

**DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT**

**HEALTHY HOMES AND LEAD
HAZARD CONTROL PROGRAMS**

**OPERATION LEAD ELIMINATION
ACTION PROGRAM (LEAP)**

Billing Code 4210-32-C

Operation Lead Elimination Action Program (LEAP)

Overview Information

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

B. *Funding Opportunity Title:* Operation Lead Elimination Action Program (LEAP).

C. *Announcement Type:* Initial Announcement.

D. *Funding Opportunity Number:* FR-4950-N-31, OMB Approval Number 2539-0015.

E. *Catalog of Federal Domestic Assistance (CFDA) Number:* 14.903, Operation Lead Elimination Action Program.

F. *Dates:* For 2005, HUD is accepting electronic applications utilizing Grants.gov. The application submission date is June 9, 2005. See the General Section for specific instructions for application submissions procedures and timely filing.

G. *Additional Overview Content Information:*

1. *Purpose of the Program.* The purpose of the Operation Lead Elimination Action Program (LEAP) is to provide grants to private sector and nonprofit organizations to leverage funds for addressing lead hazards in privately owned housing units and eliminating lead poisoning as a major public health threat to young children.

2. *Available Funds.* Approximately \$8 million in fiscal year (FY) 2005 funds.

3. *Eligible Applicants.* To be eligible to apply for funding under this program, the applicant must be a tax-exempt nonprofit (501(c)(3)), or other non-profit or for-profit entity or firm. For-profit institutions are not allowed to earn a fee. Colleges and Universities are also eligible to apply. National and local parent groups are encouraged to apply. States and units of general local government and their departments are not eligible.

Full Text of Announcement

I. Funding Opportunity Description

Program Description. Operation LEAP funds are for grants to private sector and non-profit organizations for activities that leverage additional funding for addressing lead hazards in eligible privately owned housing units and eliminating lead poisoning as a major public health threat to young children. HUD's authority for making funding available under this NOFA is the Consolidated Appropriations Act, 2005 (Pub. L. 108-447; approved December 8, 2004). Leveraged funds must be spent exclusively on addressing lead hazards

in eligible privately owned housing units. Applicants are encouraged to employ creativity and initiative in mobilizing resources expeditiously for lead hazard control prevention efforts. Based upon the responses provided to the rating factors criteria described below, grants will be awarded to those entities that submit a detailed plan and strategy that demonstrates adequate capacity to implement the program and demonstrates the ability to generate and use private sector resources for lead hazard control prevention efforts.

LEAP funds may also be used to eliminate lead-based paint hazards in low-income privately owned housing as well as implementing other lead hazard control strategies as defined by Title X of the Housing and Community Development Act of 1992 (42 U.S.C. 4851 *et seq.*). However, these activities are only eligible if they are tied directly to a leveraging strategy. For example, LEAP funds could be used to fund the replacement of windows that are determined to be a lead-based paint hazard, while leveraged funds from owners could be used to do paint stabilization elsewhere in the unit (or in other units) where lead-based paint hazards are present.

II. Award Information

Funding Available: Approximately \$8 million in fiscal year (FY) 2005 funds. The maximum award shall be \$2 million per grant. HUD anticipates that approximately 4 to 6 grants will be awarded. The period of performance is 36 months. The first 18 months shall be used for obtaining the leveraged private sector resources. A period of performance extension for delays due to exceptional conditions beyond the grantee's control will be considered for approval by HUD in accordance with 24 CFR 84.25(e)(2) and the Office of Healthy Homes and Lead Hazard Control Program Guide. Only one extension will be provided for a period not to exceed 12 months.

III. Eligibility Information

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

A. *Eligible Applicants*

To be eligible to apply for funding under this program, the applicant must be a tax-exempt nonprofit (501(c)(3)), or other non-profit or for-profit entity or firm. For-profit institutions are not allowed to earn a fee. Colleges and Universities are also eligible. National and local parent groups are encouraged to apply. States and units of general local government and their departments

are not eligible. Applicants who received awards under the fiscal year 2004 Notice of Funding Availability published in the **Federal Register** on May 14, 2004 are eligible to apply under this NOFA.

B. *Cost Sharing or Matching*

There is no match requirement for this grant.

C. *Other*

To be eligible for funding under this NOFA, the applicant must meet all federal statutory and regulatory requirements applicable to this program including 24 CFR part 84 and applicable OMB circulars (*i.e.*, cost principal, uniform administrative requirements, audits). In addition, you will be required to comply with all state and local statutes, regulations or other applicable requirements.

