds <b>Committed</b> to activities in this application.	\$ <u>0.00</u>
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Note: Non-project specific planning activities have the following rules when using PI.

- 1) PI funds used for non-project specific planning activities are considered general administration funds. As such, PI activity implementation funds must be spent prior to being able to use PI for General Administration (GA) (PI for GA is limited to 18 percent of activity funds expended) during a fiscal year. So make sure PI has been or will be spent on activities so that the 18 percent in GA can be available for committing to the non-project specific planning activities.
- 2) All PI that is being committed to activities in this application must be identified in the governing body resolution. In addition, the applicant must ensure that proper citizen participation process is followed.
- 3) All PI committed to a non-project specific activity **must be spent first** prior to drawing down any State CDBG grant funds.
- 4) All PI committed to project specific implementation activity **must be spent after** all State CDBG grant planning funds are spent.
- 5) PI funds committed to open grant activities must be reported on **ALL** Funds Request forms for the grant and on PI quarterly and annual reports.

**15. NEPA Environmental Compliance Documents**

Finding of Exemption Form

A. Finding of Exemption

It is the finding of the City/County of EL DORADO that the activities proposed in this application for State Community Development Block Grant funds are exempt from environmental review requirements under NEPA because they are defined as exempt activities in 24 CFR Part 58.34. The activity(s) judged exempt consist(s) of:

List Each Exempt Activity with a brief description: **NEPA Citation**

- 1. General Administration Activities 58.34 (a) (3)
- 2.
- 3.
- 4.

DOUG NOWKA DIRECTOR OF HUMAN SERVICES  
Printed Name of Authorized Official Title

\_\_\_\_\_  
Signature 8/27/08  
Date



**FORM 58.6**

**ACTIVITY DESCRIPTION FOR EACH PROPOSED EXEMPT ACTIVITY:**

- 1) General Administration Activities
- 2) **EXTERIOR HOUSING CONDITIONS SURVEY**
- 3)

**Level of Environmental Review Determination: Exempt per 24 CFR. 58.6**

(Exempt per 24 CFR 58.34, Categorically excluded not subject to statutes per § 58.35(b), Categorically excluded subject to statutes per § 58.35(a), Environmental Assessment per § 58.36, or EIS per 40 CFR 1500)

**STATUTES and REGULATIONS listed at 24 CFR 58.6**

**FLOOD DISASTER PROTECTION ACT**

1. Does the project involve acquisition, construction or rehabilitation of structures located in a FEMA-identified Special Flood Hazard?

(  ) No; Cite Source Document: Planning Study will not impact 100 year floodzone.  
This factor is completed

(  ) Yes; Source Document:

2. Is the community participating in the National Insurance Program (or has less than one year passed since FEMA notification of Special Flood Hazards)?

(  ) Yes (Flood Insurance under the National Flood Insurance Program must be obtained and maintained for the economic life of the project, in the amount of the total project cost. A copy of the flood insurance policy declaration must be kept on file).

(  ) No (**Federal assistance may not be used in the Special Flood Hazards Area**).

**COASTAL BARRIERS RESOURCES ACT**

1. Is the project located in a coastal barrier resource area?

(  ) No; Cite Source Documentation:

There are no coastal barrier resource areas in California

(This element is completed).

(  ) Yes - **Federal assistance may not be used in such an area.**

**AIRPORT RUNWAY CLEAR ZONES AND CLEAR ZONES DISCLOSURES**

1. Does the project involve the sale or acquisition of existing property within a Civil Airport's Runway Clear Zone or a Military Installation's Clear Zone?

(  ) No, **Because the Activity does not involve sale or acquisition of property. Project complies with 24 CFR 51.303(a)(3).**

(  ) Yes; **Disclosure statement must be provided** to buyer and a copy of the signed disclosure must be maintained in this Environmental Review Record.

