

**DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

**[Docket No. FR-5700-N-08]**

**Notice of Funding Availability (NOFA) for HUD's Fiscal Year 2013  
Public & Indian Housing Family Self-Sufficiency Program (under Resident  
Opportunity & Self-Sufficiency (ROSS))**

**AGENCY:** Office of the Assistant Secretary for Public and Indian Housing, HUD.

**ACTION:** Notice of Funding Availability for HUD's Fiscal Year (FY) 2013 Public Housing Family Self-Sufficiency (PH FSS) Program.

**SUMMARY:** This Notice announces the availability of funding of approximately \$18 million for HUD's FY 2013 PH FSS Program.

The objective of the FSS program is to enable participating low-income families to increase their earned income and reduce their dependency on welfare assistance and rental subsidies. Under the FSS program, low-income families are provided opportunities for education, job training, counseling and other forms of social service assistance, while living in assisted housing, so they can obtain skills necessary to achieve self-sufficiency. Public Housing Agencies (PHAs) or tribes/ Tribally Designated Housing Entities (TDHEs) that administer FSS programs enter into five-year contracts with new families on an ongoing basis. The FSS contract spells out the terms and conditions governing participation and the responsibilities of both the PHA and the family. HUD funding for coordinator salaries is awarded through annual NOFAs.

As required by the FSS statute and regulations, each FSS program reflects local needs and resources. PHAs are not permitted to limit FSS participation to those families most likely to succeed because of current education level or job history. FSS coordinators must develop an individual training and service plan for the head of each FSS family and help them obtain appropriate services. HUD is aware of the many variables facing FSS programs including local job markets, diminishing availability of services and significant barriers to employment faced by many participants. In spite of these variables, the majority of families begin to earn FSS escrow credits during the term of their FSS contracts based on increases in their earned income after entering the FSS program.

In measuring the success and effectiveness of local FSS programs, the Department takes into account not only the number of families who achieve self-sufficiency (see [24 CFR 984.103](#) for the definition of self-sufficiency), but also the number of FSS families who, as a result of participation in the program, accrue escrow, and successfully complete the program.

To ensure continuity of services to those families currently enrolled PH FSS, and due to the limited funding available, the Department will only fund renewal positions (i.e. positions funded under the FY 2011 and/or FY 2012 PH FSS NOFAs) of PHA applicants that are currently administering a PH FSS program that meet performance standards/thresholds established in this NOFA.

**AUTHORITY:** The Family Self-Sufficiency Program is authorized by Section 23 and Section 34 of the United States Housing Act of 1937. HUD's FY 2013 Notice of Funding Availability Policy Requirements and General Section (2013 General Section) posted on August 8, 2012, along with any subsequent published 2013 General Section technical corrections or supplementary information, establish threshold and other critical application submission requirements that affect this NOFA. Applicants for assistance under this NOFA are, therefore, directed to review the 2013 General Section prior to submitting an application.

## OVERVIEW INFORMATION

**A. Federal Agency Name:** Department of Housing and Urban Development, Office of Public and Indian Housing, Office of Public Housing Investments.

**B. Funding Opportunity Title:** Public & Indian Housing Family Self-Sufficiency (PH FSS) Program Coordinators.

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

**D. Funding Opportunity Number:** FR-5700-N-08, OMB Approval Number is 2577-0229.

**E. Catalog of Federal Domestic Assistance (CFDA) Number(s):** 14.877, Public & Indian Housing Family Self-Sufficiency.

**F. Dates:** The application deadline date is 11:59:59 p.m. eastern time on **October 7, 2013**. Applications must be received by Grants.gov no later than 11:59:59 p.m. eastern time on the application deadline date. Please see Section IV.C of the **General Section** for timely receipt requirements and grace period information. Applicants should be aware that following receipt of their applications to Grants.gov, applications go through a validation process in which the application is either accepted or rejected. Please allow time for this process to ensure that you meet the timely receipt requirements. (NOTE: The validation system does not check to see that all attachments required by the NOFA are in the submission, or that the applicant has submitted all the required elements of the application. This is discussed further in IV.C.3 of the **General Section**. Please also note that in July 2012, the Central Contractor Registration (CCR) was converted to the System for Award Management (SAM) found at [www.SAM.gov](http://www.SAM.gov). The new SAM website incorporates requirements for CCR. Applicants must ensure that their registration in CCR was fully and successfully migrated to SAM.gov. Expired or inactive registrations will prevent applicants from submitting at Grants.gov. An applicant's inability to submit due to expired or inactive registration is not curable after the submission deadline and grace period in accordance with the General Section. See Section IV of the General Section for more information.)

### **G. Additional Overview Content Information:**

**1.** Please read this entire NOFA carefully to ensure all threshold and eligibility requirements are met (otherwise the applicant will be ineligible for funding), and that the program requirements listed in this NOFA are followed. Application requirements **have changed** from the last NOFA. Please also note that in FY 2013, nearly identical NOFAs for the PH FSS and Housing Choice Voucher (HCV) FSS programs will be published on the same day, and applications will be due on the same day. If your PHA runs both programs, you must submit **one application for each program** as in prior years.

**2. Purpose of the Program.** The purpose of the PH FSS program is to promote the development of local strategies to coordinate the use of assistance under the Public Housing program with public and private resources to enable participating families to increase earned income and financial literacy, reduce or eliminate the need for welfare assistance, and make progress toward economic independence and self-sufficiency.

An FSS program coordinator ensures that program participants are linked to the supportive services they need to achieve self-sufficiency. In addition to working directly with families, an FSS Program Coordinator is responsible for building partnerships with employers and service providers in the community to help participants obtain jobs and services. FSS Program Coordinators must ensure that the services included in contracts of participation of program participants are provided on a regular, ongoing and satisfactory basis, that participants are fulfilling their responsibilities under the contracts and that FSS escrow accounts are established and properly maintained for eligible families.

PHAs are encouraged to outreach to persons with disabilities who are PH program participants and might be interested in participating in the PH FSS program. PHAs are also encouraged to include agencies on their FSS Program Coordinating Committee (PCC) that work with and provide services to families with disabilities. Likewise, PHAs are encouraged to outreach to persons with limited English proficiency and to include agencies in the FSS PCC that work with and provide services to persons with limited English proficiency.

The FSS program and this FSS NOFA support the Department's strategic goal of utilizing housing as a platform for improving quality of life by helping HUD-assisted renters increase economic security and self-sufficiency. The FSS program provides critical tools that can be used by communities to help families develop new skills that will lead to economic self-sufficiency. Many families participating in FSS have achieved stable employment which has made it possible for them to become homeowners or move to other non-assisted housing.

By having an FSS coordinator whose primary responsibility is to guide and connect participants to needed training and resources, FSS participants gain access to the support they need in order to achieve their self-sufficiency goals and move up the economic ladder. Since the Department does not fund services, FSS program coordinators must obtain commitments in their communities for the services required by families.

Research suggests that the FSS program helps self-selected families to secure employment, increase wages and accumulate assets. In a study conducted by HUD's Office of

Policy Development and Research, 181 FSS participant outcomes were assessed from 2005 to 2009. The report found that during that period, program graduates were more likely to be employed and had higher incomes than non-program graduates. The average annual income for FSS graduates had increased from \$19,902 to \$33,390, while the average annual income of households who exited and were not FSS graduates only increased from \$15,551 to \$15,918. The average escrow balance of graduates in that study was \$5,294, more than double the escrow balance of households who exited and were not FSS graduates. The first national evaluation of FSS conducted by HUD which covered the period from 1996-2000 revealed that the median income for FSS families increased 72 percent during participation in the FSS program, while a similar group of non-FSS participants' median incomes increased by only 36 percent during the same period. In addition to these studies, HUD plans to complete a rigorous evaluation by 2018 of the FSS program by controlling for self-selection, which would provide more definitive proof of the program's effectiveness.

### **3. Grant Term.**

The grant term is one year from the date that HUD signs the grant agreement. However, extensions/modifications will be made by HUD to account for the overlap in funding due to the HUD NOFA cycle. Renewal applicants can generally expect that the funding from this FY 2013 NOFA will fund coordinator(s) for the twelve months following the final expenditure of the last grant which they received.

**4. Coordination between Programs with Services or Service Coordination.** Any grantee located in a jurisdiction that receives multiple sources of funding (from the programs listed below) to serve the same population or geographic area, should coordinate among those programs, where appropriate, so as to leverage shared resources, avoid duplication of services, and improve access and service delivery to participating families: ROSS Service Coordinators (ROSS-SC), PH FSS, HCV FSS, HOPE VI Revitalization, Choice Neighborhoods, Elderly/Disabled Service Coordinators, HUD-VASH, Family Unification Program (FUP) vouchers, Multi-Family Service Coordinators, Housing Opportunities for Persons With AIDS (HOPWA), Continuum of Care programs and/or other special use housing assistance with services or service coordination. One example of coordination is a PHA that administers both HCV FSS and PH FSS (and/or ROSS-SC) programs using a single Program Coordinating Committee. Coordination between programs should be conducted by and between program coordinators or other program management staff.

## **FULL TEXT OF ANNOUNCEMENT**

### **I. FUNDING OPPORTUNITY DESCRIPTION**

**A. Authority and Program Description.** Funding for this program is authorized by the Consolidated and Further Continuing Appropriations Act, 2013, Pub. L. No. 113-6, 127 Stat. 198, enacted March 26, 2013.

On an annual basis, HUD has provided funding to PHAs or tribes/TDHEs that are operating PH FSS programs to enable those entities to employ program coordinators to support their PH FSS program participants. In this FY 2013 PH FSS Program Coordinator NOFA, HUD is again

making funding available to PHAs and tribes/TDHEs to employ PH FSS program coordinators for one year. HUD will accept applications from PHAs or tribes/TDHEs that are currently administering a PH FSS program under a HUD-approved FSS Action Plan.

Due to the limited funding available under this NOFA, applicants will only be eligible for funding under this NOFA if they were funded under the FY 2011 and/or FY 2012 PH FSS NOFAs. See [Section III](#) of this NOFA for additional information on eligibility requirements, including the requirement regarding the number of families served.

*See Section [III.C.4](#) of this NOFA for complete information on Program Requirements.*

**B. Definitions.** The following definitions apply to the funding available under this NOFA.

- 1. Action Plan.** The Action Plan describes the policies and procedures of the PHA or tribe/TDHE for operation of a local FSS program. For a full description of the information that the Action Plan must contain, please see [24 CFR 984.201](#).
- 2. Cap on Number of Positions** means the most recent number of PH FSS program coordinator positions funded (i.e., number of PH FSS program coordinator positions awarded in FY 2011 or FY 2012, as applicable) See [Section III.A.2](#) of this NOFA for more information.
- 3. Contract Administrator** means an overall grant administrator or a financial management agent (or both) that oversees the implementation of the grant and/or the financial aspects of the grant. See [Section III.C.3.b.\(1\)\(b\)](#). “[Capacity to Administer the PH FSS program \(Past Performance Review\)](#)” for more information.
- 4. Contract of Participation.** See [24 CFR 984.103](#) for the definition and [984.303](#) for further information including the contract term.
- 5. Eligible Families.** PH program participants or NAHASDA-assisted residents.
- 6. FSS Escrow Account.** See [24 CFR 984.103](#) for the definition and [984.305](#) for further information.
- 7. PH FSS Program Coordinator.** The person responsible for linking PH FSS program participants to supportive services. Program Coordinators will work with the PCC and local service providers to ensure that the necessary services and linkages to community resources are being made, such as ensuring that the services included in participants’ contracts of participation are provided on a regular, ongoing, and satisfactory basis; making sure that participants are fulfilling their responsibilities under their contracts of participation, and ensuring that PH FSS escrow accounts are established and properly maintained for eligible families. PH FSS Coordinators may also perform job development functions (e.g. outreach to potential employers) for the FSS program.

**8. Indian Tribe.** The definition of Indian tribe under this NOFA shall be the same definition of Indian tribe found in Section 4(13) of the [Native American Housing Assistance and Self Determination Act of 1996 \(NAHASDA\)](#).

**9. Job-sharing.** Means that two or more employees are retained on a part-time or reduced-time basis to perform a job normally fulfilled by one FSS coordinator working full-time. See [Section III.C.1](#) of this NOFA for more information.

**10. Logic Model.** Form HUD-96010. This form is completed by applicants annually in their PH FSS application submission. Funded programs use the Logic Model to show accomplishments against proposed outputs and outcomes as part of the annual reporting requirement. See [Section IV.B.2.\(f\)](#) and [VI.C.2.a](#) of this NOFA for more information.

**11. Moving to Work (MTW) PHAs.** PHAs that are under MTW agreements with HUD. See [III.C.4.a](#) of this NOFA for more information.

**12. NAHASDA-assisted resident.** A NAHASDA-eligible person receiving assistance under NAHASDA.

**13. Number of PH FSS Program Participants.** The total number of families under an FSS contract of participation in the applicant's PH FSS program during the target period (see [Section I.B.17](#) below for the definition of target period) as shown in HUD's Public Housing Information Center (PIC) data system. The total number of families under an FSS contract of participation includes any PH FSS families with enrollment, progress, and exit reports in PIC during the target period.

**14. Number of PH FSS Coordinators Supported by PIC:** The number of PH FSS program participants (as defined in [Section I.B.13](#) above) served by the applicant's PH FSS program during the target period will determine the number of PH FSS coordinators for which an applicant is eligible to apply. This number is based on the eligibility requirements discussed in Section III.A.1 of this NOFA; that is, 25 PH FSS program participants qualifies a PHA for 1 PH FSS coordinator, 75 PH FSS program participants qualifies a PHA for 2 PH FSS coordinators, and so on in increments of 50.

