

**DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT**

**HEALTHY HOMES AND LEAD
HAZARD CONTROL PROGRAMS**

**LEAD-BASED PAINT HAZARD CONTROL
GRANT PROGRAM**

Billing Code 4210-32-C

Lead-Based Paint Hazard Control Grant Program

Overview Information

A. *Federal Agency Name:* Department of Housing and Urban Development, Office of Healthy Homes and Lead Hazard Control

B. *Funding Opportunity Title:* Lead-Based Paint Hazard Control Grant Program

C. *Announcement Type:* Initial announcement

D. *Funding Opportunity Number:* FR-4950-N-25; OMB Approval Number 2539-0015

E. *Catalog of Federal Domestic Assistance (CFDA) Number(s):* 14.900 Lead-Based Paint Hazard Control in Privately Owned Housing

F. *Dates:* For 2005 HUD is accepting electronic applications utilizing Grants.gov. The application submission date is June 7, 2005. Applications submitted through www.grants.gov must be received by Grants.gov no later than 11:59:59 p.m. eastern time on June 7, 2005. All narrative files and any scanned documents must be submitted as a zip file, single attachment to the electronic application. See the General Section for specific instructions for application submissions procedures, timely filing, methods, acceptable proof of application submission and receipt procedures, and other information regarding application submission. Materials associated to your electronic application submitted by facsimile transmission must also be received by 11:59:59 p.m. eastern time on the application submission date. Applicants receiving a waiver of the electronic submission requirement must submit their application to the United States Postal Service for delivery no later than 11:59:59 p.m. eastern time on the application submission date. Please carefully read the submission and timely receipt requirements in the General Section.

G. *Optional, Additional Overview Content Information:*

1. Purpose of the Program. The purpose of the Lead-Based Paint Hazard Control Grant Program is to assist states, Native American Tribes and local governments in undertaking comprehensive programs to identify and control lead-based paint hazards in eligible privately owned housing for rental or owner-occupants.

2. Available Funds. Approximately \$93.6 million.

3. Eligible Applicants. To be eligible to apply for funding under this program, the applicant must be a state, Native American Tribe, city, county, or similar unit of local government. Multiple units

of a local government (or multiple local governments) may apply as part of a consortium; however, you must identify a lead applicant that will be responsible for ensuring compliance with all requirements specified in this NOFA. If you are a state or Tribal applicant, you must have a Lead-Based Paint Contractor Certification and Accreditation Program authorized by the Environmental Protection Agency (EPA). Current grantees with grants ending after December 31, 2005 are not eligible to apply.

4. Match. A statutory minimum of 10 percent match is required.

Full Text of Announcement

I. Funding Opportunity Description

A. Program Description

The Lead-Based Paint Hazard Control Program is authorized by Section 1011 of the Residential Lead-Based Paint Hazard Reduction Act of 1992 (Title X of the Housing and Community Development Act of 1992, Public Law 102-550). HUD's authority for making funding available under this NOFA is the Consolidated Appropriations Act, 2005. The Lead-Based Paint Hazard Control Grant Program assists states, Native American Tribes and local governments in undertaking programs for the identification and control of lead-based paint hazards in eligible privately owned rental and owner-occupied housing units. Refer to Section II.C.2, below, for instructions on downloading a table, "Eligibility of HUD Assisted Housing," that lists the HUD-associated housing programs that meet the definition of eligible housing under this program. HUD is interested in promoting lead hazard control approaches that result in the reduction of elevated blood lead levels in children for the maximum number of low-income families with children under six years of age, for the longest period of time, and that demonstrate techniques which are cost-effective, efficient, and replicable elsewhere. Copies of HUD's Lead-Safe Housing Regulation, and the companion publication "Interpretive Guidance: The HUD Regulation on Controlling Lead-Based Paint Hazards in Housing Receiving Federal Assistance and Federally Owned Housing Being Sold," are available from the National Lead Information Clearinghouse at 1-800-424-LEAD (this is a toll-free number). If you are a hearing- or speech-impaired person, you may reach the telephone number via TTY by calling the toll-free Federal Information Relay Service at 1-800-877-8339. Copies are also available from the Office of Healthy Homes and

Lead Hazard Control Web site at: www.hud.gov/offices/lead.

1. Because lead-based paint is a national problem, these funds will be awarded to programs which:

a. Maximize the combination of children under six years of age protected from lead poisoning and housing units where lead-hazards are controlled;

b. Target the reduction of elevated blood lead levels in children for the maximum number of low-income families with children under six years of age, for the longest period of time, and that demonstrate techniques which are cost-effective, efficient, and replicable elsewhere.

c. Stimulate cost-effective approaches that can be replicated;

d. Emphasize lower cost methods of hazard control;

e. Build local capacity to safely and effectively address lead hazards during lead hazard control, renovation, remodeling, and maintenance activities; and

f. Affirmatively further fair housing and environmental justice.

2. The objectives of this program include:

a. Implementation of a national strategy, as defined in Title X of the Housing and Community Development Act of 1992 (42 U.S.C. 4851 *et seq.*) (Title X), to build the community's capacity necessary to eliminate lead-based paint hazards in housing, as widely and quickly as possible by establishing a workable framework for lead-based paint hazard identification and control;

b. Mobilization of public and private resources, involving cooperation among all levels of government, the private sector, and grassroots community-based nonprofit organizations, including faith-based organizations, to develop cost-effective methods for identifying and controlling lead-based paint hazards;

c. Development of comprehensive community approaches which result in integration of all community resources (governmental, grassroots community-based nonprofit organizations, including faith-based organizations, or other community-based organizations, and private businesses) to address lead hazards in housing;

d. Integration of lead-safe work practices into housing maintenance, repair, weatherization, rehabilitation, and other programs that will continue after the grant period ends;

e. Establishment of a public registry (listing) of lead-safe housing or inclusion of the lead-safe status of properties in another publicly accessible address-based property information

system to be affirmatively marketed to families with young children; and

f. To the greatest extent feasible, promotion of job training, employment, and other economic opportunities for low-income and minority residents and businesses that are owned by and/or employ minorities and low-income persons as defined in 24 CFR 135.5 (see 59 FR 33881, June 30, 1994).

3. Changes in FY2005 Competitive NOFA.

a. The page limit for the narrative response to the rating factors has been reduced from 25 to 15 pages.

b. Applicants are to complete and submit the Rating Factor Tables included in Section IV of this NOFA.

c. The minimum percentage of the federal funds requested identified for direct lead hazard control activities has been increased from 60 to 65 percent with temporary relocation now included as a direct lead hazard control activity. Direct lead hazard control activities consist of dust testing, combined lead paint inspection and risk assessments, interim controls, abatement of lead hazards, temporary relocation, and clearance examinations. Direct hazard control activities do not include blood lead testing of residents or workers, housing rehabilitation, training, community education and outreach, applied research, purchase of supplies or equipment, or administrative costs.

II. Award Information

A. Funding Available

Approximately \$93.6 million will be available for the Lead-Based Paint Hazard Control Grant Program. Approximately 32 to approximately 40 grants will be awarded. Grant award amounts shall be from approximately \$1 million up to a maximum of \$3 million per grant. Of the total grants, a maximum of \$32.7 million will be made available to applicants eligible for a Competitive Performance-Based Renewal grant, as defined below in Section III.A.1.b. Competitive Performance-Based Renewal award amounts shall be approximately \$2 million up to a maximum of \$4 million per grant. We anticipate awarding approximately seven to approximately ten grants to Competitive Performance-Based Renewal applicants. Approximately \$60.9 million will be awarded to new, current and previously funded applicants not awarded Competitive Performance-Based

Renewal grants, as defined below in Section III.A.1.a. Grant award amounts for these grants shall be from approximately \$1 million up to a maximum of \$3 million per grant. The project duration shall be 36 months for all grant recipients. Period of performance extensions for delays due to exceptional conditions beyond the grantee's control will be considered for approval by HUD in accordance with 24 CFR 85.25(e)(2) and the OHHLHC Program Guide. Such extensions, when granted, are one time only, and for no longer than a period of one year.

B. Contracts or Other Formal Arrangements With Grassroots Community-Based Nonprofit Organizations, Including Faith-Based Organizations

If selected for funding, local and State applicants are encouraged to enter into formal arrangements with grassroots community-based nonprofit organizations, including faith-based organizations. (This does not apply to Native American Tribes.) These formal arrangements could be a contract, a Memorandum of Understanding (MOU), a Memorandum of Agreement (MOA), or a letter of commitment. Such relationships should be established prior to the actual execution of an award or within 120 days of the effective start date of the grant agreement.

III. Eligibility Information

See the General Section for additional eligibility requirements applicable to HUD Programs.

A. Eligible Applicants

1. To be eligible to apply for funding under this program, the applicant must be a State; Native American tribal government; or a city, county, or similar unit of local government. Multiple units of a local government (or multiple local governments) may apply as part of a consortium; however, you must identify a lead applicant that will be responsible for ensuring compliance with all requirements specified in this NOFA. State government and Native American tribal applicants must have an EPA approved State Program for certification of lead-based paint contractors, inspectors, and risk assessors in accordance with 40 CFR 745. Current grantees with grants ending after December 31, 2005 may not apply under this NOFA.

a. "General applicants" are new applicants, previously funded lead-based paint hazard control grantee applicants whose period of performance ended prior to the NOFA publication date, and current grantees with grants ending on or before December 31, 2005 (including those who are not awarded under the Competitive Performance-Based Renewal category), and will be evaluated and scored as a separate group. Grantee applicants that are eligible to compete under the Competitive Performance-Based Renewal category will be evaluated and scored as a separate group.

b. Eligible Applicants for Competitive Performance-Based Renewal Grants. Current grantees with grants ending on or before December 31, 2005 must meet specific competitive performance criteria outlined in Section III.A.3, below, for the period ending March 31, 2005 to be eligible for a Competitive Performance-Based Renewal Grant. Eligible applicants that do not receive funding under the Competitive Performance-Based Renewal category will be evaluated and scored in the General applicant category. Unsuccessful applicants under the Competitive Performance-Based Renewal category will be evaluated and scored in the general applicant category. If your requested funding amount for a Competitive Performance-Based Renewal application exceeds \$3 million, and if you wish to be considered for a General category grant should you not be funded for a Competitive Performance-Based Renewal grant, you must submit a separate application for the General category with a funding request not exceeding \$3 million in order to be considered for funding in the General category if your Competitive Performance-Based Renewal grant application is not funded.

2. Applicants may submit only one application for each category in which you are eligible to apply. If a single applicant submits multiple applications, this will be considered a technical deficiency and the application review process delayed until the applicant notifies HUD in writing which application should be reviewed. Your other applications will be returned without being rated or ranked.

3. Minimum Eligibility Criteria for Competitive Performance-Based Renewal Grants Eligibility Criteria For Period Ending March 31, 2005 *

Calendar quarter of grant expiration	Percent of grant agreement units completed and cleared	Percent of grant agreement federal funds reimbursed through the line of credit control system (LOCCS)
April–June	100	80
July–September	95	75
October–December	80	60

* Based on Quarterly Progress Reporting Data submitted to HUD for the reporting period ending March 31, 2005.

By achieving the above-referenced minimum level of performance both for percent of units cleared and grant award disbursement (as reported through LOCCS), current grantees are eligible for competition under the Competitive Performance-Based Renewal category for receiving additional funds.

4. Existing grantees awarded grant funds under this category will be required to meet the terms and conditions of their current grant agreement and any additional applicable requirements under this NOFA and subsequent grant agreement modification. HUD may terminate awards to grantees that fail to meet established milestones or benchmark performance standards established by this NOFA or the Award Agreement.

B. Cost Sharing or Matching

You must provide a matching contribution of at least 10 percent of the requested grant sum. This may be in the form of cash, including private sector funding, or in-kind (non-cash) contributions or a combination of these sources. With the exception of Community Development Block Grant (CDBG) funds, Federal Revenue Sharing programs, or other programs which by statute allow their funds to be considered local funds and therefore eligible to be used as matching funds, federal funds may not be used to satisfy the statutorily required 10 percent matching requirement. Federal funds may be used, however, for contributions above the statutory requirement. If an applicant does not include the minimum 10% match in the application, it will be considered ineligible for an award. The applicant must submit a letter of commitment for the match from each organization other than itself that is providing a match, whether cash or in-kind. The letter must describe the contributed resources that you will use in the program and their designated purpose. The signature of the authorized official on the Form SF-424 commits matching or other contributed

resources of the applicant organization. A separate letter from the applicant organization is not required.

C. Other

1. Eligible Activities

All lead hazard control activities must be conducted in compliance with the applicable requirements of HUD's Lead-Safe Housing Regulation, 24 CFR Part 35, and as clarified in HUD's Interpretive Guidance about the rule located at <http://www.hud.gov/offices/lead>. Activities must also comply with any additional requirements in effect under a state or Tribal Lead-Based Paint Training and Certification Program that has been authorized by the EPA pursuant to 40 CFR 745.320.

There are, in general, four categories of expenditures under this grant program, as are discussed below. They are: direct costs for lead hazard identification control activities, direct costs for other activities, indirect costs, and administrative costs.

a. Direct Lead Hazard Identification and Control Activities. The proposed budget must show a minimum of 65 percent of the total Federal amount requested identified for direct lead hazard control activities. Direct lead hazard control activities consist of dust testing, combined lead paint inspection and risk assessments, interim controls, abatement of lead hazards, temporary relocation of occupants when lead hazard control intervention work is conducted in a unit, and clearance examinations. Direct hazard control activities do not include blood lead testing of residents or workers, housing rehabilitation beyond what is specifically required to carry out effective hazard control, and without which the hazard control could not be completed and maintained, training, community education and outreach, applied research, purchase of supplies or equipment, or administrative costs. The remaining 35 percent of the funds are to be used for other direct costs, including those discussed in Section III.C.1.b below, or indirect costs. See budget section IV.B.1.c(4), below, for discussion of these cost limits.

