

SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



ITEM: 3.20
(ID # 28999)

MEETING DATE:
Tuesday, October 21, 2025


FROM : HOUSING AND WORKFORCE SOLUTIONS

SUBJECT: HOUSING AND WORKFORCE SOLUTIONS (HWS): Adopt Resolution No. 2025-276, Authorizing Acceptance of the Program Award from the United States Department of Agriculture (USDA) for the Housing Preservation Grant (HPG) Program, and Authorize the Director of HWS, or Designee, to Execute HPG Program Award Documents; All Districts. [\$160,254 - 100% USDA HPG Funds]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Adopt Resolution No. 2025-276, Authorizing Acceptance of the Program Award from the United States Department of Agriculture (USDA) for the Housing Preservation Grant (HPG) Program in a Grant Amount Not to Exceed \$160,254;
2. Approve the form of Exhibit A - Housing Preservation Grant Agreement and the attached exhibits;
3. Authorize the Director of Housing and Workforce Solutions (HWS), or designee, to execute the Housing Preservation Grant Agreement, substantially conforming in form and substance to the attached, and any and all documents, forms, certifications, and assurances required, necessary, or appropriate to secure the Program Award from USDA to participate in the HPG Program (collectively, "Program Award Documents"), subject to approval as to form by County Counsel; and
4. Authorize the Director of HWS, or designee, to take all necessary steps to implement Resolution No. 2025-276 and the Program Award Documents, including, but not limited to, signing subsequent essential and relevant documents, subject to approval as to form by County Counsel.


ACTION:A-30, Policy


Heidi Marshall, Director 10/2/2025

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Washington, seconded by Supervisor Perez and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Medina, Spiegel, Washington, Perez, and Gutierrez
Nays: None
Absent: None
Date: October 21, 2025
xc: HWS

Kimberly A. Rector
Clerk of the Board
By: 
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$160,254	\$ 0	\$160,254	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: 100% USDA - Housing Preservation Grant (HPG) Program Funds			Budget Adjustment: No	
			For Fiscal Year: 25/26	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

On September 17, 2024 (Minute Order 3.18), the Board of Supervisors authorized the acceptance of the Program Award from the United States Department of Agriculture (USDA) for the Section 533 Housing Preservation Grant (HPG) Program in a grant amount not to exceed \$160,254 to operate a Rural Housing Repair (RHR) Program, in conjunction with the County's existing Home Enhancement Program (HEP), which utilizes Community Development Block Grant (CDBG) funds, for the repair or rehabilitation of housing owned or occupied by low- and very-low-income individuals and families.

On May 20, 2025 (Minute Order 3.26), the Board of Supervisors approved the County of Riverside's RHR Program and authorized the Director of Housing and Workforce Solutions (HWS), or designee, to administer the RHR Program on behalf of the County.

On August 5, 2025, the USDA published a Notice of Funding Availability for the Section 533 HPG for Fiscal Year 2025 for a not to exceed loan amount of \$13.1 million. The funds are available to eligible sponsoring organizations for the repair or rehabilitation of housing owned or occupied by low- and very-low-income individuals and families. HWS, as set forth under Board of Supervisors' Policy A-30, submitted a pre-application with the intent to allocate additional funding toward the County's RHR Program, increasing the program allocation from \$160,254 to \$320,508.

This proposal aims to further expand the financial resources available for the RHR Program. The County plans to coordinate and leverage these CDBG funds alongside potential USDA HPG funds to provide repair and rehabilitation assistance to eligible homeowners. The proposed structure allows for a maximum of \$50,000 in total assistance per recipient, with up to \$25,000 coming from each funding source. If USDA HPG funds fall short of the \$25,000, the County will supplement the remaining amount using CDBG funds.

On September 26, 2025, the USDA advised the County that its preapplication for Fiscal Year 2025 HPG had been selected for funding in an amount not to exceed \$160,254.

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

The terms and conditions of award include the timely delivery of Exhibit A Grant Agreement, RD Instruction 1940-Q (Exhibit A), and ACH Vendor/Miscellaneous Payment Enrollment Form.

Staff recommends that the Board approve and adopt the attached Resolution Number 2025-276 and approve the form of attached documents, including the attached exhibits.

Impact on Residents and Businesses

The HPG Program funding will allow the County to assist an additional 6 eligible homeowners with rehabilitation and replacement needs, bringing the total number of households served to at least 12. This expanded support will help preserve affordable homeownership in the County's rural areas. Access to these funds will help residents invest in and improve the conditions of their mobile homes, enhancing the overall quality of life and safety.

Additional Fiscal Information

No impact upon the County's General Fund; the County's program will be funded and allocated through the USDA's HPG Program.

ATTACHMENTS

- Resolution No. 2025-276
- Exhibit A – Form of Housing Preservation Grant Agreement
- Fiscal Year 2025 Housing Preservation Grant Award Letter dated September 17, 2025
- Form RD Instruction 1940-Q, Exhibit A
- USDA Housing Preservation Grant Application


Stacey Pena, EO Management Analyst 10/10/2025


Aaron Gettis, Chief of Deputy County Counsel 10/7/2025

**RESOLUTION NO. 2025-276
AUTHORIZING ACCEPTANCE OF THE PROGRAM AWARD FROM
THE UNITED STATES DEPARTMENT OF AGRICULTURE (USDA)
FOR THE HOUSING PRESERVATION GRANT (HPG) PROGRAM
IN A GRANT AMOUNT NOT TO EXCEED \$160,254**

WHEREAS, the United States Agency of Agriculture (“USDA”), through its Rural Housing Service (“Agency”), as authorized by section 533 of the Housing Act of 1949, as amended and pursuant to the Full-Year Continuing Appropriations and Extensions Act, 2025 (Public Law 119-4), and 7 CFR part 1944, Subpart N., issued a Notice of Funding Availability, dated August 5, 2025, for the Section 533 Housing Preservation Grant (HPG) for Fiscal Year 2025 (“HPG NOFA”).

WHEREAS, the County of Riverside, a political subdivision of the State of California (“Public Entity”), submitted an application to the Agency in response to the HPG NOFA (“Application”) and in the foregoing capacity, was determined to be an eligible sponsoring organization under the HPG NOFA pursuant to that certain award letter, dated September 17, 2025 (“Award Commitment”).

WHEREAS, pursuant to the Award Commitment, the Agency made an award to the Public Entity in the amount of \$160,254.

WHEREAS, the award expressly identified above will hereinafter be referred to as the “Program Award”.

WHEREAS, on May 20, 2025, Riverside County Board of Supervisors, via Minute Order 3.26 approved Resolution No. 2025-34 establishing the Rural Housing Repair Program (“RHR Program”) using HPG funds in the form of a grant to eligible low and very-low income homeowners in rural areas of Riverside County to pay for home rehabilitation, energy efficiency upgrades, and other items necessary to remedy health and safety violations.

NOW THEREFORE, BE IT RESOLVED, that the Public Entity, through its Board of Supervisors of the County of Riverside, State of California, (“Board”) in regular session

FORM APPROVED COUNTY COUNSEL
BY: PAULAS. SALCIDO
DATE: 10-7-2025

1 assembled on or about October 21, 2025, in the meeting room of the Board located on the 1st
2 floor of the County Administrative Center, 4080 Lemon Street, Riverside, California, that this
3 Board does hereby determine and declare as follows:

4 1. Public Entity is hereby authorized and directed to accept and incur an obligation for the
5 Program Award. That in connection with the total amount of the Program Award, the Public Entity
6 is authorized and directed to enter into, execute, and deliver the 1944-N, Exhibit A Housing
7 Preservation Grant Agreement (“Grant Agreement”), and any and all other documents required or
8 deemed necessary or appropriate to secure the Program Award from the Agency and to participate
9 in the HPG Program, and all amendments thereto (collectively, “Program Award Documents”).

10 2. Public Entity acknowledges and agrees that it shall be subject to the terms and conditions
11 specified in the Grant Agreement and the Program Award Documents, and that the HPG NOFA
12 and the Application will be incorporated by reference therein and made a part thereof. Public
13 Entity also acknowledges and agrees that any and all activities, expenditures, information, and
14 timelines represented and described in the Application are enforceable through the Grant
15 Agreement. Public Entity also acknowledges and agrees that Program Award funds are to be
16 expended only on the eligible uses and activities identified in the Grant Agreement.

17 3. That the Director of Housing and Workforce Solutions, or designee, is hereby authorized
18 to execute the Program Award Documents on behalf of the Public Entity and to implement the
19 activities associated with the Program Award.
20
21
22
23
24
25
26
27
28

2
3 RESOLUTION NO. 2025-276

4 AUTHORIZING ACCEPTANCE OF THE PROGRAM AWARD FROM
5 THE UNITED STATES DEPARTMENT OF AGRICULTURE (USDA)
6 FOR THE HOUSING PRESERVATION GRANT (HPG) PROGRAM
7 IN A GRANT AMOUNT NOT TO EXCEED \$160,254

8 ROLL CALL:

9 Ayes: Medina, Spiegel, Washington, Perez, and Gutierrez

10 Nays: None

11 Absent: None

12 Abstain: None

13
14 The foregoing is certified to be a true copy of a resolution duly adopted by said Board of
15 Supervisors on the date therein set forth.

16
17 KIMBERLY A. RECTOR, Clerk of said Board

18
19 By:  _____

20 Deputy

Exhibit A - HOUSING PRESERVATION GRANT AGREEMENT

This agreement dated September 26, 2025, is between County of Riverside (name), 3403 10th St., Suite 300, Riverside, CA 92501 (address), the grantee, organized and operating under California State Law (authorizing State statute), and the United States of America acting through the Rural Development. Rural Development agrees to grant a sum not to exceed \$ \$160,254.00, subject to the terms and conditions of this agreement; provided, however, that the grant funds actually advanced and not needed for grant purposes shall be returned immediately to Rural Development. The Housing Preservation Grant (HPG) statement of activities approved by Rural Development, is attached, and shall commence within 10 days of the date of execution of this agreement by Rural Development and be completed by September 30, 2027 (date). Rural Development may terminate the grant in whole, or in part, at any time before the date of completion, whenever it is determined that the grantee has failed to comply with the conditions of this grant agreement or Rural Development regulations related hereto. The grantee may appeal adverse decisions in accordance with Rural Development's appeal procedures contained in Subpart B of Part 1900 of this chapter.

In consideration of said grant by Rural Development to the grantee, to be made pursuant to Section 533 of the Housing Act of 1949, HPG program, the grantee will provide such a program in accordance with the terms of this grant agreement and applicable Rural Development regulations.

PART A Definitions.

1. "Beginning date" means the date this agreement is executed by Rural Development and costs can be incurred.
2. "Ending date" means the date this agreement is scheduled to be completed. It is also the latest date grant funds will be provided under this agreement, without an approved extension.
3. "Disallowed costs" are those charges to a grant which Rural Development determines cannot be authorized in accordance with

applicable Federal cost principles contained in 7 CFR Parts 3015 and 3016, as appropriate.

4. "Grant closeout" is the process by which the grant operation is concluded at the expiration of the grant period or following a decision to terminate the grant.

