


**DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT**

**ECONOMIC DEVELOPMENT
PROGRAMS**

YOUTHBUILD



Billing Code 4210-01-C

Youthbuild**Overview Information**

A. Federal Agency Name: Department of Housing and Urban Development, Office of Community Planning and Development.

B. Funding Opportunity Title: Youthbuild.

C. Announcement Type: Initial announcement.

D. Funding Opportunity Number: The OMB approval number is 2506-0142. The Federal Register number is FR-5030-N-07.

E. Catalog of Federal Domestic Assistance (CFDA) Number(s): 14.243, Youthbuild Program.

F. Dates: The application deadline date is on or before June 9, 2006. Please see the General Section of the SuperNOFA (the General Section) for application submission and receipt procedures. Please note that this year, all applications must be submitted electronically using <http://www.grants.gov>, as described in Section IV.F of the General Section.

G. Additional Overview Content Information: 1. *Purpose of the Program.* The purpose of the Youthbuild program is to assist disadvantaged young adults between the ages of 16 and 24 years of age in distressed communities to: (1) Complete their high school education; (2) provide on-site construction training experiences which result in the rehabilitation or construction of housing for homeless persons and low- and very low-income families; (3) foster leadership skills; (4) further opportunities for placement in apprenticeship programs; and (5) promote economic self-sufficiency for program participants.

2. *Available Funds.* Approximately \$46,035,000 in appropriated funds and carry over is available for Fiscal Year (FY) 2006, plus any funds available through recapture, minus any amount needed to correct errors.

3. *Eligible Applicants.* Eligible applicants are public or private nonprofit organizations that include grassroots community-based organizations inclusive of faith-based organizations, state or local housing agencies or authorities, state or units of local government, or any entity eligible to provide education and employment training under other federal employment training programs, as further defined in HUD's regulation at 24 CFR 585.4.

4. *Match.* None.

Full Text of Announcement**I. Funding Opportunity Description***A. Program Description*

The purposes of the Youthbuild Program are to:

1. Provide economically disadvantaged young adults with opportunities to obtain an educational experience that will enhance their employment skills, as a means to achieving self-sufficiency;
2. Foster the development of leadership skills and commitment to community;
3. Expand the supply of permanent affordable housing for homeless and low- and very low-income persons by providing implementation grants;
4. Provide disadvantaged young adults with meaningful on-site training experiences in housing construction and rehabilitation that will enable them to render a service to their communities by helping to meet the housing needs of homeless persons and low-income families; and
5. Give to the greatest extent possible, job training, employment, contracting, and other economic opportunities to low-income young adults.

B. Desirable Elements of a Youthbuild Program

You should document the extent to which HUD's initiatives are furthered by the proposed activities including:

1. Providing increased homeownership and rental opportunities for low- and moderate-income persons, persons with disabilities, the elderly, minorities, and families with limited English proficiency;
2. Improving our nation's communities;
3. Encouraging accessible design features;
4. Providing full and equal access to grassroots faith-based and other community based organizations in HUD program implementation; and
5. Ending chronic homelessness.

C. Definitions

1. *Rural Area.* A rural area is defined in one of five ways:

- a. A non-urban place having fewer than 2,500 inhabitants (within or outside of metropolitan areas).
- b. A county or parish with an urban population of 20,000 inhabitants or fewer.
- c. Territory, including its persons and housing units, in rural portions of "extended cities." The Census Bureau identifies the rural portions of extended cities.

d. Open country, which is not part of or associated with an urban area. The United States Department of Agriculture (USDA) describes "open country" as a site separated by open space from any adjacent densely populated urban area. Open space includes undeveloped land, agricultural land or sparsely settled areas but does not include physical barriers (such as rivers and canals), public parks, commercial and industrial developments, small areas reserved for recreational purposes, and open space set aside for future development.

e. Any place with a population not in excess of 20,000 and not located in a Metropolitan Statistical Area.

2. *Underserved Area.* An underserved area is defined as an area comprised of census tracts with the following economic distress criteria:

- a. A census tract where the unemployment remains high (50 percent or more above the nation's unemployment rate) and
- b. A census tract where high rates of poverty (50 percent or more above the national average) persist.

II. Award Information*A. Available Funds*

Approximately \$ 46,035,000 in funding is made available for this FY 2006 Youthbuild NOFA, which includes any carry over from previous appropriated funds, plus any FY 2006 funds appropriated by Congress, plus any funds available through recapture, minus any amount needed to correct errors.

B. Authority

This program is authorized under subtitle D of title IV of the Cranston-Gonzalez National Affordable Housing Act, as added by section 164 of the Housing and Community Development Act of 1992 (Pub. L. 102-550, 106 Stat. 3723, 42 U.S.C. 12899). The Youthbuild Program regulations are found in 24 CFR part 585.

C. Funding Categories

HUD will award up to \$ 46,035,000 on a competitive basis. Funds will be divided among three categories of grants as described below. Pursuant to section 402 of the Cranston-Gonzalez National Affordable Housing Act (42 U.S.C. 12870), in each fiscal year, the Secretary shall reserve five percent of the amounts available for activities for technical assistance, as described in section 458 (42 U.S.C. 12899g).

1. *Category 1 Grants. New Applicants.* HUD will award up to \$4,800,000 for new applicants that have not previously received implementation grants since

the inception of the Youthbuild Program and that have elected not to apply under Category 2 or 3.

2. *Category 2 Grants. Grants up to \$700,000.* HUD will award up to \$37,275,000. Any eligible applicant can apply in Category 2.

