



## TEXAS GENERAL LAND OFFICE - COMMUNITY DEVELOPMENT AND REVITALIZATION

### 2018 South Texas Floods and 2019 Disasters Infrastructure Competitions

### Frequently Asked Questions (FAQ)

*This FAQ will be updated periodically as questions are submitted. Please check the [2018 Infrastructure Competition](#) and [2019 Infrastructure Competition](#) webpages for updates.*

## Questions and Answers

### Audit

**Question:** Will communities need to have a current audit in order to apply for this grant or can they have an audit from a previous date?

**Answer:** Applicants must submit documentation to assess financial capacity as indicated in Section 5.16 of the Application Guide. Each applicant must submit one of the following:

1. Single Audit Report;
2. Annual Comprehensive Financial Report, or;
3. Entity's basic financial statements following the Government Accounting Standards Board Statement #34.

Reports should be for the most recently completed fiscal year due at the time of application submission.

Example: Applicant's fiscal year ends 9/30/21, applications are due 8/1/22. If a single audit is required, it should be completed 9 months following the end of the fiscal year. The Single Audit in this example would be due by 7/1/22. Therefore, the application submitted 8/1/22 should include the SA due 7/1/22.

### Beneficiaries

**Question:** Will we be able to continue using surveys completed using TDA forms prior to the April 2022 release of these new requirements?

**Answer:** Surveys with a "contact attempt" or "phone attempt" date prior to 5/13/2022 will be accepted on the TDA version of the survey form. (Date of the Webinar: Identifying Project Service Area & Documenting Beneficiaries, May 3, 2022, plus a 10-day grace period). Surveys with a date of 5/14/2022 or later must be submitted on the GLO version of the survey form available at: <https://recovery.texas.gov/documents/2018-2019-floods/programs/infrastructure-competition/2022-survey-questionnaire-80-only-english.xlsx>

**Question:** Does each project site need its own beneficiary calculation if more than one (1) site exists for an activity? For example, if two sewer activity project sites, each consisting of a sewer line replacement, exist in opposite quadrants of a city, will we present beneficiary calculations for each separate site or combine as a single sewer project/activity? In other words, because they're far apart and would have separate non-



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overlapping beneficiaries, are they actually each a project? If these two sites were adjacent, would their surveys be combined as one project? In addition, if a citywide wastewater treatment plant project is proposed as well as a lift station project serving the eastern half of the city and sewer line replacement project serving one small neighborhood, would each of these sites require a separate beneficiary calculation or would we just need to submit the citywide beneficiary calculation to cover them all? Would the “sites” in the last example actually each be their own separate “project” even though the beneficiary populations overlap?

**Answer:** The application guide, defines a project as a discrete combination of:

- one entity (i.e., city or county),
- one activity (i.e., water, sewer, etc.),
- one project service area (beneficiary population)
- one HUD national objective.

A site is defined as a discrete location for the activity within a project. A project can have one or more sites. Example: A City proposes sewer system improvements at three lift stations within their sewer service area. The entire sewer system is serviced by these three lift stations. The city is 58.42% LMI according to the current HUD LMISD. Each lift station is defined as a site for the sewer system improvements activity. The project service area is defined as city-wide, and the national objective is LMI.

Thus, the non-congruent service areas requiring two surveys to determine beneficiaries would not qualify under the application definition of a project.

**Question:** Will block-level population data be required to prove benefit to a significant portion (>50%) of a CGA? If not, what documentation will be required/acceptable to support the determination?

**Answer:** Block-level population data is one acceptable method to prove benefit to a significant portion of the identified census geographic area (CGA). Depending on the type of project, an applicant may consider alternate methods to document beneficiaries (e.g., number of connections based on service accounts provided by applicable service provider for the proposed project service area).

**Question:** When do you anticipate the Standard survey form becoming available on the GLO site?

**Answer:** The FY 2022 80% Survey Questionnaire available in [English](#) and [Spanish](#) is acceptable for the 2018 and 2019 competitions. The GLO will continue to work on updating forms for future use.

