

DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

SALARIES AND EXPENSES, HOUSING AND URBAN DEVELOPMENT

BUDGET ACTIVITY 8: CENTER FOR FAITH-BASED AND COMMUNITY INITIATIVES

SCOPE OF ACTIVITY

The Center for Faith-Based and Community Initiatives (CFBCI or Center) was established by Executive Order 13198 on January 29, 2001. Its purpose is to coordinate the Department's efforts to eliminate regulatory, contracting, and other programmatic obstacles to the participation of faith-based and other community organizations in social service programs and to reach out to Faith-based and Community Organizations (FBCOs) to apprise them of the Initiative.

CFBCI plays a key role in facilitating intra-Departmental and inter-Agency cooperation regarding the needs of FBCOs. It focuses on research; law and policy; and expanding outreach and training. These areas of emphasis are in compliance with Executive Order 13198. Additionally, the Center will participate in the furtherance of HUD's overall strategic goals and objectives—particularly as they relate to partnership with FBCOs.

On December 12, 2002, the President issued Executive Order 13279, titled Equal Protection of the Laws for Faith-Based and Community Organizations. Its intent is to ensure that Faith-based and Community Organizations are not unjustly precluded from participation in federal programs by regulations and bureaucratic practices and policies. The Order directs the Center to, inter alia, (i) amend any policies that contradict the Order; (ii) where appropriate, implement new policies that are necessary to further the fundamental principles and policymaking criteria set forth in the Order; (iii) implement new policies to ensure collection of data regarding the participation of Faith-based and Community Organizations in social service programs that receive Federal financial assistance; and (iv) report to the President the actions it proposes to undertake to implement the Order.

WORKLOAD

CFBCI will participate in implementing HUD's strategic goals and objectives, as well as the following key responsibilities in compliance with Executive Orders 13198 and 13279:

Annual Departmentwide Inventory. The Center conducts, in coordination with the White House Office of Faith-Based and Community Initiatives (WHOFBCI), an annual Departmentwide inventory to identify barriers to the fullest participation of FBCOs in the delivery of social services, including but not limited to barriers created by regulations, rules, orders, internal policies and practices, and outreach activities that either discriminate against or otherwise discourage or disadvantage the participation of FBCOs in HUD programs;

Expand Opportunities for FBCOs. The Center coordinates comprehensive departmental efforts to incorporate FBCOs in departmental programs and initiatives to the greatest extent possible, thereby widening the pool of grant applicants to include historically excluded groups;

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Outreach and Technical Assistance to FBCOs. The Center will continue to develop its databases of faith- and community-based organizations which have little or no history of working with HUD. Outreach and technical assistance to such nontraditional grassroots organizations and networks will equip them with the skills needed to successfully pursue funding and partner opportunities. The Center will continue to enhance its website to better serve those interested in HUD and the Initiative. In conjunction with WHOFBCI and other agency centers, the Center will host inter-Agency summits to disseminate information concerning the initiatives, partnership opportunities with the Federal government, and strategies to develop local public/private partnerships;

Remediation of Barriers. The Center initiates and supports efforts to remove barriers identified in the annual Departmentwide inventory, including but not limited to, reform of regulations, procurement and internal policies and practices;

Pilot Projects and Partnering with HUD Program Offices. The Center partners with HUD program offices to establish mutual goals and identify opportunities to assist the offices in carrying out their strategic plans and objectives, with particular regard to strengthening and expanding their FBCO partnerships. The Center proposes and develops innovative pilot and demonstration programs to increase the participation of FBCOs in programming changes, contracting opportunities, and other Departmental initiatives, including Internet resources.

Educating Government Personnel. The Center participates in HUD field conferences, training and seminars. It trains HUD personnel on regulatory reform and Executive Order 13279. It trains HUD field staff on the Initiative. And it educates state and local government on the initiative, on regulatory reform and on Executive Order 13279.

TRAVEL

	ACTUAL 2003	ENACTED 2004	ESTIMATE 2005	INCREASE + DECREASE - 2005 vs 2004
		(Dollars in Thousands)		
Travel	\$90	\$161	\$162	+\$1
Total.....	90	161	162	+1

The travel funding requested for fiscal year 2005 will allow CFBCI staff to participate in conferences, seminars, meetings and summits to train field staff, expand outreach to FBCOs, and participate in events and activities conducted by HUD field staff or public/private entities. This travel funding also includes requests for CFBCI participation in activities or events initiated by the Secretary and the WHOFBCI.

- Inter-Agency Summits. As stated above, CFBCI participates in White House and other inter-agency conferences around the country.
- HUD Field Conferences. HUD's field offices frequently partner with State and local governments to conduct conferences on information related to FBCOs. CFBCI participates in State and local conferences providing training in various areas of expertise, including technical assistance.