\_\_\_\_\_  
JOYCE ALDRICH      8/27/08

Preparer Signature / Print Name /Date

\_\_\_\_\_  
DOUG NOWKA      8/27/08

Responsible Entity Official Signature / Print Name / Date

<b>SECTION I: APPLICATION TABLE OF CONTENTS</b>
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Page #	CONTENT
X	Application Summary Form (completed and signed)
X	Hold Out Status, Growth Control and Housing Element Compliance (attached compliance documents if required)
N/A	Program Income Commitment Chart
X	Environmental Clearance (executed Finding of Exemption and Form 58.6)
Upon Approval	Resolution of the Governing Body (original or certified copy)
X	Statement of Assurances (1/15/04 revision signed by Chief Executive Officer)
X	OMB Circular A-133 (completed and signed)
n/a	Joint Powers Agreement (only if a Joint Application)
x	Citizen participation – copy of <b>two</b> public hearing notices. One for design-phase hearing and one for application approval hearing.
	Letters received from citizens regarding application and applicant responses (if any)
X	Section 504 Self-evaluation (completed and signed)
x	*Activity Description Form for <b>EXTERIOR HOUSING CONDITIONS SURVEY</b> (project specific or non-project specific)
X	*Budget Chart, Schedule 1-complete for each activity
X	*Task and Milestone Chart, Schedule 2- complete for each activity
n/a	*Letters of intent of commitment from business owner (applicable to ED only)
x	*Documentation of meeting HUD national objective, TIG or Slums and Blight for the proposed activity (as required in <b>Attachment 5</b> ).
n/a	*For Project Specific Studies: Include a map showing exact location of project <u>or</u> development agreement to be used to create project.

\* These six items represents one proposed activity. If a second activity is proposed in the application, seven more lines would be added to the table to show it.

**SECTION J: NON-PROJECT SPECIFIC PLANNING  
ACTIVITY DESCRIPTION FORM**

NOTE: PLEASE COMPLETE AND ATTACH ONE SET OF THESE FORMS FOR EACH PROPOSED NON-PROJECT SPECIFIC PLANNING ACTIVITY

1. **Allocation:** ED \_\_\_\_\_ General  X
  
2. **Activity Title:**  EXTERIOR HOUSING CONDITIONS SURVEY
  
3. **Amount Requested for Activity:** \$  35,000
  
4. **General Allocation Activity National Objective:** For General Allocation PTA activity, check **one** line and describe below it how the National Objective of at least 51 percent benefit Targeted Income Group (TIG) persons will be met. See **Attachment 5** for how to document TIG benefit.

\_\_\_\_\_ Limited Clientele list below the specific group(s) to be served:

X  Income restricted, describe below how final activity resulting from the study will be income restricted:

\_\_\_\_\_ Income survey or HUD Low Income Census data, attach full copy of proper documentation at the back of this activity description section.

El Dorado County proposes to use CDBG Planning grant funds to conduct a housing condition survey in unincorporated communities throughout the County. The most recent housing condition survey was conducted in 1995. This activity will directly benefit low-income households because the County will use the survey results in determining the need for CDBG and/or other state or federal funds in support of low-income housing rehabilitation and other housing/community development programs.

The estimated number households to benefit assumes that the County will apply for at least three grants over the next five years and that each grant will benefit an average of 10 low-income households.

In addition, the **EXTERIOR HOUSING CONDITIONS SURVEY** will enable the County to meet the goals of the General Plan Housing Element Update policies and measures which direct the County to provide quality residential environments for all income levels and to conserve the County's current stock of affordable housing.

5. **Economic Development Activity National Objective:** For ED PTA activities only. Check **one** line indicating which national objective this activity addresses. Explain and document how the activity will meet that objective. Review **Attachment 5** to learn about documenting ED national objectives. This is a required threshold item and not completing this section will lead to the application not being funded.

\_\_\_\_\_ Low Income/TIG benefit, describe below how final activity resulting from the study will generate jobs for TIG persons (at least 51 percent of all projected jobs must be for TIG persons):

\_\_\_\_\_ Elimination of Slums and Blight, attach documentation of area or spot basis and attach to this set of activity forms.

6. **Public Benefit:** For ED PTA activities only. Check the line below and describe how the planning activity will lead to creation of jobs. This is a required threshold item. Not properly completing this section will lead to the application not being funded.

