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His Excellency, Governor Christopher T. Sununu  
and the Honorable Council  
State House  
Concord, New Hampshire 03301

**Requested Action – Award a Grant**

Authorize the Community Development Finance Authority (CDFA), under the Community Development Block Grant (CDBG) program, to award a grant to the Town of Somersworth, One Government Way, Somersworth, New Hampshire 03878, in the amount of \$500,000, to support the Somersworth Housing Authority's Rental Assistance Demonstration project at multiple locations situated a 28 Franklin Street, 75 Washington Street, Bartlett Avenue and Verona Street at 36 Pleasant Street, Somersworth, New Hampshire, upon Governor and Council approval for the period effective November 18, 2020 through December 31, 2022. **100% federal funds.**

**Explanation**

The City of Somersworth, is requesting CDBG funds, on behalf of the Somersworth Housing Authority (SHA) for the Somersworth Rental Assistance Demonstration (RAD) project. RAD allows public housing agencies to leverage public and private debt and equity in order to reinvest in the public housing stock. SHA has received a commitment from HUD to participate in the RAD Program which adheres to their mission of providing safe, clean, independent and affordable housing to eligible families, elderly people and persons with disabilities without discrimination. The project scope will correct many safety and energy deficiencies in the buildings. The total project, which will benefit 169 low- and moderate-income households, will convert the units from public housing to affordable housing using the HUD RAD program and the LIHTC program with 4% guaranteed Tax Exempt Bonds

This Agreement allocates a portion of the Community Development Block Grant (CDBG) funds provided to New Hampshire by the U. S. Department of Housing and Urban Development (HUD). CDFA is administering this program as provided by RSA 162-L. The funds for this contract are from the Community Development Block Grant Fund, which is intended to help municipalities solve development problems.

Sincerely,

Katherine Easterly Martey  
Executive Director

KEM/ml

Attachments

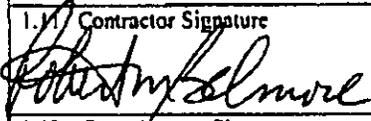
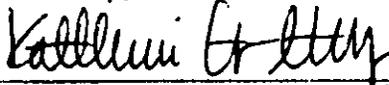
**Notice:** This agreement and all of its attachments shall become public upon submission to Governor and Executive Council for approval. Any information that is private, confidential or proprietary must be clearly identified to the agency and agreed to in writing prior to signing the contract.

**AGREEMENT**

The State of New Hampshire and the Contractor hereby mutually agree as follows:

**GENERAL PROVISIONS**

**1. IDENTIFICATION.**

1.1 State Agency Name Community Development Finance Authority		1.2 State Agency Address 14 Dixon Avenue Concord, NH 03301	
1.3 Contractor Name City of Somersworth		1.4 Contractor Address One Government Way Somersworth, NH 03878	
1.5 Contractor Phone Number 603-692-9503	1.6 Account Number 20-218-CDHS	1.7 Completion Date December 31, 2022	1.8 Price Limitation \$500,000
1.9 Contracting Officer for State Agency John Manning, Chairman, Board of Directors		1.10 State Agency Telephone Number 603-226-2170	
1.11 Contractor Signature  Date: 10-15-20		1.12 Name and Title of Contractor Signatory Robert Belmore, City Manager	
1.13 State Agency Signature  Date: 10/21/2020		1.14 Name and Title of State Agency Signatory Katherine Easterly Martey, Executive Director	
1.15 Approval by the N.H. Department of Administration, Division of Personnel (if applicable)  By: N/A Director, On:			
1.16 Approval by the Attorney General (Form, Substance and Execution) (if applicable)  By: Takhmina Rakhmatova On: 10/21/2020			
1.17 Approval by the Governor and Executive Council (if applicable)  G&C Item number: G&C Meeting Date:			

Contractor Initials   
 Date 10-15-20

**2. SERVICES TO BE PERFORMED.** The State of New Hampshire, acting through the agency identified in block 1.1 ("State"), engages contractor identified in block 1.3 ("Contractor") to perform, and the Contractor shall perform, the work or sale of goods, or both, identified and more particularly described in the attached EXHIBIT B which is incorporated herein by reference ("Services").

**3. EFFECTIVE DATE/COMPLETION OF SERVICES.**

3.1 Notwithstanding any provision of this Agreement to the contrary, and subject to the approval of the Governor and Executive Council of the State of New Hampshire, if applicable, this Agreement, and all obligations of the parties hereunder, shall become effective on the date the Governor and Executive Council approve this Agreement as indicated in block 1.17, unless no such approval is required, in which case the Agreement shall become effective on the date the Agreement is signed by the State Agency as shown in block 1.13 ("Effective Date").

3.2 If the Contractor commences the Services prior to the Effective Date, all Services performed by the Contractor prior to the Effective Date shall be performed at the sole risk of the Contractor, and in the event that this Agreement does not become effective, the State shall have no liability to the Contractor, including without limitation, any obligation to pay the Contractor for any costs incurred or Services performed. Contractor must complete all Services by the Completion Date specified in block 1.7.

**4. CONDITIONAL NATURE OF AGREEMENT.**

Notwithstanding any provision of this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability and continued appropriation of funds affected by any state or federal legislative or executive action that reduces, eliminates or otherwise modifies the appropriation or availability of funding for this Agreement and the Scope for Services provided in EXHIBIT B, in whole or in part. In no event shall the State be liable for any payments hereunder in excess of such available appropriated funds. In the event of a reduction or termination of appropriated funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to reduce or terminate the Services under this Agreement immediately upon giving the Contractor notice of such reduction or termination. The State shall not be required to transfer funds from any other account or source to the Account identified in block 1.6 in the event funds in that Account are reduced or unavailable.

**5. CONTRACT PRICE/PRICE LIMITATION/PAYMENT.**

5.1 The contract price, method of payment, and terms of payment are identified and more particularly described in EXHIBIT C which is incorporated herein by reference.

5.2 The payment by the State of the contract price shall be the only and the complete reimbursement to the Contractor for all expenses, of whatever nature incurred by the Contractor in the performance hereof, and shall be the only and the complete

compensation to the Contractor for the Services. The State shall have no liability to the Contractor other than the contract price.

5.3 The State reserves the right to offset from any amounts otherwise payable to the Contractor under this Agreement those liquidated amounts required or permitted by N.H. RSA 80:7 through RSA 80:7-c or any other provision of law.

5.4 Notwithstanding any provision in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made hereunder, exceed the Price Limitation set forth in block 1.8.

**6. COMPLIANCE BY CONTRACTOR WITH LAWS AND REGULATIONS/ EQUAL EMPLOYMENT OPPORTUNITY.**

6.1 In connection with the performance of the Services, the Contractor shall comply with all applicable statutes, laws, regulations, and orders of federal, state, county or municipal authorities which impose any obligation or duty upon the Contractor, including, but not limited to, civil rights and equal employment opportunity laws. In addition, if this Agreement is funded in any part by monies of the United States, the Contractor shall comply with all federal executive orders, rules, regulations and statutes, and with any rules, regulations and guidelines as the State or the United States issue to implement these regulations. The Contractor shall also comply with all applicable intellectual property laws.

6.2 During the term of this Agreement, the Contractor shall not discriminate against employees or applicants for employment because of race, color, religion, creed, age, sex, handicap, sexual orientation, or national origin and will take affirmative action to prevent such discrimination.

6.3 The Contractor agrees to permit the State or United States access to any of the Contractor's books, records and accounts for the purpose of ascertaining compliance with all rules, regulations and orders, and the covenants, terms and conditions of this Agreement.

**7. PERSONNEL.**

7.1 The Contractor shall at its own expense provide all personnel necessary to perform the Services. The Contractor warrants that all personnel engaged in the Services shall be qualified to perform the Services, and shall be properly licensed and otherwise authorized to do so under all applicable laws.

7.2 Unless otherwise authorized in writing, during the term of this Agreement, and for a period of six (6) months after the Completion Date in block 1.7, the Contractor shall not hire, and shall not permit any subcontractor or other person, firm or corporation with whom it is engaged in a combined effort to perform the Services to hire, any person who is a State employee or official, who is materially involved in the procurement, administration or performance of this Agreement. This provision shall survive termination of this Agreement.

7.3 The Contracting Officer specified in block 1.9, or his or her successor, shall be the State's representative. In the event of any dispute concerning the interpretation of this Agreement, the Contracting Officer's decision shall be final for the State.

## 8. EVENT OF DEFAULT/REMEDIES.

8.1 Any one or more of the following acts or omissions of the Contractor shall constitute an event of default hereunder ("Event of Default"):

8.1.1 failure to perform the Services satisfactorily or on schedule;

8.1.2 failure to submit any report required hereunder; and/or

8.1.3 failure to perform any other covenant, term or condition of this Agreement.

8.2 Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:

8.2.1 give the Contractor a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely cured, terminate this Agreement, effective two (2) days after giving the Contractor notice of termination;

8.2.2 give the Contractor a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the contract price which would otherwise accrue to the Contractor during the period from the date of such notice until such time as the State determines that the Contractor has cured the Event of Default shall never be paid to the Contractor;

8.2.3 give the Contractor a written notice specifying the Event of Default and set off against any other obligations the State may owe to the Contractor any damages the State suffers by reason of any Event of Default; and/or

8.2.4 give the Contractor a written notice specifying the Event of Default, treat the Agreement as breached, terminate the Agreement and pursue any of its remedies at law or in equity, or both.

8.3. No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that Event of Default, or any subsequent Event of Default. No express failure to enforce any Event of Default shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other Event of Default on the part of the Contractor.

## 9. TERMINATION.

9.1 Notwithstanding paragraph 8, the State may, at its sole discretion, terminate the Agreement for any reason, in whole or in part, by thirty (30) days written notice to the Contractor that the State is exercising its option to terminate the Agreement.

9.2 In the event of an early termination of this Agreement for any reason other than the completion of the Services, the Contractor shall, at the State's discretion, deliver to the Contracting Officer, not later than fifteen (15) days after the date of termination, a report ("Termination Report") describing in detail all Services performed, and the contract price earned, to and including the date of termination. The form, subject matter, content, and number of copies of the Termination Report shall be identical to those of any Final Report described in the attached EXHIBIT B. In addition, at the State's discretion, the Contractor shall, within 15 days of notice of early termination, develop and

submit to the State a Transition Plan for services under the Agreement.

## 10. DATA/ACCESS/CONFIDENTIALITY/PRESERVATION.

10.1 As used in this Agreement, the word "data" shall mean all information and things developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations, computer programs, computer printouts, notes, letters, memoranda, papers, and documents, all whether finished or unfinished.

10.2 All data and any property which has been received from the State or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason.

10.3 Confidentiality of data shall be governed by N.H. RSA chapter 91-A or other existing law. Disclosure of data requires prior written approval of the State.

11. **CONTRACTOR'S RELATION TO THE STATE.** In the performance of this Agreement the Contractor is in all respects an independent contractor, and is neither an agent nor an employee of the State. Neither the Contractor nor any of its officers, employees, agents or members shall have authority to bind the State or receive any benefits, workers' compensation or other emoluments provided by the State to its employees.

## 12. ASSIGNMENT/DELEGATION/SUBCONTRACTS.

12.1 The Contractor shall not assign, or otherwise transfer any interest in this Agreement without the prior written notice, which shall be provided to the State at least fifteen (15) days prior to the assignment, and a written consent of the State. For purposes of this paragraph, a Change of Control shall constitute assignment. "Change of Control" means (a) merger, consolidation, or a transaction or series of related transactions in which a third party, together with its affiliates, becomes the direct or indirect owner of fifty percent (50%) or more of the voting shares or similar equity interests, or combined voting power of the Contractor, or (b) the sale of all or substantially all of the assets of the Contractor.

12.2 None of the Services shall be subcontracted by the Contractor without prior written notice and consent of the State. The State is entitled to copies of all subcontracts and assignment agreements and shall not be bound by any provisions contained in a subcontract or an assignment agreement to which it is not a party.

13. **INDEMNIFICATION.** Unless otherwise exempted by law, the Contractor shall indemnify and hold harmless the State, its officers and employees, from and against any and all claims, liabilities and costs for any personal injury or property damages, patent or copyright infringement, or other claims asserted against the State, its officers or employees, which arise out of (or which may be claimed to arise out of) the acts or omission of the

Contractor, or subcontractors, including but not limited to the negligence, reckless or intentional conduct. The State shall not be liable for any costs incurred by the Contractor arising under this paragraph 13. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant in paragraph 13 shall survive the termination of this Agreement.

#### 14. INSURANCE.

14.1 The Contractor shall, at its sole expense, obtain and continuously maintain in force, and shall require any subcontractor or assignee to obtain and maintain in force, the following insurance:

14.1.1 commercial general liability insurance against all claims of bodily injury, death or property damage, in amounts of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate or excess; and

14.1.2 special cause of loss coverage form covering all property subject to subparagraph 10.2 herein, in an amount not less than 80% of the whole replacement value of the property.

14.2 The policies described in subparagraph 14.1 herein shall be on policy forms and endorsements approved for use in the State of New Hampshire by the N.H. Department of Insurance, and issued by insurers licensed in the State of New Hampshire.

14.3 The Contractor shall furnish to the Contracting Officer identified in block 1.9, or his or her successor, a certificate(s) of insurance for all insurance required under this Agreement. Contractor shall also furnish to the Contracting Officer identified in block 1.9, or his or her successor, certificate(s) of insurance for all renewal(s) of insurance required under this Agreement no later than ten (10) days prior to the expiration date of each insurance policy. The certificate(s) of insurance and any renewals thereof shall be attached and are incorporated herein by reference.

#### 15. WORKERS' COMPENSATION.

15.1 By signing this agreement, the Contractor agrees, certifies and warrants that the Contractor is in compliance with or exempt from, the requirements of N.H. RSA chapter 281-A ("*Workers' Compensation*").

15.2 To the extent the Contractor is subject to the requirements of N.H. RSA chapter 281-A, Contractor shall maintain, and require any subcontractor or assignee to secure and maintain, payment of Workers' Compensation in connection with activities which the person proposes to undertake pursuant to this Agreement. The Contractor shall furnish the Contracting Officer identified in block 1.9, or his or her successor, proof of Workers' Compensation in the manner described in N.H. RSA chapter 281-A and any applicable renewal(s) thereof, which shall be attached and are incorporated herein by reference. The State shall not be responsible for payment of any Workers' Compensation premiums or for any other claim or benefit for Contractor, or any subcontractor or employee of Contractor, which might arise under applicable State of New Hampshire Workers' Compensation laws in connection with the performance of the Services under this Agreement.

16. **NOTICE.** Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses given in blocks 1.2 and 1.4, herein.

17. **AMENDMENT.** This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Executive Council of the State of New Hampshire unless no such approval is required under the circumstances pursuant to State law, rule or policy.

18. **CHOICE OF LAW AND FORUM.** This Agreement shall be governed, interpreted and construed in accordance with the laws of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assigns. The wording used in this Agreement is the wording chosen by the parties to express their mutual intent, and no rule of construction shall be applied against or in favor of any party. Any actions arising out of this Agreement shall be brought and maintained in New Hampshire Superior Court which shall have exclusive jurisdiction thereof.

19. **CONFLICTING TERMS.** In the event of a conflict between the terms of this P-37 form (as modified in EXHIBIT A) and/or attachments and amendment thereof, the terms of the P-37 (as modified in EXHIBIT A) shall control.

20. **THIRD PARTIES.** The parties hereto do not intend to benefit any third parties and this Agreement shall not be construed to confer any such benefit.

21. **HEADINGS.** The headings throughout the Agreement are for reference purposes only, and the words contained therein shall in no way be held to explain, modify, amplify or aid in the interpretation, construction or meaning of the provisions of this Agreement.

