

CDBG QUESTIONNAIRE AND ACKNOWLEDGEMENT

Date:

Time:

Name and title of person completing the online training: _____

Signature of person completing online training: _____

Sub-recipient Name: _____

Project Name: _____

2022-2023 Project Number: _____

This CDBG online training questionnaire will serve as confirmation that an authorized representative from your organization has completed the online training for the 2022-2023 program year. PLEASE NOTE: The County will not issue the Notice to Incur Cost Letter for your CDBG-funded activity until this CDBG Questionnaire and Acknowledgment has been submitted to the County.

1. **True or False** – During a monitoring visit your assigned CDBG Program Manager will review project files, accounting systems, national objective documentation, procurement procedures, standards for conflict of interest, financial management systems, records retention, project compliance, progress reports, and management capacity.
 True False

2. **True or False** – HUD regulations state that architects on retainer cannot be used to provide professional architectural services for a public facility activity.
 True False

3. **True or False** – You have direct involvement with the decision-making process on the award of CDBG related contracts. It is acceptable for your organization to award a construction contract to your immediate family member while you are directly overseeing the project and contract award.
 True False

4. **Which of the following statements regarding reimbursement requests is incorrect?**
 - A statement of account cannot be used as back up to a reimbursement request
 - Reimbursement can be issued for expenses incurred prior to the beginning of the program year
 - Reimbursement requests must be signed by recipient’s authorized personnel, include the project name, file number, project sponsor’s name, amount requested for reimbursement, and must be submitted on the organization’s or agency’s Letterhead
 - Acceptable proof of payment consists of a cancelled check or a copy of the front of the check and the bank statement showing the posted check

5. **Which part of 2 CFR 200 covers Conflict of Interest?**
 - 2 CFR 200.318 2 CFR 200.400
 - 2 CFR 200.320(c) 2 CFR 200.211

6. **CDBG Subrecipients meeting a CDBG National Objective through limited clientele activities are required to provide collect and maintain Income Certification documentation for what percentage of program participants?**
 - 20 percent 10 percent
 - 100 percent Income Certification is not required

7. **Which statement pertaining to Direct Benefit Reporting is incorrect?**
- Direct Benefit Reporting applies ONLY to activities meeting a CDBG program National Objective through Limited Clientele Activities.
 - When completing the Direct Benefit Report, one must enter the client's race in single race AND multi-race categories.
 - The Direct Benefit Report is to be submitted on a monthly basis.
 - The Direct Benefit Report is used to report ONLY unduplicated units of service.
8. **How many copies of a reimbursement request must be submitted to the County?**
- Three
 - Two
 - No Submittal Required
 - One
9. **A subrecipient that serves disabled adults, seniors, or migrant farmworkers meets a national objective of the CDBG program by:**
- Low/Moderate Income Certification 570.208 (a)(2)(i)(B)
 - Low/Moderate Income Housing 570.208 (a)(3)
 - Low/Moderate Income Clientele Presumed 570.208 (a)(2)(A)
 - Low/Moderate Job Creation 570.208(a)(4)
10. **The type of agreement entered into between the County and a non-profit, other government agency, or Indian Tribe is called a:**
- Subrecipient Agreement
 - Memorandum of Understanding (MOU)
 - Supplemental Agreement
 - Sponsor's Agreement
11. **Which National Objective do nearly all CDBG funded activities meet?**
- an activity that benefits low/moderate-income persons
 - an activity which aids in the prevention or elimination of slum or blighted conditions
 - activities having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community where other financial resources are not available to meet such needs
 - CDBG funded activities are not required to meet a National Objective
12. **The Section 3 at 24 CFR Part 75 threshold is:**
- \$50,000
 - \$200,000
 - \$100,000
 - \$300,000
13. **The current "micro-purchase" threshold is:**
- \$5,000
 - \$2,000
 - \$10,000
 - \$3,500
14. **True or False – Since CDBG funds are a grant, and non-profits are not government agencies, a non-profit subrecipient does not have to follow CDBG procurement procedures for construction activities?**
- True
 - False
15. **Who should you contact when you have questions regarding your CDBG-funded project?**
- Your CDBG Program Manager
 - Board of Supervisors
 - HUD
 - All of the above
 - None of the above