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- Pilot Project Site Visits, Meetings, and Travel with the Secretary. Principal CFBCI staff travel with the Secretary, Deputy Secretary, and WHOFBCI for site visits and pilot project development.
- Technical Assistance Travel. CFBCI travels to provide technical support in furtherance of the Initiative.

CONTRACTS

The table below identifies contract requirements unique to this activity.

	ACTUAL 2003	ENACTED 2004	ESTIMATE 2005	INCREASE + DECREASE - 2005 vs 2004
	(Dollars in Thousands)			
General Support	\$1,193	\$1,503	\$1,503	...
Total.....	1,193	1,503	1,503	...

Funding is requested in fiscal year 2005 for contracts related to conferences, training, seminars and other activities designed to implement the Center's goals for FBCO partnerships.

CFBCI will significantly expand outreach to FBCOs by planning and conducting inter-agency summits whose purpose will be to increase participation among the FBCOs that will attend the summits, as well as to increase the number of attendees. Additionally, CFBCI will participate in a number of national, state and local events described above, providing materials and other requested assistance.

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CENTER FOR FAITH-BASED AND COMMUNITY INITIATIVES
Personal Services
Summary of Change
 (Dollars in Thousands)

<u>Personal Services</u>	<u>FTE</u>	<u>S&E Cost</u>
2003 Actual.....	6	\$595
2004 Appropriation/Request.....	8	926
<u>Changes Due To</u>		
2005 January Pay Raise.....	0	10
2004 January Pay Raise.....	0	9
Staffing increase/decrease.....	0	0
Other benefit changes.....	0	24
2005 Request.....	8	969

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CENTER FOR FAITH-BASED AND COMMUNITY INITIATIVES
Summary of Requirements by Grade
Salaries and Expenses
 (Dollars in Thousands)

	<u>2003</u> <u>Actual</u>	<u>2004</u> <u>Appropriation/</u> <u>Request</u>	<u>2005</u> <u>Request</u>	<u>Increase/</u> <u>Decrease</u>
Grade:				
Executive Level IV	0	0	0	0
ES-6	0	0	0	0
ES-5	0	0	0	0
ES-4	0	0	0	0
ES-3	0	0	0	0
ES-2	0	0	0	0
ES-1	0	0	0	0
GS-15	1	1	1	0
GS-14	2	2	2	0
GS-13	2	3	3	0
GS-12	1	1	1	0
GS-11	1	1	1	0
GS-10	0	0	0	0
GS-9	0	0	0	0
GS-8	0	0	0	0
GS-7	0	0	0	0
GS-6	0	0	0	0
GS-5	0	0	0	0
GS-4	0	0	0	0
GS-3	0	0	0	0
GS-2	0	0	0	0
GS-1	0	0	0	0
Total Positions	7	8	8	0
Average ES Salary	0	0	0	0
Average GS Salary	\$69,054	\$71,885	\$72,963	+\$1,078
Average GS Grade	13.1	13.1	13.1	0

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CENTER FOR FAITH-BASED AND COMMUNITY INITIATIVES
Summary of Requirements by Object Class
Salaries and Expenses
 (Dollars in Thousands)

<u>Object Class</u>	<u>2003 Actual</u>	<u>2004 Appropriation/Request</u>	<u>2005 Request</u>	<u>Increase/Decrease</u>
Personal Services.....	\$595	\$926	\$969	+43
Travel and Transportation of Persons.....	90	161	162	+1
Transportation of Things.....	0	0	0	...
Rent, Communication & Utilities.....	0	0	0	...
Printing and Reproduction.....	32	0	0	...
Other Services.....	1,193	1,503	1,503	...
Supplies and Materials.....	4	24	33	+9
Furniture & Equipment.....	0	0	0	...
Insurance Claims & Indemnities.....	0	0	0	...
Total Obligations.....	1,914	2,614	2,667	+53

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**CENTER FOR FAITH-BASED AND COMMUNITY INITIATIVES
 Performance Measurement Table**

Program Mission: To increase participation of faith-based and community organizations (FBCOs) in the Administration's programs and to require, for FBCOs, equal treatment policies in their programs, initiatives, and operations.					
Performance Indicators	Data Sources	Performance Report		Performance Plan	
		2003 Plan	2003 Actual	2004 Enacted	2005 Plan
Complete four milestones to reduce barriers to program participation by faith-based and community organizations.	Management assessment.	Complete four milestones.	Four milestones completed.	N/A	N/A
Increase the number of faith-based and community organization grant applications and successful grantees from a FY 2003 baseline by FY 2004.	Management assessment.	Establish baseline.	Baseline established.	N/A	N/A
Develop and implement pilot and demonstration projects to increase the effectiveness of program areas and their accessibility to grassroots organizations (including faith-bases and community organizations).	Management assessment.	Pilot and demonstration projects.	Initiatives announced.	N/A	N/A
HUD will issue clear guidance that addresses regulatory and other barriers to participation by faith-based and community organizations in HUD's program.	Management assessment.	N/A	N/A	Address regulatory barriers.	N/A
The Center will conduct comprehensive outreach to inform potential partners of HUD opportunities.	Management assessment.	N/A	N/A	Conduct outreach.	N/A
CFBCI has a comprehensive technical assistance program that includes pilot projects, enhancing its web site, the wide dissemination of materials, research and assistance provided through its outreach activities.	Management assessment.	N/A	N/A	Expand technical assistance.	N/A