(1) Performing dust testing, combined lead-based paint inspections and risk assessments, and engineering and architectural activities that are required for, and in direct support of, interim control and lead hazard abatement work, of eligible housing units constructed prior to 1978 to determine the presence of lead-based paint and/or lead hazards from paint, dust, or soil through the use of acceptable testing procedures. The purchase or lease of a maximum of two X-ray fluorescence analyzers used by the grant program, if not already available, are eligible costs. All test results must be provided to the owner of the unit, together with a notice describing the owner's legal duty to disclose the results to tenants and buyers.

(2) Conducting lead hazard control activities that may include any combination of the following strategies. All lead hazards identified in a housing unit or common area of multifamily housing enrolled in this grant program must be controlled or eliminated by any combination of these strategies.

(a) Interim controls of lead-based paint hazards including lead-contaminated soil in housing (that must include specialized cleaning techniques to address lead dust), according to the HUD Guidelines, located at <http://www.hud.gov/offices/lead>.

(b) Abatement. The complete abatement of all lead-based paint hazards in a unit or structure is acceptable if it is cost-effective. Abatement of lead-contaminated soil should be limited to areas with bare soil in the immediate vicinity of the structure, *i.e.* drip line or foundation of the unit being treated, and children's play areas.

(3) Undertaking minimal housing rehabilitation activities that are specifically required to carry out effective hazard control, and without which the hazard control could not be completed and maintained. These grant funds may be used for lead hazard control work done in conjunction with other housing rehabilitation programs. HUD encourages integration of this grant program with housing rehabilitation, maintenance,

weatherization, and other energy conservation activities.

(4) Conducting clearance dust-wipe testing and laboratory analysis (the laboratory must be recognized by EPA's National Lead Laboratory Accreditation Program (NLLAP) as being capable of performing lead analyses of samples of paint, dust-wipes, and/or soil).

(5) Purchasing or leasing supplies having a per-unit cost under \$5,000.

(6) Performing blood lead testing and air sampling to protect the health of the hazard control workers, supervisors, and contractors.

b. Eligible Other Direct Costs that you or your sub-recipients may undertake, include:

(1) Carrying out temporary relocation of families and individuals during the period in which hazard control is conducted and until the time the affected unit receives clearance for re-occupancy. If families or individuals are temporarily relocated in a project which utilizes Community Development Block Grant funds, the guidance and requirements of 24 CFR 570.606(b)(2)(i)(D)(1)–(3) must be met. HUD recommends you review these regulations when preparing your proposal.

(2) Conducting targeted community awareness, affirmative marketing, education or outreach programs on lead hazard control and lead poisoning prevention designed to increase the ability of the program to deliver lead hazard control services including educating owners of rental properties, tenants, and others on the Residential Lead-Based Paint Hazard Reduction Act, Lead-Safe Housing Rule, and applicable provisions of the Fair Housing Act especially as it pertains to familial status (*i.e.* families with children) and disability discrimination, and offering educational materials in languages other than English that are common in the community, consistent with HUD's published LEP Recipient Guidance, 68 FR 70968, and providing training on lead-safe maintenance and renovation practices and management. Upon request, this also would include making all materials available in alternative formats to persons with disabilities (*e.g.*, Braille, audio, and large type).

(3) Supporting data collection, analysis, and evaluation of grant program activities. This includes compiling and delivering such information and data as may be required by HUD. This activity is separate from administrative costs.

(4) Preparing a final report at the conclusion of grant activities.

(5) Conducting required pre-hazard control blood lead testing of children

under six years of age residing in units undergoing lead paint inspection/risk assessment, or hazard control, unless reimbursable from Medicaid or another source.

(6) Providing resources to build capacity for lead-safe housing and lead hazard control, including free delivery of HUD-approved lead-safe work practices training courses for housing rehabilitation contractors, rehabilitation workers, homeowners, renters, painters, remodelers, maintenance staff, and others conducting renovation, rehabilitation, maintenance or other work in private housing; free delivery of lead sampling technician training, lead-based paint worker or contractor certification training; and subsidies for licensing or certification fees to low-income persons seeking credentials as lead-based paint workers or contractors or lead sampling technicians.

(7) Providing instruction, training, materials and supplies for dust control activities to grassroots community-nonprofit based organizations, including faith-based organizations, or other community-based organizations, parent organizations, homeowners, and renters in low-income private housing.

(8) Conducting planning, coordination, and training activities to comply with HUD's Lead-Safe Housing Rule (24 CFR Part 35). These activities should support the expansion of a workforce properly trained in lead-safe work practices which is available to conduct interim controls on HUD assisted housing covered by these regulations. The regulation and interpretive guidance about the rule are available from the National Lead Information Center at 1-800-424-LEAD (this is a toll-free number). If you are a hearing- or speech-impaired person, you may reach the telephone number via TTY by calling the toll-free Federal Information Relay Service at 1-800-877-8339. Copies are also available from the HUD Web site at: <http://www.hud.gov>.

(9) Participating in applied research, studies, or developing information systems to enhance the delivery, analysis, or conduct of lead hazard control activities, or to facilitate targeting and consolidating resources to further childhood lead poisoning prevention efforts.

2. Eligibility of HUD-Assisted Housing. The chart "Eligibility of HUD-Assisted Housing," posted at <http://www.hud.gov/offices/adm/grants/fundsavail.cfm>, lists the housing units that may participate under the Lead Hazard Control Grant Program. Only those HUD-assisted units on the list are

eligible to participate and receive Lead-Based Paint Hazard Control Grant funds.

3. Threshold Requirements. As an eligible applicant, you must meet all of the threshold requirements in Section III.C of the General Section as well as any specific threshold requirements listed in this subsection. Applications will not be funded if they do not meet the threshold requirements.

a. Applicants are required to match 10 percent of the grant funds requested with other funds or resources.

b. EPA Authorization. If you are a State government or Indian (Native American) Tribal government, you must have an EPA-authorized Lead-Based Paint Training and Certification Program in effect on the application deadline date to be eligible to apply for Lead Based Paint Hazard Control Grant funds. The approval date in the **Federal Register** notice published by the EPA will be used in determining the Training and Certification status of the applicant state or Indian (Native American) Tribal government. If you do not have an EPA authorized program, the application will not be rated or ranked.

c. DUNS Requirement. You will need to obtain a Dun and Bradstreet Universal Data Numbering System (DUNS) number in order to register and submit your electronic application on line through <http://www.grants.gov>. To obtain a DUNS number your can follow the directions on HUD's grants page at <http://www.hud.gov/offices/adm/grants/duns.cfm> or at <http://www.grants.gov/GetStarted>.

4. Program Requirements

a. *Environmental Requirements.* Recipients of lead-based paint hazard control grants must comply with 24 CFR Part 58, "Environmental Review Procedures for Entities Assuming HUD Environmental Responsibilities." Recipients and other participants in the project are prohibited from committing or expending HUD and non-HUD funds on the project until HUD approves the recipient's Request for the Release of Funds (form HUD 7015.15) or the recipient has determined that the activity is either Categorically Excluded, not subject to the related Federal laws and authorities pursuant to 24 CFR 58.35(b) or exempt pursuant to 24 CFR 58.34. For Part 58 procedures, see <http://www.hud.gov/offices/cpd/energyenviron/environment/index.cfm>. For assistance, contact Karen Choi, the Office of Healthy Homes and Lead Hazard Control Environmental Officer at (213) 534-2458 (this is not a toll free-number) or the HUD Environmental Review Officer in the HUD Field Office serving your area. If you are a hearing-

or speech-impaired person, you may reach the telephone number via TTY by calling the toll-free Federal Information Relay Service at 1-800-877-8339. Recipients of a grant under this funded program will be given additional guidance in these responsibilities.

b. *Executive Order 13202*. Compliance with HUD regulations at 24 CFR 5.108 that implement Executive Order 13202, "Preservation of Open Competition and Government Neutrality Towards Government Contractors' Labor Relations on Federal and Federally-Funded Construction Projects," is a condition of receipt of assistance under this NOFA.

c. *Administrative Requirements*.

(1) Lead-Based Paint Hazard Reduction Act (Title X of the Housing and Community Development Act of 1992), Section 1011 of Title X. Section 217 of Public Law 104-134 (the Omnibus Consolidated Rescissions and Appropriations Act of 1996, 110 Stat. 1321, approved April 26, 1996) amended Section 1011(a) of the Residential Lead-Based Paint Hazard Reduction Act of 1992 (Title X) to read as follows: "Sec.1011. Grants for Lead-Based Paint Hazard Reduction in Target Housing

"(a) General Authority. The Secretary is authorized to provide grants to eligible applicants to target the reduction of elevated blood lead levels in children for the maximum number of low-income families with children under six years of age in housing that is not federally assisted housing, federally owned housing, or public housing, for the longest period of time, and that demonstrate techniques which are cost-effective, efficient, and replicable elsewhere. Grants shall only be made under this section to provide assistance for housing that meets the following criteria—

"(1) for grants made to assist rental housing, at least 50 percent of the units must be occupied by or made available to families with incomes at or below 50 percent of the area median income level and the remaining units shall be occupied or made available to families with incomes at or below 80 percent of the area median income level, and in all cases the landlord shall give priority in renting units assisted under this section, for not less than 3 years following the completion of lead abatement activities, to families with a child under the age of six years, except that buildings with five or more units may have 20 percent of the units occupied by families with incomes above 80 percent of area median income level.

"(2) for grants made to assist housing owned by owner-occupants, all units

assisted with grants under this section shall be the principal residence of families with income at or below 80 percent of the area median income level, and not less than 90 percent of the units assisted with grants under this section shall be occupied by a child under the age of six years or shall be units where a child under the age of six years spends a significant amount of time visiting". For the purposes of complying with Section 1011, a unit occupied by a pregnant woman meets the Congressional intent of promoting primary prevention and therefore, can be assisted by this program.

(2) Certified and Trained Performers. Funded activities must be conducted by persons qualified for the activities according to 24 CFR Part 35 (possessing certification as abatement contractors, risk assessors, inspectors, abatement workers, or sampling technicians, or others having been trained in a HUD-approved course in lead-safe work practices).

(3) Consolidated Plans. (This requirement does not apply to Native American Tribes.) If your jurisdiction has a current HUD-approved Consolidated Plan, you must submit, as an appendix, the lead-based paint element included in the approved Consolidated Plan. If the Analysis of Impediments (AI) includes references to lead-based paint as an impediment to fair housing, this should be included in your application as well. If your jurisdiction does not have a currently approved Consolidated Plan, but it is otherwise eligible for this grant program, you must include your jurisdiction's abbreviated Consolidated Plan, which includes a lead-based paint hazard control strategy developed in accordance with 24 CFR 91.235. You may provide a currently validated web site (URL) reference where the required documentation above is readily accessible for use, instead of submitting the documentation itself.

(4) Lead hazard evaluation and control work must be conducted in compliance with HUD's Lead Safe Housing Rule, 24 CFR Part 35, the HUD Guidelines, and applicable federal, state and local regulations and guidance.

(5) Prohibited Practices. You must not engage in the following prohibited practices:

- (a) Open flame burning or torching;
- (b) Machine sanding or grinding without a high-efficiency particulate air (HEPA) exhaust control;
- (c) Uncontained hydro blasting or high-pressure wash;
- (d) Abrasive blasting or sandblasting without HEPA exhaust control;

(e) Heat guns operating above 1,100 degrees Fahrenheit;

(f) Chemical paint strippers containing methylene chloride or other volatile hazardous chemicals in a poorly ventilated space; and

(g) Dry scraping or dry sanding, except scraping in conjunction with heat guns or around electrical outlets or when treating no more than two square feet in any one interior room or space, or totaling no more than 20 square feet on exterior surfaces.

(6) Written Policies and Procedures. You must have clearly established, written policies and procedures for eligibility, program marketing, unit selection, expediting work on homes occupied by children with elevated blood lead levels, and all phases of lead hazard control, including risk assessment, inspection, development of specifications, pre-hazard control blood lead testing, financing, temporary relocation and clearance testing. Grantees, subcontractors, sub-grantees, sub-recipients, and their contractors must adhere to these policies and procedures.

(7) Continued Availability of Lead-Safe Housing to Low-Income Families. Units in which lead hazards have been controlled under this program shall be occupied by and/or continue to be available to low-income residents as required by Title X (Section 1011). You must maintain a publicly available registry (listing) of units in which lead hazards have been controlled and ensure that these units are affirmatively marketed to agencies and families as suitable housing for families with children under six years of age. The grantee must also notify the owner of the lead hazard evaluation and control information generated by activities under this grant, so that the owner will comply with disclosure requirements under 24 CFR part 35, Subpart A.

(8) Testing. In developing your application budget, include costs for lead paint inspection, risk assessment, and clearance testing for each dwelling that will receive lead hazard control, as follows:

(a) General. All testing and sampling shall conform to the current HUD Guidelines and federal, state, or tribal regulations developed as part of the appropriate contractor certification program, whichever is more stringent. It is particularly important to provide this full cycle of testing for lead hazard control, including interim controls. Testing must be conducted according to the HUD Guidelines, located at <http://www.hud.gov/offices/lead/guidelines/hudguidelines/index.cfm>, and the EPA lead hazard standards rule at 40 CFR

part 745. All test results must be provided to the owner in a timely fashion.

(b) Lead-Based Paint and Lead-Based Paint Hazard Identification. A combined lead-based paint inspection and risk assessment is required. You should ensure that lead paint inspection and risk assessment reports are conducted in accordance with established protocols and sufficient to support hazard control decisions.

