

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT  
DIVISION OF FINANCIAL ASSISTANCE**

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[www.hcd.ca.gov](http://www.hcd.ca.gov)

**SAMPLE LETTER**

Insert Date

Contact Name  
Native American Tribal Organization Name  
Street Address  
City, CA ZIP

Transmitted via email:

Re: Tiered Environmental Review of Single-Family Home Projects in 12 Counties  
2017 Community Development Block Grant Disaster Recovery

Dear Contact Name:

The California Department of Housing and Community Development (HCD) is serving as the lead and responsible agency for administering the Community Development Block Grant – Disaster Recovery (CDBG-DR) from the U.S. Department of Housing and Urban Development to support long-term recovery efforts following the federally declared disasters during late 2017. The 2017 CDBG-DR program will provide grants to owner-occupied homeowners to rehabilitate or reconstruct homes damaged or destroyed by the wildfires, flooding, mudflows and/or debris flow disasters in 2017 (DR-4344 and DR-4353). Under the CDBG-DR funding umbrella, the HCD has established an Owner-Occupied Rehabilitation and Reconstruction Program (the “Program”) to support long-term recovery efforts and address unmet housing needs in areas impacted by the 2017 disasters. The program is designed to ensure that the housing needs of very-low, low- and moderate-income households and vulnerable populations are addressed to the greatest extent feasible.

The Program will allow affected residents to apply directly to the State for gap financing grants to repair or reconstruct their single-family homes. Projects under the program are expected to involve repair/rehabilitation or reconstruction of single-family dwellings, such as stick built, modular, or manufactured housing unit. Reconstruction has been defined by the Program as the rebuilding of a structure on the same site in substantially the same footprint and manner. A reconstructed property must not increase the number of dwellings on site, although the number of rooms may increase or decrease.

In accordance with 24 CFR Part 58, HCD is facilitating the federally-required environmental reviews for the Program in the following 12 counties:

1. Butte
2. Lake
3. Los Angeles

## **SAMPLE LETTER**

4. Mendocino
5. Napa
6. Nevada
7. Orange
8. San Diego
9. Santa Barbara
10. Sonoma
11. Ventura
12. Yuba.

As specified in the State of California's, March 19, 2019 *Action Plan for Disaster Recovery*, the best currently available data suggests that approximately 400 homeowners may seek funding through this program. Individual project sites will be reviewed as part of Tier 2 once those sites are identified.

The proposed projects will be occurring in 12 counties and could potentially be located within your tribal territory. HCD seeks input from your Tribe on the need for consultation concerning the following types of single-family housing unit projects:

1. Replacement of damaged or destroyed necessary equipment, such as HVAC units;
2. Repairs to disaster-damaged primary structures;
3. Reconstruction of the disaster-damaged primary structure;
4. Upgrades required to meet current building code (including the 2019 Building Energy Efficiency Standards, where applicable);
5. Site work to meet CA Wildland Urban Interface standards for homes in high risk areas;
6. Addition of handicap accessibility features (if applicable); and,
7. Lead-based paint and asbestos abatement (if applicable).

Please let us know if any of these project types would require consultation with your Tribe. If consultation is required, it would be helpful if you could identify which specific conditions would trigger the need for consultation.

HCD is dedicated to providing disaster assistance to people in need of single-family housing as a result of the 2017 disasters as soon as possible. Due to the importance of this matter, we ask that you please respond electronically to Joseph Helo at [Joseph.Helo@hcd.ca.gov](mailto:Joseph.Helo@hcd.ca.gov) no later than 30 days from receipt of this letter. Thank you in advance for your assistance, if you have any questions or would like additional information please contact Joseph Helo at (916) 263-6693 or [Joseph.Helo@hcd.ca.gov](mailto:Joseph.Helo@hcd.ca.gov).

Sincerely,

*Janice L. Waddell*

Janice L. Waddell  
Branch Chief, Federal Programs