22. **SPECIAL PROVISIONS.** Additional or modifying provisions set forth in the attached EXHIBIT A are incorporated herein by reference.

23. **SEVERABILITY.** In the event any of the provisions of this Agreement are held by a court of competent jurisdiction to be contrary to any state or federal law, the remaining provisions of this Agreement will remain in full force and effect.

24. **ENTIRE AGREEMENT.** This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire agreement and understanding between the parties, and supersedes all prior agreements and understandings with respect to the subject matter hereof.

**EXHIBIT A**

**Special Provisions**

Modifications, additional and/or deletions to Form P-37, General Provisions, described in detail:

**NONE**

  
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**EXHIBIT B  
GRANT ACTIVITIES**

**1. PROJECT DESCRIPTION AND PURPOSE**

1.1 The project shall consist of the awarding of \$500,000 in Community Development Block Grant ("CDBG") funds to the City of Somersworth (DUNS #06-991-1980) (the "Grantee"), \$475,000 of which is to be subgranted to Somersworth Housing Authority (DUNS #13-735-6015), (the "Subrecipient"). Subgranted funds will be used by the Subrecipient to support the rehabilitation of Somersworth Rental Assistance Demonstration (RAD) public housing properties known as Charpentier Apartments located at 28 Franklin Street, Fillion Terrace located at 75 Washington Street and the complex located at Bartlett Avenue/Verona Street, all in Somersworth, New Hampshire (the "Project"). The Scope of Work shall be more completely defined in the specifications, engineering design and plans (the "Plans") to be developed in accordance with this Agreement. The property for which the CDBG funds will be used (the "Project Property") is more particularly described in the deed and/or lease agreement for such property to be attached to this Grant Agreement as Attachment I.

1.2 Consistent with the National Objectives of the Community Development Block Grant Program under Title I of the Housing and Community Development Act of 1974, as amended, the Parties agree that one hundred percent (100%) of the 169 households benefiting from this project shall be of low- and moderate-income, as that term is defined in 24 CFR 570.483.

1.3 Improvements to be undertaken in connection with the Project shall comply with all applicable federal, state, and local design standard regulations and safety and construction codes.

**GRANT ADMINISTRATION**

2.1 Grantee shall, using its own staff (or a hired grant administrator) and resources, perform all activities as necessary to administer the CDBG funds in accordance with the provisions of this Agreement.

2.2 Grantee shall be permitted to use up to \$25,000 of CDBG funds as reimbursement for Administrative Project Costs, as that term is defined by applicable state and federal guidelines and as provided in Exhibit C. In no event shall administrative costs reimbursable with grant funds exceed fifteen (15) percent of the total Grant Funds.

2.3 Grantee shall enforce the terms and conditions of its Subrecipient Agreement, as referenced in Section 4 of this Exhibit B and in Attachment II.

2.4 Grantee shall be required to send, at a minimum, its grant administrator, or a designated representative whom is a full time permanent employee involved in the administration of this Grant, to a CDBG Implementation Workshop offered by CDFA.

2.5 Grantee shall submit to CDFA all required reports as specified in the Grant Agreement and shall monitor and enforce the reporting requirements of the Subrecipient as provided in the Agreement or any Exhibits or Attachments hereto.

2.6 Grantee shall provide such training as is necessary to the Subrecipient to secure satisfactory performance of duties and responsibilities under the Subrecipient Agreement.

2.7 Grantee shall monitor the Subrecipient for compliance with the Subrecipient Agreement and all pertinent requirements referenced herein.

2.8 Grantee shall enter into a Closeout Agreement with CDFA and Subrecipient as provided in Section 12 of this Agreement.

  
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2.9 Within thirty (30) days of executing this Agreement, the Grantee shall submit to CDFA for approval an Implementation Schedule for completion of the Project. The Grantee shall obtain prior approval of CDFA for any changes in the Schedule.

### 3. STATE AND FEDERAL COMPLIANCE

3.1 Grantee shall comply, and shall require any Subrecipient, contractor and subcontractor to comply, with all federal and state laws, including but not limited to the following, and all applicable standards, rules, orders, ordinances or regulations issued pursuant thereto:

3.1.1 The Copeland "Anti-Kickback" Act, as amended (118 USC 874) as supplemented in Department of Labor regulations (41 CFR Chapter 60).

3.1.2 Nondiscrimination, Title VI of the Civil Rights Act of 1974 (PL 88- 352), as amended, (42 USC 2000d) the Fair Housing Act of 1968 (PL 90-284), Executive Orders 11063 and 12259, and the requirements imposed by the Regulations of the Department of Housing and Urban Development (24 CFR 107 and 24 CFR 570.496) issued pursuant to that Title.

3.1.3 Labor Standards. Davis-Bacon Act, as amended (40 USC 276a-276a-7), the Contract Work Hours and Safety Standards Act (40 USC 327-333).

3.1.4 The Flood Disaster Protection Act of 1973 (PL 93-234), as amended, regulations issued pursuant to that act, and Executive Order 11985.

3.1.5 Architectural Barriers Act (PL 90-480), 42 USC 4151, as amended, and the regulations issued or to be issued thereunder, including uniform accessibility standards (24 CFR 40) for public buildings with 15 or more residential units. RSA 275-C:10 and the New Hampshire Architectural Barrier Free Design Code (Han 100, et. seq.) also applies.

3.1.6 Rehabilitation Act of 1973, 29 USC 794, Sections 503 and 504, Executive Order 11914 and U.S. Department of Labor regulations issued pursuant thereto.

3.1.7 The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (PL 91-646), as amended, 15 CFR Part 916 including amendments thereto and regulations thereunder.

3.1.8 The National Environmental Policy Act of 1969 (PL 90-190); the National Historic Preservation Act of 1966 (80 Stat 915, 116 USC 470); and Executive Order No. 11593 of May 31, 1971, as specified in 24 CFR 58.

3.1.9 The Clean Air Act, as Amended, 42 USC 1857 et seq., the Federal Water Pollution Control Act, as amended, 33 USC 1251 et seq. and the regulations of the Environmental Protection Agency with respect thereto, at 40 CFR Part 15, as amended from time to time.

3.1.10 RSA 354 and rules of the New Hampshire Human Rights Commission (HUM 100, et. seq.) on discrimination in employment, membership, accommodations, and housing.

3.1.11 The Age Discrimination Act of 1975 as amended (42 USC 6101, et. seq.) and implementing regulations.

3.1.12 The lead paint requirements (24 CFR 35) of The Lead-Based Paint Poisoning Prevention Act (42 USC 4821, et. seq.).

3.1.13 The NH State Energy Code (RSA 155-D).

  
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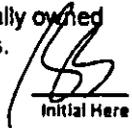
3.1.14 The NH State Life Safety Code (RSA 155:1) and rules of the NH State Fire Marshall.

3.1.15 Citizen Participation Requirements. The 1987 amendments to the Housing and Community Development Act of 1974, stated in Section 508.

3.1.16 Affirmative Action Requirements. In furtherance of its covenant Grantee shall:

- (1) take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, creed, age, sex, or national origin; such action shall be taken in conjunction with any of the Grantee's acts in the capacity of an employer including, but not limited to: employment of individuals, upgrading, demotions or transfers, recruitment or recruitment advertising; layoffs or terminations; changes in rates of pay or other forms of compensation; selection for training, including apprenticeship, and participation in recreational and educational activities;
- (2) post in conspicuous places available to employees and applicants, employment notices, to be provided by CDFA, setting forth the provisions of this non-discrimination clause; the Grantee will, in all solicitations or advertisements for employees, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, creed, age, sex or national origin;
- (3) keep all such information, records and reports as may be required by the rules, regulations or orders of the Secretary of Labor and furnish or submit the same at such times as may be required; the Grantee shall also permit CDFA, or the Secretary of Labor or any of their designated representatives to have access to any of the Grantee's books, records and accounts for the purpose of investigation to ascertain compliance with the aforesaid rules, regulations and orders and covenants and conditions herein contained;
- (4) during the term of this agreement, shall not discriminate among participants under this agreement on the basis of race, color, religion, sex, handicap or national origin. For the purpose of this agreement, distinctions on the grounds of the following: denying a participant any service or benefit or availability of a facility; providing any service or benefit to a participant which is different, or is provided in a different manner or at a different time from that provided to other participants under this agreement; subjecting a participant to segregation or separate treatment in any matter related to his receipt of any service; restricting a participant in any way in the enjoyment of any advantage or privilege enjoyed by others receiving any service or benefit; treating a participant differently from others in determining whether he satisfies any admission, enrollment quota, eligibility, membership, or other requirement or condition which individuals must meet in order to be provided any service or benefit; the assignment of times or provision of services on the basis of race, color, religion, sex, or national origin of the participants to be served.

3.1.17 Section 3 of the Housing and Urban Development Act of 1968 (12 USC 1701u) as amended by the Housing and Community Development Act of 1974 (42 USC 5301). The contractor will ensure that to the greatest extent feasible, opportunities for training and employment arising in connection with this CDBG-assisted project will be extended to lower income project area residents. Further, the contractor will, to the greatest extent feasible, utilize business concerns located in or substantially owned by residents of the project area, in the award of contracts and purchase of service and supplies.

  
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3.1.18 Drug-Free Workplace Act of 1988 (42 USC. 701). In carrying out this agreement, the contractor agrees to comply with the requirements of the Drug-Free Workplace Act of 1988 (42 U.S.C. 701) and to certify that contractor will comply with drug-free workplace requirements in accordance with the Act and with HUD rules found at 24 CFR part 24, subpart F.

3.1.19 Federal Funding Accountability and Transparency Act (FFATA). As applicable to this grant, and for all subcontracts exceeding \$25,000, Grantee shall require that the Subgrantee or Subrecipient shall comply with requirements established by the Office of Management and Budget (OMB) concerning the Dun and Bradstreet Data Universal Numbering System (DUNS), the Central Contractor Registration (CCR) database, and the Federal Funding Accountability and Transparency Act, including Appendix A to Part 25 of the Financial Assistance Use of Universal Identifier and Central Contractor Registration, 75 Fed. Reg. 55671 (Sept. 14, 2010)(to be codified at 2 CFR part 25) and Appendix A to Part 170 of the Requirements for Federal Funding Accountability and Transparency Act Implementation, 75 Fed. Reg. 55663 (Sept. 14, 2010)(to be codified at 2 CFR part 170). For additional information on FFATA reporting and the FSRS system, please visit the [www.fsrs.gov](http://www.fsrs.gov) website, which includes FFATA legislation, FAQs and OMB guidance on subaward and executive compensation reporting.

3.1.20 Women- and Minority-Owned Businesses (W/MBE). As applicable to this grant, Grantee and Subrecipient will use its best efforts to afford small businesses, minority business enterprises, and women's business enterprises the maximum practicable opportunity to participate in the performance of this contract. As used in this contract, the terms "small business" means a business that meets the criteria set forth in section 3(a) of the Small Business Act, as amended (15 U.S.C. 632), and "minority and women's business enterprise" means a business at least fifty-one (51) percent owned and controlled by minority group members or women. For the purpose of this definition, "minority group members" are Afro-Americans, Spanish-speaking, Spanish surnamed or Spanish-heritage Americans, Asian-Americans, and American Indians. The Subrecipient may rely on written representations by businesses regarding their status as minority and female business enterprises in lieu of an independent investigation.

#### 4. SUBRECIPIENT AGREEMENT

4.1 Grantee shall enter into a Subrecipient Agreement with the Subrecipient in a form satisfactory to CDFA and meeting the requirements of Attachment II, "Subrecipient Agreement Minimum Terms and Conditions" attached hereto and incorporated herein by reference.

4.2 The Subrecipient Agreement shall provide for the subgranting of \$475,000 in CDBG funds to the Subrecipient consistent with the terms and conditions of this Agreement.

4.3 Grantee shall provide to CDFA for its review and approval the proposed Subrecipient Agreement prior to its execution. Prior to the disbursement of grant funds but not less than thirty (30) days following the Effective Date of this Agreement, Grantee shall provide to CDFA an executed copy of said Subrecipient Agreement.

4.4 The Subrecipient Agreement shall require the Subrecipient to enter into a Mortgage Lien(s), or other alternative security acceptable to CDFA, with Grantee meeting the requirements as provided herein.

4.5 Grantee shall cause all applicable provisions of this Exhibit B to be inserted in all Subrecipient agreements, contracts and subcontracts for any work or Project Activities covered by this Agreement so that the provisions will be binding on each Subrecipient, contractor and subcontractor; provided, however, that the foregoing provisions shall not apply to contracts for standard commercial supplies or raw materials. Grantee shall take such action with respect to any Subrecipient agreement, contract or subcontract as the State, or, where applicable, the United States, may direct as a means of enforcing such provisions, including sanctions for noncompliance.

  
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**5. PROJECT MATCHING FUNDS; ADDITIONAL FINANCING**

5.1 The Parties agree that the CDBG funds to be awarded pursuant to this Agreement shall be matched with non-CDBG funds in an amount not less than \$16,425,000 to provide additional financing for the Grant Project, including but not limited to the following sources:

5.1.1 An equity investment secured by Low Income Housing Tax Credits allocated to this project by the New Hampshire Housing Finance Authority. The investment equity shall be obtained and closed prior to the release of grant funds;

5.1.2 Deferred Fees and Cash Flow;

5.1.3 Tax Exempt Bonds; and

5.1.4 Sponsor Loan & Reserves

5.2 Grant funds shall not be released or disbursed to Grantee unless and until the additional financing and matching requirements described above have been obtained and documented to CDFA's satisfaction.

**6. CONSTRUCTION CONTRACTING, BIDS, BONDS, INSPECTION, AND CERTIFICATION (FOR CONSTRUCTION PROJECTS ONLY)**

6.1 Prior to award by Subrecipient, Grantee shall approve the architectural and construction contracts for the Project Improvements. Prior to such approval, Grantee shall provide CDFA with a copy of each proposed contract for its review to determine compliance with all applicable federal and state requirements and approval. CDFA approval shall not abrogate its rights to enforce any part of this Agreement or constitute a waiver of any provision of this Agreement or the Subrecipient Agreement.

6.2 Grantee and Subrecipient shall require all contractors and subcontractors to comply with all applicable requirements of federal, state, and local laws and regulations.

6.3 Grantee and Subrecipient shall provide and maintain competent technical supervision of the Project site throughout Project construction, to assure that the work conforms with plans, specifications and schedules approved by CDFA for the Project.

6.4 Grantee shall provide CDFA reasonable notice of all preconstruction conferences to be scheduled in connection with the Grant Activities and afford CDFA the option of participating in such conferences.

6.5 Bid Guarantees: A bid guarantee from each bidder equivalent to five percent (5%) of the bid price shall apply to this contract and shall consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of his bid, executed such contractual documents as may be required within the time specified.

6.6 Bonds Required: Grantee covenants that each of its officials or employees having custody of the Grant funds during acquisition, construction, development, and operation of Grant Activities shall be bonded at all times in accordance with RSA 41:6 and rules adopted thereunder by the Department of Revenue Administration.

6.7 Subcontracts, Bonds Required: When Grantee and/or Subrecipient awards a contract exceeding \$100,000 in amount for the construction, alteration or repair of any public building or other public improvement or public work, including highways, the Grantee and/or Subrecipient shall, as a minimum, require contractor to carry payment and performance bonds for 100% of the value of the contract.

6.8 Upon completion in full of the Improvements, Grantee shall promptly deliver to CDFA: (a) a written certificate of Grantee's inspector, who shall be a licensed professional engineer, that the construction of the Project has been fully completed in a good and workmanlike manner and in accordance with the Plans, and (b) a copy of the permanent certificate of occupancy or other such applicable certificates, licenses, consents and

  
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approvals issued by governmental authorities with respect to the Project.