3. *Category 3 Grants. Underserved and Rural Areas.* HUD will award approximately \$3,960,000 for grants to organizations serving clients in underserved and rural areas as defined in this NOFA.

4. *Selection of Category.* You must indicate in your project abstract which funding category you are applying for. Category 3 applicants must designate which definition(s) under Section I.C. is (are) applicable.

5. *Grant Period.* You must expend funds awarded within 30 months of the effective date of the grant agreement.

6. *Maximum Awards.* The maximum award for a Youthbuild grant is \$700,000 for Category 2 grants. The maximum amount of award for Categories 1 and 3 grants is \$400,000.

III. Eligibility Information

A. Eligible Applicants

Eligible applicants are public or private nonprofit organizations which include grassroots community-based organizations inclusive of faith-based organizations, state or local housing agencies or authorities, states or units of local government, or any entity eligible to provide education and employment training under other federal employment training programs as further defined in HUD's regulation at 24 CFR 585.4.

B. Cost Sharing or Matching

No match required.

C. Other

1. Eligible Activities

a. Work and activities associated with the acquisition, architectural design and engineering, rehabilitation or construction of housing, as defined in HUD's regulations at 24 CFR 585.305.

b. Relocation payments and other assistance required to comply with HUD's regulation at 24 CFR 585.308;

c. Costs of ongoing training and technical assistance needs related to carrying out a Youthbuild program and in-house staff training;

d. Education, job training, counseling, employment, leadership development services, and optional activities that meet the needs of the participants including entrepreneurial training, driver education, apprenticeship opportunities, financial literacy, credit

counseling, and assistance programs for those with learning disabilities;

e. Outreach to potential participants;

f. Wages, benefits, and need-based stipends for participants; and

g. Administrative costs must not exceed eight percent of the grant award, as required by the FY 2006 Consolidated Appropriations Act. HUD encourages you to use grant funds for outreach, recruitment, training, and other services for the participants that facilitate program implementation. Please refer to HUD's regulation at 24 CFR 585.305 for further details on eligible activities.

2. Threshold Requirements

All applicants must comply with the threshold requirements defined in the General Section and the requirements listed below to receive an award. Applications that do not meet these requirements will be considered ineligible for funding.

a. *Eligible Participants.* Participants in a Youthbuild program must be very low-income high school dropouts between the ages of 16 and 24, inclusive, at the time of enrollment. Up to 25 percent of participants may be above very low-income, or may be high school graduates (or equivalent), but must have educational needs (such as lack of reading, writing, and communication skills) that justify their participation in the program.

b. *Youthbuild Program Components.* Applications that receive assistance under this program must contain the three components described as follows:

- (1) Educational and job training services;
- (2) Leadership training, counseling, and other support activities; and
- (3) On-site training through actual housing rehabilitation and/or new construction work.

c. *Identification of and Access to Property.* Your application must identify the location of the site(s) or property(ies) (e.g., addresses, parcel numbers, etc.) that will be used for on-site construction. Your application MUST contain a letter from the property owner or property management company or companies allowing access to the housing site(s) for on-site construction training. HUD will deem ineligible any application that fails to specifically identify the location of the on-site construction, including evidence of site access. Guidance on evidence of site access is as follows:

- (1) If the applicant has a contract or option to purchase the property, you should include a copy of the contract or option; and
- (2) If a third party owns the property or has a contract or option to purchase,

that third party must provide a letter to you stating the nature of the ownership and specifically providing you with access to the property for the purposes of the program and the time frame in which the property will be available. In the case of a contract or option, include a copy of the document.

d. *Minimum Score.* In order to be considered eligible for funding, your application must receive a minimum score of 75, including a minimum of 10 points in Factor 1.

e. *DUNS Requirement.* Refer to the General Section for information regarding the DUNS requirement. You will need to obtain a DUNS number to submit your application on line using <http://www.grants.gov> and to receive an award from HUD.

f. *Civil Rights Threshold Requirement.* Applicants must meet all of the applicable threshold requirements of Section III.C.2.c of the General Section regarding Fair Housing and Civil Rights laws, statutes, regulations and Executive orders as enumerated in 24 CFR 5.105(a).

g. *Potential Environmental Disqualification.* HUD reserves the right to disqualify an application where one or more environmental thresholds identified in the instructions section of the Youthbuild NOFA located at <http://www.hud.gov/offices/adm/grants/fundsavail.cfm> are exceeded if HUD determines that it cannot conduct the environmental review and satisfactorily complete the review within the HUD application review period. (See 24 CFR 585.307.) You must indicate, as part of your application package if your project will, or will not, include construction, rehabilitation, leasing or acquisition activities that will require an environmental compliance review as detailed in the instructions section of the Youthbuild NOFA. Environmental thresholds that are explained in the instructions section require that forms 2C13a, 2C13b, or 2C13c and 2C15 be completed if you are proposing construction, rehabilitation, leasing or acquisition activities with HUD funds.

h. *Consistency with Consolidated Plan.* You must provide the required certification that the proposed activities are consistent with the HUD-approved Consolidated Plan in accordance with 24 CFR part 91.

i. If you have received a Youthbuild grant and it is greater than 24 months old and you have not drawn down at least 50 percent of the total HUD grant funds as of the application submission date for this NOFA, you will not be eligible to receive a FY 2006 Youthbuild grant.