1. *Threshold Requirements.* As an applicant, you and any sub-recipient must meet all of the threshold requirements in Section III.C of the General Section. Applications that do not address the threshold items will not be funded.

2. *Eligible Activities.* Activities conducted for the purpose of developing and implementing local or regional strategies designed to leverage or mobilize resources from the private sector are eligible activities. These activities may include, but are not necessarily limited to:

- a. Providing technical lead safety training to workers or supervisors regarding lead safe work practices;
- b. Conducting outreach and related activities that are directly tied to a leveraging strategy, and that will result in increased lead hazard control activities in low-income privately owned or owner occupied housing with lead-based paint hazards.

c. Lead hazard control activities tied directly to a leveraging strategy and conducted in low- and very low-income eligible privately-owned rental and occupied housing units, including:

- (1) Performing dust, paint or soil testing, hazard screens, inspections, and risk assessments of eligible housing constructed before 1978 to determine the presence of lead-based paint and/or lead hazards from paint, dust, or soil;
- (2) Conducting lead hazard control, which may include interim control of lead based paint hazards in housing (which may include specialized cleaning techniques to address lead dust); or abatement of lead-based paint hazards, including soil and dust, by means of removal, enclosure, encapsulation, or replacement methods, where necessary. Unless there are only

a few surfaces coated with lead paint, complete abatement of all lead-based paint or lead-contaminated soil is not usually acceptable as a cost-effective strategy unless justification is provided and subsequently approved by HUD. 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 structure being treated, and children's play areas. All hazard control activities must comply with 24 CFR part 35, subpart R, the HUD Guidelines for the Evaluation and Control of Lead-Based Paint Hazards in Housing and all applicable Federal, state and local regulations; in the case of a conflict between any of the above, the more stringent shall apply;

(3) Carrying out temporary relocation of families and individuals during the period in which lead hazard control is conducted and until the time the affected unit receives clearance for re-occupancy;

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

(5) 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. Operation LEAP grant funds and leveraged funds may be used for lead hazard control work done in conjunction with other housing rehabilitation programs. HUD strongly encourages integration of this grant program with housing rehabilitation, weatherization, and other energy conservation activities.

(6) Conducting clearance dust-wipe testing and associated laboratory analysis.

(7) Purchasing or leasing no more than two (2) X-ray fluorescence analyzers for use by the Program, if not already available.

d. Eligible costs that include providing all necessary administrative and indirect support, including rent, equipment, materials, travel expenses and logistics, and subcontractor/consultant costs necessary to carryout grant activities.

3. *Program Requirements.* In general, applicants conducting lead hazard control activities must ensure that work is 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/guidelines/leadsaferule/index.cfm>.

a. Eligible Housing Units. LEAP funds may be used to support lead hazard control work in eligible low- and very low-income privately owned rental and occupied housing units. Refer to Section III.C.5 below about downloading a list (Eligibility of HUD-Assisted Housing) of the HUD-associated housing programs that meet the definition of eligible housing under this program.

b. 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 families for at least three years as required by Title X (Section 1011). Affirmative marketing to families (particularly low-income families with children under six years of age) is encouraged, as described under Rating Factor 5. The grantee must also notify the owner of information on lead hazard evaluation and control generated during grant activities in the housing, so that the housing owner will comply with disclosure requirements under 24 CFR part 35, subpart A.

c. Testing. For applicants conducting lead hazard control activities, 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. 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 units undergoing lead hazard control must have clearance testing performed.

(1) Lead-Based Paint and Lead-Based Paint Hazard Identification. For applicants conducting lead hazard control activities, an inspection or 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.

(2) Clearance Testing. For applicants conducting lead hazard control activities, 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 Rule (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 or by EPA or HUD.

(3) Blood Lead Testing: HUD recommends testing each occupant who is under six years of age for lead

poisoning prior to proceeding with the housing intervention. Any child with an elevated blood lead level should 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).

d. Written Policies and Procedures. For applicants conducting lead hazard control activities, 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, relocation, and clearance testing. Grantees, subcontractors, subgrantees, sub-recipients, and their contractors must adhere to these policies and procedures.

e. Prohibited Practices. For applicants conducting lead hazard control activities, you must not engage in the following prohibited practices:

- (1) Open flame burning or torching;
- (2) Machine sanding or grinding without a high-efficiency particulate air (HEPA) exhaust control;
- (3) Uncontained hydro blasting or high-pressure wash;
- (4) Abrasive blasting or sandblasting without HEPA exhaust control;
- (5) Heat guns operating above 1,100 degrees Fahrenheit;
- (6) Chemical paint strippers containing methylene chloride or other volatile hazardous chemicals in a poorly ventilated space; and
- (7) 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.

f. Research. In conformance with the Common Rule (*Federal Policy for the Protection of Human Subjects*, codified by HUD at 24 CFR part 60), for applicants conducting blood lead testing as part of a research effort, your organization must provide an assurance (*e.g.*, a letter signed by an appropriate official) that the research has been reviewed and approved by an Institutional Review Board (IRB) before you can receive funds from HUD for activities that require IRB approval. Before receiving such funds, you must also provide the number for your

organization's assurance (*i.e.*, an "institutional assurance") that has been approved by the Department of Health and Human Service's Office of Human Research Protections (OHRP). For additional information on what constitutes human subject research or how to obtain an institutional assurance see the OHRP Web site at <http://ohrp.osophs.dhhs.gov/>.

g. 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.

h. Applicants must also comply with HUD's Section 3 requirements as stated at 24 CFR 135.3(a)(2)(i).

4. DUNS Requirement. Refer to the General Section for information regarding the DUNS requirement. You will need to obtain a DUNS number to receive an award from HUD.

5. Eligibility of HUD-Assisted Housing. The chart "Eligibility of HUD-Assisted Housing" available at <http://www.hud.gov>, lists the "eligible" housing units that may participate under LEAP when lead hazard control is tied directly to a leveraging strategy.

IV. Application and Submission Information

A. Addresses To Request Application Package

1. Application Submission. See the General Section for specific procedures for application submission and timely receipt procedures. Be advised there is no Application Kit for the Operation Lead Elimination Action Program. All the information required to submit an application is available in the application and instructions at <http://www.grants.gov>.

a. Guidebook and Further Information. Copies of the General Section and this Program Section are also available from the NOFA Information Center at 800-HUD-8929 or 800-HUD-2209 (TTY). When requesting information, please refer to the name of the program you are interested in. Be sure to provide your name, address (including zip code), and telephone number (including area code).

B. Content and Form of Application Submission

1. Applicants should follow the submission requirements for the Operation Lead Elimination Action Program (LEAP). Applicants should follow the submission requirements described below.

a. Application Information.

(1) Application Format. The application narrative response to the

Rating Factors are limited to a maximum of the equivalent of 15 pages. Your word processing response must be prepared as a single-sided document, using 8½" x 11" paper, using a 12-point font with not less than ¾" margins on all sides. Additional materials should be referenced and discussed in the narrative response. These additional materials should directly apply to the rating factor narrative.

(2) Application Checklist (voluntary). Your application must contain all of the required information noted in this Program Section and the General Section. See the General Section for specific procedures for application submission and timely receipt procedures. 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. You are to assemble the application to include the items shown in the Checklist and Submission Table of Contents. For paper copy applications, inclusion of this Checklist and Submission Table of Contents with your proposal is recommended but not required.

Checklist and Submission Table of Contents Lead Elimination Action Program (LEAP)

- Applicant Abstract (limited to a maximum of 2 pages).
- Rating Factor Response (limited to a maximum of 15 pages).
 1. Capacity of the Applicant and Relevant Organizational Experience—Form HUD-96012.
 2. Need/Extent of the Problem—Form HUD-96013.
 3. Soundness of Approach—Form HUD-96014; and Work Plan development Worksheet—36 Month Period of Performance—Form HUD-96008;
 4. Leveraging Resources.
 5. Achieving Results and Program Evaluation—Form HUD-96010 Logic Model.
 6. Certification of Consistency with RC/EZ/EC-II Strategic Plan (HUD-2990) if applicable;
 - Application Forms. SF-424. SF-424 Supplement. Facsimile Transmittal (HUD-96011). Form HUD-424CB. Form HUD-424CBW—Total Budget (Federal Share and Matching) with Supporting Narrative and Cost Justification. Form HUD-2880 Disclosure and Update Report. Form HUD-27300—Questionnaire for HUD's Initiative on Removal of

Regulatory Barriers (include any documentation required).

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

HUD's Waiver from submitting electronically (if applicable).

Form HUD-2993 Acknowledgment of Application Receipt (only if waiver from electronic submission has been obtained).

Form HUD-2994 Client Comments and Suggestions (completion of this form is optional).

• Other Rating Factor Related Materials.