**15. PIC Report:** A report showing PIC data (during the target period of this NOFA) for PH FSS programs funded under the FY 2011 and/or FY 2012 PH FSS NOFAs. For each listed PHA, the report shows the total number of PH FSS program participants, the number of PH FSS coordinators supported by PIC, the cap on number of positions, and the most recent award amount (FY 2012 or FY 2011, as applicable). Please note that only the award amount of your most recent award (FY 2012 or FY 2011) was included in the report even if your PHA was funded in both years because funding for eligible PHAs will be based on the most recent award amount. The PIC report is attached to this NOFA as Appendix A and includes both MTW and non-MTW PHAs. See [Section IV.B.1.a](#) of this NOFA for information on submission of documentation for incorrect or missing numbers in the PIC report.

**16. Program Coordinating Committee.** See [24 CFR 984.103](#) for the definition and [984.202](#) for further information.

**17. Target Period.** This is April 1, 2012 – March 31, 2013. This is the period HUD will use to review data in PIC to verify number of participating families applicants are serving and other relevant information.

## II. AWARD INFORMATION

**A. Available Funds.** The funding for this program is authorized by the Consolidated and Further Continuing Appropriations Act, 2013, Pub. L. No. 113-6, 127 Stat. 198, enacted March 26, 2013. HUD expects to award a total of approximately \$18,000,000 in FY 2013 funding. If this amount exceeds the amount needed to fund all eligible applicants, the remainder will be transferred to the FY 2013 ROSS-SC competition.

**B. Positions.** A maximum of \$69,000 is available for each full-time coordinator position funded, or a maximum of \$34,500 is available for a part-time position. However, there will be no increases over the most recent award amount (i.e. the FY 2011 or FY 2012 PH FSS program coordinator award amount, as applicable) for any applicant, as described in [Section IV.E](#) of this NOFA. Applicants may request funds for a part-time coordinator. The maximum salary for a part-time position may not exceed 50 percent of the comparable salary for a full-time position adjusted for the number of hours worked. Salaries must be based on local comparables that must be kept on file in the offices of the PHA or tribe/TDHE.

The funding will be provided through a grant agreement and HUD's LOCCS system. HUD reserves the right to adjust funding for positions in order to ensure a fair and reasonable distribution of funding.

## III. ELIGIBILITY INFORMATION

**A. Eligible Applicants.** Eligible applicants are Public Housing Agencies (PHAs) (including Moving to Work (MTW) PHAs), and Indian tribes/Tribally Designated Housing Entities (TDHEs) currently administering a PH FSS program that have served at least the minimum number of families required by this NOFA (as described in [Section III.A.1](#), below), have met the threshold requirements of this NOFA as outlined in [Section III.C.3](#) of this NOFA, and have met the timely receipt requirements as outlined in [Section IV.C](#), of this NOFA. Non-profit organizations and resident associations are *not eligible* to apply for funding under this NOFA.

Due to the limited funding available under this NOFA, applicants will only be eligible for funding under this NOFA if they were funded under the FY 2011 and/or FY 2012 PH FSS NOFAs. See Appendix A for a list of applicants that were funded under the FY 2011 and/or FY 2012 PH FSS NOFAs.

### 1. Eligibility Requirement: Number of PH FSS Families Served.

Eligibility for funding will be based on data in HUD's PIC system (as shown on the PIC report in Appendix A) or the equivalent data provided by applicants contesting the number of PH FSS

program participants in the PIC report (see [Section IV\(B\)\(1\)\(a\)](#) of this NOFA). In the case of tribes/TDHEs, which do not report to PIC, data will be collected from the Area ONAPs. Eligibility will be based on the number of PH FSS program participants in the applicant's PH FSS program during the target period (see [Sections I.B.13](#) and [I.B.17](#) of this NOFA for the definition of PH FSS program participants and target period, respectively), except as indicated in [Section III.A.1.a.\(2\)](#) or [III.A.1.b.\(2\)](#) below.

**a. To qualify for renewal of one part-time position of up to fifty percent of a full-time coordinator's salary:**

(1) An applicant must have served between 15 and 24 PH FSS families during the target time period, or

(2) Applicants that received initial funding under the FY 2012 PH FSS NOFA to establish a new PH FSS program are exempted from the requirement to meet the 15-24 PH FSS family threshold. PHAs in this category were funded based on their application which required them to implement a PH FSS program of at least 15 families for a part-time position, and 25 families for a full-time position. Because such PHAs would not have had sufficient time from their FY 2012 PH FSS award date to fully implement their programs, the number of families served eligibility requirement will not apply to them under this NOFA. A list of applicants funded initially under the FY 2012 PH FSS NOFA is provided as Appendix C. *Only the PHAs identified on this list are exempt from the number of families served eligibility requirement.*

**b. To qualify for renewal of one full-time position:**

(1) An applicant must have served a minimum of 25 families in their PH FSS program during the target period, or

(2) Applicants that received initial funding under the FY 2012 PH FSS NOFA as discussed in [Section III.A.1.a.\(2\)](#) above are exempted from the requirement to meet the 25 PH FSS family threshold.

**c. To qualify for renewal of more than one full-time position.**

An applicant must have served 50 families more than the previous level during the target period. For example: To qualify for a second full-time renewal position, a PHA must have served at least 75 families; for a third full-time renewal position, a PHA must have served at least 125 families, etc. Please see the chart below for a visual representation of this principle.

**NOTE: Applicants may not qualify for part-time positions beyond the initial position (e.g. an applicant may not qualify for one and a half positions).**

Number of PH FSS families served during the target period	Number of renewal positions supported
15-24 families	1 part-time position
25-74 families	1 full-time position
75-124 families	2 full-time positions



125-174 families	3 full-time positions
175-224 families	4 full-time positions
225-274 families	5 full-time positions
275-324 families	6 full-time positions
325-374 families	7 full-time positions
375-424 families	8 full-time positions
And so on in increments of 50	

**2. Cap on Number of Positions.** Due to the limited funding available under this NOFA, applicants will not be awarded more positions than the most recent number of PH FSS program coordinator positions funded (please see [Section I.B.2](#) of this NOFA for more information). For example, a PHA who was awarded one part-time position in FY 2012 may only be awarded one part-time position under this NOFA, even if the PHA has served more than 24 PH FSS families during the target time period.

**3. Transfers/Consolidations.** A receiving PHA under a program transfer or consolidation will qualify for the combined number of positions supported by the receiving and divesting PHAs' number of PH FSS program participants served during the target period, subject to the combined cap on number of positions of the receiving and divesting PHAs.

Consider the following example of a transfer, in which the divesting PHA transferred their program to the receiving PHA after both PHAs were awarded FY 2012 PH FSS funding: the receiving PHA served 110 PH FSS families during the target period, and the divesting PHA served 30 families during the target period, so the receiving PHA qualifies for three full-time positions (140 families served by the receiving and divesting PHAs during the target period supports three full-time positions). However, the combined cap on number of positions is two full-time positions (the receiving PHA was awarded only one full-time position in FY 2012, as was the divesting PHA), so the receiving PHA will not be awarded more than two full-time positions.

Or consider the following example of a consolidation, in which three PHAs consolidated after each of the PHAs were awarded FY 2012 PH FSS funding: each of the three divesting PHAs served 50 PH FSS families during the target period; however, the newly consolidated PHA is shown in PIC as having served 0 PH FSS families during the target period (due to the timing of the consolidation). The newly consolidated PHA qualifies for three full-time positions (150 families served by the three divesting PHAs during the target period supports three full-time positions). The combined cap on number of positions is three full-time positions (each of the three divesting PHAs were awarded one full-time position in FY 2012), so the newly consolidated PHA may be awarded three full-time positions.

Please note that the combined cap on number of positions in cases where a PHA in a transfer or consolidation was awarded a part-time position, will roll up from a part-time to the nearest full-time position if supported by the number of families served during the target period. For example, the combined cap on number of positions would change from 1.5 to 2 in the following scenario: if the receiving PHA served 70 PH FSS families during the target period, and the divesting PHA served 20 families during the target period, the receiving PHA qualifies for

two full-time positions (90 families served by the receiving and divesting PHAs during the target period supports two full-time positions) and will be awarded two full-time positions, even though the divesting PHA's cap on number of positions is 0.5 (the PHA was awarded one part-time position in FY 2012) and the receiving PHA's cap on number of positions is 1 (the PHA was awarded one full-time position in FY 2012). This is because PHAs are never awarded a part-time position beyond the initial position, as discussed in [Section III.A.1.c](#) above.

Please note that the award amount for a receiving PHA under a program transfer or consolidation may not exceed the combined most recent award amount; see [Section IV.E.2](#) of this NOFA.

**4. Joint Applicants.** Eligible applicants who previously applied jointly under the FY 2011 and/or the FY 2012 PH FSS NOFAs may not apply separately, and may not add new joint applicants under this NOFA. However, the composition of the joint applicants may change to remove any member(s) or change a co-applicant to a lead applicant (or vice-versa). Please note that in the case of removal of any member(s), the remaining joint applicants are subject to the cap on number of positions (see [Section III.A.2](#) of this NOFA), and must meet the number of PH FSS families eligibility requirement (see [Section III.A.1](#) of this NOFA). For example, if PHA A (lead), PHA B (co-applicant), and PHA C (co-applicant) applied jointly under the FY 2012 PH FSS NOFA and were awarded 2 full-time PH FSS coordinator positions, and PHA B will apply as the lead agency with PHA C as co-applicant under this NOFA, then PHA B and PHA C cannot be awarded more than 2 full-time coordinator positions under this NOFA. PHA B and PHA C may only be awarded 2 full-time PH FSS coordinator positions if they meet the number of PH FSS eligibility requirements described in [Section III.A.1](#) of this NOFA (i.e. if together PHA B and PHA C have enough PH FSS participants during the target period to support 2 PH FSS coordinators).

See [Section IV.E.2](#) of this NOFA for limitation on funding increases for joint applicants.

**B. Cost Sharing or Matching.** None required.

### **C. Other**

**1. Eligible Activities.** Funds awarded to PHAs under this NOFA may only be used to pay the annual salary and fringe benefits of PH FSS program staff. Funding under this NOFA may also be used to continue to employ PH FSS coordinator support positions funded under previous PH FSS NOFAs that made funding available for such FSS positions.

A part-time PH FSS program coordinator may be retained where appropriate. The funds for a PH FSS coordinator position may be used to job-share with more than one employee if PH FSS functions are shared (see [Section I.B.9](#) for the definition of job-sharing). If job-sharing, the funds may be pro-rated to more than one staff member.

See [Section IV.E.4](#) of this NOFA for information on ineligible activities.

**2. Rental Assistance Demonstration.** PHAs that are converting public housing units to project-based voucher (PBV) assistance through the Rental Assistance Demonstration (RAD) will be allowed to use any PH FSS funds granted previously or pursuant to the FY 2013 PH FSS NOFA, to serve those FSS participants who live in units converted by RAD and who will be moving to the HCV FSS program.

### **3. Threshold Requirements**

**a. General Section Threshold Requirements.** All applicants must meet the threshold requirements in Section III.C.2 of the [FY 2013 General Section](#). Please note that Section III.C.2 of the FY 2013 General Section was amended by the [Technical Correction to the FY 2013 General Section dated October 13, 2012](#). Because the Technical Correction to the General Section republishes Section III.C.2 in its entirety, including amended and non-amended parts, any reference below will be to the Technical Correction to the FY 2013 **General Section**, and not to the FY 2013 **General Section** itself.

**(1) Ineligible Applicants.** HUD will not evaluate an application from an ineligible applicant.

**(2) Dun and Bradstreet Data Universal Numbering System (DUNS) Number and Active Registration at CCR/www.SAM.gov.** See III.C.2.b and III.C.2.c of the Technical Correction to the FY 2013 **General Section**, including information on the new SAM platform found at: <https://www.sam.gov/portal/public/SAM/>. **Please note that submitting a paper application does not release an applicant from this requirement.**

Failure to meet this requirement by applicants that file a paper application will be treated as a curable deficiency in accordance with [Section V.B.3](#) of this NOFA. If the DUNS number, or remedy to any discrepancy in the applicant legal name is not provided within the cure period as described in [Section V.B.3](#) of this NOFA, the application will not be funded. Failure to meet this requirement by electronic filers will not be treated as a curable deficiency under [Section V.B.3](#) of this NOFA; instead, electronic filers who fail to meet this requirement will have the opportunity to cure the deficiency in accordance with HUD's timely receipt requirements and grace period policy described in Section IV.C.1 of the **General Section**.

**(3) Resolution of Outstanding Civil Rights Matters Must Be Completed Prior to the Application Deadline.** Section III.C.2.d of the Technical Correction to the FY 2013 **General Section** applies. Where an application involves more than one entity each entity must meet the threshold requirement.

**(4) Debarred or Suspended Applicants.** No person employed by or contracted with the applicant that appears on the Excluded Parties Listing System (EPLS) may be paid pursuant to funding under this NOFA. For access to the EPLS, see <https://www.sam.gov/portal/public/SAM/>.

**(5) Consistency with Consolidated Plan.** Because all eligible applicants confirmed the consistency of their FSS program with their local Consolidated Plan in the most recently funded

application, this NOFA does **not** require applicants to submit a certification of consistency with the Consolidated Plan.

**(6) Delinquent Federal Debt.** See Section III.C.2.g of the Technical Correction to the FY 2013 **General Section**.

**(7) Financial System that Meets Federal Requirements.** See III.C.2.h of the Technical Correction to the FY 2013 **General Section**. Please note that this requirement will be considered to have been met by all eligible applicants, due to such applicants being PHAs that already receive other funds from HUD.

**(8) Name Check Review.** See III.C.2.i of the Technical Correction to the FY 2013 **General Section**. Please note that this requirement will be considered to have been met by all eligible applicants, due to such applicants being PHAs.

