

**DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**  
**[Docket No. FR-5415-N-18]**  
**Notice of Funding Availability for HUD's Fiscal Year 2010**  
**Healthy Homes Production Program**

**AGENCY:** Office of the Secretary—Office of Healthy Homes and Lead Hazard Control, HUD.

**ACTION:** Notice of Funding Availability (NOFA) for HUD's Fiscal Year (FY) 2010 Healthy Homes Production Program.

**SUMMARY:** This NOFA announces the availability of funding for approximately \$10 million for HUD's Healthy Homes Production Program for FY2010 to prevent and correct significant housing-related health and safety hazards in low-income housing. This production-oriented grant program, modeled after the previously successful Healthy Homes Demonstration and Lead Hazard Control Grant Programs, will fund preventive and corrective measures to address housing-related health and safety hazards. The funding of HUD's Healthy Homes Production Program is part of the Healthy Homes Initiative and authorized by the Consolidated Appropriations Act, 2010 (P.L. 111-117; approved December 16, 2009). The Healthy Homes Production Program is authorized under Section 502 of the Housing and Urban Development Act of 1970 (12 U.S.C. § 1701z-2). HUD's FY2010 Notice of Funding Availability Policy Requirements and **General Section (FY2010 General Section)** was posted to [www.Grants.gov](http://www.Grants.gov) on June 7, 2010. The web availability Notice was published at 75 *Federal Register* 33323 on June 11, 2010. The FY2010 **General Section** established threshold and other critical application submission requirements that affect this NOFA. Applicants for this assistance are directed to review the FY2010 **General Section** for information prior to submitting an application. See Section IV.B of this NOFA for important information regarding application submission.

**FOR FURTHER INFORMATION CONTACT:** Questions regarding specific program requirements should be directed to the agency contact identified in this program NOFA. Questions regarding the FY2010 **General Section** should be directed to the Office of Departmental Grants Management and Oversight (ODGMO) at 202-708-0667 (this is not a toll-free number) or the NOFA Information Center at 1-800-HUD-8929 (toll-free). Persons with hearing or speech impairments may access these numbers via TTY by calling the Federal Relay Service at 1-800-877-8339. The NOFA Information Center is open between the hours of 10:00 a.m. and 6:30 p.m. eastern time, Monday through Friday, except federal holidays.

**Overview Information**

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

**B. Funding Opportunity Title:** Healthy Homes Production Program.

**C. Announcement Type:** Initial announcement.

**D. Funding Opportunity Number:** FR-5415-N-18, OMB Paperwork approval number 2539-0015.

**E. Catalog of Federal Domestic Assistance (CFDA) Number(s):** 14.913, Healthy Homes Production Program.

**F. Application Receipt:**

1. The deadline for receipt of the application by [Grants.gov](http://Grants.gov) is 11:59:59 PM eastern time **November 8, 2010**. Only one application will be accepted from any given organization under this NOFA. If more than one application is received from an organization, the application that was received last by [Grants.gov](http://Grants.gov) before the deadline will be considered for funding.
2. Applicants are encouraged to submit their application early to HUD. Applicants should be prepared for unexpected delays when submitting their applications to [Grants.gov](http://Grants.gov).
3. See the FY2010 **General Section** and Section IV of this NOFA for important information regarding timely receipt of the application.

**G. Additional Information:**

1. Purpose: The purpose of the Healthy Homes Production Program is to identify and correct significant housing-related health and safety hazards in low-income housing.
2. Available Funding: HUD anticipates that approximately \$10 million in FY2010 funds under the Consolidated Appropriations Act, 2010 (P.L. 111-117; approved December 16, 2009), and prior year funds will be available.
3. Anticipated Awards: Approximately 12 awards are anticipated, for a minimum award of approximately \$500,000, and a maximum award of \$1,000,000, for a period of performance of 36 months.
4. Type of Awards: Grants
5. Eligible Applicants: Not-for-profit institutions and for-profit firms, state and local governments, and federally-recognized Indian Tribes. For-profit firms are not allowed to make a profit from the project. Individuals are not eligible to apply.
6. Match: Cost sharing or matching is not required; however, applicants will be given points based on the amount of leveraged resources specifically committed to this program application. See Match Requirements and Costs Chart in Section III.B, Cost Sharing or Matching.
7. Information on Application: Applications for this NOFA can be found at [Grants.gov](http://Grants.gov). The FY2010 **General Section** contains information about [Grants.gov](http://Grants.gov) registration, submission requirements, and submission procedures.

**FULL TEXT OF ANNOUNCEMENT:**

**I. Funding Opportunity Description**

**A. Purpose of the Program**

1. The Healthy Homes Production Program is part of HUD's overall Healthy Homes Initiative launched in 1999. The program takes a comprehensive approach to addressing multiple childhood diseases and injuries in the home by focusing on housing-related hazards in a coordinated fashion, rather than addressing a single hazard at a time. The program builds upon

HUD's successful Lead Hazard Control programs to expand the Department's efforts to address a variety of high-priority environmental health and safety hazards.

On June 9, 2009, HUD announced its "Healthy Homes Strategic Plan" to focus the Department's efforts towards providing healthy homes for all Americans. The announcement was made in conjunction with the Surgeon General's "Call to Action to Promote Healthy Homes." HUD, CDC, and the Surgeon General committed to advance efforts to address housing-related health hazards confronting families. The Plan is available at [http://www.hud.gov/offices/lead/library/hhi/hh\\_strategic\\_plan.pdf](http://www.hud.gov/offices/lead/library/hhi/hh_strategic_plan.pdf); both the Plan and the Call to Action are available at <http://www.hud.gov/offices/healthyhomes>.

In addition to deficiencies in dwellings that may affect health and safety, changes in the U.S. housing stock and more sophisticated epidemiological methods and biomedical research have led to the identification of new, and often more subtle, health and safety hazards in the residential environment. While health and safety hazards tend to be found disproportionately in housing that is substandard overall, they also exist in housing that is otherwise of good quality. See Appendix A, Key Residential Health and Injury Hazards, for a brief description of the housing-associated environmental health and injury hazards that HUD considers as key targets for remediation. The website <http://www.hud.gov/offices/lead/hhi/index.cfm> lists some of the references that serve as the basis for information provided above.

2. HUD is especially interested in funding projects that integrate healthy homes principles and practices into existing housing rehabilitation, property maintenance, weatherization, energy improvement, and other housing improvement programs.

3. HUD considers it important for grantees to incorporate meaningful community participation, including from community-based foundations, to the greatest extent possible, in the development and implementation of programs that are conducted in communities and/or involve significant interaction with community residents. Community participation that includes community-based foundations and other community grassroots, nonprofit, and faith-based organizations, can improve project effectiveness in various ways, including the development of more salient program objectives, recruitment and retention of project participants, improving participants' understanding of the program, ensuring ongoing communication of residents and organizations within the community, and more effective dissemination of project findings. Community participation under this grant program supports HUD Strategic Goal 4E, "Build the capacity of local, state, and regional public and private organizations." Some of the strategies that relate to this goal on which grantees might focus are listed in items b and c of section I.B.4 of the FY2010 **General Section (on its page 13)**.

4. The funding of HUD's Healthy Homes Production Program is part of the Healthy homes Initiative and authorized by the Consolidated Appropriations Act, 2010 (P.L. 111-117; approved December 16, 2009). The Healthy Homes Production Program is authorized under Section 502 of the Housing and Urban Development Act of 1970 (12 U.S.C. § 1701z-2). Funds will be awarded to applicants that will accomplish the following objectives:

- a. Maximize both the number of vulnerable residents (children, elderly) protected from housing-related environmental health and safety hazards and the number of housing units where these hazards are controlled;
- b. Identify and remediate priority (significant) housing-related health and safety hazards in at risk target housing, especially in those where children and elderly in low-income and minority families reside, and where housing-related health and safety hazards may contribute to illness, injury or other adverse health outcomes;

- c. Promote cost-effective and efficient healthy home methods and approaches that can be replicated and sustained;
- d. Support public education and outreach that furthers the goal of protecting children and other vulnerable populations from housing-related health and safety hazards;
- e. Build local capacity to operate sustainable programs that will prevent and control housing-related environmental health and safety hazards in low- and very low-income residences and develop a professional workforce that is trained in healthy homes assessment and remediation principles;
- f. Promote integration of this grant program with housing rehabilitation, property maintenance, weatherization, green and healthy homes initiatives, other lead-based paint hazard control programs, and energy improvement activities and programs;
- g. Affirmatively further fair housing (please refer to the FY2010 **General Section** and Section V.A.3.d(1) in this NOFA for additional guidance on this requirement);
- h. Mobilize public and private resources, involving cooperation among all levels of government, the private sector, and grassroots community-based, nonprofit organizations, including faith-based organizations, to develop the most promising, cost-effective methods for identifying and controlling key housing-related environmental health and safety hazards;
- i. Promote collaboration, data sharing, and targeting between health and housing departments;
- j. Establish a system or process that will facilitate remediated units to be affirmatively marketed to families with young children; and,
- k. To the greatest extent feasible, ensure job training, employment, and other economic opportunities generated by this grant will be directed to low- and very-low income persons, particularly those who are recipients of government assistance for housing, and to business concerns that provide economic opportunities to low- and very low-income persons in the area in which the project is located. For more information, see 24 CFR Part 135.
- l. Further environmental justice, the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies. (See <http://www.hud.gov/offices/cpd/environment/review/justice.cfm> and related pages, including a discussion of Executive Order 12898, "Federal Actions to Address Environmental Justice in Minority Populations and Low-income Populations").

## **II. Award Information:**

### **A. Funding Available:**

1. HUD anticipates that approximately \$10 million in FY2010 and prior year funds will be available. Approximately 12 awards are anticipated, for a minimum award of approximately \$500,000, and a maximum award of \$1,000,000, each for a period of performance of 36 months.
2. The start date for new grants is expected to be no later than December 1, 2010. Applications for amounts larger than the applicable maximum amount or for a longer period of performance will be deemed ineligible and will not be reviewed.
3. Period of performance extensions will be considered by HUD in accordance with 24 CFR 85.30(d)(2) or 84.25(e)(2), as applicable, and published policy guidance and the OHHLHC Grantee Program Guide.
4. Applicants may wish to review currently funded Healthy Homes grants on the Healthy Homes website at <http://www.hud.gov/offices/lead/hhi/index.cfm>.

### **B. Collaboration with Other Partners.**

All applicants, with the exception of Native American Tribes, are encouraged to enter into formal arrangements with partners, such as community-based non-profit organizations, and faith-based or other community-based organizations. These formal arrangements could be a contract, a Memorandum of Understanding (MOU), a Memorandum of Agreement (MOA), or a letter of commitment. Such relationships must be established prior to the actual execution of an award or be contingent upon award, becoming effective within 60 days after award.

### **III. Eligibility and Allowable Costs:**

#### **A. Eligible Applicants.**

Not-for-profit institutions and for-profit firms, state and local governments, and federally-recognized Indian Tribes. For-profit firms are not allowed to make a profit from the project. Individuals are not eligible to apply.

#### **B. Cost Sharing or Matching**

1. Cost sharing or matching is not required; however, applicants will be given points based on the amount of leveraged resources.
2. Expenditure limitations. As detailed in Section IV.E, the chart below shows that there is no required match, and shows the minimum percentage of federal funds for Direct Healthy Home Remediation Costs and the maximum administrative cost.