**Question:** Regarding page 9 of the manual, where instructions are provided for successfully completing a survey form: "Questionnaire Number: ...The highest number assigned (which can be done randomly) must not exceed the total number of eligible Survey Questionnaires in a completed survey. All vacancies must be removed from the Survey List and cannot be included when assigning Questionnaire Numbers." I believe this



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statement applies exclusively to randomizing a 100% survey, but doesn't apply to surveys not being randomized, or randomized surveys generated from a meter list.

**Answer:** Surveys must be numbered to accurately verify beneficiaries, regardless of whether a random or 100% survey is completed. Applicants must number the surveys and then correlate such number to the location surveyed as referenced on the required survey map.

**Question:** There are two (2) MOE figures included in HUD's LMISD: "moe\_lowmod\_pct" and "moe\_uclowmod\_pct", which should we use?

**Answer:** Use "moe\_lowmod\_pct" for the GLO Random Number Generator. The uncapped count of low- and moderate-income persons is not used in the calculation of the percentage of low- and moderate-income persons, therefore should not be used on the Random Number Generator.

**Question:** Is the Excel Random Number Generator template from the GLO site the most up-to-date template available?

**Answer:** Yes, the [Random Number Generator](#) posted to [recovery.texas.gov](http://recovery.texas.gov) is the latest version and does produce the random numbers when data is properly entered. Enter the MOE as indicated by the LMISD spreadsheet. Enter the number of "surveyed families." Sample size will auto calculate. Enter a number for the sample size to allow for an estimated number of substitutions, if necessary. Enter the number of "surveyed families" again. Note this number should be the same in both "surveyed families" fields. Please refer to the [Survey Methodology Manual](#) for additional instruction.

**Question:** Page 10, mid-page and in bold requires that the survey list must "first be grouped by street name, then each group with the same street name must then be sorted by numerical order by street number." In support of that requirement, Page 16, Step 10, Number 4 states that surveys must be submitted in the same order as indicated on the survey list. Conversely, Page 16, Step 10, Number 5 states that vacant and NR surveys must be moved to the end of the survey documentation.

**Answer:** Instructions for completing a survey questionnaire in Step 4 indicate under "Questionnaire Number" that "all vacancies must be removed from the Survey List..." In the next step, Creating the Survey List, instructions are provided for all remaining surveys after removing the vacancies, "...grouped by street name...then each group with the same street name must then be sorted by numerical order by street number."

As indicated in Step 10, questionnaires for vacant and non-responsive households should be grouped at the end of the survey documentation separate from the Survey List completed in Step 5.



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**Question:** Page 14, Step 9, bullet points 4, 5, and 6 “Instructions for the Survey Tabulation Form” includes directives that are not supported by the Survey Tabulation Form template. Will an updated form be available soon?

**Answer:** The Survey Tabulation Form has been updated and will be posted to the [2018 competition](#) and [2019 competition](#) pages at [recovery.texas.gov](http://recovery.texas.gov).

**Question:** The mapping of surveyed locations is a good idea. For citywide surveys, or larger target area surveys, there are often several hundreds of households to be served. Map legends for this volume of residential addresses are cumbersome to create. What mapping methods will the GLO accept to demonstrate surveyed locations? Would a .kmz file be acceptable? Would the GLO consider requiring a map with a legend for 100% surveys at or under 200 households? Could the legend be a supplemental page?

**Answer:** The applicant may use their choice of mapping tools; however, the application submission must be legible and reproducible without the need for specialized software. Maps produced by GIS or AutoCAD should be accompanied by a .pdf, .jpg, or similar format to facilitate review. A .kmz file alone is not acceptable.

A map indicating the location of the survey and corresponding survey number is required to verify beneficiaries in a target or service area. Based on prior submissions, this map requirement is the most efficient way of verifying beneficiaries when applicants choose to conduct surveys. It is acceptable to submit multiple maps in easily identifiable sections or sequentially numbered to facilitate production of legible quality maps that correspond to the survey numbers.

**Question:** Has the Race/Ethnicity breakdown to include “Black or African American”, or “Some Other Race” been updated in TIGR?

