

FY 2005 Grant Programs

Office of Healthy Homes and Lead Hazard Control

U.S. Department of Housing and Urban Development

April 6, 2005

Agenda

- **Introduction**
- **Office's Grant Programs**
 - **Lead-Based Paint Hazard Control**
 - **Lead Hazard Reduction Demonstration**
 - **Operation Lead Elimination Action Program**
 - **Lead Outreach**
 - **Lead Homes Technical Studies**
 - **Healthy Homes Technical Studies**
 - **Healthy Homes Demonstration Program**
- **Questions**

Office of Healthy Homes and Lead Hazard Control's Mission

- **Eliminate childhood lead poisoning**
- **Address other children's diseases caused by substandard housing conditions, e.g.:**
 - **Asthma (Allergens)**
 - **Mold and Moisture**
 - **Unintentional Injuries**
 - **Radon**
 - **Asbestos**
 - **Pesticides**

FY 2005 Grant Programs

- **Seven Grant Programs**
- **Approximately \$163 Million Available**

FY 2005 Grant Program Funding

- **Lead-Based Paint Hazard Control: \$93.6 M**
- **Lead Hazard Reduction Demonstration: \$49.4 M**
- **Operation Lead Elimination Action Program (LEAP): \$8 M**
- **Lead Outreach: \$2 M**
- **Lead Technical Studies: \$3 M**
- **Healthy Homes Technical Studies: \$2 M**
- **Healthy Homes Demonstration: \$5 M**

Administrative Information For All Applicants

- See General Section for application info
- Download application: www.grants.gov
- Attachments at: www.hud.gov
- NOFA information:
 - Grants.gov: **800-518-GRANTS**
support@grants.gov
 - SuperNOFA help desk: **800-HUD-8929**
 - Hearing impaired: HUD **800-HUD-2209**
or Fed Info Relay Svc **800-877-8339**

Application Submittal Information

- **For 2005 HUD is accepting electronic applications through Grants.gov**
- **See the General Section for specific instructions for:**
 - **Application submission procedure**
 - **Timely filing**

FY 2005 Due Dates:

Received by Grants.gov by 11:59:59 PM

- **Lead-Based Paint Hazard Control: June 7**
- **Lead Technical Studies: June 8**
- **Healthy Homes Technical Studies: June 8**
- **Operation LEAP: June 9**
- **Lead Outreach Grant Program: June 14**
- **Lead Hazard Reduction Demonstration:
June 14**
- **Healthy Homes Demonstration Program:
June 15**

FY 2005 CFDA Numbers

- **Catalog of Federal Domestic Assistance numbers – used in applying**
- **Lead-Based Paint Hazard Control: 14.900**
- **Healthy Homes Demonstration Program: 14.901**
- **Lead Technical Studies: 14.902**
- **Operation LEAP: 14.903**
- **Lead Outreach Grant Program: 14.904**
- **Lead Hazard Reduction Demonstration: 14.905**
- **Healthy Homes Technical Studies: 14.906**

Highlights for All Programs

- **High emphasis on performance**
 - **Work plans with benchmark milestones**
- **Minimum score of 75 needed for funding Consideration**

Tips For Successful Applications

- READ, READ, READ - understand the NOFA requirements
- Review other related material, e.g., Title X, OHHLHC website (www.hud.gov/offices/lead), etc.
- Contact previous successful applicants
- Respond to the specific rating factor criteria and requirements in order of NOFA appearance
- Prepare application according to the instructions: use checklist and submission table of contents for completeness check; address every item
- Write applications assuming that objective reviewers do not know your program

**LEAD-BASED PAINT
HAZARD CONTROL
AND
LEAD HAZARD REDUCTION
DEMONSTRATION
GRANT PROGRAMS**

Purpose of LBPHC & LHRD Programs:

- **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**
 - **In partnership with grassroots community based, non-profit organizations, including faith based organizations**