**(9) False Statements.** See III.C.2.j of the Technical Correction to the FY 2013 **General Section**.

**(10) Do Not Pay.gov Review.** See Section III.C.2.k of the Technical Correction to the FY 2013 **General Section** (which adds the use of the Federal website “DoNotPay.gov” as a way of preventing improper payments) for further information.

**b. Program Threshold Requirements.** In addition to the threshold requirements in the FY 2013 **General Section**, applicants must meet the following program threshold requirements:

**(1) Performance and Capacity.** All applicants must meet the following performance and capacity requirements:

**(a) Performance Requirements.** Applicants must meet the performance requirements described in [Section III.A.1](#) of this NOFA.

**(b) Capacity to Administer a PH FSS program (Past Performance Review).** The local HUD field office of each applicant will evaluate capacity of the applicant. Since all eligible applicants to this NOFA are PHAs funded under FY 2011 and/or FY 2012 PH FSS NOFAs, the Past Performance review will cover recent PH FSS program performance and will include consideration of the PHA’s PHAS designation, any PHAS deficiencies, any progress towards recovery; other HUD management review; Outstanding Delinquent Federal Debts; and/or audit findings (e.g. IPA Audits and/or IG Audits) affecting the PH FSS program as well as findings concerning reporting on PH FSS financial and tenant data (PIC) and/or logic model reporting.

Applicants found by the Field Office to have capacity or past performance challenges that call into question the ability of the PHA to properly administer an effective PH FSS program may be placed on high risk (per [24 CFR 85.12](#)) and required, at time of grant award, to enter into a remediation agreement with the HUD field office, which may include contracting with an entity acceptable to the HUD field office to act as Contract Administrator for the program.

The HUD field office will notify the PHA prior to award that a remediation plan or Contract Administrator is needed and will work with the grantee to put the plan in place prior to the funds being made available. If a remediation plan is required, funding will be contingent upon execution of the plan.

**(2) Troubled PHAs.** In addition to the Past Performance review described above, any applicant that has been identified by HUD as PHAS Troubled as of the time of publication of this NOFA is, as required by HUD regulation at [24 CFR 902.73](#), subject to a review, corrective action plan, and monitoring by the HUD field office of the applicant's PH program, including, if applicable, the FSS program. Unless deemed necessary in the Past Performance review, no Contract Administrator is required for PHAS Troubled agencies pursuant to this NOFA.

#### **4. Program Requirements.**

**a. Program Administration.** All recipients of funding under this NOFA must administer the PH FSS program in accordance with HUD regulations and requirements in [24 CFR part 984](#), and must comply with PH program requirements, notices, and guidebooks. This includes using a PCC to secure the necessary resources to implement and administer the PH FSS program. A PHA's PH FSS and HCV FSS programs may share a PCC or the PHA may share a PCC with another PHA. (See [24 CFR 984.202](#) for more information.)

MTW agencies must administer their FSS programs in accordance with [24 CFR part 984](#) unless there are provisions of their MTW Plan to the contrary. Please note that MTW PHAs that previously applied jointly with non-MTW PHAs cannot transfer any of its MTW flexibilities to the non-MTW PHAs. The same is applicable to two or more MTW PHAs who previously applied jointly.

**b. FSS Program Termination Due to Reduced Funding.** There are no statutory or regulatory provisions that allow for the wholesale termination of an existing FSS program. Loss of funding for the FSS coordinator position does not relieve the PHA of its contractual obligation to families already under FSS contract.

**c. Economic Opportunities for Low- and Very Low-Income Persons (Section 3).** Recipients of funding under the PH FSS program must comply with Section 3 of the Housing and Urban Development Act of 1968, 12 U.S.C. 1701u (Section 3) requirements. See Section III.C.3.d. of the Technical Correction to the FY 2013 **General Section** for more information.

These requirements apply to the hiring of PH FSS Coordinators. The Section 3 regulations at [24 CFR Part 135](#), subparts B and E, impose certain reporting requirements on recipients, including the submission of an annual report, using form HUD60002 on HUD's online system at [www.hud.gov/section3](http://www.hud.gov/section3).

For tribes/TDHES, the procedures and requirements of [24 CFR Part 135](#) apply to the maximum extent consistent with, but not in derogation of, preferences for the benefits of Indians under §7(b) of the Indian Self Determination and Education Assistance Act (25 U.S.C. 450e(b)).

**d. Limited English Proficiency Requirements.** See III.C.3.c. of the Technical Correction to the FY 2013 **General Section**. Also see items i. and j. of this section for applicable guidance on Communications and Accessible Technology.

**e. Compliance with Fair Housing and Civil Rights Laws.** All applicants must comply with the requirements in Section III.c.3.a. of the **General Section Technical Correction**.

**f. Salary Comparables.** For all positions requested under this NOFA, evidence of salary comparability to similar positions in the local jurisdiction must be kept on file in the PHA office or in the tribe/TDHE office.

**g. Conducting Business in Accordance with Core Values and Ethical Standards.** See Section III.C.3.j. of the Technical Correction to the FY 2013 **General Section** for information on the Code of Conduct requirement.

Because all eligible applicants were funded in FY 2011 and/or FY 2012 and required to have a Code of Conduct during those NOFA competitions, applicants are not required to submit a Code of Conduct when applying to this NOFA.

**h. Affirmatively Furthering Fair Housing.** Section III.C.3.b of the Technical Correction to the FY 2013 **General Section** directs applicants to discuss in their application how they will carry out their proposed activities in a manner that affirmatively furthers fair housing, unless otherwise directed in the program NOFA. Applicants under this NOFA do not have to include a statement on AFFH in their application, because successful applicants are required to undertake the following AFFH activities:

- (1) Ensure that each participant receives training and information on rights and remedies available under the federal, state and local fair housing and civil rights laws and a copy of the housing discrimination complaint form.
- (2) Ensure that each participant is told how to file a fair housing complaint and given the toll-free number for the Housing Discrimination Hotline: 800-669-9777.
- (3) If the family is currently living in a high poverty census tract in the PHA's jurisdiction, ensure that the family is provided with an explanation of the advantages of moving to an area that does not have a high concentration of low- and very low-income people.
- (4) Make available to all participants information on housing opportunities available throughout the region which will provide them with greater opportunities for employment, job training, highly ranked schools and varied cultural amenities, and how to access such opportunities through support organizations in the area.
- (5) Seek out fair housing training that will assist the coordinator fulfill fair housing responsibilities. Fair housing training may be available through the local Fair Housing Initiatives Program (FHIP) agency or the Fair Housing Assistance Program (FHAP) agency. A listing of FHIPs and FHAPs can be found at

[www.hud.gov/offices/fheo/partners/FHIP/fhip.cfm](http://www.hud.gov/offices/fheo/partners/FHIP/fhip.cfm) (FHIP) and  
[www.hud.gov/offices/fheo/partners/FHAP/agencies.cfm](http://www.hud.gov/offices/fheo/partners/FHAP/agencies.cfm) (FHAP).

**NOTE:** Indian tribes and tribally designated housing entities receiving assistance under NAHASDA are not required to undertake these AFFH activities and are not required to submit a statement on affirmatively furthering fair housing.

**i. Communications.** Successful applicants must ensure that notices of and communications during all training sessions and meetings are provided in a manner that is effective for persons with hearing, visual, and other communications-related disabilities consistent with Section 504 of the Rehabilitation Act of 1973, and as applicable, the Americans with Disabilities Act. (This includes ensuring that training materials are in appropriate alternative formats as needed, e.g., Braille, audio, large type, sign language interpreters, and assistive listening devices, etc.) See [24 CFR 8.6](#). Where physical accessibility is not achievable, recipients and sub-recipients must give priority to alternative methods of product delivery that offer such activities to qualified individuals with disabilities in the most integrated setting appropriate in accordance with Section 504 of the Rehabilitation Act (29 U.S.C. Section 794) and its implementing regulations at [24 CFR part 8](#), and Titles II and III of the Americans with Disabilities Act and their implementing regulations at [28 CFR Parts 35](#) and [36](#), as applicable.

**j. Accessible Technology.** See Section III.C.3.f. of the Technical Correction to the FY 2013 **General Section**.

**k. Policy Priorities.** This NOFA supports the HUD policy priorities of (1) Job Creation/Employment, (4) Capacity Building and Knowledge Sharing and (5) Using Housing as a Platform for Improving Other Outcomes, which we believe support and enhance the objectives of the PH FSS program. See, Section I.B. of the **General Section** for a full discussion of HUD's policy priorities. As such, all grantees must adhere to the following:

**(1) For Policy Priority #1, Job Creation/Employment, this NOFA specifically supports:**

- Improving access to job opportunities through information sharing, coordination with federal, state, and local entities, and other means (Subgoal 3C);
- Increasing access to job training, career services, and work, supports through coordination with federal, state, and local entities (Subgoal 3C); and
- Expanding economic and job creation opportunities for low-income residents and creating better transportation access to those jobs and other economic opportunities by partnering with federal and nonprofit agencies, private industry, and planning and economic development organizations and by leveraging federal and private resources (Subgoal 4A).
- In order to demonstrate this policy all grantees are encouraged to establish a partnership with Workforce Investment Board (WIB) and/or local unions to establish apprenticeship programs and/or job opportunities

**(2) For Policy Priority #4, Knowledge Sharing and Capacity Building, this NOFA specifically supports:**

- Support knowledge sharing and innovation by disseminating best practices, encouraging peer learning, publishing data analysis and research, and helping to incubate and test new ideas (Subgoal 4E).
- In order to demonstrate this policy, all grantees are encouraged to meet with their local PCC at least 4 times per year to share information on programs/services available, identify gaps, and streamline and enhance service provision to participants.

**(3) For Policy Priority #5, Using Housing as a Platform for Improving Other Outcomes, this NOFA specifically supports:**

- Increasing access to high quality early learning programs and services through coordination with local programs (Subgoal 3A)
- Utilize HUD assistance to improve health outcomes (subgoal 3B) and
- Utilize HUD assistance to increase economic security and self-sufficiency (subgoal 3C).
- In order to demonstrate this policy, all grantees are encouraged to establish a partnership with a high performing Early Childhood Education Programs (including programs for children with disabilities and children who are limited English proficient) and/or establish partnerships with local community health clinics.

**NOTE:** HUD may request documentation of meetings held or partnerships/MOUs established along with annual reporting.

## **5. Program Coordinator Responsibilities and Staffing Guidelines.**

**a. Responsibilities of PH FSS Program Coordinators.** A PH FSS Program Coordinator must:

(1) Work with the PCC and with local service providers to ensure that PH FSS program participants are linked to the supportive services they need to achieve self-sufficiency, including services for participants with limited English proficiency. See [Section I.B.16](#) of this NOFA for the definition of PCC.

(2) Ensure that the services included in the participants' contracts of participation are provided on a regular, ongoing and satisfactory basis; that participants are fulfilling their responsibilities under the contracts; and that PH FSS escrow accounts are established and properly maintained for eligible families. All of these tasks should be accomplished through case management. PH FSS coordinators may also perform job development functions (e.g. outreach to potential employers) for the PH FSS program.

(3) Monitor the progress of participants and evaluate the overall success of the program.

**b. Staffing Guidelines.** Under normal circumstances, a full-time PH FSS Program Coordinator should be able to serve approximately 50 PH FSS participants, depending on the coordinator's case management functions. However, in order to qualify for one PH FSS Coordinator position, applicants must serve at least 25 PH FSS participants. See [Section III.A.1.](#) of this NOFA for more information.



## IV. APPLICATION AND SUBMISSION INFORMATION

**A. Addresses to Request Application Package.** See Section IV of the **General Section** for specific procedures concerning the electronic application submission, timely receipt requirements and grace period information. Copies of the published NOFAs and application forms for HUD programs announced through NOFAs may be downloaded from the grants.gov website at [http://www07.grants.gov/applicants/apply\\_for\\_grants.jsp](http://www07.grants.gov/applicants/apply_for_grants.jsp). For technical assistance see [Section VII.A.](#) of this FSS funding announcement NOFA.

### B. Content and Form of Application Submission

#### 1. Content of Application.

**a. Documentation for Incorrect or Missing Data on PIC Report (Appendix A).** Appendix A of this NOFA is a PIC report that indicates the total number of PH FSS program participants, the number of PH FSS coordinators supported by PIC, the cap on number of positions, and the most recent award amount (FY 2012 or FY 2011, as applicable) for each of the applicants funded under the FY 2011 and/or FY 2012 PH FSS NOFAs. Please note that only the award amount of your most recent award (FY 2012 or FY 2011) was included in the report even if your PHA was funded in both years because funding for eligible PHAs will be based on the most recent award amount. Also, please note that in the cap on number of positions column, a part-time position is represented as 0.5. **Please review the PIC report (Appendix A) carefully.**

All applicants (including MTW PHAs) that are requesting more positions than the number of PH FSS coordinators supported by PIC (as listed in the PIC report) or whose data is missing from the PIC report (even though the applicant was funded under the FY 2011 and/or FY 2012 PH FSS NOFAs), **must include documentation with their application to confirm the correct number of PH FSS program participants during the target period** (April 1, 2012 – March 31, 2013). Documentation may include, but is not limited to, an ad hoc report from PIC or another listing generated from the applicant's software.

- The documentation must include the names and the total number of all PH FSS program participants (as defined in Section I.B.13 of this NOFA) in the applicant's PH FSS program during the specified target period (April 1, 2012 – March 31, 2013).
- The documentation should include a participant's name only once.
- Please note that the documentation must not include any personally identifiable information (e.g. social security numbers or dates of birth).
- A sample of acceptable documentation is provided in Appendix B of this NOFA.
- The documentation of PH FSS program participants submitted by the applicant to contest HUD's PIC report numbers (and any other documentation the applicant submits as part of its application) must be, to the best of your knowledge and belief, true and correct. For example, the documentation must include only PH FSS (not HCV FSS) participants and must include only participants enrolled during the target period (April 1, 2012 – March 31, 2013).
- HUD retains the right to conduct post-award audits, and the submission of inaccurate documentation could result in a recapture of funding and other sanctions.