The following are instructions on the items to be submitted as part of the application. See the General Section for instructions for submitting third party documents and electronic files.

(a) Abstract Summary. Provide an abstract summary describing the goals and objectives of the proposed program (two-page maximum); including:

(i) the total amount of the Federal request and the amount of the matching contribution for the entire period of performance;

(ii) the specific activities that will be conducted;

(iii) the organization(s) that will participate in the program; and

(iv) your prior activities, experience and achievements in related work.

(b) Forms. See the General Section for specific instructions for application submissions procedures and timely receipt. You can download Form HUD-96008, Work Plan Development Worksheet with Minimum Benchmark Standards for 36 Months, from <http://www.hud.gov>.

(c) Budget. A total budget summary (total budget is the Federal share and leveraged contribution) with supporting narrative and cost justifications for all budget categories of your grant request. A maximum of ten percent of the Federal share can be for administrative costs. Provide a detailed budget with supporting cost justification for all budget categories of your funding request, in accordance with Rating Factor 3. This information will not be counted towards the page limits. A detailed budget must also be provided for any subcontractors, subgrantees, or subrecipients receiving greater than 10 percent of the Federal budget request. An itemized breakout (using the Form HUD-424CBW) of leveraged contributions that are directly received by the project or sub recipients should be documented including:

(i) Values placed on donated in-kind services;

(ii) Letters or other evidence of commitment from donors; and

(iii) The amounts and sources of contributed resources.

(d) Teaming. Contracts, Memoranda of Understanding or Agreement, letters of commitment or other documentation must describe the proposed roles of agencies, local broad-based task forces, participating faith-based or other community- or neighborhood-based groups or organizations, local businesses, and others working with the program. For-profit entities and/or firms must clearly demonstrate and document how activities, including the lead-based paint hazard identification and control measures to be undertaken by the applicant, will be coordinated with local organizations, state(s) or units of general local government to carry out lead hazard control and other program activities.

b. Other leveraged resources not received directly by the project and sub recipients but used to support program activities should be included in the narrative response to Rating Factor 3, but not on Form HUD-424-CBW. Applicants should describe their methodology for tracking leveraged resources not directly received by the project or sub recipients.

c. Rating Factor Responses—Proposed Activities. All applications must respond to the rating factors for award, and numbered in accordance with each factor for award (Rating Factors 1 through 4).

C. Submission Dates and Times

Application submission. The submission date is June 9, 2005. Electronic applications must be submitted and received by grants.gov on or before 11:59:59 p.m. eastern time on the submission date. All narrative files and any scanned documents must be submitted as a zip file, single attachment to the electronic application. Refer to the General Section for additional submission requirements including acceptable submission methods, acceptable proof of delivery and other information to assist the applicant. 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 to the electronic submission process must submit the required number of copies of the application by the application submission date to the identified address in Appendix C of the General Section.

D. Intergovernmental Review

Not applicable.

E. Funding Restrictions

1. Ineligible Activities. You may not use grant funds for any of the following:

- a. Purchase of real property;
- b. Chelation or other medical treatment costs related to children with elevated blood lead levels; and
- c. Lead hazard abatement activities in public housing, or project-based Section 8 housing.

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

e. 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.

F. Other Submission Requirements

Refer to the General Section for other application submission requirements.

V. Application Review Information

A. Criteria

The factors for award used to evaluate and rate applications include:

Rating Factor 1: Organizational Capacity—Form HUD 96012.

Rating Factor 2: Need/Extent of the Problem—Form HUD 96013.

Rating Factor 3: Approach—Soundness of Approach—Form HUD 96014; and Work Plan Development Worksheet with Minimum Benchmark Standards for 36 Months—Form HUD-96008.

Rating Factor 4: Leveraging Resources.

Rating Factor 5: Achieving Results and Program Evaluation—Logic Model—Form HUD-96010.

RC/EZ/EC-II—Bonus Points (2 Points).

Applicants are encouraged to employ creativity and initiative in mobilizing resources expeditiously for lead hazard control prevention efforts. Based upon the responses provided to the rating

factors described below, grants will be awarded to those entities who submit a detailed strategy that demonstrates adequate capacity to carry out the proposed use of funds and who demonstrate the ability to generate and use private sector resources for lead hazard control prevention efforts. The factors for rating and ranking applicants, and maximum points for each factor, are delineated below. The maximum number of points to be awarded is 102, which includes up to 2 bonus points for activities proposed to be located in RC/EZ/EC-II communities (See Section V.A.6. below).