<b>Match Requirements and Costs</b>			
<b>Program</b>	<b>Minimum Match</b>	<b>Direct Healthy Home Remediation Costs</b>	<b>Administrative Costs</b>
Healthy Homes Production Program (CFDA 14.913)	None	Minimum 65 percent	Maximum 10 percent

Examples of activities that can be counted as matching contributions may include:

- a. Documentation of Contributions from Property Owners. For the share of the cost of hazard remediation contributed by a homeowner or landlord, detailed documentation of the cost incurred by the homeowner or landlord will be necessary after award during the period of performance of the grant. Owner contributions are limited to what can be supported and verified by a third party, such as materials paid for and provided by the owner or labor that the owner paid and can document with receipts/records. Labor contributed by the owner must be verified by a third party and valued at market rates. Please note that the applicant will be responsible for providing the total leveraged dollars of proposed contributions from property owners if these contributions are not received during the period of performance of the grant. Such funds may not come from other OHHLHC funds and must conform to the limitations on use of federal funds for this purpose.

- b. Donations. The value of items, such as paint and other materials or equipment that are used for hazard remediation, must be established at market rates.
  - c. Discounts. For services or products provided at a discounted rate, the discounted part of the fee or price is the eligible leverage. For example: If a financial institution provides a below-market discount on the interest rate for loans (e.g., mortgages, home equity loans, lines of credit, etc.) used to fund the homeowner or landlord contribution to the hazard remediation work, the net present value of the interest discount is eligible leverage; neither the total interest nor the loan principal is eligible leverage. The same net present value calculation would be done for a firm commitment to forgive all or a portion of the principal. If a loan is used for more than the hazard remediation work covered by the grant, only the same fraction of the discount as the fraction of the loan used for hazard evaluation and control may be accounted as leverage.
  - d. Third Party In-Kind Contributions. See 24 CFR 85.24 for additional information on third party in-kind contributions.
  - e. Other. Applicants may include housing rehabilitation, property maintenance, weatherization, green and healthy homes initiatives, and energy improvement expenditures as leveraged resources for these activities conducted in conjunction with the hazard remediation work in the housing units or common areas where work is being conducted.
3. Leveraged Resources. Applicants are encouraged to provide leveraged resources. Leveraged resources may include funds from other allowable federally funded programs, and/or state, local, charity, non-profit or for-profit entities. Leveraged resources must be shown to be specifically dedicated to and integrated into supporting the programs, but are not specifically eligible costs under the program (e.g., replacing toilet fixtures when no hazards have been associated with those items). Internal resources (e.g., staff in-kind, cash, etc.) must be given a monetary value on the SF-424 but do not require a separate letter from the authorized official. Form HUD96015 should be used to document local contributions.

### **C. Other:**

1. Threshold Requirements. Please see the FY2010 **General Section**, Section III.C.2, for threshold requirements, as well as threshold requirements listed in this subsection. Applications will not be reviewed or funded if they do not satisfy all threshold requirements. Only eligible applications as defined in Section III, Eligibility Information, above, will be reviewed for compliance with threshold requirements. An application must receive a total score of at least 75 points to be considered for funding.
2. Allowable Costs and Activities. For each kind of organization, a set of Federal principles determines allowable costs. Allowable costs shall be in accordance with the cost principles applicable to the organization incurring the costs. Specifically, see [2 CFR 220](#) - Cost Principles for Educational Institutions, [2 CFR 225](#) - Cost Principles for State, Local, and Indian Tribal Governments, or [2 CFR 230](#) - Cost Principles for Nonprofit Organizations. (OMB relocated its cost principles Circulars A-21, regarding educational institutions, A-87, regarding governments, and A-122, regarding nonprofits, to title 2 of the Code of Federal Regulations; the regulations supersede the circulars (70 *Federal Register* 51880, 51910, and 51927, respectively, August 31, 2005).) Organizations that have a federally negotiated indirect cost rate should use that rate and the appropriate base. Organizations that do not have a federally negotiated rate schedule must obtain a rate from their appropriate agency; otherwise the organization will be required to obtain a negotiated rate through HUD. Please see <http://www.hud.gov/offices/adm/grants/fundsavail.cfm> for reference to the Indirect Cost

requirements. Applicants should submit a copy of the negotiated rate agreements for fringe benefits and indirect costs, if applicable, as an attachment to the budget sheets. This documentation will be verified during award negotiations.

3. Direct Healthy Home Remediation Cost Allocation. Awardees **must** expend at least 65 percent of grant funds on direct healthy homes remediation and related activities in the home. The following kinds of activities can be included in the 65 percent direct healthy home remediation cost allocation:

a. Assessing and remediating housing-related health and safety hazards to identify and correct hazardous conditions that pose a likelihood of harm to occupant health if not addressed. (HUD will provide successful applicants with an assessment tool and associated training in the use of the tool)

b. Conducting sampling and analysis for lead, allergens, carbon monoxide and/or other housing-related health and safety hazards as appropriate, following established protocols and procedures when possible. Residential paint, soil or dust samples to be analyzed for lead must be analyzed by a laboratory recognized by the U.S. Environmental Protection Agency's (EPA's) National Lead Laboratory Accreditation Program (NLLAP) (<http://www.epa.gov/lead/pubs/nllap.htm>) with the recognition under NLLAP applicable to the medium analyzed. Samples to be analyzed for mold must be submitted to a laboratory accredited in the Environmental Microbiological Laboratory Accreditation Program (EMLAP), administered by the American Industrial Hygiene Association (AIHA) Laboratory Accreditation Programs, LLC (<http://www.aiha.org/labs/Pages/default.aspx>).

c. Carrying out temporary relocation for temporarily displaced families and individuals while the remediation is conducted and until the time the affected unit is properly cleaned (receives clearance) for re-occupancy. When persons with disabilities are temporarily relocated, they must be placed in housing that provides, at a minimum, the same accessibility features as the housing in which they currently resides (for additional information on temporary relocation requirements, see Section III.C.6.i. HUD expects that most temporary relocation for hazard control work to last 10 days or less.

d. Healthy Home Remediation soft project costs. Soft project costs are those activities that directly support the undertaking of healthy homes activities, without which, such activities could not be conducted. These project costs may include: staff costs for intake, review and approval of applications and preparation of documents to be signed by applicants for remediation work; staff costs for arranging for temporary relocation, staff costs associated with reimbursement, and providing assistance to residents in relation to remediation; travel for staff that perform the remediation; and, development of necessary architectural, engineering and work specification write-ups and other construction management services in support of the healthy home intervention activities.

4. Other Allowable Direct Costs. Costs for the activities below are allowable Direct Costs, but should not be counted as "Direct Healthy Home Remediation Cost Allocation" (see Section III.C.3, above):

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

b. Supporting data collection, analysis, and evaluation of grant program activities. This includes compiling and delivering such data, as may be required by HUD.

c. Providing resources to build capacity for healthy homes interventions, including delivery of HUD-approved training courses for housing rehabilitation contractors, rehabilitation workers, renovators, remodelers, homeowners, renters, painters, maintenance staff, health practitioners,

and others conducting renovation, rehabilitation, maintenance, hazard control, or other work in private housing; subsidies for licensing or certification fees to low-income persons seeking credentials as healthy housing practitioners, lead sampling technicians or certified renovators; and, completion of other HUD-approved courses that further the effectiveness of hazard control interventions or promote the integration of this grant program with housing rehabilitation, property maintenance, weatherization, and housing-related health hazard interventions, such as the Healthy Homes Practitioners Training Course or the Healthy Homes for Code Inspectors Course. Applicants should allocate no more than 2 percent of their budget to training activities.

d. Conducting targeted outreach, affirmative marketing, education or outreach programs that help promote participation in the program and further the goal of protecting children and other vulnerable populations from housing-related health hazards, including providing access to these program benefits and information to Limited English Proficient (LEP) individuals through language assistance services, in accordance with the *Final Guidance to Federal Financial Assistance Recipients Regarding Title VI, Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons* published on January 22, 2007 in the *Federal Register* (72 FR 2732) (for more information, see Section III.C.5.c of the **General Section**). Upon request, this would also include making all materials available in alternative formats to persons with disabilities (e.g., Braille, audio, and large type). For more information on program accessibility requirements related to persons with disabilities, see 24 CFR 8.6, which requires that appropriate steps be taken to ensure effective communication with disabled persons. Awardees should develop a registry of healthy homes and provide this information to families as part of the outreach program.

e. Evaluating the effectiveness of hazard remediation conducted under this grant to assess how healthy homes interventions affect the health of the population being served relative to the population at large.

f. Securing liability insurance for housing-related environmental health and safety hazard evaluation and control activities. This is considered either an indirect cost or an administrative cost, depending on the relationship of the insurance applicable for this grant to the applicant's overall insurance policy portfolio.

g. Purchasing resident supplies, to include environmentally safe or low-toxicity cleaning supplies, integrated pest management kits, or household safety items.

5. Limitation on use of funds. You may not use grant funds for any of the following activities:

a. Purchase of real property.

b. Purchase or lease of equipment having a per-unit cost in excess of \$5,000.

c. Chelation or other medical treatment costs related to children with elevated blood lead levels (EBLs).

d. Funds under this program used to address lead-based paint hazards may be used only to reduce lead-based paint hazards using interim controls (see Chapter 11 of the HUD Guidelines to Identify and Control Lead-Based Paint Hazards in Housing), and lead hazard evaluation and/or control activities must not be a principal focus of the housing-related health hazard evaluation or remediation. State or local governmental applicants interested in primarily conducting residential lead hazard evaluation and/or control activities should consider applying under HUD's FY2010 Lead-Based Paint Hazard Control Grant Program and/or Lead Hazard Reduction Demonstration Grant Program, being published separately from this NOFA.

e. Funds may not be used solely for behavioral change activities, resident education and outreach, or home health and safety "drop-off" kits; when such activities are conducted, they



must be combined with remediating existing residential health and safety hazards;

f. Funds must not be used for hazard evaluation and remediation in housing covered by a pending or final HUD, EPA, and/or Department of Justice settlement agreement, consent decree, court order or other similar action regarding violation of the Lead Disclosure Rule (24 CFR part 35, Subpart A, or the equivalent 40 CFR part 745, subpart F), or by HUD regarding the Lead Safe Housing Rule (24 CFR part 35, subparts B–R).

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

h. Funds may not be used for hazard evaluation and remediation in properties located in an area identified by the Federal Emergency Management Agency (FEMA) under the Flood Disaster Protection Act of 1973 (42 U.S.C. §§ 4001–4128) as having special flood hazards unless:

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

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

i. Demolition of housing units or detached buildings as a means of healthy home intervention and/or the replacement of such structures.

j. Duct cleaning, except if recommended by a qualified professional for the special circumstances described in EPA’s guidance at <http://www.epa.gov/iaq/pubs/airduct.html>.

#### 6. Additional Program Requirements.

a. Cooperation with Related Research and Evaluation. You shall cooperate fully with any research or evaluation sponsored by HUD, CDC, EPA or another government agency associated with this grant program, including preservation of project data and records and compiling requested information in formats provided by the researchers, evaluators or HUD. This also may include the compiling of certain relevant local demographic, dwelling unit, and participant data not contemplated in the original proposal. Participant data shall be subject to the Privacy Rule of the Health Insurance Portability and Accountability Act of 1996 (HIPAA). HIPAA and the Privacy Rule can be found at <http://www.hhs.gov/ocr/hipaa/>. For the programs in this NOFA, HUD does not expect research to be conducted that could affect human subjects. See paragraph f, below.

b. Data Collection. You shall collect, maintain, and provide to HUD the data necessary to document and evaluate grant program outputs and outcomes.

c. 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) applies directly to the grantee (see 24 CFR 135.3(a)(2)(i)). The purpose of Section 3 is to ensure that new training, employment or contracting opportunities created during the grant will, to the greatest extent feasible, be directed to low- and very low-income persons, particularly those who are recipients of government assistance for housing, and to business concerns which provide economic opportunities to low- and very low-income persons in the area in which the project is located. Any contractor, subcontractor or sub-grantee receiving contracts under the grant totaling \$100,000 or more must comply with the Section 3 requirements for any new training, hiring or contracting opportunities under those contracts. Please refer to 24 CFR Part 135, subparts B and E, and to Section III.C.5.d of the FY2010 **General Section**, for additional information.

