

Application for Advance Assistance

Hazard Mitigation Grant Program (HMGP) Advance Application

The Town of Clyde (the "Town") requests \$391,612 in Advance Assistance for DR-4827 pursuant to Section 1104 of the Sandy Recovery and Improvement Act (SRIA) of 2013 to accelerate implementation of the Hazard Mitigation Grant Program (HMGP). The Town will use Advance Assistance to develop mitigation strategies and obtain data in order to complete a HMGP application in a timely manner, as described in the Project Description (Work Scope) below.

Disaster and Project Number: **Hurricane Helene DR-4827-NC**
Project Title: **Building Elevations to Restore Clyde's Commercial Core**
Applicant: **Town of Clyde**
Federal Information Processing Standard (FIPS) Code: **37087**

Applicant's Agent:

(Signature)

Andrea "Joy" Garland, Town Administrator (joy.garland@townofclyde.com)

Project Description (Work Scope)

The purpose of this Advance Assistance (AA) request is to support the development and submission of a mitigation grant application focused on the elevation of sixteen (16) commercial properties within the Town of Clyde's business district. Under FEMA's Hazard Mitigation Grant Program (HMGP) for **DR-4827-NC Hurricane Helene**, the overarching goal of this project is to ensure the delivery of a complete and accurate mitigation application that will directly address the primary flood mitigation needs for the Town's commercial core. See "Attachment 1 Clyde Preliminary Designs"

The project will focus on the completion of three (3) primary tasks (i) Procurement; (ii) Design, Engineering and Permitting; and (iii) Project Management, within a fifteen (15) month Period of Performance (POP):

1. **Procurement:** Generate and release Request for Qualifications (RFQ), host pre-submittal meeting(s), respond to potential respondent questions, review Statement of Qualifications (SOQ) packages, and select consultant(s) to complete the proposed Design, Engineering and Permitting scope of work. This task assumes approximately one (1) month for generating and releasing the RFQ; one (1) month for vendor response and Town review of SOQ packages; and one (1) month for final contract negotiations with the preferred Designer / Engineer.
2. **Design, Engineering and Permitting:** Completion of all pre-construction inspections, drawings, reports, permit sets, and cost estimates (to be submitted as 30%, 60%, 90%, 100% benchmarks, at minimum). This task assumes approximately ten (10) months for collecting the requisite data and generating the design documentation necessary to ready the project for bid.
3. **Project Management:** Project management (e.g., scheduling, reporting, fiscal oversight, etc.), technical assistance (e.g., plan reviews), monitoring (e.g., site visits), travel expenses, and personnel costs associated with the management of this project. This task will run concurrently with the entire Period of Performance (POP) of fifteen (15) months.

Anticipated Costs

- **Personnel Costs:** Includes funding for contract personnel assisting with the completion of the three (3) primary tasks. Personnel will be procured in compliance with state and federal regulations (e.g., 2 CFR Part 200), and will include consultants qualified in: (i) the design and structural elevation of buildings (per ASCE 24 standards); (ii) environmental and historic preservation; (iii) benefit-cost analysis (BCA); and (iv) project management and technical assistance.
- **Direct Project Costs:** Costs for tools, software, and other resources to support BCA, environmental reviews, permitting fees, inspections, and travel. These costs are built into the rates for contract personnel.

Deliverables

The primary deliverables for this project include:

- **HMGP Sub-Application:** A complete and fundable mitigation project sub-application for FEMA review, including coordination with FEMA Region 4 Programmatic, Technical and Environmental/Historic Preservation review teams.
- **Procurement Package:** Documentation of all Request for Qualifications (RFQ), addendums, Requests for Information (RFI), and Statement of Qualifications (SOQ) packages received during the Procurement stage of the project.
- **Inspections Report:** Documentation of all inspections performed for each property (to include, at minimum, asbestos and lead-based paint inspections per NCEM standards).
- **Alternatives Assessment:** A technical report summarizing: (i) the mitigation / elevation alternatives considered; and (ii) the feasibility of the “preferred alternative” for each property.
- **Final Design and Cost Estimate Sets:** 100% design documentation and cost estimates to be used for final permitting and bidding purposes.
- **Permit Documentation:** Documentation of permitting activities to be completed prior to bidding and construction in compliance with local, state, and federal regulations.
- **Environmental and Historic Preservation (EHP) Documentation:** All completed assessments and reviews necessary for compliance with FEMA’s environmental and preservation regulations.
- **Benefit-Cost Analysis (BCA) and Cost-Effectiveness Narratives:** A detailed report that demonstrates cost-effectiveness and compliance with FEMA’s requirements.
- **Property Owners Forms:** Completed forms required of each property per NCEM and HMGP standards, including: Property Site Inventory (PSI), Voluntary Interest, Duplication of Benefits (DOB), Declaration and Release, Model Acknowledgement of Conditions (MAOC), and Right of Entry (ROE) forms.

