

LOS ANGELES FIRE DEPARTMENT



JAIME E. MOORE
FIRE CHIEF

July 9, 2026

BOARD OF FIRE COMMISSIONERS
FILE NO. 26-035

TO: Board of Fire Commissioners

FROM:  Jaime E. Moore, Fire Chief

SUBJECT: ACCEPTANCE OF GRANT FUNDS FOR THE FISCAL YEAR 2024
COMMUNITY PROJECT FUNDING (CPF) – GRANT NUMBER: B-24-CP-
CA-0342

FINAL ACTION:	☐ Approved	☐ Approved w/Corrections	☐ Withdrawn
	☐ Denied	☐ Received & Filed	☐ Other

SUMMARY

On August 27, 2024, the U.S. Department of Housing and Urban Development (HUD) notified the Los Angeles Fire Department (LAFD) of a \$3,000,000 funding award from the Fiscal Year 2024 (FY2024) Community Project Funding (CPF) for the following project: Los Angeles Fire Department Station Renovations. The purpose of CPF grants is to provide investment in a wide variety of projects such as housing, homelessness prevention, workforce training, public facilities, parks, resilience planning and other critical infrastructure and services.

The FY2024 CPF will provide a total of \$3,000,000 to be utilized for LAFD fire stations within the Los Angeles Congressional District 32. The performance period for this grant is March 9, 2024 through August 31, 2032, and will fund the construction costs for new flooring and paint at fire stations, as well as environmental review costs that are required in the process. The LAFD received FY2025-26 CTIEP funds to front fund \$1,500,000 of the project.

RECOMMENDATIONS

That the Board:

1. Transmit this report to the Mayor and the Office of the City Administrative Officer (CAO) for approval, acceptance, and authority to expend FY2024 Community Project Funding for fire station renovations.
2. Request that the Mayor, subject to the approval of the City Council, authorize the Fire Chief of the Los Angeles Fire Department to:
 - a. Accept the FY2024 Community Project Funding Grant in the amount up to \$3,000,000 from the U.S. Department of Housing and Urban Development;
 - b. Execute any documents necessary to accept the grant on the City's behalf.

- c. Deposit FY2024 CPF of up to \$1,500,000 in reimbursement grant funds into Fund 100, Dept 38, Dept Revenue 4552, Central Revenue 5161, Reimbursement of Expenditures for the \$1,500,000 acquired from CTIEP front funding for this project.
 - d. Authorize the Fire Chief to expend funds in the amount up to \$1,500,000 from Fire Department's Fund 100, Account 006020 Operating Supplies, and Fund 100, Account 003040 Contractual Services, for expenses incurred in accordance with the HUD agreement terms.
 - e. Authorize the Controller to deposit reimbursement grant funds up to \$1,500,000 into Fund 335, Department 38, Account to be determined.
 - f. Authorize the LAFD to transfer reimbursement grant funds from Fund 335 Department 38, Account TBD to Fund 100, Account 006020 Operating Supplies, and Funds 100, Account 003040 Contractual Services, upon submission of proper documentation by the LAFD of actual cost incurred from eligible expenditures, subject to the review and approval of the CAO.
3. Request that the Mayor, subject to the approval of the City Council, authorize the Controller to:
- a. Authorize the LAFD to prepare Controller instructions for any technical adjustments, subject to the approval of the CAO, and authorize the Controller to implement the instruction.

FISCAL IMPACT

The LAFD has received a total of \$1.5 million (CTIEP) in front funding to begin the FY2024 CPF project; and with proper documented progress, LAFD will request the remaining \$1.5 million. The grand total amount of \$3 million is fully reimbursable through the FY2024 CPF grant. Future replacement or repair items meeting City specifications and Department's needs may be borne by the General Fund, subject to the availability of funding.

CONCLUSION

The Los Angeles Fire Department benefits tremendously from federal grant funding and the support initiated by Congressman Brad Sherman, Congressional District 32 (CD32). The LAFD acknowledges Congressman Brad Sherman and CD32 for their support and generosity.

Board Report prepared by Martin Mullen, Battalion Chief, and Christina Torres, Management Analyst, Fire Facilities Section, Training and Support Bureau.