3. Program Requirements

In addition to the program requirements listed below, applicants must comply with the program requirements in Section III.C of the General Section.

a. Locational Limitations. You may submit more than one application in the current competition if your program's participant recruitment and housing areas are in different jurisdictions. Each application you submit may only propose activities to carry out one Youthbuild program, *i.e.*, to start a new Youthbuild program or to fund new classes of Youthbuild participants for an existing program.

b. Site Selection. In determining the site or the location of a federally assisted facility, you may not select sites that will exclude or have the effect of excluding qualified persons with disabilities, or otherwise subject them to discrimination.

c. New Construction, Substantial Alterations, or Other Alterations. If you undertake New Construction, Substantial Alterations, or Other Alterations, it must conform to the accessibility standards outlined in the regulations implementing the Rehabilitation Act of 1973 at 24 CFR part 8, specifically §§ 8.22, 8.23(a) and § 8.23(b). In addition, if you undertake construction of multifamily housing with four or more dwelling units, you must also meet the design and construction requirements of the Fair Housing Act. See 24 CFR part 100, at § 100.205.

d. Training Requirement. Each program must be structured so that 50 percent of each participant's time is spent in on-site training and the other 50 percent in educational training.

e. Economic Opportunities for Low- and Very Low-Income Persons (Section 3). Section 3 of the Housing and Urban Development Act of 1968, (12 U.S.C. 1701u) is applicable. Section 3 requires recipients to ensure that, to the greatest extent feasible, training, employment, and other economic opportunities will be directed to low- and very-low income

persons, particularly those who are recipients of government assistance for housing, and business concerns which provide economic opportunities to low- and very low-income persons. The regulations are at 24 CFR part 135.

f. Participation in Local Workforce Investment Act One-Stop Center. Youthbuild grantees are mandatory partners in one-stop centers authorized by the Workforce Investment Act of 1998 (Pub.L. 105-220).

g. First time applicants. If you are a first-time applicant applying for funding under Category 1, you must have a graduating class of not more than 20 participants.

h. Environmental Reviews. Environmental procedures apply when you propose to use Youthbuild funds to cover any costs for the lease, acquisition, rehabilitation, or new construction of real property proposed for housing development costs. Environmental procedures do not apply to your application when you propose to use Youthbuild funds solely to cover costs for classroom and/or on-the-job construction training and support services.

You must indicate, as part of your application package if your project will, or will not, include construction, rehabilitation, leasing or acquisition activities that will require an environmental compliance review as detailed in the instructions section at <http://www.hud.gov/offices/adm/grants/fundsavail.cfm>. If your project is subject to an environmental compliance review, you must submit the relevant information in the required forms as part of your application package to facilitate HUD's decisionmaking in accordance with the environmental procedures and standards set forth in HUD's regulation at 24 CFR 585.307. The Website link contains the detailed description and relevant forms of all environmental laws and rules that apply—the National Environmental Policy Act, the National Historic Preservation Act, the Clean Water and Clean Air Acts, the Endangered Species

Act, the Scenic Rivers Act, national floodplain and wetland policies, national flood insurance requirement, Coastal Barriers Resource Act, and HUD noise and explosive hazards policies.

IV. Application and Submission Information: (See the General Section)

A. Addresses To Request Application Package

There is no application kit for the FY2006 Youthbuild NOFA. This NOFA clearly describes the requirements for completing a successful application and all forms and certifications needed to complete your application are included in the General and Youthbuild Sections of the SuperNOFA, which can be downloaded from <http://www.Grants.gov/Apply>.

B. Content and Form of Application Submission

Be sure to read the application submission instructions in the General Section and below carefully.

1. Response to NOFA Page Limitation

The narrative responses to all factors identified in Section V of this NOFA must not exceed 15 single sided pages of text based on an 8.5 by 11 inch paper, using a standard 12 point font, with lines double-spaced. Submitting pages in excess of the page limit will not disqualify your application. However, HUD will not review or consider information on any excess pages.

2. Application Items

Your application must contain the items listed below including the standard forms, certifications, and assurances listed in the General Section that are applicable to this funding. The standard forms and the program specific forms or information needed to evaluate your application can be found at Grants.gov or <http://www.hud.gov>. General letters of support not associated with specific cash or in-kind commitments have no bearing on the rating of your application.

What to submit	Required content	Required form or format	When to submit
Project abstract	Category applying for (if Category 3, specify which definition(s) under "rural and underserved" is(are) applicable); Amount of funds requested; Location of project, including census tract(s); Number of participants to be trained; Number of houses to be constructed; Number of houses to be rehabbed; Major partners.	Narrative	Application deadline date.
Application		SF-424	Application deadline date.

What to submit	Required content	Required form or format	When to submit
Survey on Ensuring Equal Opportunity for Applicants.	SF-424 supplement	Application deadline date.
Budget information	Total Youthbuild Grant Budget	Youthbuild Form 4A (HUD-40211.6).	Application deadline date.
Rating Factors: Narrative addressing 5 rating factors.	Described in Section V of this announcement.	Narrative and Youthbuild Form 4B (HUD-40211.7).	Application deadline date.
Non-Housing Program Resources and accompanying letters of commitment for non-housing program resources.	Described in Section V of this announcement.	Youthbuild Form 4B (HUD-40211.7).	Application deadline date.
Logic Model Form	Described in Section V of this announcement and form instructions.	HUD-96010	Application deadline date.
Applicant/Recipient Disclosure/Update Form.	Required for all applicants	HUD-2880	Application deadline date.
Disclosure of Lobby Activities (if applicable).	Required if applicant has lobbied	SF-LLL (use SF-LLL-A Continuation Sheet if needed).	Application deadline date.
Certification of Consistency with RC/EZ/EC-II Plan.	If applying for RC/EZ/EC Round II bonus points.	HUD-2990	Application deadline date.
Certification of Consistency with Consolidated Plan.	Required	HUD-2991	Application deadline date.
Acknowledgment of Application Receipt.	Optional if applicant has been granted a waiver of the mandatory electronic submission and is submitting a paper application.	HUD-2993	Application deadline date.
You Are Our Client Grant Applicant Survey.	Optional, to help HUD improve its NOFA process.	HUD-2994-A	Application deadline date.

