



U.S. Department of Housing and Urban Development

Grant Management Office

General Section to HUD's Fiscal Year 2016 Notice[s] of Funding Availability for Discretionary Programs
(General Section)

FR-6000-N-01

Nani A. Coloretti

Nani A. Coloretti
Deputy Secretary

9/22/2015

Date

General Section to HUD's Fiscal Year 2016 Notice[s] of Funding Availability for Discretionary Programs
(General Section)

FR-6000-N-01

TABLE OF CONTENTS

- I. [Overview and Agency Contacts](#)
- II. [Sample HUD NOFA Table of Contents](#)
- III. [HUD NOFA Forecast](#)
- IV. [Definitions](#)
- V. [Rules and Regulations Applicable to HUD NOFAs](#)
- VI. [HUD NOFA Guidance for Applicants](#)
- VII. [Appendix](#)

U.S. Department of Housing and Urban Development

Program Office:	Grant Management Office
Funding Opportunity Title:	General Section to HUD's Fiscal Year 2016 Notice[s] of Funding Availability for Discretionary Programs (General Section)
Announcement Type:	Initial
Funding Opportunity Number:	FR-6000-N-01
Primary CFDA Number:	14.000
Due Date for Applications:	N/A

I. Overview and Agency Contacts

HUD publishes a General Section each Fiscal Year (FY) that contains requirements for all of HUD's competitive grant programs. To be considered for funding, applications must meet all applicable requirements of the General Section and the requirements in the Program NOFA. The General Section is published on Grants.gov and HUD's [Funds Available](#) web page.

This FY 2016 General Section contains seven (7) sections:

1. This Overview
2. SAMPLE HUD NOFA Table of Contents
3. HUD NOFA Forecast
4. Definitions
5. Rules and Regulations Applicable to HUD NOFAs
 - A. Rules that affect applicants' ability to apply.
 - B. Rules that affect applicants' eligibility to receive an award from HUD.
 - C. Rules that apply to applicants selected for award.
 - D. Rules that govern how HUD evaluates applications.
6. HUD NOFA Guidance for Applicants
 - A. Obtaining an Application.
 - B. Submitting an Application.
 - C. Technical Assistance Resources.
 - D. Other Guidance and Notifications.
7. Appendix

Questions regarding this notice should be directed to the Office of Strategic Planning and Management, Grants Management & Oversight Division (GMO), via e-mail at AskGMO@hud.gov.

The FY 2016 General Section contains significant changes compared to prior years. GMO welcomes feedback, suggestions or criticisms from prospective applicants.

II. Sample HUD NOFA Table of Contents

All FY 2016 NOFAs will follow a standardized format and order of content. The format and structure will be the same, but each Program NOFA will have a unique title, funding opportunity number, text and instructions that are specific to the program.

A sample Table of Contents for individual program NOFAs is shown below:

2016 HUD NOFA Format/Order
[Funding Opportunity Title]
[Funding Opportunity Number]
TABLE OF CONTENTS

HUD Seal & Signature Page

Executive Summary

I. Funding Opportunity Description

- A. Program Description
- B. Authority

II. Award Information

- A. Available Funds
- B. Number of Awards
- C. Minimum/Maximum Award Information
- D. Period of Performance
- E. Type of Funding Instrument
- F. Supplementation

III. Eligibility Information

- A. Eligible Applicants
- B. Cost Sharing or Matching
- C. Other

IV. Application and Submission Information

- A. Obtaining an Application Package
- B. Content and Form of Application Submission
- C. DUNS Number and SAM Registration
- D. Application Submission Dates and Times
- E. Intergovernmental Review
- F. Funding Restrictions
- G. Other Submission Requirements

V. Application Review Information

- A. Review Criteria
- B. Reviews and Selection Process
- C. Anticipated Announcement and Award Dates

VI. Award Administration Information

A. Award Notices

B. Administrative, National and Departmental Policy Requirements

C. Reporting

VII. Agency Contact(s)

VIII. Other Information

IX. Appendix

III. HUD NOFA Forecast

The following NOFA forecast is list of the competitive grant offerings that may be available for FY 2016. The inclusion or exclusion of an opportunity in this list does not constitute a guarantee that a specific opportunity will become available. All programs listed are subject to available funding and other considerations. Program information is available on HUD's [website](#) and the [HUD Exchange](#). Information on NOFAs from prior years is available on HUD's [Funds Available webpage](#).