- **Final Report:** A comprehensive final report outlining the tasks completed, key findings, and recommendations for future project execution.

Activity	Estimated Cost	Deliverable
1. Design, Engineering and Permitting	\$315,364	Alternatives Assessment, Final Design and Cost Estimate Sets, Permit Documentation, EHP Documentation, BCA
2. Administrative and Legal Fees	\$8,800	- -
3. Project Inspections	\$48,800	Inspections Report
4. Project Management	\$18,648	HMGP Sub-Application, Procurement Package, Property Owner Forms, Final Report

Work Schedule

Following is a schedule of proposed milestones for all major activities:

Activity	Milestone	Deliverables
1. Procurement	03 Months (Project Months 01 - 03)	Procurement Package (including selection of the preferred Designer / Engineer)
2. Design, Engineering and Permitting	10 Months (Project Months 04 - 13)	Alternatives Assessment, Final Design and Cost Estimate Sets, Permit Documentation, EHP Documentation, BCA
3. Project Management	15 Months (Ongoing; Project Months 01 - 15)	Inspections Report, HMGP Sub-Application, Property Owner Forms, Final Report

Budget Information

Total Estimated Cost (Federal and non-Federal cost): **\$391,612.00**

Total Federal Cost: **\$293,709.00 (75%)**

Total Non-Federal: **\$97,903.00 (25%)**

Budget Narrative

The funding for this Advance Assistance will fund contract support to complete the three (3) primary tasks identified in the Work Scope section (i.e., Procurement, Design / Engineering, and Project Management). The total request is for \$391,612.-Justification for the provided budget figures are as follows:

- **Administrative and Legal Fees (\$8,800):** Assumes use of NCEM standard estimates of \$550 per property.
- **Project Inspections (\$48,800):** Assumes use of NCEM standard estimates of \$3,050 per property (to include, at minimum, asbestos and lead-based paint inspections).
- **Design, Engineering and Permitting (\$315,364):** Assumes use of industry standard rates (i.e., 12.5%) as a percentage of preliminary estimates for construction costs.
- **Project Management (\$18,648):** Assumes use of industry standard hourly rates (between \$100 - \$185 / hour) to provide necessary project oversight and technical assistance activities.

A description of the goal(s) of the advance assistance activity and how the project will mitigate the identified risk(s). Include any damage history in the project area, if available.

Western North Carolina has experienced a variety of natural hazards over the past century, including severe weather events, landslides, flooding, and wildfires. An overview of significant hazards and trends include:

1920s-1940s

Flooding: The early decades saw significant flooding, particularly during heavy rainstorms. For instance, the flood of 1940 caused extensive damage in Asheville.

Landslides: The mountainous terrain is prone to landslides, particularly after heavy rains. Reports of landslides date back to this period, often linked to road construction.

1950s-1970s

Hurricanes and Tropical Storms: The remnants of hurricanes occasionally impacted the region, bringing heavy rainfall. For example, Hurricane Hazel in 1954 led to substantial flooding.

Snowstorms: Severe winter storms became more prominent in historical records, with significant snowfalls causing disruptions.

1980s-1990s

Flooding and Landslides: The 1980s saw a series of intense storms, leading to notable flooding and landslides, particularly in the spring.

Tornadoes: While less frequent, tornadoes occurred, with notable events like the 1988 tornado in Buncombe County causing damage.

2000s

Hurricane Frances and Hurricane Ivan (2004): Both hurricanes caused severe flooding and landslides, particularly in the mountainous areas, leading to evacuations and significant property damage.

Wildfires: Drought conditions in the mid-2000s led to increased wildfire risk, with notable fires in areas like the Nantahala National Forest.

2010s

Flooding Events: Heavy rains in 2010 caused widespread flooding across the region, with significant impacts in towns like Bryson City.

Hurricane Florence (2018): Although the storm primarily affected the eastern part of the state, its remnants caused flooding and landslides in western North Carolina.

2020s

Severe Weather Patterns: Increasingly erratic weather patterns have led to more frequent and intense storms. In 2021, heavy rainfall caused flooding in various areas, including Asheville.

