

CDBG-DR HEROS FAQs

December 21, 2021

In October 2021, HUD provided guidance regarding Request for Release of Funds (RROF) to CDBG-DR and CDBG-MIT grantees via the DRSI Digest Volume 4 ([DRSI Digest Volume 4 \(October 2021\)](#) (hud.gov)). This guidance notified CDBG-DR and CDBG-MIT grantees to use the HUD Environmental Review Online System (HEROS) to process Request for Release of Funds and Certification (HUD form 7015.15) beginning in December 2021. This fact sheet provides information to CDBG-DR and CDBG-MIT grantees on the use of HEROS.

FAQs

Q1: Is HUD requiring all CDBG-DR grantees to use HEROS?

A: The Department is only requiring certain grantees to submit the RROF via HEROS. Only those state grantees that are directly carrying out state-administered recovery or mitigation activities through a grant are required to enter the environmental review into HEROS and submit the RROF via HEROS to HUD for review. In these instances, HUD will review the RROF and issue the Authorization to Use Grant Funds (AUGF) via HEROS. Local government CDBG-DR and CDBG-MIT grantees, consultants and other partners involved in those environmental reviews may use HEROS on an optional basis. If a state grantee allocates funds through a method of distribution to local governments to administer, then the state grantee will review the RROF prepared by the local government and issue the AUGF directly. In those instances, HUD is not requiring the grantee to use HEROS. HEROS does not currently have the user role functionality to allow state grantees acting as HUD to use the system.

Additionally, if the CDBG-DR or CDBG-MIT grant is managed by a CPD Field Office, the Department is not requiring the grantee to use HEROS to process the RROF. Only those grants managed by the Disaster Recovery and Special Issues division are required to use HEROS at this time.

Grantees are advised to work with their assigned CPD representative to determine if the HEROS submission requirement applies to their grants.

Q2: Is there a deadline for a CDBG-DR grantee to begin using HEROS to process the RROF?

A: HUD initially requested all grantees subject to the HEROS submission requirement to begin using HEROS no later than December 31, 2021. The Department, however, is providing additional time for grantees to gain access to the system and to receive additional training. Instead, as of December 31, 2021, the Department is allowing CDBG-DR and CDBG-MIT grantees to begin using HEROS to submit the RROF and supporting documentation to HUD. Grantees may also submit the RROF via email to disaster_recovery@hud.gov. The Department, however, is not able to process the RROF in "hard copy" format that is submitted by mail.

HUD will issue additional guidance regarding the use of HEROS in a future *Federal Register* notice.

Q3: Is there HEROS training available for CDBG-DR grantees?

A: Yes. HUD has developed a series of "How To" videos to demonstrate how to use HEROS to conduct an environmental review and process the RROF. This series of short videos consisting of brief, topic-specific tutorials can be accessed here: [HEROS "How To" Videos](#)

The Department also developed HEROS training specifically for CDBG-DR and CDBG-MIT grantees. That training is available here: <https://youtu.be/79MdGFSzAy0> or https://youtu.be/rL2l_n5Y6Ss

Finally, additional information and resources for HEROS is available on the [HEROS main page](#).

Q4: How do CDBG-DR grantees request access to HEROS?

A: CDBG-DR and CDBG-MIT grantees, recipients, and partners can request HEROS access by completing the [HEROS Access Form](#). There is additional guidance [here](#) on completing a HEROS Access Form request.