5. "Termination" of the grant means the cancellation of Federal assistance, in whole or in part, at any time before the date of completion.

PART B Terms of agreement.

Rural Development and the grantee agree that:

1. All grant activities shall be limited to those authorized in this subpart.

2. This agreement shall be effective when executed by both parties.

3. The HPG activities approved by Rural Development shall commence and be completed by the date indicated above, unless earlier terminated under paragraph B, 18, of this grant agreement, or extended.

4. The grantee shall carry out the HPG activities and processes as described in the approved statement of activities which is made a part of this grant agreement. Grantee will be bound by the activities and processes set forth in the statement of activities and the further conditions set forth in this grant agreement. If the statement of activities is inconsistent with this grant agreement, then the latter will govern. A change of any activities and processes must be in writing and must be signed by the approval official.

5. The grantee shall use grant funds only for the purposes and activities approved by Rural Development in the HPG budget. Any uses not provided for in the approved budget must be approved in writing by Rural Development in advance.

6. If the grantee is a private nonprofit corporation, expenses charged for travel or per diem will not exceed the rates paid to Federal employees or (if lower) an amount authorized by the grantee for similar purposes. If the grantee is a public body, the rates will be those that are allowable under

the customary practice in the government of which the grantee is a party; if none are customary, the Rural Development rates will be the maximum allowed.

7. Grant funds will not be used for any of the following:

- (a) To pay obligations incurred before the beginning date or after the ending date of this agreement;
- (b) For any entertainment purposes;
- (c) To pay for any capital assets, the purchase of real estate or vehicles, the improvement or renovation of the grantee's office space, or for the repair or maintenance of privately owned vehicles;
- (d) Any other purpose specified in §1944.664 (g) or §1944.666 (b) of this subpart; or
- (e) For administrative expenses exceeding 20 percent of the HPG grant funds.

8. The grant funds shall not be used to substitute for any financial support previously provided and currently available or assured from any other source.

9. The dispersal of grants will be governed as follows:

- (a) In accordance with Treasury Circular 1075 (fourth revision) Part 205, Chapter II of Title 31 of the Code of Federal Regulations, grant funds will be provided by Rural Development as cash advances on an as needed basis not to exceed one advance every 30 days. The advance will be made by direct Treasury check to the grantee. In addition, the grantee must submit Standard Form (SF) 272, "Federal Cash Transactions Report," each time an advance of funds is made. This report shall be used by Rural Development to monitor cash advances made to the grantee. The financial management system of the recipient organization shall provide for effective control over and accountability for all Federal funds as stated in 2 CFR Part 200 as adopted by USDA through 2 CFR part 400.

(b) Cash advances to the grantee shall be limited to the minimum amounts needed and shall be timed to be in accord only with the actual, immediate cash requirements of the grantee in carrying out the purpose of the planned project. The timing and amount of cash advances shall be as close as administratively feasible to the actual disbursements by the grantee for direct program costs (as identified in the grantee's statement of activities and budget and fund use plan) and proportionate share of any allowable indirect costs.

(c) Grant funds should be promptly refunded to the Rural Development and redrawn when needed if the funds are erroneously drawn in excess of immediate disbursement needs. The only exceptions to the requirement for prompt refunding are when the funds involved:

(i) Will be disbursed by the recipient organization within 7 calendar days from the date of the Treasury check; or

(ii) Are less than \$10,000 and will be disbursed within 30 calendar days from the date of the Treasury check.

(d) Grantee shall provide satisfactory evidence to Rural Development that all officers of the grantees' organization authorized to receive and/or disburse Federal funds are covered by fidelity bonds in an amount not to exceed the grant amount to protect Rural Development's interests.

10. The grantee will submit performance, financial, and annual reports as indicated in this subpart to the appropriate Rural Development office. These reports must be reconciled to the grantees' accounting records, especially on the final report.

(a) As needed, but not more frequently than once every 30 calendar days, submit an original and two copies of SF-270, "Request for Advance or Reimbursement." In addition, the grantee must submit an SF-272, each time an advance of funds is made. This report shall be used by Rural Development to monitor cash advances made to the grantee.

(b) Quarterly reports will be submitted within 15 days, but no later than 45 days after the end of each calendar quarter. An original and one copy of SF-269, "Financial Status Report," and a quarterly performance report in accordance with §1944.683 of this subpart. Item 10, g (total program outlays) of SF-269, should be less any rebates, refunds, or other discounts.

(c) Within 90 days after the termination or expiration of the grant agreement, an original and two copies of SF-269, and a final performance report which will include a summary of the project's accomplishments, problems, and planned future activities of the grantee for HPG. Final reports may serve as the last quarterly report.

(d) Rural Development may require performance reports more frequently if deemed necessary.

11. In accordance with Office of Management and Budget (OMB) Circular A-87, "Cost Principles for State and Local Governments" (available in any Rural Development office), compensation for employees will be considered reasonable to the extent that such compensation is consistent with that paid for similar work in other activities of the State or local government.

12. If the grant exceeds \$100,000, cumulative transfers among direct cost budget categories totaling more than 5 percent of the total budget must have prior written approval by Rural Development.

13. The results of the program assisted by grant funds may be published by the grantee without prior review by Rural Development, provided that such publications acknowledge the support provided by funds pursuant to the provisions of Title V of the Housing Act of 1949, as amended, and that five copies of each such publications are furnished to Rural Development.

14. The grantee certifies that no person or organization has been employed or retained to solicit or secure this grant for a commission, percentage, brokerage, or contingent fee.

15. No person in the United States shall, on the grounds of race, religion, color, sex, familial status, age, national origin, or handicap, be excluded

from participating in, be denied the proceeds of, or be subject to discrimination in connection with the use of grant funds. Grantee will comply with the nondiscrimination regulations of Rural Development contained in Subpart E of Part 1901 of this chapter.

16. In all hiring or employment made possible by or resulting from this grant, the grantee:

- (a) Will not discriminate against any employee or applicant for employment because of race, religion, color, sex, familial status, age, national origin, or handicap, and
- (b) Will take affirmative action to insure that employees are treated during employment without regard to their race, religion, color, sex, familial status, age, national origin, or handicap. This requirement shall apply to, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation; and selection for training, including apprenticeship.
- (c) In the event grantee signs a contract related to this grant which would be covered by any Executive Order, law, or regulation prohibiting discrimination, grantee shall include in the contract the "Equal Employment Clause" as specified by Form RD 400-1, "Equal Opportunity Agreement."

17. The grantee accepts responsibility for accomplishing the HPG program as submitted and included in its preapplication, application, including its statement of activities. The grantee shall also:

- (a) Endeavor to coordinate and provide liaison with State and local housing organizations, where they exist.
- (b) Provide continuing information to Rural Development on the status of grantee HPG programs, projects, related activities, and problems.
- (c) Inform Rural Development as soon as the following types of conditions become known:

(i) Problems, delays, or adverse conditions which materially affect the ability to attain program objectives, prevent the meeting of time schedules or goals, or preclude the attainment of project work units by established time periods. This disclosure shall be accompanied by a statement of the action taken or contemplated, new time schedules required and any Rural Development assistance needed to resolve the situation.

(ii) Favorable developments or events which enable meeting time schedules and goals sooner than anticipated or producing more work units than originally projected.

18. The grant closeout and termination procedures will be as follows:

(a) Promptly after the date of completion or a decision to terminate a grant, grant closeout actions are to be taken to allow the orderly discontinuation of grantee activity.

(i) The grantee shall immediately refund to Rural Development any uncommitted balance of grant funds.

(ii) The grantee will furnish to Rural Development within 90 calendar days after the date of completion of the grant, SF-269 and all financial, performance, and other reports required as a condition of the grant, including a final audit report, as required by 7 CFR Parts 3015 and 3016.

(iii) The grantee shall account for any property acquired with HPG grant funds or otherwise received from Rural Development.

(iv) After the grant closeout, Rural Development retains the right to recover any disallowed costs which may be discovered as a result of an audit.

(b) When there is reasonable evidence that the grantee has failed to comply with the terms of this grant agreement, the State Director can, on reasonable notice, suspend the grant pending corrective action or terminate the grant in accordance with paragraph B, 18 (c)

of this grant agreement. In such instances, Rural Development may reimburse the grantee for eligible costs incurred prior to the effective date of the suspension or termination and may allow all necessary and proper costs which the grantee could not reasonably avoid. Rural Development will withhold further advances and grantees are prohibited from further use of grant funds, pending corrective action.

(c) Grant termination will be based on the following:

(i) Termination for cause. This grant may be terminated in whole, or in part, at any time before the date of completion, whenever Rural Development determines that the grantee has failed to comply with the terms of this agreement. The reasons for termination may include, but are not limited to, such problems as:

(A) Failure to make reasonable and satisfactory progress in attaining grant objectives.

(B) Failure of grantee to use grant funds only for authorized purposes.

(C) Failure of grantee to submit adequate and timely reports of its operation.

(D) Violation of any of the provisions of any laws administered by Rural Development or any regulation issued thereunder.

(E) Violation of any nondiscrimination or equal opportunity requirement administered by Rural Development in connection with any Rural Development programs.

(F) Failure to maintain an accounting system acceptable to Rural Development.

(ii) Termination for convenience. Rural Development or the grantee may terminate the grant in whole, or in part, when

both parties agree that the continuation of the project would not produce beneficial results commensurate with the further expenditure of funds. The two parties shall agree upon the termination conditions, including the effective date and, in case of partial termination, the portion to be terminated.

(d) Rural Development shall notify the grantee in writing of the determination and the reasons for and the effective date of the suspension or termination. Except for termination for convenience, grantees have the opportunity to appeal a suspension or termination under Rural Development's appeal procedure, Subpart B of Part 1900 of this chapter.

19. Upon any default under its representatives or agreements set forth in this instrument, the grantee, at the option and demand of Rural Development, will, to the extent legally permissible, repay to Rural Development forthwith the grant funds received with interest at the rate of 5 percent per annum from the date of the default. The provisions of this grant agreement may be enforced by Rural Development, at its options and without regard to prior waivers by it or previous defaults of the grantee, by judicial proceedings to require specific performance of the terms of this grant agreement or by such other proceedings in law or equity, in either Federal or State courts, as may be deemed necessary by Rural Development to assure compliance with the provisions of this grant agreement and the laws and regulations under which this grant is made.

20. Extension of this grant agreement, modifications of the statement of activities, or changes in the grantee's budget may be approved by Rural Development provided, in Rural Development's opinion, the extension or modification is justified and there is a likelihood that the grantee can accomplish the goals set out and approved in the statement of activities during the period of the extension and/or modifications as specified in § 1944.684 of this subpart.

PART C Grantee agrees:

1. To comply with property management standards for expendable and nonexpendable personal property established by 2 CFR Part 200 as adopted by USDA through 2 CFR part 400.