(c) Clearance Testing. Clearance testing shall be completed in accordance with Chapter 15 of the HUD Guidelines and the EPA lead hazards standards rule at 40 CFR part 745 for abatement projects and the Lead-Safe Housing Regulation (24 CFR part 35) for lead hazard control activities or other abatement. The clearance standards shall be the more restrictive of those set by the local jurisdiction, EPA, or HUD. In accordance with the HUD Guidelines, Table 7.3, for multi-family residential properties, clearance can be done on randomly selected units, and credit will be given for the entire project represented by the units that were randomly selected. If rehabilitation is conducted in conjunction with lead hazard control, clearance may be conducted either after the lead hazard control work is completed, and again after any subsequent rehabilitation work is completed, or after all of the lead hazard control and rehabilitation work is completed. Clearance shall be successfully completed before re-occupancy.

(d) Blood lead testing. Each occupant who is under six years of age should be tested for lead poisoning within the six months preceding the housing intervention. Any child with an elevated blood lead level must be referred for appropriate medical follow-up. The standards for such testing are described in the Centers for Disease Control and Prevention (CDC) publications Preventing Lead Poisoning in Young Children (1991), and Screening Young Children for Lead Poisoning: Guidance for State and Local Public Health Officials (1997).

(9) Cooperation With Related Research and Evaluation. You shall cooperate fully with any research or evaluation sponsored by HUD, CDC, EPA or other government agency and associated with this grant program, including preservation of project data and records and compiling requested information in formats provided by the researchers, evaluators or HUD. This also may include the compiling of certain relevant local demographic, dwelling unit, and participant data not contemplated in your original proposal.

Participant data shall be subject to Privacy Act protection.

(10) Data collection. You will be required to collect and maintain the data necessary to document the various lead hazard control methods used and the cost of these methods. You should have a data archiving and electronic data backup system.

(11) Section 3 Employment Opportunities. Please refer to Section III.C of the General Section. The requirements of Section 3 of the Housing and Urban Development Act of 1968 are applicable to this program. In your application you should demonstrate how you will ensure that, to the greatest extent feasible, training, employment, and other economic opportunities will be directed to low- and very-low income persons, particularly those who are recipients of government assistance for housing, and business concerns that provide economic opportunities to low- and very low-income persons. If you are funded, you will be required to submit Form HUD-60002 annually.

(12) Replacing Existing Resources. Funds received under this grant program shall not be used to replace existing community resources dedicated to any ongoing project.

(13) Certifications and Assurances. By submitting your application, you are making the certifications and assurances listed in section IV.B.1.b.

(14) Conducting Business in Accordance with HUD Core Values and Ethical Standards. Refer to the General Section for information about conducting business in accordance with HUD's core values and ethical standards.

(15) Lead-Safe Work Practice Training Activities. Applicants are encouraged to provide resources to promote the expansion of a workforce properly trained in lead-safe work practices and which is available to conduct interim controls and/or lead hazard abatement as well as follow lead-safe work practices while performing work on HUD assisted housing units per the provisions of the HUD Lead-Safe Housing Rule, 24 CFR 35.1330(a)(4)(iii)(v), and to safely repair, rehabilitate, and maintain other privately-owned residential property.

(16) By September 30, 2006, grantees are to participate in an established statewide or jurisdiction-wide strategic plan to eliminate childhood lead poisoning as a major public health problem by 2010, or are to assist in the development of such a plan in states or localities that do not have such a strategic plan. (Further guidance will be provided to grantees on developing a

strategic plan.) Applicants shall demonstrate the nature of their collaboration with Centers for Disease Control and Prevention (CDC) funded Childhood Lead Poisoning Prevention grantees, which are now required to develop such plans, and the local CDC subgrantee(s), where they exist for the grant's proposed target area(s). A list of CDC childhood lead poisoning prevention programs can be downloaded from www.cdc.gov/nceh/lead/grants/contacts/keyContacts.htm. The CDC strategic elimination plans for state and local childhood lead poisoning prevention programs can be downloaded from <http://www.cdc.gov/nceh/lead/Strategic%20Elim%20Plans/strategicplans.htm>.

Applicants shall include an outline of the steps that they will take to participate in or develop a statewide or jurisdiction-wide strategic plan. At a minimum, the plan must include the following elements:

- (a) Mission Statement;
- (b) Purpose and Background on Lead Poisoning Prevalence;
- (c) Goals, Objectives, and Activities; and
- (d) Evaluation Plan.

(17) Coordination among Critical Agencies. Submit documentation of the existence and nature of formal cooperation regarding childhood lead poisoning prevention programs among health agencies, housing agencies, community development agencies, and code enforcement agencies (or equivalent) for their target area(s) local jurisdiction(s), and, for state or tribal applicants, for their state or tribal health agencies, housing agencies, development agencies, and code enforcement agencies (or equivalent). Documentation shall include memoranda of agreement, memoranda of understanding, operating plans, or similar materials that describe the coordinated childhood lead poisoning prevention effort. Where local or state governments have combined two or more of these functions into a larger organization, the documentation may be from either the individual component entities or the larger organization. As part of this documentation, describe how the health department and the housing and/or development agency will consider enrolling housing units (or multifamily buildings) in which one or more children under age 6 years have elevated blood lead levels, with priority to housing where repeated and/or severe cases of childhood lead poisoning have occurred. (Because of the presence of a variety of priorities, it is not a requirement that units with lead-poisoned children be enrolled, but the

process for giving such units high priority should be described and implemented.)

(18) Work Plan. For all grantees, the work plan shall consist of the goals and specific time-phased objectives established for each of the major activities and tasks required to implement the program. These major activities and tasks are outlined in the Quarterly Progress Reporting System (Form—HUD—96006) and include: Program Management and Capacity Building including data collection and program evaluation; Community Education, Outreach and Training; and Lead Hazard Activities including testing, interventions conducted, and temporary relocation.

(a) You should provide documentation that addresses your jurisdiction's Consolidated Plan for pursuing goals for community planning and development programs and housing programs, the Community is tasked to address lead and other housing-related issues that affect the health of residents. The Notice of Funding Availability (NOFA) under which you received federal funding requires that your program submit "a copy of the lead hazard control element included in your current program year's Consolidated Plan. (This does not apply to Native American Tribes) You should include the discussion of any lead-based paint issues in your jurisdiction's Analysis of Impediments, particularly as it addresses your target areas." In accordance with the requirements set forth in the NOFA, your work plan must include a detailed strategy to:

(i) Obtain data from state or local health departments on the addresses of housing units in which children have been identified as lead poisoned, as required by 24 CFR 91.100(a)(2).

(ii) Formalize commitments, or provide documentation of commitments, with applicable state or local health and child welfare agencies, community development organizations, and housing agencies to team with the HUD Lead Hazard Control grantee to identify and address childhood lead poisoning in your jurisdiction collaboratively, and describe your methods for coordinating among these agencies.

(iii) Address issues of patient confidentiality raised by the Health Insurance Portability and Accountability Act of 1996 (HIPAA) as it relates to the release of addresses of units where children have been poisoned by lead-based paint hazards within your jurisdiction; in addition, provide thorough details of all security measures to be taken to ensure that the

privacy of patient information obtained for the purposes of public health services conducted through the lead hazard control program will be safeguarded.

(iv) Describe how lead hazard units, especially those known to contain EBL children, will be identified, selected, prioritized, and considered for treatment under this grant and/or other programs of the grantee or grantee's team members. You must demonstrate how you consider housing units identified by local health and child welfare agencies where incidences of childhood lead poisoning have occurred, particularly those where multiple poisonings have been reported, for enrollment into lead hazard control treatment programs.

(b) Demonstration of specific steps and/or actions that will be taken to ensure that other resources in the community are utilized to increase funding, to locate and provide training, and to link with other local programs engaged in lead hazard control activities;

(c) The management plan that describes how the project will be managed, and the timeline for staffing the program, establishing a lead-based paint contractor pool, and obtaining HUD approval for the Release of Funds Request (HUD Form 7015.15);

(d) Detailed description of how assistance and funding will flow from the grantee to the actual performers of the hazard reduction work;

(e) Detailed description of the selection process for sub-grantees, sub-contractors, or sub-recipients;

(f) Description of the financing mechanism used to support lead hazard control work in units (name of administering agency, eligibility requirements, type of financing (grant, forgivable or deferred loans, private sector financing etc.), any owner matching requirement, and the terms, conditions, and amounts of assistance available (include affordability terms and forgiveness and recapture of funds provisions);

(g) Combined lead inspection and risk assessment testing procedures using EPA standards to identify lead hazards and to conduct clearance testing. [Dust wipe samples, soil samples and any paint samples to be analyzed by a laboratory must be analyzed by a laboratory recognized by the EPA National Lead Laboratory Accreditation Program (NLLAP)];

(h) The process for developing work specifications and bids on properties selected for lead hazard control;

(i) The specific intervention methods and clearance procedures to be conducted for units enrolled;

(j) The number of rental-occupied, vacant, and owner-occupied units proposed for interim controls and hazard abatement;

(k) The relocation plan that will be carried out for residents required to be out of their homes during hazard control activities;

(l) The education, outreach, and training activities to be undertaken by the program;

(m) The blood lead testing and other health measures to be undertaken to protect children under six, and other occupants of units undergoing lead hazard control work; and

(n) The evaluation process used to measure program performance, with particular attention given to program performance in the five key areas evaluated by OHHLHC on a quarterly basis (cf. NOFA Rating Factor 5 response): number of units inspected and risk assessed; number of units cleared of lead hazards; the amount of grant funds disbursed through the LOCCS system; the number of persons reached through outreach and education efforts; and, the number of persons trained in lead hazard control courses.

(o) Objectives and Milestones. Measurable quarterly performance objectives include:

(i) The overall objectives for lead hazard control activities including the total number of lead hazard evaluations, units projected to be completed and cleared, and the expenditure of Federal grant funds (HUD Agreement Form HUD-1044). Quarterly performance milestones are to be developed to achieve the overall objectives for these activities;

(ii) The overall objectives for community education, outreach, and training activities. Quarterly performance milestones are to be developed to achieve the overall objectives for these activities;

(iii) Quarterly performance benchmarks. The benchmarks for a 36-month grant are on the Work Plan Development Worksheet with Minimum Benchmark Standards for 36 Months—Form HUD-96008. You can download Form HUD-96008 from <http://www.hud.gov/offices/adm/grants/fundsavail.cfm>, and can also find it on the HUD OHHLHC web site at: <http://www.hud.gov/offices/lead/grantfrm/hudgrantee.cfm>. Development of your work plan should include and reflect the benchmark standards.

(19) A detailed budget submission which identifies the total budget (Federal share and matching

contribution) identified on Form HUD 424CB with supporting narrative and cost justifications for all budget categories of your grant request. You must provide a separate estimate for the overall grant management element (Administrative Costs), which is more fully defined in Section IV.E of this NOFA. The budget shall include not more than 10 percent for administrative costs and not less than 90 percent for eligible direct costs. A minimum of 65 percent of the total federal amount requested must be dedicated to direct lead hazard control activities. (Applicants are to identify the direct lead hazard control costs that meet this requirement.) A table, "Summary of Budget Category Funding Limits," that can be downloaded from <http://www.hud.gov/offices/adm/grants/fundsavail.cfm>, shows the funding limits for the three categories, direct lead hazard identification and control activities, administrative costs, and total of other direct costs and indirect costs.

You must provide a detailed budget for any subcontractors, subgrantees, or subrecipients receiving greater than 10 percent of the federal budget request. In the event of a discrepancy between grant amounts requested in various sections of the application, the amount you indicate on the Form SF-424 will govern as the correct value.

(19) If your program includes conducting research involving human subjects in a manner which requires Institutional Review Board (IRB) approval and periodic monitoring under 24 CFR 60, which incorporates the Department of Health and Human Service's regulations at 45 CFR 46, subpart A, address how you will obtain such approval and your monitoring plan (before you can receive funds from HUD for activities that require IRB approval, you must provide an assurance that your study has been reviewed and approved by an IRB and evidence of your organization's institutional assurance). Describe how you will provide informed consent (e.g., from the subjects, their parents, or their guardians, as applicable) to help ensure their understanding of, and consent to, the elements of informed consent, such as the purposes, benefits, and risks of the research. Describe how this information will be provided and how the consent will be collected. For example, describe your use of 'plain language' forms, flyers, and verbal scripts, and how you plan to work with families with limited English proficiency or primary languages other than English, and with families which include persons with disabilities.

IV. Application and Submission Procedures

A. Address To Request Application Package

See the General Section for specific procedures concerning the electronic application submission requirements. Be advised that there is no Application Kit for this Lead Hazard Control Grant Program. All the information required to submit an application is contained in this Notice of Funding Availability (NOFA).

Guidebook and Further Information. A guidebook to HUD programs entitled, "Connecting with Communities: A User's Guide to HUD Programs and the FY2005 NOFA Process," is available from the HUD NOFA Information Center and the HUD Web site at <http://www.hud.gov/offices/adm/grants/fundsavail.cfm>. The guidebook provides a brief description of all HUD programs, identifies eligible applicants for the programs, and provides examples of how programs can work in combination to serve local community needs. You can also get a copy from the NOFA Information Center at (800) HUD-8929, or for the hearing impaired, (800) HUD-2209 (TTY) (these are toll-free numbers). You can obtain copies of the guidebook from HUD's Web site at <http://www.hud.gov/offices/adm/grants/fundsavail.cfm>. The Grants.gov support desk is 1-800-518-Grants or by e-mail at support@Grants.gov. This help desk provides information on accessing and submitting the application.

B. Content and Form of Application Submission

Application Submission Requirements for eligible Applicants (this includes General category applicants and those applicants qualifying for consideration under the Competitive Performance-based Renewal category). Applicants eligible to apply under this NOFA are to follow the submission requirements described in Section IV.B.1.a. below.