Approach of LBPHC & LHRD Programs

- Protect young children
- Stimulate cost-effective state and local lead strategies (lead-safe, affordable units)
- Build local capacity
- Promote job training and employment for local residents (lead abatement and lead-safe work practices)
- Integrate lead-safe work practices into housing maintenance, repair, weatherization, rehabilitation, and other programs that will continue **after** the grant period ends

LBP Hazard Control Grant Program Overview

- Focus is hazard reduction – not complete lead-based paint abatement
 - **Lead-safe housing**
- Perform lead hazard control in housing:
 - Low-income
 - Privately owned
 - Owner-occupied or Rental

LBP Hazard Control Grant Program Overview (1)

- Lead hazard control work conducted by qualified persons (24 CFR Part 35)
 - **Certification** for LBP inspectors, risk assessors, abatement contractors, abatement workers
 - **Lead-safe work practices training** for interim controls – training meets HUD criteria (www.hud.gov/offices/lead)
 - Use lead hazard evaluation and control approaches in Lead Safe Housing Rule

LBP Hazard Control Grant Program Overview (2)

- 36 month period of performance
- A combined risk assessment and paint inspection is **required**
- **All identified lead hazards are to be controlled or eliminated**
- Clearance exam after all but the smallest lead hazard control work (e.g., 2 sq. ft. in a room) is **required**

Funding: LBP Hazard Control

- **General:**
 - About \$1 M to maximum \$3 M
 - About 32 - 40 grants
 - Funding minimum \$63.6 million
- **Competitive performance-based renewals of existing grants (described later):**
 - About \$2 M to maximum \$4 M
 - About 6 – 8 grants
 - Funding maximum \$32.7 million
- **Total LBPHC funding about \$96.3**

Funding: Lead Demonstration

- **Larger cities with:**
 - At least 7,000 units of pre-1940 rental housing
 - Many children under 6 years old with elevated blood lead levels
- **Minimum \$2 M to maximum \$4 M**
- **About 13 - 25 grants**
- **Total about \$49.4 M**

Major Grant Program Tasks and Eligible Activities

- Program management
- Testing (lead risk assessments, paint inspections, blood lead testing, clearance)
- Direct LHC interventions
- Temporary relocation
- Education, outreach, training
- Program evaluation
- Other support activities

Budgets to Reflect Program Requirements

- **10%** minimum match required – LBPHC
- **25%** minimum match required – LHRD
- Sources of funds can include:
 - CDBG funds
 - Other non-federal funds
 - Other leveraged or contributed resources above statutory minimum

Develop Budgets Reflecting Program Requirements

- **LBPHC** – Minimum of **65%** of federal funds for lead hazard control work
 - Dust testing, LBP inspection and risk assessment, relocation, lead hazard control work, and clearance testing
- **LHRD** – Minimum of **90%** of federal funds for lead hazard control work
- Maximum of **10%** of grant funds for administrative costs

Program Requirements: LBPHC and LHRD

- **Use of qualified lead hazard control workers (with training and, when required, certification)**
- **Involvement with grassroots community based, non-profit organizations, including faith based organizations, as partners**
- **Demonstrate potential for program to become self-sustaining**

LHC Rating Factors

1. Organizational Capacity	20
2. Need/Extent of the Problem	20
3. Approach	40
4. Leveraging Resources	10
5. Achieving Results and Program Evaluation	10
RC/EC/EZ Bonus Points	<u>2</u>
Total	102

75 minimum for funding consideration

LHRD Rating Factors

1. Organizational Capacity	20
2. Need/Extent of the Problem	15
3. Approach	45
4. Leveraging Resources	10
5. Achieving Results and Program Evaluation	10
RC/EC/EZ Bonus Points	<u>2</u>
Total	102

75 minimum for funding consideration

Rating Factor 1: Organizational Capacity

- Is lead hazard control a priority?
 - Organization and community commitment
- Do you have prior LHC or related experience?
 - Rehab programs, weatherization, etc.
- How will the program be managed?
 - Key personnel experience/expertise
- Adequate certified/trained contractors available?
- Who are the key partners?
 - Health, housing, weatherization, community-based organizations, etc.