2. To provide a financial management system which will include:
 - (a) Accurate, current, and complete disclosure of the financial results of each grant. Financial reporting will be on a cash basis. The financial management system shall include a tracking system to ensure that all program income, including loan repayments, are used properly.
 - (b) Records which identify adequately the source and application of funds for grant-supported activities. Those records shall contain information pertaining to grant awards and authorizations, obligations, unobligated balances, assets, liabilities, outlays, and income.
 - (c) Effecting control over and accountability for all funds, property, and other assets. Grantee shall adequately safeguard all such assets and shall assure that they are solely for authorized purposes.
 - (d) Accounting records supported by source documentation.
3. To retain financial records, supporting documents, statistical records, and all other records pertinent to the grant for a period of at least 3 years after the submission of the final performance report, in accordance with paragraph B 10 (c) of this grant agreement, except in the following situations:
 - (a) If any litigation, claim, audit, or investigation is commenced before the expiration of the 3-year period, the records shall be retained until all litigations, claims, audit, or investigative findings involving the records have been resolved.
 - (b) Records for nonexpendable property acquired by Rural Development, the 3-year retention requirement is not applicable.
 - (c) When records are transferred to or maintained by Rural Development, the 3-year retention requirement is not applicable.
 - (d) Microfilm copies may be substituted in lieu of original records. Rural Development and the Comptroller General of the United

States, or any of their duly authorized representatives, shall have access to any books, documents, papers, and records of the grantee which are pertinent to the specific grant program for the purpose of making audits, examinations, excerpts, and transcripts.

4. To provide information as requested by Rural Development concerning the grantee's actions in soliciting citizen participation in the applications process, including published notices of public meetings, actual public meetings held, and content of written comments received.
5. Not to encumber, transfer, or dispose of the property or any part thereof, furnished by Rural Development or acquired wholly or in part with HPG funds without the written consent of Rural Development.
6. To provide Rural Development with such periodic reports of grantee operations as may be required by authorized representatives of Rural Development.
7. To execute Form RD 400-1, and to execute any other agreements required by Rural Development to implement the civil rights requirements.
8. To include in all contracts in excess of \$100,000, a provision for compliance with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act, 42 U.S.C. §1875C-9, as amended. Violations shall be reported to Rural Development and the Regional Office of the Environmental Protection Agency.
9. That no member of Congress shall be admitted to any share or part of this grant or any benefit that may arise therefrom, but this provision shall not be construed to bar as a contractor under the grant a public-held corporation whose ownership might include a member of Congress.
10. That all nonconfidential information resulting from its activities shall be made available to the general public on an equal basis.
11. That the purpose for which this grant is made may complement, but shall not duplicate programs for which monies have been received, are committed, or are applied for from other sources, public and private.

12. That the grantee shall relinquish any and all copyrights and/or privileges to the materials developed under this grant, such material being the sole property of the Federal Government. In the event anything developed under this grant is published in whole or in part, the material shall contain a notice and be identified by language to the following effect: "The material is the result of tax-supported research and as such is not copyrightable. It may be freely reprinted with the customary crediting of the source."

13. That the grantee shall abide by the policies promulgated in 2 CFR part 200 as adopted by USDA through 2 CFR part 400, as applicable, which provides standards for use by grantees in establishing procedures for the procurement of supplies, equipment, and other services with Federal grant funds.

14. That it is understood and agreed that any assistance granted under this grant agreement will be administered subject to the limitations of Title V of the Housing Act of 1949, as amended, 42 U.S.C 1471, et. seq., and related regulations, and that all rights granted to Rural Development herein or elsewhere may be exercised by it in its sole discretion to carry out the purposes of the assistance, and protect Rural Development's financial interest.

15. That the grantee will adopt a standard of conduct that provides that, if an employee, officer, or agency of the grantee, or such person's immediate family members conducts business with the grantee, the grantee must not:

(a) Participate in the selection, award, or administration of a contract to such persons for which Federal funds are used;

(b) Knowingly permit the award or administration of the contract to be delivered to such persons or other immediate family members or to any entity (i.e., partnerships, corporations, etc.) in which such persons or their immediate family members have an ownership interest; or

(c) Permit such person to solicit or accept gratuities, favors, or anything of monetary value from landlords or developers of rental

or ownership housing projects or any other person receiving HPG assistance.

16. That the grantee will be in compliance with and provide the necessary forms concerning the Debarment and Suspension and the Drug-free Workplace requirements found in §1944.654 of this subpart.

17. That the grantee will comply with the requirements in respect to rental properties and cooperatives (co-ops) and will execute an agreement with the owners or co-op as found in §§1944.662 and 1944.663 of this subpart, specifically:

(a) If the co-op or rental property owner(s) or their successors in interest fail to carry out the requirements of this grant agreement, the ownership agreement, or any requirements noted in this subpart during the applicable period, they shall make a payment to Rural Development in an amount that equals the total amount of the assistance provided by the grantee plus interest thereon (without compounding) for each year and any fraction thereof that the assistance was outstanding. The interest rate shall be that as determined by Rural Development at the time of infraction taking into account the average yield on outstanding marketable long-term obligations of the United States during the month preceding the date on which the assistance was initially made available.

(b) Notwithstanding any other provision of law, any assistance provided shall constitute a debt, which is payable in the case of any failure to carry out the agreement between the grantee and the rental property owner(s) or co-op and shall be secured by the security instruments provided by them to Rural Development.

18. That all requirements of this subpart concerning HPG's will be followed.

PART D Rural Development agrees:

1. That it will assist the grantee, within available appropriations, with such technical and management assistance as needed in coordinating the statement of activities with local officials, comprehensive plans, and any

State or area plans for improving housing for very low- and low-income households in the area in which the project or program is located.

2. That at its sole discretion, Rural Development may at any time give any consent, deferment, subordination, release, satisfaction, or termination of any or all of the grantee's grant obligations, with or without valuable consideration, upon such terms and conditions as the grantor may determine to be:

(a) Advisable to further the purposes of the grant or to protect Rural Development's financial interests therein; and

(b) Consistent with the statutory purposes of the grant and the limitations of the statutory authority under which it is made and Rural Development's regulations.

PART E Attachments:

The statement of activities is attached to and made a part of this grant agreement.

This grant agreement is subject to current Rural Development regulations and any future regulations not inconsistent with the express terms hereof. Grantee has caused this grant agreement to be executed by its duly authorized _____, properly attested to and its corporate seal affixed by its duly authorized _____.

Attest:

Grantee:

By: Form Copy - Do not sign
Heidi Marshall, Director of Housing and Workforce Solutions
(Title)

Date of Execution of Grant Agreement by Grantee:

United States Of America
Rural Development

By: Form Copy - Do not sign
Bryan Anguiano, California State Director
(Title)

Date of Execution of Grant Agreement by Rural
Development:

oOo

FORM APPROVED COUNTY COUNSEL
BY: Paula S. Salcido 10-7-25
DATE



Rural Development

California State Office

430 G Street # 4169
Davis, CA 95616

Voice (530) 693-3174

Exhibit L-4 - Fiscal Year 2025 Housing Preservation Grant Award of \$160,254

09/17/2025

Heidi Marshall
Director of Housing and Workforce Solutions
County of Riverside
3403 10th St., Suite 300
Riverside, CA 92501-3659

Re: Fiscal Year 2025 Housing Preservation Grant Award of \$160,254

Dear Heidi Marshall:

We are pleased to advise you that Self Help Home Improvement Project's preapplication for a Fiscal Year 2025 Housing Preservation Grant (HPG) has been selected for funding consideration. {Enclosed is RD Instruction 1940-Q, Exhibit A in connection with your organization's application, if applicable}

Please sign and return Form RD 1940-1, "Request for Obligation of Funds" immediately. Grant funds cannot be obligated until this form is returned.

Please return the following documents to the State Office address as soon as possible, but no later than Thursday September 18, 2025, by close of business day.

Please send SF-424 "Application for Federal Assistance" with the completed enclosed forms. If no changes need to be made to your preapplication or statement of activities, we consider the preapplication to be sufficient as the final application. Please let us know if you would like us to use your preapplication as your application.

RD Instruction 1944-N, Exhibit A "Grant Agreement" has been included for your review but will not be signed until the grant is ready to close.

The office address for the California State Office is 430 G Street # 4169, Davis, CA 95616. You may contact Barinder Kaur at (530) 693-3174 or barinder.kaur@usda.gov.

We look forward to working with you in successfully administering the Housing Preservation Grant program.

Sincerely,

Jennifer Gooler
Acting SFH Program Director

(05-23-25) PN 641

Enclosure(s)

Form RD 1940-1 "Request for Obligation of Funds"

SF 3881 "ACH Vendor/ Miscellaneous payment Enrollment Form" Letter of Conditions
(if applicable)

Form RD 1942-46 "Letter of Intent to Meet Conditions" (if applicable) RD Instruction
Exhibit A "Grant Agreement"

1940-Q Exhibit A-1 (If grant amount exceeds \$100,000)}

RD Instruction 1944-N, Exhibit F-1

(05-23-25) PN 641

CERTIFICATION FOR CONTRACTS, GRANTS AND LOANS

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant or Federal loan, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant or loan.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant or loan, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including contracts, subcontracts, and subgrants under grants and loans) and that all subrecipients shall certify and disclose accordingly.


This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

FORM COPY - DO NOT SIGN

(name) Heidi Marshall (date)

(title) Director

Approved as to form:
Minh C. Tran^{PO}
County Counsel

By: 
Paula S. Salcido
Deputy County Counsel



County of Riverside
Department of Housing and Workforce Solutions

Application

U.S. Department of Agriculture Rural Housing Service
for Housing Preservation Grant (HPG)

USDA-RD-HCFP-HPG-2025

STANDARD FORM (SF) 424

See Attachment A.

PART 1: STATEMENT OF ACTIVITIES

Proposed Housing Preservation

The County of Riverside (County) is pleased to submit this Housing Preservation Grant (HPG) application to the Rural Housing Service (RHS) to expand the existing and currently operating Rural Home Repair (RHR) Program, which was awarded on September 9, 2025 (Loan/Grant Number 09-2024). The RHR Program builds on the County's ongoing efforts to address the growing demand for housing rehabilitation and preservation through innovative and targeted solutions.

The RHR Program further align with the County's Housing Element, specifically, Action H-14 to continue to advertise and promote home repair programs to reduce displacement risk for low-income households and farmworkers.

The RHR Program currently operates alongside the County's Home Enhancement Program (HEP), which is funded through Community Development Block Grant (CDBG) dollars. Homeowners must first apply through HEP; once eligibility is confirmed, they may access RHR resources. The County strategically coordinates and leverages CDBG funding to complement HPG support, thereby maximizing available resources for home repairs and rehabilitation.

All work funded through the HPG, in coordination with CDBG resources, will be completed by contractors selected through a competitive bidding process in accordance with HEP guidelines.

Currently, the RHR Program serves up to six households. The proposed expansion will enable the County to assist at least 12 additional low- and very low-income homeowners—approximately 1 low-income and 5 very low-income households. Funds will be distributed on a first-come, first-served basis, with all payments made directly to licensed contractors. No funds will be disbursed directly to homeowners.

Process for Selecting Recipients for HPG Assistance

Applicants for repair and rehabilitation activities must complete a HEP application to assess household needs. This application includes documentation of ownership, income verification, and confirms applicant residency.