**Answer:** The “Beneficiary Demographics By Race and Ethnicity” section of the application currently includes the options “Black African American” and “Other Multi-Racial”.

**Question:** Will income surveys that do not include race-ethnicity-gender data be considered Non-Responses/Non-LMI as outlined on page 5 of the methodology manual?

**Answer:** Item #4 on Page 6 of the GLO Survey Methodology document indicates that a survey form “which does not include the following...may be considered a non-response or a non-LMI household...” The bulleted list identifies the following:

- Location where the survey was conducted (city or county)
- Respondent’s street address
- Date and time for each contact attempt, (minimum of two at varying times of day, as appropriate to improve likely response)
- The selected HUD Section 8 Income Limits inserted for family sizes 1 through 12
- Conflicting information between the identified family size and the family size income limit if it is higher than the correct income limit for that family size (e.g., a



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family with 3 persons is asked to compare the family's income to the income limit for a 4-person family)

- Number of males and females
- Race and ethnicity numbers
- Survey questionnaire numbers

This is an accurate statement. However, the methodology allows a secondary method to report gender, race, and ethnicity when the survey form itself is not complete.

A best practice in accurately completing surveys to support beneficiaries is to answer all questions on the survey form itself to the greatest extent feasible. In the event that a survey taker is not able to collect race, ethnicity, or gender responses during the respondent's interview, the DP-05 and Race and Ethnicity/Gender calculator form may be used to report the missing information.

If the survey form is missing data as outlined in the methodology and the packet does not include the corresponding DP-05 and Race/Ethnicity/Gender calculator, the survey form may be considered a non-response or non-LMI.

**Question:** I am trying to use the Random Number Generator on the GLO's website for the 2019 Disasters Infrastructure Competition but when I enter information into all of the cells on the form, the page is not automatically populating the columns with the list of required responses. Is there an updated form that populates that information or are we to use the TDA version?

**Answer:** An updated form (effective date July 2022) will be posted to the 2018 and 2019 Competition websites. Any survey packets submitted with the current version of the RNG are acceptable with a strikethrough of the duplicate number and enough alternate numbers to account for one more survey.

**Question:** Will the Sample Size and Random Number Generator form be updated? The GLO form has not worked and we need it to efficiently survey large benefit areas.

**Answer:** An updated form (effective date July 2022) will be posted to the 2018 and 2019 Competition websites. Any survey packets submitted with the current version of the RNG are acceptable with a strikethrough of the duplicate number and enough alternate numbers to account for one more survey.

**Question:** Still see the duplicate number in cells D26 and C75 in this random calculator.

**Answer:** The Random Number Generator (RNG) posted to the website does duplicate numbers in cells C75 and D26 due to an error with the formula. This issue has been corrected and the updated form (effective date July 2022) will be posted to the 2018 and 2019 Competition websites. Any survey packets submitted with the current version of the RNG are acceptable with a strikethrough of the duplicate number and enough alternate numbers to account for one more survey.



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**Question:** Still see conflicting guidance about the use of DP05 for Race-Ethnicity-Gender calculation in the methodology manual.

**Answer:** The GLO's published Survey Methodology indicates that a survey form "which does not include the following...may be considered a non-response or a non-LMI household..." The bulleted list identifies the following:

- Location where the survey was conducted (city or county)
- Respondent's street address
- Date and time for each contact attempt, (minimum of two at varying times of day, as appropriate to improve likely response)
- The selected HUD Section 8 Income Limits inserted for family sizes 1 through 12
- Conflicting information between the identified family size and the family size income limit if it is higher than the correct income limit for that family size family with 3 persons is asked to compare the family's income to the income limit for a 4-person family)
- Number of males and females
- Race and ethnicity numbers
- Survey questionnaire numbers

Race and Ethnicity information must be provided to accurately document beneficiaries, but may be provided through multiple methods. The GLO has identified that it is a best practice is to answer all questions on the survey form itself, to the greatest extent feasible to accurately document beneficiaries. If an applicant does not provide the requested race, ethnicity, and gender data via Table DP05, the information is required to be completed on each survey questionnaire. Applicants who provide race, ethnicity, and gender data via Table DP05 in lieu of providing this information on the survey questionnaire will not be penalized for doing so.

