



May 31, 2022

A self-supporting
public agency

Dr. Kim Eagle, Gaston County Manager
Gaston County
P.O. Box 1578
Gastonia, NC 28053

Scott Farmer
Executive Director

Dear Dr. Eagle:

PO Box 28066
Raleigh, NC
27611-8066

Again, congratulations on your 2022 Urgent Repair Program (URP22) award. This letter is to provide you with information on the necessary steps to take so that you may begin your URP22 project in a timely manner.

3508 Bush Street
Raleigh, NC
27609-7509

In the envelope, you will find a "*Post Approval Documentation*" packet. Please read it carefully and complete the sections that request specific information or require signatures for certification. Once complete, return it to the Agency along with any other requested documents such as proof of honesty and fidelity bonding, and a notarized copy of the conflict of interest policy governing the recipient entity if required.

TEL. 919-877-5700
FAX. 919-877-5701
www.nchfa.com

The completed PAD with all requested documentation must be received at the Agency by September 6, 2022. If not received by the deadline, your award is subject to cancellation. Once approved, the Funding Agreement will be forwarded to you. It will be your responsibility to have your chief administrative official sign the Funding Agreement and return an executed electronic copy to the Agency. Once the Agency receives the properly executed Funding Agreement, Gaston County will be forwarded the first disbursement of Program funds, via direct deposit, equal to 50% of the project allocation hard and soft costs. Enclosed in your PAD is an e-payment form necessary for direct deposit and a financial contact record. Please complete them and forward them with the rest of the PAD.

Should you have any questions, please contact your case manager listed in the instructions section of the enclosed PAD packet. We look forward to working with you toward the successful completion of your URP22 project.

Sincerely

A handwritten signature in black ink, appearing to read "Michael Handley", with a long horizontal line extending to the right.

Michael Handley
Manager of Home Ownership Rehabilitation and Compliance

Encl.

cc: Marc Bolick, Housing Rehab Manager

**North Carolina Housing Finance Agency
Urgent Repair Program (URP22)
Post-Approval Documentation**

URP2208	Gaston County
----------------	----------------------

A. Instructions

Your Application for Funding was approved for the requested amount. The numbers in the table in section E below reflect the numbers from your application and represent the required performance standards for your URP22 award. If you agree with the amounts listed, please provide the information and documentation requested below and return this Post Approval Documentation packet to Donna Coleman, Senior Housing Rehabilitation Officer who will serve as your *case manager* throughout your project. All proposed changes to these performance standards will require Agency approval and should result in no net loss of application rating points.

B. Local Matching Funds (Attach)

Your Application for Funding stated that other funds would be available to assist with repairs/modifications of your proposed housing units. Please provide documentation, from the funding source, for each source of local matching funds. The table immediately below summarizes the proposed amount of matching funds according to your application.

Source of Funds	Amount
Matching Local funds	\$2,500
Total of local matching funds committed to the URP22 project	\$2,500

C. Assistance Policy (Attach)

Because URP beneficiaries are not necessarily pre-selected and approved through a public hearing process, it is especially important that URP recipients *adopt* an assistance policy that thoroughly and clearly identifies criteria for eligibility for assistance, and for prioritizing applicants once they have been determined eligible. This policy should be fair, open and non-discriminatory. In addition, other facts, policies and procedures affecting potential applicants and/or recipients of assistance should be spelled out in your assistance policy. **Please submit your proposed Assistance Policy as part of the completed Post Approval Documentation.**

D. Procurement and Disbursement Policies (Attach)

URP Recipients must submit a copy of their Procurement Policy that is specific to URP22 and is written in accordance 2 CFR 200, and a copy of their Disbursement Policy to the Agency for review and approval.

E. Service Area Requirements

The Application for funding was approved based partly on your targets for Program assistance by service area and the percentages of Program funding to be spent in each county within the service area. Your required targets (based on your requested amount), broken out by county, are shown in the table below.

Service Area	Proposed # of Units	Program Funds
Gaston	10	\$132,000
TOTAL	10	\$132,000

Continued on Reverse Side