- d. Replacing Existing Resources. Funds received under the grant programs covered under this NOFA shall not be used to replace existing community resources dedicated to any ongoing project.
- e. Code of Conduct. Prior to entering into a grant agreement with HUD, successful applicants will be required to submit a copy of their organization's Code of Conduct and describe the methods they will use to ensure that all officers, employees, and agents of their organization are aware of their Code of Conduct. An applicant who submitted an application during Fiscal Years 2008 or 2009 will not be required to submit another copy provided that Code of Conduct is current, and the applicant is listed on HUD's Code of Conduct website: <http://www.hud.gov/offices/adm/grants/codeofconduct/cconduct.cfm>.
- f. Institutional Review Board (IRB). For the programs in this NOFA, HUD does not expect research to be conducted that could affect human subjects. Nonetheless, applicants should indicate whether their program includes conducting research involving human subjects in a manner that requires IRB approval and periodic monitoring under the Department of Health and Human Services's regulations at 45 CFR Part 46. If your program includes conducting research involving human subjects in a manner that requires IRB approval and periodic monitoring, you must describe the plan for obtaining IRB approval, and indicate that no activities covered by IRB approval will be conducted until such approval is obtained. For additional information on what constitutes human subjects' research or how to obtain an institutional assurance, see the Department of Health and Human Services, Office of Human Research Protection (OHRP) website at: <http://www.hhs.gov/ohrp/>.
- g. Waste Disposal. Applicants must handle waste disposal according to the requirements of the appropriate local, state, and federal regulatory agencies. Applicants must handle disposal of wastes from hazard control activities that contain lead-based paint, but are not classified as hazardous in accordance with state or local law or the HUD Guidelines. The Guidelines are available from the HUD website at <http://www.hud.gov/offices/lead/lbp/hudguidelines/index.cfm>.
- h. Worker Protection Procedures. Applicants must observe the procedures for worker protection established in the HUD Guidelines, as well as the requirements of the Occupational Health and Safety Administration (OSHA) (29 CFR 1910.1025, Lead, or 1926.62, Lead Exposure in Construction), or the state or local occupational safety and health regulations, whichever are most protective. If other applicable requirements contain more stringent requirements than the HUD Guidelines, the more rigorous standards shall be followed.
- i. Temporary Displacement. If such persons are required to be temporarily displaced for a project, the requirements of the URA regulations at 49 CFR 24.2(a)(9)(ii)(D) and Appendix A to Part 24--Additional Information must be met. HUD recommends that applicants review these regulations when preparing the proposal. (The regulations can be downloaded from the Government Printing Office website at <http://www.gpoaccess.gov/cfr/index.html> by entering the regulatory citation in quotes without any spaces (e.g., "49CFR24.2") in the Quick Search box.).
- j. Notification Requirements. All lead-based paint testing results, summaries of lead-based paint hazard control treatments, and clearances must be provided to the owner of the unit, in accordance with the EPA's Renovation, Repair, and Painting (RRP) Rule (see 40 CFR 745 and <http://www.epa.gov/lead/pubs/renovation.htm>), together with a notice describing the owner's legal duty to disclose the results to tenants and buyers (see 24 CFR 35.88 of the Lead Disclosure Rule). Grantee files must contain verifiable evidence of providing lead hazard evaluation and control reports to owners and tenants, such as a signed and dated receipt. Applicants should also

describe how they will provide owners with lead hazard evaluation and control information generated by activities under this grant, so that the owner can comply with the Lead Disclosure Rule (24 CFR Part 35, subpart A, or the equivalent 40 CFR Part 745, subpart F) and the Lead Safe Housing Rule (24 CFR Part 35, subparts B–R).

k. **Trained and Certified Professionals.** Lead hazard control activities must be conducted by persons qualified according to 24 CFR Part 35, subparts B–R (possessing certification as abatement contractors, risk assessors, inspectors, abatement workers, or sampling technicians; or others having been trained in a HUD-approved course in lead-safe work practices), and firms and persons certified in accordance with the EPA’s Renovation, Repair, and Painting (RRP) Rule (see 40 CFR 745 and <http://www.epa.gov/lead/pubs/renovation.htm>).

l. Lead hazard evaluation and control work must be conducted in compliance with HUD’s Lead Safe Housing Rule, 24 CFR part 35, subparts B–R, the HUD Guidelines, the EPA’s Renovation, Repair and Painting Rule, found within 40 CFR 745 (see <http://www.epa.gov/lead/pubs/renovation.htm>), and applicable federal, state and local regulations and guidance.

m. **Written Policies and Procedures.** Applicants should describe in the work plan policies and procedures for procurements (contracting), unit eligibility, unit selection and prioritization, all phases of healthy homes interventions, including assessments and testing, development of specifications for contractor bids, financing, and temporary relocation. Grantees, sub-contractors, sub-grantees, sub-recipients, and their contractors must adhere to these policies and procedures.

n. **Integrated Pest Management (IPM).** All activities to reduce or control pest infestations shall be conducted in accordance with IPM practices and principles. IPM uses current, comprehensive information on the life cycles of pests and their interaction with the environment. This information, in combination with available pest control methods, is used to manage pest damage by the most economical means, and with the least possible hazard to people, property, and the environment (see <http://www.epa.gov/opp00001/factsheets/ipm.htm#what>).

o. **Dust Sampling Protocol.** Collection of settled dust samples for environmental allergen analysis (e.g., cockroach, dust mite) must follow HUD’s standard dust sampling protocol, which is posted on the OHHLHC website under “Grantee Resources” at <http://www.hud.gov/offices/lead/hhi/hhd.cfm>. If you choose to use a different protocol, you must provide a strong technical justification to HUD.

p. **Evaluation.** Evaluation of the environmental and/or health outcomes of your program is encouraged but not required. If you conduct an evaluation, it should include a formalized structure to address the effectiveness of your project’s approach and its implementation with respect to the outcomes being assessed. A pertinent example of an outline of an evaluation plan is provided on the CDC asthma website, in the CDC’s “Learning & Growing through Evaluation: State Asthma Program Evaluation Guide,” Appendix F, “Individual Evaluation Plan Outline ([http://www.cdc.gov/asthma/program\\_eval/AppendixF\\_Evaluation\\_Plan\\_Outline.doc](http://www.cdc.gov/asthma/program_eval/AppendixF_Evaluation_Plan_Outline.doc)); the outline is not asthma-specific.

q. **Coordination among Critical Agencies.** HUD encourages applicants to enter into collaborative arrangements with childhood lead poisoning prevention programs, health agencies, housing agencies, community development agencies, community-based language assistance organizations, fair housing organizations and code enforcement agencies (or equivalent) for your target area(s). Also, HUD encourages grantees to work with State Medicaid agencies to identify

children with elevated blood lead levels and collaborate to conduct environmental investigations in the home.

r. Environmental Requirements.

(1) A FY 2010 Healthy Homes Production grant does not constitute approval of specific sites where activities that are subject to environmental review may be carried out. Under the Consolidated Appropriations Act, 2010 (Pub. L. 111-117), the provisions of section 305(c) of the Multifamily Housing Property Disposition Reform Act of 1994, implemented by HUD regulations at 24 CFR part 58, "Environmental Review Procedures for Entities Assuming HUD Environmental Responsibilities," are applicable to properties assisted with Healthy Homes Production funds. Therefore, recipients conducting eligible construction and rehabilitation activities must comply with 24 CFR part 58. Recipients that are States, units of general local government or Indian tribes must carry out environmental review responsibilities as a responsible entity under Part 58. Recipients who are not-for-profit firms or for-profit institutions, must contact and partner with a responsible entity, usually the unit of general local government or Native American tribe, to assume the environmental review responsibilities for construction or rehabilitation activities funded under this NOFA. Reasonable expenses incurred for compliance with these environmental requirements are eligible expenses under this NOFA. Under 24 CFR 58.11, where the recipient is not a State, unit of general local government or Indian tribe, if a responsible entity objects to performing the environmental review, or the recipient objects to the responsible entity performing the environmental review, HUD may designate another responsible entity to perform the review or may perform the environmental review itself under the provisions of 24 CFR part 50. When HUD performs the review itself, following grant award execution, HUD will be responsible for ensuring that any necessary environmental reviews are completed. See paragraph (2) below for additional assistance.

(2) For all grants awarded under this NOFA, recipients and other participants in the project are prohibited from undertaking, committing or expending HUD or non-HUD funds (including leveraged funds) on a project or activities under this NOFA (other than activities listed in 24 CFR 58.34, 58.35(b) or 58.22(f)) until the responsible entity completes an environmental review and the applicant submits and HUD approves a Request for the Release of Funds and the responsible entity's environmental certification (both on form HUD7015.15) or, in the case where the recipient is not a State, unit of general local government or Indian tribe and HUD has determined to perform the environmental review under part 50, HUD has completed the review and notified the grantee of its approval. The results of the environmental review may require that proposed activities be modified or proposed sites rejected. For Part 58 procedures, see <http://www.hud.gov/offices/cpd/environment/index.cfm>. For assistance, contact Karen Griego-West, the Office of Healthy Homes and Lead Hazard Control Program Environmental Clearance Officer at (213) 534-2458 (this is not a toll free-number) or the HUD Environmental Clearance Officer in the HUD Field Office serving your area. If you are a hearing- or speech-impaired person, you may reach the telephone number via TTY by calling 1-800-877-8339. Recipients of a grant under this program will be provided additional guidance in these environmental responsibilities.

(3) All other activities not related to construction and rehabilitation activities are categorically excluded under 24 CFR 50.19 (b)(1), (3), (5) and (9) from the requirements of the National Environmental Policy Act of 1969 (42 U.S.C. § 4321) and are not subject to environmental review under the related environmental laws and authorities at 24 CFR 50.4.

s. Other. The requirements above are in addition to all generally applicable requirements, including non-discrimination requirements specified in section III.C of the **General Section**.

#### **IV. Application and Submission Information.**

If you are interested in applying for funding under this program, please review carefully the following information.

##### **A. Web Address to Access an Application Package.**

See the FY2010 **General Section** for specific procedures concerning the electronic application submission requirements. The application and instructions are available at [http://www.grants.gov/applicants/apply\\_for\\_grants.jsp](http://www.grants.gov/applicants/apply_for_grants.jsp). If applicants have difficulty accessing the information, applicants may call the help desk help line at (800) 518-GRANTS or e-mail [support@grants.gov](mailto:support@grants.gov). Hearing- or speech-challenged individuals may access this telephone number through TTY by calling the toll-free Federal Relay Service at 800-877-8339.

##### **B. Content and Form of Application Submission.**

The following section provides instructions on the items to be submitted as part of the application. See the FY2010 **General Section** for instructions for submitting third party documents and electronic files. Applicants may submit only one application under this NOFA and must follow the submission requirements described below:

#### 1. Applicant Information.

##### a. Application Format.

(1) The application narrative response to the Rating Factors is limited to a maximum of 20 pages (excluding appendices, budget forms/narrative, and worksheets) of size 8-1/2" x 11" using a 12-point (minimum) font with margins not less than 1" on all sides. While the 20-page rating factor response does not include attachments, tables, appendices, and other required forms, you should not rely on excessive appendices to address the rating factors – this information should be clearly described in the rating factor narrative. Applicants should be aware that any narrative information submitted in response to the Rating Factors that exceeds the 20 page limit will not be reviewed.

(2) Materials provided in the appendices should directly refer to the specific rating factor narrative. Applicants are strongly urged to not submit information that is not required and/or requested in the NOFA or relevant to a specific narrative response. All attachments must identify the related Rating Factor in the footer by providing the Rating Factor and the page number (e.g., Factor 1 Attachment, page 1).

b. Complete Application. Your application must contain all the information required in this NOFA and the FY2010 **General Section**. The checklist below includes the list of forms and other materials that constitute a complete application. Unless noted optional, these documents are required as part of your complete application. Failure to provide required documents will result in your application not being reviewed.