**Question:** When I add all block populations together within the Block Group, I only get a total population of less than 1,900. However, the LOWMODUNIV for the Block Group is almost 3,000. The numbers don't speak to each other. How can we demonstrate that we are benefiting a significant portion of the Block Group if the LOWMODUNIV is higher than Census Population Data? Note the high MOE.

**Answer:** Block level population data is only available for the decennial census. The LMISD provided by HUD is based on the 2011-2015 ACS. These numbers do not align since they are based on different data sets. An applicant may consider other options to determine if a project serves a significant portion of a census geographic area, including but not limited to the following:

- Block group population data for the 2011-2015 ACS to more closely align with the LMISD
- Projected number of utility service connections in the project area/total number of utility service connections in the census geographic area, if applicable



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- Use a mapping tool to identify dwellings in the service area/total number of dwellings in the applicable census geographic area

As the application deadline approaches, if an applicant has continued concerns about determining a significant portion of the census geographic area to support the use of LMISD, the applicant should thoroughly document the method by which a determination of “significant” portion of a census geographic area was achieved and upload the supporting documentation as part of the TIGR application for consideration. The approach should be based on a method that may be replicated for confirmation.

**Question:** In the LMISD table used to identify beneficiaries, is the ‘LOWMOD UNIV’ column or the ‘LOW MOD’ column, the total number of low – moderate beneficiaries?

**Answer:** Within the downloadable “LMISD Data” excel document on the [2018 Infrastructure Competition](#) and [2019 Infrastructure Competition](#) webpages, the column titled “lowmod” represents the low- and moderate-income population. The column titled “lowmoduniv” represents the total population as determined by HUD for LMISD purposes.

## FAQ Document

**Question:** When are questions due to the GLO to be answered in the FAQ document?

**Answer:** The GLO encourages all questions to be submitted by July 25, 2022. However, publishing the FAQ document may take up to a week at a time to process all answers and to successfully upload the document to the GLO website.

## Procurement

**Question:** Will the procurement (template) for the CDBG-DR 2019 and 2018 Infrastructure Competitions be the same as the CDBG-MIT MOD?

**Answer:** Please review the [GLO’s Procurement and Contract Guidelines webpage](#) for the CDBG-DR Federal Procurement Overview, GLO Procurement Guidelines, Subrecipient Procurement Guidelines, and other procurement related resources.

**Question:** When submitting procurement documentation with the grant application, will the entire procurement file (including all proposals/qualifications submitted by both administrators and engineers) need to be submitted in TIGR?

**Answer:** Section 5.16 of the application guide provides a list of the required documentation for application submission. The Procurement section calls out two required documents: Financial Interest Reports and the GLO Procurement Checklist. If the applicant has procured any services prior to application submission, the documents listed in Section 5.16 must be uploaded to TIGR as indicated in the application guide. The



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complete procurement record should be retained in the applicant's local files. The applicable procurement documentation will be submitted to GLO if CDBG-DR funds are awarded.

**Question:** Do administration and engineering contracts need to be negotiated and executed before grant submission? Or does this step need to wait until the grant is actually awarded?

**Answer:** The 2018 and 2019 competition is a CDBG-DR program. Contracts for services between the applicant and selected vendors are the responsibility of the applicant. If services are procured prior to execution of a CDBG-DR contract, the applicant should be aware of and apply the federal requirements identified in 2 CFR 200.318 to 200.327. The applicant should confer with their local procurement personnel or legal counsel regarding the details of contract negotiation and execution.

## Project Eligibility

**Question:** Can a city apply for funding to build a flood-control project that is outside of the city's footprint/city limits, but which will provide flood-control to the city?

**Answer:** If the project site is not within the jurisdiction of the applicant, the applicant must demonstrate that the project serves the residents within the applicant's jurisdiction and the applicant must execute a memorandum of understanding or interlocal agreement with the owner of the site to address the roles and responsibilities for project implementation and operation and maintenance after project completion.