The qualifying thresholds to select recipients will include:

1. Location: Must be located within a rural area **AND** in the unincorporated communities or cooperative cities.
2. Income: Must be at or below 80% of area median income (AMI) for the County of Riverside.
3. Homeownership: Must provide proof of ownership.

Once eligibility is confirmed, the County will determine housing preservation needs. County staff will schedule an on-site inspection of the property with the appropriate partner agency and recipients. The partner agency will prepare a Statement of Work, which will describe the problem(s) identified during the on-site inspection of the property, but will prioritize addressing health and safety Issues/systems, exterior improvements, and energy efficiency measures.

However, should the total cost for repairs exceed \$50,000, the application will be denied.

Process for Identifying Potential Environmental Impacts

The County will address any potential environmental and historic preservation concerns, and will obtain all necessary CEQA and NEPA clearances before any work is performed. The County will observe to the reporting requirements outlined in subpart 1944.672 and RD Instruction 2000-FF to the RD office and the State Historic Preservation Office, as applicable.

Development Standard(s) for the Housing Preservation Work

The County will meet USDA-RD standards for rehabilitation of an existing dwelling. The County will also ensure to meet the County's inspection requirements. The County has operated multiple home repair and rehabilitation programs and has consistently met building standards.

Time Schedule for Completing the Program

Funds will be expended over the 2-years following execution of the grant agreement. It is expected that at least 3 homes will be completed within the first year, with the remaining 3 households within the second year.

Staffing Required to Complete the Program

The County Department of Housing and Workforce Solutions (HWS) will oversee program implementation. Susana Orozco, Principal Development Specialist, will lead project management efforts. Day-to-day fund operations will be handled by Grace Escobar, Supervising Development Specialist, along with Development Specialists I, Deysi Salazar Sanchez and Veronica Miranda.

Grace brings over 10 years of experience in administering and overseeing the County's Home Enhancement Program, which serves low-income households with repair and rehabilitation needs across the County. In addition, Deysi and Veronica each have over a year of experience supporting various rehabilitation programs.

Estimated Number of Assisted Very Low- and Low-Income Minority and Nonminority Persons

\$136,215.90 (or 85 percent of HPG funds) will be used to serve households with low- and very low-income. Based upon current program demographic information of the rural areas of the County, it is anticipated to that assistance will be provided mostly to households of smaller population groups.

At least 6 households with low- and very low-income will be served with HPG funds. Of the \$136,215.90, the County proposes to allocate up to \$27,243.18, or 20%, to assist approximately 1 low-income households, and at least \$108,972.72, or 80%, to approximately 5 very low-income.

Geographical Area(s) To Be Served

The County will use HPG funds to serve at least 6 homeowners with low- and very low-income in rural areas of the County, such as the unincorporated communities of Blythe, Desert Hot Springs, Good Hope, Mead Valley, Cabazon, Winchester, Mecca, Thermal, North Shore, Oasis, Lakeland Village, and others.

Annual Estimated Budget

- Annual Budget: \$174,036.10
 - HPG funds: \$80,127
 - Match funds: \$93,909.10
- Total Grant Term Budget (two years): \$348,072.20
 - HPG funds: \$160,254.00
 - Match funds: \$187,818.20
- Quarterly Draw for HPG funds assisting households with low- and very low-income: \$160,254.00
 - The County will carefully monitor obligated funds, and on a quarterly basis, the County will request a cash advance for the minimum amounts needed to be expended within the next 30 days, as per § 1944.682(c).
 - Any advance will be maintained in an interest-bearing account.
 - *Match funds will be fully funded with the County’s allocation of CDBG funds.*
- Lump sum Draw for HPG funds for program activities: \$24,038.10
 - The County will request a lump sum draw for personnel and indirect related costs.

Category	Budget for HPG funds	Draw Schedule	Budget for CDBG funds
Personnel	\$ 22,836.20	Lump sum	\$ 21,836.20
Fringe	\$ 0		\$ 0
Contracts	\$ 136,215.90	A \$17,026.99 Quarterly Draw Request	\$ 163,780.10
Travel	\$ 0		\$ 0
Supplies	\$ 0		\$ 1,000
Indirect Costs	\$ 1,201.90	Lump sum	\$ 1,201.90
Total Funds	\$160,254.00		\$187,818.20

See Attachment B for Standard Form (SF) 424A for complete budget information.

Indirect Cost Proposal

The County proposes 15% of HPG funds to be allocated to administrative costs, and an indirect rate used is the de minimus rate of 5%.

Description of the Accounting System

The County will adhere to all uniform administrative requirements, cost principles and audit requirements outlined in 2 CFR Part 200. The County utilizes a the Peoplesoft Financials software system to record all transactions according to Generally Accepted Accounting Principles (GAAP), using the modified accrual basis of accounting for governmental funds. The system includes internal controls to ensure accuracy of information and security of assets, and access to entry and approval functions is divided between staff to maintain separation of duties.

Method of Evaluation

The County will report to RD on a quarterly basis regarding program expenditures, activities, and completions. Moreover, at a minimum during each fiscal year, 5 projects of all HPG assisted projects will be selected for a compliance review.

The County will not perform work on rental properties.

Source and Estimated Amount of Other Financial Resources

The County will leverage funds from its HEP Program derived from CDBG funds. The estimated leverage will be in the amount of approximately \$500,000. Leveraged funds will double the quantity of homes assisted.

The County proposed to award up to \$50,000 in total per recipient, with up to \$25,000 derived from each funding source. However, should USDA HPG funds be insufficient to complete the \$25,000, the rest will be supplemented by CDBG funds, see below.

Source	Contractual	Breakdown					
USDA	\$136,219.90	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$11,219.90
CDBG	\$163,780.10	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$38,780.10
Total	\$300,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00

Use of Program Income

The County does not anticipate any program income as expenditures will be awarded as grants to property owners, and paid directly to contractors.

Plan For Disposition of Any Security Instrument

As a result of matching through HEP with CDBG funds, recipients will be required to enter a five (5) year Covenant agreement that: (1) Restricts the use of the property to an affordable single-family dwelling, encumbers the land, and restricts the sale and future loans against the property for the duration of the agreement; and (2) Requires the property owner to provide continued maintenance of the entire property, interior and exterior, for the duration of the agreement.

Other Information Necessary

Copy of Registration with SAM, see Attachment C.

Outreach Efforts Outlined in 7 CFR 1944.671(B).

The County will follow the guidance outlined in 7 CFR 1944.671(b) regarding outreach. The County will undergo a target marketing program, including implementing outreach efforts outlined

in 7 CFR 1944.671(b) to encourage homeowners to apply for repair and rehabilitation assistance. The target marketing program will include contacting both the existing HEP waiting list, as well as, outreach to reach the entire geographical areas to be served.

The County will retain records of outreach activities, including any newspaper, radio, or other media used to advertise the RHR Program, see Attachment D. The County will continue to include the nondiscrimination slogan, “This is an equal opportunity program. Discrimination is prohibited by Federal Law” on all print material created to advertise the RHR Program.

PART 2: APPLICATION NARRATIVE

EXPERIENCE

The County of Riverside, as the entity responsible for the administration of the County’s CDBG and HOME, has leveraged these funds to increase housing opportunities by stabilizing affordable housing stock; increase the availability of affordable housing; reduce discriminatory barriers; increase supply of supportive housing for those with special needs; and transition homeless persons into housing. In FY 2024-2025, the County received \$7,452,148.00 in CDBG funds which will be used for public services, public improvements, public facilities, economic development, fair housing, housing rehabilitation, and code enforcement; and \$2,071,517.28 in HOME Program funds which will be used for tenant-based rental assistance, rehabilitation, homebuyer assistance, and new construction. Specifically, in FY 2024-2025, the County allocated \$827,231 in CDBG funds to the Home Enhancement Program to assist homeowners with the rehabilitation of stick-built and modular (attached to private land) owner-occupied single-family residences.

Through the Home Enhancement Program, which is funded by CDBG funds, the County has gained extensive experience in completing environmental reviews for over 141 projects, in accordance with 24 CFR part 58 for rehabilitation activities, including exterior repairs, which include minor roof repairs, broken/missing windows, exterior paint, fence repair, and other eligible exterior improvements. This program extends its support to homeowners whose income falls at or below 80% of the Area Median Income (AMI) for essential health and safety repairs, offering eligible repairs of up to \$50,000. As of July 31 2025, the County had expended a total of \$4,490,624.72, assisted approximately 141 households throughout the last seven years.

On January 3, 2024, the County received a conditional award commitment for the Manufactured Housing Opportunity and Revitalization (MORE) Program from the California Department of Housing and Community Development (HCD) for \$5,000,000 to repair and rehabilitate manufactured housing. On March 5, 2024, the Board approved \$1,000,000 derived from the Fifth District’s American Rescue Plan (ARPA) Allocation, for the Home Rehabilitation Program (HRP) which offers grant funds, in an amount not to exceed \$50,000 to eligible residents of the County for the rehabilitation of their manufactured homes. On October 29, 2024, the Board approved Coachella HRP allocating \$523,000 of the City of Coachella’s ARPA funds. On November 5, 2024, the Board approved an additional allocation of up to \$1,700,000 for HRP. These programs are currently being operated by Riverside County Housing and Workforce Solutions.

Over the years, the County has administered a diverse range of home repair initiatives, having aided around 2,500 households through these various programs. In addition to administering the

initiatives, the County serviced the loans and engaged in the long-term compliance monitoring of all previously assisted households during the life of the affordability period, including but not limited to, owner-occupancy, insurance requirements, property tax payment, and general maintenance of the home.

EVIDENCE OF LEGAL EXISTENCE

Not applicable. Per HPG regulations, evidence of legal existence is only required for private non-profit organization, applicants other than public bodies, other organizations are members of the applicant-organization, or consortium.

The County of Riverside is a political subdivision of the State of California, and created on March 11, 1893. Riverside County is a General Law County.

AUDITED AND FINANCIAL STATEMENTS

Not applicable. Per HPG regulations, audit statements are only required from non-profit organizations. However, the County's auditor controller financial publications can be located here, <https://auditorcontroller.org/reports-and-publications>.

BOARD RESOLUTION APPROVING HPG APPLICATION

Per County of Riverside Board of Supervisors Policy, A-30, Department heads may submit any pre-application, grant letter of intent, grant renewal or grant amendment to any grantor agency on behalf of the county provided that they meet the following requirements:

- Obligated county funds are specifically budgeted in the current fiscal year or no county funds are obligated for the grant;
- The Executive Office is notified by the department head prior to submittal;
- The grant opportunity pertains to the function of the department.

However, any awards or contracts resulting from an application will be brought to the Board of Supervisors for approval.

NARRATIVE STATEMENT

The need for improved housing grows as the County's housing inventory ages. According to the American Community Survey (2023), 63.32% of the housing inventory was built prior to 1999, with only 36.68% being built after 2000. As the housing inventory ages, maintenance and repairs become more critical.