(1) SF424\_Application\_for\_Federal\_Assistance (Applicants must also include the nine digit zip code (zip code plus four digits) associated to the applicant address in box 8d of the Standard Form (SF) 424.)

(2) Narrative Responses to Rating Factors 1 through 5

(3) Narrative Forms (forms are not considered in total page limit restrictions)

(a) Applicant Abstract (maximum of 2 pages)

- (b) Form\_HUD96012\_Capacity\_and\_Relevant\_Organizational\_Experience
- (c) Form\_HUD96013\_Need-Extent\_of\_the\_Problem
- (d) Form\_HUD96014\_Soundness\_of\_Approach
- (e) Form\_HUD96015\_Documenting\_Leveraging\_and\_Matching\_Resources
- (f) Form\_HUD96010\_Program\_Outcome\_Logic\_Model
- (g) Form\_HUD96008\_Development\_Worksheet\_with\_Minimum\_Benchmark
- (h) Form\_HUD424CBW\_HUD\_Detailed\_Budget\_Worksheet; includes Total Budget (Federal Share and Matching) and Budget Justification Narrative
- (3) Other Application Materials:
  - (a) SF424\_Supplement\_Survey\_on\_Equal\_Opportunity\_for\_Applicants (optional)
  - (b) Form\_HUD2991\_Certification\_of\_Consistency\_with\_the\_Consolidated\_Plan; include references to need for lead-based paint treatment in the Analysis of Impediments to Fair Housing Choice (AI)
  - (c) Form\_HUD2880\_Applicant-Recipient\_Disclosure-Update\_Report
  - (d) Form\_HUD2990\_Certification\_of\_Consistency\_with\_the\_RC-EZ-EC-II\_Strategic\_Plan (optional, submit if applicable); refer to the FY2010 **General Section** for information regarding your eligibility to receive Bonus Points in accordance with the RC/EZ/EC-II Strategic Plan requirements
  - (e) Form\_SFLLL\_Disclosure\_of\_Lobbying\_Activities (if applicable)

### **C. Application Receipt.**

1. Deadline Date. The application submission deadline to [Grants.gov](http://Grants.gov) is 11:59:59 **November 8, 2010** PM eastern time.
2. Only one application will be accepted from any given organization under this NOFA. If more than one application is received from an organization, the application that was received last by [Grants.gov](http://Grants.gov) before the deadline will be considered for funding.

### **D. Intergovernmental Review.** Not required.

### **E. Funding Restrictions.**

1. Administrative Costs. Administrative costs may not exceed 10 percent of the grant award.
2. Awardees must expend at least 65 percent of grant funds on Direct Healthy Home Remediation. See Section III.C.3, Direct Healthy Home Remediation Costs.
3. Ineligible Activities. See Section III.C.5, Limitation on use of funds.

### **F. Other Submission Requirements.**

1. Applications must be submitted via the Grants.gov website at [http://www.grants.gov/applicants/apply\\_for\\_grants.jsp](http://www.grants.gov/applicants/apply_for_grants.jsp) by no later than the established deadline date and time. See the FY2010 **General Section** for further information. Applicants interested in applying for funding under this NOFA must submit their applications electronically or request a waiver from the electronic submission requirement. Applicants must submit their written waiver requests by email on official letterhead as an attachment. Waiver requests must be submitted no later than 15 days prior to the application deadline date and must be submitted to [Michelle.M.Miller@HUD.gov](mailto:Michelle.M.Miller@HUD.gov). If granted a waiver, the notification will provide instructions on where to submit the application and how many copies are required. Paper copy applications must be received by 3:59:59 PM eastern time on the deadline date; HUD will not receive

applications that arrive when the OHHLHC office or HUD's Weaver Building is closed for any reason, anticipated or not. HUD will not accept a paper application without a waiver being granted. See the FY2010 **General Section** for detailed submission and timely receipt instructions.

2. Address for Submitting Applications. See the FY2010 **General Section** for specific procedures concerning the electronic application submission requirements. The application and instructions are available at [http://www.grants.gov/applicants/apply\\_for\\_grants.jsp](http://www.grants.gov/applicants/apply_for_grants.jsp). If applicants have difficulty accessing the information, applicants may call the help desk help line at (800) 518-GRANTS or e-mail [support@grants.gov](mailto:support@grants.gov). Hearing- or speech-challenged individuals may access this telephone number through TTY by calling the toll-free Federal Relay Service at 800-877-8339.

## V. Application Review Information

### A. Criteria:

Applications that meet all of the threshold requirements will be eligible to be scored and ranked, based on the total number of points allocated for each of the rating factors described in Section V.A.2 of this NOFA. Your application must receive a total score of at least 75 points to be considered for funding. Each of the five rating factors is weighted as indicated by the number of points that are assigned to it. HUD will not review any application with a request for federal funding that exceeds the maximum amount per grant specified in this NOFA.

The factors for rating and ranking applicants, and maximum points for each factor, are provided below. The maximum score that can be obtained is 102 points, which includes 2 possible bonus points for activities carried out in a RC/EZ/EC-II. Applicants should be certain that these factors are adequately addressed in the narrative responses to the rating factors, required forms, and in the accompanying materials. If your response to a particular rating factor cites information provided in your response to another rating factor, clearly indicate where the information is located so the reviewer can easily locate it.

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

This factor addresses your organizational capacity, as well as that of your partner organizations, sub-grantees, sub-contractors, etc., to successfully implement your proposed activities in a timely manner. HUD strongly encourages the formation and development of consortia with health, environmental, and housing programs to increase the effectiveness of your program. Applicants are encouraged to partner with community-based organizations, including faith-based organizations, to carry out program activities.

a. Capacity of the Applicant (8 points). The applicant must demonstrate that its organization has sufficient qualified personnel or will actively retain qualified experts or professionals and is prepared to perform eligible program activities within 90 days of the grant award to successfully implement and complete the project. The applicant must complete Form HUD96012 to receive points for this rating factor.

(1) Key personnel should include, at a minimum, a Project Director (PD) and a Program Manager (PM). Unless financial management of the grant falls under the responsibility of the PD or PM, the applicant should also identify the person responsible for the financial management of the grant. The applicant must provide resumes, no longer than 3 pages, of the key personnel and job descriptions for planned key personnel, including the person responsible

for the financial management of the grant. You must describe the roles and responsibilities of each key personnel for the project. Please **do not** include the Social Security Numbers (SSN) of any person. The day-to-day Program Manager must be experienced in housing rehabilitation, residential hazard control or other experience relevant to the project. The Program Manager should have demonstrated project management experience and must dedicate at least 75 percent of his/her time for the proposed project. The applicant must: 1) list and describe sub-grantees, sub-contractor organizations, sub-recipients and consultants that will provide services and carry out critical activities for the proposed grant program, 2) detail each sub-entity's experience in initiating and implementing related environmental, health, or housing projects, 3) list the key personnel from each sub-entity organization and their respective roles and responsibilities, and 4) provide the percent of time commitment to the proposed program for all key personnel identified. Position descriptions or job announcements (including salary range, percent of time commitment, percentage of time covered by grant funds) for unfilled positions, must be included for any key positions that are currently vacant or contingent upon an award. Successful applicants must hire all key staff positions identified in the proposal as vacant or required in the award agreement within 60 days of award.

(2) Describe how the program will be administered. Include details on how oversight and financial management will be conducted. Provide details on contract administration and how funding will flow from the grantee to those who will perform work under the proposed program. Also describe how routine monitoring of all sub-grantees and vendors (contractors) will ensure conformity to the terms, conditions and specifications of contracts or other formal agreements and requirements.

(3) Describe the proposed involvement of grassroots community-based non-profit organizations, including faith-based organizations, in the program activities. These activities may include outreach, community education, marketing, inspection, and housing evaluations and interventions.

b. Relevant Organization Experience (6 points). Describe your recent, relevant, and successfully demonstrated experience in undertaking eligible program activities. Describe the knowledge and experience of the proposed overall project director and day-to-day project manager in planning and managing large and complex interdisciplinary programs, especially those involving housing, public health, or environmental activities. Include information on your project support staff, their experience with housing and/or health programs, percentage commitment to the project, and position titles. Describe how other principal components of your organization will participate in, or support, your project.

c. Past Performance of the Organization (6 points). Applicants will be rated on documenting previous experience in successfully operating similar grant programs. Applicants should complete Form\_HUD96012 to summarize your capacity and relevant organization experience. The applicant must provide a description of the organization's progress and performance implementing similar housing-intervention grant programs, including the total number of housing units enrolled, assessed, and completed as a result of program efforts. The applicant must also describe outcomes, capacity building efforts and impediments experienced during previous program(s). The applicant should also describe specific instances where the program has contributed positive impacts in the community, and indicate what activities were undertaken to develop, enhance or expand the local infrastructure through collaboration. HUD's evaluation process will consider an applicant's past performance record as reported to HUD in effectively organizing and managing their grant operations, in meeting performance and work plan



benchmarks and goals, and in managing funds, including the ability to account for funds appropriately, the timely use of funds received either from HUD or other Federal, State or local programs, and meeting performance milestones. If your organization is an existing HUD Healthy Homes or Lead Hazard Control Program grantee, or if you received previous Healthy Homes or Lead Hazard Control Program funding, provide your grant number(s) and HUD will review the information it has regarding your current and/or prior performance. Recent poor performance, as documented during quarterly assessments, will adversely affect your score under this section.

2. Rating Factor 2: Need/Extent of the Problem (15 Points Maximum)

Applicants will be scored in this rating factor based on your documented need as evidenced by the submission of thorough, credible, and appropriate data and information. This factor addresses housing-related environmental health and safety hazards (including, but not limited to, mold, allergens, lead-based paint hazards, carbon monoxide, pesticides, home safety hazards) in your target area(s) that impact on your targeted group(s), in order to demonstrate the need for your proposed project activities. There must be a direct and substantial relationship between the proposed housing-related environmental health and safety hazard remediation activities and documented community needs. Applicants should ensure that the current residents of the target area, whose demographic characteristics constitute the data for this rating factor, are the individuals and families who should receive priority for the benefits of the funded programs and this should be addressed in the remainder of the application. Applicants must complete Form HUD96013 to receive points for this rating factor. Multiple forms (one per target area jurisdiction) are permissible. Points will be awarded in this rating factor based on the characteristics of the target area, the number and percentage of pre-1978 housing units, the number and percentage of families with incomes at or below 80 percent of the Area Median Income as determined by HUD within the jurisdiction and/or target areas, the age and condition of housing, housing-based environmental health and safety hazard data, and other data that clearly demonstrate need for this funding. (NOTE: Data should be provided that is within the jurisdiction/target area – do not provide data that overlaps into another jurisdiction). Points will be awarded in this rating factor based on the information below. The applicant must complete Form HUD96013 to receive points for this rating factor.

a. Target Area for Proposed Activities (12 points). Specifically identify a target area for your proposed activities. Select your target area in a manner that affirmatively furthers fair housing by not excluding from participation in, denying the benefits of, or subjecting to discrimination persons (including populations) under this grant because of race, color, religion, or national origin, sex, disability, or familial status. See section III.C.5.b of the **General Section**. Document the critical level of need for your proposed activities in this target area by providing relevant data identifying needs of area residents, especially those who are members of groups that are traditionally underserved or have special needs. If data are not available for your specific target area, indicate this (describe your efforts in documenting that data are not available) and provide data for the most relevant geographic area for which they are available and explain their relevance for your target area. Points will be awarded under this subfactor based on the following data:

(1) Economic and Demographic data. Economic and demographic data including poverty and unemployment rates and the number and percentage of low and very low-income families with incomes less than 50 percent and 80 percent of the area median income (AMI), respectively, as determined by HUD, for the area. Statistics that describe low- and very low-income families

are available at [http://factfinder.census.gov/home/saff/main.html? lang=en](http://factfinder.census.gov/home/saff/main.html?lang=en). Applicants should also consult local data sources, such as city governments, for target area data.