Youthbuild Program Specific Forms/information (required for all applications)

Exhibit 2C (Housing Site Description).	HUD-40211	Application deadline date.
Exhibit 2C10 (Individual Housing Project Site) Estimate.	HUD-40211.1	Application deadline date.
Accompanying letters of commitment to cover costs of lease, acquisition, rehabilitation or new construction of real property Site Access Letter(s).	Application deadline date.

Youthbuild Program Specific Forms (only if applicant proposes to use Youthbuild funds for lease, acquisition, rehabilitation, or new construction of real property)

Exhibit 2C13a (Housing Project Certifications for Residential Rental Units).	HUD-40211.2	Application deadline date.
Exhibit 2C13b (Housing Project Certifications for Transitional Housing).	HUD-40211.3	Application deadline date.
Exhibit 2C13c (Housing Project Certifications for Homeownership).	HUD-40211.4	Application deadline date.
Exhibit 2C15 (Environmental Threshold Information for a Property Proposed for YB Funding).	HUD-40211.5	Application deadline date.
Questionnaire for HUD's Initiative on Removal of Regulatory Barriers.	HUD-27300	Application deadline date.
Facsimile Transmittal	To be used when submitting third party letters or other documents that you cannot attach as an electronic file to your application.	HUD-96011	On or before the application deadline date.

C. Submission Dates and Times

Applications must be received and validated by Grants.gov no later than 11:59:59 p.m. Eastern time on the application deadline date of June 9, 2006. HUD must receive paper copy applications from applicants that

received a waiver no later than 11:59:59 p.m. on the application deadline date. See the General Section for application submission and timely receipt procedures.

D. Intergovernmental Review

The Youthbuild program is subject to Intergovernmental Review under Executive Order 12372, "Intergovernmental Review of Federal Programs." See the General Section for further discussion of the Executive

Order and HUD's implementing regulations.

E. Funding Restrictions

Administrative costs must not exceed eight percent of the grant award.

V. Application Review Information

The factors for rating and ranking applicants are provided below. The maximum number of points for the program is 102. This includes two bonus points, as described in Section V. F below.

A. Rating Factor 1. Capacity of the Applicant and Relevant Organizational Experience (20 Points, Minimum 10 Points)

This factor addresses the qualifications and experience of the applicant and participating parties to implement a successful Youthbuild program in accordance with your work plan as further described in Factor 3. HUD will evaluate information provided documenting recent capability. Experience within the last 5 years is considered recent. HUD will take into account the applicant's past performance and may deduct points for previous inability to demonstrate performance. HUD will evaluate the following sub-factors:

1. *Team Member Composition and Experience (5 points)*. Your experience and the experience of your project director, core staff competencies including your day-to-day program manager, consultants, and contractors. You must demonstrate that your program manager has the background, experience, and capacity to implement all of the program components of the proposed work plan, as evidenced by recent work experience in managing projects of the same or similar size, dollar amount, types of activities, and beneficiaries as those proposed in your work plan. If any gaps exist in your experience or organizational structure to carry out the program, describe how you will fill those gaps including the hiring of consultants or other outside parties.

2. *Organizational Structure (5 points)*. You should provide a clear description of how your organizational structure will operate to carry out your work plan. You should describe the structure of your organization (include an organizational chart), management structure, including reporting relationships of key staff, a system for coordinating with outside contractors or third party service providers, a mechanism for an internal and external auditing relationship, in accordance with OMB Circular (No. A-133), "Audits of State and Local Governments

and Non-Profit Organizations," and an accounting system which meets federal accounting system requirements.

3. *Achievement of Performance Outcomes (10 points)*. The objectives and accomplishments of your past experience in conducting similar activities. You must describe your past project objectives and accomplishments that are similar to those of your proposed work plan to show your effectiveness and timeliness in managing similar projects. If you have received similar grants including previous Youthbuild grants, you must describe the effectiveness of your administration, including timeliness and meeting performance results from performance reports. In addressing timeliness of reports, you must compare when your reports were due with when they were actually submitted. You must describe your achievements, including specific measurable outcome objectives: Number of youths recruited, trained, and received GEDs; number of youths obtaining jobs (i.e., those that are a part of a career path or apprenticeship program) and job retention statistics; number of youths participating in apprenticeships and number of housing units rehabilitated or constructed and made available for low- and very low-income persons. Previously generated outcomes should include the following: (1) Percent that entered employment or enrolled in education and/or training first quarter after program exit, (2) percent of participants that earned a diploma, GED, or certificate, (3) percent that have attained literacy and numeracy skills by participants, (4) annual cost per participant.

Also, you must describe the extent to which you or participating partners have been successful in past education, training and employment programs and activities, including federally funded Youthbuild programs. In applying the rating criteria, HUD will take into consideration your performance (including meeting target dates and schedules) as reported.

The more recent, relevant, and successful the experience of the proposed team members, organization and other participating entities in relation to the work plan, the greater the number of points you will receive. For previous and existing Youthbuild grantees, applicants that can demonstrate a closer and greater linkage between the expected outcomes and the previously generated outcomes will receive a higher score for this Factor. Applicants that have been slow to draw funds and therefore appear not to be making progress in completing their program activities will receive lower

rating points than applicants that have a pattern and practice of drawing funds in a timely manner consistent with timely progress in meeting program activity goals and objectives.