Wildfire Concerns: Continued drought and high temperatures have raised wildfire risks, with efforts focused on fire management in forested areas.

Ongoing Concerns

Climate Change: Increasing temperatures and shifting precipitation patterns are leading to more extreme weather events, raising concerns about future hazards in the region.

Infrastructure Resilience: As hazards evolve, there is a focus on improving infrastructure resilience to mitigate the impacts of flooding, landslides, and other hazards.

This history underscores the challenges faced by western North Carolina due to its unique geography and changing climate. Local authorities and communities are increasingly working on preparedness and mitigation strategies to address these ongoing risks.

A detailed description of all project activities that clearly explains how they relate to the project goals, including key milestones, activities, deliverables and schedule.

Schedule (*See the “Work Schedule” section, above)

Subtasks Definition - (*See the “Deliverables” section, above)

A description of how the proposed activity aligns with the current mitigation plan.

The proposed activity aligns with identified hazards (e.g., flooding) and proposed mitigation actions (e.g., “[the] elevation”) as outlined in the current Hazard Mitigation Plan (HMP) covering the Town of Clyde (Haywood County, NC), the “Smoky Mountain Regional Hazard Mitigation Plan, 2022 Update.”

The outreach and engagement plan (if applicable) and an account for the time and effort it may take to incorporate public and stakeholder feedback.

Property owners have already been engaged in the development of relevant project material prior to submitting this Advance Assistance request. Additional outreach and engagement with the identified property owners will include approval of final design schemes, completion of relevant Property Owner forms (see the “Deliverables” section, above).

A title for each proposed activity and the estimated cost and the deliverable associated with each. Advance Assistance funding should not be used for projects that have already been fully scoped and ready to be submitted as HMGP projects. (*See the “Budget Narrative” section, above)

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE
APPLICANT ORGANIZATION 	DATE SUBMITTED

BUDGET INFORMATION - Non-Construction Programs

OMB Approval No. 0348-0044

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1.4827 Clyde Adv Assi	Project Award	\$ 0.00	\$ 0.00	\$ 293,709.00	\$ 97,903.00	\$ 391,612.00
2.						0.00
3.						0.00
4.						0.00
5. Totals		\$ 0.00	\$ 0.00	\$ 293,709.00	\$ 97,903.00	\$ 391,612.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
a. Personnel	\$	\$	\$	\$	0.00
b. Fringe Benefits					0.00
c. Travel					0.00
d. Equipment					0.00
e. Supplies					0.00
f. Contractual	313,289.60				313,289.60
g. Construction					0.00
h. Other	78,322.40				78,322.40
i. Total Direct Charges (sum of 6a-6h)	391,612.00	0.00	0.00	0.00	391,612.00
j. Indirect Charges					0.00
k. TOTALS (sum of 6i and 6j)	\$ 391,612.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 391,612.00

7. Program Income	\$	\$	\$	\$	0.00
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SECTION C - NON-FEDERAL RESOURCES

(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8. SFM Waiver	\$	\$	\$	\$ 0.00
9.				0.00
10.				0.00
11.				0.00
12. TOTAL (sum of lines 8-11)	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

SECTION D - FORECASTED CASH NEEDS

	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ 391,612.00	\$	\$	\$ 391,612.00	\$
14. Non-Federal	0.00				
15. TOTAL (sum of lines 13 and 14)	\$ 391,612.00	\$ 0.00	\$ 0.00	\$ 391,612.00	\$ 0.00

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT

(a) Grant Program	FUTURE FUNDING PERIODS (Years)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16. SFM Waiver	\$ 391,612.00	\$	\$	\$
17.				
18.				
19.				
20. TOTAL (sum of lines 16-19)	\$ 391,612.00	\$ 0.00	\$ 0.00	\$ 0.00

SECTION F - OTHER BUDGET INFORMATION

21. Direct Charges:	22. Indirect Charges:
23. Remarks: Refer to attached for specific cost lines	

INSTRUCTIONS FOR THE SF-424A

Public reporting burden for this collection of information is estimated to average 180 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0044), Washington, DC 20503.

