

**CPD MONITORING HANDBOOK
TABLE OF CONTENTS**

CHAPTER 1 INTRODUCTION

1-1	PURPOSE	1-1
1-2	OBJECTIVES.....	1-1
1-3	APPLICABILITY.....	1-1
1-4	AUDIENCE.....	1-2
1-5	APPROACH TO MONITORING.....	1-2
1-6	DEFINITIONS.....	1-3
1-7	HANDBOOK ORGANIZATION.....	1-4

CHAPTER 2 MANAGEMENT OF MONITORING ACTIVITIES

2-1	APPLICABILITY.....	2-1
2-2	THE MONITORING FRAMEWORK.....	2-1
2-3	USE OF RISK ANALYSIS.....	2-1
2-4	THE MANAGEMENT PLAN AND FIELD OFFICE WORK PLANS.....	2-1
2-5	PREPARING FOR MONITORING.....	2-2
2-6	COORDINATION.....	2-3
2-7	CONDUCTING THE MONITORING.....	2-3
2-8	MONITORING CONCLUSIONS.....	2-6
2-9	SANCTIONS.....	2-7
2-10	THE MONITORING LETTER.....	2-8
2-11	REQUIRED CONCURRENCES.....	2-8
2-12	CLOSING FINDINGS.....	2-9
2-13	BUILDING AN ADMINISTRATIVE RECORD.....	2-10
2-14	DOCUMENTATION.....	2-12

EXHIBIT 2-1 CPD Monitoring Summary Form

EXHIBIT 2-2 Program and Technical Area Sanction References for
Noncompliance Remedies

**CHAPTER 3 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
ENTITLEMENT, SMALL CITIES, NON ENTITLEMENT CDBG
GRANTS IN HAWAII, AND INSULAR AREAS PROGRAMS**

3-1	APPLICABILITY.....	3-1
3-2	PURPOSES.....	3-2
3-3	ELIGIBILITY AND NATIONAL OBJECTIVE COMPLIANCE CRITERIA.....	3-3
3-4	DOCUMENTATION.....	3-3
3-5	FILE SELECTION AND SAMPLING.....	3-3
3-6	USING THE MONITORING EXHIBITS.....	3-3

EXHIBIT 3-1 Guide for Review of Eligibility

EXHIBIT 3-2 Guide for Review of National Objective of Low- and Moderate-
Income Area Benefit

**CPD MONITORING HANDBOOK
TABLE OF CONTENTS**

EXHIBIT 3-3	Guide for Review of National Objective of Low- and Moderate Income Limited Clientele
EXHIBIT 3-4	Guide for Review of National Objective of Low- and Moderate-Income Housing
EXHIBIT 3-5	Guide for Review of National Objective of Low- and Moderate-Income Job Creation/Retention Activities
EXHIBIT 3-6	Guide for Review of National Objective of Area Slums or Blight
EXHIBIT 3-7	Guide for Review of National Objective of Spot Slums or Blight
EXHIBIT 3-8	Guide for Review of National Objective of Slums or Blight for an Activity In An Urban Renewal Plan
EXHIBIT 3-9	Guide for Review of National Objective for Urgent Needs
EXHIBIT 3-10	Guide for Review of CDBG-Funded Rehabilitation Program Management
EXHIBIT 3-11	Guide for Review of Individual CDBG-Funded Rehabilitation Activities
EXHIBIT 3-12	Guide for Review of Individual Economic Development Activities
EXHIBIT 3-13	Guide for Review of Economic Development Public Benefit Individual and Aggregate Standards
EXHIBIT 3-14	Guide for Review of CDBG Float-Funded Activities
EXHIBIT 3-15	Guide for Review of a HUD-Approved Neighborhood Revitalization Strategy Area (NRSA)
EXHIBIT 3-16	Guide for Review of Subrecipient/Community-Based Development Organization (CBDO) Management
EXHIBIT 3-17	Guide for Review of Overall Management Systems
EXHIBIT 3-18	Guide for Review of Financial Management
EXHIBIT 3-19	Guide for Review of Cost Allowability
EXHIBIT 3-20	Guide for Review of Procurement
EXHIBIT 3-21	Guide for Review of Equipment Management and Equipment Disposition
EXHIBIT 3-22	Guide for Review of CDBG-Funded Homeownership Assistance – Program Management & Individual Activities

