SELF-HELP TECHNICAL ASSISTANCE GRANTS

This Instruction is partially revised as follows:

Conforming changes were made throughout in order to bring the instruction in line with the 7CFR 1944 Subpart I which was originally updated after the release of 2 regulations. These changes were made to the following:

§ 1944.415 (a) (1), added to better outline the process once a grant has been approved;
(a) The State Director is authorized to approve or disapprove TA grants under this subpart. For a grant in excess of $300,000, or in the case of a grant amendment when the amount of the grant plus any unexpended funds from a previous grant will exceed $400,000, prior written consent of the National Office is required. In such cases, the docket, along with the State Director's recommendations, must be submitted to the National Office for review. (1) Once funds have been obligated, the National Office will issue a letter to the State Director confirming the obligation and outlining any additional closing conditions. The Letter of Conditions (LOC) will include all conditions to grant closing and issue it with the grant agreement, as applicable. This final LOC is part of the grant docket and no funds may be released to the grantee before the grant agreement is fully executed. Once the grant is closed, a copy of the fully executed grant agreement and LOC are also provided to the T&MA Contractor. (Added 12-12-19, PN 532.)

§ 1944.415 (a) (2), added to state the Office of External Affairs process must be completed prior to public announcement of a grant award;
(2) Congressional notification is accomplished through the Rural Development Office of External Affairs (OEA) procedures to announce grant awards. (Added 12-12-19, PN 532.)

§ 1944.417 (b), to add that quarterly meetings can be achieved virtually and should include 502/504 processing staff;
(b) Quarterly, the grantee will submit Exhibit B of this subpart in an original and three copies to the County Supervisor on or before January 15, April 15, July 15, and October 15 which will verify its progress toward meeting the objectives stated in the Agreement and the application. The County Supervisor will immediately complete the County Office review part and forward the report to the District Office. After Exhibit B is received in the District Office, a meeting should be scheduled between the grantee, District Director, and the County Supervisor since this is an opportune time for both the grantee and Rural Development to review progress to date and make necessary adjustments for the future. This meeting is required if the grantee was previously identified as a problem grantee or will be identified as a problem grantee at this time. Regardless of whether a meeting will be held, the following will be done (Note: Conducting this meeting virtually is permitted. The grantee, Rural Development staff administering the TA grant, processing Section 502 loans / Section 504 loans and grants, and the T&MA Contractor should participate in meetings): (Revised 12-12-19) PN 532.)

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§ 1944.417 (b) (1), added the automated processing for Exhibit B is permissible;
(1) Exhibit B and other information will be evaluated to determine progress made to date. The District
Director will comment on Exhibit B as to whether the grantee is ahead or behind schedule in each of the
following areas (Note: an automated process for Exhibit B may be used so long as it captures the same
data.): (Revised 12-12-19) PN 532.)

§1944.417 (b) (2), information on what constitutes a performance issue in addition to referencing Exhibit
M for a sample High Risk letter is included;
(2) The District Director will submit Exhibit B to the State Director who will evaluate the quarterly re-
port along with the District Director's comments. If the State Director determines the grantee is progress-
ing satisfactorily, the State Director will sign and forward Exhibit B to the National Office. However, if
the State Director determines the grantee is not performing as expected, the State Director will notify the
grantee that it has been classified a “High Risk” grantee. The notice will specify the deficiencies and in-
form the grantee of proposed remedies for non-compliance. Performance issues include any problem that
will affect or is affecting the grantee’s ability to meet the five grant goals with consideration for issues
that may be caused by Rural Development delays. See Exhibit M for a sample “High Risk” designation
letter. (Revised 12-12-19) PN 532.)

§1944.417 (b) (2) (iii), add language that state that grant termination should only be done with concur-
rence from the National Office;
(iii) The situation has not been corrected and it is unlikely to be corrected if given additional time, the
grant will be terminated under §1944.426(b)(1) of this subpart. Termination of a grant should only begin
with concurrence from the National Office, Single Family Housing, Special Programs Branch. (Revised
12-12-19) PN 532.)