

## Conference Minutes

### New Capital Grant Awardees Call for December 15, 2010 @ 1 p.m. Eastern 1-800-767-1750 # 58099

#### I. Announcements

A. The next call will be January 19, 2011.

1. The 2010 New Awardees Capital Grant training conference will be held in Tampa, Florida, in February, 2011.

#### B. Reminders:

1. Project Development Quarterly Reports are due January 4, 2011.
2. GPD New Capital Grant Awardees Call 3<sup>rd</sup> Wednesday of the month at 1PM. 1800-767-1750 access code 58099
3. Agenda items for future calls should be sent to Susan Langer at [Susan.langer@va.gov](mailto:Susan.langer@va.gov)
4. Notify the GPD Program Office in writing when projects are 90 days to completion. Request that a GPD liaison be assigned to the project.
5. Complete the Per Diem Request Form located on the GPD Provider Website and send to the GPD Program Office.
6. All correspondence, forms, and e-mails should contain your project number and the official name of your agency/organization.

#### II. Agenda

A. Office of Construction and Facilities Management presented by Dennis Hancher:

Prior to beginning any work and before any funds can be drawn, the project must be reviewed for compliance with Fire/Safety and Accessibility, be assessed for Historic Preservation, and undergo an Environmental Review. VACO's Office of Construction and Facilities Management (OCFM) will complete this process. Your contact in this office is Dennis Hancher (202) 461-8215. Mr. Hancher requires project plans to determine compliance with Fire/Safety and Accessibility standards. If you have not submitted plans to his office, you must do so as soon as they are available. Assessment of Historic Preservation and Environmental Reviews are conducted on a case-by-case basis. The OCFM review is based on the following four categories:

##### **1. Accessibility Review**

Public Law 90-480 requires all construction, renovation, or leasing with federal funds to meet Uniform Federal Accessibility Standards (UFAS). Five percent of the total number of units, or at least one unit, whichever is greater, must be accessible. UFAS and Americans with Disabilities Act Accessibility Guidelines (AADAG) are similar but there are differences. It is our intent to use the highest standard for our projects to meet state and local requirements covered by AADAG and federal requirements covered by UFAS.

##### **2. Environmental Review**

Projects involving less than 75,000 gross square feet qualifying as a categorical exclusion from the National Environmental Policy Act (NEPA) compliance under Title 38, CFR, Part 26.6. Any existing asbestos, lead, or other hazardous materials located on the site must be removed or properly treated in conformance with state and local regulations. Additional costs involved in these operations should be included in the estimates.

### **3. Fire Safety Review**

The applicant must demonstrate that all local and state fire/building code Requirements have been followed. The project must also comply with the applicable requirements in the 2009 edition of the Life Safety Code published by the National Fire Protection Association (NFPA). In most cases, the Life Safety Code will require a fire sprinkler system to be installed.

### **4. Historic Preservation review**

The applicant must demonstrate that requirements for complying with Section 106 of the National Historic Preservation Act have been completed for this project. The first step is for the applicant to contact the State Historic Preservation Officer (SHPO), notifying them of the proposed federally funded project and requesting an opinion regarding the significance of the property. While this is officially done with written request, it is also worthwhile for the applicant or their architect to call the SHPO. The SHPO may request further information.

Once these four items are reviewed, the VACO Office of Construction and Facilities Managements will send a you a letter indicating that the project has been recommended for approval to the National Grant and Per Diem Program Office. You will not be reimbursed for your project costs until these compliance issues have been addressed. You should also contact the Grant and Per Diem Program Office once you receive your letter to ensure that your agency has met all additional conditions required for funds disbursement. You are also required to have your architect and/or engineer complete and sign the Certificate Regarding Fire and Safety Requirements and submit this to Mr. Hancher along with your facility plans. The form can be located on the GPD Provider Website.

#### **Here is a list of web pages that you may find helpful:**

GPD Website: <http://www.1.va.gov/HOMELESS/GPD.asp>

GPD Regulations: [http://www1.va.gov/HOMELESS/docs/GPD\\_Intranet/GPD\\_38CFR61](http://www1.va.gov/HOMELESS/docs/GPD_Intranet/GPD_38CFR61)

GPD Provider Site: [http://www1.va.gov/HOMELESS/GPD\\_Provider\\_Website.asp](http://www1.va.gov/HOMELESS/GPD_Provider_Website.asp)

Federal Register Site: <http://www.gpoaccess.gov/fr/browse.html>

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