



Texas General Land Office

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2024 Disasters Project Delivery Fee Caps

Project Delivery may include, but is not limited to, grant administrator fees, costs associated with environmental clearance, and eligible costs for in-house efforts. For instance, applicants may choose to utilize a portion of their project delivery grant funds to supplement costs for their single audit or pay for appropriately documented staff administration efforts.

Project Delivery costs should be estimated according to the total effort required to deliver a complete project and included in the application budget. The maximum allowable project delivery cost per grant shall be less than or equal to the caps as outlined here.

Total 2024 Disasters CDBG-DR Award (Non-Housing activities)	Percentage Cap
\$500,000 - \$749,999.99	11%
\$750,000 - \$999,999.99	10%
\$1 million - \$5 million	8%

Applicants may choose to self-administer, procure a third-party grant administrator, or utilize a combination of the two.

If utilizing a combination of procured and in-house services, each application budget must clearly establish the portion of CDBG-DR funds to be used to pay for third-party grant administration services, and the portion retained to reimburse the applicant for in-house efforts:

2024 Disasters Housing-Related Project Delivery Fee Caps

• **Housing-related project delivery activities** are allowable up to 12 percent of project amounts for costs directly related to implementation.

2024 Disasters Engineering and Design Fee Caps

• **Engineering and design activities** will be capped at 15 percent of the total construction costs unless special services are necessary; in such cases, the GLO must review and approve the request.

The prescribed caps are established as a maximum percentage. Changes to the grant award or construction costs will impact the amount eligible for reimbursement as indicated by the fee cap. Costs beyond the applicable fee cap are the responsibility of the applicant/subrecipient.