B. Rating Factor 2: Need/Extent of the Problem (21 Points)

This Factor addresses the extent to which there is need for funding the proposed activities based on levels of distress and an indication of the urgency of meeting the need/distress in the applicant's target area. Applications will be evaluated on the extent to which the level of need for the proposed activity and the urgency in meeting the need are documented and compared to the target area and national data.

1. HUD will consider current levels of distress for the area (i.e., Census Tract(s) or Block Groups) immediately surrounding the project site or the target area to be served by the proposed project, and in the nation. This means that an application that provides data that show levels of distress in the target area expressed as a percent greater than the national average will be rated higher.

Notwithstanding the above, an applicant proposing a project to be located outside the target area could still receive points under the Distress Factor if a clear rationale and linkage is provided linking the proposed project location and the benefits to be derived by persons living in more distressed area(s) of the applicant's target area.

2. Applicants should provide data that address indicators of distress, as follows:

a. Poverty (5 points)—data should be provided in both whole numbers and percentages for the target area(s); an application that compares the local poverty rate in the following manner to the national average at the time of submission will receive points under this section as follows:

- (1) Less than the national average—0 point
- (2) Equal to but less than twice the national average—1 point
- (3) Twice but less than three times the national average—3 points
- (4) Three or more times the national average—5 points

b. Unemployment (5 points)—for the project area;

- (1) Less than the national average—0 point
- (2) Equal to but less than twice the national average—1 point
- (3) Twice but less than three times the national average—2 points
- (4) Three but less than four times the national average—3 points

- (5) Four but less than five times the national average—4 points
- (6) Five or more times the national average—5 points
- c. High School Dropouts (8 points)—for the project area;
- (1) Less than the national average—0 point
- (2) Equal to but less than twice the national average—2 points
- (3) Twice but less than three times the national average—4 points
- (4) Three but less than four times the national average—6 points
- (5) Four but less than five times the national average—7 points
- (6) Five or more times the national average—8 points

d. Concrete examples of social and/or economic decline that best capture the applicant's local situation (3 points). Examples that could be provided are information on the community's stagnant or falling tax base, including recent commercial or industrial closings, housing conditions, such as the number and percentage of substandard and/or overcrowded units, rent burden (defined as average housing cost divided by average income) for the target area and urgency in addressing problems facing youth, local crime statistics, etc.

3. When rating applications HUD reserves the right to consider sources of available objective data, such as the U.S. Census, in addition to those provided by applicants, and to compare such data to those provided by applicants and local crime statistics for the project site.

HUD requires use of sound and reliable data (e.g., U.S. Census data, state statistical reports, university studies/reports that are verifiable) to support distress levels cited in each application. A source for all information including the publication or origination date must be provided. Updated Census data are available as follows for the listed indicators: a. Unemployment rate—estimated monthly, with a two-month lag; b. High School Dropout rate using the status rate—2000 data; c. Poverty rate—2000 Census data at the tract level.

C. Rating Factor 3: Soundness of Approach (37 Points)

This Factor addresses your proposed workplan and budget and the extent to which your proposed program is coordinated with other ongoing and related activities in the area you propose to serve and how well your program outcomes result in increased independence and empowerment to your beneficiaries at the conclusion of the grant period. HUD will evaluate the

extent to which your application meets the following elements:

1. Youthbuild Program Work Plan: For each component, HUD will consider the overall quality and feasibility of your proposed work plan and budget that must be consistent with the Youthbuild program as measured by your specific activities and outcomes. You will receive a greater number of points if the program components are consistent with the purpose of the Youthbuild program, your project goals and the resources provided. Letters describing specific resources or services to be contributed by non-applicant organizations must be included in your application.

Specifically, HUD will consider the following categories when assessing your proposed work plan:

a. Program Components. (15 points)

(1) Outreach strategy, recruitment strategy, and selection activities. Points will be awarded based upon overall quality and feasibility of the outreach, recruitment and selection activities, the number and types of outreach activities, number of youths to be recruited including eligible participants who are harder to reach and comprehensiveness of the local selection process.

In evaluating this category, HUD will consider your selection strategies and your specific outreach efforts to recruit or contact:

(a) Potential eligible participants who are unlikely to be aware of this program (because of race, color, national origin, religion, ethnicity, sex, or disability);

(b) Young women, young women with dependent children, and persons receiving public assistance; and

(c) Public agencies, courts, homeless shelters, local school systems, local workforce development systems, one-stop centers and community-based organizations, etc.

(2) Educational and job training services and activities. Points will be awarded based upon the qualifications of instructors and proposed wages and stipends for youth participants. In evaluating this category, HUD will consider:

(a) The types of in-class academic and vocational instruction you will provide;

(b) The number and qualifications of program instructors and ratio of instructors to participants;

(c) Scheduling plan for classroom and on-the-job training needed to meet program requirements and ensure timely completion of your program; and

(d) Reasonable payments to participants of wages, stipends, and incentives. Wages or stipends for on-site construction training must be at least federal minimum wage.

(3) Leadership development. Points will be awarded based upon your proposed leadership curriculum, qualifications of instructors, and the impact of the proposed leadership activities on the target area. You must describe the leadership development training you will offer to participants and strategies for providing the training to build group cohesion and peer support.