6.9 All work under this Project shall be completed prior to Completion Date, as specified in Section 1.7 of the General Provisions.

## 7. HOUSING REHABILITATION STANDARDS

7.1 The following standards shall apply to all housing units rehabilitated with Grant funds:

7.1.1 HUD Section 8 Existing Housing Quality Standards as listed in 24 CFR 982.401, paragraphs (a) through (n) (see Appendix 3 of the New Hampshire CDBG Administrative Rules) or municipal housing and/or building, electrical and plumbing codes where such codes exceed the HUD standards;

7.1.2 Where applicable, the state building code as defined in RSA 155-A; and

7.1.3 Where applicable, the state's architectural barrier free design code.

## 8. MORTGAGE LIEN

8.1 Prior to approval by CDFA of any construction contract for the Property, Grantee shall execute and record with the applicable County Registry of Deeds a mortgage lien on the Properties (the "Mortgage"), or alternative form of security acceptable to CDFA. Grantee shall submit to CDFA satisfactory evidence of such security.

8.2 The mortgage lien(s) or alternative security shall provide for the recovery by Grantee, on behalf of CDFA, of sums of CDBG funds expended on this Project in the event that benefit for Low- and Moderate-Income persons as defined herein is not maintained for the required twenty (20) year period commencing upon the completion of the Project. The amount of CDBG funds subject to recovery in accordance with this paragraph shall be no less than \$475,000.

8.3 Any CDBG funds returned to Grantee pursuant to enforcement of the Mortgage Lien(s) and/or security documents shall be returned to CDFA.

## 9. COVENANT OF LONG TERM BENEFIT FOR LOW- AND MODERATE-INCOME PERSONS

9.1 Grantee and CDFA agree that with respect to the Project Property, one hundred percent (100%) of the households which will reside at the Project Property upon completion of the Project and for the duration of the Benefit Period as defined herein, shall be low- and moderate-income Households as those terms are defined in 24 CFR 570.483.

9.2 Grantee shall require the Subrecipient to certify and warrant that, from the Project Completion Date to the end of the 20-year benefit period, the persons to be afforded access to units under this Project shall primarily benefit low- and moderate-income persons.

9.3 Grantee shall require Subrecipient to maintain adequate administrative mechanisms in place to assure compliance with the requirements of this Section. Grantee shall enforce the provision of this Section, which shall survive the termination or expiration of this Agreement.

## 10. GRANTEE FINANCIAL MANAGEMENT SYSTEM.

10.1 Except where inconsistent with federal requirements, state procedures and practices will apply to

  
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funds disbursed by CDFA, and local procedures and practices will apply to funds disbursed by units of local government.

**10.2 Cash Advances:** Cash advances to Grantee shall be approved only to the extent necessary to satisfy the actual, immediate cash requirements of Grantee in carrying out the purpose of the approved program or project. The timing and amount of cash advances shall be as close as is administratively feasible to the actual disbursements by Grantee for direct program costs and the proportionate share of any allowable indirect costs. Cash advances made by Grantee to subrecipients shall conform to the same standards of timing and amount as apply to advances to Grantee including the furnishing of reports of cash disbursements and balances.

**10.3 Fiscal Control:** Grantee must establish fiscal control and fund accounting procedures which assure proper disbursement of, and accounting for, grant funds and any required non-federal expenditures. This responsibility applies to funds disbursed by subrecipients and contractors as well as to funds disbursed in direct operations of Grantee. Grantee shall be required to maintain a financial management system which complies with 24 CFR 85.20 or such equivalent system as CDFA may require. Requests for payment shall be made according to CDFA's CDBG Implementation Guide.

**11. PROCUREMENT.** Grantee procurement procedures shall be in accordance with state and local procurement practices and regulations, provided that procurements made with Grant Funds adhere, at a minimum, to the standards set forth in 2 CFR Part 200.318-326. Grantee shall not use debarred, suspended or ineligible contractors or subrecipients as provided in 24 CFR 570.489 (l).

## **12. REPORTS AND CLOSE OUT**

**12.1** Semi-Annual progress reports which identify the status of Grant Activities performed, the outlook for completion of the remaining Grant Activities prior to the Completion Date and the changes, if any, which need to be made in the Project or Grant Activities, shall be submitted by the 15th of the month in January (for period end December 30) and July (for period end June 30) via CDFA's Grants Management System (GMS).

**12.2** Financial reports, including a statement detailing all Grant or Project Costs (as hereinafter defined) which have been incurred since the prior request for reimbursement, shall be submitted with each request for reimbursement and with the Closeout Report. Financial Reports shall be submitted on forms provided by CDFA.

**12.3** Within thirty (30) days after the Completion Date, a Closeout Report shall be submitted which summarizes the results of the Grant Activities, showing in particular how the Grant Activities have been performed. The Closeout Report shall be in the form required or specified by CDFA.

**12.4** The Audited Financial Reports shall be prepared in accordance with the regulations which implement OMB 2 CFR Part 200. A copy of the audited financial report shall be submitted within thirty (30) days of the completion of said report to CDFA.

**12.5** Where the Grantee is not subject to the requirements of OMB 2 CFR Part 200, one of the following options will be chosen by CDFA:

**12.5.1** Within ninety (90) days after the Completion or Termination Date a copy of an audited financial report shall be submitted to CDFA. Said audit shall be conducted utilizing the guidelines set forth in "Standards for Audit of Governmental Organizations, Programs, Activities, and Functions" by the Comptroller General of the United States.

**12.5.2** CDFA will conduct a financial Review-in-Lieu of Audit within ninety (90) days after the Completion Date of the Project.

  
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12.5.3 Where the length of the grant period exceeds twenty-four (24) months, there shall be an interim audit performed and submitted.

### 13. RECORDS AND ACCOUNTS: ACCESS

13.1 During the performance of the Project Activities and for a period of three (3) years after the Completion Date, the date of the final audit approval by CDFA; or three (3) years following HUD's closeout of CDFA's grant year, whichever is later, the Grantee shall keep, and shall require any Subrecipient to keep, the following records and accounts:

13.1.1 Records of Direct Work: Detailed records of all direct work performed by its personnel under this Agreement.

13.1.2 Fiscal Records: Books, records, documents and other statistical data evidencing, and permitting a determination to be made by CDFA of all Project Costs and other expenses incurred by the Grantee and all income received or collected by the Grantee, during the performance of the Project Activities. The said records shall be maintained in accordance with accounting procedures and practices acceptable to CDFA, and which sufficiently and properly reflect all such costs and expenses, and shall include, without limitation, all ledgers, books, audits, records and original evidence of costs such as purchase requisitions and orders, invoices, vouchers, bills, requisitions for materials, inventories, valuations of in-kind contributions, labor time cards, payrolls and other records requested or required by CDFA.

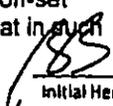
13.1.3 Contractor and Subcontractor Records: The Grantee shall, and where applicable, Subrecipient shall, establish, maintain and preserve, and require each of its contractors and subcontractors to establish, maintain and preserve property management, project performance, financial management and reporting documents and systems, and such other books, records, and other data pertinent to the project as the CDFA may require. Such records shall be retained for a period of three (3) years following completion of the project and receipt of final payment by the Grantee, or until an audit is completed and all questions arising therefrom are resolved, whichever is later.

### 14. TERMINATION; REMEDIES

14.1 Inability to Perform; Termination by Grantee. As a result of causes beyond its control, and notwithstanding the exercise of good faith and diligence in the performance of its obligations hereunder, if it shall become necessary for Grantee to terminate this Agreement, Grantee shall give CDFA fifteen (15) days advance written notice of such termination, in which event the Agreement shall terminate at the expiration of said fifteen (15) days.

14.2 Termination without Default. In the event of termination without default and upon receipt, acceptance and approval by CDFA of the Termination Report, as referenced in the General Provisions, Grantee shall receive payment for all Project Costs incurred in the performance of Grant Activities completed up to and including the date of termination and for which payment had not previously been made including, but not limited to, all reasonable expenses incurred in the preparation of the Termination Report; provided, however, that in the event that any payments have been made hereunder in excess of Project Costs incurred up to and including the date of termination of the Agreement, CDFA shall offset any payments to be made hereunder against such payments, and if applicable, Grantee shall refund to CDFA the amount of any excess funds it retains after such offset.

14.3 Termination for Default. In the event of termination for default or other violation of Program requirements, CDFA shall, upon receipt, acceptance and approval of the Termination Report submitted by Grantee, pay Grantee for Project Costs incurred up to and including the date of termination (subject to off-set against funds paid to Grantee hereunder and to the refund of any excess funds); provided, however, that in such

  
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event the amount of such payment shall be determined solely by CDFA; and provided, further, that in no event shall the making of any such payments relieve Grantee of any liability for damages sustained or incurred by CDFA as a result of Grantee's breach of its obligations hereunder, or relieve Grantee of responsibility to seek return of Grant Funds from any Subrecipient or Beneficiary where applicable.

14.4 **Limitation on Grantee Liability for Subgranted Funds.** Notwithstanding anything in this Agreement to the contrary and absent the presence of fraud or negligence on the part of Grantee in enforcing its rights and obligations under the terms of any subrecipient agreement, the sole obligation of Grantee with respect to the return of Grant Funds, in the event of default on a grant condition or other termination of the Project or event requiring return of Grant Funds, shall be to make a good faith effort to return to the State of New Hampshire all grant funds paid to Subrecipient through Grantee. Grantee shall make good faith efforts to enforce the legal obligations entered into with the Subrecipient as provided herein, to call upon the collateral held by itself or others, and exercise due diligence in its efforts in bringing about the satisfaction of the grant obligations and, having done so, it shall not be required to look to any other funds or its tax base to recoup grant funds not recovered from the Subrecipient.

14.5 **Assignment to CDFA and Payment of Expenses and Costs.** Grantee hereby agrees that, in the event it fails to enforce the provisions of any Subrecipient Agreement or fails to cure an Event of Default resulting in termination of this Agreement or the Project, Grantee shall, upon demand by CDFA, assign and convey to CDFA all or any of its rights, title and interest, or delegate to CDFA all or any of its obligations under the Subrecipient Agreement and any Mortgage, Promissory Note, Security Agreement or other agreement as applicable. Such delegation or assignment shall be effective only in the event of a default by Subrecipient or Beneficiary in its or their obligations under the Subrecipient Agreement or other agreement. In the event that CDFA assumes any of the obligations of Grantee as provided herein, Grantee shall pay all costs and expenses incurred by CDFA in the enforcement of the Subrecipient Agreement, collection upon any loan, mortgage or other security, or in curing any Event of Default.

14.6 Where the Grant Agreement or Subrecipient Agreement is terminated or the Project is otherwise terminated due to a default, inability to perform, or reason other than project completion and Grant Funds are required to be returned by Grantee, the disposition of Grant Funds to be returned shall be determined solely by CDFA.

## 15. ADDITIONAL GRANT REQUIREMENTS

15.1 Grantee shall prepare and adopt a written Code of Ethics governing the performance of its employees engaged in the procurement of supplies, equipment, construction, and services consistent with the requirements of 24 CFR 85.36(b)(3). The Code of Ethics shall be prepared in the form shown in the CDBG Implementation Guide, and shall be formally adopted prior to requesting Grant Funds. The Grantee shall also comply with the conflict of interest requirements of 24 CFR 570.489(h) and approved by CDFA.

15.2 Grantee shall prepare and adopt a financial management plan, approved by CDFA, which describes Grantee's system for receiving and expending Grant Funds including internal controls which shall ensure compliance with applicable provisions. The plan shall be formally adopted prior to requesting Grant Funds.

15.3 Grantee shall submit to CDFA all required documentation of Low- and Moderate-Income individuals in accordance with the reporting requirements of the Subrecipient Agreement. The information shall be provided on the Beneficiary Characteristics Report, a copy of which can be found in the Community Development Block Grant Program (CDBG) Implementation Guide.

15.4 In the event Grantee fails to enforce the provisions of the Subrecipient Agreement or fails to cure an Event of a Default under the Subrecipient Agreement, Grantee shall, upon demand by CDFA, assign and convey all or any part of its rights, title and interest or delegate all or any of its obligations under the Subrecipient Agreement or the Mortgage or security to CDFA, such assignment or delegation to be effective only in the event of

  
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a default in Subrecipient's obligation to Grantee under the terms of the Subrecipient Agreement or Mortgage or security documents. In such event, Grantee agrees to pay and shall pay all reasonable costs and expenses incurred by CDFA in the enforcement of the Subrecipient or Mortgage or security obligations or in curing any Event of Default thereunder.

15.5 CDFA shall have the right to terminate all or any part of its obligations under this Agreement in the event that any official, employee, architect, engineer, attorney, or inspector of or for the Grantee or any governmental official or representative becomes directly or indirectly interested financially in the acquisition of any materials or equipment, or in any construction of the Project, or in the furnishing of any service to or in connection with the Project, or any benefit arising therefrom.

15.6 Excessive Force by Law Enforcement Agencies. Grantee certifies that it has adopted and enforces a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstrations in accordance with Section 519 of Public Law 101-144.

15.7 Lobbying. Grantee certifies that:

15.7.1 No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

15.7.2 If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

15.7.3 The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

15.8 Notice to Prospective Subcontractors of Requirement For Certifications Of Nonsegregated Facilities. Certification of Nonsegregated Facilities as required by the May 9, 1967, Order of the Secretary of Labor (32 FR 7439, May 19, 1967) on Elimination of Segregated Facilities, by the Secretary of Labor. The Certification may be submitted either for each subcontract or for all subcontracts during a period (i.e., quarterly, semiannually, or annually).

Prior to the award of any construction contract or subcontract exceeding \$10,000, which is not exempt from the provisions of the Equal Opportunity clause, Grantee shall require the prospective prime contractor and each prime contractor shall require each subcontractor to submit the following certification:

15.8.1 By the submission of this bid, the bidder, offer or, applicant or subcontractor certifies that he/she does not maintain or provide for his/her employees any segregated facilities at any of his/her establishments, and that he/she does not permit his/her employees to perform their services at any location, under his/her control where segregated facilities are maintained.

15.8.2 He/she certifies further that he/she will not maintain or provide for his/her employees any segregated facilities at any of his/her establishments, and that he/she will not permit his/her employees to perform their services at any location, under his/her control, where segregated facilities are maintained.

  
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The bidder, offer or, applicant, or subcontractor agrees that a breach of this certification is a violation of the Equal Opportunity clause in this contract. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, rest rooms and wash rooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, creed, color or national origin, because of habit, local custom, or otherwise. He/she further agrees that (except where he/she has obtained identical certifications from proposed subcontractors for specific time periods) he/she will obtain identical certifications from proposed subcontractors prior to the award of subcontracts exceeding \$10,000 which are not exempt from the provisions of the Equal Opportunity clause: that he/she will retain such certifications in his/her files: and that he/she will forward the following notice to such proposed subcontractors (except where the proposed subcontractors have submitted identical certifications for specific time periods):

**NOTICE TO PROSPECTIVE SUBCONTRACTORS OF REQUIREMENT FOR CERTIFICATIONS OF NONSEGREGATED FACILITIES**

NOTE: The penalty for making false statements in offers is prescribed in 18 USC 1001.

**15.9 Publicity and Signage.**

**15.9.1 Public Relations.** The Grantee shall grant CDFA the right to use the Grantee's name, likeness, and logo in any public relations or publicity efforts. This shall include, but not be limited to, press releases, media interviews, website, publications, brochures, etc. CDFA's publicity efforts may also include details about Grantee's project, contract, or other publically available information.