(2) The Age and Condition of Housing. In responding, provide data available in your jurisdiction's currently approved Consolidated Plan, the Analysis of Impediments to Fair Housing Choice (AI) or Indian Housing Plan, or derived from current census data or from other sources of comparable quality. Information of interest includes, for example, the age of housing, the frequency of code violations or other indicators of housing quality, results of visual surveys of home exteriors, and a description of recent events such as flooding or other disasters (if such data are relevant/available). Additional information regarding housing condition in metropolitan areas may be found in the American Housing Survey (<http://www.census.gov/hhes/www/housing/ahs/ahs.html>)

(3) Link to Housing-related Health and Safety Hazards. Applicants should summarize available data linking housing-based environmental health and safety hazards to disease or injuries to children, especially in low- and very low-income families, in your target area. Data that might be used to demonstrate need include statistics for your target area that present rates of childhood illnesses (including asthma, elevated blood-lead levels) or injuries (falls, burns) among children that could be caused or whose frequency or severity could be increased by exposure to conditions in the home environment.

b. Other Factors Contributing to Need (3 points). Applicants should describe other factors that clearly demonstrate a need for this funding, which may include the number of children under the age of six in the target area; percentage/number of children receiving Medicaid benefits; the percentage/number of families receiving assistance through the Women, Infants, and Children (WIC) program, Head Start, or the Supplemental Nutrition Assistance Program; data in the Consolidated Plan, including the AI, and Lead Based Paint Element; and unemployment statistics.

### 3. Rating Factor 3: Soundness of Approach (40 Points Maximum)

This factor addresses the quality and cost-effectiveness of your proposed work plan. In general, there are four key stages in the life of a grant: application, start-up, implementation, and close-out. You need to describe your work plan to address start-up and implementation phases of the grant that includes specific, measurable and time-phased objectives for each major program activity. Your response to this factor must include the elements described below in the program description. In addition, applicants must complete Form HUD96014\_Soundness of Approach and Form HUD96008\_Development Worksheet with Minimum Benchmarks to receive points for this rating factor.

a. Work Plan Strategy (30 points). Applicants will be rated on: 1) the quality of their work plan, including identifying specific, measurable, and time-phased objectives for each major program activity that reflect benchmark performance standards for unit evaluation, unit enrollment, unit production, financial expenditures, community outreach and education, skills training, and other activities; and 2) how the work plan will be implemented and monitored to ensure that the objectives and outcomes will be met. Examples of benchmarks include number of units remediated, number of children living in units remediated, number of persons to be trained to perform hazard control activities, and the number of persons to be served by outreach activities. The benchmark form (Form HUD96008) and policy guidance on developing work plans are available at the HUD website: <http://www.hud.gov/offices/lead/>. Information contained in the benchmark form does not need to be repeated or explained in detail in the rating factor narrative. Applicants may refer to the form within the narrative where relevant.

(1) Sequencing Key Program Activities.

(a) Using Form HUD96008, applicants should provide a realistic schedule for completing key program activities and outputs by calendar quarter, so that all activities and outputs can be completed before or within the grant period of performance. Include summary information about the estimated numbers of clients to be contacted, clients to be enrolled, units to be assessed, housing units to receive remediation, and individuals or groups that will be reached through education or outreach activities.

(b) Applicants should describe the production process from intake to unit completion/clearance and follow-up testing (if applicable), including identifying the agency/person responsible for each phase, the timeline to complete each phase and how monitoring will be performed to both prevent and resolve production impediments.

(2) Intake, Enrollment, Unit/Income Eligibility.

(a) Applicants should describe the criteria proposed to determine which units will be targeted for enrollment, prioritization scheduling of hazard evaluation and assessment, and the process for enrolling units in the program. Specifically describe your strategy for targeting low- and very low-income families with young children and other sensitive subgroups to the extent feasible.

(b) Describe the process to be followed for referring home occupants for medical case management, if necessary. Describe the organizations that will be involved in this process, their knowledge of related health issues, and their prior experience providing case management to the target population(s). Applicants should explain how the program will accommodate emergency referrals (e.g., units occupied by a child under six years of age with severe asthma, emergency repairs that threaten health and safety, etc.).

(c) Applicants should discuss financing strategies (i.e., the type of assistance - grants, deferred/forgivable loans, etc), including terms, conditions, dollar limits, amounts available for hazard control work in the various categories of housing (e.g., single-family, multi-family, vacant, owner or tenant-occupied), who is responsible for establishing, administering and overseeing this aspect of the program and the role of other resources such as private sector financing and leveraging, if any, from rental property owners. Applicants should describe how the recapture of grant or loan funds to owners of assisted units will occur if recipients fail to comply with any terms and conditions of the financing arrangement.

(3) Hazard Evaluation and Assessment. Applicants must describe the methods your program will utilize to identify housing-related health and safety hazards to achieve the desired improvements in the health of the families you serve. Applicants should describe the hazard evaluation and assessment methodology proposed and the rationale for addressing the hazards selected using this methodology. Your response should establish a compelling and clear articulation of your understanding of housing-related health hazards and their impact on the health of occupants. Information related to the likelihood and severity of hazard in your assessment methodology should be fully discussed if available. HUD does not require you to submit any forms or tools along with this response. (HUD will provide awardees with a hazard assessment tool, and associated training on the use of the tool will be provided)

(4) Hazard Control Work Specification Development Process. Applicants should describe the process for developing the work specifications, and the hazard control contractor bid and selection process on properties enrolled for hazard control work and indicate the individual or entity responsible for this ensuring the integrity of this process.

(5) Hazard Control Interventions. Applicants should describe the methods and expected costs anticipated to control housing-related environmental health and safety hazards to achieve the desired improvements in the health of the families you serve. If you are performing varying levels or types of remediation, provide an estimate of the number of units that will receive each level or type of intervention and the expected costs associated with the type of intervention. An example of typical housing repairs and associated costs is provided in Appendix B, Approximate Costs for Sample Healthy Homes Interventions. Appendix B is not exhaustive or indicative of healthy homes interventions, but is provided as a reference for intervention costs you may experience in your locale. HUD will not fund implementation projects where the primary focus of the program is to change resident behavior through education and/or outreach. Further, applicants may not propose a level or type of remediation that includes providing residents healthy homes and safety supplies without performing an actual home remediation and/or installing the safety items. (Simply providing supplies, even with training residents in their use, is not considered a home remediation.) In addition, applicants should describe the estimated timeframe for treating a typical unit from referral and intake to hazard control and clearance, and describe the coordination of relevant lead hazard control activities with rehabilitation, weatherization, green and healthy homes initiatives, and other housing improvement activities.

(6) Temporary Displacement (Relocation) or Occupant Protection Measures. Applicants should describe plans for the relocation of occupants of units selected for remediation if temporary relocation is necessary. If temporary relocation is necessary, applicants should describe the process (e.g., the uses of lead-safe houses and other lead-safe housing arrangements, storage of household goods, incentives, etc.), and the source of funding for relocation. Applicants should describe plans for ensuring the right of return and/or first referral of occupants who have had to be temporarily relocated for the hazard control work to be performed. If temporary relocation is not necessary, applicants should describe measures to protect the occupants during remediation. HUD expects that most temporary relocation for hazard control work would be for 10 days or less. See section III.C.6.i, Temporary Displacement.

(7) Post Hazard Control Maintenance. Applicants should describe how the unit will be monitored and evaluated to ensure that units comply with the terms and conditions of the financing of the work and that the unit remains healthy and safe for the occupants.

b. Program Administration and Financial Management (2 points). Applicants should describe how the program will be administered, including addressing oversight and financial management. Applicants should describe staff and procedures to ensure proper project oversight/monitoring, contract administration (routine monitoring of all sub-grantees and contractors to ensure conformity to the terms, conditions and specifications of contracts or other formal agreements), and how funding will flow from the grantee to those who will perform work under the proposed program.

c. Economic Opportunity (1 point). Applicants should describe how newly created employment, training, and contracting opportunities to Section 3 residents and Section 3 businesses will be provided within the target area, in compliance with Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. § 1701u) and HUD's implementing rules at 24 CFR Part 135. Applicants should describe how Section 3 requirements will be accomplished by identifying the number of new jobs, contracts, and training opportunities that your project will generate; strategies for targeting Section 3 residents and businesses for such economic opportunities, the schedule for delivering said training for low and very low-income persons living within your jurisdiction, and how trained individuals will be linked to new employment

opportunities with covered contractors, and how efforts will be made to ensure that 10 percent of the total dollar amount of construction contracts will be awarded to businesses owned by and/or employing low and very-low-income persons living within your jurisdiction. Note that, while contractors, subcontractors or sub-grantees receiving contracts under the grant totaling less than \$100,000 need not meet the Section 3 requirements as a regulatory mandate (see Section III.C.6.c of this NOFA), all grantees that receive awards exceeding \$200,000 are required to comply with Section 3. Additional information regarding all Section 3 requirements can be found in Section III.C.5.d of the **General Section**.

d. Outreach (3 points).

(1) Applicants should describe involvement in collaborative agreements or arrangements with state or local health, housing, and code enforcement agencies, and community and/or faith based organizations for the target area(s) for performing outreach activities including affirmative marketing. If this information is detailed in letters of commitments, MOAs, or MOUs that are included in the application, it can be briefly summarized in this section. If these collaborative agreements or arrangements are not yet made, address plans to develop these agreements if applicable. Applicants should discuss proposed outreach activities and expected outcomes, as it relates to unit enrollment or reducing childhood lead poisoning in the target area. Applicants should describe how the intended education program(s) will be culturally sensitive, targeted, and linguistically appropriate and identify the means available to supply the educational materials in other languages (identify all that apply) common to the community. (For more information on obligations with respect to outreach activities involving Limited English Proficient (LEP) persons, see section III.C.5.c of the **General Section**) Applicants should include the estimated number of individuals to receive the intended education and the estimated number of events to be delivered.