1. Rating Factor 1: Organizational Capacity (20 points)

This factor addresses the applicant's organizational capacity to successfully implement the proposed activities in a timely manner.

a. Staff Experience (10 points).

Describe the knowledge and experience of the staff responsible for the following functions: Executive Direction; Finance, Marketing; and Program Coordination. The applicant must have sufficient qualified personnel or be able to quickly retain qualified experts or professionals in financial/grant management, marketing, and/or lead-based paint programs that will allow you to immediately begin your proposed work program and to perform your proposed activities within the 36 month period of performance (Form HUD-96008). The applicant's narrative should include information about your organizational and staff capacity in raising and/or leveraging funds, and in recent success in garnering private sector support (e.g., within the past five years). Include a discussion of staff knowledge and expertise in raising and/or leveraging funds, possessing the prerequisite organizational skills, and lead poisoning prevention activities.

The discussion on capacity should include the depth, experience, the commitment of time to the program, salary information, and position titles of the program staff.

Resumes or detailed job announcements for the above key positions must be included in your application. Indicate the percentage of time key personnel will devote to the proposed project. An applicant may demonstrate capacity by thoroughly describing prior experience in this type of activity and/or how the applicant will develop the necessary capacity to carry out proposed activities.

b. Grants Management (4 points).

Describe your agency's or organization's ability to manage grants

and leveraged program funds and activities.

c. Team Expertise (4 points).

Describe project knowledge and experience by participants and team members regarding lead poisoning as a public health threat to children, and/or lead-based paint issues and hazard control. Use of staff with more recent, relevant, and demonstrated successful experience will result in a higher rating.

d. Removal of Barriers to Affordable Housing (2 points).

A new applicant will be awarded up to two points under Rating Factor 1 for activities that remove barriers to affordable housing within their communities; support state and local efforts to streamline processes and procedures; and eliminate redundant requirements, statutes, regulations, and codes which impede the availability of affordable housing. This priority relates to HUD's Strategic Goals for Increasing Homeownership Opportunities and Promoting Decent Affordable Housing. For more details refer to section V.B.1.

2. Rating Factor 2: Need/Extent of the Problem (10 points)

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 10 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 Median Income as determined by HUD within your target areas.

a. Documented Number of Children with an Elevated Blood Lead (EBL) (3 Points Maximum).

Provide the actual number of children documented as having an elevated blood lead (EBL) residing within the target area for the most recent complete calendar year and identify the source of

the data. Data prior to calendar year 2001 will not be accepted. 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 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>. 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). (3 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>. 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) (4 Points Maximum). Points will be awarded for the number of very low and low-income percentages of 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>. 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: Approach (40 points).

This factor addresses the approach and strategy that the applicant intends to follow in meeting the goals and objectives of the program. This strategy should address the following:

a. Selection Process for Team Organization (5 points).

Describe the selection process for those organizations that are to conduct or coordinate work activities for lead hazard control, outreach, evaluation, etc and discuss how you intend to involve faith-based or other community-based organizations in your proposed activities.

b. Strategy and Approach (35 points).

(1) Leveraging Strategy. Describe the proposed strategy for leveraging private sector resources including:

- (a) Target audiences/constituencies;
- (b) Use of contractors/subgrantees/team organizations and their method of selection;
- (c) Methods of outreach/promotion;
- (d) Types of leveraging to be employed;
- (e) Proposed use and distribution of funds/resources leveraged;
- (f) Overall project management and coordination; and
- (g) Proposed schedule of activities within the 36-month period of performance.

(2) Work Plan Strategy. A successful applicant's award is contingent upon budget negotiation and approval of a work plan. The work plan strategy narrative shall include:

- (a) The management plan that describes how the project will be managed, and the timeline for staffing the program. 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 the benchmark standards with quarterly milestones for proposed program activities and expenditures, and should 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.

(b) A detailed description of how assistance and funding will flow from the grantee to the actual performers of the work;

(c) The selection process for sub-grantees, sub-contractors and/or sub-recipients (if any);

(d) The evaluation process used to measure program performance;

(e) The overall objectives for activities. Quarterly performance milestones are to be developed to achieve the overall objectives for these activities;

(f) Development of your work plan should include and reflect the benchmark standards referred to in Section III.C.5, above. The benchmark categories should be modified to reflect the activities proposed in your application and subsequent work plan. The LOCCS and Leveraged Funds categories are standard and may not be changed;

(3) *Strategies/Approaches.* The applicant is encouraged to employ creativity and initiative in achieving the objectives of the program. Some examples of possible strategies/approaches include the following:

(a) Enlisting the support and resource commitment of financial institutions, foundations, private industry, the general public, property owners, and others to make residential housing lead-safe and eliminate lead poisoning as a public health threat to children;

(b) Soliciting the support of national building materials providers, building component manufacturers, and housing-related national retail outlets to donate money and/or materials to lead hazard control programs in housing and health departments, landlords and owner-occupants to eliminate lead-based paint hazards in privately owned low-income dwellings: For example, a window, wallboard, or paint manufacturer/retailer could donate or coordinate the donation and distribution of windows or paint to lead-based paint hazard control and/or lead hazard control elements of rehabilitation projects throughout the country. This strategy could also include the distribution of discount coupons for purchases of paint or other materials from national suppliers for lead-based paint hazard control projects;

(c) Forming teams with banks or other mortgage or financial institutions willing to provide no or low-interest home improvement loans to finance lead hazard control activities and abatement measures among low-income

recipients who would not otherwise be served. By participating, banks could fulfill a major element of their responsibilities under the Community Reinvestment Act;

(d) Forming teams to facilitate the coordination and distribution of donated building materials, such as windows, trim molding, or paint, etc. to local projects involved in lead hazard control programs;

(e) Identifying and facilitating the availability and use of temporary relocation facilities for families who need to move out of their dwellings while lead hazard control work is being undertaken. For example, hotel chains, colleges, and other lead-safe sites could be contacted to make housing available for the temporary relocation of families during lead hazard control;

(f) Working with landlords, tenant groups and others to form consortia or otherwise engage landlords and owner-occupants to enroll their eligible housing units in local lead hazard control or rehabilitation programs. The applicant should obtain commitments from landlords to provide matching resources for work to be done on their units. For example, the lead hazard control program could offer landlords grant funds for replacement windows if the landlords contribute the cost of additional repairs (such as basic system upgrades, or other rehabilitation work including painting and maintenance) that is associated with lead hazard control. To encourage such commitments, efforts should be made to educate landlords about the primary benefits (effect on children's health) and supplementary benefits that can result from lead hazard reduction work such as improving an apartment's physical condition and marketability;

(g) Expanding dust testing and clearance testing, especially in high-risk communities;

(h) Promoting homebuilder, remodeler, or contractor associations to coordinate efforts to reduce lead hazards by contributing technical assistance, training, presentations and materials and/or labor to lead hazard control efforts;

(i) Encouraging landscaping firms, nurseries, and landscape architects to contribute lead-safe soil, mulch, and other forms of vegetation cover and shrubbery designed to mitigate lead contamination of soil around the exterior/perimeter and play areas of affected housing units;

(j) Working with health, housing, and community development organizations or other entities to conduct lead poisoning prevention activities, including efforts to plan, participate in,

and/or facilitate or participate in strategic planning to eliminate lead poisoning as a public health threat to young children by 2010. As part of this effort, the applicant should describe the process for considering 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.);

(k) Working with grassroots nonprofit community organizations, including faith-based or other community-based organizations, that are committed to improving the quality of life of young children in high risk housing; and

(l) Providing training for significant numbers of trades people to implement lead-safe work practices, such as window replacement and weatherization work.

The applicant is to complete the Factor 3 Table—Soundness of Approach, and the Work Plan Development Worksheet with Minimum Benchmark Standards for 36 Months—Form HUD-96008.

4. Rating Factor 4: Leveraging Resources (20 points).

This factor addresses the applicant's ability to obtain and use private sector resources or leverage private sector activities that can be combined with HUD and other program resources to achieve program objectives. Private funds/resources do not include any public sector funds, e.g., funds provided by states and units of general local government including Community Development Block Grant (CDBG)/Home Investment Partnership (HOME) funds. Applicants are encouraged to use such funds as part of the program but these funds are not considered under this rating factor. Describe the types of private sector commitments, if any, currently available to devote to Operation LEAP grant program activities, and the anticipated future amounts to be generated. Based upon the estimated amount of funding anticipated for leveraging over the life of the award, identify the general geographic locations of the units that will be treated by this increased funding or leveraged resources. Also provide an estimate of the number of eligible housing units that can be expected to be treated and the number of low and very