Rating Factor 2: Need/Extent of Problem

- **No. of children with elevated blood lead levels (threshold req't. for Lead Demo)**
- **No. of eligible pre-1978 privately owned housing units**
- **No. of pre-1940 occupied rental housing units – (threshold req't. for Lead Demo)**
- **Income eligible families (50% and 80% of area median income)**
 - Owner occupied, investor owners/tenants**

Rating Factor 3: Soundness of Approach (1)

- **Work plan development – follow guidance provided in NOFA**
- **Who, what, where, when, why & how**
- **Develop specific, measurable, realistic objectives and benchmark milestones**

Rating Factor 3: Soundness of Approach (2)

Describe implementation strategy:

- **Management of program**
- **Trained and, when required, certified LBP contractor capacity**
- **Unit selection, prioritization, enrollment**
- **# units and LHC interventions (interim control, abatement of lead hazards)**
- **Financing mechanism for LHC work (grants, loans, contracts, etc.)**

Rating Factor 4: Leveraging Resources*

- Documented commitment of funds directly supporting project activities (contract, letter of commitment, MOU, MOA, etc.)
 - **Sources such as** CDBG, HOME, weatherization, Centers for Disease Control and Prevention (CDC), other public and private resources
- * Requirement: Receives points only for leveraging **above** statutory minimum

Rating Factor: Achieving Results and Program Evaluation

- **Emphasizes HUD's commitment to ensuring that applicants:**
 - **Achieve the goals outlined in their work plan and other benchmark standards**
 - **Assess their performance to ensure performance goals are met**

Rating Factor 5 – Identify and describe:

- **Specific** methods, measures, and tools to measure progress, evaluate program effectiveness, & identify program changes necessary to improve performance
- **How** you will obtain, document and report the information
- How you will be held **accountable** for meeting program goals, objectives, and the actions undertaken in implementing the grant program

LHC Competitive Performance-Based Renewal – (1)

- **Eligibility: Current lead-based paint hazard control grantees with grants ending:**
 - On or before December 31, 2005 are eligible
 - After December 31, 2005 are not eligible
- A statutory minimum of 10 percent match is required for the renewal, as it was for the original grant

LHC Competitive Performance-Based Renewal (2)

- **Organizational capacity** to implement proposed activities in timely manner
- **Project director and day-to-day manager:**
 - Knowledge & experience planning or managing large complex inter-disciplinary programs
 - Especially housing rehab, public health, or environmental programs
 - Dedicated to project \geq 75% full time

LHC Competitive Performance-Based Renewal (3)

- **How any other components of applicant agency, other public entities, or other organizations will help implement or otherwise support the program**
- **Progress and performance implementing most recent grant award, including no. of housing units enrolled, assessed, completed and cleared; and funds spent**

LHC Competitive Performance-Based Renewal (4)

- **Specific instances where the program has had positive impacts in the community**
- **Activities that developed, enhanced or expanded the local infrastructure through collaboration**

Changes from 2004

- Streamlined criteria for Competitive Performance-Based Renewal applications
- Participation in state/local childhood lead poisoning elimination programs under CDC lead grants emphasized
- Partnering in childhood lead poisoning prevention effort emphasized
- Performance period extension criteria clarified
- Appendices on HUD web site

Operation Lead Elimination Action Program (LEAP)

Operation LEAP

- The purpose of the Operation Lead Elimination Action Program (LEAP) is to **leverage private sector resources** to eliminate lead poisoning as a major public health threat to young children by performing lead hazard control work

Operation LEAP Funding:

- Maximum \$2 M
- About 4 - 6 grants
- Total funding about \$8 M

Eligible LEAP Applicants

- Tax-exempt 501(c)(3) and other non-profit organizations, including national and local parent groups
- For-profit entities or firms (no fee)
- Colleges and universities as non-profits