Failure by PHAs to submit documentation with their applications to confirm the correct number of PH FSS program participants during the target period (if requesting more positions than the number of PH FSS coordinators supported by PIC, as listed in the PIC report; or if missing from the PIC report) is a curable deficiency under this NOFA. See [Section V.B.3](#) of this NOFA for more information on corrections to deficient applications.

**NOTE: PHAs should not submit documentation if the number of PH FSS coordinators supported by PIC (as listed in the PIC report) is greater than or equal to the number of PH FSS coordinators that the PHA is applying for.** For example, if your PHA’s application is requesting one full-time position and HUD’s PIC report shows one full-time position supported by PIC (with 26 PH FSS program participants), do not submit documentation showing that your PHA actually has 37 PH FSS program participants.

**Additionally, PHAs should not submit documentation if the cap on number of positions (as listed in the PIC report) is less than or equal to the number of PH FSS coordinators supported by PIC (as listed in the PIC report).** For example, if your PHA’s cap on the number of positions is two full-time positions and HUD’s PIC report shows two full-time positions supported by PIC, do not submit documentation showing that your PHA actually has enough families to support three full-time positions.

**b. Each applicant must complete the forms listed below.** Applicants need only submit documentation specifically requested in this NOFA. Unsolicited material will not be reviewed or considered in the application. Please do not submit extraneous materials.

### Forms and Other Application Submission Information

(See also “Guidance for Locating and Completing Forms,” below the chart)

Form Name	Description/Special Instructions:
1. Form SF_424 – Required.	This is the Standard Federal form “Application for Federal Assistance.” See <a href="#">Section IV.B.2.b</a> of this NOFA for more information. HUD may contact an applicant to clarify items on this form, and will be treated as a curable deficiency (See <a href="#">Section V.B.3</a> of this NOFA for more information).
2. SF_LLL – If applicable.	This is the “Disclosure of Lobbying Activities” form. This form is only applicable if your agency has used or intends to use federal funds for lobbying activities. This requirement is not applicable to federally recognized tribes and their TDHEs. See <a href="#">Section IV.B.2.c</a> of this NOFA for more information. HUD may contact an applicant to clarify items on this form, and will be treated as a curable deficiency (See <a href="#">Section V.B.3</a> of this NOFA for more information).
3. Form HUD_52651 – Required.	This is the FSS application form. <i>PH FSS applicants will use the HUD-52651 form, but each reference to HCV FSS should be interpreted as PH FSS.</i> <b>Please note that form HUD-52767 will no longer be accepted for the PH FSS</b>

Form Name	Description/Special Instructions:
	<b>program.</b> See <a href="#">Section IV.B.2.d</a> of this NOFA for more information. HUD may contact an applicant to request a missing form or clarify items on this form, and will be treated as a curable deficiency (See <a href="#">Section V.B.3</a> of this NOFA for more information).
4. HUD_2880 – Required.	This is the “Applicant/Recipient Disclosure/Update Report” (HUD Applicant Recipient Disclosure Report on Grants.gov). HUD may contact an applicant to clarify items on this form, and will be treated as a curable deficiency (See <a href="#">Section V.B.3</a> of this NOFA for more information).
5. HUD_2993 – If applicable.	This is the “Acknowledgment of Application Receipt” and is only applicable if a waiver of the electronic application requirement is granted for the applicant.
6. HUD_96011 – Required	This is the “Third Party Documentation Facsimile Transmittal” form and it MUST be used as the cover sheet for any faxes submitted in conjunction with an electronic application. This form must be included in the application <i>even if faxes are not sent</i> . See <a href="#">Section IV.B.2.e</a> of this NOFA for more information.
7. HUD_96010 – Required.	This is the Logic Model. Applicants must show <i>projected</i> performance measures. See <a href="#">Section IV.B.2.f</a> and <a href="#">VI.C.2.a</a> of this NOFA for more information on the Logic Model. HUD may contact an applicant to request a missing form or clarify items on this form, and will be treated as a curable deficiency (See <a href="#">Section V.B.3</a> of this NOFA for more information).

## 2. Guidance for Locating and Completing Forms.

**a. General.** Please note that the application consists of the “application download” and the “instructions download.” Forms referred to as “electronic” are part of the application download in grants.gov, and forms referred to as “attachments” are part of the instructions download in grants.gov. Use only the forms included in Grants.gov application download and instructions download for this funding opportunity to avoid using outdated forms. See Section IV.B. and Appendix D “Downloading an Application Package and Instructions” of the 2013 **General Section** for more information.

### b. SF\_424.

- Boxes in yellow are mandatory fields.
- Question 2 – Applicants that were funded under the FY 2011 and/or FY 2012 PH FSS NOFAs should select the “continuation box” on question 2, “type of application.”
- Question 5a. – The Federal Identifier requested in 5a. is the PHA number of each applicant PHA (e.g., MD035 or AK002).
- Question 5b – you may leave this blank.
- Question 8.d – When entering the applicant zip code in 8.d., enter the 9 digit zip code.

- Questions 10, 11, 12 and 13 are pre-populated. Do not add or change anything.
- Question 14 – you may leave blank and do not need to attach anything.
- Question 15 – PHA discretion. Suggest using the name of your PHA plus PH FSS.
- Question 16 – if the location of the applicant’s office and the location of the program/project is within the same Congressional District, you should include the same answer for both parts.
- Question 17 –All applicants should estimate the day after the end of your current grant as the start date, or 3 months after the due date of the NOFA (either way, these are estimates and the actual dates will be determined at grant agreement).
- Question 18 – Complete 18.a. which will be the amount requested from HUD in this FY 2013 FSS application. The dollar amount entered in 18.a. must be the total requested under this NOFA and should include the dollar amount for fringe benefits, if applicable. No funding amount should be reported in 18.b. through 18.f. The total, 18.g. will populate when you complete 18.a.
- Question 19 – answer c. Program is not covered by E.O. 12372.
- Do not add attachments to the SF\_424. Use the Attachments Form in the electronic application to submit attachments.

c. **SF-LLL.** If this form is not applicable to your agency, do not include it in your submission (leave it in the left box of the grants.gov application).

d. **HUD\_52651.** *Although the form references HCV FSS, all PH FSS applicants should interpret “HCV FSS” to mean “PH FSS” on this form.* All applicants must complete Part I of the form HUD\_52651. As discussed in Section III.A of this NOFA, applicants are only eligible for funding under this NOFA if they were funded under the FY 2011 and/or FY 2012 PH FSS NOFAs. This means that all eligible applicants are currently administering PH FSS and must fill out Part II and **NOT** Part III of this form.

Additionally, applicants will not be awarded more positions than the cap on number of positions, as discussed in Section III.A.2.d of this NOFA. This means that applicants must not fill out Part II.B (New Positions).

A PHA that is administering a program that serves between 15 and 24 families and/or whose cap on number of positions, as defined in [Section I.B.2](#) of this NOFA, is one part-time position should enter 0.5 in Part II.C.1 (“Total Requested”) of the HUD\_52651. Regardless of the number of families served, a PHA whose cap on number of positions, as defined in [Section I.B.2](#) of this NOFA, is one part-time position should enter 0.5 under “Number of positions at salary level” in Part II.A (“Previously Funded Positions”) of the HUD\_52651.

e. **HUD\_96011.** If faxes will not be sent with your application, enter “1” for the number of pages. See the 2013 **General Section** for more information.

f. **HUD\_96010.** The application must include a completed Logic Model (form HUD\_96010) showing projected performance measures applicable to the one-year term of the funding requested under this PH FSS NOFA. This year, ***YOU MUST INDICATE A PROJECTION NUMBER FOR EVERY ACTIVITY/OUTPUT AND EVERY OUTCOME, EVEN IF THAT PROJECTION IS ZERO (0).*** Applicants must establish interim benchmarks, or outputs, for their projected program that lead to the ultimate achievement of outcomes. “Outputs” are the

direct products of a program's activities. Examples of outputs are: the number of persons that participate in adult basic education, the number of persons participating in homeownership counseling, the number of participants receiving training, etc. Outputs should produce outcomes for your program. "Outcomes" are benefits accruing to the participants, families, and/or communities during or after participation in the program. For example, outcomes of FSS program participation could be the number of persons that received a bachelors degree, the number of persons who obtained employment, the number of families whose increased earned income results in the family no longer needing rental assistance, etc. Outcomes are not the development or delivery of services or program activities but the results of the services delivered or program activities – the ultimate results of the program. Applicants must clearly identify the outcomes to be achieved and measured.

***There will be no "new" outputs or outcomes allowed in this year's Logic Model. All activities/outputs (in column 3) and outcomes (in column 5) will be pre-filled and the applicant MUST INDICATE A PROJECTION NUMBER FOR EVERY ACTIVITY/OUTPUT AND EVERY OUTCOME, EVEN IF THAT PROJECTION IS ZERO (0). You may wish to print the outputs and outcome tabs, if necessary, for easy review.***

**NOTE:** *Any deficiencies found in the logic model at the time of application will not be treated as a deficiency for the competition process, but will need to be remedied by successful applicants after award. Failure to submit a logic model with the application will result in a deficiency for the competition process.*

- A narrative is not required as part of your Logic Model submission. The data entered into the Logic Model should be consistent with your application. HUD should be able to review the Logic Model without further narrative explanation.
- Use ONLY the eLogic Model<sup>®</sup> form provided with this application – it can be found in the Instructions Download Zip File from Grants.gov.
- Read the Instructions Tab in the eLogic Model<sup>®</sup> and be sure that you enable the Macros.
- *Applicants must fill out the eLogic Model in its entirety following the instructions in the Instructions Tab in the eLogic Model<sup>®</sup>. **YOU MUST INDICATE A PROJECTION NUMBER FOR EVERY ACTIVITY/OUTPUT AND EVERY OUTCOME, EVEN IF THAT PROJECTION IS ZERO (0).** This year, there will be no "locked" columns as there have been in years past. However, fill in ONLY the "projection" column, NOT the "Annual" or "Extension" column for the application (please note that the "Pre" "Post" and "YTD" columns are now "Projection" "Annual" and "Extension"). The "Annual" and "Extension" columns are used when reporting. For "Reporting period," the Reporting Start Date and the Reporting End Date should also be left blank at the time of application. They are used when reporting. The reporting Tab is also left blank at the time of application. See [Section VI.C.2.a](#) of this NOFA for information on Logic Model reporting.*
- *This year, column 1 (HUD Goals and Policy Priorities) and column 2 (Need) will be pre-populated to reflect the FSS program in general and should not be changed. Applicants*

*must fill out columns 4, 6, and 7. Columns 3 and 5 will be pre-filled and applicants are required to provide a projection (in columns 4 and 6, respectively) for each activity/output and outcome listed, even if that projection is zero (0). At the time of application, when completing Columns 4 and 6 applicants should only complete the “Projection” portion of the column as that represents their projected outputs and outcomes. Any deficiencies found in the logic model at the time of application will not be treated as a deficiency for the competition process, but will need to be remedied by successful applicants after award. Failure to submit a logic model with the application **will** result in a deficiency for the competition process.*

- See Section VI.C.1 of the **General Section** for further information on the Logic Model.

**3. Waiver of Electronic Submission Requirements.** Electronic application submission is mandatory unless an applicant requests, and is granted, a waiver to the requirement. Applicants seeking waiver of the electronic submission requirement should submit their waiver requests in writing using email. Waiver requests must be submitted no later than 15 days prior to the application deadline date and should be submitted to Anice Schervish Chenault, 451 Seventh Street, SW, Room 4130, Washington, DC 20410 or [Anice.S.Chenault@hud.gov](mailto:Anice.S.Chenault@hud.gov).

The subject line of the email message should be FY 2013 PH FSS NOFA Waiver Request. If an applicant is granted a waiver, then the approval will provide instructions for submitting paper copies to the appropriate HUD office(s). All paper applications must be received by the application deadline date to meet the requirements for timely submission. All applicants eligible for FY 2012 funding submitted electronically, so waivers to submit via paper will only be granted in extreme circumstances; for example, natural disasters. See Section IV.B.3 of the **General Section** for more information.

**C. Receipt Dates and Times.** The application deadline date is 11:59:59 p.m. eastern time on **October 7, 2013**. Applications must be received by Grants.gov no later than 11:59:59 p.m. eastern time on the application deadline date. Please see Section IV.C of the **General Section** for timely receipt requirements and grace period information. Applicants should be aware that following receipt of their applications to Grants.gov, applications go through a validation process in which the application is either accepted or rejected. Please allow time for this process to ensure that you meet the timely receipt requirements. (NOTE: The validation system does not check to see that all attachments required by the NOFA are in the submission, or that the applicant has submitted all the required elements of the application. This is discussed further in IV.C.3 of the **General Section**.)

**NOTE:** *Only the final timely submission received and validated by Grants.gov will be processed by HUD. If you re-submit, you must re-submit the entire application and re-fax any faxed attachments.*

**D. Intergovernmental Review.** This NOFA is not subject to Executive Order (EO) 12372, Intergovernmental Review of Federal Programs.

**E. Funding Restrictions**

**1. Salary Cap.** Awards under this NOFA are subject to a cap of \$69,000 per year per full-time coordinator position funded, or \$34,500 for a part-time coordinator. However, there will be no increases over the most recent award amount for any applicant, as described below (“Limitation on Funding Increases”). Under this NOFA, if PHAs apply jointly, the \$69,000 maximum amount that may be requested per position applies for the application as a whole, not to each PHA separately. See [Section II.B](#) of this NOFA for information about part-time positions and salary comparability requirements.