low-income families that will benefit under LEAP. Generated resources may include cash or in-kind contributions of personnel, services, equipment, or supplies. In evaluating this factor, HUD will consider the extent to which the applicant has established working teams, memoranda of understanding and/or firm agreements with other identified entities for the commitment of additional resources. Resources may be provided by any private source, including contributions of investor-owners. However, the donations of resources, goods and services considered as leveraged resources should be based on market values and documented. Applicants that do not have such teams at the time of application will be required to establish teams immediately following notification of grant award. Only contributions that have a stated monetary value with supporting documentation from the contributing organization/entity, signed by an official authorized to make such commitment will be counted as leveraged funds. Applications with firmly established commitments will be rated more highly than applications with just expressions of interest. The most advantageous agreements will be those not solely dependent on LEAP funding, including those that create long-term commitments for leveraged funds beyond the period of the LEAP grant. Therefore it is preferable that LEAP funds act as "seed" funds so any future funding streams can be used to stimulate additional leveraging agreements and not simply support prior agreements. In evaluating this factor, HUD will examine the extent to which agreements provide for sustained contributions from non-public sources and allow for non-LEAP funds to support such leveraging in the future. Applicants that have targeted specific high-risk neighborhoods or geographic locations for leveraging/fundraising and hazard control activities will receive a higher number of rating points. Describe what the organization has done in the recent past (e.g., within the past five years) that gives evidence of its ability and experience to leverage substantial private sector resources. Describe specific activities, the amount of funds or resources leveraged, and what the leveraged funds will be used to support. If an applicant has experience in generating funds or resources for purposes similar to addressing lead paint abatement or control measures, the applicant should describe those activities and the results achieved.

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

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. 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.

Applicants are required to complete the HUD Logic Form to supplement the narrative response to this rating factor.

a. 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:

(1) Ability to generate substantial private sector resources. The main objective of Operation LEAP is to leverage private sector resources to eliminate lead poisoning as a major public health threat to young children. The key terms here are "leverage private sector resources." HUD is looking for those applicants that demonstrate the most realistic and successful fund raising and/or leveraging skills to mobilize substantial private sector resources for addressing lead hazards in housing.

(2) Ability to demonstrate or develop a national and/or regional (multi-state) strategy for leveraging resources from the private sector is essential. Those resources should be realistic and achievable and made part of the work plan and benchmark activities of this

proposal. The proposed budget should demonstrate how these leveraged funds will be used to address lead hazards in housing and make residential housing lead-safe and eliminate lead poisoning as a public health threat to children.

(3) Results of any specific plans and objectives to implement and/or maintain a registry (listing) of lead-safe housing 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.

(4) The extent to which affirmatively furthering fair housing for all segments of the population is advanced by the proposed activities. Detail how the proposed work plan will support the community's efforts to affirmatively further affordable housing and discuss the impact of prior activities that have contributed to enhanced lead-safe housing opportunities.

(5) 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.

6. Bonus Points for Federally Designated Zones and Communities. In addition, applicants should describe 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.

B. Reviews and Selection Process

1. HUD's Strategic Goals. 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 applicable to the

Operation LEAP NOFA are outlined in the General Section. Applicants will be awarded up to two points under Rating Factor 1 for activities that remove barriers to affordable housing within their communities, support state and local efforts to streamline processes and procedures, eliminate redundant requirements, statutes, regulations, and codes which impede the availability of affordable housing. 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 are to include any documentation required.

2. *Rating and Ranking.* Please refer to the General Section for details. Only those applications that meet the threshold review requirements will be rated and ranked according to their response to the Rating Factor Criteria included in this NOFA. The maximum number of points to be awarded is 102. A minimum score of 75 is required for fundable applications.

Rating factor	Maximum points
Rating Factor 1: Organizational Capacity	20
Rating Factor 2: Need/Extent of the Problem	10
Rating Factor 3: Approach	40
Rating Factor 4: Leveraging Resources	20
Rating Factor 5: Achieving Results and Program Evaluation—Form HUD-96010 Logic Model	10
RC/EZ/EC-II—Bonus Points	2
Total	102

VI. Award Administration Information

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

1. *Environmental Requirements.* Under the Consolidated Appropriations Act, 2005, the provisions of section 305(c) of the Multifamily Housing Property Disposition Reform Act of 1994, implemented by HUD regulations at 24 CFR part 58, "Environmental Review Procedures for Entities Assuming HUD Environmental Responsibilities," are applicable to properties assisted with Operation LEAP funds. Under part 58, a responsible entity, usually the unit of general local government, must assume the environmental review responsibilities for activities funded under this NOFA. Under 24 CFR 58.11, if a responsible entity or the recipient objects to the responsible entity performing the environmental review, HUD may designate another responsible entity to perform the review or may perform the environmental review itself under the provisions of 24 CFR part 50. Applicants and other participants in activities under this NOFA may not undertake, or commit or expend Federal or non-Federal funds (including HUD-leveraged or match funds) for, lead hazard control, related rehabilitation or other physical activities until the responsible entity completes an environmental review and the applicant submits and obtains HUD approval of a request for release of funds and the responsible entity's environmental certification in accordance with part 58 (or until HUD has completed an environmental review under part 50). The results of the environmental reviews may require that proposed activities be modified or proposed sites rejected. 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.