FY2016 NOFA TITLE	ESTIMATED QUARTER FOR PUBLICATION
Appalachia Economic Development Initiative	April - June 2016
Capacity Building for Community Development and Affordable Housing Grants (Section 4)	April - June 2016
Continuum of Care (CoC)	April - June 2016
HUD Community Compass Technical Assistance and Capacity Building Program	April - June 2016
Rural Capacity Building for Community Development and Affordable Housing Grants	April - June 2016
Self-Help Homeownership Opportunity Program (SHOP)	July - September 2016
Fair Housing Initiative Programs (FHIP)	January - March 2016
Comprehensive Housing Counseling Grant Program	October - December 2015
Housing Counseling Training	October - December 2015
Healthy Homes Technical Studies Grant Program Pre Application	October - December 2015
Healthy Homes Technical Studies Grant Program FULL Application	January - March 2016
Indian Community Capital Initiative	April - June 2016

Lead Hazard Reduction Demonstration (LHRD) Grant Program	January - March 2016
Lead-Based Paint Hazard Control (LBPHC) Grant Program	January - March 2016
Research and Evaluation, Demonstrations, and Data Analysis and Utilization	April - June 2016
Choice Neighborhood Planning Grants Program	October - December 2015
Community Development Block Grant (ICDBG) Program for Indian Tribes and Alaska Native Villages	July - September 2016
Community Development Block Grant (ICDBG) Program for Indian Tribes and Alaska Native Villages - Mold Remediation and Prevention	April - June 2016
Family Self-Sufficiency Program	January - March 2016
Job Plus Pilot Initiative	January - March 2016
Resident Opportunity and Self Sufficiency (ROSS) Service Coordinators Program	January - March 2016

IV. Definitions

Analysis of Impediments to Fair Housing Choice (AI) is a review of impediments or barriers that affect the rights of fair housing choice, and pertains to program participants in jurisdictions operating under a current Consolidated Plan. The requirement will be updated in future General Sections to reflect the Affirmative Fair Housing requirement in the final rule, published this year.

Authorized Organization Representative (AOR) is the person authorized by the E-Biz point of contact in [System for Award Management](#) to submit applications on behalf of the organization. The AOR is listed in item 21 on the SF424.

[Catalog of Federal Domestic Assistance \(CFDA\)](#) is a directory of the various Federal programs, projects, services and activities that offer financial and nonfinancial assistance and benefits the American public.

CFDA Number is the unique number assigned to each program, project, service or activity listed in the Catalog of Federal Domestic Assistance (CFDA).

Consolidated Plan is used by states and local jurisdictions to assess their affordable housing and community development needs and market conditions, and to make data-driven, place-based investment decisions with funding from Community Planning and Development formula grant programs. See 24 CFR 91 for more information about the Consolidated Plan.

Contract means a legal instrument by which a non-Federal entity purchases property or services needed to carry out the project or program under a Federal award. The term as used in this part does not include a legal instrument, even if the non-Federal entity considers it a contract, when the substance of the transaction meets the definition of a Federal award or subaward (see Subaward, below).

Contractor means an entity that receives a contract as defined above.

DUNS number is the unique nine-digit identification number assigned to a business or organization by Dun & Bradstreet and provides a means of identifying business entities on a location-specific basis.

Federal Awardee Performance and Integrity Information System (FAPIIS) is a database that has been

established to track contractor misconduct and performance.

[Grants.gov Website](#) is the federal government's central portal for searching for and applying for grants throughout the Federal government.

Point of Contact (POC) is the person who may be contacted with questions about the application submitted by the AOR. The point of contact is listed in item 8F on the SF424.

Preferred Sustainability Status Communities (PSS) are communities that have received Preferred Sustainability Status (PSS) under HUD's Sustainable Communities Regional Planning Grant Program and/or HUD's Community Challenge Planning Grant Program.

Promise Zones are federally-designated, high-poverty urban, rural and tribal communities where the federal government will partner with and invest in communities to accomplish the following goals: create jobs, leverage private investment, increase economic activity, expand educational opportunities, and reduce violent crime.