Not eligible – Federal govt., states and units of general local governments

Eligible Activities

- **Fundraising and outreach activities resulting in increased lead hazard control work**
- **Innovative approaches for mobilizing resources and coordinating activities for lead hazard control work**
- **Direct lead hazard control work**

Operation LEAP Rating Factors

1. Organizational Capacity	20
2. Need/Extent of the Problem	10
3. Approach	40
4. Leveraging Resources	20
5. Achieving Results and Program Evaluation	10
RC/EC/EZ Bonus Points	<u>2</u>
Total	102

75 minimum for funding consideration

Rating Factor 1: Organizational Capacity

- **Project manager's knowledge and experience**
- **Staff knowledge and expertise in raising, leveraging and managing funds**
- **Prior experience or how applicant will develop necessary capacity**
- **Ability to manage grants and leverage program funds and activities**
- **Capacity to remove barriers to affordable housing**

Rating Factor 2: Documented Need

- **Need for the proposed program**
- **Score based on credible and appropriate data and information**
- **Document the number of children with elevated blood lead levels in the proposed target area (e.g., health dept. data)**
- **Document the number of pre-1940 occupied rental units in proposed target area (e.g., Census data)**

Rating Factor 3: Soundness of Approach

- **Approach and strategy to meet program goals and objectives in 36 months**
- **Work plan must contain specific measurable time-phased objectives for each major program activity**
- **Selection process for those organizations that are to conduct, coordinate work activities for lead hazard control, outreach, and program evaluation**

Rating Factor 4: Leveraging Resources

- Ability to obtain and use private sector resources or leverage private sector activities with HUD and other resources
- Contributions will be counted **only if**:
 - Clearly stated monetary value shown
 - Supporting documentation signed by official authorized to make the commitment
- Recent past experience that demonstrates ability to leverage private sector resources

Rating Factor 5: Achieving Results and Program Evaluation Logic Model

- **How program will achieve work plan goals and benchmark milestones**
- **Outcome benefits expected as a direct result of program activities, e.g.:**
 - **LHC with other housing activities (e.g., rehab, weatherization, code correction)**
 - **Private / public lending partnerships**
 - **Lead-safe housing registry**
 - **Adopting / improving lead laws, regs, policies, agencies**

LEAP Grant Program Changes from FY 2004

- **Participation in state/local childhood lead poisoning elimination programs under CDC lead grants emphasized**
- **Partnering by local agencies critical to childhood lead poisoning prevention effort emphasized**
- **Circumstances for extending performance period clarified**
- **Appendices are on HUD web site**

Lead Outreach Grant Program

Outreach: Overall Purpose

- Increase the number of units in lead hazard control treatment programs
- Encourage occupants to identify potential paint hazards
- Raise awareness of lead poisoning prevention and treatment
- Example: Outreach by a local government that increases enrollment rate in lead hazard control program

Funding

- **\$2 Million available for grants**
- **Between 4 and 10 grants**
- **Each grant about \$200,000 to \$500,000**

Outreach: Eligible Applicants

- **Grassroots community based, non-profit organizations, including faith based organizations**
- **Federally-recognized Native American tribes**
- **States, and units of general local government**

Partnerships Encouraged With:

- Non-profit organizations
- Grass-roots organizations
 - Community-based organizations
 - Faith-based organizations
 - Groups of parents of lead-poisoned children
- Corporations and other entities

Note for all partnerships: Application must be made by single entity

Measuring Success of Outreach Activities

- **Demonstrate that outreach activities result in measurable:**
 - Increased lead awareness
 - Increased numbers of units recruited and treated for lead hazards
- **Documenting work and the impacts of outreach grant activities**

Lead Hazard Control Treatment Programs

- A program performing rehab of pre-1978 housing in accordance with HUD's Lead Safe Housing Rule (24 CFR Part 35), for example:
 - CDBG or HOME Grant
 - Similar program of another Agency
 - E.g., Department of Agriculture's Rural Housing Service
 - HUD's Lead Hazard Control Grant Program