1. Applicant Information

a. *Application Format.* The application narrative response to the Rating Factors from new and eligible prior grantees is limited to a maximum of 15 pages (excluding appendices and worksheets) of size 8½" x 11" using a 12-point (minimum) font with not less than ¾" margins on all sides. Appendices should be referenced and discussed in the narrative response. Materials provided in the appendices should directly apply to the specific rating factor narrative. Information that is not referenced or does not directly

apply to a specific narrative response may not be rated or ranked by reviewers.

b. *Application Checklist (Voluntary).* Your application must contain all of the required information noted in this NOFA and the General Section. These items include the standard forms, and the certifications and assurances listed in the General Section that are applicable to this NOFA. The forms required for application submission and instructions can be found in the application at www.grants.gov. Make sure you see the General Section for how to submit third party letters and other documents as part of your electronic submission utilizing form HUD-96011, Facsimile Transmittal. The "Checklist and Submission Table of Contents" below includes a listing of the required items needed for submitting a complete application and receiving consideration for funding. In the Checklist and Submission Table of Contents, note the corresponding page number where the response is located. Inclusion of this Checklist and Submission Table of Contents with your proposal is recommended but not required.

Checklist and Submission Table of Contents—Lead-Based Paint Hazard Control Grant Program

- Application Checklist (Paper copy applications only)
- Applicant Abstract (limited to a maximum of 2 pages)
- Rating Factor Response (limited to a maximum of 15 narrative pages plus the following forms)
 1. Capacity of the Applicant and Relevant Organizational Experience—Form HUD-96012
 2. Needs/Extent of the Problem—Form HUD-96013
 3. Soundness of Approach (Work Plan/Budget)—Form HUD-96014; and Work Plan Development Worksheet with Minimum Benchmark Standards for 36 Months—Form HUD-96008
 4. Leveraging Resources—Form HUD-96015
 5. Achieving Results and Program Evaluation—Logic Model—Form HUD-96010
 - Required materials in response to rating factors (does not count towards 15-page limit)
 - Application for Federal Assistance—Form SF-424
 - Survey on Ensuring Equal Opportunity for Applicants—Form SF-424 Supplement
 - Grant Application Detailed Budget—HUD-424CB—Grant Application Detailed Budget Worksheet—HUD-424CBW, Total Budget (Federal Share

and Matching) with Supporting Narrative and Cost Justification Disclosure and Update Report—Form HUD-2880

Certification of Consistency with the RC/EZ/EC-II Strategic Plan—Form HUD-2990

Certification of Consistency with the Consolidated Plan—Form HUD-2991

Disclosure of Lobbying Activities (if applicable)—Form SF-LLL

Facsimile Transmittal (for electronic applications)—Form HUD-96011

Questionnaire for HUD's Initiative on Removal of Regulatory Barriers, including the required information (if applicable)—Form HUD-27300, including required documentation or URL references—

Acknowledgment of Application Receipt (for paper copy submissions only)—Form HUD-2993

Client Comments and Suggestions—Form HUD-2994 (optional)

- Threshold Requirements Lead-Based Paint Element in Consolidated Plan 10 Percent Matching Contribution

- Material in support of the Rating Factors (20 page limit) Budget.

Matching Contribution. An itemized breakout of your required matching contribution, including:

Values placed on donated in-kind services;

Letters or other evidence of commitment from donors; and

The amounts and sources of contributed resources.

Grant Team Members. Contracts, Memoranda of Understanding or Agreement, letters of commitment or other documentation describing the proposed roles of agencies, local broad-based task forces, participating grassroots community-based nonprofit organizations, including faith-based organizations, local businesses, and others working with the program.

Consolidated Plan Element. A copy or URL reference to the lead hazard control element included in your current program year's Consolidated Plan. (This does not apply to Native American Tribes.) You should include the discussion of any lead-based paint issues in your jurisdiction's Analysis of Impediments, particularly as it addresses your target areas.

C. Submission Dates and Times

1. Application Submission Dates

The application submission date is June 7, 2005. Refer to the General Section for additional submission requirements including submission methods, proof of delivery, and other information regarding electronic application submission via Grants.gov.

D. Intergovernmental Review

Not required.

E. Funding Restrictions

1. Ineligible Activities

You may not use grant funds for the following ineligible activities:

- a. Purchase of real property.
- b. Purchase or lease of equipment having a per unit cost in excess of \$5,000, except for the purchase of X-ray fluorescence analyzers.

- c. Chelation or other medical treatment costs related to children with elevated blood lead levels. Non-federal funds used to cover these costs may be counted as part of the required matching contribution.

- d. Lead hazard control activities in publicly owned housing, or project-based Section 8 housing (This housing stock is not eligible under Section 1011 of the Lead-Based Paint Hazard Reduction Act).

- e. Activities that do not comply with the Coastal Barrier Resources Act (16 U.S.C. 3501).

- f. Lead-based paint hazard control of a building or manufactured home that is located in an area identified by the Federal Emergency Management Agency (FEMA) under the Flood Disaster Protection Act of 1973 (42 U.S.C. 4001-4128), as having special flood hazards unless:

- (1) The community in which the area is situated is participating in the National Flood Insurance Program in accordance with the applicable regulations (44 CFR parts 59-79), or less than a year has passed since FEMA notification regarding these hazards; and

- (2) Where the community is participating in the National Flood Insurance Program, flood insurance on the property is obtained in accordance with section 102(a) of the Flood Disaster Protection Act (42 U.S.C. 4012a(a)). You are responsible for assuring that flood insurance is obtained and maintained for the appropriate amount and term.

2. Administrative Costs

There is a 10 percent maximum for administrative costs as specified in Section 1011(j) of the Residential Lead-Based Paint Hazard Reduction Act of 1992 (Title X of the Housing and Community Development Act of 1992, Public Law 102-550). Additional information about allowable administrative costs is provided below.

- a. *Purpose.* The intent of this HUD grant program is to allow the grantee to be reimbursed for the reasonable direct and indirect costs, for the overall management of the grant. In most

instances the grantee, whether a state or a local government, principally serves as a conduit to pass funding to sub-grantees, which are to be responsible for conducting lead-hazard reduction work. Program planning and management costs of sub-grantees and other sub-recipients are not included in the 10 percent maximum for grantee administrative costs. Congress set a maximum of 10 percent of the total grant sum for the grantee to perform the function of overall management of the grant program, including passing on funding to sub-grantees. The cost of that function, for the purpose of this grant, is defined as the "administrative cost" of the grant, and is limited to ten percent of the total grant amount. The balance of ninety percent or more of the total grant sum is reserved for sub-grantees or other direct-performers of lead-hazard identification and reduction work including relocation. For purposes of the Lead-Based Paint Hazard Control Grant Program, lead hazard identification and reduction includes lead paint inspection/risk assessments, interim controls, and abatement of lead hazards, clearance testing, and relocation.

- b. *Administrative Costs: What They Are Not.* For the purposes of this HUD grant program for States and local governments to provide support for the evaluation and reduction of lead-hazards in low- and moderate-income, private target housing, the term "administrative costs" should not be confused with the terms "general and administrative cost," "indirect costs," "overhead," and "burden rate." These are accounting terms usually represented by a government-accepted standard percentage rate. The percentage rate allocates a fair share of an organization's costs that cannot be attributed to a particular project or department (such as the chief executive's salary or the costs of the organization's headquarters building) to all projects and operating departments (such as the Fire Department, the Police Department, the Community Development Department, the Health Department or this program). Such allocated costs are added to those projects' or departments' direct costs to determine their total costs to the organization.

- c. *Administrative Costs: What They Are:* For the purposes of this HUD grant program, "Administrative Costs" are the grantee's allowable direct costs for the overall management of the grant program plus the allocable indirect costs. The allowable limit of such costs that can be reimbursed under this program is 10 percent of the total grant

sum. Should the grantee's actual costs for overall management of the grant program exceed ten percent of the total grant sum, those excess costs shall be paid for by the grantee. However, excess costs paid for by the grantee may be shown as part of the requirement for cost-sharing funds to support the grant.

d. *Administrative Costs Definition:* (1) General: Administrative costs are the allowable, reasonable, and allocable direct and indirect costs related to the overall management of the HUD grant for lead-hazard reduction activities. Those costs shall be segregated in a separate cost center within the grantee's accounting system, and they are eligible costs for reimbursement as part of the grant, subject to the ten percent limit. Such administrative costs do not include any of the staff and overhead costs directly arising from specific sub-grantee program activities eligible under this NOFA, because those costs are eligible for reimbursement under a separate cost center as a direct part of project activities.

The grantee may elect to serve solely as a conduit to sub-grantees, who will in turn perform the direct program activities eligible under this NOFA, or the grantee may elect to perform all or a part of the direct program activities in other parts of its own organization, which shall have their own segregated, cost centers for those direct program activities. In either case, not more than 10 percent of the total HUD grant sum may be devoted to administrative costs, and not less than 90 percent of the total grant sum shall be devoted to direct program activities. The grantee shall take care not to mix or attribute administrative costs to the direct project cost centers. (2) Specific. Reasonable costs for the grantee's overall grant management, coordination, monitoring, and evaluation are eligible administrative costs. Subject to the ten percent limit, such costs include, but are not limited to, necessary expenditures for the following goods, activities and services: (a) Salaries, wages, and related costs of the grantee's staff, the staff of affiliated public agencies, or other staff engaged in grantee's overall grant management activities. In charging costs to this category the recipient may either include the entire salary, wages, and related costs allocable to the program for each person whose primary responsibilities (more than 75 percent of their time) with regard to the grant program involve direct overall grant management assignments, or the pro rata share of the salary, wages, and related costs of each person whose job includes any overall grant management

assignments. The grantee may use only one of these two methods during this program. Overall, grant management includes the following types of activities:

- (i) Preparing grantee program budgets and schedules, and amendments thereto;
 - (ii) Developing systems for the selection and award of funding to sub-grantees and other sub-recipients;
 - (iii) Developing suitable agreements for use with sub-grantees and other sub-recipients to carry out grant activities;
 - (iv) Developing systems for assuring compliance with program requirements;
 - (v) Monitoring sub-grantee and sub-recipient activities for progress and compliance with program requirements;
 - (vi) Preparing presentations, reports, and other documents related to the program for submission to HUD;
 - (vii) Evaluating program results against stated objectives;
 - (viii) Providing local officials and citizens with information about the overall grant program; however, a more general education program, helping the public understand the nature of lead hazards, lead hazard reduction, blood-lead screening, and the health consequences of lead poisoning is a direct project support activity);
 - (ix) Coordinating the resolution of overall grant audit and monitoring findings; and
 - (x) Managing or supervising persons whose responsibilities with regard to the program include such assignments as those described in paragraphs (a) through (i).
- (b) Travel costs incurred for official business in carrying out the overall grant management;
- (c) Administrative services performed under third party contracts or agreements, for services directly allocable to grant management such as: legal services, accounting services, and audit services;
- (d) Other costs for goods and services required for and directly related to the overall management of the grant program; and including such goods and services as telephone, postage, rental of equipment, renter's insurance for the program management space, utilities, office supplies, and rental and maintenance (but not purchase) of office space for the program.
- (e) The fair and allocable share of grantee's general costs that are not directly attributable to specific projects or operating departments such as salaries, office expenses and other related costs for local officials (e.g., mayor and city council members, etc.), and expenses for a city's legal or accounting department which are not

charged back to particular projects or other operating departments. If a grantee has an established burden rate, it should be used; if not, the grantee shall be assigned a negotiated provisional burden rate, subject to final audit.

3. Sixty-five percent (65 percent) of the total Federal funds requested must be used for direct lead hazard control activities. The remaining 35 percent of the funds can be used for other direct or indirect costs.

F. Other Submission Requirements

Beginning in FY2005, HUD requires applicants to submit applications electronically through Grants.gov. Applicants interested in applying for funding must submit their application electronically via the Web site <http://www.grants.gov> unless you request and are granted a waiver to the electronic submission requirements. This site has easy to follow step-by-step instructions that will enable you to apply for HUD assistance. The www.grants.gov Web site includes a simple, unified application process to enable applicants to apply for grants online. See section IV.F of the General Section for additional information on the electronic process and how to request a waiver from the requirement.

V. Application Review Information

A. Criteria

1. Rating Factor 1: Capacity of the Applicant and Relevant Organizational Experience (20 Points Maximum)

This factor addresses your organizational capacity necessary to successfully implement the proposed activities in a timely manner. All applicants must respond to this Rating Factor. The rating of the "applicant" or the "applicant's staff" for technical merit or threshold compliance, unless otherwise specified, includes any grassroots community-based nonprofit organizations, including faith-based organizations, sub-contractors, consultants, sub-recipients, and members of consortia that are firmly committed to your project.