Promotores/Promotoras are Spanish-speaking Community Health Workers who work in their communities to reduce barriers to health services and make health care systems more responsive.

Recipient means a non-federal entity that receives an award directly from HUD to carry out an activity under a HUD program.

Section 3 Residents means: 1) Public housing residents; or 2) Low and very-low income persons, as defined in 24 CFR 135.5, who live in the metropolitan area or non-metropolitan county where a HUD-assisted project for housing or community development is located.

Section 3 Business Concern means a business concern (1) that is 51 percent or more owned by section 3 residents; or (2) whose permanent, full-time employees include persons, at least 30 percent of whom are currently section 3 residents, or within three years of the date of first employment with the business concern were section 3 residents; or (3) that provides evidence of a commitment to subcontract in excess of 25 percent of the dollar award of all subcontracts to be awarded to business concerns that meet the qualifications set forth in paragraphs (1) or (2) in this definition of "section 3 business concern."

Standard Form 424 (SF-424) is the Application for Federal Assistance Programs required by discretionary grant programs.

Subrecipient means a non-federal entity that receives a subaward from a pass-through entity to carry out part of a HUD program; but does not include an individual that is a beneficiary of such program. A subrecipient may also be a recipient of other Federal awards directly from a Federal awarding agency (including HUD).

[System for Award Management \(SAM\)](#) is the official U.S. Government system that consolidated the capabilities of Central Contractor Registry (CCR), Excluded Parties List System (EPLS) and the Online Representations and Certifications Application (ORCA). *Registration with Sam.gov is required for submission of applications via grants.gov.*

V. Rules and Regulations Applicable to HUD NOFAs

A. Rules that affect applicants' ability to apply.

Applicants must comply with these rules in order to submit an application.

1. SAM Registration Requirement. Before submitting an application, every applicant must be registered at [sam.gov](#) and provide a valid DUNS number in its application. Every applicant must maintain an active SAM registration with current information at all times during which it has an active Federal award or an application or plan under consideration by HUD. Applicants can receive a [DUNS number](#) by visiting the [Online DUNS Request Portal](#). Only applicants with valid registration at [sam.gov](#) will be able to submit an electronic application via [Grants.gov](#) as required by this Notice.

B. Rules that affect applicants' eligibility to receive an award from HUD.

Evidence of the following issues may prevent an award from being granted to otherwise successful applicants.

1. Resolution of Civil Rights Matters. Outstanding civil rights matters must be resolved before the application deadline. Applicants who after review are confirmed to have civil rights matters unresolved at the application deadline will be deemed ineligible, the application will receive no further review, will not be rated and ranked, and will not receive funding.

a. Applicants having any of the charges, cause determinations, lawsuits, or letters of findings referenced in subparagraphs (1) – (5) that have not been resolved to HUD's satisfaction before or on the application deadline date are ineligible for funding.

(1) Charges from HUD concerning a systemic violation of the Fair Housing Act or receipt of a cause determination from a substantially equivalent state or local fair housing agency concerning a systemic violation of a substantially equivalent state or local fair housing law proscribing discrimination because of race, color, religion, sex, national origin, disability or familial status;

(2) Status as a defendant in a Fair Housing Act lawsuit filed by the Department of Justice alleging a pattern or practice of discrimination or denial of rights to a group of persons raising an issue of general public importance pursuant to 42 U.S.C. 3614(a);

(3) Status as a defendant in any other lawsuit filed or joined by the Department of Justice alleging a pattern or practice or systemic violation of Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Section 109 of the Housing and Community Development Act of 1974, Title II of the Americans with Disabilities Act, or a claim under the False Claims Act related to fair housing, non-discrimination, or civil rights generally including an alleged failure to affirmatively further fair housing;

(4) Receipt of a letter of findings identifying systemic non-compliance with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Section 109 of the Housing and Community Development Act of 1974; or Title II of the Americans with Disabilities Act; or

(5) Receipt of a cause determination from a substantially equivalent state or local fair housing agency concerning a systemic violation of provisions of a state or local law prohibiting discrimination in housing based on sexual orientation, gender identity, or lawful source of income.

b. HUD will determine if actions to resolve the charge, cause determination, lawsuit, or letter of findings taken before the application deadline date are sufficient to resolve the matter. Examples of actions that may be considered sufficient to resolve the matter include, but are not limited to:

- (1) Current compliance with a voluntary compliance agreement signed by all the parties;
- (2) Current compliance with a HUD-approved conciliation agreement signed by all the parties;
- (3) Current compliance with a conciliation agreement signed by all the parties and approved by the state governmental or local administrative agency with jurisdiction over the matter;
- (4) Current compliance with a consent order or consent decree;
- (5) Current compliance with a final judicial ruling or administrative ruling or decision; or
- (6) Dismissal of charges.