If units fall into disrepair, residents may be subject to unsafe and unhealthful living conditions. However, with 38.88% of the County being at or below 80% of the area median income (AMI), according to the 2017-2021 Comprehensive Housing Affordability Strategy (CHAS), households lack the financial resources to repair and rehabilitate their homes. In addition to lacking the resources to address housing needs, approximately 42.91% of households have at least 1 of 4 Housing Problems (Housing Problems: incomplete kitchen facilities, incomplete plumbing facilities, more than 1 person per room, and cost burden greater than 30%).

Based on the demographics of the County, it is anticipated to assist a majority of households from smaller population groups as they make up over 50% of the population. These demographics stay true in rural areas, such as Blythe, Desert Hot Springs, Good Hope, Mead Valley, Winchester, Homeland, Mecca, North Shore, etc.

The County will comply with the method of evaluation as outlined in to 7 CFR 1944.676(b)(1)(xii) to determine the effectiveness of its efforts.

ALLEVIATING OVERCROWDING STATEMENT

If there is an applicant for HPG assistance in an overcrowded situation and they wish to remedy this condition, the County will consider providing assistance to the applicant to achieve the range outlined in RD Instruction 1944-N, Section 1944.656.

The County provides housing navigation by determining the need of the resident and connecting to the appropriate resources, such as, HomeConnect, FIND Food Bank, Galilee Center, HHOPE Program that manages the Coordinated Entry System (CES), Adult Protective Services, Section 8, etc. The County will also connect residents to affordable housing property managers in the area to discuss relocation based on housing needs.

LIST OF OTHER ACTIVITIES

The County will continue to operate its Home Enhancement Program derived from CDBG funds, as well as continue to seek additional funding opportunities to address the preservation and rehabilitation of existing housing within the County.

PROJECT SELECTION CRITERIA

Not applicable.

ENVIRONMENTAL COMPLIANCE AGREEMENT

The County will comply with the requirements of 7 CFR part 1970. See Attachment E for RD Instruction 1970–A Exhibit H “Multi-tier Action Environmental Compliance Agreement.

PUBLIC PARTICIPATION AND INTERGOVERNMENTAL REVIEW

In accordance with 7 CFR 1944.674(c), the HPG program is subject to the provisions of executive Order 12372, which requires intergovernmental consultation with State and local officials. On August 11, 2025, the County completed its submittal of the statement of activities to the State single point of contact.

A Notice to Request Public Comment was submitted to Press Enterprise for publication on August 14, 2025, regarding the availability of the Statement of Activities for public comment on the County’s website: <https://rivcohhpws.org/community-and-housing-development/public-noticesnewsreports>. The end of the Public Comment period was August 29, 2025, and no public comments were received.

See Attachment F for proof of public participation and intergovernmental review.

ASSURANCE AGREEMENT

See Attachment G Form RD 400–4, “Assurance Agreement.”

ADDITIONAL REQUIRED FORMS

See Attachment H for Form 1944N-F1, AD1047, AD1048, and AD1049.

ATTACHMENT A
STANDARD FORM (SF) 424

Application for Federal Assistance SF-424

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
--	--	--

* 3. Date Received: <input type="text"/> Completed by Grants.gov upon submission.	4. Applicant Identifier: <input type="text"/>
--	--

5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text"/>
--	---

State Use Only:

6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>
---	---

8. APPLICANT INFORMATION:

* a. Legal Name: County of Riverside

* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text"/> 95-6000930	* c. UEI: <input type="text"/> MN1HJ72DTDF9
--	--

d. Address:

* Street1: 3403 10th St, Suite 300
Street2:
* City: Riverside
County/Parish: Riverside
* State: CA: California
Province:
* Country: USA: UNITED STATES
* Zip / Postal Code: 92501-3659

e. Organizational Unit:

Department Name: <input type="text"/> Housing & Workforce Solutions	Division Name: <input type="text"/> Community & Housing Development
--	--

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: Mr. * First Name: Juan
Middle Name:
* Last Name: Garcia
Suffix:

Title: HWS Deputy Director

Organizational Affiliation:
 County of Riverside

* Telephone Number: <input type="text"/> 951-955-8126	Fax Number: <input type="text"/>
---	----------------------------------

* Email: Jugarcia@rivco.org

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

Rural Housing Service

11. Assistance Listing Number:

10.433

Assistance Listing Title:

Rural Housing Preservation Grants

*** 12. Funding Opportunity Number:**

USDA-RD-HCFP-HPG-2025

* Title:

Rural Housing Preservation Grant

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Projected use of Housing Preservation Grants funds

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="160,254.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="187,818.20"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="348,072.20"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on .

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative:

* Date Signed:

ATTACHMENT B
STANDARD FORM (SF) 424A

BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006
Expiration Date: 06/30/2028

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Assistance Listing Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Repair or rehabilitation of housing owned or occupied by low- and very-low-income rural citizens	10.433	\$	\$	\$ 160,254.00	\$	\$ 160,254.00
2. Matching Funds - Community Development Block Grant (CDBG) through the County's Home Enhancement Program				187,818.20		187,818.20
3.						
4.						
5. Totals		\$	\$	\$ 348,072.20	\$	\$ 348,072.20

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	Repair or rehabilitation of housing owned or occupied by low- and very-low-income rural citizens	Matching Funds - Community Development Block Grant (CDBG) through the County's Home Enhancement Program			
a. Personnel	\$ 22,836.20	\$ 21,836.20	\$	\$	\$ 44,672.40
b. Fringe Benefits					
c. Travel					
d. Equipment					
e. Supplies		1,000.00			1,000.00
f. Contractual	136,215.90	163,780.10			299,996.00
g. Construction					
h. Other					
i. Total Direct Charges (sum of 6a-6h)	159,052.10	186,616.30			\$ 345,668.40
j. Indirect Charges	1,201.90	1,201.90			\$ 2,403.80
k. TOTALS (sum of 6i and 6j)	\$ 160,254.00	\$ 187,818.20	\$	\$	\$ 348,072.20
7. Program Income	\$	\$	\$	\$	\$

SECTION C - NON-FEDERAL RESOURCES

(a) Grant Program		(b) Applicant	(c) State	(d) Other Sources	(e)TOTALS
8.	Repair or rehabilitation of housing owned or occupied by low- and very-low-income rural citizens	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
9.	Matching Funds - Community Development Block Grant (CDBG) through the County's Home Enhancement Program	0.00	0.00	0.00	0.00
10.					
11.					
12. TOTAL (sum of lines 8-11)		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

SECTION D - FORECASTED CASH NEEDS

	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ 80,127.00	\$ 20,031.75	\$ 20,031.75	\$ 20,031.75	\$ 20,031.75
14. Non-Federal					
15. TOTAL (sum of lines 13 and 14)	\$ 80,127.00	\$ 20,031.75	\$ 20,031.75	\$ 20,031.75	\$ 20,031.75

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT

(a) Grant Program		FUTURE FUNDING PERIODS (YEARS)			
		(b)First	(c) Second	(d) Third	(e) Fourth
16.	Repair or rehabilitation of housing owned or occupied by low- and very-low-income rural citizens	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
17.	Matching Funds - Community Development Block Grant (CDBG) through the County's Home Enhancement Program	0.00	0.00	0.00	0.00
18.					
19.					
20. TOTAL (sum of lines 16 - 19)		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

SECTION F - OTHER BUDGET INFORMATION

21. Direct Charges:	All costs are explained in the budget narrative.	22. Indirect Charges:	Indirect rate used is the de minimus rate of 5%
23. Remarks:	All costs are explained in the budget narrative.		

**ATTACHMENT C
REGISTRATION WITH SAM**



COUNTY OF RIVERSIDE

Unique Entity ID MN1HJ72DTDF9	CAGE / NCAGE 8MVL3	Purpose of Registration All Awards
Registration Status Active Registration	Expiration Date Feb 26, 2026	
Physical Address 3403 10TH ST STE 300 Riverside, California 92501-3659 United States	Mailing Address 3403 10TH ST STE 300 Riverside, California 92501-3659 United States	

Business Information

Doing Business as (blank)	Division Name Housing And Workforce Solutions	Division Number (blank)
Congressional District California 39	State / Country of Incorporation (blank) / (blank)	URL https://rivcohws.org/

Registration Dates

Activation Date Feb 28, 2025	Submission Date Feb 26, 2025	Initial Registration Date Jun 4, 2020
--	--	---

Entity Dates

Entity Start Date May 9, 1893	Fiscal Year End Close Date Jun 30
---	---

Immediate Owner

CAGE (blank)	Legal Business Name (blank)
------------------------	---------------------------------------

Highest Level Owner

CAGE (blank)	Legal Business Name (blank)
------------------------	---------------------------------------

Executive Compensation

In your business or organization's preceding completed fiscal year, did your business or organization (the legal entity to which this specific SAM record, represented by a Unique Entity ID, belongs) receive both of the following: 1. 80 percent or more of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements and 2. \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?

Yes

Does the public have access to information about the compensation of the senior executives in your business or organization (the legal entity to which this specific SAM record, represented by a Unique Entity ID, belongs) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986?

Yes

Proceedings Questions

Is your business or organization, as represented by the Unique Entity ID on this entity registration, responding to a Federal procurement opportunity that contains the provision at FAR 52.209-7, subject to the clause in FAR 52.209-9 in a current Federal contract, or applying for a Federal grant opportunity which contains the award term and condition described in 2 C.F.R. 200 Appendix XII?

Yes

Does your business or organization, as represented by the Unique Entity ID on this specific SAM record, have current active Federal contracts and/or grants with total value (including any exercised/unexercised options) greater than \$10,000,000?

Yes

Within the last five years, had the business or organization (represented by the Unique Entity ID on this specific SAM record) and/or any of its principals, in connection with the award to or performance by the business or organization of a Federal contract or grant, been the subject of a Federal or State (1) criminal proceeding resulting in a conviction or other acknowledgment of fault; (2) civil proceeding resulting in a finding of fault with a monetary fine, penalty, reimbursement, restitution, and/or damages greater than \$5,000, or other acknowledgment of fault; and/or (3) administrative proceeding resulting in a finding of fault with either a monetary fine or penalty greater than \$5,000 or reimbursement, restitution, or damages greater than \$100,000, or other acknowledgment of fault?

No

Exclusion Summary

Aug 11, 2025 08:32:23 PM GMT
<https://sam.gov/entity/MN1HJ72DTDF9/coreData?status=null>

Active Exclusions Records?

No**SAM Search Authorization**

I authorize my entity's non-sensitive information to be displayed in SAM public search results:

Yes**Entity Types****Business Types**

Entity Structure U.S. Government Entity	Entity Type US Local Government	Organization Factors (blank)
Profit Structure (blank)		

Socio-Economic Types

Check the registrant's Reqs & Certs, if present, under FAR 52.212-3 or FAR 52.219-1 to determine if the entity is an SBA-certified HUBZone small business concern. Additional small business information may be found in the SBA's Dynamic Small Business Search if the entity completed the SBA supplemental pages during registration.