(2) Affirmatively Furthering Fair Housing. Applicants must describe strategies and methodologies to affirmatively further fair housing (see section III.C.5.b of the FY2010 **General Section**) and to increase access to healthy and safe housing for all segments of the population: homeowners, owners of rental properties, and tenants. Your narrative must describe how your proposed activities further at least one of the following objectives: (1) help overcome impediments to fair housing choice related to the assisted program or activity itself; (2) promote racially, ethnically, and socioeconomically diverse communities; or (3) promote housing-related opportunities that overcome the effects of past discrimination because of race, color, national origin, sex, disability, and familial status. Strategies for achieving these objectives include, but are not limited to: expanded fair housing choice by affording greater opportunities for families in obtaining affordable, healthy, safe and sustainable housing in a revitalized area, creation of healthy and safe housing for individuals least likely to know of, or apply for, housing opportunities in the revitalized area, and that healthy and safe housing will be available to families with young children for the greatest possible length of time. Applicants should identify how to ensure that the program will continue to affirmatively market and match treated units with low-income families with children less than six years of age in the future. Applicants will not receive full points for this subfactor if the applicant does not include a narrative response to the affirmatively further fair housing (AFFH) requirements in the **General Section**, section III.C.5.b. Applicants failing to include a narrative response that addresses both the AFFH requirements in the **General Section**, section III.C.5.b, and the AFFH activities discussed above, will not receive consideration for funding.

e. Data Collection and other Program Support Activities (1 point). Applicants should identify and discuss the methods that will be used to document activities, progress, and program effectiveness. Applicants should explain necessary changes will be made to improve program performance.

f. Budget Proposal (1 point). Applicants should thoroughly estimate all applicable costs (direct, indirect, and administrative), and presented it in a clear and coherent format in accordance with the requirements listed in the FY2010 **General Section**. HUD is not required to approve or fund all proposed activities. Applicants should thoroughly document and justify all budget categories and costs (Form\_HUD424CBW) and all major tasks, the applicant organization, sub-recipients, major sub-contractors, joint venture participants, or others contributing resources to the project. A separate budget must be provided for each partner who is proposed to receive more than 10 percent of the federal budget request. Applicants will be evaluated on the extent to which resources are appropriate for the scope of the proposed project. Applicants should submit the budget narrative justification associated with these budgeted costs as part of the Total Budget (Federal Share, Matching and Leveraging). Separate narrative justifications should be submitted for partners that are submitting separate budgets. Applicants should clearly identify the funding or cash equivalent amounts being provided as leveraged resources. These funds should reflect the numbers and contributions provided in response to Rating Factor 4, Leveraging Resources.

g. **Implementing HUD's Strategic Framework and Demonstrating Results (2 points maximum)**. In FY2010, HUD's Policy Priorities reflect the emphasis on sustainability, using housing as a platform for improving other outcomes which improve the health, safety and economic well-being of community residents, promote energy-efficient, environmentally friendly construction and rehabilitation in our communities, and increase capacity and knowledge sharing to improve outcomes and track improvements made in the areas of housing, health, safety, self-sufficiency, transportation and the living environment. For further information on HUD's FY2010-2015 Strategic Plan and FY2010 Policy Priorities see section V.B.1 of the **General Section**. To receive points for these policy priorities applicants must address the policy priorities described in items in paragraphs (1) and (2) below.

(1) Sustainability (up to 1 point). *Improve residents' health and safety, particularly that of children and other vulnerable populations, by promoting green and healthy design, construction, rehabilitation, and maintenance of housing and communities (HUD Strategic Plan Subgoal 4B)*. To receive points under this policy priority, applicants must identify in their application specific projects and activities that will improve the health and safety of children and vulnerable populations in the community. Examples of approaches for such work include:

- Incorporation of green and healthy design features that meet or exceed the mandatory requirements identified in a green building standard such as the Enterprise Green Communities "Healthy Living Environment" criteria (Category 7) or similar requirements under national or locally recognized green rating programs. For more information on Enterprise's criteria, applicants should visit <http://www.greencommunitiesonline.org>. For more information on mitigating housing-related health hazards, applicants should review HUD's Healthy Homes Strategic Plan ([http://www.hud.gov/offices/lead/library/hhi/hh\\_strategic\\_plan.pdf](http://www.hud.gov/offices/lead/library/hhi/hh_strategic_plan.pdf)), and the Healthy Homes Reference Manual (<http://www.hud.gov/offices/lead/library/hhi/HealthyHousingReferenceManual.pdf>); and
- Partnering with State or local programs, nonprofit organizations, or community-based or faith-based organizations, to rehab units that will meet the green building standard criteria above upon completion of the grant.

Specific measures of success or performance for this policy priority include the number of housing units rehabilitated to meet recognized green building standards, and the number of children living in living in such housing units.

(2) Utilize Housing as a Platform for Improving Quality of Life (up to 1 point).

*Promote housing management practices that protect the health of residents (for example, smoking cessation, pest management, and green cleaning) (HUD's Strategic Plan Subgoal 3B).*

To receive points under this policy priority, applicants must identify in their application specific projects and activities that will ensure that housing-related health hazards in addition to lead-based paint hazards, such as allergen triggers, pests, poor indoor air quality, and harmful chemicals, are mitigated. Applicants should describe the extent to which this effort will be based on, or integrated into, existing social, educational or health systems and operations, or, if the applicable system or operation(s) do(es) not exist, explain why creating the new system(s) or operations are required. (HUD expects that, in most cases, this grant program should build on existing systems and operations; linking the grant activities to them.) Examples of approaches for such work include:

- Establishing and implementing a process for offering referrals of children under age 6 identified through blood lead testing under this grant as having an EBL to social service agencies, support service providers, health systems, school systems, or other governmental or nongovernmental entities that provide access to social and/or educational services, such early childhood learning programs, healthcare and wellness programs, social or psychological counseling programs, individualized development programs, etc.
- Establishing and implementing a process for offering referrals of adults and older children in families where a young child has been identified through blood lead testing under this grant as having an EBL to social service agencies, support service providers, health systems, or other governmental or nongovernmental entities that provide access to social, healthcare and/or educational services.

Specific measures of success or performance for this policy priority include the number of service and provider partners with which referral relationships have been established, for young children and for older family members, and the number of referrals that have been made, also for young children and for older family members.

#### 4. Rating Factor 4: Leveraging Resources (10 points maximum)

This rating factor addresses the ability to obtain additional community and private sector resources that can be combined with HUD's program resources to increase the effectiveness of the proposed program activities. Applicants will be given points based on the amount of net leveraged resources. Leveraged resources must be shown to be specifically dedicated to and integrated into supporting program activities. See Section III.B, Cost Sharing or Leveraging, for additional information on leveraged resources.

a. **Leveraged Resources.** Applicants will be given points based on the amount of total leveraged resources in accordance with the table below (9 points). In awarding points, fractional percentages will be rounded down to whole number percentages, and will not be rounded up (e.g., providing 14.99% leveraged resources will be treated as 14% and receive 4 points).

<b>Leveraged Resources Point Table</b>	
<b>Leveraged Resources as Percent of Requested Federal Amount</b>	<b>Points Awarded</b>
11 percent	1
12 percent	2
13 percent	3
14 percent	4
15 percent	5
16 - 18 percent	6
19 - 21 percent	7
22 - 24 percent	8
25 percent or greater	9

b. Evidence of commitment for leveraging (1 point). Applicants must use Form HUD96015 to document each leveraged resource. While applicants are not required to submit evidence of a firm commitment for each leveraged resource from any organization other than their own, an additional 1 point will be awarded for evidence of commitment of all of a portion of leveraged sources by letters of firm commitment, Memoranda of Understanding, or other signed agreements from those entities identified as partners in the application, and 0.5 points if only some of the match and/or leveraging is supported by evidence of commitment. Matching contributions must be shown to be used specifically for allowable program costs. The signature of the authorized official on the SF424 commits matching resources of your organization and from other sources. If all of the leveraging is committed to come from your organization (i.e., none from other sources), 1 point will be awarded for the documentary evidence provided by the signature of the authorized official on the SF424. All match resources shall be tracked and verifiable according to OMB and program requirements. Contributions required of rental property owners may be included as part of your leveraged resources (See Section III.B, Cost Sharing or Leveraging).

c. Application Consistency. Applicants should ensure that:

(1) the same total leveraging amount is shown in the SF424\_Application\_for\_Federal\_Assistance, Form HUD424CBW\_HUD\_Detailed\_Budget\_Worksheet, HUD96015\_Documenting\_Leveraging\_and\_Matching\_Resources, and the narrative response to Rating Factor 4; and

(2) the total leveraging amount shown is the sum of the individual components of the total match.

5. Rating Factor 5: Achieving Results and Program Evaluation (15 points)

This rating factor reflects HUD's goal to embrace high standards of ethics, management, and accountability.

a. Applicants should describe program activities, outputs and yearly outcomes for the entire period of performance. (5 points)



(1) Applicants should state clearly the project goals (“benchmarks”) and activities (e.g., outreach, training, enrollment, housing evaluations, housing unit production, etc.) to achieve these goals.

(2) Applicants should describe how results will be measured.

(3) Applicants should explain how goals, program activities, and schedules will be documented and tracked.

(4) Applicants should identify the procedures that will be followed to make adjustments to the work plan to improve performance if benchmarks are not met within established timeframes.

b. Logic Model (10 points). In FY2010, HUD will use the Matrix in Appendix 1 of the FY2010 **General Section** to rate the quality of the Logic Model. The matrix provides for a sliding scale of up to 10 points based upon the quality of the submission.

(1) Applicants must submit Form HUD96010. HUD is using an electronic Logic Model with dropdown menus from which you can select needs, activities, and outcomes appropriate to the program. See section V.A.1.c of the FY2010 **General Section** for detailed information on the use of the Logic Model. HUD is requiring grantees to use program-specific questions to self-evaluate the management and performance of their program. Training on HUD’s logic model and the reporting requirements for addressing the Management questions will be provided via satellite broadcast. Applicants are strongly encouraged to view this training. In evaluating Rating Factor 5, HUD will consider how you have described the benefits and outcome measures of the program. HUD will also consider the evaluation plan, to ensure the project is on schedule and within budget.

(2) Performance indicators should be objectively quantifiable and should measure actual achievements against anticipated achievements:

Step 1. The planning component of the logic model should identify the problem or need and develop a plan.

Step 2. The intervention component of the logic model should identify the kinds of services, activities, and outputs projected.

Step 3. The impact component of the logic model should identify the projected outcomes.

Step 4. The accountability (phase one) component of the logic model should include data sources, measurement, and reporting tools.

Step 5. The accountability (phase two) component of the logic model should include the evaluation methodology or the evaluation process.

As a planning tool, the logic model can provide the statement of need and also provide the rationale for the proposed service or activity. For goals or benchmarks, the logic model can provide a set of quantifiable goals including timeframes. These goals allow you and HUD to monitor and assess the progress in achieving the program work plan. The process for the achievement of outcome goals should include identifying the expected outcome and the estimated number needed to achieve the goal or the expected outcome in terms of the community impact or changes in economic and social status. Some examples of measurement-reporting tools are survey instruments; attendance logs; case report; pre-post tests; or waiting lists. Applicants should describe where/how data are maintained, for example, central databases; individual case records; specialized access databases, tax assessor databases; and local precinct. Also, identify the location where the database is maintained, updated, etc., for example, on-site, subcontractor, or other site (specify what it is).

6. **Bonus Points (2 points maximum).** Applicants are eligible for two bonus points if the application includes a valid Form HUD2990 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 U.S. 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 (EZ–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. HUD will verify whether the certification is consistent with data on <http://www.hud.gov/cr> and/or [http://egis.hud.gov/egis/cpd/rcezec/ezec\\_open.htm](http://egis.hud.gov/egis/cpd/rcezec/ezec_open.htm) for the awarding of the bonus points.

#### **B. Reviews and Selection Process**

1. Rating and Ranking. Please refer to the FY2010 **General Section**.

a. Applications that meet all of the threshold requirements will be eligible to be scored and ranked, based on the total number of points allocated for each of the rating factors described in Section V.A.

b. Remaining Funds. Refer to the FY2010 **General Section** for HUD’s procedures if funds remain after all selections have been made within a category.

c. The scoring criteria to be used to award the maximum points for this NOFA are based on how fully and thoroughly you answer each item listed in each Rating Factor.

2. Factors for Award Used to Rate and Rank Applications.

a. The maximum number of points to be awarded is 102. This maximum includes two bonus points as described in the FY2010 **General Section** and above.