2. Outstanding Delinquent Federal Debts. It is HUD policy, consistent with the purposes and intent of 31 U.S.C. 3720B and 28 U.S.C. 3201(e), that applicants with outstanding delinquent federal debt will not be eligible to receive an award of funds, unless:

a. A negotiated repayment schedule is established and the repayment schedule is not delinquent, or

b. Other arrangements satisfactory to HUD are made before the award of funds by HUD.

If satisfactory arrangements cannot be completed within 90 days of notification of selection, HUD will not make an award of funds to the applicant, and instead offer the award to another eligible applicant, as outlined in the Program NOFA. HUD may act earlier than the above stated 90 days to ensure, in HUD's determination, that the funds can be obligated in a timely manner. Applicants selected for funding, or awarded funds, must report any changes in status of current agreements covering federal debt. HUD may withhold funding, terminate an award, or seek other remedies from a recipient if a previously agreed-upon payment schedule has not been followed or a new agreement with the federal agency to which the debt is owed has not been signed.

3. Do Not Pay Website Review. As part of the Improper Payments Elimination and Recovery Improvement Act (IPERIA) of 2012, in making award selections, HUD will review applicant information on the Federal [Do Not Pay](#) website. The Do Not Pay Website is operated by the Bureau of Fiscal Services at the Department of the Treasury to prevent, reduce, and stop improper payments. The site can be used by HUD to ensure that applicants selected to receive funding do not owe funds to the federal government; are not on the Excluded Parties List System (EPLS); the List of Excluded Individuals/Entities (LEIE); or other federal databases that would provide adverse information regarding the applicant. HUD reserves the right to:

- a. Deny funding, or in the case of a renewal or continuing award, consider suspension or termination of an award immediately for cause,
- b. Require the removal of any key individual from association with management or implementation of the award, and
- c. Make appropriate provisions or revisions with respect to the method of payment or financial reporting requirements.

4. Debarments and/or Suspensions. In accordance with 2 CFR 2424, no award of federal funds may be made to debarred or suspended applicants, or those proposed to be debarred or suspended from doing business with the Federal Government.

5. Pre-Award Accounting System Survey. HUD will not award or disburse funds to applicants that do not have a financial management system that meets federal standards as described at 2 CFR 200.302. HUD may arrange for a survey of financial management systems for applicants selected for award who have not previously received federal financial assistance or where HUD Program officials have reason to question whether a financial management system meets federal standards, or for applicants considered high risk based on past performance or financial management findings.

6. Mandatory Disclosure. Applicants must disclose in a timely manner, in writing to HUD, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Failure to make required disclosures can result in any of the remedies described in 2 CFR §200.338, Remedies for noncompliance, including suspension or debarment. This mandatory disclosure requirement also applies to subrecipients of HUD funds who must disclose to the pass-through entity from which it receives HUD funds.

7. False Statement. A false statement in an application is grounds for denial or termination of an award and possible punishment, as provided in 18 U.S.C. 1001.

8. English Language. Applications must be submitted in English and funding requests must be made in U.S. dollars. Applications received that use another currency will be converted to U.S. dollars as of the date the application was received.

C. Rules that apply to applicants selected for award.

1. Compliance with Non-discrimination and Related Requirements. Unless otherwise specified, the following non-discrimination provisions and other requirements apply to all Program NOFAs. Please read the corresponding requirements in each Program NOFA carefully as there are some variations in requirements among HUD's programs.

a. Compliance with Fair Housing and Civil Rights Laws. With the exception of federally recognized Indian tribes and their instrumentalities, **recipients** and their prospective **subrecipients** must comply with all applicable fair housing and civil rights requirements in 24 CFR 5.105(a), including, but not limited to, the Fair Housing Act; Title VI of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973; Title II and Title III of the Americans with Disabilities Act of 1990; and Section 109 of the Housing and Community Development Act of 1974.