CHAPTER 4 STATE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

4-1	APPLICABILITY.....	4-1
4-2	REVIEW OBJECTIVES.....	4-1
4-3	BASIS FOR THE REVIEW	4-2
4-4	FOCUS OF THE REVIEW.....	4-2
4-5	STRUCTURE OF THE EXHIBITS.....	4-3
4-6	FILE SELECTION AND SAMPLING.....	4-3
4-7	RECIPIENT REVIEWS.....	4-4
4-8	RECORDKEEPING.....	4-5
4-9	REVIEW AREAS.....	4-6

**CPD MONITORING HANDBOOK
TABLE OF CONTENTS**

EXHIBIT 4-1	Guide for Review of Eligibility and National Objective	
EXHIBIT 4-2	Guide for Review of Eligibility and National Objectives: Economic Development Supplement	
EXHIBIT 4-3	Guide for Review of the Overall Benefit Test	
EXHIBIT 4-4	Guide for Review of Conformance to Method of Distribution	
EXHIBIT 4-5	Guide for Review of Timely Distribution	
EXHIBIT 4-6	Guide for State Review of Grant Recipients	
EXHIBIT 4-7	Guide for Review of Administrative Financial Management Requirements	
EXHIBIT 4-8	Guide for Review of Closeout System	
EXHIBIT 4-9	Guide for Review of Colonias Set-Aside	
CHAPTER 5	SECTION 108 LOAN GUARANTEES, ECONOMIC DEVELOPMENT INITIATIVE (EDI), AND BROWNFIELDS ECONOMIC DEVELOPMENT INITIATIVE (BEDI)	
5-1	APPLICABILITY.....	5-1
5-2	NOTICES OF FUNDING AVAILABILITY (NOFAs)....	5-1
5-3	MONITORING MATERIALS.....	5-2
EXHIBIT 5-1	Guide for Review of Section 108 Loan Guarantees and BEDI/EDI Grants	
CHAPTER 6	DISASTER RECOVERY COMMUNITY DEVELOPMENT BLOCK GRANT SUPPLEMENTAL GRANTS	
6-1	APPLICABILITY.....	6-1
6-2	RULES AND NOTICES.....	6-1
6-3	REPORTING REQUIREMENTS....	6-2
6-4	SANCTIONS	6-2
6-5	CLOSEOUTS.....	6-2
EXHIBIT 6-1	Guide for Review of Disaster Recovery CDBG Supplemental Grants	
CHAPTER 7	HOME INVESTMENT PARTNERSHIPS PROGRAM (HOME)	
7-1	APPLICABILITY.....	7-1
7-2	PREPARING FOR MONITORING.....	7-2
7-3	PRE-MONITORING OVERVIEW QUESTIONS.....	7-3
7-4	FILE SELECTION AND SAMPLING.....	7-3
Optional Attachments:		
HOME Pre-Monitoring Preparation for <i>Homeowner Rehabilitation</i> Program		
HOME Pre-Monitoring Preparation for <i>Homebuyer Assistance</i> Program		

**CPD MONITORING HANDBOOK
TABLE OF CONTENTS**

HOME Pre-Monitoring Preparation for *Rental* Program
HOME Pre-Monitoring Preparation for *Tenant-Based Rental Assistance* (TBRA)
Program