Government Types

U.S. Local Government
County

Financial Information

Accepts Credit Card Payments No	Debt Subject To Offset No
---	-------------------------------------

EFT Indicator 0000	CAGE Code 8MVL3
------------------------------	---------------------------

Electronic Funds Transfer

Account Type Checking	Routing Number *****96	Lock Box Number (blank)
Financial Institution US BANK, NA	Account Number *****25	

Automated Clearing House

Phone (U.S.) 8005389406	Email (blank)	Phone (non-U.S.) (blank)
Fax (blank)		

Remittance Address

Housing and Workforce Solutions
3403 10TH ST STE 300
Riverside, California 92501
United States

Taxpayer Information

EIN *****0930	Type of Tax Applicable Federal Tax	Taxpayer Name County of Riverside
Tax Year (Most Recent Tax Year) 2020	Name/Title of Individual Executing Consent Deputy Director, Hws Fiscal & Administration	TIN Consent Date Feb 26, 2025
Address 3403 10TH ST STE 300 Riverside, California 92501	Signature Megan Gomez	

Points of Contact**Accounts Receivable POC**

♀

(blank)

(blank)

(blank)

Electronic Data Interchange (EDI) Information

This entity did not enter the EDI information

Disaster Response

Yes, this entity appears in the disaster response registry.

Bonding Levels	Dollars
(blank)	(blank)

States
California

Counties
CA: RIVERSIDE

Metropolitan Statistical Areas
(blank)

**ATTACHMENT D
FLYER**

Flyer for RHR Program



The Rural Housing Repair grant along with the Home Enhancement Program offers grants of up to \$50,000* to qualified homeowners residing in rural areas of the County of Riverside. These funds are designed to assist with rehabilitating homes with repairs that address health and safety concerns and energy upgrades.

ELIGIBLE REPAIRS

Allowable repairs include energy conservation measures, window replacement, minor electrical, minor roof repairs, siding repair, porch steps repair and other qualified work per CA Title 7. (Repairs will be determined during the inspection site visit and will be reviewed for eligibility).

TO QUALIFY:

- Owner-occupied residence, either site-built or mobile/manufactured located in rural areas and towns within Riverside County with 20,000 or fewer people.
- Total household income may not exceed 80% of the area median by household.
- One homeowner must be either a US Citizen or a Qualified Alien as per section 431 of the Personal Reasonability and Work Opportunity Reconciliation Act (PRWORA)

HOUSEHOLD SIZE	MAXIMUM INCOME
1	\$62,250
2	\$71,600
3	\$80,550
4	\$89,500
5	\$96,700
6	\$103,850
7	\$111,000
8	\$118,150

HOW TO APPLY

The County will solicit and collect applications for a period of thirty days. Applicants interested in applying may call us at (760) 863-2586 or email us at RIVCOHEP@rivco.org.

This institution is an equal opportunity provider.



**ATTACHMENT E
ENVIRONMENTAL COMPLIANCE
AGREEMENT**

Multi-tier Action Environmental Compliance Agreement

Overview

In accordance with § 1970.55, CEs for Multi-tier Actions, primary recipients must agree in writing to certain conditions prior to obligation of financial assistance by the Agency to the primary recipient (see 1970.55(a)(1-4)).

Once this agreement has been signed by the primary recipient, the Agency may move forward with obligation of the initial aggregated funds to the approved eligible primary recipient (primary loan). At that point, the primary recipient may then re-loan the funds (secondary loan) to the individual borrowers (ultimate recipients).

Environmental Compliance Agreement Stipulations

As a multi-tier program primary recipient I hereby agree to comply with the following provisions:

(1) **Policy and Procedures** - Maintain a copy of the 7 CFR 1970 Environmental Policies and Procedures Rule and Staff Instruction (electronic or hard copy) and a copy of this agreement in a central location which can be accessed by staff at all times. Identify one individual for each ultimate recipient that serves as point of contact for all Environmental Compliance Agreement Reviews by the primary recipient. This individual will have had training in National Environmental Policy Act Compliance in order to accomplish the goals of this agreement;

(2) **Screening Proposals** - Conduct a screening of all re-loans to ultimate recipients to ensure that they qualify as activities which fall within the descriptions as stated in § 1970.53 or § 1970.54 as a categorical exclusion (Attachment 1). Determine if extraordinary circumstances (as described in § 1970.52) are present for all proposals;


(3) **Historic Properties and Listed Species/Critical Habitat** - If unable to receive concurrence from the State Historic Preservation Officer or the FWS/National Marine Fisheries Service under Section 106 of the National Historic Preservation Act or Section 7 of the Endangered Species Act, respectively, the primary recipient will contact the Agency for further assistance;

(4) **File Documentation** - Document and maintain all environmental review documentation and the primary recipient's conclusions regarding the applicability of a categorical exclusion in accordance with 7 CFR 1970 in its official environmental file for Agency verification. Provide additional information as needed to comply with the Agency's environmental compliance and audit processes;

(5) **Agency Review Required** - Refer all proposals that do not meet listed categorical exclusions in § 1970.53 or § 1970.54, and proposals that may have extraordinary circumstances (as described in § 1970.52), including Section 7 of the ESA and Section 106 of the NHPA compliance to the Agency for further review; and,

(6) **Terms of Agreement** - Failure to meet the requirements of this agreement may result in penalties that may include written warnings, withdrawal of Agency financial assistance or authorization, suspension from participation in Agency programs, or other appropriate action.

I (primary recipient) will comply with each of the above conditions on each proposal prior to issuance of funds to borrowers, and will document the recipient file with our findings. I will fully cooperate with and assist USDA Rural Development in the preparation of any necessary environmental reviews for borrower proposals.



Signature of Primary recipient



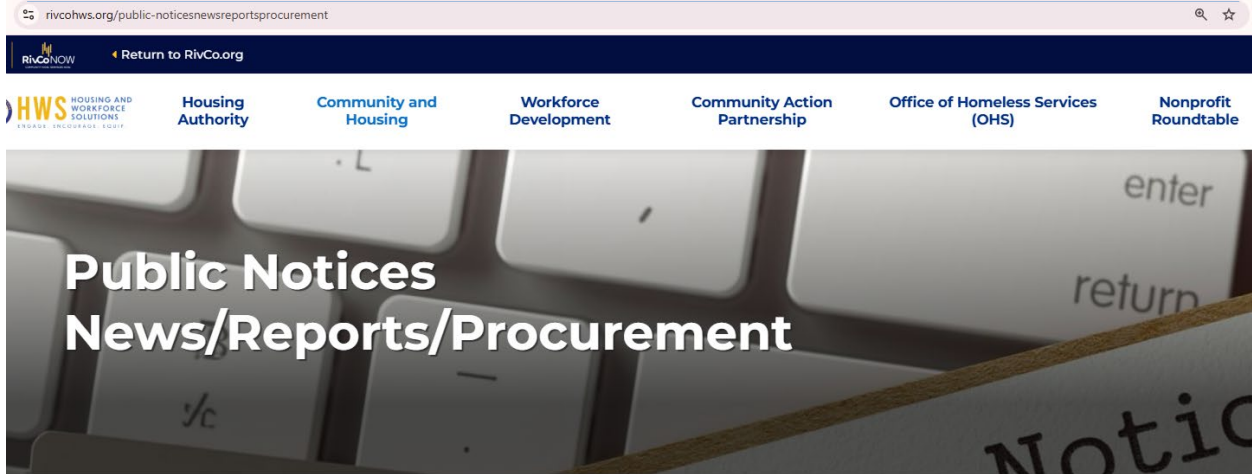
Date

ATTACHMENT F
PUBLIC PARTICIPATION AND INTERGOVERNMENTAL REVIEW

PROOF OF PUBLIC PARTICIPATION

PROOF OF POSTING

<https://rivcohws.org/public-notice/news/reports/procurement>



[Public Notices](#) [News](#) [Reports](#) [Procurement](#)

PUBLIC NOTICE

 [Statement of Activities for U.S. Department of Agriculture Rural Housing Service for Housing Preservation Grant \(HPG\)](#)

PROOF OF PUBLICATION

THE PRESS-ENTERPRISE

KEEP YOUR EYES ON THE 'PRISE
pe.com

The Press-Enterprise
3512 14 Street
Riverside, California 92501
(951) 368-9229

Riverside County / HWS
3403 Tenth Street , Suite 300
Riverside, California 92501

Publication: The Press-Enterprise

PROOF OF PUBLICATION OF

Ad Desc: 0011750653

FILE NO. 0011750653

PROOF OF PUBLICATION

I am a citizen of the United States. I am over the age of eighteen years and not party to or interested in the above-entitled matter. I am an authorized representative of THE PRESS-ENTERPRISE, a newspaper of general circulation, printed and published daily in the County of Riverside, and which newspaper has been adjudicated a newspaper of general circulation by the Superior Court of the County of Riverside, State of California, under date of April 25, 1952, Case Number 54446, under date of March 29, 1957, Case Number 65673, under date of August 25, 1995, Case Number 267864, and under date of September 16, 2013, Case Number RIC 1309013; that the notice, of which the annexed is a printed copy, has been published in said newspaper in accordance with the instructions of the person(s) requesting publication, and not in any supplement thereof on the following dates, to wit:

08/14/2025

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

Date: August 14, 2025.
At: Riverside, California

Signature

NOTICE OF REQUEST FOR PUBLIC COMMENT
August 14, 2025

TO ALL INTERESTED AGENCIES, GROUPS, AND PERSONS :

In accordance with Federal Register /Vol. 90, No. 148 /Tuesday, August 5, 2025 /Notices Department of Agriculture Rural Housing Service [Docket No. RHS-25-NONE-0002]

Notice of Availability of Its Statement of Activities for the Section 533 Housing Preservation Grant (HPG) for Fiscal Year 2025 Agency Rural Housing Service, USDA

These notices shall satisfy requirements for activities to be undertaken by the County of Riverside. Any individual, group or agency submitting comments should specify in their comments which "notice" their comments address.

On or about September 4, 2025, the County of Riverside will submit an application to the U.S. Department of Agriculture (USDA) Rural Development for the Housing Preservation Grant (HPG) program, to undertake the following purpose:

PURPOSE : The Riverside County Department of Housing and Workforce Solutions (HWS) proposes the submission of an application to the U.S. Department of Agriculture (USDA) Rural Development for the Housing Preservation Grant (HPG) program. If awarded, funding will assist qualified low- and very low-income homeowners residing in the rural areas of the County to repair and rehabilitate their homes . HWS proposes to request an amount not to exceed \$500,000 in HPG funds to assist approximately 17 homeowners with low- and very low-income in rural areas.

PUBLIC COMMENTS

Any individual, group, or agency may submit written comments on the Statement of Activities, Attention: Annjanette Aguilar at 3403 Tenth Street, Suite 300, Riverside, California 92501, email comments to AABarreras@Rivco.org . The HPG Statement of Activities will be available for viewing online no later than **August 13, 2024** , at: <https://rivcohhpws.org/community-and-housing-development/public-noticesnewsreports> . All comments received at the address specified above **on or before August 29, 2025**, will be considered by the County of Riverside prior to submission to USDA. Comments should specify which Notice they are addressing.

