



STATE OF CONNECTICUT  
DEPARTMENT OF HOUSING



**CDBG Small Cities Bulletin**

**Bulletin Number: 2023-01**

To: Small Cities Grantees and Interested Parties  
Date: January 3, 2023  
From: Miguel A. Rivera, Director, Housing and Community Development  
Subject: 2022 Update to the Small Cities CDBG Grants Management Manual

The purpose of this Bulletin is to announce the 2022 update to the Small Cities Community Development Block Grant (CDBG) Grants Management Manual.

Some of the important changes are as follows:

1. Added information in Section 2.5 regarding the Connecticut Environmental Protection Act (CEPA)
2. Revised Attachment 3-3: Payment Requisition Form
3. Updated Section 4.2 to include information on the new required SAM.gov Unique Entity Identifier for all Grantees, Subrecipients and Contractors
4. Revised Section 6.2 to include details on the DOH requirement for a transition plan for all housing rehabilitation and public housing modernization projects
5. Added Attachment 7-29: Sample Use Restriction and Attachment 7-30: Sample Use Restriction (Public Housing)
6. Revised Attachment 10-3: Sample Subrecipient Agreement
7. Semi-Annual Reports due date has been revised to July 15 and January 15
8. Revised Attachment 11-1: Semi-Annual Report Form and added Attachment 11-2: Contractor Activity Report

A more comprehensive summary list of changes will be posted shortly on the DOH website.

A copy of the updated Manual can be found at the following link: <https://portal.ct.gov/DOH/DOH/Additional-program-pages/Small-Cities-CDBG-SC-Grants-Management-Manual>. Please review these revisions and adjust your program accordingly. Should you have any questions concerning this bulletin, please contact your appropriate Small Cities project manager.