(1) Recipients of HUD funds, and their prospective sub-recipients, who are conducting programs or activities in a state or local jurisdiction that has passed a law prohibiting discrimination in housing based upon sexual orientation or gender identity, or a law prohibiting discrimination in housing based on lawful source of income, must comply with the law(s) of the state or locality in which the program activities are conducted.

(2) Federally recognized Indian tribe or Tribally Designated Housing Entity (TDHE) applicants must comply with the non-discrimination provisions enumerated in the applicable program regulations. Each Program NOFA shall specify the applicable civil rights requirements for Indian tribes or TDHEs when they are listed as eligible applicants under the Program NOFA.

b. Affirmatively Furthering Fair Housing. Section 808(e)(5) of the Fair Housing Act requires HUD to affirmatively further the purposes of the Fair Housing Act in its housing and urban development programs. Accordingly, HUD requires recipients of funds, including those awarded and announced under HUD's FY 2016 Program NOFAs that are not specifically exempted, to take affirmative steps to further fair housing.

(1) Unless otherwise specified in the Program NOFA, an applicant must discuss how it is going to carry out the proposed activities in a manner that affirmatively furthers fair housing in compliance with Section 808(e)(5) of the Fair Housing Act.

(2) Federally recognized Indian tribes are not subject to the requirement to affirmatively further fair housing in their use of certain HUD funds. Other tribal entities may also be exempt. Refer to the Program NOFAs for more information on exemptions.

c. Economic Opportunities for Low- and Very Low-income Persons ([Section 3](#)). Certain programs require recipients of assistance to comply with Section 3 of the Housing and Urban Development Act of 1968 (Section 3), 12 U.S.C. 1701u (Economic Opportunities for Low- and Very Low-Income Persons in Connection with Assisted Projects), and the HUD regulations at 24 CFR 135. The regulations at 24 CFR 135 implementing Section 3 ensure, to the greatest extent feasible, that training, employment, contracting and other economic opportunities be directed to low- and very low-income persons, especially recipients of government assistance for housing, and to businesses that provide economic opportunities to low-and very low-income persons where proposed project is located.

To implement 24 CFR 135.9(a) of the Department's Section 3 rules, program NOFAs where Section 3 applies, shall include information regarding how Section 3 activities will be considered in rating the application, the evaluation criteria to be utilized, and the rating points to be assigned, unless otherwise precluded by statute. Applicants subject to this requirement must describe in their applications their plans to train and employ [Section 3 residents](#) and contract with Section 3 businesses that prioritize Section 3. By submission of an application for programs covered by Section 3, applicants certify compliance with Section 3 requirements.

Recipients of funds covered by Section 3 must comply with 24 CFR 135, particularly subpart B-Economic Opportunities for Section 3 residents and [Section 3 Business](#) Concerns, and Subpart E-Reporting and Recordkeeping. HUD encourages recipients to search the national [Section 3 Business Registry](#) to find local businesses that prioritize hiring Section 3 residents. [Section 3 requirements](#).

d. Improving Access to Services for Persons with Limited English Proficiency (LEP). Executive Order 13166 seeks to improve access to federally assisted programs and activities for individuals who, as a result of national origin, have limited English proficiency (LEP). Recipients of HUD funds shall take reasonable

steps to ensure meaningful access to their programs and activities to LEP individuals. [LEP requirements](#).

e. **Accessible Technology.** Section 508 of the Rehabilitation Act (Section 508) requires HUD to ensure, when developing, procuring, maintaining, or using electronic and information technology (EIT), that the EIT allows persons with disabilities to access and use information and data on a comparable basis as is made available to and used by those without disabilities unless an undue burden would result to the federal agency. HUD encourages its recipients to adopt the goals and objectives of Section 508 by ensuring comparable access, whenever EIT is used. This does not affect recipients' required compliance with Section 504 of the Rehabilitation Act and, where applicable, the Americans with Disabilities Act, which also require effective communication with individuals with disabilities and prohibit EIT-imposed barriers to access to information, programs, and activities by persons with disabilities. [Information](#) on accessible technology.