In rating this factor, HUD will consider: the applicant's recent, relevant, and successful demonstrated experience (including working with governments, parent groups, and grassroots community-based nonprofit organizations, including faith-based organizations) to undertake eligible program activities. Applicants are to identify the organizations or entities that will assist the applicant in implementing the program. The applicant must describe the knowledge and experience of the current or

proposed overall project director and day-to-day program manager in planning and managing large and complex interdisciplinary programs, especially involving housing rehabilitation, public health, or environmental programs. The applicant must demonstrate that it has sufficient personnel or will be able to retain qualified experts or professionals, and be prepared to perform lead hazard evaluation, lead hazard control intervention work, and other proposed activities within 120 days of the effective date of the grant award. HUD reserves the right to terminate the grant if sufficient personnel or qualified experts are not retained within these 120 days. In the narrative response for this factor, you should include information on your program staff, their experience, their commitment to the program, salary information, and position titles. Resumes (for up to three key personnel) or position descriptions for those key personnel to be hired, and a clearly identified organizational chart for the lead hazard control grant program effort (and for the overall organization) must be included in an appendix. Indicate the percentage of time that key personnel will devote to all lead hazard control projects (see Factor 1 Table—Key Personnel and Partners). The applicant's day-to-day program manager must be experienced in the management of housing rehabilitation or lead hazard control, childhood lead poisoning prevention, or similar work involving project management, and must be dedicated to the proposed program for a minimum of 75 percent of the time. The applicant should provide a description of any previous experience in enrolling units and in completing lead hazard control work, housing rehabilitation or other work in a timely and effective manner. Describe how any other principal components of your agency, other public entities, or other organizations will participate in implementing or otherwise supporting or participating in the grant program. You may demonstrate capacity by thoroughly describing your prior experience in initiating and implementing lead hazard control efforts and/or related environmental, health, or housing projects. You should indicate how this prior experience will be used in carrying out your proposed comprehensive Lead-Based Paint Hazard Control Grant Program.

a. All Current or Previous HUD Lead-Based Paint Grantees (including Competitive Performance-Based Renewal applicants). If the applicant

received previous HUD Lead-Based Paint Hazard Control Grant funding, this past experience will be evaluated in terms of cumulative progress and achievements under the previous grant(s). If the applicant has received multiple HUD Lead Hazard Control Grants, performance under the most recent grant award will be primarily evaluated. The applicant must provide a description of its progress and performance implementing the most recent grant award including the total number of housing units enrolled, assessed, and completed and cleared as a result of program efforts. The applicant must also describe outcomes, capacity building efforts and impediments experienced during a previous Lead Hazard Control Grant program. Other work plan activities and tasks associated with implementing HUD's Lead-Safe Housing Regulation, integrating lead-safe work practices into the private market, and promoting effective education, outreach, and other training activities should be described. The applicant should also describe specific instances where the program has contributed positive impacts in the community, and indicate what activities were undertaken to develop, enhance or expand the local infrastructure through collaboration.

HUD's evaluation process will consider an applicant's past performance record as reported to HUD in effectively organizing and managing their grant operations, in meeting performance and work plan benchmarks and goals, and in managing funds, including their ability to account for funds appropriately, the timely use of funds received either from HUD or other Federal, State or local programs, and meeting performance milestones. HUD may also use other information relating to these items from sources at hand, including public sources such as newspapers, Inspector General or Government Accountability Office Reports or Findings, hotline complaints, or other sources of information that have been proven to have merit.

b. Eligible grantees applying for consideration as Competitive Performance-Based Renewal Applicants. Competitive Performance-Based Renewal applicants must include the number of units cleared and the percentage of the current total award amount disbursed through LOCCS, as of March 31, 2005, in their response to Rating Factor 1, as described above in Section V.A.1. All applicants eligible to compete in the Competitive Performance-Based Renewal category in accordance with the eligibility table in Section III.A.4 will be evaluated against

other Competitive Performance-Based Renewal category applicants. If a current lead hazard control grantee does not meet the established threshold requirements for Competitive Performance-Based Renewal, the application will not be considered under this category.

(1) Rating Factor 1 will be scored according to the applicant's current grant performance using the Competitive Performance-Based Renewal Score Table below. Although the narrative response to Factor 1 will not be initially reviewed, you must state your LOCCS and Units Cleared performance data in the narrative response to Factor 1 to be considered under the Competitive Performance-based Renewal category. The Factor will be scored up to 20 points using the score tables below.

(a) Unit Production (15 points). The percentage of units completed and cleared as of March 31, 2005. Grantees whose percentage of units completed and cleared in their current agreement meets or exceeds the performance criteria in the table, "Competitive Performance-Based Score Table for Units Completed and Cleared Based on Period of Performance End-Date," that can be downloaded from www.hud.gov/offices/adm/grants/fundsavail.cfm, will be awarded points based on the table. Points will be awarded for the percentage of housing units cleared, compared to the commitment in the existing lead hazard control grant, with the number of points depending on the 2005 calendar year quarter (second, third or fourth) in which the grant expires. A grantee whose performance does not meet the performance criteria for its ending performance period quarter is ineligible for a Competitive-Based Renewal grant.

(b) Cumulative LOCCS Drawdowns (5 Points). The cumulative drawdowns from LOCCS as a percentage of the federal funds awarded in their current agreement as of March 31, 2005. Grantees whose percentage of cumulative LOCCS drawdowns in their current agreement meets or exceeds the performance criteria below will be awarded points based in the table, "Competitive Performance-Based Score Sheet for Federal Funds Reimbursed through the Line of Credit Control system (LOCCS) Based on Period of Performance End-Date," that can be downloaded from <http://www.hud.gov/offices/adm/grants/fundsavail.cfm>, will be awarded points based on the table. Points will be awarded for the percentage of Federal funds reimbursed through LOCCS, compared to the commitment in the existing lead hazard

control grant, with the number of points depending on the 2005 calendar year quarter (second, third or fourth) in which the grant expires. A grantee whose performance does not meet the performance criteria for its ending performance period quarter is ineligible for a Competitive-Based Renewal grant.

(2) Once all eligible Competitive Performance-Based Renewal applicants have been evaluated, scored and ranked, any application not awarded funding in this category will receive consideration as a current or previously funded applicant in the General applicant category using the applicant's narrative responses to Rating Factors 1 through 5 according to V.A.1(a)(2). The Competitive Performance-Based Renewal Score Tables will not be used to figure scoring in this circumstance. The Factor will be scored up to 20 points.

d. All applicants are to complete the Factor 1 Table to support the narrative information submitted.

2. Rating Factor 2: Needs/Extent of the Problem (20 Points Maximum)

This factor addresses the extent to which there is a need for the proposed program to address a documented problem related to lead-based paint and lead-based paint hazards in your identified target area(s). An applicant will be scored in this rating factor based on their documented need as evidenced by thorough, credible, and appropriate data and information. The evaluation will be based only on the applicant's documentation of the data submitted. The data submitted in response to this rating factor will be verified using data available from the Census, HUDuser, other data available to HUD and/or in cooperation with the Centers for Disease Control and Prevention. The applicant is to complete the Factor 2 Table—Need/Extent of the Problem in Section IV of this NOFA.

A maximum of 20 Points will be awarded in this rating factor based on the information documenting the number of children with an elevated blood lead level, the number of pre-1978 housing units, and the number and percentage of families with incomes at or below 80% of the Area Medium Income as determined by HUD within your jurisdiction and/or target areas.

a. Documented Number of Children with an Elevated Blood Lead (EBL) (10 Points Maximum).

Provide the actual number of children documented as having an elevated blood lead (EBL) residing within the applicant's jurisdiction for the most recent complete calendar year and identify the source of the data. Data

prior to calendar year 2001 will not be accepted. States must report the number in the city, county, or other area where funds will actually be used. Consortia of local governments must report the number in the cities or counties making up the consortium. For the purposes of this application, the "documented number of children" with an EBL is based on the CDC level of concern. A child under six years of age with a blood lead level test result equal to or greater than 10 micrograms of lead per deciliter of blood, which was performed by a medical health care provider is considered to have an EBL. The actual number of children with an EBL (not an estimate) must be reported to HUD in order to receive points for this sub-factor. Do not send the children's names or addresses or other identifiers. Failure to provide this number in the application means that no points will be awarded for this sub-factor. For you to receive maximum points for this rating factor there must be a direct relationship between your proposed lead hazard control activities and the documented community needs. Since an objective of the program is to prevent at-risk children from being poisoned, specific attention must be paid to documenting the identified need as it applies to any selected targeted area(s).

Applicants are to use the Factor 2 Table to document the target area(s) need:

Points based on the documented number of children with an EBL will be awarded based on the chart below.

(1) Applicants are to complete the Factor 2 Table to document the number of children with an elevated blood lead level. Points will be awarded based on the documented number of children with an elevated blood lead level according to the table, "Points Awarded for Number of Children Under Age 6 Years with an Elevated Blood Lead Level in Target Area," that can be downloaded from <http://www.hud.gov/offices/adm/grants/fundsavail.cfm>. The table shows the number of points awarded based on the number of children with an elevated blood lead level in the grant target area(s).

b. Housing market data relevant to the specified target area(s) Housing Age for the following sub-categories: Pre-1940, 1940-1949, 1950-1959, 1960-1969, 1970-1979 and 1980 or newer (Census information includes 1970-1979 category). (5 Points Maximum). Points will be awarded for the number of pre 1940 occupied rental units in the applicant's jurisdiction according to the table, "Points Awarded for Number of Pre-1940 Occupied Rental Housing Units in Target Area," that can be

downloaded from <http://www.hud.gov/offices/adm/grants/fundsavail.cfm>. The table shows the number of points awarded based on the number of pre-1940 occupied rental housing units in the grant target area(s).

c. The number and percentage of very-low (income less than 50 percent of the area median) and low- (income less than 80 percent of the area median) income families, as determined by HUD (<http://www.huduser.org>), with adjustments for smaller and larger families (Very-Low and Low-Income Population) (5 Points Maximum). Points will be awarded for the percentage of very low (up to 50 percent of area median income for the jurisdiction) and low-income (up to 80 percent of area median income for the jurisdiction) families in the target area, according to the table, "Points Awarded for Number of Very Low and Low-Income Percentages of Families in Target Area," that can be downloaded from <http://www.hud.gov/offices/adm/grants/fundsavail.cfm>. The table shows the number of points awarded based on the number of very low and low-income percentages of families in target area(s).

3. Rating Factor 3: Soundness of Approach (30 Points)

This factor addresses the quality and cost-effectiveness of your proposed work plan. Applicants should develop a work plan that includes specific, measurable, and time-phased objectives for each major program activity. The applicant's work plan should reflect benchmark standards for production, expenditures, and other activities that have been developed by the Office of Healthy Homes and Lead Hazard Control. These benchmark standards, as well as policy guidance on developing work plans have been included in this NOFA and are available at the HUD web site at: <http://www.hud.gov/offices/lead/grantfrm/hudgrantee.cfm>. This policy guidance provides a sample format and outline for developing the Lead Hazard Control Grant Program Work Plan.

Applicants should describe the proposed activities and provide HUD with measurable outcome results to be achieved with the requested funds. Measurable outcome results should be stated in terms relevant to the purpose of the program funds as a direct result of the work performed within the performance period of the grant (e.g., estimated number of units to be made lead-safe, estimated number of children living in units made lead-safe, estimated number of persons to be trained to perform lead hazard control activities, estimated number of educational programs to be presented and/or the

number of persons to be served by such programs, and the basis for these estimates). Each proposed activity must be eligible in accordance with the requirements of this NOFA and meet statutory requirements for assistance to low- and very low-income persons.

Your response to this factor must include the elements in paragraphs a. through d. described below:

a. Lead Hazard Control Work Plan Strategy (30 of 40 points). Describe your work plan goals and specific time-phased strategy to complete work under the grant within the 36-month or less period of performance for your lead hazard control grant program. You should provide the information described in paragraphs (1) and (2) of this factor.

(1) Implementing a Lead Hazard Control Program (15 points). Describe how you will implement the strategy for your proposed lead hazard control program. The description must include information on:

(a) How the project will be organized, managed, and staffed. You must also identify the specific steps that will be taken to train and ensure the availability of enough lead-based paint contractors and workers to conduct lead hazard control interventions, and to perform other program activities. In addition, you must provide a detailed description of the selection process for sub-grantees, subcontractors or sub-recipients, and how assistance and funding will flow from the grantee to those who will actually perform the work under the grant.

(b) The overall number of eligible privately owned housing units, especially those known to contain EBL children, scheduled for lead hazard control intervention work and the strategy for their identification, selection, prioritization, and enrollment in the selected target area(s). Explain how you will obtain data from state or local health departments on the addresses of housing units in which children have been identified as lead poisoned. Discuss the eligibility criteria for unit selection and how the program will identify units that meet these criteria. Explain how you would target resources to maximize the return on investment from grant funding. As funding is a constraint for this program, it is imperative to maximize the impact of grant dollars. Include in this discussion your proposed technical approach and how this choice addresses local conditions and needs as well as attempting to maximize the number of children protected from lead hazards. As there are a variety of reduction techniques that grantees can apply to

lead hazards, it is important for HUD to be able to assess the effectiveness of a grantee's choice of a technical strategy. Explain how referrals of eligible units will be obtained from childhood lead poisoning prevention programs, other health care or housing agencies or health providers that serve children. Also, discuss how referrals from the Section 8/Housing Choice Voucher programs and other agencies that provide housing assistance to low-income households with children including CDBG, HOME Investment Partnerships Program-funded housing programs or other sources will be made. (Include as attachments any referral agreements, commitment letters or other documents from other entities that describe their participation in recruiting eligible units in the lead hazard control grant program; see Rating Factor 4 Leveraging Resources for additional information regarding referral agreements. Applicants are to complete the Factor 3 Table).

(c) The degree to which the work plan focuses on eligible privately owned housing units occupied or to be occupied by low-income families with children under six years of age. Discuss strategies to control lead hazards in units where children have already been identified with an elevated blood lead level (EBL), including your capacity to rapidly complete lead hazard control work in their units. Demonstrate how you will consider housing units identified by local health and child welfare agencies where incidences of childhood lead poisoning have occurred, particularly those where multiple poisonings have been reported. Describe your planned approaches to control lead hazards in vacant and/or occupied units before children are poisoned and your plans to ensure that the program will continue to affirmatively market and match these units made lead-safe with low-income families with children under six years of age in the future. Provide estimates of the number of low-income children you will assist through this program. You should describe how the program will respond to the needs of children with elevated blood lead levels (EBLs) located outside the target area(s).