**Question:** The application instructions for the 2018 South Texas Floods Competition and the 2019 Disasters Competition state that entities can only submit a maximum of 2 applications. Could a group of eligible entities (ex: one county and 3 cities) team up with a non-eligible entity (ex: Drainage District) to submit applications? As an example, if four eligible entities teamed up with a Drainage District individually, and applied for construction funding for different phases of a project for the Competition, would that be allowed? Or would the four applications exceed the two-application maximum provided in the instructions for the Competitions?

**Answer:** Only eligible entities may submit an application. Eligible entities may coordinate activities and submit a joint project that crosses jurisdictional boundaries, but each of the applicants listed on the joint project application must be eligible entities. One of those entities must take "lead" responsibility for a contractual relationship with the GLO to include application entry and submission, contract execution, project implementation, and closeout. For this type of project, applicants must provide clear delineation of ownership.

There is no limit on the number of eligible entities who can be on a joint project application. However, an eligible entity may only submit a total of two (2) applications, whether applying as the lone applicant or jointly with another eligible jurisdiction(s).



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Depending on demand, no applicant will be awarded for their second application until all successful eligible applicants have been awarded funding at least once.

Each application submitted must include a viable, stand-alone project that is functionally independent, and demonstrate tie back to the disaster. Each application will be scored individually.

**Question:** Will the GLO accept a single jurisdiction drainage project application from a City that includes households and/or improvements from the project in the Extraterritorial Jurisdiction (ETJ) of the applying City without the application being a Joint application with the County?

**Answer:** The applicant should consider the total area to be served by the proposed project and associated beneficiaries when completing the application. If the service area extends beyond the city limits for a single jurisdiction application, the applicant should include supporting documentation to establish authority to carry out a project in the service area beyond the city limits. The applicant should review the scoring criteria to ensure the service area and beneficiaries are accurately reported to meet the applicable scoring criteria.

**Question:** A city has multiple small areas that are within the overall boundaries of the City; however, these small areas are not incorporated within the City and are considered outside City limits. Will the city be able to submit one single jurisdiction application with a Memorandum of Understanding with the County?

**Answer:** If a single jurisdiction application from a city includes areas outside the city limits, the applicant should consider the total area to be served by the proposed project and associated beneficiaries when completing the application. If the service area extends beyond the city limits for a single jurisdiction application, the applicant should include supporting documentation to establish authority to carry out a project in the service area beyond the city limits. This may include a memorandum of understanding, interlocal agreement, or other similar document. The applicant should review the scoring criteria to ensure the service area and beneficiaries are accurately reported to meet the applicable scoring criteria.

**Question:**

- (Part 1) Is the applicant an eligible county applying in conjunction with or on behalf of another entity (non-city) within the county? Brownsville is a city and not a county and thus we believe the answer is no. Is our assumption correct?
- (Part 2) Only Counties and Cities are eligible applicants. Nevertheless, the ditch we are improving belongs to Cameron County Drainage District No. 1 (CCDD1). They are not requesting any funds and the City of Brownsville is just improving their ditch to improve drainage. Is the intent of the question to ask if the city or county is applying with another non-eligible jurisdiction?



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- (Part 3) If so, since CCDD1 is not requesting any monies and they'll just be on some sort of interlocal agreement or similar document, do they qualify as applying in conjunction?

**Answer:**

- (Part 1) – A City can apply on behalf of or in conjunction with another entity.
- (Part 2) – Yes
- (Part 3) – Yes, with the City as the responsible entity. The ILA will need to define the roles and responsibilities of the applicant and the non-eligible entity.

**Question:** Joint or Single Application? CCDD1 is not an eligible applicant and these we believe the answer is Single. Is our assumption correct?

**Answer:** Yes, a single applicant.

**Question:** Is mobile equipment - Pumps and generators mounted on trucks and tractors – eligible infrastructure to be purchased with 2018/2019 grant funds?