The date and time that the Board of Supervisors may consider, if awarded, authorizing the acceptance of a HPG award is to be determined. Please contact the County at the phone number or email address below to verify when the authorization for acceptance will be considered by the Board of Supervisors. Please contact the Clerk of the Board regarding procedures and protocols at cob@rivco.org or 951-955-1069.

AVISO DE SOLICITUD DE COMENTARIO PÚBLICO
14 de agosto del 2025

A TODAS LAS AGENCIAS, GRUPOS Y PERSONAS INTERESADAS:

De acuerdo con Federal Register /Vol. 90, No. 148 / Martes, 5 de agosto de 2025 /Avisos Servicio de Vivienda Rural del Departamento de Agricultura [Expediente No. RHS-25-NONE-0002]

Aviso de Disponibilidad de su Declaración de Actividades para la Preservación de Viviendas de la Sección 533 Subvención (HPG) para el año fiscal 2025 Agencia de Servicio de Vivienda Rural, USDA

Estos avisos deberán satisfacer los requisitos para las actividades que llevará a cabo el Condado de Riverside. Cualquier individuo, grupo u agencia que envíe comentarios debe especificar en sus comentarios qué 'aviso' es la dirección de sus comentarios.

El 4 de septiembre del 2025 o alrededor de esa fecha

, el Condado de Riverside presentará una solicitud al Departamento de Desarrollo Rural del Departamento de Agricultura de los Estados Unidos (USDA) para el programa de Subvención para la Preservación de la Vivienda (HPG), para llevar a cabo el siguiente propósito:

PROPÓSITO: El Departamento de Vivienda y Soluciones de la Fuerza Laboral del Condado de Riverside (HWS) propone la presentación de una solicitud al Departamento de Desarrollo Rural del Departamento de Agricultura de los Estados Unidos (USDA) para el programa de Subvención para la Preservación de la Vivienda (HPG). Si se otorgan, los fondos ayudarán a los propietarios calificados de bajos y muy bajos ingresos que residen en las áreas rurales del Condado a reparar y rehabilitar sus hogares. HWS propone solicitar una cantidad que no exceda los \$500,000 en fondos de HPG para ayudar a aproximadamente 17 propietarios de viviendas con ingresos bajos y muy bajos en áreas rurales.

COMENTARIOS PÚBLICOS

Cualquier individuo, grupo o agencia puede enviar comentarios por escrito sobre la Declaración de Actividades, Atención: Annianette Aguilar en 3403 Tenth Street, Suite 300, Riverside, California 92501, comentarios por correo electrónico a AA.Barreras@Rlyco.org. La Declaración de Actividades del HPG estará disponible para su consulta en línea a más tardar **13 de agosto del 2025** en: <https://rivcohhpws.org/community-and-housing-development/public-notices/newsreports>. Todos los comentarios recibidos en la dirección especificada anteriormente **29 de agosto del 2025** o antes serán considerados por el Condado de Riverside antes de enviarlos al USDA. Los comentarios deben especificar a qué Aviso se dirigen.

Se determinará la fecha y hora en que la Junta de Supervisores puede considerar, en caso de ser adjudicada, autorizar la aceptación de una adjudicación de HPG. Comuníquese con el Condado al número de teléfono o dirección de correo electrónico que aparece a continuación para verificar cuándo la Junta de Supervisores considerará la autorización para la aceptación. Comuníquese con el Secretario de la Junta con respecto a los procedimientos y protocolos al cb@rivco.org o al 951-955-1069.
The Press-Enterprise
Published: 8/14/25

PROOF OF INTERGOVERNMENTAL REVIEW

NOTICE: An Application for Federal Assistance Has Been Submitted



State.Clearinghouse@opr.ca.gov
To ● Aguilar Barreras, Annjanette

Reply Reply All Forward

Mon 8/11/2025 4:36 PM

CAUTION: This email originated externally from the **Riverside County** email system. **DO NOT** click links or open attachments unless you recognize the sender and know the content is safe.

Dear Annjanette Aguilar,

In compliance with [Executive Order 12372](#), an applicant in your requested district made an application for federal assistance available to state and/or local elected officials for review and comment.

You may view the application details by clicking on the following link: [WS01563812-SF424 4 0-V4.0 \(1\).pdf](#)

State and/or local elected officials, please submit any comments or notice of intent to comment within 30 days to [State.Clearinghouse@opr.ca.gov](#).

Thank you,
OPR State Clearinghouse
[State.Clearinghouse@opr.ca.gov](#)
916-445-0613

Application Received



State.Clearinghouse@opr.ca.gov
To ● Aguilar Barreras, Annjanette

Reply Reply All Forward

Mon 8/11/2025 4:36 PM

CAUTION: This email originated externally from the **Riverside County** email system. **DO NOT** click links or open attachments unless you recognize the sender and know the content is safe.

Dear County of Riverside,

Your application was made available to the State Clearinghouse under the [Executive Order 12372 Process](#) for review.

Thank you,
OPR State Clearinghouse
[State.Clearinghouse@opr.ca.gov](#)
916-445-0613

ATTACHMENT G
ASSURANCE AGREEMENT

USDA
Form RD 400-4
(Rev. 06-25)

Position 3

ASSURANCE AGREEMENT
(Under Title VI, Civil Rights Act of 1964)

The

County of Riverside

(name of recipient)

3403 10th Street, Suite 300, Riverside, CA 92501

(address)

As a condition of receipt of Federal financial assistance, you acknowledge and agree that you must comply (and require any subgrantees, subrecipients, contractors, successors, transferees, and assignees to comply) with applicable provisions of Federal laws and regulations prohibiting discrimination, including but not limited to:

1. Title VI of the Civil Rights Act of 1964, as amended, which prohibits you from discriminating on the basis of race, color, or national origin (42 U.S.C. 2000d et seq.) as implemented by 7 CFR Part 15;
2. Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating on the basis of sex in education programs or activities (20 U.S.C. 1681 et seq.) as implemented by 7 CFR Part 15a;
3. The Age Discrimination Act of 1975, as amended, which prohibits you from discriminating on the basis of age (42 U.S.C. 6101 et seq.) as implemented by 7 CFR Part 15c;
4. Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits you from discriminating on the basis of disability (29 U.S.C. 794) as implemented by 7 CFR Part 15e;
5. Title VIII of the Civil Rights Act, which prohibits you from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex (42 U.S.C. 3601 et seq.) as implemented by 7 CFR Part 3560.2; and

Titles II (State and Local Governments) and III (Places of public accommodation) of the Americans with Disabilities Act, which prohibit you from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. 12131-12189), as implemented by 28 CFR Part 35.190(b)(1).

Responsibilities:

1. You must cooperate with any compliance review or complaint investigation conducted by USDA Rural Development (Rural Housing Service, Rural Business and Cooperative Service, and Rural Utilities Service).
2. You must give USDA Rural Development (Rural Housing Service, Rural Business and Cooperative Service, and Rural Utilities Service) access to and the right to examine and copy records, accounts, and other documents and sources of information related to the grant and permit access to facilities, personnel, and other individuals and information as may be necessary to meet statutory requirements.
3. You must keep accurate records and timely submit information (including all reports, data collection and evaluation requirements) as described by law or detailed in program guidance.
4. You must inform participants, beneficiaries, and other interested persons of the protection assured them against discrimination according to the provisions of this agreement and statutory requirements.

5. If you (the recipient) have been accused of discrimination on the grounds of race, color, national origin), sex, age, disability, religion, or familial status, in the past three years, you must provide a list of all such proceedings, pending or completed, including outcome and copies of settlement agreements.
6. In the event any court or administrative agency makes a finding of discrimination on grounds of race, color, national origin, sex, age, disability, religion, or familial status against you, or you settle a case or matter alleging such discrimination, you must forward a copy of the complaint and findings to USDA Rural Development (Rural Housing Service, Rural Business and Cooperative Service, and Rural Utilities Service), Civil Rights Office.

Period of Obligation

In the case of any service, financial aid, covered employment, equipment, property, or structure provided, leased, or improved with federal assistance extended to the Recipient by Rural Development (Rural Housing Service, Rural Business and Cooperative Service, and Rural Utilities Service), this assurance obligates the Recipient for the period during which federal assistance is extended. In the case of any transfer of such service, financial aid, equipment, property, or structure, this assurance obligates the transferee for the period during which federal assistance is extended. If any personal property is so provided, this assurance obligates the Recipient for the period during which it retains ownership or possession of the property. In all other cases, this assurance obligates the Recipient for the period during which the federal assistance is extended to the Recipient by Rural Development (Rural Housing Service, Rural Business and Cooperative Service, and Rural Utilities Service).

Employment Practices

Where a primary objective of the federal assistance is to provide employment or where the Recipient's employment practices affect the delivery of services in programs or activities resulting from federal assistance extended by Rural Development (Rural Housing Service, Rural Business and Cooperative Service, and Rural Utilities Service), the Recipient agrees not to discriminate on the grounds of race, color, national origin, sex, age, or disability, in its employment practices. Such employment practices may include, but are not limited to, recruitment, advertising, hiring, layoff or termination, promotion, demotion, transfer, rates of pay, training and participation in upward mobility programs; or other forms of compensation and use of facilities.

Data Collection

The Recipient agrees to compile and maintain information pertaining to programs or activities developed as a result of the Recipient's receipt of federal assistance from Rural Development (Rural Housing Service, Rural Business and Cooperative Service, and Rural Utilities Service). Such information may include, but is not limited to the following: (1) the manner in which services are or will be provided and related data necessary for determining whether any persons are or will be denied such services on the basis of prohibited discrimination; (2) the population eligible to be served by race, color, national origin, sex, age, and disability; (3) data regarding covered employment; (4) the location of existing or proposed facilities connected with the program and related information adequate for determining whether the location has or will have the effect of unnecessarily denying access to any person on the basis of prohibited discrimination; (5) the present or proposed membership by race, color, national origin, sex, age and disability in any planning or advisory body which is an integral part of the program; and (6) any additional written data determined by Rural Development (Rural Housing Service, Rural Business and Cooperative Service, and Rural Utilities Service) to be relevant to the obligation to assure compliance by recipients with laws cited in this assurance agreement.

Under penalty of perjury, the undersigned officials certify that they have read and understand their obligations as herein described, that the information submitted in conjunction with this Document is accurate and complete, and that the recipient is in compliance with the nondiscrimination requirements set out above.

Rights and remedies provided for under this agreement shall be cumulative.. The United States has the right to seek judicial enforcement of these obligations.

In witness whereof, _____ County of Riverside _____ on this
(name of recipient)

date has caused this agreement to be executed by its duly authorized officers and its seal affixed hereto, or, if a natural person, has hereunto executed this agreement.