(d) Discuss the lead hazard control financing strategy, including financing eligibility requirements, terms, conditions, dollar limits, and amounts available for lead hazard control work. Applicants must also describe how grant funds will be recaptured by the program in the event that a recipient of grant funds fails to comply with any terms and conditions of the financing arrangement (e.g. affordability, sale of

property, etc.) You must discuss the way assistance from the grant funds will be administered to or on behalf of property owners (e.g. use of grants, deferred loans and/or forgivable loans and the basis and schedule for forgiveness), and the role of other resources, such as private sector financing). You should identify the entity that will administer the financing process and describe how coordination and payment between the program and contractors performing the work will be accomplished. Describe matching requirements, if any, proposed for assistance to rental property owners.

(e) Applicants shall incorporate in their application the approach of a Statewide or jurisdiction-wide strategic plan to eliminate childhood lead poisoning as a major public health problem by 2010 (7 points). Describe any formalized commitments, or provide documentation of commitments, with applicable State or local health and child welfare agencies, community development organizations, and housing agencies that have teamed with you to identify and address childhood lead poisoning in your jurisdiction collaboratively, and describe your methods for coordinating among these agencies. Address issues of patient confidentiality raised by the Health Insurance Portability and Accountability Act of 1996 (HIPAA) as it relates to the release of addresses of units where children have been poisoned by lead-based paint hazards within your jurisdiction; in addition, provide thorough details of all security measures to be taken to ensure that the privacy of patient information obtained for the purposes of public health services conducted through the lead hazard control program will be safeguarded. Applicants are encouraged to include an outline of the steps that they will take to participate in or develop a statewide or jurisdiction-wide strategic plan. Applicants are encouraged to collaborate with Centers for Disease Control and Prevention (CDC) Childhood Lead Poisoning Prevention grantees, who are now required to develop such plans. At a minimum, the plan must include the following elements:

(i) Mission Statement
(ii) Purpose and Background on Lead Poisoning Prevention Prevalence
(iii) Goals, Objectives, and Activities; and

(iv) Evaluation Plan
(f) Community-wide Learning Opportunity (3 points). The Lead-Based Paint Hazard Control Grant provides an opportunity for learning by community members, including families, workers,

small businesses and others, to help develop a strategic community health educational model that identifies lead-related health hazards and their solutions, and educates community members and affects wider efforts in the applicant's targeted area. Applicant shall discuss the opportunity-to-learn approach to educate children, parents, workers, businesspeople and other community members about lead poisoning prevention and lead hazard control. The applicant's proposed educational program shall continue to meet the needs of those children already living in units with eligible lead hazards.

(g) Consolidated Plan and Analysis of Impediments to Fair Housing Choice. You also must provide documentation of the priority that the community's Consolidated Plan and Analysis of Impediments to Fair Housing Choice has placed on addressing the needs you described. (This section does not apply to Native American Tribes. However, a Native American Tribe applicant may use the Indian Housing Plan to document how the Indian Housing Plan addresses the need for lead hazard control grant activities.) You should describe how your proposed program will contribute to satisfying the stated needs in the Consolidated Plan or Indian Housing Plan, and eliminating impediments identified in the Analysis of Impediments (AI). Also describe how your proposed program will further and support the policy priorities of the Department: including promoting healthy homes and the quality of housing. The applicant should describe its activities that remove barriers to affordable housing within their communities or support such efforts at the state and local level. This priority relates to HUD's Strategic Goal for Increasing Homeownership Opportunities and Promoting Decent Affordable Housing. In addition, applicants should describe how your strategy will provide long-term benefits to families with children under six years of age, and whether any of the proposed activities will occur in an Empowerment Zone (EZ), Renewal Community (RC), or Enterprise Community, designated by USDA in round II (EC-IIIs), that are intended to serve the residents of these areas, and that are certified to be consistent with the area's strategic plan or RC Tax Incentive Utilization Plan (TIUP), and how they will benefit the residents of those zones or communities.

(h) All test results related to lead-based paint or lead-based paint hazards must be provided to the owner of the unit, together with a statement

describing the owner's legal duty to disclose the results to tenants (before initial leasing, or before lease renewal with changes) and buyers (before sale) if the housing was constructed before 1978 (24 CFR Part 35, subpart A). This information provided to owners may only be used for purposes of remediation of lead-based paint and other hazards in the unit. Disclosure of other identified housing-related health or safety hazards to the owner of the unit, for purposes of remediation, is encouraged but not required. Submission of any information on the properties to databases (whether web site, computer, paper, or other format) of addresses of identified, treated or cleared housing units is subject to the protections of the Privacy Act of 1974, and shall not include any personal information that could identify any child affected.

(2) Technical Approach/Performance (15 points).

(a) Describe your process for the conduct of a combined lead-based paint inspection and risk assessment lead hazard evaluation in units of eligible privately owned housing to confirm that there are lead-based paint hazards in the housing units where lead hazard control is undertaken.

(b) Describe your testing methods, schedule, and costs for performing blood lead testing in children under six, combined lead-based paint inspections and risk assessments and clearance examinations to be used. If you propose to use a more restrictive standard than the HUD/EPA thresholds (e.g., less than 0.5 percent or 1.0 $\mu\text{g}/\text{square centimeter}$ for lead in paint, or less than 40, 250, 400 $\mu\text{g}/\text{square foot}$ for lead in dust on floors, sills and troughs, respectively); or 400 ppm in bare soil in children's play areas and 1200 ppm for bare soil in the rest of the yard), identify the standard(s) that will be used. All testing shall be performed in accordance with applicable regulations.

(c) Describe the lead hazard control methods and strategies you will undertake and the number of units you will treat for each method selected (interim controls or hazard abatement). Research has shown that interim controls generally yield the best benefit/cost ratio among technological approaches for eliminating lead hazards. Applicants should assume that interim controls are the preferred approach for their strategies and project unit output targets accordingly. If applicants maintain that approaches other than interim controls are necessary for their jurisdiction, they should explain why this is the case. For example, abatement might be justified in an area where

significant amounts of low-income housing stock are highly distressed or where lead hazard work is being combined with rehabilitation. Where highly distressed stock is present, applicants should explain why options for households to move to lead-safe housing are not viable.

(i) Complete abatement of all lead painted surfaces in all units is generally not acceptable as a strategy. In cases where only a few surfaces have lead hazards in a specific unit and abatement is cost-effective, the applicant must provide a detailed rationale for selecting complete abatement as a strategy.

(ii) Describe the process for developing work specifications and bids on properties selected for lead hazard control.

(iii) Provide an estimate of the per unit costs (and a basis for those estimates) for each lead hazard control method proposed and a schedule for initiating and completing lead hazard control work in the selected units. Discuss efforts to incorporate cost-effective lead hazard control methods. Explain your cost estimates, providing detail on how the estimates were developed, with particular references to cost effectiveness.

(d) Schedule. Provide a realistic schedule for completing key activities, by quarter, so that all activities can be completed before or within the period of performance of the grant. Key production activities include enrollment of units, paint inspections/risk assessments, and completion/clearance of units. When developing the schedule, the applicant shall take into consideration their previous experience and performance in administering similar lead hazard control or rehabilitation programs.

(e) Timeframes. Describe the estimated elapsed timeframe for treating a typical unit that will receive lead hazard control, including referral/intake, enrollment (qualification of the unit as eligible), combined lead-based paint inspection/risk assessments, preparation of specifications or work write-up, selection of the contractor, lead hazard control intervention work activities, quality control and monitoring of work activities, and clearance. The timeframe should include an estimate of the staff and contractor time required to treat a typical unit that will receive lead hazard control. Describe the schedule for emergency referrals (e.g. unit occupied by a child under six years of age with an elevated blood lead level). List the type of unit (e.g., owner-occupied, rental, or vacant) and the number of units projected in each of the following

categories: Lead-based paint inspections/risk assessments; interim controls; hazard abatement; and clearance examinations.

(f) **Workflow and Production Control.** Provide guidelines and/or flowcharts showing agency/team member responsibilities for each step in the process (from intake to clearance) and describe/show how coordination and hand-offs will be handled. Discuss how the actual production status of units, from intake to final clearance, will be monitored, and how and when production bottlenecks will be identified, remedied, and monitored.

(g) Describe how you will integrate proposed lead hazard control activities with rehabilitation activities, including providing the training needed to create a workforce properly trained in lead-safe work practices for units assisted or rehabilitated under other HUD programs, and any collaboration with local housing or health departments, rehabilitation programs or community development corporations to stage lead hazard control and rehabilitation in the same units.

(h) Describe your contracting process, including development of specifications or adoption of existing specifications for selected lead hazard control methods. Describe the management processes you will use to ensure the cost-effectiveness of your lead hazard control methods. Your application must include a discussion of the contracting process for the conduct of lead hazard control activities in the selected units, and requirements for coordination among lead hazard control, rehabilitation, weatherization, and other contractors.

(i) Describe your plan for occupant protection or the temporary relocation of the occupants of units selected and undergoing lead hazard control work. Describe any plan to avoid overnight relocation in small-scale projects consistent with 24 CFR 35.1345(a)(2) and HUD's Lead Safe Housing Rule (24 CFR part 35) Interpretive Guidance, including items J24, R18, and R19. Your work plan should address the use of safe houses and other temporary housing arrangements, storage of household goods, stipends, incentives, etc.

b. **Economic Opportunity (4 of 40 points).**

(1) Describe the ways you will train individuals and contractors in housing related trades, such as painters, remodelers, renovators, maintenance personnel, rehabilitation specialists, and others in lead-safe work practices.

(2) Describe how you will help to integrate lead-safety into other housing activities, such as meeting the requirements of the HUD Lead-Safe

Housing Regulation in housing units rehabilitated or assisted with federal funds.

(3) Describe the methods to be used to provide economic opportunities for residents and businesses throughout the community within the target area. This discussion should include information on how you will promote training, employment, business development, and contract opportunities as part of your lead hazard control program. Grantees must comply with Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and HUD's implementing rules at 24 CFR part 135. Describe how you will accomplish the requirement by (a) providing training and employment opportunities for low and very low-income persons living within the grantee's jurisdiction, and by (b) providing business opportunities to businesses owned by low and very low-income persons living within the grantees jurisdiction. Applicants that provide training, employment or business opportunities for low- and very low-income persons will receive one point in this sub factor.

c. **Lead Hazard Control Outreach and Community Private Sector Involvement (4 of 40 points).** Applicants are encouraged to solicit participation of grassroots community-based and private sector organizations, including faith-based organizations; and other community-based and private sector organizations; to accomplish outreach and community involvement activities and to build long-term capacity to sustain accomplishments in the target area. Applicants that team with, fund, or subcontract with grassroots community-based nonprofit organizations, including faith-based organizations, will receive one point in this-sub factor. Your application must describe:

(1) Proposed methods of community education. These may include community awareness, education, training, and outreach programs in support of the work plan and objectives. This description should include general and/or targeted efforts undertaken to assist your program in reducing lead exposure. Programs should be culturally sensitive, targeted, and linguistically appropriate. Upon request, this would include making materials available in alternative formats to persons with disabilities (e.g., Braille, audio, large type), and in other languages common to the community to the extent possible.

(2) Strategy for involving neighborhood or grassroots community based nonprofit organizations, including faith-based organizations, in your proposed activities. Your activities may

include training (including training residents to screen houses through visual assessment and sampling), outreach, community education, marketing, inspection (including dust lead testing), and the conduct of lead hazard control activities. HUD will evaluate the proposed level of substantive involvement of such organizations during the review process.

(3) Strategies and methodologies that affirmatively further fair housing and increase access to lead-safe housing for all segments of the population: homeowners, owners of rental properties, and tenants. This outreach should address ways to avoid housing discrimination against families with young children, and ways to ensure that all families will have adequate, lead-safe housing choices in the future. These strategies could include your plans to develop and implement a registry (listing) of lead-safe housing that is available to the public, or to incorporate the inclusion of the lead-safe status of properties in another publicly accessible address-based property information system. The strategy could also include affirmatively marketing your services to those populations least likely to apply and who may not be served by any of the organizations working with you on the grantee team.

d. **Data Collection and other Program Support Activities (2 of 40 points).**

(1) Identify and discuss the specific methods you will use (in addition to HUD reporting requirements) to document activities, progress, program effectiveness, and how changes necessary to improve performance will be implemented. Describe how you will obtain, document and report on information collected.

(2) Provide a detailed description of any proposed participation in research activities, studies, or development of information systems designed to enhance the delivery, analysis, or conduct of lead hazard control activities, or that will facilitate the targeting and pooling of resources to further childhood lead poisoning prevention efforts. If you are proposing to participate in research activities, describe the objectives, methodology, and impact at the local level of the proposed research activities.

4. **Rating Factor 4: Leveraging Resources (10 Points)**

This factor addresses your ability to obtain other community and private sector resources that can be combined with HUD's program resources to achieve program objectives. In evaluating this factor, HUD will consider the extent to which you have

established working relationships with other entities to get additional resources or commitments to increase the effectiveness of the proposed program activities. Resources may include cash or in-kind contributions of services, equipment, or supplies allocated to the proposed program. Resources may be provided by governmental entities, public, or private organizations, and other entities teaming with you. Leveraging arrangements with rental property owners may have the benefits of increasing the efficiency of public lead hazard identification and control expenditures and creating a financial stake for rental property owners in the quality of lead hazard control work. Contractual or other formal relationships with grassroots community-based nonprofit organizations, including faith-based organizations, are a requirement for State and local government applicants. Documentation of relationships with grassroots community-based nonprofit organizations, including faith-based organizations, must be provided in this application in the form of either signed agreements or commitment letters from organization officials who have the authority to commit the organization. This requirement does not apply to Native American Tribe applicants. You also may team with other program funding recipients to coordinate the use of resources in your target area(s).

(1) You should detail any activities to increase the understanding of lead poisoning prevention in your community. This could include teaming with childhood lead screening programs, collaboration with ongoing health, housing or environmental research efforts which could result in a greater availability of resources, and efforts to build capacity for lead-safe housing.