Attachment



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

OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT

Tuesday, August 27, 2024

Martin Mullen
Los Angeles Fire Chief
Los Angeles Fire Department
201 N. Figueroa Street
Los Angeles, CA 90012
Email: martin.mullen@lacity.org

Dear Community Project Funding Grantee,

In the Consolidated Appropriations Act, 2024 (Public Law 118-42) (the FY2024 Act), and the Further Consolidated Appropriations Act, 2024 (Public Law 118-47) (the Further FY2024 Act) Congress made \$3,290,054,336 in funding available for Community Project Funding (CPF). These CPF awards are administered by the Department of Housing and Urban Development (HUD). HUD received the information below about your project from Congress. A Grant Number has been added and will be the unique identifier for your project throughout the grant process.

Grant Number: B-24-CP-CA-0342
Project: Los Angeles Fire Department Station Renovations
Grantee/Recipient: Los Angeles Fire Department
Amount: \$3,000,000
HUD Grant Officer: Njeri Santana-Carter / Njeri.A.Santana@hud.gov
HUD System Officer: Quiana.A.Johnson / Quiana.A.Johnson@hud.gov
HUD Regional Environmental Officer: Elizabeth McDargh / Elizabeth.Mcdargh@hud.gov

This letter outlines initial grant award requirements and information needed from you to get started. This Grant Award Package also includes: The “FY2024 Community Project Funding Grant Guide” (FY2024 CPF Grant Guide), the template for your FY2024 Community Project Funding Grant Agreement, and the forms required to complete and submit information online to populate before we sign your FY2024 CPF Grant Agreement. A brief overview of these documents is below:

- 1) **FY2024 CPF Grant Guide:** The FY2024 CPF Grant Guide provides instructions for completing the requested information and filling out the required administrative forms to initiate your FY2024 CPF Grant Agreement. Please refer to this document as it includes important information and forms for accessing the online system (DRGR), as well as other information concerning reporting requirements.

2) FY2024 CPF Grant Agreement for this Award: The FY2024 CPF Grant Agreement specifies the applicable statutory provisions, regulations, and administrative requirements for this award. Please make sure all grantee information and award-specific information is entered completely and accurately before signing this Agreement. When you submit your grant materials on our DRGR Grant Processing Module it will create your customized FY2024 CPF Grant Agreement.

3) Standard Forms and Required Materials: The following forms will be needed:

- a. Form HUD-1044, Assistance Award/Amendment Form (Attached)
- b. Standard Form-424 Application for Federal Assistance (in the online system)
- c. SF-424-B, Assurances for Non construction Programs, and/or SF-424-D, Assurances for Construction Programs (in the online system)
- d. SF-LLL Disclosure of Lobbying Activities (as applicable in the online system):
<https://www.grants.gov/forms/forms-repository/sf-424-family>
- e. SF-1199A - Direct Deposit Sign-Up Form: <https://www.gsa.gov/system/files/SF1199A-20.pdf> The form is to be completed by the grantee and grantee's financial institution. Grantees will need to submit the completed form and upload to DRGR.

Grant Award Process Overview

Below is a step-by-step walk-through of the process and necessary documents and forms to execute your FY2024 CPF Grant Agreement. This process and the forms are also available in the FY2024 CPF Grant Guide, which can also be found on the program's webpage at:

https://www.hud.gov/program_offices/comm_planning/edi-grants/FY_2024 on HUD.gov and on this webpage <https://www.hudexchange.info/programs/cpf/> on the HUD Exchange.

1. Grantees should review the Grant Award Package documents.
2. Grantees should initiate or complete the HUD environmental review.
3. Grantees gather all required information and submit to HUD using the online system DRGR.
4. HUD provides access to DRGR system to access the Grant Processing Module to submit required information, answer questions, and upload documents. Once all required information is submitted online HUD will review the completed grant materials submitted.
5. HUD staff will review the information and documents for completeness. If there are any deficiencies the corrections and/or clarifying questions will be shared with the grantee for correcting or answering the clarifying questions. If not, HUD staff will submit the package internally for a second level review. Then, the Acting Director for the Congressional Grants Division will review the grant package. Finally, your Grant Agreement will be executed.
6. HUD will notify the grantee that their FY2024 Grant Agreement has been fully executed and will share additional materials with the grantee to complete to begin the payment processing activities to receive your funds.

Training and Tools

FY2024 CPF Onboarding Event: This event will take place in September. We will review this letter and grant award package materials along with sharing next steps and how to sign up for a cohort. The event will be recorded and shared online after the event.

