



Ned Lamont
Governor

STATE OF CONNECTICUT
DEPARTMENT OF HOUSING



Seila Mosquera-Bruno
Commissioner

October 11, 2022

Fred B. Allyn, II
Mayor
Town of Ledyard
Ledyard Town Hall
74 Colonel Ledyard Highway
Ledyard, CT 06339

Subject: **AWARD LETTER - Small Cities Grant #SC2007201A**
\$1,608,827.00 for Town of Ledyard/King's Corner Manor-Ledyard

Dear Mayor Allyn:

Congratulations! Consistent with Governor Lamont's commitment to promote housing and economic opportunities for low and moderate-income residents throughout the state, the Town of Ledyard's application for Community Development Block Grant (CDBG) Small Cities funding has been approved. Grant funding is in the amount of **One Million Six Hundred Eight Thousand Eight Hundred Twenty Seven Dollars (\$1,608,827.00)** for a King's Corner Manor-Ledyard.

This letter serves to outline certain basic provisions and conditions of this funding award. **This letter is not a contract by the State of Connecticut.** The State shall not be bound until an Assistance Agreement (the "Contract") has been fully executed in accordance with all applicable local, state, and federal laws. Notwithstanding any other provisions of this letter, the Department of Housing (DOH) may elect to withdraw this award of funds if the municipality has made any material misrepresentation of the project data supporting this funding request in the application or in any supplemental materials or information it has furnished. DOH may also withdraw this award if the municipality abandons or terminates the project, or if it makes any change in the scope of the project or the project financing plan.

Enclosed please find the Contract and the other documents that must be executed to accept this grant. Please print, sign, date, and return one copy of all documents within thirty (30) days of the date of this letter:

1. Project Schedule (Revised/Updated) – **Appendix I**
2. Financing Plan & Budget - **Appendix II**
3. Local Assurances - **Appendix III**
4. Opinion of Counsel
5. Project Expenditures Account Agreement (for PEAA account)
6. Authorized Signatures Form
7. Applicant/Recipient Disclosure/Update Form
8. Updated Resolution that has not been rescinded or modified within 30 days of contract signing.
9. Direct Deposit (ACH) Accounts and Instructions (new grantees must submit this form to the Office of State Comptroller as noted on the bottom of the

Mayor Fred B. Allyn, II
Ledyard/Grant#SC2007201A

form. Grantees with existing Small Cities ACH Accounts do not need a new account but must ensure that all funds are deposited into an award year specific PEAA Account from the ACH account.

The Project Schedule that was submitted with your application must be revised to reflect the currently anticipated start date and expenditure rate for this grant. The "budget period" on the Project Schedule and Financing Plan & Budget must be listed as 5/1/2021 to 4/30/2023.

As conditions of the grant award, please send the following documents to DOH:

1. Contract Documents Compliance Certification (All Projects)
Complete and sign the certification form and label as Exhibit 4.5H
2. Architect's or Engineer's License (As Applicable)
Label as Exhibit 4.5P6
3. Architect's or Engineer's Liability Insurance (As Applicable)
Label as Exhibit 4.5P7
4. Submit the Pre-Construction Meeting Form that you use for your projects. Signature lines for owner, contractor, and town representative (project manager) must be included on the form. Label as Exhibit 4.7L
5. Provide a sample landlord-tenant agreement indicating the 5-year minimum Fair Market Rents (FMR) affordability period (for housing rehab programs) or sample Deed Restriction/Restrictive Covenant (for Public Housing Modernization projects)
6. Subrecipient Agreement between the Town/City and the subrecipient that will administer any portion of the proposed project, if applicable
7. Architectural & Technical Services (ATS) Review Notes – DOH will provide additional comments
8. Temporary Relocation Plan that recognizes COVID-19 and social distancing.
9. Firm commitment letter from Eversource for the leveraged funds.

Please return the above documents (excluding the ACH account form) and any questions or concerns about the award to:

Lilia Kieltyka
Department of Housing
lilia.kieltyka@ct.gov

Thank you for your participation in the Small Cities Program.

Yours in Housing & Community Development,



Seila Mosquera-Bruno
Commissioner

cc: Kent Lewis, SC2007201A

Enclosures

Exhibit 4.9.1/Appendix I
Project Timetable

Grant# SC2007201A

Small Cities CDBG
Project Schedule

1. Applicant Name: _____ Town of Ledyard Program Year: 2020
2. Project Name: King's Corner Manor-Ledyard Grant # (if awarded): SC2007201A

Activities	Total Budgeted Amount	Expenditures 1st Quarter		Expenditures 2nd Quarter		Expenditures 3rd Quarter		Expenditures 4th Quarter	
		Projected	% To Date	Projected	% To Date	Projected	% To Date	Projected	% To Date
Construction/Activity Costs	\$ 1,580,327	\$ -	0.00%	\$ 150,000	9.49%	\$ 350,000	31.64%	\$ 400,000	56.95%
Projected Soft Costs	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	#DIV/0!
Administrative Costs	\$ 28,500	\$ -	0.00%	\$ 3,000	10.53%	\$ 6,000	31.58%	\$ 7,000	56.14%
Quarterly Total Costs	\$ -	\$ -		\$ 153,000		\$ 356,000		\$ 407,000	
Cumulative Costs	\$ 1,608,827	\$ 0	0.00%	\$ 153,000	9.51%	\$ 509,000	31.64%	\$ 916,000	56.94%

Activities	Total Budgeted Amount	Expenditures 5th Quarter		Expenditures 6th Quarter		Expenditures 7th Quarter		Expenditures 8th Quarter		Available Balance
		Projected	% To Date	Projected	% To Date	Projected	% To Date	Projected	% To Date	
Construction/Activity Costs	\$ 350,000	\$ 1,250,000	79.10%	\$ 230,327	93.67%	\$ 1,580,327	100.00%	\$ -	100.00%	\$ 0
Projected Soft Costs	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ 0
Administrative Costs	\$ 6,500	\$ 22,500	78.95%	\$ 4,000	92.98%	\$ 28,500	100.00%	\$ -	100.00%	\$ 0
Quarterly Total Costs	\$ 356,500	\$ 1,272,500		\$ 234,327		\$ -		\$ 0		\$ -
Cumulative Costs	\$ 1,608,827	\$ 1,506,827	93.66%	\$ 1,506,827	93.66%	\$ 1,608,827	100.00%	\$ 1,608,827	100.00%	\$ 0

If approved, the schedule will become an Appendix to the Assistance Agreement. You will be monitored for compliance with these dates. Therefore, you must estimate the dates as wisely as possible.

Please provide projected dates of completion for the following. Be advised that these dates will be considered part of your project schedule.

Project Design and Specifications Completed: February 15, 2022

Construction Bid Opening Date: April 14, 2022

Construction Start Date: December 1, 2022