(2) Matching funds must be shown to be specifically dedicated to and integrated into supporting the lead-based paint hazard control program. Refer to Section III. B. Cost Sharing or Matching Requirements for additional information. You may not include any federal funds as part of the 10 percent match, unless those funds are specifically permitted by statute to be used as matching funds, such as CDBG funds. Other resources from the private sector or other sources committed to the program that exceed the required 10 percent match will provide points for this rating factor. Contributions above the first 10 percent may include funds from other federally funded programs, and/or state, local, charity, nonprofit or for-profit entities. The signature of the authorized official on the Form SF-424

commits matching or other contributed resources of the applicant organization. A separate letter of commitment for the match from the applicant organization is not required; however, the applicant must submit a letter of commitment from each organization other than itself that is providing a match, whether cash or in-kind, both for the required minimum and additional amounts. The letter must describe the contributed resources that you will use in the program and their designated purpose. Staff in-kind contributions should be given a monetary value based on the local market value of the staff skills; you are responsible for tracking the number of labor hours provided in the match for each labor category. If you do not provide letters from contributors specifying details and the amount of the actual contributions, those contributions will not be counted. Contributions required of rental property owners may be included as part of your match. You should document and provide the amount of the match from each resource.

Applicants will not receive full points under this rating factor if they do not submit evidence of a firm commitment and the appropriate use of leveraged resources under the grant program. Such evidence must be provided in the form of letters of firm commitment, memoranda of understanding, or other signed agreements to participate from those entities identified as team members in your application. Each letter of commitment, memorandum of understanding, or agreement to participate should include the organization's name, the proposed level of commitment, and the responsibilities as they relate to your proposed program. The commitment must be signed by an official of the organization legally able to make commitments on behalf of the organization. Describe the role of grassroots community-based nonprofit organizations, including faith-based organizations, in specific program activities, such as: hazard evaluation and control; monitoring; and awareness, education, and outreach within the community. Describe how you will ensure that commitments to sub-grantees specified in your proposal will be honored and executed, contingent upon an award from HUD.

5. Rating Factor 5: Achieving Results and Program Evaluation (10 Points)

(A) This factor emphasizes HUD's commitment to ensuring that applicants achieve the goals outlined in their work plan and other benchmark standards and assess their performance to ensure performance goals are met (5 points).

Achieving results means you, the applicant, have clearly identified the benefits, or outcomes of your program. Outcomes are ultimate goals. Benchmarks or outputs are interim activities or products that lead to the ultimate achievement of your goals.

Program evaluation requires that you, the applicant, identify program outcomes, interim products or benchmarks, and performance indicators that will allow you to measure your performance. Performance indicators should be objectively quantifiable and measure actual achievements against anticipated achievements. Your Evaluation Plan should identify what you are going to measure, how you are going to measure it and the steps you have in place to make adjustments to your work plan if performance targets are not met within established timeframes. The degree to which benefits are maximized relative to cost is important. In particular, different technical approaches vary widely in cost, but also produce different levels of benefits. Evaluation should explore how well the technical strategy meets the conditions and needs found in the grantee's jurisdiction.

This rating factor reflects HUD's goal to embrace high standards of ethics, management, and accountability. Applicants are required to complete the HUD 96010 Logic Form included in the General Section.

(1) An applicant is to identify and describe specific methods, measures, and tools that you will use (in addition to HUD reporting requirements) to measure progress, evaluate program effectiveness, and identify program changes necessary to improve performance. Describe how you will obtain, document, and report the information. In evaluating this factor, HUD will consider how you have described outcome measures and benefits of your program including:

(a) The degree to which lead hazard control work will be done in conjunction with other housing-related activities (*i.e.*, rehabilitation, weatherization, correction of code violations, and other similar work), or your plan for the integration and coordination of lead hazard control activities into those activities in the future.

(b) Plans to develop public/private lending partnerships to finance lead hazard control as part of acquisition and rehabilitation financing such as the use of Community Reinvestment Act "credits" by lending institutions or other financing strategies.

(c) Results of any specific plans and objectives established to implement

and/or maintain a registry (listing) of lead-safe housing that is available to the public, or to incorporate the inclusion of the lead-safe status of properties in another publicly accessible address-based property information system. Results could include how the information would be managed and affirmatively marketed to the public so that families (particularly low-income families with children under six years of age) can make informed decisions regarding their housing options. Prior grantee applicants must address any registry (listing) of lead-safe housing developed during the prior grant period by specifically discussing the availability, amount of information contained, and its maintenance.

(d) The extent to which affirmatively furthering fair housing for all segments of the population is advanced by the proposed activities. (This section does not apply to Native American Tribes.) Detail how your proposed work plan will support the community's efforts to affirmatively further affordable housing and how you will quantify results of affirmatively furthering fair housing activities. As part of the background for your fair housing element of your work plan under this grant, discuss the impact of prior activities that have contributed to enhanced lead-safe housing opportunities.

(e) The resulting impact of plans to adopt or amend statutes, regulations, or policies that will more fully integrate lead hazard control into community policies and priorities.

(f) How your program will be held accountable for meeting program goals, objectives, and the actions undertaken in implementing the grant program. Applicants should provide a description of the mechanism to assess progress and track performance in meeting the goals and objectives outlined in the work plan. Applicants should provide assurances that work plans and performance measures developed for the program will assist intended beneficiaries, and that work will be conducted in a timely and cost-effective manner.

(B) Results of activities to coordinate and cooperate with other organizations that will lead to a reduction in lead risks to community residents (5 points). This could include documenting such activities as: free training to create a workforce properly trained in lead safe work practices; lead-safe work practices training for repainting and remodeling; promotion of essential maintenance practices; and provision of lead dust testing to low-income, privately-owned homes which may not receive lead hazard control assistance under this

grant program. This factor should address the quantitative measures of the following:

(1) Community outreach education that focuses on the outcomes of a workforce properly trained in lead safe work practices.

(2) Effective outreach education aimed at families, health care members, and other professional colleagues.

(3) Effective outreach education assessing the needs of families and communities intended to receive lead hazard control assistance under this grant program

6. Bonus Points (2 Points)

HUD's FY2005 NOFAs provide for the award of two bonus points for eligible activities/projects that the applicant proposes to locate in federally designated Empowerment Zones (EZs), Renewal Community (RC), or Enterprise Community, designated by USDA in round II (EC-Is). Applicants may also meet the requirements listed in the General Section of this NOFA for a possible award of two bonus points.

B. Reviews and Selection Process

1. Rating and Ranking

Please refer to the General Section. Only those applications that meet the threshold review requirements will be rated and ranked. HUD intends to fund the highest ranked applications in each category receiving a minimum score of 75 within the limits of funding.

a. A current grantee eligible to compete as a Competitive Performance-Based Renewal Grant applicant will be rated and ranked based on its demonstrated performance in terms of the number of housing units completed and cleared (as a percentage of units in current grant agreement), the cumulative Line of Credit Control System (LOCCS) drawdowns to date, and the applicant's response to Factors Two through Five. Performance will be evaluated based upon the quarterly progress data submitted to HUD for the period ending March 31, 2005 and other data available to HUD.

Current grantees that are eligible to submit a Performance-Based Renewal application and are successful applicants will have their current grant agreement modified to allow for an additional 36-months grant. The submission requirements for the Performance-Based Renewal grant can be found in Section IV of this NOFA.

b. Remaining Funds. Refer to the General Section of this NOFA for HUD's procedures if funds remain after all selections have been made within a category of the Lead Hazard Control Grant Program.

2. Factors for Award Used to Rate and Rank Applications

a. Implementing HUD's Strategic Framework and Demonstrating Results. HUD is committed to ensuring that programs result in the achievement of HUD's strategic mission. To support this effort, grant applications submitted for HUD programs will be rated on how well they tie proposed outcomes to HUD's policy priorities and Annual Goals and Objectives, and the quality of proposed Evaluation and Monitoring Plans.

HUD is encouraging applicants to undertake specific activities that will assist the Department in implementing its policy priorities. HUD's Strategic Goals and Policy Priorities are outlined in the General Section of this NOFA. For Lead Hazard Control Grant Program applicants, activities that promote economic opportunities for low-income persons support HUD's policy priority for Improving the Quality of Life in Our Nation's Communities. An applicant will be awarded one point under Rating Factor 3: Economic Opportunities for activities that are undertaken to specifically address this policy priority. Activities that promote the participation of grassroots community-based nonprofit organizations, including faith-based organizations, or community and parent organizations, support HUD's policy priority for providing full and equal access to grassroots community-based nonprofit organizations, including faith-based organizations. An applicant will be awarded one point under Rating Factor 3: Lead Hazard Control Outreach and Community Private Sector Involvement for activities undertaken that specifically addresses this policy priority. For initiatives that break down regulatory barriers that impede the production of affordable housing, an applicant will be awarded up to two (2) points under Rating Factor 3 for activities that remove barriers to affordable housing within their communities or support such efforts at the state and local level. This priority relates to HUD's Strategic Goal for Increasing Homeownership Opportunities and Promoting Decent Affordable Housing. Refer to the General Section for additional details pertaining to this policy priority. Applicants addressing this policy priority are to complete Form HUD-27300—Questionnaire for HUD's Initiative on Removal of Regulatory Barriers, and must include required documentation to receive policy priority points.

b. The maximum number of points to be awarded is 102. This maximum

includes two bonus points as described in the General Section.

c. The factors for rating and ranking eligible grantees under all categories, and the maximum points for each factor are stated below:

Rating factor	Maximum points
1. Capacity of the Applicant and Relevant Organizational Experience (or, Units Completed/ LOCCS Disbursed by deadline date for Competitive Performance-Based Renewal Applicants)	20
2. Needs/Extent of the Problem ...	20
3. Soundness of Approach	40
4. Leveraging Resources	10
5. Achieving Results and Program Evaluation	10
Empowerment Zone and Enterprise Community Bonus Points	2
Total	102

VI. Award Administration Information: Refer to the General Section for Additional Details on Award Administration

A. Award Notices

1. Successful applicants will receive a letter from the Office of Healthy Homes and Lead Hazard Control Grant Officer indicating that they have been selected for an award. This letter will provide additional details regarding the effective start date of the grant and any additional data and information to be submitted to execute a grant agreement. This letter is not an authorization to begin work or incur costs under the grant. A fully executed grant agreement is the authorizing document. Unsuccessful applicants will also be notified that their application was not selected for an award and will be afforded an opportunity to request a debriefing on the unsuccessful application according to the procedures outlined in the General Section.

2. Negotiation. Refer to the General Section for additional details.

3. Adjustments to Funding. Refer to the General Section for additional details.

B. Administrative and National Policy Requirements

Refer to the General Section for additional details regarding the Administrative and National Policy Requirements applicable to HUD Programs.

1. Flood Disaster Protection Act

Under the Flood Disaster Protection Act of 1973 (42 U.S.C. 4001–4128), you may not use these grant funds for lead-

based paint hazard control of a building or manufactured home that is located in an area identified by the Federal Emergency Management Agency (FEMA) as having special flood hazards unless:

a. The community in which the area is situated is participating in the National Flood Insurance Program in accordance with the applicable regulations (44 CFR parts 59–79), or less than a year has passed since FEMA notification regarding these hazards; and

b. Where the community is participating in the National Flood Insurance Program, flood insurance on the property is obtained in accordance with section 102(a) of the Flood Disaster Protection Act (42 U.S.C. 4012a(a)). You are responsible for assuring that flood insurance is obtained and maintained for the appropriate amount and term.

2. National Historic Preservation Act

The National Historic Preservation Act of 1966 (16 U.S.C. 470) and the regulations at 36 CFR part 800 apply to the lead-based paint hazard control activities that are undertaken pursuant to this program. HUD and the Advisory Council for Historic Preservation have developed an optional Model Agreement for use by grantees and State Historic Preservation Officers in carrying out activities under this program. The Model Agreement may be obtained from the HUD Web site at: www.hud.gov/utilities/intercept.cfm?/offices/lead/grantfrm/pgi/95_06.pdf

3. Waste Disposal

You must handle waste disposal according to the requirements of the appropriate local, state, and federal regulatory agencies. You must handle disposal of wastes from hazard control activities that contain lead-based paint, but are not classified as hazardous in accordance with state or local law or the HUD Guidelines for the Evaluation and Control of Lead-Based Hazards in Housing (HUD Guidelines). The Guidelines are available from the HUD Web site at: <http://www.hud.gov/offices/lead/guidelines/hudguidelines/index.cfm>.

4. Worker Protection Procedures

You must observe the procedures for worker protection established in the HUD Guidelines, as well as the requirements of the Occupational Health and Safety Administration (OSHA) (29 CFR 1926.62, Lead Exposure in Construction), or the State or local occupational safety and health regulations, whichever are most protective. If other applicable

requirements contain more stringent requirements than the HUD Guidelines, the more rigorous standards shall be followed.

5. Davis-Bacon Act

The Davis-Bacon Act does not apply to this program. However, if you use grant funds in conjunction with other federal programs in which Davis-Bacon prevailing wage rates apply, then Davis-Bacon provisions would apply to the extent required under the other Federal programs.

6. Procurement of Recovered Materials

See the General Section for information concerning this requirement.

C. Reporting

Successful applicants will be required to submit quarterly, annual, and final program and financial reports according to the requirements of the Office of Healthy Homes and Lead Hazard Control. Your quarterly, annual and final report must include a completed Logic Model form HUD–96010, *approved and incorporated into your award agreement*, showing specific outputs and outcome results against those proposed and accepted as part of your approved grant agreement. *For specific reporting requirements, see policy guidance: www.hud.gov/offices/lead.* Specific guidance and additional details will be provided to successful applicants.