EXHIBIT 7-1	(Optional) HOME Participating Jurisdiction Pre-Monitoring Information Sheet
EXHIBIT 7-2	Guide for Review of Overall Management Systems
EXHIBIT 7-3	Guide for Review of Homeowner Rehabilitation Projects
EXHIBIT 7-4	Guide for Review of Homeowner Rehabilitation Programs
EXHIBIT 7-5	Guide for Review of Homebuyer Projects
EXHIBIT 7-6	Guide for Review of Homebuyer Programs
EXHIBIT 7-7	Guide for Review of Rental Projects
EXHIBIT 7-8	Guide for Review of Rental Programs
EXHIBIT 7-9	Guide for Review of Tenant-Based Rental Assistance (TBRA) Projects
EXHIBIT 7-10	Guide for Review of Tenant-Based Rental Assistance (TBRA) Programs
EXHIBIT 7-11	Guide for Review of Community Housing Development Organization (CHDO) Qualifications and Activities
EXHIBIT 7-12	Guide for Review of Community Housing and Development Organization (CHDO) Procedures
EXHIBIT 7-13	Guide for Review of Match Requirements
EXHIBIT 7-14	Guide for Review of Beneficiary Written Agreements
EXHIBIT 7-15	Guide for Review of Contractor Written Agreements
EXHIBIT 7-16	Guide for Review of Owner, Developer, Sponsor Written Agreements
EXHIBIT 7-17	Guide for Review of State Recipient Written Agreements
EXHIBIT 7-18	Guide for Review of Subrecipient Written Agreements
EXHIBIT 7-19	Guide for Review of Subrecipient Management
EXHIBIT 7-20	Guide for Review of Financial Management
Attachment I:	Reviewer's Guide for Financial Management Review of HOME Participating Jurisdictions (PJs)
EXHIBIT 7-21	Guide for Review of Cost Allowability
EXHIBIT 7-22	Guide for Review of Procurement
EXHIBIT 7-23	Guide for Review of Equipment and Equipment Disposition

CHAPTER 8 ECONOMIC RECOVERY PROGRAMS

8-1	APPLICABILITY.....	8-1
8-2	REVIEW OBJECTIVES.....	8-1
8-3	MONITORING THE HOMELESSNESS PREVENTION AND RAPID RE-HOUSING PROGRAM (HPRP)...	8-1
8-4	MONITORING THE NEIGHBORHOOD STABILIZATION PROGRAM 1 (NSP-1).....	8-3
8-5	MONITORING THE NEIGHBORHOOD STABILIZATION PROGRAM 2 (NSP-2).....	8-5
8-6	MONITORING THE COMMUNITY DEVELOPMENT BLOCK GRANT RECOVERY PROGRAM (CDBG-R).....	8-8

**CPD MONITORING HANDBOOK
TABLE OF CONTENTS**

EXHIBIT 8-1	Guide for Review of HPRP Program Progress
EXHIBIT 8-2	Guide for Review of HPRP-Assisted Housing
EXHIBIT 8-3	Guide for Review of HPRP Financial Assistance and Housing Relocation and Stabilization Services
EXHIBIT 8-4	Guide for Review of HPRP Program Participants
EXHIBIT 8-5	Guide for Review of HPRP Subgrantee Management
EXHIBIT 8-6	Guide for Review of HPRP Overall Grant Management
EXHIBIT 8-7	Guide for Review of HPRP Financial Management
EXHIBIT 8-8	Guide for Review of HPRP Cost Allowability
EXHIBIT 8-9	Guide for Review of HPRP Other Federal Requirements
EXHIBIT 8-10	Guide for Review of NSP-1 Program Progress
EXHIBIT 8-11	Guide for Review of NSP-1 National Objective of Benefit to Low-, Moderate-, and Middle-Income Persons
EXHIBIT 8-12	Guide for Review of NSP-1 Cooperative Agreements
EXHIBIT 8-13	Guide for Review of NSP-1 State Requirements
EXHIBIT 8-14	Guide for Review of NSP-1 Continued Affordability
EXHIBIT 8-15	Guide for Review of NSP-1 Eligible Use C: Establish Land Banks
EXHIBIT 8-16	Guide for Review of NSP-1 Fair Housing and Equal Opportunity Requirements
EXHIBIT 8-17	Guide for Review of NSP-2 Program Progress
EXHIBIT 8-18	Guide for Review of CDBG-R Activities

CHAPTER 9 EMERGENCY SHELTER GRANTS (ESG) PROGRAM

9-1	APPLICABILITY.....	9-1
9-2	PREPARING FOR MONITORING.....	9-1
9-3	FILE SELECTION AND SAMPLING.....	9-2
EXHIBIT 9-1	Guide for Review of Emergency Shelter Grants (ESG) Project Progress	
EXHIBIT 9-2	Guide for Review of ESG Rehabilitation/Housing	
EXHIBIT 9-3	Guide for Review of ESG Supportive Services/Homeless Prevention	
EXHIBIT 9-4	Guide for ESG Program Beneficiaries Review	
EXHIBIT 9-5	Guide for Review of ESG Match Requirements	
EXHIBIT 9-6	Guide for Review of ESG Recipient Management	
EXHIBIT 9-7	Guide for Review of ESG Overall Management Systems	
EXHIBIT 9-8	Guide for Review of ESG Financial Management	
EXHIBIT 9-9	Guide for Review of ESG Cost Allowability	
EXHIBIT 9-10	Guide for Review of ESG Procurement	
EXHIBIT 9-11	Guide for Review of ESG Property and Equipment Disposition	
EXHIBIT 9-12	Guide for Review of ESG Other Federal Requirements	

CHAPTER 10 HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS (HOPWA)

10-1	APPLICABILITY.....	10-1
------	--------------------	------

**CPD MONITORING HANDBOOK
TABLE OF CONTENTS**

10-2	HOPWA'S FORMULA AND COMPETITIVE PROGRAM STRUCTURE.....	10-1
10-3	BASIS FOR THE REVIEW	10-1
10-4	MONITORING HOPWA... ..	10-2
10-5	FILE SELECTION AND SAMPLING.....	10-2
EXHIBIT 10-1	Guide for Review of HOPWA Housing Planning and Rent Subsidies	
EXHIBIT 10-2	Guide for Review of HOPWA Facility-based Projects	
EXHIBIT 10-3	Guide for Review of HOPWA Financial Management	
EXHIBIT 10-4	Guide for Review of HOPWA Project Sponsor or Subrecipient Management	
EXHIBIT 10-5	Guide for Review of HOPWA Cost Allowability	
EXHIBIT 10-6	Guide for Review of HOPWA Procurement	
EXHIBIT 10-7	Guide for Review of HOPWA Equipment and Equipment Disposition	
 CHAPTER 11 SECTION 8 MODERATE REHABILITATION SINGLE ROOM OCCUPANCY (SRO) PROGRAM FOR HOMELESS INDIVIDUALS		
11-1	APPLICABILITY.. ..	11-1
11-2	PREPARING FOR MONITORING.....	11-1
11-3	FILE SELECTION AND SAMPLING.....	11-2
EXHIBIT 11-1	Guide for Review of SRO Project Progress	
EXHIBIT 11-2	Guide for Review of SRO Program Participants	
EXHIBIT 11-3	Guide for Review of SRO Other Federal Requirements	
 CHAPTER 12 SHELTER PLUS CARE (S+C) PROGRAM		
12-1	APPLICABILITY.. ..	12-1
12-2	PREPARING FOR MONITORING.....	12-1
12-3	FILE SELECTION AND SAMPLING.....	12-2
EXHIBIT 12-1	Guide for Review of S+C Project Progress	
EXHIBIT 12-2	Guide for Review of S+C Housing	
EXHIBIT 12-3	Guide for Review of S+C Clients	
EXHIBIT 12-4	Guide for Review of S+C Match Documentation	
EXHIBIT 12-5	Guide for Review of S+C Subrecipient Management	
EXHIBIT 12-6	Guide for Review of S+C Overall Grant Management	
EXHIBIT 12-7	Guide for Review of S+C Financial Management	
 CHAPTER 13 SUPPORTIVE HOUSING PROGRAM (SHP)		
13-1	APPLICABILITY.....	13-1
13-2	PREPARING FOR MONITORING.....	13-2
13-3	FILE SELECTION AND SAMPLING.....	13-3

CPD MONITORING HANDBOOK TABLE OF CONTENTS

EXHIBIT 13-1	Guide for Review of SHP Supportive Services
EXHIBIT 13-2	Guide for Review of SHP Project Progress
EXHIBIT 13-3	Guide for Review of SHP Housing
EXHIBIT 13-4	Guide for Review of SHP Participants
EXHIBIT 13-5	Guide for Review of SHP Match Documentation
EXHIBIT 13-6	Guide for Review of SHP Sponsor Management
EXHIBIT 13-7	Guide for Review of SHP Overall Management Systems
EXHIBIT 13-8	Guide for Review of SHP Financial Management
EXHIBIT 13-9	Guide for Review of SHP Cost Allowability
EXHIBIT 13-10	Guide for Review of SHP Procurement
EXHIBIT 13-11	Guide for Review of SHP Equipment and Equipment Disposition
EXHIBIT 13-12	Guide for Review of SHP Other Federal Requirements

CHAPTER 14 ROUND II EMPOWERMENT ZONES

14-1	APPLICABILITY.....	14-1
14-2	PRE-MONITORING PREPARATION.....	14-1
14-3	MONITORING APPROACH.....	14-2
14-4	FACTORS TO CONSIDER IN SELECTING IPs TO MONITOR.....	14-2
14-5	EZ-SPECIFIC MONITORING DETERMINATIONS.....	14-3
EXHIBIT 14-1	Guide for Review of Round II EZ Strategic Plan Compliance	
EXHIBIT 14-2	Guide for Review of Round II EZ Implementation Plans (IPs)	
EXHIBIT 14-3	Guide for Review of Round II EZ Subrecipient Management	
EXHIBIT 14-4	Guide for Review of EZ's Overall Management Systems	
EXHIBIT 14-5	Guide for Review of EZ Financial Management	
EXHIBIT 14-6	Guide for Review of EZ Cost Allowability	
EXHIBIT 14-7	Guide for Review of EZ Procurement	
EXHIBIT 14-8	Guide for Review of EZ Equipment and Equipment Disposition	
EXHIBIT 14-9	Guide for Review of EZ Other Federal Requirements	

CHAPTER 15 HISTORICALLY BLACK COLLEGES AND UNIVERSITIES (HBCUs)

15-1	PURPOSE.....	15-1
15-2	APPLICABILITY.....	15-1
15-3	PREPARING FOR MONITORING.....	15-2
15-4	FILE SELECTION AND SAMPLING.....	15-2
EXHIBIT 15-1	Guide for Review of HBCU Overall Grant Management	
EXHIBIT 15-2	Guide for Review of HBCU Grant Agreement Compliance	
EXHIBIT 15-3	Guide for Review of HBCU Subrecipient Management	
EXHIBIT 15-4	Guide for Review of HBCU Financial Management	
EXHIBIT 15-5	Guide for Review of HBCU Cost Allowability	
EXHIBIT 15-6	Guide for Review of HBCU Procurement	
EXHIBIT 15-7	Guide for Review of HBCU Equipment and Equipment Disposition	

**CPD MONITORING HANDBOOK
TABLE OF CONTENTS**

CHAPTER 16 RURAL HOUSING AND ECONOMIC DEVELOPMENT (RHED)

16-1	APPLICABILITY.....	16-1
16-2	PREPARING FOR MONITORING.....	16-1
16-3	FILE SELECTION AND SAMPLING.....	16-2
EXHIBIT 16-1	Guide for Review of RHED Overall Project Progress	
EXHIBIT 16-2	Guide for Review of RHED Project Evaluation	
EXHIBIT 16-3	Guide for Review of RHED Leveraging	
EXHIBIT 16-4	Guide for Review of RHED Financial Management	
EXHIBIT 16-5	Guide for Review of RHED Cost Allowability	
EXHIBIT 16-6	Guide for Review of RHED Procurement	
EXHIBIT 16-7	Guide for Review of RHED Equipment and Equipment Disposition	

**CHAPTER 17 COMMUNITY DEVELOPMENT TECHNICAL ASSISTANCE (CDTA)
COOPERATIVE AGREEMENTS**

17-1	PURPOSE.....	17-1
17-2	APPLICABILITY.....	17-1
17-3	STRUCTURE OF THIS CHAPTER.....	17-1
17-4	PREPARATION FOR MONITORING.....	17-1
17-5	MONITORING CDTA PERFORMANCE.....	17-1
17-6	MONITORING FINANCIAL MANAGEMENT PERFORMANCE.....	17-2
17-7	NONCOMPLIANCE.....	17-2

EXHIBIT 17-1	Guide for Review of CDTA Cooperative Agreements	
--------------	---	--

CHAPTER 18 YOUTHBUILD PROGRAM

18-1	PURPOSE.....	18-1
18-2	PRE-MONITORING PREPARATION.....	18-1
18-3	FILE SELECTION AND SAMPLING.....	18-2
EXHIBIT 18-1	Guide for Review of Youthbuild Program Progress	
EXHIBIT 18-2	Guide for Review of Youthbuild Beneficiary Eligibility	
EXHIBIT 18-3	Guide for Review of Youthbuild Homeownership, Owner-Occupied Rehabilitation, Residential Rental Housing, and Transitional Housing for the Homeless	
EXHIBIT 18-4	Guide for Review of Youthbuild Leveraging	
EXHIBIT 18-5	Guide for Review of Youthbuild Financial Management	
EXHIBIT 18-6	Guide for Review of Youthbuild Cost Allowability	

CHAPTER 19 CITIZEN PARTICIPATION

19-1	APPLICABILITY.....	19-1
19-2	PRE-MONITORING PREPARATION.....	19-1

**CPD MONITORING HANDBOOK
TABLE OF CONTENTS**

EXHIBIT 19-1	Guide for Completeness Review of Local Government Citizen Participation Plan	
EXHIBIT 19-2	Guide for Completeness Review of State Citizen Participation Plan	
EXHIBIT 19-3	Guide for Review of Local Government Citizen Participation Plan Performance	
EXHIBIT 19-4	Guide for Review of State Citizen Participation Plan Performance	

CHAPTER 20 CONSOLIDATED PLAN

20-1	APPLICABILITY.....	20-1
20-2	PRE-MONITORING PREPARATION.....	20-1

EXHIBIT 20-1	Guide for Review of the Consolidated Plan	
--------------	---	--

CHAPTER 21 ENVIRONMENTAL MONITORING

21-1	PURPOSE	21-1
21-2	ROLES AND RESPONSIBILITIES.....	21-1
21-3	APPLICABILITY.....	21-1
21-4	ENVIRONMENTAL MONITORING OBJECTIVES.....	21-3
21-5	STATE ENVIRONMENTAL MONITORING OBJECTIVES.....	21-3
21-6	USE OF RISK ANALYSIS AND SELECTING GRANTEEES FOR ON-SITE MONITORING.....	21-3
21-7	DEVELOPING AN ENVIRONMENTAL MONITORING STRATEGY.....	21-4
21-8	AREAS OF REVIEW AND LEVELS OF REVIEW.....	21-4
21-9	PRE-MONITORING PREPARATION FOR ENVIRONMENTAL MONITORING (IN-DEPTH AND LIMITED).....	21-5
21-10	REMOTE AND ON-SITE MONITORING..	21-6
21-11	POST-MONITORING ACTIONS.	21-9

EXHIBIT 21-1	Guide for Environmental Review of the Community Development Block Grant, HOME Investment Partnerships, Emergency Shelter Grants, and Housing for Persons With AIDS Programs by the Community Planning and Development (CPD) Representative	
EXHIBIT 21-2	Guide for In-Depth Environmental Monitoring	
EXHIBIT 21-3	Guide for Review of Historic Preservation and Archeology	
EXHIBIT 21-4	Guide for Review of Floodplains and Wetlands	
EXHIBIT 21-5	Guide for Review of Coastal Zone Management	
EXHIBIT 21-6	Guide for Review of Endangered Species	
EXHIBIT 21-7	Guide for Review of Noise	
EXHIBIT 21-8	Guide for Review of Air Quality	
EXHIBIT 21-9	Guide for Review of Aquifers	
EXHIBIT 21-10	Guide for Review of Water Quality	
EXHIBIT 21-11	Guide for Review of Site Hazards	

**CPD MONITORING HANDBOOK
TABLE OF CONTENTS**

EXHIBIT 21-12	Guide for Review of Environmental Justice	
EXHIBIT 21-13	Guide for Review of State Grantees Administering HUD Environmental Requirements	

CHAPTER 22 FAIR HOUSING AND EQUAL OPPORTUNITY (FHEO)

22-1	PURPOSE.....	22-1
22-2	APPLICABILITY..	22-1
22-3	CPD LIMITED MONITORING REVIEW RESPONSIBILITIES...	22-2
22-4	FHEO REVIEW AND FOLLOW-UP RESPONSIBILITY	22-4
22-5	CDBG EQUAL OPPORTUNITY AND FAIR HOUSING REVIEW CRITERIA..	22-5
22-6	CDBG NONDISCRIMINATION COMPLIANCE.....	22-5
22-7	REVIEW OF ECONOMIC OPPORTUNITY ISSUES (Section 3 of the Housing and Urban Development Act of 1968).....	22-6
22-8	CHAPTER ATTACHMENTS AND EXHIBITS	22-7
Attachment:	Applicable Civil Rights Laws, Their Applicable Regulations and Coverage	
EXHIBIT 22-1	Guide for Review of Civil Rights-Related Program Requirements for the Community Development Block Grant (CDBG) Entitlement Program	
EXHIBIT 22-2	Guide for Review of Civil Rights-Related Program Requirements for the State Community Development Block Grant (CDBG) Program	
EXHIBIT 22-3	Guide for Review of Civil Rights-Related Program Requirements for the HOME Investment Partnerships Program	
EXHIBIT 22-4	Guide for Review of the Emergency Shelter Grants (ESG) Program Civil Rights-Related Program Requirements	
EXHIBIT 22-5	Guide for Review of Civil Rights-Related Program Requirements for CPD Non-Formula Programs	
EXHIBIT 22-6	Guide for Review of Civil Rights-Related Program Requirements for Section 504 of the Rehabilitation Act of 1973, as amended	
EXHIBIT 22-7	Guide for Review of Section 3 of the Housing and Urban Development Act of 1968	

CHAPTER 23 LABOR STANDARDS ADMINISTRATION

23-1	BACKGROUND.....	23-1
23-2	APPLICABILITY....	23-1
23-3	OLR MONITORING COORDINATION.	23-1
23-4	PURPOSE OF LIMITED MONITORING.....	23-1
23-5	COMMUNICATION OF MONITORING RESULTS.....	23-1
23-6	LABOR STANDARDS PROVISIONS FOR MAJOR CPD PROGRAMS....	23-2
EXHIBIT 23-1	Guide for Review of Labor Standards Administration	

**CPD MONITORING HANDBOOK
TABLE OF CONTENTS**

CHAPTER 24 LEAD-BASED PAINT COMPLIANCE

24-1	PURPOSE.....	24-1
24-2	APPLICABILITY OF THE LEAD RULES IN 24 CFR PART 35	24-1
24-3	EFFECTIVE DATES	24-4
24-4	PREPARING FOR LEAD-BASED PAINT MONITORING.....	24-4
24-5	MONITORING COORDINATION.....	24-6
24-6	CONDUCTING LEAD-BASED PAINT MONITORING....	24-7
24-7	DEVELOPING CORRECTIVE ACTIONS....	24-8
24-8	OTHER LEAD-RELATED ISSUES: HISTORIC PRESERVATION AND FAIR HOUSING	24-11
24-9	EXHIBITS ASSOCIATED WITH THIS CHAPTER.....	24-13
24-10	ATTACHMENTS TO THIS CHAPTER	24-14

Attachments:

24-1	Summary of CPD’s Lead Requirements for Pre-1978 Housing Under 24 CFR Part 35	
24-2	Historic Properties and the Lead Safe Housing Rule (24 CFR Part 35, Subparts B-R)	
24-3	Lead-Based Paint Provisions for Major CPD Programs	
EXHIBIT 24-1	Guide for Review of Lead-Based Paint Compliance in Properties Receiving Federal Rehabilitation Assistance	
EXHIBIT 24-2	Guide for Review of Lead-Based Paint Compliance in Properties Receiving Acquisition, Leasing, Support Services, or Operations Assistance	
EXHIBIT 24-3	Guide for Review of Lead-Based Paint Compliance in Properties Receiving Tenant-Based Rental Assistance (TBRA)	
EXHIBIT 24-4	Guide for Review of Lead-Based Paint Compliance in Properties Receiving Project-Based Rental Assistance	

CHAPTER 25 RELOCATION AND REAL PROPERTY ACQUISITION

25-1	PURPOSE.....	25-1
25-2	ROLES AND RESPONSIBILITIES.....	25-1
25-3	APPLICABILITY.. ..	25-1
25-4	PREPARING FOR MONITORING	25-1
25-5	SELECTION OF CASE FILES TO BE REVIEWED.....	25-2
25-6	REVIEWING CASE FILES.. ..	25-4
25-7	INTERVIEWS	25-7
25-8	INSPECTIONS OF REPLACEMENT HOUSING.....	25-8
25-9	DETERMINATION OF SPECIFIC CASE FINDINGS AND CONCERNS	25-8
25-10	EXIT CONFERENCE WITH PROGRAM PARTICIPANT STAFF	25-10
25-11	POST MONITORING ACTIONS	25-11
25-12	REVIEW OF STATE-ADMINISTERED PROGRAMS	25-11
25-13	CHAPTER ATTACHMENTS AND EXHIBITS	25-14

**CPD MONITORING HANDBOOK
TABLE OF CONTENTS**

Attachment 1:	HUD Programs Covered by URA and/or Section 104(d)
Attachment 2:	Privacy Act Statement
Attachment 3:	Guidelines for HUD Monitoring Review of Appraisals
EXHIBIT 25-1	Guide for Review of Relocation and Real Property Acquisition Policies and Procedures
EXHIBIT 25-2	Guide for Review of Relocation and Real Property Acquisition Projects
EXHIBIT 25-3	Guide for Review of Relocation of Residential Displaced Person – Individual Case File
EXHIBIT 25-4	Guide for Review of Nonresidential Displaced Person – Individual Case File
EXHIBIT 25-5	Guide for Review of Relocation of Residential Occupant Not Displaced – Individual Case File
EXHIBIT 25-6	Guide for Review of Nonresidential Occupant Not Displaced – Individual Case File
EXHIBIT 25-7	Guide for Review of Real Property Acquisition
EXHIBIT 25-8	Guide for Review of Relocation and Real Property Acquisition Activities of State CDBG Grantees and State HOME PJs

CHAPTER 26 ALTERNATIVE MONITORING FORMATS

26-1	APPLICABILITY.....	26-1
26-2	GUIDE FOR REVIEW OF MULTI-UNIT RENTAL HOUSING REHABILITATION.....	26-1
26-3	GUIDE FOR REVIEW OF PUBLIC FACILITY	26-2
26-4	REVISIONS AND ADDITIONS.....	26-2
EXHIBIT 26-1	Guide for Review of Multi-unit Rental Housing Rehabilitation Project	
EXHIBIT 26-2	Guide for Review of CDBG-Funded Public Facilities/Improvements	

CHAPTER 27 FLOOD INSURANCE PROTECTION

27-1	PURPOSE.....	27-1
27-2	APPLICABILITY.....	27-1
27-3	RESPONSIBILITY.....	27-3
27-4	SELECTION CRITERIA AND RISK ANALYSIS.....	27-3
27-5	DOCUMENTATION.....	27-4
27-6	PRE-MONITORING PREPARATION.....	27-5
27-7	CONDUCTING MONITORING.....	27-6
27-8	VERIFYING THE DURATION AND DOLLAR AMOUNT OF COVERAGE.....	27-6
27-9	RESOLVING FINDINGS OF NON-COMPLIANCE.....	27-7
27-10	POST-MONITORING ACTIONS.....	27-8
27-11	CHAPTER ATTACHMENTS AND EXHIBIT.....	27-8

**CPD MONITORING HANDBOOK
TABLE OF CONTENTS**

Attachment 27-1	List of Covered Programs
Attachment 27-2	Policy Declarations Form: Sample “Proof of Purchase” of the National Flood Insurance
Attachment 27-3	Sample Application for National Flood Insurance
EXHIBIT 27-1	Guide for Review of Flood Insurance Protection

CHAPTER 28 CLOSEOUTS (Reserved)

APPENDIX 1 CPD MONITORING HANDBOOK EVALUATION QUESTIONNAIRE

CPD Monitoring Handbook Evaluation Questionnaire