Lead Outreach Rating Factors

Applicant Capacity/Experience	20
Need/Extent of the problem	15
Soundness of Approach	40
Leveraging Resources	10
Achieving Results and Program Evaluation	15
RC/EC/EZ Bonus Points	<u>2</u>
Total	102

75 minimum for funding consideration

Rating Factor 1: Capacity and Experience

- **Knowledge and experience of project director and day-to-day project manager in planning and managing large and complex interdisciplinary outreach programs**
- **How principal components of organization will participate in or support project**
- **Past performance in previous projects with an emphasis on health education, outreach and recruitment**

Rating Factor 2: Need/Extent of Problem

- **Document critical need for proposed outreach activities in target area**
- **Need for outreach to increase enrollment in target area and target population (vs. larger area or general population)**
 - **Economic and demographic data**
 - **Rates of childhood lead poisoning**
 - **Percent of low and very low income families**
 - **Presence of existing outreach and educational resources in your target area(s)**

Soundness of Approach (1)

- **Overall: methods, schedules, milestones**
- **Methods of community education**
- **No. of low-income housing units to enroll in lead hazard control treatment**
- **How you will identify and track participants' enrollment**
- **Measurement tools to evaluate outreach effectiveness**

Rating Factor 3: Soundness of Approach (2)

- **Proposed involvement of grassroots organizations, including faith-based and other community-based non-profit organizations**
- **Approach for Implementing the project**
 - **Baseline plan for project management**
- **Budget justification**

Rating Factor 4: Leveraging Resources

- **Develop partnerships or consortia to secure additional resources**
- **Leveraged resources: funding or in-kind**
- **Document contributions by letter of commitment with dollar amount specified**
- **Sources: state, Tribal, local governmental entities; public or private organizations, or other partners**
- **Demonstrate potential to become self-sufficient**

Rating Factor 5: Achieving Results and Program Evaluation

- **Demonstrate that outreach activities result in measurable:**
 - Increased lead awareness
 - Increased numbers of units recruited and treated for lead hazards
- **Documenting work and the impacts of outreach grant activities**
- **Inclusion of Logic Model**

Lead Outreach Grant Program Changes from FY 2004

- **Advocacy groups for children's health, minority and ethnic groups and persons with disabilities can also be sub-grantees or sub-contractors**
- **Performance period extension criteria clarified**
- **Appendices are on HUD web site**

Additional Key Items for Outreach Applicants

- **90%** for lead outreach work
- **10%** cap on administrative costs:
 - Overall management of grant
 - Cost of passing on funding to subgrantees
- No match required
- 24-month period of performance
- Address all rating factors carefully and completely

Healthy Homes Initiative

Purpose of Healthy Homes Initiative Grant Program

- **Develop protocols for assessing and reducing housing-based health and safety hazards**
- **Evaluate the effectiveness of interventions**
- **Build local capacity to sustain Healthy Homes programs**
- **Educate the public about hazards in the home**

Priority Hazards/Concerns

- **Mold and Moisture Control**
- **Allergens / asthma**
 - Insects / rodents
- **Asbestos**
- **Combustion products**
- **Lead**
- **Pesticides**
- **Radon**
- **“Take home” and Work-at-home hazards**
- **Unintentional injuries**
- **Fire**

Healthy Homes Initiative Program - FY 2005

Two Healthy Homes NOFAs:

- Healthy Homes Technical Studies**
- Healthy Homes Demonstration**

Healthy Homes Technical Studies Lead Technical Studies

*Discussed together because
of similarities*

Healthy Homes Technical Studies and Lead Technical Studies

- **Purposes of Programs**
 - Improving methods for detecting and controlling lead and other residential environmental health & safety hazards
 - Improving the efficacy and cost-effectiveness of lead and other healthy homes interventions or treatments

Eligible Applicants

- **Academic and nonprofit institutions**
- **State, local, and Tribal governments**
- **For-profit organizations (no fee)**
- **Lead Technical Studies NOFA has a set-aside for Historically Black Colleges and Universities**