\_\_\_\_\_ Public Benefit, (job creation), describe below how jobs will be created by completing this study:

7. **Activity Description:** Provide a complete narrative explaining the need for the study. Describe the full process for completing the study with each of the key steps as shown in the tasks and milestones chart. Check the instructions to make sure you have provided all the required information.

#### **CURRENT CONDITIONS:**

According to U.S. Census Bureau American Community Survey information for 2006, of the 81,772 units built in El Dorado County since 2005 or later, 48% are at least 29 years old and 67% are at least 20 years old. Generally older homes require additional maintenance and repair. A lack of maintenance may lead to serious health and safety concerns, failure to comply with current building code requirements, and can cause reduced energy efficiency. The table below indicates total structures built County-wide.

**2008-2009 PTA  
Non-Project Specific Description Form**

YEAR STRUCTURE BUILT			19	29
Built 2005 or later	1,907	+/-719		
Built 2000 to 2004	9,819	+/-1,360		
Built 1990 to 1999	15,471	+/-1,678		
Built 1980 to 1989	15,307	+/-1,918	15,307	
Built 1970 to 1979	19,936	+/-2,004	19,936	19,936
Built 1960 to 1969	9,025	+/-1,406	9,025	9,025
Built 1950 to 1959	5,136	+/-954	5,136	5,136
Built 1940 to 1949	2,408	+/-717	2,408	2,408
Built 1939 or earlier	2,763	+/-894	2,763	2,763
	81,772		54,575	39,268
			<b>67%</b>	<b>48%</b>
			> 19 yrs old	> 29yrs old

The  
last

housing condition survey was conducted in portions of El Dorado County by Connerly & Associates Inc, in November 1995. Those survey results indicated that 30 percent of housing in the survey area was substandard and in need of structural repair work in order for the dwelling to remain habitable. A small amount of the housing stock (less than one percent) was deemed not suitable for repairs.

The County receives approximately 30 to 40 Code Enforcement Investigation Requests per month and takes appropriate enforcement actions, with health and safety violations receiving the highest priority. Due to the high case volume, required administrative and legal steps to investigate and remedy each violation, there is currently a 1,237-case backlog in the Code Enforcement system.<sup>1</sup>

<sup>1</sup> Building Services Pending Project Activity Report, June 30, 2008

**1995 Housing Conditions Summary**

Survey Area	Communities in Survey Area	Units Surveyed	Standard	% of Total	Substandard Suitable for Repairs	% of Total	Not Suitable for Repairs	% of Total
1 North of US 50	Arroyo Vista, Auburn Lake Trails, Coloma, Cool, Garden Park, Garden Valley, Georgetown, Greenwood, Kelsey, Mosquito, Pilot Hill, Rescue	1,585	1,405	89%	176	11%	4	<1%
2 Eastern Slope of Sierra Nevada	Meyers	706	452	64%	254	36%	0	0%
3 East of SR 49 and south of US 50	Grizzly Flat, Mt. Aukum, Newtown, Pleasant Valley	358	296	83%	60	17%	2	<1%
4 US 50 corridor east of Placerville	Camino, Camino Heights, Cedar Grove, Pollock Pines, Smith Flat	2,200	1,359	62%	828	38%	13	<1%
5 Along SR 49 and south of US 50	Deer Park, Diamond Springs, El Dorado, Frenchtown, Latrobe, Shingle Springs	843	499	59%	340	40%	4	<1%
<b>TOTAL</b>		5,692	4,011	70%	1,658	30%	23	<1%

The purpose of this survey will be to analyze and update the condition of the County's housing stock in older, more established areas of the county. The survey will be conducted using "windshield" and walk-by survey techniques, keeping within the public rights-of-way, to assess the exterior physical condition of each housing structure. The survey will include all single-family, multifamily, and duplex homes in the survey area.

It is the goal of the County to preserve the current stock of affordable housing and provide quality residential environments for all income levels. The results of the EXTERIOR HOUSING CONDITIONS SURVEY will enable the County to target the neediest low-income households who could benefit from housing rehabilitation and other programs. The EXTERIOR HOUSING CONDITIONS SURVEY will also be a valuable tool for identifying communities with substandard housing that could benefit from additional housing and community programs.