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

<b>Rating Factors</b>	<b>Maximum Points</b>
1. Capacity of the Applicant and Relevant Organizational Experience	20
2. Need/Extent of the Problem	15
3. Soundness of Approach	40
4. Matching and Leveraging Resources	10
5. Achieving Results and Program Evaluation	15
6. Bonus Points: Empowerment Zone, Renewal Zones and Enterprise Community (II)	2
Total	102

## **VI. Award Administration Information:**

### **A. Award Notices.**

1. Applicants Selected for Award.

a. Successful applicants will receive a letter from the Office of Healthy Homes and Lead Hazard Control providing details regarding the effective start date of the grant agreement and any conditions, additional data and information to be submitted to execute the grant. This letter is not an authorization to begin work or incur costs under the grant. Costs will be authorized for successful applicants for attendance of up to three key staff (e.g., Program Manager, fiscal staff, and other key day-to-day staff) at HUD's required New Grantee Orientation either on December 15-17, 2010, in Annapolis, MD, or in a three-weekday period in January or February 2011 at a location to be determined in the Washington, Baltimore, or Annapolis metropolitan areas. These costs are allowable in accordance with OMB's regulations on cost principles, cited in section III.C.2 of this NOFA.

b. HUD requires applicants to participate in negotiations to determine the specific terms of the grant agreement, budget, work plan, Logic Model, or other requirements. Should HUD not be able to successfully conclude negotiations with a selected applicant within a period determined by HUD, an award will not be made. If you accept the terms and conditions of the grant agreement, you must return a signed grant agreement by the date specified. Instructions on how to have the grant agreement account entered into HUD's Line of Credit Control System (LOCCS) payment system will be provided. Other forms and program requirements will be provided. In accordance with OMB Circular A-133 (Audits of States, Local Governments and Nonprofit Organizations), if you expend \$500,000 in federal funds in a single year, you must follow the requirements of the Single Audit Act and must submit your completed audit-reporting package along with the Data Collection Form (SF-SAC) to the Single Audit Clearinghouse. The address can be obtained from their website. The SF-SAC can be downloaded at:

<http://harvester.census.gov/sac/>.

2. Debriefing. Refer to the FY2010 **General Section** for additional details.

3. Negotiation. Refer to the FY2010 **General Section** for additional details.

4. Adjustments to Funding. Refer to the FY2010 **General Section** for additional details.

**B. Administrative and National Policy Requirements.** Refer to the FY2010 **General Section** for additional details regarding the Administrative and National Policy Requirements applicable to HUD Programs.

1. National Historic Preservation Act. The National Historic Preservation Act of 1966 (16 U.S.C. § 470) and the regulations at 36 CFR Part 800 apply to the lead-hazard control or rehabilitation activities that are undertaken pursuant to this NOFA.

2. Davis-Bacon wage rates. The Davis-Bacon wage rates are not applicable to these programs. However, if you use grant funds in conjunction with other federal programs, Davis-Bacon requirements may apply to the extent required under the other federal programs.

3. Procurement of Recovered Materials. See the FY2010 **General Section** for information concerning this requirement.

**C. Reporting:** Reports shall comply with the FY2010 **General Section** and specific program reporting requirements as described below.

1. Successful applicants will be required to submit certain quarterly, annual, and final program and financial reports according to the requirements of the OHHLHC. Specific guidance and additional details will be provided to successful applicants in the grant agreement. Grant recipients must include a completed Logic Model (Form HUD96010) (identifying output and outcome achievements), completed benchmark spreadsheet (Form HUD96008) that uses the

benchmarks and milestones identified in the Logic Model Form, and Form HUD27061 (to report racial and ethnic data) based on the reporting schedule in the grant agreement.

2. All grant recipients must comply with reporting requirements of subpart E (Section 3 of the Housing and Urban Development Act of 1968, 12 U.S.C. § 1701u (Economic Opportunities for Low- and Very Low-Income Persons in Connection with Assisted Projects) and the HUD regulations at 24 CFR Part 135) (See Section III.C.6.c).

3. Generally, the average estimated time to complete each of these components is 0.5 hours; it is likely to be less for this grant program. Grant recipients who purchase X-ray fluorescence (XRF) analyzers or other equipment in excess of \$5,000 apiece must complete the General Services Administration's annual Tangible Personal Property Report, if and after that report receives OMB approval under the Paperwork Reduction Act of 1995 (see 75 Federal Register 14441-14442; March 25, 2010). This report has four components: the Annual Report, the Final (Award Closeout) Report, and the Disposition Report/Request, and, if needed, the Supplemental Sheet (see [http://www.whitehouse.gov/omb/grants\\_standard\\_report\\_forms/](http://www.whitehouse.gov/omb/grants_standard_report_forms/)). Generally, the average estimated time to complete each of these components is 0.5 hours; it is likely to be less for this grant program.

#### **VII. Agency Contacts:**

For programmatic questions, you may contact Michelle M. Miller, Director, Programs Division, Office of Healthy Homes and Lead Hazard Control: Department of Housing and Urban Development; 451 Seventh Street, SW, Room 8236, Washington, DC 20410-3000; telephone 202-402-5769 (this is not a toll-free number); facsimile 202-755-1000; e-mail:

[Michelle.M.Miller@HUD.gov](mailto:Michelle.M.Miller@HUD.gov). For administrative questions, you may contact Curtissa L. Coleman, Director of Grants Services Division, at the address above or by telephone at: 202-402-7580 (this is not a toll-free number); facsimile 202-755-1000; email:

[Curtissa.L.Coleman@HUD.gov](mailto:Curtissa.L.Coleman@HUD.gov) If you are a hearing- or speech-impaired person, you may reach the above telephone numbers via TTY by calling the toll-free Federal Relay Service at 1-800-877-8339.

#### **VIII. Other Information:**


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

**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 2539-0015. 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 80 hours to prepare the application, 16 hours to finalize the grant agreement, and 32 hours per annum for grant administration (progress reporting) per respondent. This includes the time for collecting, reviewing, and reporting the data for the application, quarterly reports, and final report. The information will be used for awardee selection and monitoring the administration of funds. Response to this request for information is required in order to receive the benefits to be derived.

**C. Environmental.** A Finding of No Significant Impact (FONSI) with respect to the environment has been made for this NOFA in accordance with HUD regulations at 24 CFR Part 50, which implement section 102(2)(C) of the National Environmental Policy Act of 1969 (42 U.S.C. § 4332(2)(C)). The FONSI is available for public inspection between 8 a.m. and 5 p.m. weekdays in the Regulations Division, Office of General Counsel, Department of Housing and Urban Development, 451 Seventh Street, SW, Room 10276, Washington, DC 20410-0500. Due to security measures at the HUD Headquarters building, an advance appointment to review the FONSI must be scheduled by calling the Regulations Division at (202) 708-3055 (this is not a toll-free number).

**D. Appendices.** Appendices A and B to this NOFA are available for downloading with the application at [Grants.gov](http://Grants.gov).

Dated: SEP 16 2010

  
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Jon L. Gant, Director  
Office of Healthy Homes and Lead Hazard Control

[FR-5415-N-18]

## HUD's Fiscal Year 2010 Healthy Homes Production Notice of Funding Availability

### APPENDIX A – Key Residential Health and Injury Hazards

The following briefly describes the residential health and injury hazards HUD considers key targets for intervention:

Allergens and asthma: In 2005, the CDC estimated that over 22.2 million Americans have asthma with an associated annual cost of more than \$13 billion. Asthma is now recognized as the leading cause of school and work absences, emergency room visits, and hospitalizations. For sensitized children, exposure to antigens from dust mites, certain pets, and cockroaches has been associated with more severe asthma. There is a preponderance of evidence showing a dose-response relationship between exposure and prevalence of asthma and allergies; some evidence also indicates that exposure to antigens early in life may predispose or hasten the onset of allergies and asthma. Dust mites have been identified as the largest trigger for asthma and allergies. A recently published study of children with atopic (allergic) asthma from seven major U.S. cities reported that over half of the children were allergic to cockroach and dust mite allergen (approximately 70% and 63%, respectively), with approximately 50% of the children allergic to mold (Morgan et al. 2004). Significant fractions of children also tested positive for allergy to cat, rodent and dog allergens. This is consistent with other studies that have found that cockroach tends to be the dominant allergen among asthmatic children living in the inner-city, whereas allergy to dust mite allergens appears to dominate among children living in most suburban environments. While children are the population most at risk for developing asthma, there is a growing need to address the onset of new cases in older adults, and to examine how their risk factors might differ from those of children (Selgrade et al. 2006).

Interventions known to have beneficial effects include the installation of impervious mattress and pillow covers, which can reduce allergen exposure by 90 percent. Other dust mite control measures include dehumidification, laundering bedding in hot water, specialized cleaning (dry steam or use of a HEPA vacuum), and removal of carpets and other materials that accumulate dust and are difficult to clean (e.g., dust sinks). Providing residents with education and instruction on cleaning with repeat visits by outreach workers has been shown to result in significant reduction in levels of dust mite and cockroach allergens in floor dust (Takaro et al. 2004; Morgan et al. 2004). For these same studies, researchers also reported significant reductions in asthma symptoms among children living in the intervention group when compared to the control group. A recent meta-analysis found that dust control interventions can also have a preventative effect. Based on five longitudinal studies, the researchers reported an approximately twenty percent decrease in risk of physician-diagnosed asthma for individuals in homes with dust control interventions, compared to those in control homes (Russell et al. 2007).

In a HUD-supported study, asthmatic children living in homes in which nontrivial mold growth was identified, were randomized into two groups, with one group receiving interventions to address the residential mold/moisture problems. The remediation group showed statistically significant reductions in symptom days, symptom score, and acute care visits (Kercsmar et al.

2006). The mean cost of home interventions was \$3,458 per home, including the cost of addressing lead-based paint hazards.

Asbestos: Asbestos is a mineral fiber that has been used commonly in a variety of building construction materials and household products for insulation and as a fire-retardant. The Environmental Protection Agency (EPA) and the Consumer Product Safety Commission (CPSC) have banned most asbestos products. Manufacturers have also voluntarily limited uses of asbestos. Today, asbestos is most commonly found in older homes in pipe and furnace insulation materials, asbestos shingles, millboard, textured paints and other coating materials, and floor tiles. Elevated concentrations of airborne asbestos can occur when asbestos-containing materials (ACMs) are disturbed by cutting, sanding or other remodeling activities. Improper attempts to remove these materials can release asbestos fibers into the air in homes, increasing asbestos levels and endangering the people living in those homes. The most dangerous asbestos fibers are too small to be visible. After they are inhaled, they can remain and accumulate in the lungs. Asbestos can cause lung cancer, mesothelioma (a cancer of the chest and abdominal linings), and asbestosis (irreversible lung scarring that can be fatal). Most people with asbestos-related diseases were exposed to elevated concentrations on the job; some developed disease from exposure to clothing and equipment brought home from job sites. As with radon, dose-response extrapolations suggest that lower level exposures, as may occur when asbestos-containing building materials deteriorate or are disturbed, may also cause cancer.

Intact asbestos-containing materials are not a hazard; they should be monitored for damage or deterioration and isolated if possible. Repair of damaged or deteriorating ACMs usually involves either sealing (encapsulation) or covering (enclosure) it. Repair is usually cheaper than removal, but it may make later removal of asbestos more difficult and costly. Repairs should only be done by a trained professional certified to handle asbestos safely and can cost from a few hundred to a few thousand dollars; removal can be more expensive.

Combustion products of heating and cooking appliances: Burning of oil, natural gas, kerosene, and wood for heating or cooking purposes can release a variety of combustion products of health concern. Depending upon the fuel, these may include carbon monoxide (a chemical asphyxiant), oxides of nitrogen (respiratory irritants), polycyclic aromatic hydrocarbons (e.g., the carcinogen benzo[a]pyrene), and airborne particulate matter (respiratory irritants). Exposure to carbon monoxide, an odorless gas, can be fatal. Nitrogen dioxide can irritate or damage the respiratory tract, and sulfur dioxide can irritate the eyes, nose and respiratory tract. Improper venting and poor maintenance of heating systems and cooking appliances can dramatically increase exposure to combustion products. As the principles of “green” construction and rehabilitation become more popular, and homes become increasingly airtight to improve energy efficiency, there are concerns about potential indoor air quality trade-offs (Selgrade et al. 2006).

Experts recommend having combustion heating systems inspected by a trained professional every year to identify blocked openings to flues and chimneys, cracked or disconnected flue pipes, dirty filters, rust or cracks in the heat exchanger, soot or creosote build-up, and exhaust or gas odors. Installing a carbon monoxide detector is also recommended; however, such a detector will not detect other combustion by-products.