**15.9.2 Reciprocal Publicity.** The Grantee also shall acknowledge CDFA appropriately in all organizational and public forums as to the support, financial and otherwise, that has been provided to the project. This recognition shall include, but not be limited to, print/electronic media, publications, interviews, brochures, website, etc.

**15.9.3 Project Signage.** For construction/renovation projects – CDFA logo must be included in signage at the job worksite. CDFA logo may not be any smaller than 50% of the size of the largest logo displayed. This requirement can be waived if no other partner/entity requires worksite signage and creating signage solely for CDFA poses a hardship. Alternative – If none of these are applicable/feasible, an alternative display of the CDFA logo or public recognition may be used with permission from CDFA.

  
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## EXHIBIT C

### PROJECT COSTS; METHOD AND TERMS OF PAYMENT

#### 1. PROJECT COSTS; PAYMENT SCHEDULE; REVIEW BY CDFA

1.1 **Project Costs:** As used in this Agreement, the term "Project Costs" shall mean all reimbursable costs incurred in performance of the Grant activities. "Administrative Project Costs" shall mean all expenses directly or indirectly incurred by Grantee in the performance of the Project Activities, as determined by CDFA to be eligible and allowable for payment in accordance with allowable administrative project cost standards set forth in OMB 2 CFR Part 200 as revised from time to time, and with the rules, regulations, and guidelines established by CDFA. Administrative project costs include but are not limited to: preparation of environmental review, record keeping, reporting, audits, and oversight of Project construction and compliance with all federal, state, and local laws, rules, and regulations and this contract. In no event shall Administrative Project Costs exceed fifteen (15) percent of the total Grant funds allowed. Subrecipient shall meet the requirements of OMB 2 CFR Part 200.

1.2 **Delivery Costs:** As used in this Agreement, the term "Delivery Costs" shall mean all reimbursable costs incurred by a Subrecipient in connection with a regional revolving loan fund that are directly related to the preparation and execution of loan documents and to the monitoring and administration of the loan provisions, and which are allowable by the New Hampshire Community Development Block Grant program rules.

1.3 **Payment of Project Costs:** Subject to the terms and conditions of this agreement, CDFA agrees to pay Grantee all Project Costs, provided, however, that in no event shall the total of all payments made by CDFA pursuant to this Agreement exceed the Grant Amount as set out in Paragraph 1.8 of the General Provisions, and provided further that all Project Costs shall have been incurred prior to the Completion Date, except for reasonable approved Project Costs incurred within 90 days after the Completion Date and in connection with closeout requirements as provided in CDFA's Community Development Block Grant Implementation Guide.

1.4 **Review by CDFA; Disallowance of Costs:** At any time during the performance of the Project Activities, and upon receipt of the Progress Reports, Closeout Report, or Audited Financial Report, CDFA may review all Project Costs incurred by Grantee or any Subrecipient and all payments made to date. Upon such review, CDFA shall disallow any items of expense which are not determined to be allowable or are determined to be in excess of actual expenditures, and shall, by written notice specifying the disallowed expenditures, inform Grantee of any such disallowance. If CDFA disallows costs for which payment has not yet been made, it shall refuse to pay such costs. If payment has been made with respect to costs which are subsequently disallowed, CDFA may deduct the amount of disallowed costs from any future payments under this Agreement or require that Grantee refund to CDFA the amount of the disallowed costs.

#### 2. METHOD AND TERMS OF REIMBURSEMENT FOR PROJECT COSTS

2.1 **When Project Funds May Be Released.** CDFA shall not disburse any funds for the purposes of this Project until such time as all agreements specified in Exhibit B and any other agreements or documents specified pursuant to this Agreement are fully executed and received, and where applicable are reviewed and approved in writing by CDFA. Agreements and documents may include:

2.1.1 A Subrecipient Agreement, as applicable;

2.1.2 Documentation of all required matching funds or additional financing necessary as defined in Exhibit B, Section 5, no earlier than date of Governor and Council approval;

2.1.3 A copy of any required deed, survey, map, or other document pertaining to the Project

  
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**Property or Premises;**

2.1.4 Copies of required certificates of insurance from all parties to this Agreement;

2.1.5 Engineering, construction, consultant, or other contracts;

2.1.6 Certification/verification of employment documentation or household income documentation;

2.1.7 Any loan documents, lease documents, mortgages, liens, security instruments, and similar agreements used in connection with the enforcement of beneficiary requirements, as well as any other related documents as requested by CDFA.

2.2 **Timing of Payments.** Upon thirty (30) days of the receipt, review, and approval by CDFA of financial reports and requests for reimbursement from Grantee specifying all Project Costs incurred, CDFA agrees to reimburse Grantee for Project Costs, except that reimbursement may be withheld until CDFA determines that a particular project activity or portion of the project activity hereunder has been satisfactorily completed.

2.3 Disbursement of funds by CDFA does not constitute acceptance of any item as an eligible Project Cost until all Project Costs have been audited and determined to be allowable costs.

**3. REQUIRED DOCUMENTATION FOR DISBURSEMENT OF GRANT FUNDS**

3.1 Reimbursement requests for all Project Costs, including Administrative Project Costs, Delivery Costs, and Subrecipient costs, shall be accompanied by proper supporting documentation in the amount of each requested disbursement along with a payment request form as supplied by CDFA, which shall be completed and signed by Grantee. Documentation may include invoices for supplies, equipment, services, contractual services, and, where applicable, a report of salaries paid or to be paid.

3.2 Where Project Costs include the purchase of equipment, Grantee or Subrecipient as appropriate shall also submit written verification that it has inspected the Project Property and the equipment to be purchased with Grant funds has been installed and is ready for operation.

**4. LIMITATIONS ON USE OF FUNDS**

4.1 Grant funds are to be used in a manner consistent with the State of New Hampshire Community Development Block Grant Program as approved by the U.S. Department of Housing and Urban Development.

4.2 Grant funds are to be used only in accordance with procedures, requirements and principles specified in 24 CFR 85.

4.3 Grant funds may not, without advance written approval by CDFA, be obligated prior to the Effective Date or subsequent to the Completion Date of the grant period. Obligations outstanding as of the Completion Date shall be liquidated within ninety (90) days. Such obligations must be related to goods or services provided during the grant period, except that reasonable costs associated solely with grant closeout, (e.g., audits, final reports) may be incurred within ninety (90) days after the Completion Date. The funding assistance authorized hereunder shall not be obligated or utilized for any activities requiring a release of funds under the Environmental Review Procedure for the Community Development Block Grant Program at 24 CFR Part 58, until such release is issued in writing by CDFA.

4.4 **Changes in Funding Project Activities:** Grantee may submit a written request for the authority to transfer up to ten (10) percent of the full value of the grant from one approved activity to another listed in

  
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Exhibit B herein or from an approved activity within the approved project area to an approved activity located outside the project area and the Director of CDFA may approve the requested transfer.

4.5 Transfers over ten percent of the full value of the grant from one approved activity to other approved activities or outside the target area, or the addition of one or more new activities requires an amendment to this grant agreement. Grantee shall hold a public hearing in accordance with RSA 4: C: 14 II(b) submitting a request for an amendment involving twenty-five (25) percent or more of the full value of the grant.

4.6 Up to \$475,000 of Grant Funds may be applied by Grantee for costs related to the Project Activity.

4.7 Up to \$25,000 of Grant Funds may be applied by Grantee for costs related to the Administration of the Grant.

5. PERFORMANCE OF SERVICES BY GRANTEE PRIOR TO EFFECTIVE DATE; PAYMENT BY CDFA. Any Grant Activities performed by Grantee with non-CDBG funds prior to the Effective Date shall be performed at the sole risk of Grantee, and in the event that this Agreement shall not become effective, CDFA shall be under no obligation to pay Grantee for any costs incurred in connection with any Grant Activities, or to otherwise pay for any Activities performed during such period.

6. PROGRAM INCOME.

6.1 Program Income: All program income earned during the term of this Agreement shall be retained by Grantee or, in projects involving the administration of a revolving loan fund by the Subrecipient.

6.2 When Used for Project Activities: When program income becomes available, Grantee and, where applicable, Subrecipient shall use it for Grant Activities contained in the Project Description before drawing down additional funds unless the program income is deposited in a revolving loan account with prior approval by CDFA.

6.3 When Used for Eligible Activities: After completion of the Grant Activities specified in this Agreement, Grantee and, where applicable, Subrecipient shall use program income only for eligible activities which benefit primarily people from low- and moderate-income families, with prior approval by CDFA as specified in the Closeout Agreement between CDFA and Grantee and, where applicable, Subrecipient.

  
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Attachment I

Declaration of Trust  
(Modernization Grant Projects)

Whereas, Somersworth Housing Authority (herein called the "Public Housing Agency (PHA)"), a public body corporate and politic, duly created and organized pursuant to and in accordance with the provisions of the laws of the State of New Hampshire, and the United States of America, Secretary of Housing and Urban Development (herein called HUD) pursuant to the United States Housing Act of 1937 (42 U.S.C. 1437, et seq.) and the Department of Housing and Urban Development Act (5 U.S.C. 624 entered into a certain contract with the effective date as of June 27, 1962 (herein called the "Annual Contributions Contract") and a certain Modernization Project Grant Amendment to the Annual Contributions Contract with the effective date as of October 4, 1991, (herein called the Modernization Grant Amendment) providing for a grant to be made by HUD to assist the PHA in modernizing lower income housing project(s); and

Whereas, as of the date of the execution of this Declaration of Trust the Modernization Grant Amendment and the Annual Contributions Contract cover certain individual lower income housing projects located in the, City of Somersworth, County of Strafford, State of New Hampshire which provide approximately 169 dwelling units, and which lower income housing projects are known as Modernization Project No. NH36P006912-2 and individual projects, as follows:

Project No. NH36P006001 with approximately 56 dwelling units  
Project No. NH36P006002 with approximately 64 dwelling units  
Project No. NH36P006007 with approximately 49 dwelling units

and

Whereas, the modernization of each Project will have been financed with grant assistance provided by HUD.

92 MAY 27 PM 1:22

REGISTER OF DEEDS  
STRAFFORD COUNTY

007305

BK 1613PG0200

Now Therefore, to assure HUD of the performance by the PHA of the covenants contained in the Modernization Grant Amendment and the Annual Contributions Contract, the PHA does hereby acknowledge and declare that it is possessed of and holds in trust for the benefit of HUD, for the purposes herein stated, the following described real property situated in the City of Somersworth, County of Strafford, State of New Hampshire, To Wit:

See attached legal description(s).

and all buildings and fixtures erected or to be erected thereon or appurtenant thereto.

The PHA hereby declares and acknowledges that during the existence of the trust hereby created, HUD has been granted and is possessed of an interest in the above described Project property, To Wit:

The right to require the PHA to remain seized of the title to said property and to refrain from transferring, conveying assigning, leasing, mortgaging, pledging, or otherwise encumbering or permitting or suffering any transfer, conveyance, assignment, lease, mortgage, pledge or other encumbrance of said property or any part thereof, appurtenances thereto, or any rent, revenues, income, or receipts therefrom or in connection therewith, or any of the benefits or contributions granted to it by or pursuant to the Modernization Grant Amendment and the Annual Contributions Contract, or any interest in any of the same except that the PHA may (1) to the extent and in the manner provided in the Annual Contributions Contract, (a) lease dwellings and other spaces and facilities in any Project, or (b) convey or otherwise dispose of any real or personal property which is determined to be excess to the needs of any Project, or (c) convey or dedicate land for use as streets, alleys, or other public rights-of-way, and grant easements for the establishment, operation, and maintenance of public utilities; or (d) enter into and perform contracts for the sale of dwelling units to members of tenant families, as authorized by the United States Housing Act of 1937, or (2) with the approval of HUD, release any Project from the trust hereby created; Provided, That nothing herein contained shall be construed as prohibiting the conveyance of title to or the delivery of possession of any Project to HUD pursuant to the Annual Contributions Contract.

BK 1613PG0201

The endorsement by a duly authorized officer of HUD (1) upon any conveyance or transfer made by the PHA of any real or personal property which is determined to be excess to the needs of any Project, or (2) upon any instrument of conveyance or dedication of property, or any interest therein, for use as streets, alleys, or other public rights-of-way, or for the establishment, operation and maintenance of public utilities, or (3) upon any instrument of release made by the PHA of any Project shall be effective to release such property from the trust hereby created.

The individual projects covered by the Modernization Grant Amendment shall be subject to this Declaration of Trust for a period of twenty years beginning on the date of the Modernization Grant Amendment. Each individual project shall also be subject to this Declaration of Trust for a period of twenty years after the date of the most recent Modernization Grant Amendment applicable to that project. Upon expiration of the period during which the PHA is obligated to operate the individual projects in accordance with the Annual Contributions Contract, the trust hereby created shall terminate and no longer be effective.

In Witness Whereof, the PHA by its officers thereunto duly authorized has caused these presents to be signed in its name and its corporate seal to be hereunto affixed and attested  
this 26th day of May, 1992.

Somersworth Housing Authority

Attest:

 Albert J. Labonte, Secretary

By: David L. Roberge

Chairman

David L. Roberge

BK1613PG0202

STATE OF NEW HAMPSHIRE  
COUNTY OF STRAFFORD

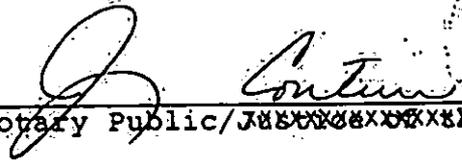
SS,

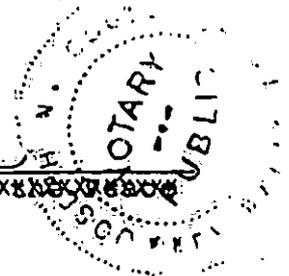
May 26

, 1992

Personally appeared the above-named David L. Roberge, Chairman of the Somersworth Housing Authority and acknowledge the above instrument to be his free act and deed and the free act and deed of said housing authority.

Before me,

  
Notary Public / ~~JANUARY 18, 1996~~



JOSEPH N. COUTURE, Notary Public  
My Commission Expires December 18, 1996

BK 1613PG0203

DESCRIPTION OF N.H. 6-1  
SOMERSWORTH HOUSING AUTHORITY

PARCEL 1:

A certain tract or parcel of land with the buildings thereon and known as Project Number N.H. 6-1, Somersworth Housing Authority, also known as Bartlett Avenue Project, located on the Northerly side of Bartlett Avenue and Westerly of High Street in the City of Somersworth, Strafford County, State of New Hampshire, as shown on a Site Plan, Somersworth Housing Authority Bartlett Avenue, Cass Street and Verona Street, Somersworth, New Hampshire, dated December 20, 1988, Terrascan Engineers. Surveyors to be recorded and more particularly described as follows:

Beginning at the Southeast corner of said parcel, at a granite post (FND Broken Off) and thence running N 56° 51' 27" W for a distance of 551.00' to a steel stake, thence turning and running N 33° 21' 33" E a distance of 383.95' to a steel stake, thence turning and running N 59° 34' 59" E for a distance of 131.64' to an iron fence post, thence turning and running S 57° 54' 27" E for a distance of 429.93' to an iron post, thence turning and running S 37° 18' 56" W for a distance of 121.33' to a steel stake, thence turning and running S 58° 20' 49" E for a distance of 50.04' to an iron stake, thence turning and running S 42° 35' 58" W for a distance of 102.30' to an iron stake, thence turning and running S 58° 05' 07" E for a distance of 50.00' to an iron stake, thence turning and running S 42° 04' 19" W for a distance of 39.46', thence S 42° 35' 58" W for a distance of 100.00' to an iron stake, thence turning and running S 58° 05' 07" E for a distance of 9.84' to an iron post, thence turning and running S 33° 21' 33" W for a distance of 152.73' to the point of beginning.