The following definitions will be used during the survey to identify "standard," "substandard-suitable for rehabilitation," and "substandard-not suitable for rehabilitation."

**Standard.** Structural components appear to be in acceptable condition based on an exterior examination of the roofline, wall alignments, foundation, window and door opening, and electrical and plumbing connections (structural integrity). The structure appears acceptable for the purposes of habitation and intended use (structural condition).

**Non-Project Specific Description Form**

**Substandard–Suitable for Repairs.** One or more structural components appear substandard, as evidenced by a sagging roofline, walls out of plumb, sagging foundation, or displaced foundation elements, door and/or window openings out of alignment, and/or substandard electrical connections or plumbing, if visible from the street (structural integrity). Overall condition of the structure appears minimally acceptable for the purposes of habitation and intended use, but some repairs are necessary (structural condition).

**Substandard–Not Suitable for Repairs.** Most of the structural components appear severely out of alignment, damaged, substandard or missing (structural integrity). Overall condition of the structure is unacceptable for the purpose of habitation and the intended use (structural conditions).

The County intends to follow the same survey methodology in order to compare housing conditions from the 1995 survey to present. Based on the identified needs from the survey, El Dorado County will review current housing rehabilitation programs and update strategies as necessary to prepare for future funding applications to CDBG and other sources to continue and improve the program. In this way, the housing rehabilitation program will enable low-income homeowners to repair older residences within the County, and prevent further deterioration or loss of the County's affordable housing stock.

The County of El Dorado is committed to preserving the existing stock of affordable housing. The results of the EXTERIOR HOUSING CONDITIONS SURVEY will enable the County to target the neediest low-income households who could benefit from a housing rehabilitation program to bring their older homes into compliance with local building codes. The analysis of the survey will identify areas of the County where substandard housing exists that could benefit from other housing and community programs. With this information in hand the County will be in a position to submit competitive state and federal funding application(s) for funding based upon the most current housing conditions.

8. **Final Product Description:** Describe in detail each final product that will be produced from this planning activity. NOTE: All final products, including applications, must contain an acknowledgment of State CDBG funding on the front cover.

The final product will consist of:

1. A report and analysis of the exterior housing conditions in the unincorporated area of El Dorado County, by area, discussing the percentages and numbers of identified target area housing units that are in sound condition; in need of minor, moderate or substantial rehab; or dilapidated.
2. Maps of target areas showing concentrations of housing needing rehabilitation or replacement.
3. Recommendations for improving the housing rehabilitation program best suited for the potential target area(s).

**Non-Project Specific Description Form**

4. Determining the need for funding application(s) supported by current data and analysis that clearly describes housing need and a program appropriate for the type and magnitude of the housing need.

A responsive housing rehabilitation program for TIG households within the unincorporated area of the County will help meet the primary national objective of the CDBG program. Approximately 30 loans can be made with loan repayments available to fund additional TIG households on an ongoing basis.

The County's Conservation and Rehabilitation policies concentrate on maintaining community character and preserving affordable housing stock through the continuation of County programs, effective code enforcement, and investigation of new funding sources. Additionally, policies focus on preserving the affordable housing stock through continued maintenance, preservation, and rehabilitation of the existing affordable housing. A current EXTERIOR HOUSING CONDITIONS SURVEY will help accomplish these goals.