**2. Limitation on Funding Increases.** There will be no increases over the most recent award amount (i.e. the FY 2011 or FY 2012 PH FSS program coordinator award amount, as applicable) for any applicant.

The award amount for a receiving PHA under a program transfer or consolidation (see Section III.A.3 of this NOFA) may not exceed the combined most recent award amount (i.e. the FY 2011 or FY 2012 PH FSS program coordinator award amount, as applicable) of the receiving and divesting PHA(s). For example, if the receiving PHA’s most recent award amount was \$69,000 and the divesting PHA’s most recent award amount was \$69,000, the receiving PHA’s award amount under this NOFA may not exceed \$138,000.

In the case of applicants who previously applied jointly and have removed any member(s) from their application to this NOFA (see [Section III.A.4](#) of this NOFA), the new joint applicant group will not be eligible for more than the most recent award amount (i.e. the FY 2011 or FY 2012 PH FSS program coordinator award amount, as applicable) awarded to the previous joint applicant group under those NOFAs. For example, if the most recent award amount of the joint applicant group was \$100,000 then the new joint applicant group’s award amount under this NOFA may not exceed \$100,000.

**3. Cap on number of positions.** Applicants will not be awarded more positions than the cap on number of positions, as defined in [Section I.B.2](#) of this NOFA. For example, a PHA who was awarded one part-time position in FY 2012 may only be awarded one part-time position under this NOFA, even if the PHA has served more than 24 PH FSS families during the target time period.

#### **4. Ineligible Activities**

**a.** Except as provided in [Section III.C.2](#) of this NOFA (“Rental Assistance Demonstration”), funds under the PH FSS NOFA may not be used to pay the salary of an HCV FSS coordinator for a HCV FSS program, and funds under the HCV FSS NOFA may not be used to pay the salary of an PH FSS coordinator for a PH FSS program. An HCV FSS program coordinator may only serve HCV families while the PH FSS program coordinator may only serve public housing residents.

**b.** Funds under this FSS NOFA may not be used to pay for services for FSS program participants or administrative activities.

**c.** Funds under this NOFA may not be used for performance of routine PH program functions that are covered by Public Housing Capital or Operating Funds. However, a PH FSS

program coordinator may perform some PH functions, such as annual reexaminations for PH FSS participants, if it enhances the effectiveness of the FSS program.

- d. Funds under this NOFA may not be used to compensate coordinators for homeownership functions performed for families not enrolled in the PH FSS program.
- e. Funds may not be used to pay for application preparation.
- f. Funds may not be used to pay for a Contract Administrator.

## **F. Other Submission Requirements**

1. **Discrepancies between the NOFA posted on HUD Website and Other Documents.** See Section IV.E.1 of the **General Section**.
2. **Application Certifications and Assurances.** See Section IV.E.2 of the **General Section**.

## **V. APPLICATION REVIEW INFORMATION**

**A. Criteria.** The funds available under this NOFA are being awarded based on demonstrated effective program performance. Applications are initially reviewed by the local HUD field office and by the Grants Management Center (GMC) to determine whether or not they are technically adequate based on the NOFA requirements. Field offices will provide to the GMC information needed by the GMC to make its determination, such as information on the administrative capabilities of PHAs which takes into account past performance. See [Section V.B.4](#) for information on unacceptable applications.

### **B. Review and Selection Process**

1. **Technically Acceptable Applications.** To protect families currently under a PH FSS contract, only those applicants that were funded under the FY 2011 and/or FY 2012 PH FSS NOFAs will be funded this year.
2. **Funding Proration.** If HUD receives applications eligible for funding greater than the amount made available under this NOFA, HUD will equally prorate each award. Proration would result in each eligible applicant receiving only a portion of the award amount for which it is eligible. For example, if HUD were to institute a 95 percent proration, an applicant eligible for \$69,000 would be awarded \$65,550.
3. **Corrections to Deficient Applications.** The **General Section** (see Section V.B.2) provides the procedures for corrections to deficient applications. For timely completion of the review process, this NOFA establishes a 7 calendar day window for applicants to correct deficiencies; that is, clarifications or corrections of technical deficiencies in accordance with information provided by HUD in the email notification of a technical deficiency must be received by HUD within 7 calendar days of the date of the HUD email notification.



**4. Unacceptable Applications.** After the technical deficiency correction period, the GMC will disapprove applications that it determines are not acceptable for processing (e.g., applications that fail the Threshold requirements of the **General Section** or of this NOFA or that do not correct technical deficiencies as described in [Section V.B.3](#) above).

**C. Anticipated Announcement and Award Dates.** It is anticipated that award announcements will take place before November 30, 2013.

## **VI. AWARD ADMINISTRATION INFORMATION**

**A. Award Notices.** Successful applicants will receive an award letter from HUD. The award letter will provide instructions about the steps grantees must take in order to access funding and begin implementing grant activities; funding will be provided via a grant agreement and through the LOCCS system.

Unsuccessful applicants will receive a denial letter from the GMC that will state the basis for the decision. Unsuccessful applicants may request an applicant debriefing. (See Section VI.A.5 of the **General Section** for additional information regarding a debriefing.) Applicants requesting to be debriefed must send a written request to: Director, Grants Management Center; U.S. Department of Housing and Urban Development; 451 7<sup>th</sup> St., SW, B133 Potomac Center, 3<sup>rd</sup> Floor; Washington, DC 20410; or [Cedric.A.Brown@hud.gov](mailto:Cedric.A.Brown@hud.gov). Debriefings may **not** be requested by phone.

### **B. Administrative and National Policy Requirements**

**1. Applicable Requirements.** Grantees are subject to regulations and other requirements found in:

- a. OMB Circular A-87 “Cost Principles for State, Local, and Indian Tribal Governments” codified at [2 CFR Part 225](#);
- b. OMB Circular A-133 “Audits of States, Local Governments, and Non-Profit Organizations”;
- c. HUD Regulations [24 CFR Part 984](#) “Section 8 and Public Housing Family Self-Sufficiency Program”; and
- d. HUD Regulations [24 CFR Part 85](#) “Administrative Requirements for Grants and Cooperative Agreements to State, Local, and Federally Recognized Indian Tribal Governments.”

**2. HUD’s Strategic Goals.** HUD is committed to ensuring that programs result in the achievement of HUD’s strategic mission. The FSS program and this PH FSS NOFA support the Department’s strategic goal of utilizing housing as a platform for improving quality of life. You can find out about HUD’s Strategic Framework and policy priorities in the **General Section**.

**3. Environmental Impact.** In accordance with [24 CFR 58.35\(b\)\(2\)](#) and [50.19\(b\)\(2\)](#), activities funded under this NOFA are categorically excluded from environmental review under the National Environmental Policy Act of 1969 (42 U.S.C. 4321) and are not subject to environmental review under related laws and authorities.

This NOFA provides funding under [24 CFR part 984](#), which does not contain environmental review provisions because it concerns only activities listed in [24 CFR 50.19\(b\)](#). Accordingly, under [24 CFR 50.19\(c\)\(5\)](#), this NOFA is categorically excluded from environmental review under the National Environment Policy Act of 1969 (42 U.S.C. 4321).

### **C. Reporting.**

**1. PIC and MTW.** Successful applicants must report activities of their FSS enrollment, progress and exit activities of their PH FSS program participants through required submissions of the form HUD\_50058 on an annual basis. MTW PHAs will report using the form HUD\_50058\_MTW and any additional reports required for MTW reporting. HUD's assessment of the accomplishments of the FSS programs of PHAs funded under this NOFA will be based primarily on PIC system data obtained from forms HUD\_50058 and HUD\_50058\_MTW.

For non-MTW programs, PHAs are reminded that the following lines of the form HUD\_50058 are to be completed for each report: 17a., identifying FSS; 17b., FSS report category; 17c., FSS effective date of action; 17d., PHA code of PHA administering FSS contract; 17h.(1) through 17h.(6); 17i. Family services table for services received during FSS participation of family; 17j(1) through 17j(5), FSS Contract Information; 17k.(1) through 17k.(3); and, if the family exits, 17m.

For MTW PHAs, comparable sections of the form HUD\_50058\_MTW are: 23a., 23b., 23c., 23d., 23h.(1) through 23h.(6), 23i., 23.j, 23k. and 23m. See [Notice PIH 2011-65](#), and any subsequent amendments to the notice, for additional information on FSS reporting requirements in PIC.

### **2. Annual Performance Reports.**

**a. Logic Model.** Each recipient is also required to submit a completed Logic Model showing accomplishments against proposed outputs and outcomes as part of their annual reporting requirement to HUD. Recipients shall use quantifiable data to measure performance against goals and objectives contained in their Logic Model (HUD\_96010).

An annual Performance Report consisting of the updated Logic Model (HUD\_96010) and answers to the Logic Model Program Management and Evaluations Questions must be submitted to the Public Housing Director in the recipient's local HUD field office/area ONAP no later than 30 days after the ending date of the one-year grant funding provided to the recipient under this NOFA. A narrative describing milestones, progress towards goals, and problems encountered and methods used to address the problems to support the data in the Logic Model is optional.

**b. SF-425.** Grantees must also submit a completed Federal Financial Report, SF-425.

**3. Racial and Ethnic Data.** HUD requires that funded recipients collect racial and ethnic beneficiary data. It has adopted the Office of Management and Budget's Standards for the Collection of Racial and Ethnic Data. In view of these requirements, funded recipients should use Form HUD\_27061, Racial and Ethnic Data Reporting Form (HUD Race Ethnic Form on Grants.gov), or a comparable form. Form HUD\_50058, which provides racial and ethnic data to

HUD's PIC data system, is a comparable program form that should be used by PHAs for reporting racial and ethnic data for PH FSS program participants.

**4. Transparency Act Reporting.** See Section III.C.3.u of the Technical Correction to the FY 2013 **General Section**.

**5. Compliance with Section 872 of the Duncan Hunter National Defense Authorization Act for Fiscal Year 2009 (Pub. L. 110-417), hereafter referred to as "Section 872."** See Section III.C.3.v of the Technical Correction to the FY 2013 **General Section**. HUD's terms and conditions to its FY 2013 awards will contain requirements related to meeting Section FFATA and Section 872 requirements.

## VII. AGENCY CONTACTS

**A. For Technical Assistance.** Questions regarding the 2013 **General Section** should be directed to Grants Management Office at 202-708-0667 (this is not a toll-free number).

If you have difficulty with [Grants.gov](http://Grants.gov), you may receive customer support from Grants.gov by calling its Support Desk at 800-518-GRANTS, or by sending an email to [support@grants.gov](mailto:support@grants.gov). The Grants.gov help desk is open 7 days a week, 24 hours a day, except federal holidays. Prior to the application deadline, staff at the numbers given above will be available to provide general guidance, but not guidance in actually preparing the application. Persons with hearing or speech impairments may access these numbers via TTY (text telephone) by calling the Federal Information Relay Service at 800-877-8339. (These are toll-free numbers).

For assistance with [Sam.gov](http://Sam.gov), applicants may contact the Federal Service Desk at 866-606-8220.

Questions regarding specific program requirements for PH FSS should be directed to Anice Schervish Chenault at [Anice.S.Chenault@hud.gov](mailto:Anice.S.Chenault@hud.gov).

Any FAQs or further information will be available at <http://www.hud.gov/offices/adm/grants/fundsavail.cfm>, or on the NOFA-specific page that may be accessed from that page. Following selection, but prior to award, HUD staff will be available to assist in clarifying or confirming information that is a prerequisite to the offer of an award by HUD.

**B. Satellite Broadcast.** HUD may hold an information broadcast via satellite for potential applicants to learn more about the PH FSS program and preparation of an application. For more information about the date and time of this broadcast, you should consult the NOFA-specific Funds Available page linked to from <http://www.hud.gov/offices/adm/grants/fundsavail.cfm>. Applicants may also check HUD's webcast page at <http://portal.hud.gov/hudportal/HUD?src=/press/multimedia/videos>.

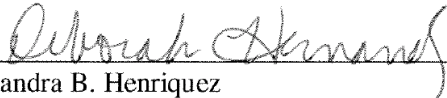
## VIII. OTHER INFORMATION

**A. Transfer of Funds.** If the amount of funds reserved for this NOFA exceeds the amount that is required to fund all eligible PH FSS renewal applications, the remainder will be transferred to the FY 2013 ROSS-SC program for additional awards.

**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 2477-0229. 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 one hour per annum per respondent for the application and grant administration. This includes the time for collecting, reviewing, and reporting the data for the application and other required reporting. The information will be used for grantee selection and monitoring the administration of funds. Response to this request for information is required in order to receive the benefits to be derived.