**Answer:** Mobile equipment is not eligible infrastructure to be purchased with 2018/2019 CDBG-DR funds. 24 CFR 570.207(b)(1).

## Scoring Criteria and Details

**Question:** What is the minimum dollar amount or percentage an applicant needs to identify as leverage to receive points?

**Answer:** To receive points for the leverage criterion, applicants must leverage funds from a source other than CDBG-DR or CDBG-MIT funds. Applicants must leverage at minimum 1% of the total CDBG-DR funds being requested and provide acceptable documentation to receive points.

*Important Note:* There was an error in the 2018 South Texas Floods Scoring Competition Criteria and 2019 Disasters Scoring Competition Criteria pertaining to the leverage criterion methodology. These documents have been updated and were posted on [2018 Infrastructure Competition](#) and [2019 Infrastructure Competition](#) webpages on March 21, 2022.

**Question:** If an applicant received a high score – 90+ points – in a previous competition, but was not awarded funding, can we ask for a debrief meeting to go over the project score?

**Answer:** Score workbooks for applications submitted in a previous competition are available to the applicant or their authorized designee in TIGR. Debrief meetings will not be considered at this time to maintain the integrity of the competition.

**Question:** When trying to determine the total damage per capita, the Scoring Criteria directs us to use the jurisdiction's total population as defined in the LMISD. I do not see a total



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population number in the LMISD – only Low or Low/Mod population data. Where will I find the number for the total population?

**Answer:** Within the downloadable “LMISD Data” excel document on the [2018 Infrastructure Competition](#) and [2019 Infrastructure Competition](#) webpages, the column titled “lowmoduniv” represents the total population of the particular geography being referenced.

**Question:** Is there a rubric for the 2018/19 Storms Infrastructure competition to understand how much leveraged funds/match constitutes how many points? For example, is 1% match equivalent to 1 points, 5% match equivalent to 5 points, etc.?

**Answer:** The 2018 South Texas Floods Scoring Competition Criteria and the 2019 Disasters Scoring Competition Criteria can be found on the [2018 Infrastructure Competition](#) and [2019 Infrastructure Competition](#) webpages.

**Question:** San Jacinto County is identified as HUD eligible for the 2019 CDBG-DR Infrastructure competition. Per the attached TDEM Damage Report, you will see that San Jacinto County did not submit. The reason for this is the impacted area of the County was already damaged by 2015, 2016, 2017 Floods and DR 4332, so the PWs were still open. Due to FEMA Audit OIG findings, the PWs could not be duplicated as damaged in the Imelda Flood since the projects were not completed. The last one open was DR 4332 PW 6817 for Fostoria which was completed May of 2022. Will GLO accept the DSO from DR 4332 in lieu of this situation?

**Answer:** For scoring purposes as indicated in the [2019 Disasters Scoring Competition Criteria](#), the only DSO report estimates to be used to score an applicant’s “Total Damage Per Capita” will be the DSO report estimates resulting from the applicable disaster declaration. The GLO will utilize DSO report estimates provided by the Texas Division of Emergency Management (TDEM) as of November 17, 2020. A DSO applicable to DR-4332 (Hurricane Harvey) will not be utilized for the 2018 or 2019 CDBG-DR Infrastructure Competitions. Only DR-4377 (2018 South Texas Floods), DR-4454 (2019 Lower Rio Grande Valley Floods), and DR-4466 (Tropical Storm Imelda) are applicable.

## SF-424

**Question:** For the 2019 HUD MID infrastructure competition, could you please confirm the CFDA number, CFDA title, Funding opportunity number and Funding opportunity title to use in the SF424?

**Answer:** Please see below regarding the 2019 CDBG-DR Infrastructure Competition:

- CFDA Number - 14.288
- CFDA Title - 2019 CDBG-DR Infrastructure Competition
- Funding Opportunity Number - 85 FR 4681
- Funding Opportunity Title - 2019 CDBG-DR Infrastructure Competition



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Please see below regarding the 2018 CDBG-DR Infrastructure Competition:

- CFDA Number - 14.288
- CFDA Title - 2018 CDBG-DR Infrastructure Competition
- Funding Opportunity Number - 85 FR 4681
- Funding Opportunity Title - 2018 CDBG-DR Infrastructure Competition

Note that, as identified in the Federal SF-424 Form posted on the 2018 and 2019 CDBG-DR Infrastructure Competitions websites, Section 11 (Catalog of Federal Domestic Assistance Number) is not required.