### Non-Project Specific Planning Activity Budget

Activity Title: EXTERIOR HOUSING CONDITIONS SURVEY	City/County Staff Hours					Consultant Hours					Total Cost
	Task Cost					Task Cost					
	Number of Hrs	Hrly Rate	CDBG Portion	Cash Match	Other Source	Number of Hrs	Hrly Rate	CDBG Portion	Cash Match	Other Source	
* 1. Scope of Work / Issue RFP	10	\$65	\$	\$ 650	\$		\$	\$	\$	\$	\$ 650
* 2. Hire Consultant and Execute Contract	16	\$65	\$	\$ 1,040	\$	16	\$ 125	\$ 2,000	\$	\$	\$ 3,040
3. Identify Methods for Conducting Analysis	5	\$65	\$ 255	\$ 60	\$	30	\$ 125	\$ 3,750	\$	\$	\$ 4,065
4. Identify Target Area	5	\$65	\$ 325	\$	\$	30	\$ 125	\$ 3,750	\$	\$	\$ 4,075
5. Conduct Analysis of Exterior Housing Data in Target Area		\$	\$	\$	\$	130	\$ 125	\$ 16,250	\$	\$	\$16,250
6. Complete Report	5	\$65	\$ 325	\$	\$	40	\$ 125	\$ 5,000	\$	\$	\$ 5,325
7. Public Meeting(s)	10	\$ 65	\$ 650	\$	\$	10	\$ 125	\$ 1,250	\$	\$	\$ 1,900
8. Final Report to County and State	3	\$ 65	\$ 195	\$	\$	10	\$ 125	\$ 1250	\$	\$	\$ 1,445
9.		\$	\$	\$	\$		\$	\$	\$	\$	\$
10.		\$	\$	\$	\$		\$	\$	\$	\$	\$
11.		\$	\$	\$	\$		\$	\$	\$	\$	\$
12.		\$	\$	\$	\$		\$	\$	\$	\$	\$
<b>Totals:</b>		\$	\$ 1,750	\$ 1,750	\$		\$	\$ 33,250	\$	\$	\$ 36,750

\*Show cash match tasks first to indicate match will be spent first.

**Non-Project Specific Planning Activity Task and Milestone Chart**

Year:	2008 Milestones				2009 Milestones				2010 Milestones			
	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4
<b>Activity Title:</b> <u>EXTERIOR HOUSING CONDITIONS SURVEY</u>												
<b>List of Tasks:</b>												
1. Scope of Work / Issue RFP					X							
2. Hire Consultant and Execute Contract						X						
3. Identify Target Area							X					
4. Identify / Review Methods for Conducting Analysis							X					
5. Conduct Analysis of Exterior Housing Data in Target Area								X	X			
6. Complete Report										X	X	
7. Public Meeting(s)											X	
8. Final Report to County and State												X

**\*Place "X" in columns under quarter/ year to indicate when task will be completed. Do not show GA reporting.  
\*Grants cannot exceed 24 Months.**

**COMPLIANCE WITH OMB CIRCULAR A-133**

Office of Management and Budget (OMB) Circular A-133 is used pursuant to the Single Audit Act of 1984, P.L. 98-502, and the Single Audit Act Amendments of 1996, P.L. 104-156. It sets forth the standards for obtaining consistency and uniformity among Federal agencies for the audit of states, local governments, and non-profit organizations expending Federal awards. Cities and counties not exempted from the requirements of OMB Circular A-133 must submit their audits to the State Controller. Non-profit organizations not exempted must submit their audits to the California Department of Housing and Community Development.

Pursuant to the requirements of OMB Circular A-133, please check the appropriate box(s) and certify at the bottom of the page:

The **COUNTY OF EL DORADO** (name of entity) has expended more than \$500,000 in Federal funds in fiscal year 2006/2007 and is required to conduct a single audit or program specific audit for this year in accordance with the provisions of OMB Circular A-133.

The audit has been completed and has been submitted to the appropriate control agency.

The audit has not been completed. It is anticipated that the audit will be completed and submitted to the appropriate control agency by: \_\_\_\_\_ (date).

The \_\_\_\_\_ (name of entity) has expended less than \$500,000 in federal funds in fiscal year 2006/2007 and is exempt from the requirements of OMB Circular A-133. Non-Federal entities that expend less than \$500,000 a year in Federal awards are exempt from Federal audit requirements for that year, but records must be available for review or audit by appropriate officials of the Federal agency, pass-through entity, and the General Accounting Office.

I certify on behalf of EL DORADO COUNTY, (name of entity) that the above is a true and accurate statement.

DOUG NOWKA, DIRECTOR OF HUMAN SERVICES  
(Printed name and title)

\_\_\_\_\_  
(Signature)

8/27/08  
(Date signed)