**C. Public Access, Documentation, and Disclosure.** See Section VIII. D. of the **General Section.**

Date: 9/4/13

For   
Sandra B. Henriquez  
Assistant Secretary for Public and Indian  
Housing

[FR-5700-N-08]

**Appendix A****PIC Report for the Target Period (April 1, 2012 – March 31, 2013)**

<b>Recipient Code</b>	<b>Recipient Name</b>	<b>HUD Field Office Name</b>	<b>Total Number of PH FSS Program Participants</b>	<b>Number of PH FSS Coordinators Supported by PIC</b>	<b>Cap on Number of Positions</b>	<b>FY 2012 PH FSS Funding</b>	<b>FY 2011 PH FSS Funding</b>
AK001	AHFC - Mtw PH	Alaska Community Service Center	44	1	1	\$69,000.00	
AL001	Birmingham	Birmingham Hub Office	120	2	1	\$69,000.00	
AL002	Mobile	Birmingham Hub Office	32	1	1	\$46,926.00	
AL006	Montgomery	Birmingham Hub Office	6	N/A (see Appendix C)	1	\$69,000.00	
AL047	Huntsville	Birmingham Hub Office	316	6	1	\$55,550.00	
AL050	Auburn	Birmingham Hub Office	7	N/A (see Appendix C)	1	\$69,000.00	
AL077	Tuscaloosa	Birmingham Hub Office	64	1	1	\$69,000.00	
AL086	Jefferson County	Birmingham Hub Office	27	1	0.5	\$27,833.00	
AL169	Prichard	Birmingham Hub Office	1	0	1	\$48,896.00	
AL174	Alexander City	Birmingham Hub Office	33	1	1	\$39,936.00	

<b>Recipient Code</b>	<b>Recipient Name</b>	<b>HUD Field Office Name</b>	<b>Total Number of PH FSS Program Participants</b>	<b>Number of PH FSS Coordinators Supported by PIC</b>	<b>Cap on Number of Positions</b>	<b>FY 2012 PH FSS Funding</b>	<b>FY 2011 PH FSS Funding</b>
AR002	North Little Rock Housing Authority	Little Rock Hub Office	35	1	1	\$40,629.00	
AR017	Pine Bluff Housing Authority	Little Rock Hub Office	31	1	1	\$0.00	\$28,500.00
AR024	West Memphis Housing Authority	Little Rock Hub Office	26	1	0.5	\$21,326.00	
AR031	Hot Springs Housing Authority	Little Rock Hub Office	49	1	1	\$0.00	\$27,390.00
AZ001	Phoenix HD	Phoenix Program Center	57	1	1	\$69,000.00	
AZ004	Tucson Hcd	Phoenix Program Center	94	2	1	\$68,680.00	
AZ009	Maricopa County HA	Phoenix Program Center	47	1	0.5	\$34,500.00	
AZ013	Yuma County HD	Phoenix Program Center	55	1	1	\$56,000.00	
AZ016	WHITE MOUNTAIN APACHE HOUSING AUTHO		0	N/A (see Appendix C)	1	\$69,000.00	
AZ026	TOHONO O ODHAM HSG AUTHORITY		0	N/A (see Appendix C)	1	\$69,000.00	
AZ028	Chandler	Phoenix Program Center	22	N/A (see Appendix C)	1	\$66,746.00	

<b>Recipient Code</b>	<b>Recipient Name</b>	<b>HUD Field Office Name</b>	<b>Total Number of PH FSS Program Participants</b>	<b>Number of PH FSS Coordinators Supported by PIC</b>	<b>Cap on Number of Positions</b>	<b>FY 2012 PH FSS Funding</b>	<b>FY 2011 PH FSS Funding</b>
AZ035	Yuma City	Phoenix Program Center	120	2	1	\$62,458.00	
CA002	Los Angeles County (HACOLA)	Los Angeles Hub Office	87	2	1	\$69,000.00	
CA003	Oakland HA	San Francisco Hub Office	13	0	1	\$0.00	\$66,836.00
CA005	Sacramento City	Sacramento Community Service Center	46	1	1	\$69,000.00	
CA007	Sacramento County	Sacramento Community Service Center	44	1	1	\$69,000.00	
CA008	Kern County	Los Angeles Hub Office	118	2	1	\$62,804.00	
CA019	San Bernardino County	Los Angeles Hub Office	82	2	1	\$69,000.00	
CA024	San Joaquin	Sacramento Community Service Center	99	2	2	\$120,442.00	
CA026	Stanislaus	San Francisco Hub Office	13	0	1	\$65,000.00	
CA031	Oxnard Housing Authority	Los Angeles Hub Office	44	1	1	\$69,000.00	
CA035	San Buenaventura City	Los Angeles Hub Office	23	0.5	0.5	\$34,500.00	

Recipient Code	Recipient Name	HUD Field Office Name	Total Number of PH FSS Program Participants	Number of PH FSS Coordinators Supported by PIC	Cap on Number of Positions	FY 2012 PH FSS Funding	FY 2011 PH FSS Funding
CA052	Marin Housing	San Francisco Hub Office	39	1	1	\$68,959.00	
CA064	San Luis Obispo	Los Angeles Hub Office	7	0	1	\$54,622.00	
CA069	Madera	San Francisco Hub Office	34	1	1	\$54,368.00	
CA072	Santa Cruz County Hsg Auth	San Francisco Hub Office	16	0.5	0.5	\$34,500.00	
CA076	Santa Barbara City	Los Angeles Hub Office	36	1	1	\$66,950.00	
CA999	ROHNERVILLE/BEAR RIVER TRIBE		0	0	1	\$68,000.00	
CO001	Denver	Denver Hub Office	148	3	5	\$243,230.00	
CO016	Boulder Housing Partners	Denver Hub Office	25	1	1	\$0.00	\$69,000.00
CO041	Fort Collins	Denver Hub Office	33	1	1	\$69,000.00	
CT002	Norwalk Housing Authority	Hartford Program Center	38	1	1	\$69,000.00	
CT004	New Haven Housing Authority	Hartford Program Center	37	1	1	\$69,000.00	
CT005	New Britain Housing Authority	Hartford Program Center	53	1	1	\$69,000.00	



Recipient Code	Recipient Name	HUD Field Office Name	Total Number of PH FSS Program Participants	Number of PH FSS Coordinators Supported by PIC	Cap on Number of Positions	FY 2012 PH FSS Funding	FY 2011 PH FSS Funding
CT007	Stamford Housing Authority	Hartford Program Center	23	0.5	1	\$0.00	\$66,950.00
CT011	Meriden Housing Authority	Hartford Program Center	26	1	1	\$58,593.00	
CT015	Ansonia Housing Authority	Hartford Program Center	6	0	1	\$69,000.00	
CT019	Greenwich Housing Authority	Hartford Program Center	29	1	1	\$69,000.00	
CT020	Danbury Housing Authority	Hartford Program Center	0	N/A (see Appendix C)	0.5	\$34,500.00	
FL001	Jacksonville	Jacksonville Hub Office	75	2	1	\$45,867.00	
FL003	Tampa	Miami Hub Office	66	1	1	\$67,593.00	
FL007	Daytona Beach	Jacksonville Hub Office	39	1	1	\$45,020.00	
FL008	Sarasota Housing Authority	Miami Hub Office	7	0	0.5	\$24,500.00	
FL009	West Palm Beach Housing	Miami Hub Office	18	0.5	1	\$40,206.00	
FL011	Lakeland	Miami Hub Office	52	1	1	\$52,084.00	

Recipient Code	Recipient Name	HUD Field Office Name	Total Number of PH FSS Program Participants	Number of PH FSS Coordinators Supported by PIC	Cap on Number of Positions	FY 2012 PH FSS Funding	FY 2011 PH FSS Funding
FL012	Avon Park	Miami Hub Office	0	N/A (see Appendix C)	1	\$69,000.00	
FL020	Brevard Co.	Miami Hub Office	0	0	1	\$55,222.00	
FL023	Bradenton Housing Authority	Miami Hub Office	0	N/A (see Appendix C)	0.5	\$34,500.00	
FL032	Ocala	Jacksonville Hub Office	9	N/A (see Appendix C)	1	\$43,200.00	
FL041	Ft. Pierce Housing Authority	Miami Hub Office	24	0.5	1	\$45,320.00	
FL047	Ft. Myers	Miami Hub Office	20	0.5	1	\$0.00	\$60,092.00
FL062	Pinellas Co.	Miami Hub Office	35	1	1	\$69,000.00	
FL066	Hialeah	Miami Hub Office	59	1	1	\$40,293.00	
FL079	Broward Co.	Miami Hub Office	19	0.5	1	\$46,550.00	
FL080	Palm Beach County Housing Authority	Miami Hub Office	2	N/A (see Appendix C)	1	\$46,475.00	
FL105	Manatee Co.	Miami Hub Office	29	1	1	\$62,620.00	
FL128	Lee County	Miami Hub Office	24	0.5	1	\$0.00	\$48,801.00
FL139	Winter Haven	Miami Hub Office	0	N/A (see Appendix C)	1	\$69,000.00	

Recipient Code	Recipient Name	HUD Field Office Name	Total Number of PH FSS Program Participants	Number of PH FSS Coordinators Supported by PIC	Cap on Number of Positions	FY 2012 PH FSS Funding	FY 2011 PH FSS Funding
GA002	Savannah HA	Atlanta Hub Office	62	1	1	\$69,000.00	
GA004	Columbus HA	Atlanta Hub Office	54	1	1	\$46,350.00	
GA007	Macon HA	Atlanta Hub Office	69	1	1	\$63,368.00	
GA023	Albany	Atlanta Hub Office	67	1	1	\$30,836.00	
GA061	Griffin	Atlanta Hub Office	12	0	1	\$69,000.00	
GA078	East Point	Atlanta Hub Office	19	N/A (see Appendix C)	0.5	\$25,000.00	
GA095	Newnan	Atlanta Hub Office	64	N/A (see Appendix C)	1	\$69,000.00	
GA116	Carrollton	Atlanta Hub Office	62	1	1	\$61,074.00	
GA183	Winder	Atlanta Hub Office	11	N/A (see Appendix C)	1	\$56,800.00	
GA232	College Park HA	Atlanta Hub Office	4	N/A (see Appendix C)	1	\$69,000.00	
GA283	Tri-City Housing Authority	Atlanta Hub Office	27	1	1	\$69,000.00	
GA285	NW Georgia HA	Atlanta Hub Office	59	1	1	\$45,976.00	
IA020	Des Moines	Kansas City Hub Office	34	1	1	\$69,000.00	

Recipient Code	Recipient Name	HUD Field Office Name	Total Number of PH FSS Program Participants	Number of PH FSS Coordinators Supported by PIC	Cap on Number of Positions	FY 2012 PH FSS Funding	FY 2011 PH FSS Funding
IA126	Eastern Iowa	Kansas City Hub Office	76	2	1	\$66,746.00	
ID002	Nampa	Seattle Hub Office	25	1	1	\$0.00	\$36,342.00
IL001	E. St. Louis Housing Authority	Chicago Hub Office	21	N/A (see Appendix C)	1	\$69,000.00	
IL002	Chicago Housing Authority	Chicago Hub Office	330	7	1	\$57,692.00	
IL003	Peoria Housing Authority	Chicago Hub Office	22	0.5	1	\$49,515.00	
IL004	Springfield Housing Authority	Chicago Hub Office	87	2	1	\$39,000.00	
IL009	Henry County Housing Authority	Chicago Hub Office	62	1	1	\$48,918.00	
IL018	Rock Island City Housing Authority	Chicago Hub Office	62	1	1	\$65,000.00	
IL022	Rockford Housing Authority	Chicago Hub Office	48	1	1	\$68,964.00	
IL024	Joliet Housing Authority	Chicago Hub Office	31	1	1	\$0.00	\$64,664.74
IL028	Menard County Housing Authority	Chicago Hub Office	28	1	1	\$29,160.00	
IL029	Freeport Housing Authority	Chicago Hub Office	31	1	1	\$69,000.00	
IL047	Macoupin County Housing Authority	Chicago Hub Office	29	1	1	\$0.00	\$42,616.00

<b>Recipient Code</b>	<b>Recipient Name</b>	<b>HUD Field Office Name</b>	<b>Total Number of PH FSS Program Participants</b>	<b>Number of PH FSS Coordinators Supported by PIC</b>	<b>Cap on Number of Positions</b>	<b>FY 2012 PH FSS Funding</b>	<b>FY 2011 PH FSS Funding</b>
IL056	Lake County Housing Authority	Chicago Hub Office	25	1	1	\$69,000.00	
IL072	Greene County Housing Authority	Chicago Hub Office	28	1	0.5	\$22,955.00	
IL083	Winnebago County Housing Authority	Chicago Hub Office	12	N/A (see Appendix C)	1	\$69,000.00	
IL092	Elgin Housing Authority	Chicago Hub Office	8	0	1	\$69,000.00	
IN003	Fort Wayne Housing Authority	Indianapolis Program Center	29	1	1	\$40,000.00	
IN012	New Albany Housing Authority	Indianapolis Program Center	187	4	2	\$114,000.00	
IN016	Evansville Housing Authority	Indianapolis Program Center	12	0	1	\$47,690.00	
IN017	Indianapolis Housing Agency	Indianapolis Program Center	285	6	1	\$69,000.00	
IN019	Michigan City Housing Authority	Indianapolis Program Center	0	0	1	\$43,894.00	
IN021	Terre Haute Housing Authority	Indianapolis Program Center	21	0.5	1	\$64,188.00	

<b>Recipient Code</b>	<b>Recipient Name</b>	<b>HUD Field Office Name</b>	<b>Total Number of PH FSS Program Participants</b>	<b>Number of PH FSS Coordinators Supported by PIC</b>	<b>Cap on Number of Positions</b>	<b>FY 2012 PH FSS Funding</b>	<b>FY 2011 PH FSS Funding</b>
IN026	Elkhart Housing Authority	Indianapolis Program Center	39	1	1	\$40,982.00	
IN041	Marion Housing Authority	Indianapolis Program Center	1	N/A (see Appendix C)	1	\$69,000.00	
KS038	Salina	Kansas City Hub Office	55	1	1	\$60,000.00	
KS053	Lawrence/Douglas County	Kansas City Hub Office	82	2	2	\$81,456.00	
KY001	Louisville	Louisville Hub Office	0	0	1	\$69,000.00	
KY002	Covington	Louisville Hub Office	38	1	1	\$69,000.00	
KY004	Lexington	Louisville Hub Office	1	0	1	\$54,000.00	
KY026	Glasgow	Louisville Hub Office	32	1	1	\$42,094.00	
KY063	Bowling Green	Louisville Hub Office	3	0	1	\$47,740.00	
KY157	Floyd County	Louisville Hub Office	32	N/A (see Appendix C)	1	\$46,295.00	
LA002	Shreveport HA	New Orleans Hub Office	13	0	1	\$58,440.00	
LA013	Jefferson Parish Housing Authority	New Orleans Hub Office	39	1	0.5	\$22,947.00	