VII. Agency Contact(s)

For Further Information and Technical Assistance: You may contact Jonnette Hawkins, Director, Program Management and Assurance Division, Office of Healthy Homes and Lead Hazard Control, 451 Seventh Street SW., Washington, DC 20410–3000, telephone (202) 755–1785, extension 126 (this is not a toll-free number) facsimile (202) 755–1000, e-mail: Jonnette_G._Hawkins@hud.gov (use underscores). If you are a hearing- or speech-impaired person, you may reach the above telephone number via TTY by calling the toll-free Federal Information Relay Service at 1–800–877–8339.

VIII. Other Information

Other Office of Healthy Homes and Lead Hazard Control Information: For additional general, technical, and grant program information pertaining to the Office of Healthy Homes and Lead Hazard Control, visit: <http://www.hud.gov/offices/lead>.

Healthy Homes and Lead Hazard Programs

**U.S. Department of Housing and Urban Development
Office of Lead Hazard Control**

OMB Approval No. 2539-0015
(expires 4/30/2007)

Factor 1 Capacity Of The Applicant And Relevant Organizational Experience
Public reporting burden for this collection of information is estimated to average 17 hours. This includes the time for collecting, reviewing, and reporting the data. This information collection is collected during the application process and is used to select grantees under a competitive selection process. Section 1011 of Title X of the Housing and Community Development Act of 1992 authorizes this collection. Response to this request for information is required in order to receive the benefits to be derived. This agency may not collect this information, and you are not required to complete this form unless it displays a currently valid OMB control number.

A. Key Personnel

Name and Position Title (please include the organization position titles in addition to those shown). Resumes or position descriptions are to be included in appendix.	Percent of Time Proposed for this Grant (HUD Funded or In-Kind)	Percent of Time to be spent on other LHC HUD grants	Percent of Time to be spent on other Activities
Note: These three columns should total 100%			

A.1 Overall Project Director

Name: _____
 Organization Position Title: _____
 Phone Number: _____ Fax Number: _____
 Email: _____

A.2 Day-to-Day Program Manager To be hired On staff

Name: _____
 Organization Position Title: _____
 Phone Number: _____ Fax Number: _____
 Email: _____

A.3 Other To be hired On staff

Name: _____
 Organization Position Title: _____
 Phone Number: _____ Fax Number: _____
 Email: _____

B. Partners

Name of the organization or entity that partners or will partner with applicant and if partner will be subgrantee/subrecipient	Description of Commitment and Status	Proposed Activities To Be Conducted by Partner	Amount of HUD Grant Funds (If Subgrant)
B.1 Name: Type of Organization _____ Subgrantee/Subrecipient: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Current Partner <input type="checkbox"/> Partnership to be developed			
B.2 Name: Type of Organization _____ Subgrantee/Subrecipient: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Current Partner <input type="checkbox"/> Partnership to be developed			
B.3 Name: Type of Organization _____ Subgrantee/Subrecipient: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Current Partner <input type="checkbox"/> Partnership to be developed			
B.4 Name: Type of Organization _____ Subgrantee/Subrecipient: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Current Partner <input type="checkbox"/> Partnership to be developed			
B.5 Name: Type of Organization _____ Subgrantee/Subrecipient: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Current Partner <input type="checkbox"/> Partnership to be developed			
B.6 Name: Type of Organization _____ Subgrantee/Subrecipient: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Current Partner <input type="checkbox"/> Partnership to be developed			
B.7 Name: Type of Organization _____ Subgrantee/Subrecipient: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Current Partner <input type="checkbox"/> Partnership to be developed			

Definitions:
Partner Name: Name of organization or entity that will partner with applicant in conducting program activities.
Type of Organization or Program: Health, Housing, Environmental, Community Development Department, Planning Department, Grassroots Faith-Based or Community-Based Organization, Childhood Lead Poisoning Prevention Program, Financial Institution, Job Training and Economic Opportunity Organization, etc.
Description of Commitment: Memorandum of Understanding/Agreement, Contract, Subgrantees, Letter, etc.
Proposed Activities to be Conducted by Partner: The type of activities that will be conducted by the grant partner in support of program efforts (i.e. rehabilitation, testing, training, education and outreach, specification writing, relocation, etc.)
Amount of HUD Grant Funds if Subgrantee/Subrecipient: The dollar amount subgrantee/subrecipient will be receiving for the services they will provide.

Healthy Homes and Lead Hazard Programs

**U.S. Department of Housing and Urban Development
Office of Lead Hazard Control**

OMB Approval No. 2539-0014
(expires 4/30/2007)

Factor 2						Need/Extent Of The Problem									
Public reporting burden for this collection of information is estimated to average 17 hours. This includes the time for collecting, reviewing, and reporting the data. This information collection is collected during the application process and is used to select grantees under a competitive selection process. Section 1011 of Title X of the Housing and Community Development Act of 1992 authorizes this collection. Response to this request for information is required in order to receive the benefits to be derived. This agency may not collect this information, and you are not required to complete this form unless it displays a currently valid OMB control number.															
Name of Jurisdiction						Name of Target Area (s)									
A. Documented Blood Lead Level (BLL)															
A.1 Total Number of Children <6 Years (72 months) of Age in Jurisdiction: % of Total Population:						A.2 Total Number of Children <6 Years (72 months) of Age in Target Area: % of Total Population:									
Blood Lead Level		Number of Children Under 6 Years		% Of Total		Blood Lead Level		Number of Children Under 6 Years		% Of Total					
< 10 µg/dL						< 10 µg/dL									
≥10 µg/dL and ≤19 µg/dL						≥10 µg/dL and ≤19 µg/dL									
≥ 20 µg/dL						≥ 20 µg/dL									
Total Tested				100%		Total Tested				100%					
Source and Date Documented (Indicate Period Covered)*				Source and Date Documented (Indicate Period Covered)*											
*Attach documentation in appendix - State or local health department may be a good source for this information															
B. Housing Age and Tenure															
B.1 Jurisdiction						B.2 Target Area (s)									
Year Built	Number	% of Total	Owner	Renter	Year Built	Number	% of Total	Owner	Renter						
Pre-1940					Pre-1940										
1940-1949					1940-1949										
1950-1959					1950-1959										
1960-1969					1960-1969										
1970-1977					1970-1977										
1979 or newer					1979 or newer										
Total					Total										
Source: 2000 Census - http://factfinder.census.gov/servlet/DatasetMainPageServlet?_ds_name=DEC_2000_SF3_U&program=DEC&lang=en															
Instructions:															
<ol style="list-style-type: none"> 1. Select "Census 2000 Summary File 3 (SF3) – Sample Data" 2. Click on "Detailed Tables" on the side menu 3. On the next page, select "Place" from the pull-down menu next to "Select a geographic type" 4. Select the "State" from the pull-down menu next to "Select a State" 5. Select one or more "cities" of interest from the selected state and click "Add" 6. Click the button that says "Next" 7. On the next page, select "H36. Tenure by Year Structure Built" from the pull-down menu, then "Select one or more tables" and click "Add" 8. Click "Show Tables" 															
*Attach copy of the downloaded information in appendix.															
C. Very Low and Low-Income Population – As Determined by HUD															
C.1 Jurisdiction						C.2 Target Area (s)									
Number of Families ≤50% of AMI		%		Total Number of Families <80% of AMI*		%		Number of Families ≤50% of AMI		%		Total Number of Families <80% of AMI		%	
Source: Income Limits As Determined by HUD- http://www.huduser.org/datasets/il.html															
Instructions:															
<ol style="list-style-type: none"> 1. Select the appropriate State 2. Click on the link that says "Open PDF file" 3. Search for appropriate location 															
*Attach copy of the downloaded information in appendix															

**Healthy Homes and
Lead Hazard Programs**

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Factor 3 Soundness Of Approach

A. Proposed Lead Hazard Control Activities		Total Units To Be Completed and Cleared					
Activity	Who Will Perform This Activity (Name or Agency/Organization)	Number of Units	Housing Tenure			Estimated Timeline to Complete Work	Estimated Per Unit Cost
			Owner Occupied	Rental	Vacant		
Identification, Selection, Prioritization of Units (Referrals)*							
Intake/Enrollment							N/A
Financing (Grant, Loan, Other)							N/A
Pre-Hazard Control Blood Lead Testing			N/A	N/A	N/A		
Paint Inspections/Risk Assessments							
Laboratory Analysis of Samples			N/A	N/A	N/A		
Work Specifications			N/A	N/A	N/A		
Bid Process/ Contractor Selection			N/A	N/A	N/A		
Temporary Relocation							
Interim Controls							
Hazard Abatement							
Quality Control-Contractor Performance			N/A	N/A	N/A		N/A
Clearance Evaluations			N/A	N/A	N/A		
Maintenance Plan – Unit Follow Up			N/A	N/A	N/A		N/A
Community Outreach/ Education		N/A	N/A	N/A	N/A		N/A
Training		N/A	N/A	N/A	N/A		N/A

Activity:
*Identification, Selection, Prioritization of Units (Referrals) This should be a higher number than the number of units that are projected to be completed and cleared by the program
Who Will Perform This Activity: Applicant Agency, Partner Organization, Contractor, Grassroots Faith-Based or Community-Based Non-Profit Organization.
Number of Units: Number of units to receive program services.
Housing Tenure: Number of units to receive program services according to housing tenure status (i.e. owner occupied, renter occupied, vacant)
Estimated Time to Complete Work for each unit: Hours, days, weeks required to complete an activity
Estimated Unit Cost: Self explanatory

WORK PLAN DEVELOPMENT WORKSHEET
WITH MINIMUM BENCHMARK PERFORMANCE STANDARDS
FOR 36-MONTH PERIOD OF PERFORMANCE

Healthy Homes and Lead Hazard Program													OMB Approval Number 2539-0015 (exp 1/31/2006)	
Grant Number:	Grantee Organization:												Period of Performance: Feb 1, 2003 - January 31, 2006	
ACTIVITY	Q1 2003	Q2 2003	Q3 2003	Q4 2003	Q5 2004	Q6 2004	Q7 2004	Q8 2004	*Q9 2005	Q10 2005	Q11 2005	Q12 2005	Q13 2006	Q14 2006
	Jan - Mar	Apr - Jun	Jul - Sep	Oct - Dec	Jan - Mar	Apr - Jun	Jul - Sep	Oct - Dec	Jan - Mar	Apr - Jun	Jul - Sep	Oct - Dec	Jan - Mar	Apr - Jun
Applicant Capacity (0-120 days)														
Staff Hired	[Progress bar from Q1 2003 to Q2 2003]													
Approved Environmental Review and Release of Funds	[Progress bar from Q1 2003 to Q2 2003]													
Written Policies and Procedures	[Progress bar from Q1 2003 to Q2 2003]													
Lead Hazard Control Implementation Units in Grant Agreement = #														
Paint Inspections/Risk Assessments:														
Performance Standard		5%	15%	30%	45%	55%	65%	85%	95%	100%				
Work Plan Milestone														
% Planned														
Actual # Completed														
Actual % Completed														
** Units in Progress														
Units Completed and Cleared:														
Performance Standard			2%	5%	15%	30%	45%	55%	* 65%	85%	95%	100%		
Work Plan Milestone														
% Planned														
Actual # Completed														
Actual % Completed														
Cumulative LOCCS DRAWDOWNS Grant Award Amount = \$														
Performance Standard				5%	10%	15%	20%	30%	* 45%	60%	80%	95%	100%	
LOCCS Drawdown Work Plan Milestone														
% Planned														
Actual LOCCS Drawdown														
Actual Cumulative LOCCS Drawdown %														
Community Outreach / Education/ Training														
Community Outreach and Education Work Plan Milestone														
Community Outreach and Education Milestone Achieved														
Skills Training Work Plan Milestone														
Skills Training Milestone Achieved														
Performance Measured Against Approved Work Plan Milestones													100%	[Diamond]
Close-Out Feb 1 - Apr 30, 2006														[Diamond]
* Renewal Eligibility Milestone														
** No bench mark standard														

**Healthy Homes and
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Factor 4 Leveraging Resources

Name Of The Organization Or Entity That Will Contribute Match Or Leveraged Funds And If The Organization Will Be A Subgrantee/Subrecipient	Work To Be Accomplished In Support Of The Program.	Value Of In-Kind Or Cash Match Contribution*	Additional Leveraged Funds Contribution	Total Of Match And Leveraged Contributions
Name:				
Type of Organization:				
Subgrantee/Subrecipient: <input type="checkbox"/> Yes <input type="checkbox"/> No				\$0.00
Name:				
Type of Organization:				
Subgrantee/Subrecipient: <input type="checkbox"/> Yes <input type="checkbox"/> No				\$0.00
Name:				
Type of Organization:				
Subgrantee/Subrecipient: <input type="checkbox"/> Yes <input type="checkbox"/> No				\$0.00
Name:				
Type of Organization:				
Subgrantee/Subrecipient: <input type="checkbox"/> Yes <input type="checkbox"/> No				\$0.00
Name:				
Type of Organization:				
Subgrantee/Subrecipient: <input type="checkbox"/> Yes <input type="checkbox"/> No				\$0.00
Name:				
Type of Organization:				
Subgrantee/Subrecipient: <input type="checkbox"/> Yes <input type="checkbox"/> No				\$0.00
Name:				
Type of Organization:				
Subgrantee/Subrecipient: <input type="checkbox"/> Yes <input type="checkbox"/> No				\$0.00
Total Amount		\$ 0.00	\$ 0.00	\$ 0

Name of the organization or entity that will contribute match or leveraged funds and if they are to be a subgrantee/subrecipient: Self explanatory.

Work to be accomplished in support of the program: The type of activities that will be accomplished in support of the program (i.e. outreach, training, risk Assessments/paint Inspections, relocation, etc.)

Value of In-kind or Cash Match Contribution: As required by statute or appropriation.

Additional Leveraged Funds Contribution: Additional funds above the match contribution required by statute or appropriation

Total of Match and Leveraged Contributions: The total of an applicant's In-kind or Cash Match Contribution and any additional Leveraged Funds Contribution