(S E A L)

X *Heil. J. ...*

Recipient

8/26/2025

Date

Attest:

Title

Director

Title

ATTACHMENT H
FORM 1944N-F1, AD1047, AD1048, AND AD1049

**Exhibit F-1 - Guide: Grantee's Process for Identifying Properties
Requiring Rural Development Environmental Assessments**

I. Before beginning work on a particular dwelling, we (grantee) agree to answer the following questions in accordance with the accompanying guidelines:

**A. Floodplains, Wetlands, and Coastal Barrier Resources System
(CBRS)**

1. Is the dwelling located in a 100-year floodplain?

The grantee will check the latest Federal Emergency Management Agency (FEMA) Floodplain Insurance Rate Maps to determine if the property is located in a 100-year floodplain. These maps are provided by FEMA to each community which has been mapped, and may be reviewed on the FEMA Map Service Center website or at local municipal or county governmental offices. FEMA maps may also be purchased from FEMA's Flood Map Distribution Center by calling 1-800-333-1363. If a community has not been mapped, information regarding floodplains may be obtained from the Soil Conservation Service (SCS), the U.S. Fish and Wildlife Service, the U.S. Army Corps of Engineers, the U.S. Geological Survey offices, or regional or State agencies established for flood prevention purposes.

RHS will obtain a FEMA Standard Flood Hazard Determination form, which will indicate if the property is located in a floodplain. If the exact location of the boundary of the floodplain or the elevation of the structures on the property in comparison to the floodplain's base flood elevation must be determined, and when advised to do so by Rural Development or one of the above agencies, the grantee will obtain the services of a registered engineer or appropriate environmental professional to make the floodplain determination. (For further instructions, see 1970 Subpart F – Floodplains.)

2. Is the dwelling located in a wetland?

The grantee will follow the instructions in 1970 Subpart G – Wetlands to determine if the dwelling may be located in or immediately adjacent to a wetland. When advised to do so by Rural Development, the grantee will obtain the services of an appropriate environmental professional to make the wetland determination.

If an environmental resource may be adversely affected, no work will be done on the dwelling until Rural Development completes an environmental assessment in accordance with 7 CFR part 1970. The grantee will abide by the decisions resulting from the assessment, including mitigation measures or a decision to reject the dwelling for the Housing Preservation Grant (HPG) program. The applicant will provide information or documentation requested by Rural Development. (For further instructions, see 1970 Subpart G – Wetlands.)

3. Is the dwelling located in the CBRS?

If the dwelling is located on or adjacent to a coast of the United States or the Great Lakes, the grantee will check with the U.S. Fish and Wildlife Service to determine if the property is part of the CBRS. Rural Development County Offices servicing coastal areas may also have CBRS maps.

If a dwelling is located within the CBRS, the dwelling is ineligible for the HPG program. (For further instructions, see 1970 Subpart O – Other Protected Resources and Guides.)

B. Historic and Archaeological Properties

4. Does the dwelling or property have any historic or archaeological value?

The grantee will develop in consultation with the State Historic Preservation Officer (SHPO) a process to ensure full compliance with the spirit and intent of RD Instruction 2000-FF. The process will take into account the national historic preservation objectives set forth in Attachment 1 of Exhibit A of RD Instruction 2000-FF, and will encourage the rehabilitation of historic buildings in a manner that realistically meets the needs of very low- and low-income property owners while preserving the historic and architectural character of such buildings.

The grantee will identify properties that are listed or eligible for listing on the National Register of Historic Places. This will be accomplished by evaluating the property as set forth in Attachment 2 of Exhibit A of RD Instruction 2000-FF.

At a minimum, the grantee will contact the SHPO and request comments when any of the following conditions occur:

- (a) The dwelling proposed for rehabilitation and/or repair is older than 50 years;
- (b) Regardless of age, the property appears to have significant historic and/or archaeological features, including, but not limited to:
 - (1) The dwelling appears to have unusual architectural features which are not typically found in the area;
 - (2) A graveyard or burial ground of any type is known to be on the property;
 - (3) The property contains or is known to have contained a significant number of artifacts such as arrowheads, stone tools, etc.;
 - (4) The property is located in or adjacent to a currently listed historic district or site.
- (c) Any other conditions agreed upon by the grantee and SHPO under the terms of RD Instruction 2000-FF.

When planning the rehabilitation of a historic property for a proposed recipient, the grantee will comply with the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings to the extent practicable.

If, after consulting with SHPO, it is determined the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings cannot be reasonably met, or it is determined a historic property will be adversely affected, the grantee will furnish all necessary information and initiate formal consultation to afford the Advisory Council on Historic Preservation an opportunity to comment. Attachment 3 of Exhibit A of RD Instruction 2000-FF provides additional guidance on this subject.

If at any time during renovation work one of the above conditions mentioned in paragraphs (a) through (c) of this section becomes apparent, the grantee will immediately cease work on the property and contact the SHPO and Rural Development. The grantee will abide by the directions of the SHPO and Rural Development concerning further work on the property.

(For further instructions, see 1970 Subpart H – Historic Preservation.)

C. Other Environmental Considerations

5. Does the property contain any areas where chemicals or petroleum products are stored, disposed of, or appear to have been released into the environment?

If the grantee discovers such a condition on the property, the grantee will not remove or handle any of these materials. The grantee will immediately consult with the occupants/owners of the dwelling regarding the situation and will contact Rural Development and, if appropriate, the local Health Department or environmental regulatory agency for further guidance.

6. Are there adjacent land uses which now or in the future present a potential detriment to the quality of the environment of the subject property?

The grantee will do a thorough reconnaissance of the surrounding area and determine if there are: noise sources (railroads, airports, industry, heavily traveled highways, etc.); safety or sanitary problems; air pollution sources; or severe deficiencies in services such as fire protection, crime control, etc.

If any of the adverse environmental conditions noted in paragraphs 5 and 6 of this section are discovered, the grantee will do no work on the dwelling until Rural Development has been consulted. The grantee will abide by the decisions resulting from the consultation and/or assessment, including mitigation measures or a decision to reject the dwelling for the HPG program.

II. We (the grantee) will answer each of these questions on each property considered for inclusion in the HPG program, and will document the recipient file with our findings. If none of the questions are answered "Yes," we will document such in the recipient file and will proceed with the repair/rehabilitation of the property as planned. We will monitor the work being done to insure that all construction wastes are properly disposed of. We will fully cooperate with and assist Rural Development in the preparation of any necessary environmental reviews on the property.

SUBMITTED BY:

_____	<i>Deputy Director</i>	_____
Grantee	Title	
<i>[Signature]</i>	<i>9/11/2025</i>	_____
Signature	Date	

o0o




Certification Regarding Debarment, Suspension, and Other Responsibility Matters Primary Covered Transactions

The following statement is made in accordance with the Privacy Act of 1974 (5 U.S.C. § 552a, as amended). This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, and 2 CFR § 180.335, Participants' responsibilities. The regulations were amended and published on August 31, 2005, in 70 Fed. Reg. 51865-51880. Copies of the regulations may be obtained by contacting the Department of Agriculture agency offering the proposed covered transaction.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0505-0027. The time required to complete this information collection is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The provisions of appropriate criminal or civil fraud, privacy, and other statutes may be applicable to the information provided.

(Read instructions on page two before completing certification.)

- A. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
1. Are not presently debarred, suspended, or proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 2. Have not within a 3-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (A.2.) of this certification; and
 4. Have not within a 3-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
- B. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

ORGANIZATION NAME County of Riverside	PR/AWARD NUMBER OR PROJECT NAME Rural Home Repair (RHR) Program
NAME(S) AND TITLE(S) OF AUTHORIZED REPRESENTATIVE(S) Michael Walsh, Assistant Director	
SIGNATURE 	DATE 9/4/2025

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the State or local Agency that administers the program or contact USDA through the Telecommunications Relay Service at 711 (voice and TTY). Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](#) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov.

USDA is an equal opportunity provider, employer, and lender.




**Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion
 Lower Tier Covered Transactions**

The following statement is made in accordance with the Privacy Act of 1974 (5 U.S.C. § 552a, as amended). This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, and 2 CFR §§ 180.300, 180.335, Participants' responsibilities. The regulations were amended and published on August 31, 2005, in 70 Fed. Reg. 51865-51880. Copies of the regulations may be obtained by contacting the Department of Agriculture agency offering the proposed covered transaction.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0505-0027. The time required to complete this information collection is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The provisions of appropriate criminal or civil fraud, privacy, and other statutes may be applicable to the information provided.

(Read instructions on page two before completing certification.)

- A. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency;
- B. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

ORGANIZATION NAME County of Riverside	PR/AWARD NUMBER OR PROJECT NAME Rural Home Repair (RHR) Program
NAME(S) AND TITLE(S) OF AUTHORIZED REPRESENTATIVE(S) Michael Walsh, Assistant Director	
SIGNATURE 	DATE 9/4/2025

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the State or local Agency that administers the program or contact USDA through the Telecommunications Relay Service at 711 (voice and TTY). Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](#) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov.

USDA is an equal opportunity provider, employer, and lender.



**Certification Regarding Drug-Free Workplace Requirements (Grants)
Alternative I – For Grantees Other Than Individuals**

The following statement is made in accordance with the Privacy Act of 1974 (5 U.S.C. § 552a, as amended). This certification is required by the regulations implementing §§ 5151-5160 of the Drug-Free Workplace Act of 1998 (Pub. L. 100-690, Title V, Subtitle D: 41 U.S.C. § 8101 et seq.), and 2 CFR Parts 182 and 421. The regulations were amended and published on June 15, 2009, in 74 Fed. Reg. 28150-28154 and on December 8, 2011, in 76 Fed. Reg. 76610-76611. Copies of the regulations may be obtained by contacting the Department of Agriculture agency offering the grant.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0505-0027. The time required to complete this information collection is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The provisions of appropriate criminal or civil fraud, privacy, and other statutes may be applicable to the information provided.

(Read instructions on page three before completing certification.)

- A. The grantee certifies that it will or will continue to provide a drug-free workplace by:
1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
 2. Establishing an ongoing drug-free awareness program to inform employees about –
 - a. The dangers of drug abuse in the workplace;
 - b. The grantee's policy of maintaining a drug-free workplace;
 - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - d. The penalties that may be imposed upon employees for drug-abuse violations occurring in the workplace.
 3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph A.1.
 4. Notifying the employee in the statement required by paragraph A.1 that, as a condition of employment under the grant, the employee will –
 - a. Abide by the terms of the statement; and
 - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than 5 calendar days after such conviction;
 5. Notifying the agency in writing, within 10 calendar days after receiving notice under subparagraph A.4.b from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
 6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph A.4.b, with respect to any employee who is so convicted –
 - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or, local health, law enforcement, or other appropriate agency;

7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs A.1 through A.6.

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

PLACE OF PERFORMANCE *(Street Address, City, County, State, Zip Code)*
Throughout Rural areas of the County of Riverside

Check if there are workplaces on file that are not identified here.

ORGANIZATION NAME County of Riverside	PR/AWARD NUMBER OR PROJECT NAME Rural Home Repair (RHR) Program
---	---

NAME(S) AND TITLE(S) OF AUTHORIZED REPRESENTATIVE(S)
Michael Walsh, Assistant Director

SIGNATURE 	DATE 9/4/2025
--	-------------------------

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the State or local Agency that administers the program or contact USDA through the Telecommunications Relay Service at 711 (voice and TTY). Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](#) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov.

USDA is an equal opportunity provider, employer, and lender.