FY2024 CPF Grantee Cohorts: This provides you and your staff the opportunity to register for a four-part training for how to prepare your grant materials and submit them online. Information about the registration will be shared via email and during the FY2024 CPF Onboarding Event.

FY2024 CPF Grantee Webinar Series: This provides you and your staff with information about the regulations, requirements, and processes for your grant. Information about the registration for the webinar series will be shared via email and during the FY2024 CPF Onboarding Event.

FY2024 CPF Grantee Online HUD Exchange Resources: This website page includes general information and your specific Fiscal Year information along with links to past and future technical assistance opportunities. The site is also used for you to register for our listserv and for communicating updates to you and those on the listserv.

Overview of Requirements

CPF grants are subject to several Federal requirements. HUD will provide additional information and further clarification regarding applicable requirements and the grant award process in upcoming webinars and additional technical assistance. The most essential requirements include:

- 1) **Administrative Requirements:** CPF grants are subject to the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR Part 200).
- 2) **HUD Environmental Review Requirements:** EDI/CPF grants, like all projects funded by HUD, are subject to requirements under the National Environmental Policy Act (NEPA), HUD's NEPA-implementing regulations at 24 CFR Part 50 or 24 CFR Part 58, and appropriate federal environmental and historic preservation laws, regulations, and Executive Orders.
 - To be eligible, activities and expenses must comply with applicable Federal requirements. This includes administrative requirements under 2 CFR Part 200, environmental laws, statutes and Executive Orders, and other "cross-cutting" federal requirements adhered to by HUD.
 - If the environmental review is being conducted by a local government responsible entity under Part 58, a Request for Release of Funds and Certification must be approved by HUD, as applicable. If the environmental review is being completed by HUD under Part 50, the environmental review must be approved and certified by HUD.

- HUD defines the “Federal Nexus” for a program or project as the event that triggers the requirements for federal environmental review under a host of laws, regulations, and Executive Orders, including the prohibition on choice limiting actions.
- For FY2024 grants, the date of the Act's enactment (March 9, 2024) is the federal nexus for compliance with all environmental laws. Once a project is federalized, in keeping with the National Environmental Policy Act (NEPA) and HUD’s NEPA-implementing regulations at 24 CFR Part 50 or 24 CFR Part 58, environmental reviews must be completed, and all necessary HUD approvals must be obtained prior to taking any choice limiting actions, such as acquisition, construction, ground disturbance, and entering into contracts.
- Further explanation and guidance on choice limiting actions and the environmental review process, including historic preservation review, is included within the CPF Grant Guide and on the program’s webpage at: <https://www.hudexchange.info/programs/cpf/>.
- Some projects may already be underway at the time of federal nexus and while it is still best practice to stop all work after the federal nexus before the environmental review is complete for EDI/CPF projects that are already underway at time of federal nexus, grantees are allowed to perform activities after the federal nexus, but only for activities which are part of a pre-nexus contract that obligates them to do so. However, grantees would be doing so at their own risk, as any activity performed, or proposed to be performed, after the federal nexus must be included in the project scope of a satisfactory environmental review to be reimbursable.
- A satisfactory review must show that the project activities will not result in unmitigable environmental harm and must not preclude consultation with the appropriate environmental authorities such as the State Historic Preservation Office (SHPO). Environmental authorities may refuse to consult if physical impacts are made to a site before consultation.
- HUD conducted a nationwide environmental review for FY24 EDI/CPF soft costs to clear activities such as administrative, planning, and operations and maintenance costs (including costs to prepare an environmental review). After execution of the Grant Agreement, eligible soft costs can be incurred after March 9, 2024 (see 2 CFR 200.403). Eligible hard costs can be reimbursed if incurred after a full environmental review is completed (see 2 CFR 200.403).
- HUD Environmental Officers:
<https://www.hud.gov/sites/dfiles/CPD/documents/Community-Project-Funding-Portfolio-Assignments.pdf>

If you, or your staff, have any questions regarding how to complete or submit the requires documents, please feel free to contact your Grant Officer or System Officer. Please note while your Grant Officer may change over time, we have a team approach to managing your project. Please include your grant number and project in all email correspondence. We look forward to working with you on this important project!

Sincerely,

Nadab Bynum

Nadab Bynum
Acting Deputy Assistant Secretary
for Economic Development