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General Instructions

This form is designed so that application can be made for funds from one or more grant programs. In preparing the budget, adhere to any existing Federal grantor agency guidelines which prescribe how and whether budgeted amounts should be separately shown for different functions or activities within the program. For some programs, grantor agencies may require budgets to be separately shown by function or activity. For other programs, grantor agencies may require a breakdown by function or activity. Sections A, B, C, and D should include budget estimates for the whole project except when applying for assistance which requires Federal authorization in annual or other funding period increments. In the latter case, Sections A, B, C, and D should provide the budget for the first budget period (usually a year) and Section E should present the need for Federal assistance in the subsequent budget periods. All applications should contain a breakdown by the object class categories shown in Lines a-k of Section B.

Section A. Budget Summary Lines 1-4 Columns (a) and (b)

For applications pertaining to a *single* Federal grant program (Federal Domestic Assistance Catalog number) and *not requiring* a functional or activity breakdown, enter on Line 1 under Column (a) the Catalog program title and the Catalog number in Column (b).

For applications pertaining to a *single* program *requiring* budget amounts by multiple functions or activities, enter the name of each activity or function on each line in Column (a), and enter the Catalog number in Column (b). For applications pertaining to multiple programs where none of the programs require a breakdown by function or activity, enter the Catalog program title on each line in *Column* (a) and the respective Catalog number on each line in Column (b).

For applications pertaining to *multiple* programs where one or more programs *require* a breakdown by function or activity, prepare a separate sheet for each program requiring the breakdown. Additional sheets should be used when one form does not provide adequate space for all breakdown of data required. However, when more than one sheet is used, the first page should provide the summary totals by programs.

Lines 1-4, Columns (c) through (g)

For new applications, leave Column (c) and (d) blank. For each line entry in Columns (a) and (b), enter in Columns (e), (f), and (g) the appropriate amounts of funds needed to support the project for the first funding period (usually a year).

For continuing grant program applications, submit these forms before the end of each funding period as required by the grantor agency. Enter in Columns (c) and (d) the estimated amounts of funds which will remain unobligated at the end of the grant funding period only if the Federal grantor agency instructions provide for this. Otherwise, leave these columns blank. Enter in columns (e) and (f) the amounts of funds needed for the upcoming period. The amount(s) in Column (g) should be the sum of amounts in Columns (e) and (f).

For supplemental grants and changes to existing grants, do not use Columns (c) and (d). Enter in Column (e) the amount of the increase or decrease of Federal funds and enter in Column (f) the amount of the increase or decrease of non-Federal funds. In Column (g) enter the new total budgeted amount (Federal and non-Federal) which includes the total previous authorized budgeted amounts plus or minus, as appropriate, the amounts shown in Columns (e) and (f). The amount(s) in Column (g) should not equal the sum of amounts in Columns (e) and (f).

Line 5 - Show the totals for all columns used.

Section B Budget Categories

In the column headings (1) through (4), enter the titles of the same programs, functions, and activities shown on Lines 1-4, Column (a), Section A. When additional sheets are prepared for Section A, provide similar column headings on each sheet. For each program, function or activity, fill in the total requirements for funds (both Federal and non-Federal) by object class categories.

Line 6a-i - Show the totals of Lines 6a to 6h in each column.

Line 6j - Show the amount of indirect cost.

Line 6k - Enter the total of amounts on Lines 6i and 6j. For all applications for new grants and continuation grants the total amount in column (5), Line 6k, should be the same as the total amount shown in Section A, Column (g), Line 5. For supplemental grants and changes to grants, the total amount of the increase or decrease as shown in Columns (1)-(4), Line 6k should be the same as the sum of the amounts in Section A, Columns (e) and (f) on Line 5.

Line 7 - Enter the estimated amount of income, if any, expected to be generated from this project. Do not add or subtract this amount from the total project amount, Show under the program

INSTRUCTIONS FOR THE SF-424A (continued)

narrative statement the nature and source of income. The estimated amount of program income may be considered by the Federal grantor agency in determining the total amount of the grant.

Section C. Non-Federal Resources

Lines 8-11 Enter amounts of non-Federal resources that will be used on the grant. If in-kind contributions are included, provide a brief explanation on a separate sheet.

Column (a) - Enter the program titles identical to Column (a), Section A. A breakdown by function or activity is not necessary.

Column (b) - Enter the contribution to be made by the applicant.

Column (c) - Enter the amount of the State's cash and in-kind contribution if the applicant is not a State or State agency. Applicants which are a State or State agencies should leave this column blank.

Column (d) - Enter the amount of cash and in-kind contributions to be made from all other sources.

Column (e) - Enter totals of Columns (b), (c), and (d).

Line 12 - Enter the total for each of Columns (b)-(e). The amount in Column (e) should be equal to the amount on Line 5, Column (f), Section A.