2. *HUD Reform Act.* Applicants must comply with the requirements for

funding competitions established by the HUD Reform Act of 1989 (42 U.S.C. 3531 *et seq.*) as defined in the General Section.

3. *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.

4. *Other Requirements.* Please review the General Section for information on Statutory and Regulatory Requirements, Affirmatively Furthering Fair Housing, ensuring the Participation of Small Businesses, Small Disadvantaged Businesses, and Women-Owned Businesses, OMB Circulars and Government-wide Regulations Applicable to Financial Assistance Programs, Conflicts of Interest, Prohibition Against Lobbying Activities, Accessible Technology, Improving Access to Services for Persons with Limited English Proficiency, Compliance with Fair Housing and Civil Rights Laws, and Executive Orders pertaining to this NOFA.

a. *Participation in HUD Sponsored Program Evaluation.* As a condition of the receipt of financial assistance under this NOFA all successful applicants will be required to cooperate with all HUD staff or contractors performing HUD funded research and evaluation studies.

5. *Privacy and Disclosure.* All test results in pre-1978 housing 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.

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. Specific guidance and additional details will be provided to successful applicants. All applicants must also report progress against the proposed benchmarks and milestones in the Logic Model (form HUD-96010) approved and incorporated into your

award agreement part of each required report for the grant program.

VII. Agency Contact(s)

For Further Information and Technical Assistance. You may contact Jonnette G. Hawkins, Director, Program Management and Assurance Division, Office of Healthy Homes and Lead Hazard Control, 451 Seventh Street SW., Washington, DC 20410-3000 or by telephone, fax, or e-mail: Jonnette_G._Hawkins@hud.gov (use underscores), Telephone: (202) 755-

1785, extension 126 (this is not a toll-free number), facsimile (FAX): (202) 755-1000. 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

Refer to the General Section for details regarding other information on submitting application that meets HUD requirements.

BILLING CODE 4210-32-P

**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 <input type="checkbox"/> To be hired <input type="checkbox"/> On staff			
Name:			
Organization Position Title:			
Phone Number:		Fax Number:	
Email:			
A.3 Other <input type="checkbox"/> To be hired <input type="checkbox"/> 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			
<p>Definitions:</p> <p>Partner Name: Name of organization or entity that will partner with applicant in conducting program activities.</p> <p>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.</p> <p>Description of Commitment: Memorandum of Understanding/Agreement, Contract, Subgrantees, Letter, etc.</p> <p>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.)</p> <p>Amount of HUD Grant Funds if Subgrantee/Subrecipient: The dollar amount subgrantee/subrecipient will be receiving for the services they will provide.</p>			

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 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	Year Built	Number	% of Total	Owner	Renter	
Pre-1940					Pre-1940					Pre-1940					
1940-1949					1940-1949					1940-1949					
1950-1959					1950-1959					1950-1959					
1960-1969					1960-1969					1960-1969					
1970-1977					1970-1977					1970-1977					
1979 or newer					1979 or newer					1979 or newer					
Total					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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Office of Lead Hazard Control**

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(expires 4/30/2007)

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 Jan - Mar	Q2 2003 Apr - Jun	Q3 2003 Jul - Sep	Q4 2003 Oct - Dec	Q5 2004 Jan - Mar	Q6 2004 Apr - Jun	Q7 2004 Jul - Sep	Q8 2004 Oct - Dec	*Q9 2005 Jan - Mar	Q10 2005 Apr - Jun	Q11 2005 Jul - Sep	Q12 2005 Oct - Dec	Q13 2006 Jan - Mar	Q14 2006 Apr - Jun
Applicant Capacity (0-120 days)														
Staff Hired		→												
Approved Environmental Review and Release of Funds		→												
Written Policies and Procedures		→												
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%	* 85%	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% →
Close-Out Feb 1 - Apr 30, 2006														→
* Renewal Eligibility Milestone														
** No bench mark standard														