Healthy Homes Technical Studies Funds:

- **\$2 million available for FY 2005**
- **About 3 to 6 grants or cooperative agreements**
- **Each about \$200,000 to \$1 million**

Healthy Homes Technical Studies Topics

- Techniques to improve residential indoor air quality
- Improving or assessing the efficacy of Integrated Pest Management (IPM) methods
- Evaluating the effectiveness of education and outreach methods
- Controlling excess moisture and dust
- Other relevant research

Lead Technical Studies Funds:

- **\$3 million available for FY 2005**
- **About 3 to 8 grants or cooperative agreements**
- **Each about \$200,000 to \$1 Million**

Lead Technical Studies Grant Categories

- \$2 million for all applicants
- \$1 million set-aside for Historically Black Colleges and Universities (HBCUs)

Lead Technical Studies Topics of Interest

- **Evaluating novel cleaning techniques**
- **Reducing exterior soil and dust-lead hazards**
- **Potential exposure from sanding of lead-containing floor varnish**
- **Assessing the effectiveness of ongoing maintenance programs in controlling LBP hazards**

Lead Technical Studies Topics of Interest (cont.)

- Use of available databases to improve efficacy of LHC activities
- Other relevant research

Technical Studies NOFAs

Rating Factors

Applicant Capacity/Experience	22
Need/Extent of the problem	15
Soundness of Approach	45
Leveraging Resources	8
Achieving Results and Program	
Evaluation:	10
RC/EC/EZ Bonus Points	<u>2</u>
Total	102

75 minimum for funding consideration

Rating Factor 1: Capacity and Experience

- **Quals./exper. of principal investigator/key personnel managing complex research**
- **Academic background, relevant publications, recent research**
- **Past performance of team in managing complex studies, e.g., logistics, data management, quality control, community study involvement (if applicable)**
- **Overall success in project completion on time and within budget**

Rating Factor 2: Need/Extent of Problem

- **Concise review of research need to be studied, and why it is high priority**
- **How proposed project would significantly advance state of knowledge, especially re: development of practical solutions**
- **How study findings can be used to improve current methods for assessing or mitigating the hazard study addresses (e.g., low cost, easily replicated, lack of existing options)**

Rating Factor 3: Soundness of Approach (1)

- **Soundness of the study design:**
 - **Thorough and feasible, and reflect relevant scientific literature.**
 - **How study builds upon current state of knowledge**
 - **Address clearly stated testable hypotheses**
 - **Design should be statistically based with adequate power to test your stated hypotheses**

Rating Factor 3: Soundness of Approach (2)

- **Design should be a logical sequence of steps or phases**
- **Quality assurance integrated into design:**
 - **Acceptance criteria, sample site / sampling / sample handling procedures**
 - **Measurement and analysis procedures**
 - **Pre-testing and validation of questionnaires or surveys**
- **Address Institutional Review Board (IRB) approval for human subjects research**

Rating Factor 4: Leveraging Resources

- Match not required
- Points for demonstrating increased grant funding effectiveness by:
 - Securing other resources; or
 - Structuring project cost-effectively, such as by integrating the project into an existing study
- Document contributions (financial or in-kind) supported by a letter of commitment with dollar amount specified

Rating Factor 5: Achieving Results and Program Evaluation

- **Performance goals and outcome measures**
- **Critical milestones and method for assuring accountability**
- **Inclusion of Logic Model**

Period of Performance

- **36 months maximum**
- **We encourage projects with shorter duration, e.g., 24 months (but be realistic to avoid running out of time)**

Key Items for all TS Applicants

- **Link with overall goals and objectives of program NOFA**
- **Address a high priority lead or healthy homes issue**
- **Demonstrate how study builds upon existing knowledge**
- **Address ALL factors in a clear and organized manner**

Key Items for all TS Applicants

- **Determine if Institutional Review Board approval is needed (for human subjects research) and plan accordingly to prevent delays**
- **Be realistic with recruitment goals – plan to exceed your target number**