Section D. Forecasted Cash Needs

Line 13 - Enter the amount of cash needed by quarter from the grantor agency during the first year.

Line 14 - Enter the amount of cash from all other sources needed by quarter during the first year.

Line 15 - Enter the totals of amounts on Lines 13 and 14.

Section E. Budget Estimates of Federal Funds Needed for Balance of the Project

Lines 16-19 - Enter in Column (a) the same grant program titles shown in Column (a), Section A. A breakdown by function or activity is not necessary. For new applications and continuation grant applications, enter in the proper columns amounts of Federal funds which will be needed to complete the program or project over the succeeding funding periods (usually in years). This section need not be completed for revisions (amendments, changes, or supplements) to funds for the current year of existing grants.

If more than four lines are needed to list the program titles, submit additional schedules as necessary.

Line 20 - Enter the total for each of the Columns (b)-(e). When additional schedules are prepared for this Section, annotate accordingly and show the overall totals on this line.

Section F. Other Budget Information

Line 21 - Use this space to explain amounts for individual direct object class cost categories that may appear to be out of the ordinary or to explain the details as required by the Federal grantor agency.

Line 22 - Enter the type of indirect rate (provisional, predetermined, final or fixed) that will be in effect during the funding period, the estimated amount of the base to which the rate is applied, and the total indirect expense.

Line 23 - Provide any other explanations or comments deemed necessary.

**RESOLUTION
DESIGNATION OF APPLICANT'S AGENT
North Carolina Division of Emergency Management**

Organization Name (hereafter named Organization) **TOWN OF CLYDE** Disaster Number: **4827DR**

Applicant's State Cognizant Agency for Single Audit purposes (If Cognizant Agency is not assigned, please indicate):

Applicant's Fiscal Year (FY) Start Month: **07** Day: **01**

Applicant's Federal Employer's Identification Number **56 - 6001205**

Applicant's Federal Information Processing Standards (FIPS) Number **39087C10002**

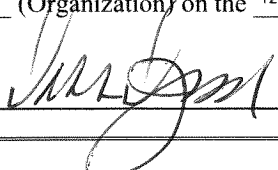
PRIMARY AGENT		SECONDARY AGENT	
Agent's Name	ANDREA C. GARLAND	Agent's Name	KIMBERLY CASTANEDA
Organization	TOWN OF CLYDE	Organization	TOWN OF CLYDE
Official Position	TOWN ADMINISTRATOR	Official Position	CLERK
Mailing Address	PO BOX 386	Mailing Address	PO BOX 386
City, State, Zip	CLYDE, NC 28721	City, State, Zip	CLYDE, NC 28721
Daytime Telephone	(828) 627-2566	Daytime Telephone	(828) 627-2566
Facsimile Number	(828) 627-1190	Facsimile Number	(828) 627-1190
Pager or Cellular Number	(828) 508-6895	Pager or Cellular Number	(828) 734-6434

BE IT RESOLVED BY the governing body of the Organization (a public entity duly organized under the laws of the State of North Carolina) that the above-named Primary and Secondary Agents are hereby authorized to execute and file applications for federal and/or state assistance on behalf of the Organization for the purpose of obtaining certain state and federal financial assistance under the Robert T. Stafford Disaster Relief & Emergency Assistance Act, (Public Law 93-288 as amended) or as otherwise available. BE IT FURTHER RESOLVED that the above-named agents are authorized to represent and act for the Organization in all dealings with the State of North Carolina and the Federal Emergency Management Agency for all matters pertaining to such disaster assistance required by the grant agreements and **the assurances printed on the reverse side hereof**. BE IT FINALLY RESOLVED THAT the above-named agents are authorized to act severally. PASSED AND APPROVED this _____ day of _____, 20_____.

GOVERNING BODY		CERTIFYING OFFICIAL	
Name and Title	Frank Lay II, Alderman	Name	Dann Jesse
Name and Title	Diane Fore, Alderwoman	Official Position	Mayor Pro Tem
Name and Title	12-12-2024	Daytime Telephone	(828) 734-6434

CERTIFICATION

I, **Dann Jesse**, (Name) duly appointed and **Mayor Pro Tem** (Title) of the Governing Body, do hereby certify that the above is a true and correct copy of a resolution passed and approved by the Governing Body of **Town of Clyde** (Organization) on the **12** day of **December**, 20**24**.

Date: **12-12-2024** Signature: 

Rev. 06/02