



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, D.C. 20410-7000

OFFICE OF THE ASSISTANT SECRETARY
FOR COMMUNITY PLANNING AND DEVELOPMENT

November 29, 2001

2001 DEC 10 AM 11:03

C B G A

The Honorable John O. Norquist
Mayor of Milwaukee
200 E. Wells St., Room 201
Milwaukee, WI 53202

Dear Mayor Norquist:

On behalf of Secretary Martinez, I am pleased to announce your Fiscal Year (FY) 2002 formula allocations for the Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), Emergency Shelter Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) programs. Your FY 2002 allocations, including any reallocated funds available for these programs, are:

CDBG	\$22,596,000
ESG	\$785,000
HOME	\$9,402,000
HOPWA	\$483,000
Total	\$33,266,000

It is always important that these housing and community development funds are used to serve those individuals and families that need our assistance. As we begin this fiscal year, and especially in light of the situation in our Nation and in the world, it is even more critical that we focus on improving the management of these programs, including the timely expenditure of funds, to ensure that these resources "make a difference" in our communities. I look forward to working with you to improve the lives of all Americans.

Sincerely,

Roy A. Bernardi
Assistant Secretary

- A. Do, perform, and carry out in a satisfactory, timely, and proper manner, the services delineated in **Attachment A** to this Contract.
- B. Comply with requirements listed with respect to reporting on progress of the services, additional approvals required, and other matters relating to the performance of the services.
- C. Comply with time schedules and payment terms.

II. **SCOPE OF SERVICES.** A specific description of service relating to the activity report and budget delineated in the approved **Attachment A** attached to and made part of this Contract.

- 1. CONTRACTOR will adhere to the Administrative Policies and Procedures for the City of Milwaukee's Community Development Block Grant Program as adopted by the CITY's Community Development Policy Committee attached to and made a part of the Contract as **Attachment B**.
- 2. Any Budget Amendment or Activity Report amendment to be considered by the CITY from the CONTRACTOR must be submitted no later than 4:00 P.M. on September 28, 2001.
- 3. In addition to the above, the scope of services will include all items listed on the original form CDA-62 of **Attachment A** or on an amended Form CDA-62 approved in writing by the Community Block Grant Administration.

III. **AVAILABILITY OF FUNDS**

- A. This contract award is 100% funded under the Grant Program. Thus, should the availability of federal funds be reduced, the CITY and the CONTRACTOR agree that the City of Milwaukee's Community Development Policy Committee can modify and reduce either the CONTRACTOR's compensation (as listed on page 1 as the "Total Amount of Contract") or the CONTRACTOR's program year or both. (The Community Development Policy Committee will notify the CONTRACTOR of such reduction). In the event of such modification or reduction, the parties shall agree upon the portions of the contract to be reduced or modified.
- B. The CITY and CONTRACTOR further acknowledge that payments under this Contract are subject to either (1) actual receipt by the CITY of funding by the Grant Program or (2) the ability of the CITY to finance its payment obligations hereunder with other City funds pending receipt of the federal grant monies.

IV. **NOTICES.** Any and all notices shall be in writing and deemed served upon depositing same with the United States Postal Services as "Certified Mail, Return Receipt Requested," addressed to the CONTRACTOR at:

Name:

Address:

City:

Attention: