



## Capital Bill Preservation Program: Limited Rehabilitation

### CBPP: LR - PROJECT BUDGET AND SCOPE - FAQ

The owner would like to receive funding for the project(s) that have been completed after Board approval, and the Owner used IHDA- held reserve funds to complete the project.

**This request may be approved.** IHDA will replenish the Reserve funds with grant proceeds at Grant closing. The developer must submit a [Draw Request Form](#) with the payee listed as IHDA. Closing will occur once developments have fully satisfied the due diligence requirements and are scheduled by IHDA's Legal Department.

The owner would like to receive funding for the project(s) that have been completed after Board approval, and the Owner used development cashflow to complete the project.

**This request may be approved.** If the Owner wants reimbursement of development cashflow using IHDA-held reserves and can substantiate repairs (as detailed above with PNA, scope, bids, and receipts), then IHDA may release reserves upon written request using a [Reserve Account Withdrawal Form](#). Reserves would then be refunded with grant proceeds as a priority (as listed above).

The owner would like to receive funding for work completed before IHDA Board approval using either cashflow or reserves.

**This request will be denied.** Work completed before Board approval is not eligible for reimbursement using grant funds. If there are sufficient existing project reserves to reimburse cashflow, use the [Reserve Account Withdrawal Form](#) that is separate from the CBPP-LR approval process. Grant funds cannot be used to reimburse reserves for work completed before Board approval.

The owner has completed a task(s) after Board Approval and before Grant closing that is shown on the original project scope, and the owner would like to reallocate the designated funds toward a different task. Likewise, the owner plans to insert another project outlined in the PNA and is supported with a bid as a replacement for this task. **Being sure not to exceed the approved Grant amount.**

**This request may be approved.** If work is completed before Board approval, it is not eligible for reimbursement with Grant funds. However, since the work was completed, the owner provided evidence to IHDA that the work was completed and the task is no longer required (as was listed in the PNA, application, and bid). In this case, another

item listed in the PNA/application can be inserted into the revised scope, and this newly identified work is eligible for Grant funding. The owner will need to submit a bid for the new tasks.

The owner would like to add a project not previously submitted on the approved application; however, work is referenced in the submitted PNA.

**This request may be approved.** If there is a sufficient budget in the **Not to Exceed Grant** amount to cover additional items reflected in the PNA, the applicant may submit a revised scope and current bid(s) to support the additional project(s). **IHDA, in its sole discretion, may approve or deny any addition to the application.**

The owner would like to add a project not previously submitted on the approved application nor referenced in the submitted PNA.

**This request will be denied.** The RFA provided instructions on how to submit the application, which requires repairs identified in a PNA. Approved applications must comply with related requirements.

The owner would like to modify the scope to include “new” life safety, building code violations, or critical items that occurred following Board approval.

**This request will be denied.** Since these approved applicants are receiving grants, it is assumed the funds will alleviate cashflow issues for the developments, allowing them to focus their efforts on urgent issues.

The owner would like to change the scope of work after grant closing due to cost changes or circumstances outside the development’s control.

**This request may be approved.** For a reduction of scope, the remaining items should be prioritized according to the RFA requirements (e.g., life safety, code violation, critical and immediate, etc.) and evidenced by current bids. Refer to the CBPP-LR RFA for more information. For a replacement of scope items, life safety and code violations cannot be removed from the scope unless the Owner can provide evidence these items have been completed outside of the CBPP-LR funding process.

During the approved work, as shown on the scope, will change orders be accepted, or do the grants have to move forward as approved?

**These requests may be approved.** Change orders to approved work should be immediately submitted to IHDA for processing using the **Project Budget and Scope Change Form**. The project will be subject to the **Not to Exceed** grant funding amount. Should changes be necessary to the scope based upon change orders, life safety and code violations must be prioritized as remaining work.

## CBPP: LR - Other - FAQ

### **3g. Project Schedule – POST CLOSING ITEM**

The project schedule is required from the Grantee post-closing. The project scheduling template is attached to this email. Completed schedules should be returned to the Preservation Team at pppp.

**3h. Rehab/Construction Standards – WILL BE REMOVED FROM CLOSING CHECKLIST. REQUIREMENTS INCLUDED IN ORIGINAL CBPP: LR RFA (original RFA attached to this correspondence).**

### **5e. GATA Registration - POST CLOSING ITEM**

**GATA** (Grant Accountability and Transparency Act)

For more information regarding GATA Registration visit (<https://gata.illinois.gov/>). Use the following link to access more information regarding how to complete your GATA Registration [GATA Registration Information](#). Once GATA Registration completed please forward a screenshot of your GATA Registration confirmation to IHDA.

### **13. Signature Authorization Form**

The CBPP: LR Grant Fund Draw Request Signature Authorization Form is attached for you to complete and sign. Please return the completed document to [PreservationLimitedRehab@IHDA.org](mailto:PreservationLimitedRehab@IHDA.org).

Note: This FAQ is being provided for convenience purposes only. In the event of any discrepancies between this FAQ and the Request for Application, the Request for Application document will govern unless otherwise determined by IHDA in its sole discretion.