Additionally, any right, title, and interest accruing by adverse possession to the area designated on said plan as "fence encroachment" in the Northwesterly portion of this parcel and abutting land now or formerly owned by Jane Ann McQuillen, noted on said plan as map 15, lot 12.

PARCEL 2:

A certain tract or parcel of land with the buildings thereon and known as 15 Bartlett Avenue, located on the Northerly side of Bartlett Avenue and Westerly of Cass Street as shown on a site plan Somersworth Child Care Center, 15 Bartlett Avenue, Somersworth, New Hampshire, Joy and Hamilton Architects, Inc., dated December 12, 1990 to be recorded and described as follows:

Beginning at a point at the Southeast corner of said parcel marked by a steel stake and thence running N 59° 22' 12" W for a distance of 90.22' to a steel stake, thence running N 75° 25' 57" W for a distance of 181.50' to a steel stake, thence turning and

BK 1613PG0204

running N 04° 03' 23" W for a distance of 211.05' to a steel stake, thence turning and running 75° 25' 57" E for a distance of 412.15' to a steel stake, thence turning and running S 33° 21' 33" W for a distance of 237.63' to the point of beginning.

PARCEL 3:

A certain tract or parcel of land being a portion of land formerly known as "Verona Street", a road which was never constructed and was discontinued, abandoned, and given up by the City of Somersworth by Resolution Number 17-92, approved by the City Council on February 24, 1992 and therefore reverting to the abutters of said abandoned parcel, and more particularly described as follows:

Beginning at the Northeast corner of parcel 2 and the Southeast corner of the subject parcel and running along Cass Street S 33° 21' 33" W to the center of so-called Verona Street, thence turning and running Westerly along the centerline of so-called Verona Street to a point that would be intersected by extending the Westerly boundary of parcel 2 Northerly to the center of so-called Verona Street, thence turning and running Southerly to the Northwest corner of parcel 2 and Southwest corner of the subject parcel, thence turning and running S 75° 25' 57" E 412.15' along the Northerly boundary of parcel 2 to the point of beginning.

Subject to any existing easements over said so-called Verona Street; no representation is made hereby to the existence of any easements or lack thereof.

PARCEL 4:

A certain tract or parcel of land being a portion of land formerly known as "Lenox Street", a road which was never constructed and was discontinued, abandoned, and given up by the City of Somersworth by Resolution Number 17-92, approved by the City Council on February 24, 1992 and therefore reverting to the abutters of said abandoned parcel, and more particularly described as follows:

Beginning at the Southwest corner of parcel 2 and the Southeast corner of the subject parcel and running N 04° 03' 23" W for a distance of 211.05' and then an additional distance to the centerline of so-called Verona Street and the Northwest corner of parcel 3, thence turning and running Westerly at an angle parallel to so-called Verona Street to the center of so-called Lenox Street, thence turning and running Southerly to the centerline of so-called Lenox Street to Bartlett Avenue, thence turning and running Easterly to the point of beginning.

Subject to any existing easements over said so-called Lenox Street; no representation is made hereby to the existence of any easements or lack thereof.

BK 1613PG0205

DESCRIPTION OF N.H. 6-2  
PROPERTY CONSISTING OF PARCELS E-1 AND E-2  
Somersworth Housing Authority  
AMENDED BOUNDARY LINE DESCRIPTION

E-1

A certain tract or parcel of land together with the buildings thereon situated between High Street and Washington Street in said Somersworth and being shown on plan of land of Somersworth Housing Authority Public Housing Project Site NH-6, Adjusted Boundary Land & Parcels E1 and E2, Dated September 20, 1985, Norman G. LeClerc, Engineer, and approved by Somersworth Planning Board November 13, 1985. Said parcel being bound and described as follows:

Beginning at a stone boundary on the Northerly side of Washington Street at the Southeasterly corner of land of Phillip J. Croiser Jr.; thence running N 24° 10' 10" W along a right-of-way forty and seventeen hundredths (40.17') feet to a steel stake; thence N 42° 17' 54" W along said right-of-way ninety and ten hundredths (90.10') feet to an iron pipe on the Southerly side of High Street; thence running N 48° 39' 12" E along said High Street one hundred twenty-three and eighty-two (123.82') feet to land of Henry Gallant Jr.; thence running S 40° 23' 34" E along said Gallant land ninety-four and ninety-four hundredths (94.94') feet to the Southerly edge of a concrete block retaining wall; thence running N 48° 42' 41" East along said Gallant land forty-six and sixty-two (46.62') feet to land of Bern E. Anderson; thence running N 51° 57' 5" E along said Anderson land ninety-seven and no hundredths (97.00') feet to land of Wilma Morneau; thence continuing on the same course along a picket fence thirty and sixty seven hundredths (30.67') feet to land of Edward Tourigny; thence running S 40° 33' 12" E along said Tourigny land fourteen and ninety three hundredths (14.93') feet to a point; thence N 50° 7' 35" E along said Tourigny land sixty and no hundredths (60.00') feet to a point; thence N 40° 33' 12" W along said Tourigny land one hundred fourteen and twenty two hundredths (114.22') feet to an iron pin on the Southerly side of High Street; thence running N 48° 51' 3" E along said High Street one hundred five and eighty six hundredths (105.86') feet to land of Raymond Ferland; thence running S 39° 14' 40" E along said Ferland land fifty eight and seven hundredths (58.7') feet to an iron pin; thence S 38° 16' 18" E along said Ferland land and land of Richard Gagnon seventy three and ninety one hundredths (73.91') feet to an iron pin; thence S 40° 24' 11" E along said Gagnon land one hundred twenty eight and thirty one hundredths (128.31') feet to an iron pin; thence S 14° 46' 22" E along said Gagnon land one hundred seventeen and ninety three hundredths (117.93') feet to a stone bound on the Northerly side of Washington Street; thence S 79° 7' 50" W along said Washington Street four hundred seventy eight and fifty three hundredths (478.53') feet to a stone bound at the edge of a right-of-way on land of Phillip Crosier and the place of beginning.

BK 1613PG0206

BK 157PG0399

Excepting and reserving therefrom an easement along the Easterly side of said premises formerly being a portion of Court Street, so called, said easement consisting of water and sewer lines of the city of Somersworth, and an easement to General Electric Company for maintenance of an existing water line,

Also excepting and reserving a portion of said easement, a right-of-way for the purpose of ingress and egress and off street parking to Raymond E. Ferland, et al, and an easement on said portion of Court Street granted to Richard Gagnon, et al, for the purpose of tying into said city water and sewer lines for the purpose of water and sewer connections,

Also excepting and reserving therefrom an easement to Henry Gallant Jr. for driveway purposes on the Southerly side of High Street and for a sewer line to a manhole on land of the Somersworth Housing Authority,

Also excepting and reserving therefrom an easement on the Westerly end of said parcel granted to Phillip Crosier for the purpose of constructing and maintaining parking areas to be used in common with adjacent property and tenants of the Housing Authority.

BK 1613PG0207

~~DK 1457PG0391~~

BK 1457PG0391

## AMENDED BOUNDARY LINE DESCRIPTION

E-2

A certain tract or parcel of land together with the buildings thereon situated on the Southerly side of Washington Street in said Somersworth and being shown on plan of land of Somersworth Housing Authority Public Housing Project Site NH-6, Adjusted Boundary Land & Parcels E1 and E2, Dated September 20, 1985, Norman G. LeClerc, Engineer, and approved by Somersworth Planning Board November 13, 1985. Said parcel being bound and described as follows:

Beginning at a granite bound on the Southerly side of Washington Street at the Northeasterly corner of land of Bougie and Labbe, Inc.; thence turning and running S 0° 35' 44" E along said Bougie and Labbe, Inc. ninety eight and thirteen hundredths (98.13') feet to an iron pin at land of James Grimes; thence N 81° 54' 35" E along said Grimes land fifty two and thirty hundredths (52.30') feet to an iron pin; thence N 81° 54' 35" E along land of Surge Faucher sixty six and no hundredths (66.00') feet to a point; thence N 80° 35' 34" E along land of Michael Caron eighty seven and no hundredths (87.00') feet to a point; thence N 81° 54' 35" E along land of Thomas Cash eighty seven and fifty hundredths (87.50') feet to a point; thence S 8° 43' 42" E along land of said Cash twenty five and no hundredths (25.00') feet to a point; thence N 87° 3' 41" E along land of Morris Isacoff seventy three and ten hundredths (73.10') feet to a point; thence N 77° 26' 13" E along land of the City of Somersworth one hundred sixteen and three hundredths (116.03') feet to a point; thence along the same course and land of Leon Richardson twenty seven and eighty seven (27.87') feet to a point; thence N 2° 55' 50" E along land of Raymond Veilleaux twenty eight and four hundredths (28.04') feet to a point; thence N 78° 27' 50" E along said Veilleaux land ninety four and thirty hundredths (94.30') feet to a point; thence N 11° 21' 30" W along land of Coleman Oil Company one hundred twelve and seventy-four hundredths (112.74') feet to an iron pin on the Southerly side of Washington Street; thence S 79° 7' 50" W along the Southerly side of Washington Street six hundred three and ninety six (603.96') feet to a granite bound at land of Bougie and Labbe Inc. and the place of beginning.

Said conveyance is subject to a drainage easement to the City of Somersworth running from their land on Pleasant Street to a catch basin on the Southerly side of said premises and an easement to James E. Grimes at the Southwesterly corner of said parcel for the purpose of landscaping, gardening, and recreation.

BK 1613PG0208

BK 1457PG0392

BK 1457PG0392

PARCEL A:

A certain tract of land, with buildings thereon, situated on the Easterly side of Green Street and the Southerly side of Franklin Street located in the City of Somersworth, County of Strafford and State of New Hampshire, said tract being shown as 1.08 Acres on an "Plan of Land at Saint Martin's School for Somersworth Housing Authority", dated March 13, 1981, by John W. Durgin Associates, Inc., 600 Greenland Road, Portsmouth, New Hampshire 03801, File #R-154 and Plan #5925B, to be recorded, said tract being more particularly bounded and described as follows:

BEGINNING at a point on the Easterly sideline of Green Street with the Southerly sideline of Franklin Street, thence running S 88° 00' 35" E following the Southerly sideline of Franklin Street, a distance of one hundred fifty-five and fifteen hundredths (155.15) feet, more or less, to a point approximately five (5) feet beyond the chain link fence to the "title line" as shown on said plan to the northwesterly corner of land now or formerly of Len and Lucille Cater: thence turning and running S 01° 21' 00" W following the "title line" as shown on said plan along the westerly boundaries of other land of the Somersworth Housing Authority formerly of said Cater, and land now or formerly of Maurice Woods, a distance of approximately one hundred seventeen and fourteen hundredths (117.14) feet, more or less to a point on the Northerly sideline of land now or formerly of Auclair; thence S 88° 08' 5" W approximately five feet (5.00) to the easterly edge of a retaining wall at land of the Somersworth Housing Authority; thence running S 01° 21' 00" W along the easterly sideline of said retaining wall and along land of Auclair and Michard approximately one hundred fifty eight feet (158') to the "title line" of land of Drapeau; thence turning and running S 88° 12' 00" W still following the "title line" as shown on said plan and along the northerly boundaries of land now or formerly of said Drapeau and Paul E. Donovan, a distance of forty-two and seventy-eight hundredths (42.78) feet, more or less, to a point; thence turning and running N 00° 08' 05" E along the easterly boundary of land now or formerly of Mary Morrisey and Helen Guy, a distance of thirty-three and thirty-two hundredths (33.32) feet, more or less, to a point; thence turning and running N 85° 47' 35" W along the northerly boundary of land of Morrisey and Guy, a distance of forty-eight and ninety-one hundredths (48.91) feet, more or less, to a point; thence turning and running S 07° 48' 35" W still along land of Morrisey and Guy, a distance of thirty-five and ninety-five hundredths (35.95) feet, more or less, to a point; thence turning and running N 88° 10' 45" W still along land of Morrisey and Guy, a distance of twenty-two and ninety-eight hundredths (22.98) feet, more or less, to a point; thence turning and running S 03° 11' 25" W along westerly boundary of land of Morrisey and Guy, a distance of nineteen and forty-six hundredths (19.46) feet, more or less, to point at land now or formerly of Daniel M. Routhier; thence turning and

BK 1613PG0209

running N 88° 57' 55" W along northerly boundary or land now or formerly of Routhier, a distance of sixty-four and eighty-seven hundredths (64.87) feet, more or less, to a point on the Easterly sideline of Green Street thence turning and running N 07° 57' 50" S along the Easterly sideline of Green Street, a distance of three hundred and seventy hundredths (300.70) feet, more or less, to the point of beginning.

The above described premises is subject to Licenses to and for the benefit of Arthur L Auclair and Maurice Woods, said Licences to be recorded herewith.

The property is also subject to a Boundary Line Agreement between the Somersworth Housing Authority and Arthur Auclair and Yvette Michaud dated December 23, 1981 and recorded in the Strafford County Registry of Deeds in Book 1074, Page 604. Said Boundary Line Agreement accounts for the deviation of five feet from the distances noted on said Plan at the boundaries of Auclair and Drapeau.

Along with the agreement of the parties that the Somersworth Housing Authority may go on land of the said Auclair and Michaud for the purpose of rebuilding and repairing the wall dividing said premises and for the purpose of erecting and maintaining a fence between the said properties. It is understood and agreed that upon completion of said work the Authority will return the premises of Auclair and Michaud to the condition they were in prior to said work. The above easement is a permanent easement for the purpose of maintaining a wall and fence once it is reconstructed. See said Boundary Line Agreement.

Meaning and intending to convey the same premises contained in a Warranty Deed from the Roman Catholic Bishop of Manchester to the Somersworth Housing Authority dated April 14, 1981 and recorded in said registry in Book 1069, Page 823, subject to said Boundary Line Agreement between the Somersworth Housing Authority and Arthur Auclair and Yvette Michaud dated December 23, 1981 and recorded in said Registry of Deeds in Book 1074, Page 604.

PARCEL B:

A certain tract or parcel of land together with the buildings thereon locating on the Southerly side of Franklin Street in said Somersworth, Strafford County, New Hampshire, bounded and described as follows:

BEGINNING at a fence at the Northeasterly corner of land of the Somersworth Housing Authority, formerly St. Martin Parish; thence running along said fence S 01° 21' 00" W, ninety-four and twenty hundredths (94.20') feet to land now of formerly of Maurice Woods; thence running S 88° 41' 05" E along said

BK 1613PG0210

Woods land, twenty-one and fifty-six hundredths (21.56) feet to other land of Maurice Woods; thence running N 01° 18' 55" E along said Woods land, eighteen and no hundredths (18.00') feet to other land of Cater; thence running S 86° 28' 10" W along said Cater land, three and fifty-six hundredths (3.56') feet to a point; thence running N 01° 21' 00" E along said Cater land, seventy-five and ninety-nine hundredths (75.99') feet, more or less to the Southerly side of Franklin Street; thence turning and running N 88° 00' 35" W along said Franklin Street, eighteen and no hundredths (18.00') feet to the place of beginning.

MEANING AND INTENDING hereby to convey the same premises contained in a Deed from Annie Cater and Leo Cater to the Somersworth Housing Authority dated September 25, 1981 and recorded in said Registry in Book 1071, Page 95 and shown as Parcel B plus a small strip three and fifty-six hundredths (3.56') feet in depth and eighteen and no hundredths (18.00') feet in length on the Easterly side located Westerly of Maurice Woods driveway on plan of land, Limited Subdivision of Land Somersworth, New Hampshire, for Leo and Lucille Cater and Maurice Woods, dated August 11, 1981 file No. R-154, Plan No. 4801 and recorded in said Registry. herewith.