## TIGR

**Question:** I am trying to access the 2018-2019 applications for local cities through the GLO TIGR Online Portal. I created an individual account and later created an account through the city. I believe the GLO TIGR Online Portal is getting confused when I log in. It takes me to the individual applications. Both accounts are under my username and have the same password.

**Answer:** The additional account would cause an issue with connecting to the GLO TIGR Online Portal. The additional account will be removed with assistance from TIGR Help. For TIGR Online Portal related issues, please email: [tigrhelp@recovery.texas.gov](mailto:tigrhelp@recovery.texas.gov)

**Question:** DUNS number and expiration date are required in the grant application; however, DUNS numbers do not expire. What should be entered for DUNS Expiration Date?

**Answer:** The expiration date requested is for the applicant's SAM.gov registration. SAM.gov registration must be renewed on an annual basis. Please refer to the [SAM.gov Entity Registration website](#) for additional information on registration and renewal.

**Question:** How do we get the Mayor added to the TIGR database?

**Answer:** TIGR access should be requested by the applicant via the "TIGR System Access Form", or "TIGR System Access Form for Subrecipient's Vendors" if requesting access for a procured vendor. Please refer to sections 2 and 2.1 of the Application Guide and the TIGR Access section of the applicable competition website for additional instruction and downloadable copies of the forms. For TIGR Online Portal related issues, please email: [tigrhelp@recovery.texas.gov](mailto:tigrhelp@recovery.texas.gov)



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**Question:** Two questions are asked twice on the Environmental tab – do we need to answer them twice?

**Answer:** Each question need only be answered once. All response fields will be reviewed and reconciled during the scoring and eligibility review process.

**Question:** Do both budgets in both tabs need to be filled out?

**Answer:** A budget must be entered for the Activity, as well as the Project. Please refer to sections 5.3 and 5.4 of the Application Guide for additional instruction on entering budget information.

**Question:** Is the engineer's name required for the application? If so, do we need to submit another access form with the engineer's name and contact information?

**Answer:** If an applicant has procured an engineering vendor, the applicable sections of the application should be completed in TIGR including the name and contact information. If the application is awarded funding, the vendor information may be updated as needed throughout the life of the contract.

**Question:** If the engineer's name is required: Will the applicant be able to enter two different engineer's names for each 18 and 19 competitions?

**Answer:** Each competition requires a separate application so an applicant may enter different information in each application as it relates to the vendors.

**Question:** I am inquiring about the 2018 and 2019 Infrastructure Competition grant application. I cannot find the application on the website. Would you be able to direct me as where I can find the application.

**Answer:** All 2018 and 2019 Infrastructure Competition grant applications must be electronically submitted via the Texas Integrated Grant Reporting (TIGR) System no later than the applicable competition due date. The TIGR login page and other TIGR information can be found on the [2018 competition](#) and [2019 competition](#) pages at [recovery.texas.gov](http://recovery.texas.gov).

**Question:** Is there a number I can call to talk to someone about the application? I just have a couple more questions?

**Answer:** Applicants may submit inquiries regarding the Competitions programs via email to [cdr@recovery.texas.gov](mailto:cdr@recovery.texas.gov). Response will be provided via Frequently Asked Questions posted to the [2018 competition](#) and [2019 competition](#) pages.



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**Question:** I am having trouble with our application for the City of Donna, the budget is not populating in the application and I'm unsure what I should do next. Can you please provide guidance on this?

**Answer:** The application is being completed through the wrong program in TIGR. The "2018 South Texas State Mitigation Competition" has NOT been set-up and is not accepting applications at this time. Please complete the application under the correct program, "State Competition – SIC: HUD MID (2018 South Texas Floods)."