



OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, D.C. 20410-1000

December 19, 2022

Mr. David O'Brien
Authorized Representative
Warren/Washington county Industrial Development Agency
5 Warren Street
Glen Falls, NY 12828
Email: IDAChair@warren-washingtonIDA.com

Dear Mr. O'Brien:

The Department of Housing and Urban Development (HUD) is pleased to announce the approval of your project narrative and budget for the purposes of issuing a grant agreement for the following FY2022 Economic Development Initiative, Community Project Funding/congressionally directed spending grant (hereafter, CPF grant), as funded by the Congress in the Consolidated Appropriations Act, 2022 (PL 117-103) (the Act) and as described in the Explanatory Statement accompanying the Act.

Grantee: Warren/Washington county Industrial Development Agency
Project Description: Fort Edward Canalside Energy Park
Grant Amount: \$950,000
Grant Number.: B-22-CP-NY-0665

This letter transmits the following documents and guidance that you will need to activate and administer your FY 2022 CPF grant.

Grant Agreement for this Award: The Grant Agreement references the provisions, regulations, and requirements for this award. Please read this Grant Agreement carefully and note any attachments which have appendices or special conditions that apply to this grant. The Authorized Representative for grantee must sign and date the Grant Agreement. Please retain a "copy" (either electronic and/or printed) of the signed and dated document for your records pending receipt of the countersigned copy from HUD.

Assistance Award/Amendment - HUD Form 1044: The HUD Form 1044 is used to collect and communicate certain grantee and HUD specific information. Please read the HUD Form 1044 carefully, noting the reference to the HUD Government Technical Representative in block 9 (your Grant Officer). The Authorized Representative (Official) for grantee must sign and date the form. Please retain a "copy" (either electronic and/or printed) of the signed document for your records pending receipt of the countersigned copy from HUD.

Direct Deposit Sign-Up Form - Standard Form 1199A: This form is used to collect the information necessary to establish an account for the grantee in HUD's financial system. The form is to be completed by you and your financial institution.

Grant Award Instructions: This document will provide guidance and instructions for administering your CPF grant. HUD's Congressional Grants Division uses the Disaster Recovery Grants Reporting (DRGR) system for the financial management of these grant funds and periodic reporting of project status and accomplishments for this grant. The Grant Award Instructions provide guidance for various grant administration related actions. Please refer to this document as it includes important information and forms for accessing DRGR, as well as other information concerning reporting requirements.

Please ensure that following forms are complete. Return them together as noted below:

1. Signed and dated Grant Agreement;
2. Signed and dated Assistance Award/Amendment Form HUD 1044;
3. Completed Direct Deposit Sign-Up Form Standard Form SF1199A (to be completed by you and your financial institution);
4. Evidence of the ABA number for your depository account, such as a VOIDED blank check, a deposit slip or similar documentation.

You will be able to draw down funds upon completion of the following actions:

1. HUD has processed all grant award documents;
2. HUD has forwarded you the DRGR Access Instructions; and
3. After the required certifications and environmental review have been accepted by HUD for the project portion of your grant. Although funds for planning and management development or administration costs may be available prior in advance of a completed environmental review.

Please forward these documents, within 60 days from receipt of this letter, to Katressa Garner , who is the Government Technical Representative serving as the Grant Officer for this grant. These documents must be sent to your Grant Officer via the CPFGrants@hud.gov mailbox, with a "cc" to the Grant Officer's email address. **Please review the Grant Award Instructions for guidance on how to encrypt and send this sensitive information.**

Please be sure that the email subject line reads as follows:

Grant Number: Grantee Name: FY2022 Community Project Funding Grant: Grant Award Materials

If you have any questions regarding these documents or procedures, please contact Katressa Garner , in the CPD Congressional Grants Division at Katressa.L.Garner@hud.gov.

The Department of Housing and Urban Development looks forward to working with you on this project.

Sincerely,



Robin J. Keegan
Deputy Assistant Secretary
Economic Development

ATTACHMENTS:

Grant Agreement
HUD Form 1044
Standard Form 1199A
FY2022 CPF Grant Award Instructions