(4) Support services. You must assess the need for counseling and referral services during each stage of program implementation: Outreach strategy, recruitment strategy, youths interviewed and not selected for the program, program participants, youths who drop out of the program, and graduates of the program. Describe how the participant needs will be addressed, document counseling and referral services to be offered to participants, the type of counseling, social services, and/or need-based stipends you will provide.

(5) Follow-up assistance and support activities to program graduates. You must describe the type of proposed assistance and support which should be based upon an assessment of the needs of the program graduates and should include continued linkage to the local Youthbuild program, counseling, and social service referral services.

(6) On-site training. Points will be awarded based upon the experience of proposed instructors, number of youth to be trained, and wages or stipends for participants. HUD will consider:

(a) The housing construction or rehabilitation activities participants will undertake at the site(s) to be used for the on-site training component of the program as provided in the training curriculum and methodology for carrying out on-site training;

(b) Qualification and number of on-site supervisors;

(c) Ratio of trainers to participants;

(d) Number of participants per site; and

(e) Amounts, wages, and/or stipends you will pay to participants during on-site work. Amounts must be at least federal minimum wage.

b. Strategy for Job Placement. (2 points).

(1) For applicants that have not received a prior Youthbuild award. HUD will evaluate the quality and feasibility of your proposed strategy to place youth participants in permanent jobs. You will be rated on the following factors: (a) Proposed number of youth to obtain jobs that promote economic self-sufficiency (i.e., those that are a part of career paths or apprenticeship programs); (b) proposed number of youths who will continue post-

secondary or secondary education; and (c) proposed number of youths to receive entrepreneurship training.

(2) For Youthbuild grantees who have grants that are at least 24 months old. In addition to the information in section V.C.2.b(1) above, provide the actual number of program participants that met each criterion in section V.C.2.b(1)(a), V.C.2.b(1)(b) and V.C.2.b(1)(c) as a percent of the total program participants served.

2. Coordination Elements:—5 points as distributed below.

a. *Coordination of activities* (2 points).

The extent to which you have coordinated your activities with other known organizations that are not directly in your proposed work activities, but with which you share common goals and objectives and are working toward meeting these objectives in a holistic and comprehensive manner. The goal of coordination is to ensure that programs do not operate in isolation. The more your activities are coordinated with other agencies in your service area, the more points you will receive. An example of coordination of activities would be the applicant's partnership with an existing child day care facility (which is not funded by program) that provides day care services to the Youthbuild participants during the hours they are being trained.

b. *Self-Sufficiency* (1 point). Describe how your program will provide participants the ability to achieve: Independent living, economic empowerment, educational opportunities, housing choice or an improved environment that is free from environmental hazards such as lead hazards, brownfields, overcrowded housing, etc.

c. *Sustainability* (2 points). For applicants that have not received a prior Youthbuild award, describe how your program will be financially self-sustaining by decreasing dependence on Youthbuild funding and relying more on state, local, and private funding so your activities can be continued after your grant award is complete. For previous Youthbuild grantees, describe how your program demonstrates a progression of reduced reliance on HUD's Youthbuild funds, as either a reduced Youthbuild grant amount or increased overall program level with Youthbuild as a declining share of the total.

c. *Housing Program Priority* (10 points). HUD will assign Housing Program Priority points to all applications that contain evidence that housing resources from other federal, state, local, or private sources are

available and firmly committed to cover all costs, *in full*, for the following housing activities for the proposed Youthbuild program: Acquisition, architect and engineering fees, construction, and rehabilitation. Forms 2C, Housing Site Description, and 2C10, Youthbuild Grant Individual Housing Project Site Estimate, must be completed to receive the Housing Program Priority points. Applications that do not include proper documentation of firm financial commitments of non-Youthbuild resources or propose to use Youthbuild grant funds, in whole or in part, or do not evidence site control, for any one of the housing activities listed above will not receive housing program priority points. For an applicant to receive the housing program priority points, each letter of commitment to cover the costs of the above activities must include the following:

- (1) The organization's name;
- (2) The applicant's name;
- (3) The proposed program;
- (4) The proposed amount of commitment and which housing activity(ies) (i.e., acquisition, architect and engineering fees, construction, and rehabilitation) the commitment represent(s);

(5) A signature by an official of the organization legally able to make commitments on behalf of the organization with a statement confirming that the authority remains in effect for a period stated in the commitment;

(6) If the contribution is cash, the applicant, the applicant's partner(s) or contributing entity must evidence its financial capability through a corporate or personal financial statement or other appropriate means. If any portion of the committed activity is to be financed through a lending institution, the participant must evidence the institution's commitment to fund the commitment;

(7) Affirm that its investment is contingent only upon receipt of FY2006 Youthbuild funds and state a willingness on the part of the signatory to sign a legally binding commitment not earlier than the date this NOFA is published and (conditioned on HUD's environmental review and approval of a property, where applicable) upon award of the grant.

d. *Policy Priorities* (5 points). Policy Priorities are further defined in the General Section. Applicants should document the extent HUD's policy priorities for Youthbuild listed below are enhanced by the proposed activities. Applicants that include activities that can result in the achievement of these

departmental policy priorities, will receive higher rating points. The four departmental policy priorities for Youthbuild are:

(1) Ending chronic homelessness (1 point);

(2) Removal of regulatory barriers to affordable housing (up to 2 points) You must complete Form HUD-27300, Questionnaire for HUD's Initiative on Removal of Regulatory Barriers and provide the requested documentation to receive points for this policy priority. See the General Section for a discussion of how points are allocated.

(3) Participation in Energy Star (1 point). Applicants must state how they incorporate this priority into their application in order to receive the one point.