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Establish a baseline number of applications by faith- and community-based grantees and a target for increased participation by FY 2004 and create recording mechanisms for analyzing competitive grant applications by faith-based groups by FY 2004.	Management assessment.	N/A	N/A	Establish a baseline.	N/A
The Center will measure the potentially increased participation by new and past participating faith-based community organizations in the Department's 2005 SuperNOFA process compared to 2004.	Survey using OMB 1890-0014/HUD 23004.	N/A	N/A	N/A	Increased participation.
The Center will conduct comprehensive outreach and technical assistance to faith-based organizations.	Management assessment.	N/A	N/A	N/A	Outreach and technical assistance.

Explanation of Indicators

The Center will measure the potentially increased participation by new and past participating faith-based community organizations in the Department's 2005 SuperNOFA process compared to 2004.

The Center surveyed 2003 SuperNOFA applicants and identified the 2003 SuperNOFA grantees that had not previously received HUD grants. The Center established a baseline and a target for increased participation. With respect to the block grants, state and local governments make the decisions on awards to nonprofits. This process begins with the consolidated plan process, of which FBCOs frequently fail to get involved. In fiscal years 2003 and 2004, the Center created and implemented a plan for increasing their participation in the consolidated process. The Center is encouraging FBCOs, especially those that have never accessed Federal funding to apply for competitive grants. The Center is encouraging greater participation by tracking FBCO involvement, educating grantees on new regulations and HUD programs, and encouraging the replication of promising examples in which grantees have worked with FBCOs. This fiscal years 2003-2005 effort reflects the initial years of a longer term effort that is expected to increase the participation of FBCOs in HUD programs.

The Center will conduct comprehensive outreach and technical assistance to faith-based organizations.

The Center is executing a comprehensive outreach and technical assistance plan that uses the HUD regional and field offices, targeted media, and presentations at national and regional conferences. These efforts were initiated in fiscal year 2003 and will continue in fiscal year 2005. The Center-trained faith-based and community liaisons in each of HUD's ten regional and 85 field offices will continue to conduct training and outreach on behalf of the Initiative and serve as a point of contact for the FBCOs in their region. The Center uses mass mailings, blast faxes, e-mails, and webcasts to inform FBCOs about the Initiative and HUD programs. The goal is to increase this list from the fiscal year 2004 target of 5,000 FBCOs to a fiscal year 2005 target of 10,000 FBCOs. The Center and the FBCI liaisons will conduct at least 80 grant writing workshops in fiscal year 2005, which will enhance the ability of FBCOs to navigate the government grant process - especially the HUD grant process. The Center also publishes annually a CD-ROM with the SuperNOFA information and materials.

Overall Summary of Center for Faith-Based Community Initiatives Staff Requirements

	Estimate 2003	Estimate 2004	Estimate 2005	Increase + Decrease - 2004 vs 2003
Headquarters.....	6.0	8.0	8.0	0.0
Total	6.0	8.0	8.0	0.0

Summary of Center for Faith-Based Community Initiatives Staff Requirements

	Estimate 2003	Estimate 2004	Estimate 2005	Increase + Decrease - 2004 vs 2003
<u>Headquarter Employment</u>				
Center for Faith-Based Community Initiative	6.0	8.0	8.0	0.0
Total	6.0	8.0	8.0	0.0

Detail of Center for Faith-Based Community Initiatives Staff Requirements

Workload Guideline	Workload Indicator	----- Fiscal Year 2003 -----			----- Fiscal Year 2004 -----			----- Fiscal Year 2005 -----				
		Projected Accomplish- ment	Projected Unit Cost (Hrs)	FTE	Underfunded Workload/ Allocation	Projected Accomplish- ment	Projected Unit Cost (Hrs)	FTE	Underfunded Workload/ Allocation	Projected Accomplish- ment	Projected Unit Cost (Hrs)	FTE
<u>Headquarters Employment</u>												
Focus, Integrate, and Intensify HUD's Relationship with Faith-Based and Community Organizations	NA	6.0		8.0				8.0
Subtotal				6.0				8.0				8.0