PARCEL C:

A certain tract or parcel of land situate in Somersworth in the State of New Hampshire and County of Strafford, and lying on the northerly side of Franklin Street, bounded and described as follows, together with the buildings thereon standing:

Beginning on the northerly side of said Franklin Street at a point one hundred feet and six inches easterly from the southerly corner of the Jeneau Block-so-called, located at the corner of Franklin Street and Green Street and running thence easterly by said Franklin Street about forty-eight feet to a lane belonging to the Great Falls Manufacturing Company; thence Northerly by said lane about eighty-nine feet to land of Azarie B. Jeneau, formerly; thence westerly by land formerly of said Jeneau forty-eight feet to land now or formerly of Noel C. Chasse; thence Southerly by said Chasse land about eighty-nine feet to said Franklin Street and the point begun at.

Together with the right to the use of a right of way ten feet in width adjoining the northerly end of the lot hereby conveyed, across land formerly of said Azrie B. Jeneau, which right of way is to be used in common and to remain unobstructed.

Meaning and intending hereby to convey the same premises conveyed to the Somersworth Housing Authority by deed of Peter G. and Carol G. Robinson dated February 18, 1981 and recorded in Strafford County Registry of Deeds, Book 1061, Page 355.

BK 1613 PG 0211

When Recorded Return to:

Dunnington Law Office  
PO Box 842  
Dover, NH 03821-0842

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**PARTIAL RELEASE OF MORTGAGE**

KNOW ALL MEN BY THESE PRESENTS that the City of Somersworth, a New Hampshire municipal corporation with a principal place of business at One Government Way in Somersworth, Strafford County, New Hampshire, holder of a certain mortgage, whose parties, dates and recording information are below, does hereby acknowledge that it hereby releases Parcel 2 as described below from the herein-described mortgage. This release is given on the express condition that it shall in no way affect the lien of said mortgage as to the remaining property described in the original mortgage but shall only be construed as a release from the lien on the mortgage as to the below-described Parcel 2.

Original Mortgagor: Somersworth Housing Authority  
Original Mortgagee: City of Somersworth  
Dated: 10/2/2015  
Recorded on: 10/5/2015 in Book 4329 at Page 0542 at the Registry of Deeds in the County of Strafford,  
State of New Hampshire

**Parcel 2:**

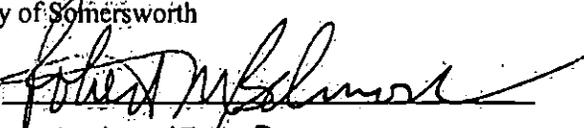
A certain tract or parcel of land with the buildings thereon and known as 15 Bartlett Avenue, located on the Northerly side of Bartlett Avenue and Westerly of Cass Street as shown on a site plan Somersworth Child Care Center, 15 Bartlett Avenue, Somersworth, New Hampshire, Joy and Hamilton Architects, Inc., dated December 12, 1990 to be recorded and described as follows:

Beginning at a point at the Southeast corner of said parcel marked by a steel stake and then running N 59° 22' 12" W for a distance of 90.22' to a steel stake, thence running N 75° 25' 57" W for a distance of 181.50' to a steel stake, thence turning and running N 04° 03' 23" W for a distance of 211.05' to a steel stake, thence turning and running 75° 25' 57" E for a distance of 412.15' to a steel stake, thence turning and running S 33° 21' 33" W for a distance of 237.63' to the point of beginning.

IN WITNESS WHEREOF, the undersigned, by the officer duly authorized, has duly executed the foregoing on

December 13, 2016.

City of Somersworth

By: 

Robert Belmore  
City Manager

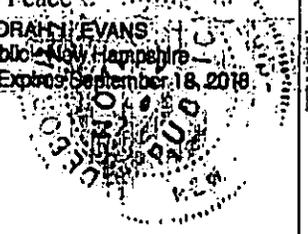
STATE OF NEW HAMPSHIRE  
STRAFFORD, SS

Robert M Belmont

Personally appeared the above named Robert M. Belmont in his/her capacity as City Manager on December 13, 2016, known to me or satisfactorily proven to be the person whose name appears in the within document and acknowledged that he/she executed the same for the purposes contained therein,  
Before me,

Deborah Evans  
Notary Public - Justice of the Peace

DEBORAH EVANS  
Notary Public - New Hampshire  
My Commission Expires September 18, 2018



## MORTGAGE DEED

Somersworth Housing Authority, a New Hampshire non-profit corporation, with a mailing address of 25 Bartlett Ave, Somersworth, New Hampshire, 03878 ("Mortgagor"), for, and in consideration of, Four Hundred and Seventyfive Thousand Dollars (\$475,000) in the form of a Community Development Block Grant ("CDBG") in said amount for the purpose of energy improvements at the Nadeau Homes, Bartlett Ave and Verona Street, Somersworth, New Hampshire, pursuant to the terms of a Subrecipient Agreement of September, 2015 between Mortgagor and the CITY OF SOMERSWORTH, a New Hampshire municipal corporation, having principal offices at One Government Way, Somersworth, New Hampshire 03878 ("Mortgagee"), and does hereby grant and convey unto the said Mortgagee, its successors and assigns, with MORTGAGE COVENANTS, certain tracts or parcels of land situated at Bartlett Ave and Verona Street, Somersworth, Strafford County, New Hampshire, more particularly described as follows on EXHIBIT A attached hereto:

This mortgage is given to secure the performance of the Mortgagor's covenants and obligations arising under the said Subrecipient Agreement with Mortgagee to expend the CDBG funds on energy improvements at Nadeau Homes, Bartlett Ave and Verona Street, Somersworth, New Hampshire and to maintain for the twenty year services benefit period for low and moderate income persons, as defined in said Subrecipient Agreement. Upon default of this condition, Mortgagee shall have the right on behalf of the New Hampshire Community Development Finance Authority, to recover all of the CDBG funds expended on said improvements, or such a portion thereof as, under terms of the Subrecipient Agreement, may be determined to be due and payable over the twenty year term as the Mortgagor and Mortgagee shall agree with the approval of the said Community Development Finance Authority.

PROVIDED, NEVERTHELESS, that if the said Mortgagor, its successors and assigns shall faithfully perform its covenants and obligations as set forth in the said Subrecipient Agreement in accordance with the foregoing condition, this mortgage shall terminate and be void; otherwise to remain in full force.

IT IS FURTHER AGREED that, on failure of the performance of the said conditions, Mortgagee shall have the statutory POWER OF SALE.

The covenants herein contained shall bind, and the benefits and advantages shall issue to the respective successors and assigns of the parties.

This mortgage is subject to and subordinate to all existing mortgages and all future mortgage(s) that secure funds to be used for anticipated. If alternative financing is used to either refinance that debt, this Mortgage Deed will automatically, without any further action, be subordinate to such future mortgage financing.

WHEREFORE, the Mortgagor executed this mortgage on this 2<sup>nd</sup> day of October, 2015.

Somersworth Housing Authority  
(a New Hampshire non-profit corporation)

By: Deborah Evans  
Name: Deborah Evans  
Title: Executive Director

STATE OF NEW HAMPSHIRE  
COUNTY OF STAFFORD

On this 2<sup>nd</sup> day of OCTOBER, 2015, personally appeared before me the above named Deborah Evans who acknowledged that she executed the foregoing on behalf of Somersworth Housing Authority as its Executive Director.

Before me,  
Tambra J. Moore

Notary Public/Justice of the Peace  
**TAMBRA J. MOORE, Notary Public**  
**My Commission Expires August 22, 2017**

My commission expires:



## ATTACHMENT II

### SUBRECIPIENT AGREEMENT MINIMUM TERMS AND CONDITIONS

City of Somersworth ("Grantee") hereby warrants and agrees that the Subrecipient Agreement with Somersworth Housing Authority ("Subrecipient") to be executed in conformance with the requirements of Exhibit B of the Grant Agreement shall be subject to approval by CDFA. The Subrecipient Agreement shall incorporate the entire Grant Agreement and shall include it as an attachment, and shall contain at a minimum the following terms and conditions:

1. REPRESENTATIONS AND WARRANTIES. Subrecipient shall represent and warrant:

1.1 Subrecipient is a duly organized and validly existing New Hampshire housing authority in good standing under the laws of the State of New Hampshire (the "State"). Subrecipient has the power and authority to undertake the grant activities as provided in the Grant Agreement. Subrecipient has the power and authority to own its properties, to conduct business as it is now being conducted, has the power to execute and deliver and perform its obligation under the Subrecipient Agreement and all other documents as applicable to this grant agreement.

1.2 The Subrecipient Agreement is the legal, valid and binding obligation of Subrecipient enforceable against Subrecipient, in accordance with each document's respective terms.

1.3 Subrecipient has complied in all material respects with all applicable federal, state and local laws, statutes, rules and regulations pertaining to the grant activities.

1.4 No application, exhibit, schedule, report or other written information provided by Subrecipient or its agents in connection with the grant application knowingly contained, when made, any material misstatement of fact or knowingly omitted to state any material fact necessary to make the statements contained therein not misleading, in light of the circumstances under which they were made.

1.5 In accordance with the Low Income Housing Tax Credit (LIHTC) requirements, the Subrecipient has created *insert (LIMITED PARTNERSHIP'S NAME)* to serve as the owner of the Project.

Subrecipient, or an affiliate whole owned by Subrecipient, is *(insert LIMITED PARTNERSHIP'S NAME)* sole general partner and shall remain so, subject to removal or withdrawal related to a default as more fully described in the partnership agreement of *(insert LIMITED PARTNERSHIP'S NAME)* for the duration of the 20 year Community Development Block Grant compliance period, as discussed within this agreement, and has the ability to enter into all necessary agreements with the Town of Somersworth and to bind *(insert LIMITED PARTNERSHIP'S NAME)* terms and conditions set forth within this Subrecipient Agreement. *(insert LIMITED PARTNERSHIP'S NAME)* shall execute this Agreement to evidence that it will comply with and be bound to the terms and conditions hereof.

1.6 The Subrecipient certifies that it maintains a controlling interest in the project and will materially participate in the development and management of the project throughout the compliance period.

  
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## 2. PROJECT DESCRIPTION AND SUBGRANT ACTIVITIES.

### 2.1 Project Description.

The project shall consist of the awarding of \$500,000 in Community Development Block Grant ("CDBG") funds to the City of Somersworth (the "Grantee"), \$475,000 of which is to be subgranted to Somersworth Housing Authority (the "Subrecipient"). Subgranted funds will be used by the Subrecipient to support the rehabilitation of Somersworth Rental Assistance Demonstration (RAD) public housing properties known as Charpentier Apartments located at 28 Franklin Street, Fillion Terrace located at 75 Washington Street and the complex located at Bartlett Avenue/Verona Street, all in Somersworth, New Hampshire (the "Project").

### 2.2 Benefit to Low- and Moderate- Income Households.

The general purpose of the project is to principally benefit Low- and Moderate-Income Households as that term is defined in the Grant Agreement: as referenced in 24 CFR 570.483, and as determined by the U. S. Department of Housing and Urban Development (HUD) for the State of New Hampshire. Appendix 2 contains HUD's "low- and moderate-income levels" for its various programs and is updated on an annual basis. The most current HUD Income Limits may be found at CDFA's website at [www.nhcdfa.org](http://www.nhcdfa.org)

### 2.3 Grant of Funds/Matching Funds.

2.3.1 Subrecipient shall use the Grant funds subgranted to it solely for the purposes described herein and consistent with the required terms and conditions of the Grant Agreement and Subrecipient Agreement.

2.3.2 Subrecipient shall be subgranted a total of \$475,000 of the CDBG funds, which the Subrecipient shall utilize for the Project in order to carry out the Project Activity.

2.3.2 The Grantee shall retain \$25,000 of the grant for administrative costs associated with management of the Grant.

2.3.3 The required match for the CDBG funds will be not less than \$16,425,000, for the costs associated with the Project Activities as itemized in Exhibit B.

## 3. SUBRECIPIENT REQUIREMENTS.

3.1 Compliance with Laws. Subrecipient shall comply with all applicable federal, state and local laws, statutes, executive orders and rules as they relate to the application, acceptance and use of funds for this Project, including, but not limited to, the requirements as specified in the Grant Agreement.

3.2 Disbursement of Grant Funds. Upon compliance with, and subject to the provisions of this Agreement and provided there shall exist no Event of Default under this Agreement, the Grant Agreement or any other agreements, in connection with the Project, and no condition or event which, with the giving of notice or lapse of time would constitute such an Event of Default, the Grantee shall, upon submittal of written requests for payment accompanied by invoices and other documentation or supporting documents as required by the Grantee, make disbursements of grant funds. Disbursement of grant funds shall be in accordance with the terms of the Grant Agreement, including Exhibit C.

Disbursement of funds by the Grantee does not constitute acceptance by the Grantee or CDFA of

  
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any item as an eligible Project cost until all Project costs have been audited and determined to be allowable costs. Upon the expiration of the Grant Agreement, or other termination of the project, Subrecipient shall transfer to the Grantee any Grant funds on hand at the time of expiration and any accounts receivable attributable to the use of CDBG funds.

3.3 Security. Prior to approval by CDFA of any construction contract for the Project, Subrecipient shall provide Grantee mortgage lien(s) in the amount of \$475,000 (the "Mortgage") on the project properties (the "Property"), or other form of security acceptable to CDFA, as set forth in Exhibit B. Grantee shall submit to CDFA satisfactory evidence of such recording.

The mortgage lien(s) or alternative security shall provide for the recovery by Grantee, on behalf of CDFA, of the total CDBG funds expended on this Project in the event that the low- and moderate-income benefit as defined herein is not maintained for the required twenty-year period commencing upon the completion of the Project.

#### 4. COVENANT OF LONG TERM BENEFIT FOR LOW- AND MODERATE-INCOME PERSONS.

4.1 Subrecipient shall covenant and warrant that one hundred percent (100%) of the 169 households in the Project Property at the completion of the Project shall be occupied by Low- and Moderate-Income Persons as that term is defined in 24 CFR 570.483.

4.2 At time of Grantee's submission of the Closeout Report to CDFA as provided in Exhibit B of the Grant Agreement, Subrecipient shall certify the number of households at the Project Property are occupied by Low- and Moderate-Income Persons and are benefiting as a result of this Project. Subrecipient shall, for closeout purposes only, gather information on those groups deemed as "Protected" by HUD and required for reporting on the "Periodic Progress Report" as provided in the most current edition of the "CDBG Implementation Guide."

4.3 Subrecipient shall further covenant and warrant that the Property shall remain in use as residential property and shall be made available to Low- and Moderate-Income Persons for a period of twenty (20) years following completion of the Project (the "Benefit Period") and that Subrecipient has and will continue in its Bylaws or other administrative provisions an adequate administrative capacity to ensure that this benefit is maintained for said period. This covenant shall survive the expiration or termination of this Agreement.

4.4 In the event that Subrecipient grants, conveys, leases or otherwise transfers its interests in the Property, Subrecipient shall include a clause in such deed, lease or similar transfer instrument whereby the other party, for himself, his heirs, personal representatives, successors in interest, and assigns, as a part of the consideration therefore, covenants and agrees, as a covenant running with the land, that the property shall continue to be used as residential property and shall continue to be made available to Low- and Moderate-Income households for the remainder of the Benefit Period.

4.5 Subrecipient shall not sell, lease, encumber, otherwise transfer, or dispose of any part of its title or other interests in the Property, for the duration of the terms, conditions, and assurances in this Agreement, without the approval of Grantee.