Insect and Rodent pests: The observed association between exposure to cockroach antigen and asthma severity has already been noted above. In addition, cockroaches may act as vehicles to contaminate environmental surfaces with certain pathogenic organisms. Rodents can transmit a number of communicable diseases to humans, either through bites, arthropod vectors, or exposure to aerosolized excreta. In addition, humans can become sensitized to proteins in rodent urine, dander and saliva. Such sensitization may contribute to asthma severity among sensitized individuals. Insect and rodent infestation is frequently associated with substandard housing that makes it difficult to eliminate. Treatment of rodent and insect infestations often includes the use of toxic pesticides that may present hazards to occupants (see below). Integrated pest management (IPM) for rodents and cockroaches is the recommended control strategy because it minimizes the use of toxic pesticides and instead emphasizes environmental controls such as elimination of harborages, and removing access to food and water.

Lead-based paint and its hazards: Exposure to lead, especially from deteriorating lead-based paint, remains one of the most important and best-studied of the household environmental hazards to children. Although blood lead levels (BLLs) have fallen nationally, a large reservoir of lead remains in housing. Recent results from CDC's Fourth National Health and Nutrition Examination Survey (NHANES 2002) demonstrate that the national geometric mean blood lead concentration of children aged 1-5 years has decreased from 2.3  $\mu\text{g}/\text{dL}$  in 1991 to 1.6  $\mu\text{g}/\text{dL}$  in the period 1999-2002 (CDC 2005). During the 1999-2002 survey period, children aged 1-5 years had the highest prevalence of elevated BLLs (1.6%), so that approximately 310,000 children aged 1-5 years remained at risk for exposure to harmful lead levels. Overall, by race/ethnicity, non-Hispanic blacks and Mexican Americans had higher percentages of elevated BLLs (1.4% and 1.5%, respectively) than non-Hispanic whites (0.5%). Among subpopulations, non-Hispanic blacks aged 1-5 years and aged  $\geq 60$  years had the highest prevalence of elevated BLLs (3.1% and 3.4%, respectively). As BLLs have dropped over the years, recent analyses have examined the relationship between relatively low blood lead concentrations ( $<10 \mu\text{g}/\text{dL}$ ) and cognitive functioning in representative samples of U.S. children and adolescents, and have found evidence that suggests that deficits in cognitive and academic skills associated with lead exposure have no threshold (Lanphear et al., 2000; Canfield et al. 2003). These findings clearly support the importance of primary prevention with respect to childhood lead exposure.

Despite dramatic reductions in blood lead levels over the past 15 years, lead poisoning continues to be a significant health risk for young children. Based on results from the HUD- and NIEHS-funded National Survey of Lead and Allergens in Housing (Jacobs et al., 2002), it is estimated that approximately 40 percent of housing units (38 million) in the United States contain lead-based paint. It is further estimated that 25 percent of the nation's housing stock (24 million housing units) have one or more significant lead-based paint hazards (i.e., deteriorated lead-based paint, lead-contaminated dust, or lead-contaminated soil). 1.2 million housing units were found to pose the highest risk of lead poisoning because they housed low-income families with children under six years of age.

Among HUD grantees, lead hazard control (LHC) costs tend to range from \$500 to \$15,000 per unit, with a median cost of \$5,960. Corrective measures include paint stabilization, enclosure and removal of certain building components coated with lead paint, cleanup and "clearance testing," which ensures the unit is safe for young children. In addition, acute injuries to children



have been well documented, most notably in instances involving sanding or stripping of lead-based paint or visible deterioration of lead-based painted residential building components combined with children who exhibit pica tendencies.

Evaluation of lead hazard control interventions conducted by recipients of HUD's lead hazard control grants found that interventions were effective in significantly reducing pre-intervention dust-lead levels on floors and window surfaces up to six years following intervention (Wilson et al. 2006). More intensive treatments were found to significantly reduce dust lead loadings on window sills and troughs compared to lower level treatments, however, no significant differences in dust-lead loadings on floors were reported.

Mold and moisture: An analysis of several pulmonary disease studies estimates that 25 percent of airways disease, and 60 percent of interstitial lung disease may be associated with moisture in the home or work environment. Moisture is a precursor to the growth of mold and other biological agents, which is also associated with respiratory symptoms. An investigation of a cluster of pulmonary hemosiderosis (PH) cases in infants showed PH was associated with a history of recent water damage to homes and with levels of the mold *Stachybotrys atra* (SA) in air and cultured surface samples. Associations between exposure to SA and "sick building" symptoms in adults have also been observed. Other related toxigenic fungi have been found in association with SA-associated illness and could play a role. For sensitive individuals, exposure to a wide variety of common molds may also aggravate asthma. A recent review by an expert committee convened by the Institute of Medicine found sufficient evidence for an association between exposure to mold and other agents in damp indoor environments and asthma symptoms in sensitized persons, upper respiratory tract symptoms, cough, and wheeze (IOM 2004). The committee also found limited or suggestive evidence for an association between damp indoor environments and the development of asthma. Addressing mold problems in housing requires coordination among the medical, public health, microbiological, housing, and building science communities.

The cost of mold/moisture-related intervention work (e.g., IPM, clean and tune furnace, remove debris, vent clothes dryer, cover dirt floor with impermeable vapor barrier) is a few hundred dollars, unless major modification of the ventilation system is needed. For example, in Cleveland, mold interventions, including repairs to ventilation systems and basement flooring, in the most heavily contaminated homes range from \$500 to \$5,000, with some costs also being dedicated to LHC simultaneously through its lead and asthma program.

Pesticide residues: According to the EPA, 75 percent of U.S. households used at least one pesticide product indoors during the past year. Products used most often are insecticides and disinfectants. Another study suggests that 80 percent of most people's exposure to pesticides occurs indoors and that measurable levels of up to a dozen pesticides have been found in the air inside homes. The amount of pesticides found in homes appears to be greater than can be explained by recent pesticide use in those households; other possible sources include contaminated soil or dust that migrates in from outside, stored pesticide containers, and household surfaces that collect and then release the pesticides. Pesticides used in and around the home include products to control insects (insecticides), termites (termiticides), rodents (rodenticides), molds and fungi (fungicides), and microbes (disinfectants). In 2005, the

American Association of Poison Control Centers reported that some 1.6 million children were involved in common household pesticide poisonings or exposures (AAPCC 2005). In households with children under five years of age, almost half stored at least one pesticide product within the reach of children. Exposure to high levels of cyclodiene pesticides, commonly associated with misapplication, has produced various symptoms, including headaches, dizziness, muscle twitching, weakness, tingling sensations, and nausea. In addition, the EPA is concerned that cyclodienes might cause long-term damage to the liver and the central nervous system, as well as an increased risk of cancer.

There are available data on hazard evaluation methods and remediation effectiveness regarding pesticide residues in the home environment.

Radon progeny: The National Academy of Sciences estimates that approximately 15,000 cases of lung cancer per year are related to radon exposure. Epidemiologic studies of miners exposed to high levels of radon in inhaled air have defined the dose response relation for radon-induced lung cancer at high exposure levels. Extrapolation of these data has been used to estimate the excess risk of lung cancer attributable to exposure to radon gas at the lower levels found in homes. These estimates indicate that radon gas is an important cause of lung cancer deaths in the U.S. Excessive exposures are typically related to home ventilation, structural integrity and location.

Radon measurement and remediation methods are well developed, and the EPA recommends that every home be measured for radon. EPA estimates that materials and labor costs for radon reduction in an existing home are \$800-\$2,500. Including radon resistant techniques in new home construction costs \$350-\$500, and can save up to \$65 annually in energy costs, according to the EPA.

Take-home hazards from work/hobbies and work at home: When the clothing, hair, skin, or shoes of workers become contaminated with hazardous materials in the workplace, such contaminants may inadvertently be carried to the home environment and/or an automobile. Such "take-home" exposures have been demonstrated, for example, in homes of lead-exposed workers. In addition, certain hobbies or workplaces located in the home may provide an especially great risk of household contamination.

Control methods include storing and laundering work clothes separately, and showering and changing clothes before leaving work or immediately after arriving home. Once a home becomes contaminated, cleaning floors and contact surfaces and replacing furnishings may be necessary to reduce exposures.

Unintentional injuries/fire: Unintentional injury is now the leading cause of death and disability among children younger than 15 years of age. In 1997, nearly 7 million persons in the U.S. were disabled for at least one full day by unintentional injuries received at home. A recent HUD-supported study of deaths among US children and adolescents from 1985 to 1997 found that an average of 2,822 unintentional deaths occurred annually from residential injuries (Nagaraja et al., 2005). The highest death rates were attributable to fires, submersion or suffocation, and poisoning. Black children were two times more likely to die from residential injuries than white

children. The elderly are also at an elevated risk for residential injuries. Home visitation protocols have been shown to be effective in reducing exposure to injury hazards. The "add-on" cost of injury prevention measures, when combined with other housing interventions are estimated at about \$100 per unit. This includes the cost of some injury prevention devices (e.g., smoke alarms, electrical socket covers, etc.).

**Fiscal Year 2010 Healthy Homes Production Program Notice of Funding Availability**  
**Appendix B – Approximate Cost for Sample Healthy Homes Interventions**

Keep It Dry	Approximate Unit Cost
Install drain pans under water heater	\$20
Place dehumidifier in basements or other damp spaces	\$130
Fix Downspouts to drain away from the foundation	\$25
Place water alarm near sump pump or water heater	\$10
Repair water damaged ceiling – 4’ x 8’ patch and installation	\$250
Keep it Clean	Approximate Unit Cost
Track Off Mats inside and outside of every exterior door	\$10 - \$15
Non-Toxic Cleaning Supplies	\$20
Keep It Ventilated	Approximate Unit Cost
Install/Replace Exhaust Fans	\$225
Keep It Contaminant-Free	Approximate Unit Cost
Install Wire Shelving	\$60
Conduct Radon Testing	\$10
Conduct Radon Mitigation (if necessary)	\$500 - \$1,200
Conduct Lead Based Paint Inspection/Risk Assessment	\$800
Keep It Pest-Free	Approximate Unit Cost
Fill cracks and crevices with copper mesh, expanding foam, cement, and caulk to prevent pest intrusion	\$10-\$20
Integrated pest management	\$110
Provide trash cans with sealable covers	\$15-\$20
Keep It Safe	Approximate Unit Cost
Install night lights	\$2
Install non-skid pads for carpet runners and rugs	\$25
Install smoke detectors including batteries	\$5 - \$30
Install carbon monoxide detectors	\$40
Place bath mats in each bathtub	\$5 -\$7
Set water heaters to 120 degrees Fahrenheit or below	\$0
Install anti-scald shower diverter on faucets and showerheads	\$100
Install grab bars in bathrooms	\$50
Upgrade electrical system	\$200-\$700
Install baby safety items – gates, cabinet latches, handrails, bed rails, window guards, window blind cord safety devices, outlet covers, etc.	Varies by item
Keep It Maintained	Approximate Unit Cost
Repair cracks and holes in foundation	\$5/sq. ft.
Fix lead based paint hazards	\$500 - \$1500
Replace furnace filters	\$35/4 pack

<sup>1</sup> Adapted from National Center for Healthy Housing, Steps for Creating a Healthier Home—Costs for a Typical Two-Story Single-Family Home. Developed under the National Healthy Homes Training Center grant from the Centers for Disease Control and Prevention’s Healthy Homes and Lead Poisoning Prevention Branch, with funding from the HUD Office of Healthy Homes and Lead Hazard Control. [www.nchh.org/Portals/0/Contents/Steps\\_for\\_Creating\\_a\\_Healthier\\_Home2009.pdf](http://www.nchh.org/Portals/0/Contents/Steps_for_Creating_a_Healthier_Home2009.pdf), downloaded August 16, 2010.