Technical Studies Programs: Changes from FY 2004

- **The list of priority research topics is updated**
- **Circumstances for extending performance period clarified**
- **Appendices are on HUD web site**

Healthy Homes Demonstration Program

Healthy Homes Demonstration Program

Demonstration Activities

- **Develop and demonstrate cost-effective intervention strategies to identify and control multiple home safety and health hazards**
- **Evaluate program effectiveness**
- **Build local capacity for sustainable Healthy Homes programs**

Healthy Homes Demonstration Program

Education Activities

- Target specific high-risk communities and audiences, such as pregnant women and children
- Implement media strategies to increase public awareness of housing-related hazards
- Disseminate tools to inform parents and caregivers so prompt, corrective action can be taken

FY 2005 Healthy Homes Demonstration Program

- **Funding: \$5 million**
- **Grants or cooperative agreements of approximately \$250,000 to \$1 million**
- **4 to 6 grants**
- **Period of performance maximum 36 months**

Eligible Applicants

- **Non-profit institutions**
- **States, local, and Tribal governments**
- **For-profit organizations (no fee)**

Eligible Activities

- Hazard assessment and remediation
- Method development/evaluation
- Training
- Community education
- Applied research on residential hazard evaluation and control
- Education/Outreach

Rating Factors

Applicant Capacity/Experience	20
Need/Extent of the problem	15
Soundness of Approach	40
Leveraging Resources	10
Achieving Results and Program Evaluation	15
RC/EC/EZ Bonus Points	<u>2</u>
Total	102

75 minimum for funding consideration

Rating Factor 1: Capacity and Experience

- **Capacity/qualifications/time commitment of principal investigator/key personnel to manage complex programs**
- **Coordinate with qualified partners to implement environmental health or housing projects**
- **Past performance in another healthy homes or lead hazard control grant or similar grants related to environmental health and safety issues**

Rating Factor 2: Need/Extent of Problem

- **Document critical need in target area**
 - **Economic and demographic data**
 - **Rates of childhood illness**
 - **Age and condition of housing**
 - **Percent of low and very low income families**
- **Data relevant and/or contained in Consolidated Plan**

Rating Factor 3: Soundness of Approach (1)

- **Technical approach: methods, schedules, milestones**
- **Project activities: select targeted housing, integrate safe work practices**
- **Potential impediments to recruitment and retention; strategies to overcome them**
- **Assessment tools, specialized testing, cost-effective interventions**
- **Referrals and case management**

Rating Factor 3: Soundness of Approach (2)

- **Financing strategies, affirmation of fair housing**
- **Training and education of staff, parents, grassroots community-based non-profit organizations, including faith based organizations**
- **Include HUD's departmental priorities**
- **Define project goals and objectives**
- **Provide economic opportunity**

Rating Factor 4: Leveraging Resources

- **Develop partnerships or consortia to secure additional resources**
- **Document contributions (financial or in-kind) supported by a letter of commitment with dollar amount specified**
- **Coordinate with other housing-related activities/organizations**
- **Demonstrate potential for program to become self-sustaining**

Rating Factor 5: Achieving Results and Program Evaluation

- **Performance goals and outcome measures**
- **Critical milestones and method for assuring accountability**
- **Inclusion of Logic Model**

Key Items for Applicants

- **Create project flow chart and complete Logic Model early in process**
- **Have realistic goals and outcome measures (e.g., number of enrollees)**
- **Involve the community in a meaningful way**
- **Plan on cost-effective intervention measures**

Key Items for Applicants

- Use appropriate assessment methods and include quality assurance / quality control (QA/QC) measures if conducting sampling
- Include Institutional Review Board approval process if conducting research involving human subjects
- Include meaningful community involvement

Healthy Homes Demonstration: Changes from FY 2004

- Updated policy priorities
- Circumstances for extending performance period clarified
- The appendices are on HUD web site; application checklist is embedded in the NOFA

Summary information

- **Key items for applicants**
- **Administrative information**
- **Application submittal**
- **Contact information**