#### 5. SCHEDULE.

5.1 Implementation Schedule. The Grantee and Subrecipient have agreed to an Implementation Schedule, which will provide for the completion of all grant activities, prior to the Grant Completion Date. A schedule of major milestones shall be provided within the Subrecipient Agreement,

  
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and shall serve as a basis for enforcement of the Agreement.

5.2 **Grant Completion Date.** All work shall be completed prior to the Grant Completion Date as specified in Section 1.7 of the General Provisions. This date may be extended only with the permission of the Grantee, CDFA, and the Governor and Council.

## 6. INSURANCE & TAXES.

6.1 **Subrecipient's Liability Insurance.** Subrecipient shall, at its sole expense, obtain and maintain in force insurance in such amounts and covering such risks as are customary for entities engaged in the same or similar business to include, where applicable, comprehensive general liability covering any property development/construction activities and landlord insurance. At a minimum, this shall include insurance against all claims of bodily injury or property damage, in amounts of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate.

6.2 If applicable, Subrecipient shall also, at its sole expense, obtain and maintain in force fire and extended coverage insurance covering all real property or assets purchased with Grant funds in an amount not less than 100% of the whole replacement value of the property.

6.3 **Insurance Standards.** The policies described in this section shall be the standard form employed in the State of New Hampshire, issued by underwriters acceptable to the State, and authorized to do business in the State of New Hampshire. All policies shall be on an "occurrence" basis. Each policy shall contain a clause prohibiting cancellation or modification of the policy earlier than thirty (30) days after written notice thereof has been received by the Grantee and CDFA.

6.4 All policies shall name the Grantee and CDFA as additional insureds. Subrecipient shall provide the Grantee with certificates of insurance satisfactory to the Grantee, which evidence compliance with this Section.

6.5 **Taxes.** If applicable, Subrecipient shall pay all taxes, assessments, charges, fines and impositions attributable to the Property, which is the responsibility of the Subrecipient. Any alternative arrangements will require the approval of CDFA, whose consideration shall not be unreasonably withheld.

## 7. REPORTING REQUIREMENTS: PERIODIC AND CLOSEOUT AGREEMENTS.

7.1 **Semi-Annual Reports.** Semi-Annual reports shall be submitted by the Subrecipient to the Grantee, not less than five (5) business days prior to the semi-annual submission date, that is, no later than July 10, for the period of January 1 through June 30 and no later than January 10, for the period of July 1 through December 31 of each year. The reporting period shall begin on the date of Governor and Council approval and end on the Completion Date specified in Section 1.7 of the General Provisions of the contract between the Grantee and CDFA.

7.2 **Closeout Agreement.** Subrecipient shall enter into a Closeout Agreement with the Grantee and CDFA, which shall specify the reporting and other requirements applicable to the closing out of this Project.

7.3 **Subrecipient Financial Reporting.** Subrecipient shall submit to the Grantee and to CDFA its annual audited financial statements, within 90 days of its fiscal year end.

## 8. ACCOUNTING, AUDIT, AND RECORD KEEPING REQUIREMENTS

8.1 **Accounting Records.** Subrecipient shall keep all Project-related accounts and records,

  
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which fully disclose the amount and disposition by Subrecipient of the grant funds, the total cost of the Project, and the amount and nature of any portion of the Project cost supplied by other sources, and such other financial records pertinent to the Project. Accounts and records shall be kept in accordance with an accounting system that will facilitate an effective audit in accordance with the Single Audit Act of 1984. Records to be maintained shall include Project fiscal records consisting of all books, documents, ledgers, systems and expenses incurred, including, but not limited to, purchase, requisitions, orders, invoices, vouchers, bills and receipts, inventories, all lien documents, surveys, certified payrolls, and other documents verifying low- and moderate-income household or employment information.

8.2 Time Period. All of the records, documents, and data described above and all income verification information shall be kept during the performance of the project, and for three (3) years after its completion, until the satisfactory completion of an audit, or three years following HUD's closeout of CDFA's grant year, whichever is later.

8.3 Availability of Records. Subrecipient shall make available to the Grantee, CDFA, and HUD or any of their duly authorized representatives, for the purpose of audit and examination, any books, documents, papers, and records of Subrecipient pertinent to this Agreement.

#### 9. INDEMNIFICATION.

Subrecipient shall defend, indemnify and hold harmless Grantee and the State, their officers and employees, from and against any and all losses suffered by Grantee or the State, their officers and employees, and any and all claims, liabilities or penalties asserted against Grantee and the State, their officers and employees, by or on behalf of any person, on account of, based on, resulting from, arising out of or claimed to arise out of the acts or omissions of Subrecipient.

Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant shall survive the termination or expiration of this Agreement.

#### 10. MAINTENANCE OF CORPORATE EXISTENCE; BY-LAWS.

10.1 Corporate Existence. Subrecipient shall both preserve and maintain the legal existence and good standing of its nonprofit and, if applicable, its affiliated for profit limited partnership status and its registration in New Hampshire as required to do business.

10.2 Scope of Mission. Subrecipient and Grantee agree that the Subrecipient's nonprofit Articles of Incorporation and, if applicable, its affiliated forprofit Limited Partnership Agreement, provide an adequate administrative mechanism for assuring the Subrecipient's mission of for providing affordable housing for Low- and Moderate-Income Persons, during the Grant Period, as required pursuant to this agreement. This paragraph shall survive the termination of this agreement for a period not to exceed twenty (20) years.

#### 11. MAINTENANCE OF PROPERTY.

11.1 Subrecipient shall maintain, keep and preserve in good working order and condition all of its property and assets necessary or useful in the proper conduct of its business and operation of the Project Property improved with Grant funds.

11.2 Subrecipient shall continue to operate and maintain, keep and preserve in good working order and repair the Project improvements at the Property, and shall operate the Project improvements in

  
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compliance with all applicable federal, state and local statutes, regulations, rules and orders.

12. EVENTS OF DEFAULT. The occurrence of any of the following events shall constitute an Event of Default under the Subrecipient Agreement:

12.1 The Property shall cease to be operated in accordance with the Project Purpose or Subrecipient shall fail to comply with the requirement of long-term affordability for Low- and Moderate-Income Benefit as provided herein;

12.2 Failure of Subrecipient to complete the Project satisfactorily in accordance with the approved Plans or on schedule or failure to submit any report, documentation or other instrument under this Agreement;

12.3 Subrecipient attempts to assign its rights under this Agreement or any advance made or to be made hereunder or any interest therein, or if the Property or any portion thereof is conveyed or encumbered in any way without the prior written consent of the Grantee;

12.4 Any survey, report or examination discloses that the Project or Property or any portion thereof encroaches upon or projects over a street or upon or over adjoining property or violates any setback or other restriction, however created, or any zoning regulations or any building restriction of any governmental authority having jurisdiction with respect to the Property;

12.5 The Property or Project are materially damaged or destroyed by fire or other casualty or cause and the insurance proceeds therefrom are inadequate to rebuild or restore the Project or Property to their condition immediately prior to such casualty;

12.6 Any representation or warranty made herein or in any report, certification, or other instrument furnished in connection with this Agreement or any advances of Grant funds made hereunder, by or on behalf of Subrecipient, shall prove to be false or misleading in any material respect;

12.7 Any mechanics', laborers', materialmen's or similar statutory liens, or any notice thereof, shall be filed against the Property and/or the Project and shall not be discharged within thirty (30) days of such filing;

12.8 Subrecipient shall default in the due observance or performance of any covenant, condition, assurance or agreement to be observed or performed by Subrecipient under this Agreement;

12.9 Any cessation occurs at any time in construction of the Project for more than one (1) week except for causes beyond the control of Subrecipient, or if any substantial change is made in the schedule for the construction or in the approved Plans without the prior approval of the Grantee and CDFA;

12.10 Subrecipient shall (i) apply for or consent to the appointment of a receiver, trustee, or liquidator of it or any of its property, (ii) admit in writing its inability to pay its debts as they mature, (iii) make a general assignment for the benefit of creditors, (iv) be adjudicated as bankrupt or insolvent or (v) file a voluntary petition in bankruptcy, or a petition or answer seeking reorganization or an arrangement with creditors or to take advantage of any bankruptcy, reorganization, arrangement, insolvency, readjustment of debt, dissolution or liquidation law or statute, or an answer admitting the material allegations of a petition filed against it in any proceeding under any such law;

12.11 A petition, order, judgment, or decree shall be entered, without the application, approval or consent of Subrecipient by any court of competent jurisdiction, approving a petition seeking

  
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reorganization or approving the appointment of a receiver, trustee or liquidator of Subrecipient of all or a substantial part of its assets, and such order judgment or decree shall continue unstayed and in effect for any period of thirty (30) days;

12.12 The dissolution, termination of existence, merger or consolidation or a sale of assets of Subrecipient or, if applicable, its affiliated for profit Limited Partner, out of the ordinary course of business without the prior written consent of the Grantee and CDFA; and

12.13 Failure to remedy an ineligible expenditure of grant funds or to reimburse the Grantee for any ineligible costs, which are paid from grant funds.

### 13. GRANTEE'S RIGHTS AND REMEDIES UPON DEFAULT.

13.1 Remedies upon Default. Upon the occurrence of any Event of Default, the Grantee may take any one, or more, or all, of the actions described below. Prior to taking any of the following actions, the Grantee will give Subrecipient a written notice of default specifying the Event of Default and requiring it to be remedied within thirty (30) days from the date of notice. The following actions may be taken only if Subrecipient has not remedied the Event of Default in a timely manner.

13.1.1 Subrecipient acknowledges that, in the event Grantee fails to enforce the provisions of either the Subrecipient Agreement or fails to cure any event of default under the Subrecipient Agreement, Grantee shall, upon demand by CDFA, assign and convey all or any of its rights, title and interest, or delegate all or any of its obligations under the Subrecipient Agreement to CDFA;

13.1.2 Terminate this Agreement, effective immediately upon giving notice of termination;

13.1.3 Suspend all payment of grant funds to be made pursuant to this Agreement until such time as the Grantee determines the Event of Default has been cured;

13.1.4 Set off against any other obligations the Grantee may owe to Subrecipient for any damages the Grantee may suffer by reason of any Event of Default;

13.1.5 Treat the Agreement as breached and pursue any of its remedies at law or in equity or both;

13.1.6 Foreclose under any available security instrument created under this agreement;  
and

13.1.7 Assume the right to seek full reimbursement of CDBG funds from the Subrecipient and the right to call on any collateral pledged, as applicable.

13.2 Judicial Enforcement. Subrecipient agrees that the Grantee and CDFA have a right to seek judicial enforcement with regard to any matter arising with respect to this Agreement, to include the assurances, covenants and other conditions, which extend beyond the completion date under this Agreement.

13.3 Disposition of Funds. Where the Grant Agreement or Subrecipient Agreement is terminated or the Project is otherwise terminated due to a default, inability to perform or reasons other than project completion, Grant funds are required to be returned. The disposition of Grant Funds to be returned shall be determined solely by CDFA.

  
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**14. ADDITIONAL REPRESENTATIONS AND WARRANTIES. Subrecipient represents and warrants:**

**14.1 Subrecipient will obtain all necessary approvals of the Plans and all necessary permits for the operation of its business from all governmental authorities having jurisdiction over the Project.**

**14.2 Construction of the project will not violate any zoning, environmental, subdivision, or land use ordinance, regulation or law; the Property conforms and complies in all material respects with all covenants, conditions, restrictions, reservations and zoning, environmental land use, and other applicable ordinances, laws, rules and regulations, federal, state, or local, affecting the Property.**

**14.3 No litigation, claims, suits, orders, investigations or proceedings are pending or threatened against Subrecipient or affecting the Property or the Project at law or in equity or before or by any federal, state, municipal or other governmental instrumentality; there are no arbitration proceedings pending under collective bargaining agreements or otherwise; and to the knowledge of Subrecipient, there is no basis for any of the foregoing. Any exceptions to this section shall be explained in an Exhibit, attached to this agreement.**

**14.4 Subrecipient has filed all federal, state and local tax returns required to be filed and has paid or made adequate provision for the payment of all federal, state or local taxes, charges and assessments.**

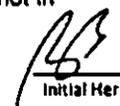
**14.5 The execution and delivery and performance by Subrecipient of its obligations under this Agreement have been duly authorized by all requisite corporate action and will not violate any provision of law, any order of any court or other agency of government, or any indenture, agreement or other instrument to which Subrecipient is a party, or by which it is bound, or be in conflict with, result in a breach of, or constitute a default under, or except as may be provided in this Agreement, result in the creation or imposition of any lien, charge or encumbrance of any nature whatsoever upon any of the property or assets of Subrecipient pursuant to any such indenture, agreement or instrument. Subrecipient is not required to obtain any consent, approval or authorization from, or to file any declaration or statement with, any governmental instrumentality or other agency in connection with or as a condition to the execution, delivery or performance of this Agreement and all other related documents.**

**14.6 Subrecipient is not contemplating either the filing of a petition under any state or federal bankruptcy or insolvency laws or the liquidating of all or a major portion of its properties, and has no knowledge of any person contemplating the filing of any such petition against it.**

**14.7 No statement of fact made by or on behalf of Subrecipient in any of the Agreements or related documents or in any certificate, exhibit or schedule furnished to the Grantee pursuant thereto, contains any untrue statement of a material fact or omits to state any material fact necessary to make statements contained therein or herein not misleading. There is no fact or circumstance presently known to Subrecipient that has not been disclosed to the Grantee that materially affects adversely, nor as far as Subrecipient can foresee, will materially affect adversely Subrecipient, operations or considerations (financial or otherwise) of Subrecipient.**

**14.8 Subrecipient has complied in all material respects with all applicable statutes, regulations, and rules of federal, state, and local governments in respect to the conduct of its business and operations, including without limitation all applicable environmental statutes.**

**14.9 No Event of Default has occurred and is continuing under this Agreement or the loan documents (if applicable) and no event or condition which would, upon notice of expiration of any applicable cure, constitute an Event of Default has occurred and is continuing; Subrecipient is not in**

  
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default under any note or other evidence of indebtedness or other obligation for borrowed money or any mortgage, deed to trust, indenture, lease agreement or other agreement relating thereto. Any exceptions to this section shall be explained in an Exhibit, attached to this agreement.

Subrecipient warrants that each of the foregoing representations and warranties is true and correct as of the date of this Agreement and Subrecipient shall indemnify and hold harmless the Grantee, State and CDFA from and against any loss, damage, or liability attributable to the breach thereof, including any and all fees and expenses incurred in the defense or settlement of any claim arising therefrom against the Grantee, State or CDFA.

#### 15. MISCELLANEOUS PROVISIONS.

15.1 **Compliance with Laws.** Subrecipient shall comply with all applicable federal, state and local laws, statutes, regulation, executive orders and rules as they relate to the application, acceptance and use of funds for this project, including, but not limited to, the requirements as specified in the Grant Agreement.

15.2 **Compliance with OMB 2 CFR Part 200.** Subrecipient acknowledges that it shall meet the requirements of OMB 2 CFR Part 200, to ensure compliance with Administrative Cost Standards.

15.3 **No Assignment.** Subrecipient shall not assign or transfer any of its rights or obligations under this Agreement without the prior written consent of the Grantee and CDFA, and any attempted assignment or transfer shall be ineffective, null, void, and of no effect.

15.4 **Amendment.** No amendment or modification of any provision of this Agreement shall be effective unless it is in writing and executed by both parties and approved by CDFA.

15.5 **Governing Law.** The Subrecipient Agreement shall be governed by and construed in accordance with laws of the State of New Hampshire.

