

EXHIBIT 2-F.2

INSTRUCTIONS AND GUIDANCE FOR COMPLETING THE “CATEGORICAL EXCLUSION NOT SUBJECT TO” FORM

Use **Exhibit 2-F.1**, Part 2, *Classification of Project/Activity*, to document the type(s) of activity(ies) the Grantee will be undertaking in connection with its HOME project.

Part 3, Regulatory Checklist (ref.: 24 CFR Part 58.6 – *Other requirements*), must be completed for 24 CFR §58.35(b)(5) activities (e.g., homebuyer assistance), on a **project-wide basis**. **Exhibit 2-L**, a site-specific checklist for homebuyer assistance activities, must be completed for each specific address assisted.

The completed and signed **Exhibit 2-F.1** must be maintained in the Grantee’s environmental review file **and** a copy must be submitted to the HOME Program for concurrence with the determination. The HOME Program will respond with a written letter of concurrence, if *applicable*.

- **Exhibit 2-E.1** must be completed regardless of the funding source(s) used to pay for the activity(ies).
- **Responsible Entity (RE)**
 - The Responsible Entity is the Montana Department of Commerce
- **Section 3: Regulatory Checklist (ref.: 24 CFR §58.6 – *Other requirements*)**
 - **Flood Disaster Protection Act of 1973, as amended:**
 - If the HOME-funded project/activity is Rental Housing and the project/activity is located within a Special Flood Hazard Area (SFHA) as mapped by the Federal Emergency Management Agency (FEMA), flood insurance must be obtained through the National Flood Insurance Program.
 - If the HOME-funded project/activity is homeowner (owner-occupied) rehabilitation and the project/activity is located within a Special Flood Hazard Area (SFHA) as mapped by the Federal Emergency Management Agency (FEMA), flood insurance purchased through the National Flood Insurance Program is recommended to protect the homeowner’s investment.
 - If the proposed HOME-funded project/activity is homebuyer assistance (down payment and closing cost assistance) and the project/activity is located within a Special Flood Hazard Area (SFHA) as mapped by the Federal Emergency Management Agency (FEMA), the HOME Program recommends not proceeding unless flood insurance is obtained and maintained throughout the period of affordability. The homebuyer should be strongly encouraged to find another property.

- **Civilian Airport Runway Clear Zone and/or Military Airport Clear Zone:** Projects/activities in runway clear zone or military airport clear zone will NOT be funded by the Montana HOME Program.