<b>Recipient Code</b>	<b>Recipient Name</b>	<b>HUD Field Office Name</b>	<b>Total Number of PH FSS Program Participants</b>	<b>Number of PH FSS Coordinators Supported by PIC</b>	<b>Cap on Number of Positions</b>	<b>FY 2012 PH FSS Funding</b>	<b>FY 2011 PH FSS Funding</b>
LA092	St James Parish Housing Authority	New Orleans Hub Office	0	N/A (see Appendix C)	1	\$69,000.00	
MA001	Lowell Housing Authority	Boston Hub Office	19	0.5	1	\$65,000.00	
MA002	Boston Housing Authority	Boston Hub Office	16	0.5	1	\$69,000.00	
MA005	Holyoke Housing Authority	Boston Hub Office	42	1	1	\$47,744.00	
MA006	Fall River Housing Authority	Boston Hub Office	23	0.5	1	\$69,000.00	
MA012	Worcester Housing Authority	Boston Hub Office	92	2	1	\$68,000.00	
MA015	Medford Housing Authority	Boston Hub Office	19	0.5	1	\$69,000.00	
MA016	Chelsea Housing Authority	Boston Hub Office	2	N/A (see Appendix C)	1	\$69,000.00	
MA020	Quincy Housing Authority	Boston Hub Office	26	N/A (see Appendix C)	1	\$36,000.00	
MA022	Malden Housing Authority	Boston Hub Office	30	1	1	\$68,000.00	
MA023	Lynn Housing Authority	Boston Hub Office	53	1	1	\$53,074.00	
MA024	Brockton Housing Authority	Boston Hub Office	32	1	1	\$69,000.00	
MA028	Framingham Housing Authority	Boston Hub Office	44	1	1	\$0.00	\$69,000.00

<b>Recipient Code</b>	<b>Recipient Name</b>	<b>HUD Field Office Name</b>	<b>Total Number of PH FSS Program Participants</b>	<b>Number of PH FSS Coordinators Supported by PIC</b>	<b>Cap on Number of Positions</b>	<b>FY 2012 PH FSS Funding</b>	<b>FY 2011 PH FSS Funding</b>
MA031	Somerville Housing Authority	Boston Hub Office	34	1	1	\$0.00	\$69,000.00
MD001	Annapolis Housing Authority	Baltimore Hub Office	1	N/A (see Appendix C)	1	\$69,000.00	
MD002	Baltimore City Housing Authority	Baltimore Hub Office	140	3	1	\$69,000.00	
MD003	Frederick Housing Authority	Baltimore Hub Office	29	1	1	\$53,045.00	
MD004	Montgomery County HA/HOC	Washington, DC Program Center	82	2	2	\$138,000.00	
MD006	Hagerstown Housing Authority	Baltimore Hub Office	93	2	2	\$100,125.00	
MD007	Rockville HA	Washington, DC Program Center	12	0	0.5	\$23,075.00	
MD012	Havre De Grace Housing Authority	Baltimore Hub Office	36	1	1	\$69,000.00	
MD018	Anne Arundel County Housing Commission	Baltimore Hub Office	32	1	1	\$69,000.00	
MD021	Housing Authority of St. Mary's County, MD	Baltimore Hub Office	3	0	1	\$0.00	\$42,008.00
ME003	Portland HA	Manchester Community Service Center	37	1	0.5	\$19,157.00	



<b>Recipient Code</b>	<b>Recipient Name</b>	<b>HUD Field Office Name</b>	<b>Total Number of PH FSS Program Participants</b>	<b>Number of PH FSS Coordinators Supported by PIC</b>	<b>Cap on Number of Positions</b>	<b>FY 2012 PH FSS Funding</b>	<b>FY 2011 PH FSS Funding</b>
ME005	Lewiston HA	Manchester Community Service Center	19	0.5	0.5	\$17,848.00	
ME021	Brewer HA	Manchester Community Service Center	35	1	1	\$52,832.00	
MI001	Detroit Housing Commission	Detroit Hub Office	41	1	1	\$69,000.00	
MI006	Saginaw Housing Commission	Detroit Hub Office	48	1	1	\$48,675.00	
MI009	Flint Housing Commission	Detroit Hub Office	0	N/A (see Appendix C)	1	\$69,000.00	
MI064	Ann Arbor Housing Commission	Detroit Hub Office	0	N/A (see Appendix C)	1	\$69,000.00	
MI073	Grand Rapids Housing Commission	Grand Rapids Community Service Center	71	1	1	\$65,500.00	
MN144	St Louis Park HA	Minneapolis Hub Office	17	0.5	0.5	\$18,035.00	
MN212	Washington County HRA	Minneapolis Hub Office	13	0	1	\$29,247.00	
MO001	St. Louis	St. Louis Program Center	82	2	2	\$68,000.00	
MO002	Kansas City, MO	Kansas City Hub Office	59	1	0.5	\$27,388.00	

Recipient Code	Recipient Name	HUD Field Office Name	Total Number of PH FSS Program Participants	Number of PH FSS Coordinators Supported by PIC	Cap on Number of Positions	FY 2012 PH FSS Funding	FY 2011 PH FSS Funding
MO006	St Charles	St. Louis Program Center	31	1	1	\$44,790.00	
MO007	Columbia	St. Louis Program Center	64	1	1	\$52,396.00	
MS004	Meridian HA	Jackson Hub Office	47	1	1	\$57,011.00	
MS057	Mississippi Regional HA No. VII	Jackson Hub Office	0	N/A (see Appendix C)	1	\$69,000.00	
MS105	Natchez HA	Jackson Hub Office	26	1	1	\$63,500.00	
MT033	Missoula	Denver Hub Office	37	1	1	\$69,000.00	
NC001	Wilmington HA	Greensboro Hub Office	49	1	1	\$60,000.00	
NC003	Charlotte HA	Greensboro Hub Office	2389	48	1	\$65,000.00	
NC004	Kinston HA	Greensboro Hub Office	57	1	1	\$46,957.00	
NC006	High Point HA	Greensboro Hub Office	76	2	2	\$104,724.00	
NC007	Asheville Housing Authority	Greensboro Hub Office	51	1	1	\$55,000.00	
NC008	Concord Housing Authority	Greensboro Hub Office	18	0.5	0.5	\$24,284.00	

<b>Recipient Code</b>	<b>Recipient Name</b>	<b>HUD Field Office Name</b>	<b>Total Number of PH FSS Program Participants</b>	<b>Number of PH FSS Coordinators Supported by PIC</b>	<b>Cap on Number of Positions</b>	<b>FY 2012 PH FSS Funding</b>	<b>FY 2011 PH FSS Funding</b>
NC011	Greensboro HA	Greensboro Hub Office	58	1	1	\$63,115.00	
NC013	Durham Housing Authority	Greensboro Hub Office	72	1	1	\$69,000.00	
NC016	Salisbury Housing Authority	Greensboro Hub Office	40	N/A (see Appendix C)	1	\$69,000.00	
NC020	Wilson Housing Authority	Greensboro Hub Office	23	N/A (see Appendix C)	0.5	\$25,000.00	
NC022	Greenville Housing Authority	Greensboro Hub Office	30	1	1	\$60,371.00	
NC032	Washington Housing Authority	Greensboro Hub Office	32	N/A (see Appendix C)	1	\$41,000.00	
NC035	Sanford Housing Authority	Greensboro Hub Office	1	N/A (see Appendix C)	1	\$44,226.00	
NC039	Lexington Housing Authority	Greensboro Hub Office	19	0.5	1	\$0.00	\$58,054.00
NC056	Hickory Housing Authority	Greensboro Hub Office	29	1	1	\$0.00	\$50,073.00
NC057	Gastonia Housing Authority	Greensboro Hub Office	29	1	0.5	\$25,597.00	
NC060	Roxboro Housing Authority	Greensboro Hub Office	1	N/A (see Appendix C)	1	\$65,000.00	
NC066	Burlington Housing Authority	Greensboro Hub Office	38	1	1	\$58,486.00	
NC069	N Wilkesboro Housing Authority	Greensboro Hub Office	28	1	1	\$55,000.00	

<b>Recipient Code</b>	<b>Recipient Name</b>	<b>HUD Field Office Name</b>	<b>Total Number of PH FSS Program Participants</b>	<b>Number of PH FSS Coordinators Supported by PIC</b>	<b>Cap on Number of Positions</b>	<b>FY 2012 PH FSS Funding</b>	<b>FY 2011 PH FSS Funding</b>
NC072	Statesville Housing Authority	Greensboro Hub Office	97	2	2	\$130,000.00	
NC087	Mid-East Reg HA	Greensboro Hub Office	17	0.5	1	\$41,000.00	
ND014	Fargo	Denver Hub Office	46	1	1	\$0.00	\$51,830.00
NE001	Omaha	Omaha Program Center	3	0	1	\$44,277.00	
NE002	Lincoln	Omaha Program Center	38	1	1	\$51,856.00	
NE004	Kearney	Omaha Program Center	51	1	1	\$46,350.00	
NH003	Dover HA	Manchester Community Service Center	15	0.5	1	\$69,000.00	
NJ002	Newark HA	Newark Hub Office	72	1	1	\$69,000.00	
NJ006	Perth Amboy HA	Newark Hub Office	31	1	1	\$55,652.00	
NJ008	Long Branch HA	Newark Hub Office	25	1	1	\$0.00	\$69,000.00
NJ010	Camden HA	Newark Hub Office	0	0	1	\$46,683.00	

Recipient Code	Recipient Name	HUD Field Office Name	Total Number of PH FSS Program Participants	Number of PH FSS Coordinators Supported by PIC	Cap on Number of Positions	FY 2012 PH FSS Funding	FY 2011 PH FSS Funding
NJ014	Atlantic City Housing Authority	Newark Hub Office	24	0.5	1	\$58,065.00	
NJ039	Plainfield HA	Newark Hub Office	7	0	1	\$0.00	\$69,000.00
NJ059	Pleasantville HA	Newark Hub Office	27	1	1	\$69,000.00	
NJ063	Vineland HA	Newark Hub Office	32	1	1	\$69,000.00	
NJ092	Morris County HA	Newark Hub Office	35	1	1	\$36,102.00	
NJ105	<b>Madison HA</b> (lead applicant in FY 2011) <b>Summit HA</b> (NJ017; co-applicant in FY 2011)	Newark Hub Office	9 (NJ105) 5 (NJ017)	0	1	\$0.00	\$69,000.00
NM002	Clovis HA	Albuquerque Program Center	43	1	1	\$45,020.00	
NM009	Santa Fe Civic HA	Albuquerque Program Center	26	1	0.5	\$28,793.00	
NM020	Truth Or Consequences HA	Albuquerque Program Center	10	0	0.5	\$28,114.00	
NM050	Santa Fe County HA	Albuquerque Program Center	12	0	1	\$0.00	\$56,587.00

Recipient Code	Recipient Name	HUD Field Office Name	Total Number of PH FSS Program Participants	Number of PH FSS Coordinators Supported by PIC	Cap on Number of Positions	FY 2012 PH FSS Funding	FY 2011 PH FSS Funding
NV001	Reno	San Francisco Hub Office	21	0.5	0.5	\$28,214.00	
NV018	Southern Nevada Regional HA	San Francisco Hub Office	192	4	3	\$182,804.00	
NY002	Buffalo Muni HA	Buffalo Hub Office	39	1	0.5	\$34,500.00	
NY006	Utica HA	Buffalo Hub Office	62	1	1	\$69,000.00	
NY009	Albany HA	Buffalo Hub Office	0	N/A (see Appendix C)	1	\$69,000.00	
NY012	Troy HA	Buffalo Hub Office	41	1	1	\$61,955.00	
NY015	Mechanicville HA	Buffalo Hub Office	28	1	1	\$34,479.00	
NY028	Schenectady Muni HA	Buffalo Hub Office	39	1	1	\$57,199.00	
NY041	Rochester HA	Buffalo Hub Office	63	1	1	\$66,136.00	
NY044	Geneva HA	Buffalo Hub Office	37	1	1	\$65,642.00	
NY048	Gloversville HA	Buffalo Hub Office	1	N/A (see Appendix C)	0.5	\$25,000.00	
NY070	Lockport HA	Buffalo Hub Office	0	N/A (see Appendix C)	1	\$68,000.00	
NY071	Monticello HA	New York City Hub Office	8	0	1	\$38,789.00	

<b>Recipient Code</b>	<b>Recipient Name</b>	<b>HUD Field Office Name</b>	<b>Total Number of PH FSS Program Participants</b>	<b>Number of PH FSS Coordinators Supported by PIC</b>	<b>Cap on Number of Positions</b>	<b>FY 2012 PH FSS Funding</b>	<b>FY 2011 PH FSS Funding</b>
NY082	Peekskill HA	New York City Hub Office	22	N/A (see Appendix C)	1	\$69,000.00	
NY088	New Rochelle HA	New York City Hub Office	2	0	1	\$69,000.00	
OH001	Columbus MHA	Columbus Program Center	0	N/A (see Appendix C)	1	\$47,182.00	
OH002	Youngstown MHA	Cleveland Hub Office	107	2	1	\$59,518.00	
OH003	Cuyahoga MHA	Cleveland Hub Office	0	N/A (see Appendix C)	1	\$69,000.00	
OH005	Dayton MHA	Cincinnati Community Service Center	85	2	1	\$65,042.00	
OH006	Lucas MHA	Cleveland Hub Office	83	2	1	\$55,110.00	
OH007	Akron MHA	Cleveland Hub Office	105	2	2	\$131,431.00	
OH008	Trumbull MHA	Cleveland Hub Office	27	1	1	\$50,078.00	
OH009	Zanesville MHA	Columbus Program Center	25	1	1	\$51,487.00	
OH012	Lorain MHA	Cleveland Hub Office	60	1	1	\$64,781.00	