15.6 **No failure on the part of Grantee or CDFA to exercise, and no delay in exercising, any right, power, or remedy under this Agreement or any other agreement contemplated herein shall operate as a waiver thereof; nor shall any single or partial exercise of any right under any such agreements preclude any other or further exercise thereof or the exercise of any other right. The remedies provided herein are cumulative and not exclusive of any remedies provided by law.**

15.7 **This Agreement, together with all attachments, schedules and exhibits thereto, contains the full, final and exclusive statement of the agreement of the parties and supersedes all prior understandings, representations or agreements, whether written or oral, with respect to such subject matter.**

#### 16. PUBLICITY AND SIGNAGE.

16.1 **Public Relations.** The Subrecipient shall grant CDFA the right to use the Grantee's name, likeness, and logo in any public relations or publicity efforts. This shall include, but not be limited to, press releases, media interviews, website, publications, brochures, etc. CDFA's publicity efforts may also include details about Grantee's project, contract, or other publically available information.

16.2 **Reciprocal Publicity.** The Subrecipient also shall acknowledge CDFA appropriately in all organizational and public forums as to the support, financial and otherwise, that has been provided to the project. This recognition shall include, but not be limited to, print/electronic media, publications, interviews, brochures, website, etc.

  
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16.3 Project Signage. For construction/renovation projects – CDFA logo must be included in signage at the job worksite. CDFA logo may not be any smaller than 50% of the size of the largest logo displayed. This requirement can be waived if no other partner/entity requires worksite signage and creating signage solely for CDFA poses a hardship. Alternative – If none of these are applicable/feasible, an alternative display of the CDFA logo or public recognition may be used with permission from CDFA.

  
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**Attachment III  
CERTIFICATE OF COVERAGE**

The New Hampshire Public Risk Management Exchange (Primex<sup>3</sup>) is organized under the New Hampshire Revised Statutes Annotated, Chapter 5-B, Pooled Risk Management Programs. In accordance with those statutes, its Trust Agreement and bylaws, Primex<sup>3</sup> is authorized to provide pooled risk management programs established for the benefit of political subdivisions in the State of New Hampshire.

Each member of Primex<sup>3</sup> is entitled to the categories of coverage set forth below. In addition, Primex<sup>3</sup> may extend the same coverage to non-members. However, any coverage extended to a non-member is subject to all of the terms, conditions, exclusions, amendments, rules, policies and procedures that are applicable to the members of Primex<sup>3</sup>, including but not limited to the final and binding resolution of all claims and coverage disputes before the Primex<sup>3</sup> Board of Trustees. The Additional Covered Party's per occurrence limit shall be deemed included in the Member's per occurrence limit, and therefore shall reduce the Member's limit of liability as set forth by the Coverage Documents and Declarations. The limit shown may have been reduced by claims paid on behalf of the member. General Liability coverage is limited to Coverage A (Personal Injury Liability) and Coverage B (Property Damage Liability) only. Coverage's C (Public Officials Errors and Omissions), D (Unfair Employment Practices), E (Employee Benefit Liability) and F (Educator's Legal Liability Claims-Made Coverage) are excluded from this provision of coverage.

The below named entity is a member in good standing of the New Hampshire Public Risk Management Exchange. The coverage provided may, however, be revised at any time by the actions of Primex<sup>3</sup>. As of the date this certificate is issued, the information set out below accurately reflects the categories of coverage established for the current coverage year.

This Certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend, or alter the coverage afforded by the coverage categories listed below.

<b>Participating Member:</b> City of Somersworth One Government Way Somersworth, NH 03878		<b>Member Number:</b> 293	<b>Company Affording Coverage:</b> NH Public Risk Management Exchange - Primex <sup>3</sup> Bow Brook Place 46 Donovan Street Concord, NH 03301-2624				
Type of Coverage		Effective Date (mm/dd/yyyy)	Expiration Date (mm/dd/yyyy)	Limits - NH Statutory Limits May Apply			
<input checked="" type="checkbox"/>	<b>General Liability (Occurrence Form)</b>	7/1/2020	7/1/2021	Each Occurrence	\$ 1,000,000		
	<b>Professional Liability (describe)</b>			General Aggregate	\$ 2,000,000		
<input type="checkbox"/>	Claims Made			<input type="checkbox"/>	Occurrence	Fire Damage (Any one fire)	
						Med Exp (Any one person)	
<input type="checkbox"/>	<b>Automobile Liability</b>			Combined Single Limit (Each Accident)			
	Deductible Comp and Coll: \$1,000			Aggregate			
<input type="checkbox"/>	Any auto						
<input type="checkbox"/>	<b>Workers' Compensation &amp; Employers' Liability</b>			Statutory			
				Each Accident			
				Disease - Each Employee			
				Disease - Policy Limit			
<input type="checkbox"/>	<b>Property (Special Risk Includes Fire and Theft)</b>			Blanket Limit, Replacement Cost (unless otherwise stated)			

**Description:** Relative to Grant, the certificate holder is named as Additional Covered Party, but only to the extent liability is based on the negligence or wrongful acts of the member, its employees, agents, officials or volunteers. This coverage does not extend to others. Any liability resulting from the negligence or wrongful acts of the Additional Covered Party, or their employees, agents, contractors, members, officers, directors or affiliates is not covered. The Participating Member will advise of cancellation no less than 15 days prior to cancellation.

<b>CERTIFICATE HOLDER:</b>	<input checked="" type="checkbox"/> Additional Covered Party	<b>Loss Payee</b>	<b>Primex<sup>3</sup> - NH Public Risk Management Exchange</b>
			<b>By:</b> <i>Mary Beth Purcell</i>
CDFA 14 Dixon Ave, Ste 102 Concord, NH 03301			<b>Date:</b> 10/21/2020 mpurcell@nhprimex.org
			Please direct inquires to: <b>Primex<sup>3</sup> Risk Management Services</b> 603-225-2841 phone 603-228-3833 fax



## CERTIFICATE OF COVERAGE

The New Hampshire Public Risk Management Exchange (Primex<sup>3</sup>) is organized under the New Hampshire Revised Statutes Annotated, Chapter 5-B, Pooled Risk Management Programs. In accordance with those statutes, its Trust Agreement and bylaws, Primex<sup>3</sup> is authorized to provide pooled risk management programs established for the benefit of political subdivisions in the State of New Hampshire.

Each member of Primex<sup>3</sup> is entitled to the categories of coverage set forth below. In addition, Primex<sup>3</sup> may extend the same coverage to non-members. However, any coverage extended to a non-member is subject to all of the terms, conditions, exclusions, amendments, rules, policies and procedures that are applicable to the members of Primex<sup>3</sup>, including but not limited to the final and binding resolution of all claims and coverage disputes before the Primex<sup>3</sup> Board of Trustees. The Additional Covered Party's per occurrence limit shall be deemed included in the Member's per occurrence limit, and therefore shall reduce the Member's limit of liability as set forth by the Coverage Documents and Declarations. The limit shown may have been reduced by claims paid on behalf of the member. General Liability coverage is limited to Coverage A (Personal Injury Liability) and Coverage B (Property Damage Liability) only. Coverage's C (Public Officials Errors and Omissions), D (Unfair Employment Practices), E (Employee Benefit Liability) and F (Educator's Legal Liability Claims-Made Coverage) are excluded from this provision of coverage.

The below named entity is a member in good standing of the New Hampshire Public Risk Management Exchange. The coverage provided may, however, be revised at any time by the actions of Primex<sup>3</sup>. As of the date this certificate is issued, the information set out below accurately reflects the categories of coverage established for the current coverage year.

This Certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend, or alter the coverage afforded by the coverage categories listed below.

<b>Participating Member:</b> City of Somersworth One Government Way Somersworth, NH 03878		<b>Member Number:</b> 293	<b>Company Affording Coverage:</b> NH Public Risk Management Exchange - Primex <sup>3</sup> Bow Brook Place 46 Donovan Street Concord, NH 03301-2624	
Type of Coverage	Effective Date (mm/dd/yyyy)	Expiration Date (mm/dd/yyyy)	Limits - NH Statutory Limits May Apply, If Not	
<input type="checkbox"/> <b>General Liability (Occurrence Form)</b> <input type="checkbox"/> <b>Professional Liability (describe)</b> <input type="checkbox"/> Claims Made <input type="checkbox"/> Occurrence			Each Occurrence	
			General Aggregate	
			Fire Damage (Any one fire)	
			Med Exp (Any one person)	
<input type="checkbox"/> <b>Automobile Liability</b> Deductible    Comp and Coll: <input type="checkbox"/> Any auto			Combined Single Limit (Each Accident) Aggregate	
<input checked="" type="checkbox"/> <b>Workers' Compensation &amp; Employers' Liability</b>	7/1/2020	7/1/2021	<input checked="" type="checkbox"/> Statutory Each Accident    \$2,000,000 Disease -- Each Employee    \$2,000,000 Disease -- Policy Limit	
<input type="checkbox"/> <b>Property (Special Risk includes Fire and Theft)</b>			Blanket Limit, Replacement Cost (unless otherwise stated)	
<b>Description:</b> Proof of Primex Member coverage only.				

<b>CERTIFICATE HOLDER:</b>	<b>Additional Covered Party</b>	<b>Loss Payee</b>	<b>Primex<sup>3</sup> - NH Public Risk Management Exchange</b>
CDFA 14 Dixon Ave, Ste 102 Concord, NH 03301			<b>By:</b> <i>Maly Eath Powell</i>
			<b>Date:</b> 10/21/2020    mpurcell@nhprimex.org
			Please direct Inquires to: <b>Primex<sup>3</sup> Claims/Coverage Services</b> 603-225-2841 phone 603-228-3833 fax

CERTIFICATE

I, Jonathan Slaven, City Clerk of Somersworth, New Hampshire do hereby certify that: (1) at the public hearing held on January 8, 2020, and as voted on and resolved by the City Council, the City Council voted to submit an application for Community Development Block Grant funds and if awarded: (2) enter into a contract with the Community Development Finance Authority and further authorize the City Manager to execute any documents which may be necessary to effectuate this contract; (3) I further certify that this authorization has not been revoked, annulled or amended in any manner whatsoever, and remains in full force and effect as of the date hereof; and (4) the following person has been appointed to and now occupies the office indicated under item (2) above:

Robert Beimore, City Manager

 10/15/20  
\_\_\_\_\_  
Jonathan J. Slaven, City Clerk

Notary requirement waived due to Covid-19

CERTIFICATION OF GRANTEE'S ATTORNEY

Award No. 20-218-CDHS

I, Walter M. Todd acting as Attorney for the City of Somersworth, New Hampshire do hereby certify:

That in my opinion the Grantee is empowered to enter into the foregoing Grant Agreement under the laws of the State of New Hampshire. Further, I have examined the foregoing Grant Agreement and the actions taken by said Grantee and have determined that Grantee's official representative has been duly authorized to execute this Grant Agreement and that the execution thereof is in all respects due and proper and in accordance with the laws of the said State and applicable federal laws. In addition, for grants involving projects to be carried out on property not owned by Grantee, there are no legal impediments that will prevent full performance by the Grantee. Further, it is my opinion that the said Grant Agreement constitutes a legal and binding obligation of Grantee in accordance with the terms thereof.

Dated at Laconia, NH this 15<sup>th</sup> day of October 2020.

  
Signature of Grantee's Attorney

**Town of Somersworth – \$500,000 – (Housing)**

<b>Applicant</b>	Town of Somersworth
<b>Subrecipient</b>	Somersworth Housing Authority
<b>Project Name</b>	Somersworth RAD Project
<b>Project Location</b>	Multiple Locations in Somersworth 28 Franklin, 75 Washington, Bartlett Ave/Verona St.
<b>Request</b>	\$500,000
<b>LMI Beneficiaries</b>	169 Households (100% LMI)
<b>HUD CDBG National Objective</b>	LMH/14B
<b>NH State Category</b>	Housing

**Project Summary:** The Town of Somersworth is requesting \$500,000 on behalf of the Somersworth Housing Authority (SHA) for the Somersworth Rental Assistance Demonstration (RAD). RAD allows public housing agencies to leverage public and private debt and equity in order to reinvest in the public housing stock. This is critical given the backlog of public housing capital needs - estimated at over \$35 billion. SHA has received a commitment (CHAP) from HUD to participate in the RAD Program which adheres to their mission of providing safe, clean, independent and affordable housing to eligible families, elderly people and persons with disabilities without discrimination. The three existing properties to be converted to Project Based vouchers (PBV's) include a 56-unit complex with family housing comprised of a mix of 1,2,3 and 4 bedroom units at Bartlett Ave/Verona Street, a 64 unit complex for elderly/disabled populations with a mix of 1 and 2 bedroom units at Filion Terrace (75 Washington St), and a 49 unit complex for elderly/disabled populations, all 1 bedroom units at Charpentier Apartments (28 Franklin St). The total project of 169 units is proposed to convert from public housing to affordable housing using HUD RAD program and the LIHTC program with 4% guaranteed Tax Exempt Bonds. The proposed locations represent the entire extent of the SHA portfolio. SHA is the second RAD project in the state of NH, the first being in Dover.

The total project budget of \$16,925,000 includes acquisition and refinancing, rehabilitation, professional & engineering/architectural fees and Administrative costs. The total Financing package includes guaranteed LIHTC, Loans and Bonds. The CDBG request is for \$500,000 which will be used for rehabilitation. The general scope of work, which has been proposed based on a recently completed Capital Needs Assessment and Energy audit, includes boilers, roofs, insulation, siding, landscaping, kitchens, baths, flooring, etc. The project is designed to ensure preservation of long term financially stable properties for the benefit of the community and its affordable housing needs.

Long term benefit (20+ years) will be achieved by creating financially stable, energy-efficient and updated properties to serve 100% low income households for many years to come. The infrastructure upgrades have a life expectancy of greater than twenty years. Additionally, the Town of Somersworth will assure long-term low-and moderate-income benefit by attaching a performance lien/mortgage/deed on the property.

**Sources and Uses**

Sources	CDBG	LIHTC	Deferred Fee	Sponsor Loan and Reserves	Bond	Cash Flow	
<b>Uses</b>							<b>Total Uses \$</b>
Construction	\$475,000	\$3,000,000		\$5,500,000	\$3,000,000		\$11,975,000
Other						\$80,000	\$80,000
Reserves			\$450,000			\$270,000	\$720,000
Financing		\$700,000					\$700,000
Soft Costs					\$1,075,000		\$1,075,000
Equipment/Furnishings				\$500,000			\$500,000
Professional fees					\$1,425,000		\$1,425,000
Architectural/Engineering		\$425,000					\$425,000
CDBG Admin Costs	\$25,000						\$25,000
<b>Committed Total</b>		<b>\$4,125,000</b>	<b>\$450,000</b>	<b>\$6,000,000</b>	<b>\$5,500,000</b>	<b>\$350,000</b>	<b>\$16,425,000</b>
<b>Pending Total</b>	<b>\$500,000</b>						<b>\$500,000</b>
<b>Grand Total</b>	<b>\$500,000</b>	<b>\$4,125,000</b>	<b>\$450,000</b>	<b>\$6,000,000</b>	<b>\$5,500,000</b>	<b>\$350,000</b>	<b>\$16,925,000</b>

**Administrative Costs**

Grant Administrator	\$17,500
Advertising	\$500
Legal	\$1,000
Audit	\$2,000
Application Writing	\$4,000
<b>Total</b>	<b>\$25,000</b>

**Summary**

- The project scored **332** points;
- The project will provide a unique mechanism to address the backlog of maintenance at the low income housing facilities and address long term financial security.
- The project will provide needed funds to correct deficiencies in the buildings
- The project will benefit 169 households, 100% of which are LMI
- The project meets a CDBG National Objective by providing a direct benefit to people of Low- and- Moderate Income.