Key Items for Applicants

- Read NOFA carefully
- Use “Checklist and Submission Table of Contents” for program NOFA to ensure that complete application is submitted
- Develop a sound plan for implementing the project
- Identify potential collaborators and secure commitments by authorized persons
- Address all elements of all rating factors

Tips For Successful Applications

- READ, READ, READ - understand the NOFA requirements
- Review other related material, e.g., Title X, OHHLHC website (www.hud.gov/offices/lead), etc.
- Contact previous successful applicants
- Respond to the specific rating factor criteria and requirements in order of NOFA appearance
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or Fed Info Relay Svc **800-877-8339**

Application Submittal Information

- **For 2005 HUD is accepting electronic applications through Grants.gov**
- **See the General Section for specific instructions for:**
 - **Application submission procedure**
 - **Timely filing**

Application Submission (1)

- Applicants must register at **Grants.gov** to get an authenticated electronic signature
 - You should register **immediately**, to complete the several registration steps
 - Signing up for notification of funding opportunities is **not** the registration process to receive electronic signature authentication

Application Submission (2)

- Your application must be **received** by Grants.gov by **11:59:59 PM** on the submission date.
- HUD recommends you submit your application while the Grants.gov support desk is open:
 - **7:00 AM – 9:00 PM, Mon - Fri, except Federal holidays**
 - **800-518-GRANTS**
support@grants.gov

Application Submission (3)

- **Uploading:**
 - Wait for the computer to process upload and complete transmission
 - Grants.gov will send a successfully-received message or an error message
 - Transmission of a large application, or one submitted near the deadline, will take some time
- You should print out and save the receipt

Application Submission (4)

- If you want to submit by paper, you must receive a waiver of the electronic submission requirement **in advance** using the instructions in General Section
- Waivers are granted only for good cause, and are not automatic

Application Submission (5)

- **If the electronic submission requirement waiver is approved:**
 - **Submit the original and the required number of application copies to the location specified in the NOFA by submission date**
 - **Take the submission to a Post Office**
 - **Get a proof-of-mailing receipt (see General Section)**

Application Submission (6)

- Cautions on what **NOT** to do:
 - **Do not drop the application in a mailbox**
 - Many post offices don't deliver large packages put in a mail box, even if it has correct postage
 - **Do not use delivery or courier services or attempt to make hand deliveries**
 - They will not be accepted because of security concerns

FY 2005 Due Dates:

Received by Grants.gov by 11:59:59 PM

- **Lead-Based Paint Hazard Control: June 7**
- **Lead Technical Studies: June 8**
- **Healthy Homes Technical Studies: June 8**
- **Operation LEAP: June 9**
- **Lead Outreach Grant Program: June 14**
- **Lead Hazard Reduction Demonstration:
June 14**
- **Healthy Homes Demonstration Program:
June 15**

FY 2005 CFDA Numbers

- **Catalog of Federal Domestic Assistance numbers – used in applying**
- **Lead-Based Paint Hazard Control: 14.900**
- **Healthy Homes Demonstration Program: 14.901**
- **Lead Technical Studies: 14.902**
- **Operation LEAP: 14.903**
- **Lead Outreach Grant Program: 14.904**
- **Lead Hazard Reduction Demonstration: 14.905**
- **Healthy Homes Technical Studies: 14.906**

Contact Information (1)

- **Lead-Based Paint Hazard Control (including Competitive Performance Based Renewal), Lead Hazard Reduction Demonstration, Operation Lead Elimination Action Program (LEAP), and Lead Outreach Grant**
Jonnette Hawkins 202-755-1785 x126
Jonnette_G._Hawkins@hud.gov

Contact Information (2)

- **Lead Technical Studies,
Healthy Homes Technical Studies**
Dr. Peter Ashley: 202-755-1785 x115
Peter_J._Ashley@hud.gov
- **Healthy Homes Demonstration**
Emily Williams: 336-547-4002 x2067
Emily_E._Williams@hud.gov