<b>Recipient Code</b>	<b>Recipient Name</b>	<b>HUD Field Office Name</b>	<b>Total Number of PH FSS Program Participants</b>	<b>Number of PH FSS Coordinators Supported by PIC</b>	<b>Cap on Number of Positions</b>	<b>FY 2012 PH FSS Funding</b>	<b>FY 2011 PH FSS Funding</b>
OH021	Springfield MHA	Columbus Program Center	41	1	1	\$69,000.00	
OH024	Chillicothe MHA	Columbus Program Center	28	1	1	\$50,325.00	
OH042	Geauga MHA	Cleveland Hub Office	45	1	1	\$63,654.00	
OH066	Morgan MHA	Columbus Program Center	19	0.5	1	\$49,849.00	
OH070	Fairfield MHA	Columbus Program Center	37	1	1	\$56,580.00	
OK073	Tulsa	Oklahoma City Program Center	53	1	1	\$46,712.00	
OK095	Shawnee	Oklahoma City Program Center	107	2	2	\$92,148.00	
OK099	Muskogee	Oklahoma City Program Center	71	1	1	\$42,436.00	
OR002	Portland/Home Forward	Portland Program Center	157	3	3	\$199,524.00	
OR006	Lane	Portland Program Center	59	1	1	\$69,000.00	



<b>Recipient Code</b>	<b>Recipient Name</b>	<b>HUD Field Office Name</b>	<b>Total Number of PH FSS Program Participants</b>	<b>Number of PH FSS Coordinators Supported by PIC</b>	<b>Cap on Number of Positions</b>	<b>FY 2012 PH FSS Funding</b>	<b>FY 2011 PH FSS Funding</b>
OR008	West Valley/HA and URA of Polk Co	Portland Program Center	12	0	0.5	\$0.00	\$15,881.00
OR011	Salem	Portland Program Center	60	1	1	\$69,000.00	
PA001	Pittsburgh HA	Pittsburgh Hub Office	721	14	1	\$47,262.00	
PA002	Philadelphia HA	Philadelphia Hub Office	0	0	1	\$69,000.00	
PA006	Allegheny County Housing Autho	Pittsburgh Hub Office	39	1	1	\$68,428.00	
PA008	Harrisburg HA	Philadelphia Hub Office	0	0	1	\$0.00	\$55,000.00
PA018	Westmoreland County Hsg Author	Pittsburgh Hub Office	82	2	1	\$60,676.00	
PA022	York HA	Philadelphia Hub Office	21	0.5	0.5	\$22,639.00	
PA044	Hazleton HA	Philadelphia Hub Office	0	N/A (see Appendix C)	1	\$67,000.00	
PA060	Northumberland County HA	Philadelphia Hub Office	2	0	1	\$0.00	\$53,718.00
RI001	Providence Housing Authority	Providence Community Service Center	81	2	1	\$69,000.00	

<b>Recipient Code</b>	<b>Recipient Name</b>	<b>HUD Field Office Name</b>	<b>Total Number of PH FSS Program Participants</b>	<b>Number of PH FSS Coordinators Supported by PIC</b>	<b>Cap on Number of Positions</b>	<b>FY 2012 PH FSS Funding</b>	<b>FY 2011 PH FSS Funding</b>
RI002	Pawtucket Housing Authority	Providence Community Service Center	0	N/A (see Appendix C)	1	\$69,000.00	
SC002	Columbia HA	Columbia Program Center	27	1	1	\$48,329.00	
SC003	Spartanburg	Columbia Program Center	22	0.5	1	\$58,364.00	
SC004	Greenville	Columbia Program Center	23	0.5	1	\$47,206.00	
SC057	N Charleston	Columbia Program Center	32	1	0.5	\$25,000.00	
TN001	Memphis	Memphis Hub Office	47	1	1	\$69,000.00	
TN004	Chattanooga	Knoxville Program Center	44	1	1	\$69,000.00	
TN005	MDHA-Nashville	Nashville Program Center	293	6	2	\$0.00	\$136,648.00
TN006	Kingsport	Knoxville Program Center	48	1	1	\$64,174.00	
TN007	Jackson	Memphis Hub Office	117	2	2	\$101,268.00	

Recipient Code	Recipient Name	HUD Field Office Name	Total Number of PH FSS Program Participants	Number of PH FSS Coordinators Supported by PIC	Cap on Number of Positions	FY 2012 PH FSS Funding	FY 2011 PH FSS Funding
TN035	Franklin	Nashville Program Center	37	1	1	\$55,080.00	
TN039	Shelbyville	Nashville Program Center	65	1	1	\$0.00	\$49,037.00
TN042	Crossville	Knoxville Program Center	20	0.5	0.5	\$28,419.00	
TN046	Columbia	Nashville Program Center	1	N/A (see Appendix C)	1	\$69,000.00	
TX001	Austin	San Antonio Hub Office	85	2	2	\$109,342.00	
TX003	El Paso	Fort Worth Hub Office	44	1	1	\$49,084.00	
TX004	Fort Worth	Fort Worth Hub Office	7	0	1	\$69,000.00	
TX005	Houston Housing Authority	Houston Program Center	36	1	1	\$52,518.00	
TX006	San Antonio	San Antonio Hub Office	467	9	8	\$413,273.00	
TX007	Brownsville Housing Authority	San Antonio Hub Office	31	1	1	\$44,283.00	
TX009	Dallas	Fort Worth Hub Office	63	1	1	\$56,440.00	

Recipient Code	Recipient Name	HUD Field Office Name	Total Number of PH FSS Program Participants	Number of PH FSS Coordinators Supported by PIC	Cap on Number of Positions	FY 2012 PH FSS Funding	FY 2011 PH FSS Funding
TX010	Waco	Fort Worth Hub Office	37	1	1	\$52,758.00	
TX022	Wichita Falls	Fort Worth Hub Office	29	1	1	\$48,500.00	
TX023	Beaumont Housing Authority	Houston Program Center	49	1	1	\$41,330.00	
TX028	McAllen	San Antonio Hub Office	24	N/A (see Appendix C)	1	\$45,000.00	
TX046	Mission	San Antonio Hub Office	13	0	1	\$68,000.00	
TX087	San Marcos	San Antonio Hub Office	39	1	1	\$51,260.00	
TX163	Robstown	San Antonio Hub Office	5	0	1	\$0.00	\$32,136.00
TX322	Round Rock	San Antonio Hub Office	8	0	1	\$69,000.00	
TX452	Bexar County Housing Authority	San Antonio Hub Office	4	N/A (see Appendix C)	1	\$69,000.00	
TX497	Hidalgo County	San Antonio Hub Office	43	1	1	\$41,734.00	
UT003	Salt Lake County HA	Denver Hub Office	49	1	1	\$59,652.00	
VA001	Portsmouth RHA	Richmond Program Center	68	1	1	\$55,340.00	

<b>Recipient Code</b>	<b>Recipient Name</b>	<b>HUD Field Office Name</b>	<b>Total Number of PH FSS Program Participants</b>	<b>Number of PH FSS Coordinators Supported by PIC</b>	<b>Cap on Number of Positions</b>	<b>FY 2012 PH FSS Funding</b>	<b>FY 2011 PH FSS Funding</b>
VA002	Bristol RHA	Richmond Program Center	33	1	1	\$41,843.00	
VA003	Newport News RHA	Richmond Program Center	97	2	1	\$48,410.00	
VA004	Alexandria RHA	Washington, DC Program Center	1	0	1	\$69,000.00	
VA005	Hopewell RHA	Richmond Program Center	0	N/A (see Appendix C)	1	\$69,000.00	
VA006	Norfolk RHA	Richmond Program Center	174	3	2	\$138,000.00	
VA007	Richmond RHA	Richmond Program Center	51	1	1	\$69,000.00	
VA010	Danville RHA	Richmond Program Center	19	0.5	1	\$47,271.00	
VA011	Roanoke RHA	Richmond Program Center	167	3	2	\$110,000.00	
VA016	Charlottesville RHA	Richmond Program Center	14	0	1	\$50,920.00	

<b>Recipient Code</b>	<b>Recipient Name</b>	<b>HUD Field Office Name</b>	<b>Total Number of PH FSS Program Participants</b>	<b>Number of PH FSS Coordinators Supported by PIC</b>	<b>Cap on Number of Positions</b>	<b>FY 2012 PH FSS Funding</b>	<b>FY 2011 PH FSS Funding</b>
VA019	Fairfax County RHA	Washington, DC Program Center	48	1	1	\$69,000.00	
VA022	Waynesboro RHA	Richmond Program Center	44	1	1	\$44,290.00	
VA025	Suffolk RHA	Richmond Program Center	34	1	1	\$40,284.00	
VQ001	VIHA	San Juan Hub Office	11	0	1	\$69,000.00	
VT002	Brattleboro HA	Manchester Community Service Center	39	1	1	\$69,000.00	
VT003	Rutland Housing Authority	Manchester Community Service Center	7	0	0.5	\$32,738.00	
WA001	Seattle Housing Authority	Seattle Hub Office	35	1	1	\$69,000.00	
WA002	King Co	Seattle Hub Office	33	1	1	\$68,861.00	
WA005	Tacoma	Seattle Hub Office	32	1	1	\$59,662.00	
WA008	Vancouver	Portland Program Center	51	1	1	\$65,775.00	

<b>Recipient Code</b>	<b>Recipient Name</b>	<b>HUD Field Office Name</b>	<b>Total Number of PH FSS Program Participants</b>	<b>Number of PH FSS Coordinators Supported by PIC</b>	<b>Cap on Number of Positions</b>	<b>FY 2012 PH FSS Funding</b>	<b>FY 2011 PH FSS Funding</b>
WA042	Yakima Housing Authority	Seattle Hub Office	12	N/A (see Appendix C)	1	\$58,500.00	
WI002	Milwaukee HA	Milwaukee Program Center	46	1	1	\$69,000.00	
WI064	Beloit Housing Authority	Milwaukee Program Center	22	N/A (see Appendix C)	1	\$69,000.00	
WV001	Charleston/Kanawha Housing Authority	Charleston Community Service Center	62	1	1	\$46,183.00	
WV003	Wheeling Housing Authority	Charleston Community Service Center	18	0.5	1	\$48,410.00	
WV005	Parkersburg Housing Authority	Charleston Community Service Center	6	0	1	\$36,645.00	
WV014	Benwood-Mcmechen Housing Authority	Charleston Community Service Center	24	0.5	0.5	\$18,104.00	

**Appendix B**

**Sample of Acceptable Documentation for Contesting Incorrect or Missing Data on PIC Report**

"Neighborhood" Housing Authority  
PH FSS Program Participants for April 1, 2012 – March 31, 2013

**Total Number of PH FSS Program Participants  
18**

	<b>Participant Name</b>
1	Anderson, Vincent
2	Clark, Andrea
3	Coleman, Alana
4	Collins, Molly
5	Cooper, Eric
6	Evans, Whitney
7	Hall, Corey
8	Jackson, Scott
9	Lee, Allison
10	Lewis, Troy
11	Lopez, Maria
12	Park, Anna
13	Ramirez, Jorge
14	Rogers, Jada
15	Sanchez, Kimberly
16	Thomas, Alicia
17	Torres, Veronica
18	Ward, Amber



**Appendix C**

**A list of applicants funded initially under the FY 2012 PH FSS NOFA (and thus not subject to the minimum participants requirement).**

<b>PHA Code</b>	<b>First Funded in FY12 - not subject to 25 CoP minimum</b>
AL006	Montgomery Housing Authority
AL050	Auburn Housing Authority
AZ016	White Mountain Apache Housing Authority
AZ026	Tohono O'odham Ki:Ki Association
AZ028	City of Chandler
CT020	Housing Authority of the City of Danbury
FL012	Avon Park Housing Authority
FL023	Housing Authority of the City of Bradenton, Florida
FL032	Ocala Housing Authority
FL080	Palm Beach County Housing Authority
FL139	Winter Haven Housing Authority
GA095	Newnan
GA078	Housing Authority of the City of East Point,GA
GA183	Housing Authority of the City of Winder
GA232	Housing Authority of the City of College Park, Georgia
IL001	Housing Authority of the City of East St. Louis
IL083	Winnebago County Housing Authority
IN041	Marion Housing Authority
KY157	Floyd County
LA092	St. James Parish Housing Authority
MA016	Chelsea Housing Authority
MA020	Quincy Housing Authority
MD001	Housing Authority of the City of Annapolis
MI009	Flint Housing Commission
MI064	City of Ann Arbor
MS057	Mississippi Regional Housing Authority, No. VII
NC016	Housing Authority of the City of Salisbury, NC
NC020	Wilson HA
NC032	Washington Housing Authority
NC035	Sanford Housing Authority
NC060	Roxboro Housing Authority
NY009	Albany Housing Authority
NY048	Gloversville Housing Authority
NY070	City of Lockport Housing Authority Inc
NY082	Peekskill Housing Authority

OH001	Columbus Metropolitan Housing Authority
OH003	Cuyahoga Metropolitan Housing Authority
PA044	Housing Authority of City of Hazleton
RI002	Housing Authority of the City of Pawtucket
TN046	Columbia Housing and Redevelopment Corp
TX028	McAllen Housing Authority
TX452	Housing Authority of Bexar County
VA005	Hopewell Redevelopment & Housing Authority
WA042	Housing Authority of the City of Yakima
WI064	Beloit Community Development Authority