(4) Encouraging Accessible Design Features—Visitability and Universal design. (1 point). Applicants must state the extent to which the proposed design incorporates visitability standards and universal design in projects involving construction or rehabilitation. See the General Section for further information about this policy priority.

D. Rating Factor 4: Leveraging of Non-Housing Resources (10 Points)

This Factor addresses the ability of the applicant to secure non-housing resources from its program partners. HUD will evaluate the extent to which firm commitments of resources are obtained from federal, state, local, private, and nonprofit sources. The applicant will receive points based upon the ratio of committed non-HUD resources for non-housing activities compared to the amount of Youthbuild funds requested in the application. (Exhibit 4B Non-Housing Program Resources must be completed and you must provide letters of firm commitment from the donor with the amount of cash or in-kind contribution). Applicants submitting letters of commitment without the Exhibit 4 completed will not receive points for this Rating Factor. Each commitment described on Exhibit 4B for this Factor must have a firm commitment letter. In addition, the amount of the commitment in each letter must match the amount listed on the Form 4B.

HUD will consider the level of resources obtained for cash or in-kind contributions to cover the following kinds of areas:

- Social services (i.e., counseling and training);
- Use of existing vocational, adult, and bilingual educational courses;
- Donation of labor, resource personnel, supplies, teaching materials, classroom, and/or meeting space.

1. Firm commitment for non-housing resources. Each letter of commitment to cover the costs of the above activities must include the following:

- a. The organization's name;
- b. The applicant's name;
- c. The proposed program;
- d. The proposed amount of commitment and which non-housing activity(ies) the commitment represent(s);
- e. A signature by an official of the organization legally able to make commitments on behalf of the organization with a statement confirming that the authority remains in effect for a period stated in the commitment;

f. An affirmation that its investment is contingent only upon receipt of FY2005 Youthbuild funds and a statement of willingness on the part of the signatory to sign a legally binding commitment not earlier than the date this NOFA is published.

2. Resources from other federal, state, local governments, or private entities. HUD encourages use of existing federal, state, local governments, or private and nonprofit housing programs as part of your Youthbuild program. In addition, HUD encourages use of other non-Youthbuild funds available for vocational, adult, and bilingual education programs, or for job training under the Workforce Investment Act and the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (48 U.S.C. 1601 *et seq.*).

E. Rating Factor 5: Achieving Results and Program Evaluation (12 Points)

This factor emphasizes HUD's commitment to ensure that applicants keep promises made in their application to rigorously assess their performance and 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. Performance indicators are the quantifiable measures of proposed and actual achievements. Benchmarks or outputs are interim activities or products that lead to the ultimate achievement of your goals. Performance measurement requires that you identify program outcomes, interim products or benchmarks, and performance indicators that will allow you to assess your performance. Performance indicators must be quantified and measure actual achievements against anticipated achievements. You 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 Logic Model form HUD-96010 to receive any points under this factor. This rating factor reflects HUD's goal to embrace high standards of ethics, management and accountability.

The highest rated applications under this factor will have a clear plan with measurable performance indicators to address the Youthbuild program's outcome goals—to provide economically disadvantaged youth with opportunities to attain an educational experience that will enhance their employment skills as a means of achieving self-sufficiency. The application may also optionally address other related indicators of relevant outcomes.

At a minimum, your Logic Model must include the following program output measures:

- Number of participants enrolled in the program;
- Number of participants that graduate;
- Number of housing units constructed;
- Number of housing units rehabilitated;
- Number and percent of GEDs or certificates attained by participants (for percentage calculation, numerator: the number of participants who attain a diploma, GED or certificate; denominator: Those who are participating in the Youthbuild program).
- Number and percent of graduates placed in employment or education (for percentage calculation, numerator: The number of graduates who have entered employment or enrolled in post secondary education; denominator: the number of graduates from the Youthbuild program); and
- Number and percentage of participants who made literacy and numeracy gains (measures the increase in literacy and numeracy skills of participants through a common assessment tool administered at program registration and regular intervals thereafter); for percentage calculation, numerator: the number of Youthbuild program participants who increase one or more education functioning levels; denominator: the number of Youthbuild program participants who have completed a year in the program).
- Efficiency or annual cost per participant (numerator: grant amount; denominator: number of Youthbuild participants.)

An applicant should agree to cooperate with any HUD-approved

evaluation by making staff available for interview, providing lists of participants and their contact information, and making available files under appropriate assurance of confidentiality of records.

For FY2006, HUD is considering a new concept for the Logic Model. The new concept is a Return on Investment statement. HUD will be publishing a separate notice on the ROI concept.

F. Bonus Points (2 Points)

HUD will award two bonus points to each application that includes a valid form HUD-2990 certifying that the proposed activities/projects in the application are consistent with the strategic plan for an empowerment zone (EZ) designated by HUD or the United States Department of Agriculture (USDA), the tax incentive utilization plan for an urban or rural renewal community designated by HUD (RC), or the strategic plan for an enterprise community designated in round II by USDA (EC-II) and that the proposed activities/projects will be located within the RC/EZ/EC-II identified above and are intended to serve the residents. A listing of the RC/EZ/EC-IIs is available on the Internet at <http://www.hud.gov/cr>. Your application must contain the completed certification form HUD-2990 to be considered for RC/EZ/EC-II bonus points.

VI. Reviews and Selection Process

A. Rating and Ranking

1. *General.* To review and rate applications, HUD may establish panels including officials from other federal agencies and outside experts or consultants to obtain certain expertise and outside points of view.

2. *Rating.* All applications for funding will be evaluated against the rating factors described in Section V. of this NOFA.

3. *Ranking.* Applications will be ranked separately within each of the three funding categories. Applications will be selected for funding in accordance with their rank order in each category.

4. *Eligibility for Selection.* To be eligible for funding, an application must have an overall minimum score of 75 points, including a minimum score of 10 points in Factor 1. If two or more applications are rated fundable and have the same score, but there are insufficient funds to fund all of them, HUD will select the application(s) with the highest score for Rating Factor 3 (Soundness of Approach). If two or more applications still have the same score, the highest score in the following factors will be selected sequentially

until one highest score can be determined: Rating Factor 1 (Capacity of the Applicant and Relevant Organization); Rating Factor 4 (Leveraging of Resources) and Rating Factor 2 (Need/Extent of the Problem).

5. *Adjustments to Funding.* Any available funds that remain after all applications within funding range have been selected or obligated will be reallocated between categories 1 and 2 by rank order between applications at the discretion of the selecting official or designee. Category 3 funds are appropriated as a set-aside, and can not be reallocated.

6. *Corrections to Deficient Applications.* The General Section provides the procedures for corrections to deficient applications.

B. Anticipated Announcement and Award Dates

HUD anticipates making award announcements no later than four months after the application submission deadline date.

VII. Award Administration Information

A. Award Notices

1. *Notification of Approval or Disapproval.* HUD will notify you whether or not you have been selected for an award. If you are selected, HUD's notice to you of the amount of the grant award based on the approved application will constitute HUD's CONDITIONAL approval, subject to negotiation and execution of the grant agreement by HUD.

2. *Application Debriefing.* Applicants who wish to have a debriefing of their application must send a written request to: Youthbuild Program Office; Office of Economic Development; Office of Community Planning and Development; 451 Seventh Street, SW., Room 7136; Washington, DC 20410-7000. Debriefing information can be found in the General Section of the SuperNOFA.

B. Administrative and National Policy Requirements

1. Applicable OMB Circulars. Please refer to the General Section.

2. Applicable Executive Orders and Statutes. Please note that Executive Order 13202, "Preservation of Open Government Neutrality Towards Government Contractors' Labor Relations on Federal and Federally Funded Construction Contracts" and Section 6002 of the Solid Waste Disposal Act covering the procurement of recovered materials may be applicable (see the General Section.)

3. Executive Order 13166, Improving Access To Services For Persons With Limited English Proficiency (LEP). Consistent with Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency," issued on August 11, 2000, all HUD recipients should take reasonable steps to provide certain materials and information available in languages other than English. The determination as to what materials, languages, and modes of translation/interpretation services should be used shall be based upon:

a. The specific needs and capabilities of the LEP populations among the award recipient's program beneficiaries and potential beneficiaries of assistance (e.g. tenants, community residents, counselees, trainees, etc.);

b. The recipient's primary and major program purposes;

c. Resources of the recipient and size of the program; and

d. Local housing, demographic, and community conditions and needs.

HUD's LEP recipient Guidance was published in the **Federal Register** (68 FR 70967) on December 19, 2003 and further guidance may be found at <http://www.lep.gov>.

4. Reporting Requirements:

a. Progress reports and Logic Model reporting. Youthbuild grantees are required to submit progress reports to the appropriate HUD field office in accordance with 24 CFR Part 585.403, using HUD Form 40201. If you receive a FY 2006 Youthbuild award, you will be required to update your Logic Model periodically, addressing the time schedule, accomplishments to date and results and submit it to HUD in conjunction within the timeframes established for the Youthbuild progress reports. See Logic Model information in the General Section.

b. Racial and Ethnic Data reporting. HUD requires that funded recipients collect racial data and ethnic beneficiary data. HUD has adopted the Office of Management and Budget's Standards for the Collection of Racial and Ethnic Data. In view of these requirements, you should use form HUD-27061, Racial and Ethnic Data Reporting Form (instructions for its use), found on <http://www.HUDclips.org>, a comparable program form, or a comparable electronic data system for this purpose.

VIII. Agency Contact(s)

For technical assistance in downloading an application package from Grants.gov/Apply, contact the

Grants.gov help desk at 800-518-Grants or send an e-mail to support@grants.gov.

For programmatic information concerning the Youthbuild program, contact Ms. Phyllis Williams, Community Planning and Development Specialist; Office of Economic Development; Office of Community Planning and Development; U.S. Department of Housing and Urban Development; 451 Seventh Street, SW., Room 7149; Washington, DC 20410-7000; telephone (202) 708-2035 (this is not a toll-free number). Persons with speech or hearing impairments may access this number via TTY by calling the toll-free Federal Information Relay Service at 800-877-8339. Prior to the application deadline, HUD's staff will be available to provide general guidance on the application submission process and location of information, but not guidance in preparing your application.

A. Satellite Broadcast

HUD will hold an information broadcast via satellite for potential applicants to learn more about the program and preparation of an application. For more information about the date and time of this broadcast, you should consult the HUD Web site at <http://www.hud.gov>.

B. Paperwork Reduction Act

The information collection requirements contained in this document have been approved by the Office of Management and Budget (OMB) under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520) and assigned OMB control number 2506-0142. In accordance with the Paperwork Reduction Act, HUD may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a currently valid OMB control number. Public reporting burden for the collection of information is estimated to average 45 hours per annum per respondent for the application and grant administration. This includes the time for collecting, reviewing, and reporting the data for the application, semi-annual reports, and final report. The information will be used for grantee selection and monitoring the administration of funds. Response to this request for information is required in order to receive the benefits to be derived.

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