f. **Equal Access to HUD-assisted or HUD-insured Housing.** HUD requires its housing programs to be open to all eligible individuals and families regardless of sexual orientation, gender identity or marital status. HUD recipients and subrecipients must comply with 24 CFR 5.105(a)(2) in connection with determining eligibility for housing assisted with HUD funds or subject to an FHA-insured mortgage, and in connection with making such housing available. This includes making eligibility determinations and making housing available regardless of actual or perceived sexual orientation, gender identity, or marital status, and prohibiting inquiries about sexual orientation or gender identity for the purpose of making eligibility determinations or making housing available. Applicants are encouraged to become familiar with these requirements, HUD's definitions of sexual orientation and gender identity at 24 CFR 5.100, clarifications to HUD's definition of family at 24 CFR 5.403, and other regulatory changes made through HUD's Equal Access Rule, published in the Federal Register at 77 FR 5662 (Feb. 3, 2012).

2. Equal Protection for Faith-based and Community Organizations. In accordance with Executive Order (E.O.) 13279, "Equal Protection of the Laws for Faith-based and Community Organizations," and E.O. 13559, "Fundamental Principles and Policymaking Criteria for Partnerships with Faith-Based and Other Neighborhood Partnerships," faith-based organizations are eligible to participate in HUD's programs and activities on the same basis as any other organization.

HUD's regulation on the equal participation of faith-based organizations, consistent with E.O. 13279, is at 24 CFR 5.109. Additionally, several HUD programs, particularly programs administered by the Office of Community Planning and Development, are subject to program-specific rules. The rule at 24 CFR 5.109 provides, among other things, that religious organizations may not engage in inherently religious activities as part of a HUD-funded program or activity; a religious organization that participates in a HUD-funded program or activity will retain its independence and may continue to carry out its mission; and an organization that receives direct federal funds from HUD is not permitted to discriminate against a program beneficiary or prospective program beneficiary on the basis of religion or religious belief in providing program assistance. E.O. 13559 amended E.O. 13279 to require additional protections for program beneficiaries. HUD is preparing a proposed rule that will amend its current regulations at 24 CFR 5.109 and elsewhere to implement the provisions of E.O. 13559 in accordance with the process set out in OMB Memorandum M-13-19. However, some program specific rules have been amended to reflect the new provisions of E.O. 13559. Recipients and subrecipients of funds subject to those amended rules must comply with the new regulatory provisions.

3. OMB Administrative Requirements and Cost Principles. Unless excepted under HUD regulations (24 CFR chapters I through IX), the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, set forth in 2 CFR 200, shall apply to Federal Awards made by the Department of Housing and Urban Development to non-Federal entities.

4. Reporting. HUD requires recipients to submit performance and financial reports in accordance with federal OMB guidance and the instructions for the program.

a. **Reporting Requirements and Frequency of Reporting.** The Program NOFA and award agreement will specify the reporting requirements, including content and method of data collection, as well as the frequency

for reporting to HUD.

b. **Race and Ethnicity Data Reporting.** HUD requires recipients that provide HUD-funded program benefits to individuals or families to report data on the race and ethnicity of individuals receiving those benefits in accordance with the program requirements and award agreement.

c. **Performance Reporting.** All HUD funded programs require recipients to submit, not less than annually, a report documenting achievement of outcomes in accordance with the purpose of the program and the work plan in the award agreement.

5. Participation in a HUD-Sponsored Program Evaluation. As a condition of receiving financial assistance under a Program NOFA, all recipients are required to cooperate with all HUD staff, contractors, or designated recipients performing research or evaluation studies funded by HUD. By submitting an application applicants agree to this requirement and condition of award.

6. Environmental Requirements. Recipients and their contractors, under a HUD-funded program that assists in physical development activities or property acquisition are generally prohibited from acquiring, rehabilitating, converting, demolishing, leasing, repairing, or constructing property, or committing or expending HUD or other funds for these types of program activities, until one of the following has occurred:

a. HUD has completed an environmental review in accordance with 24 CFR 50; or

b. For programs subject to 24 CFR 58, HUD has approved a recipient's Request for Release of Funds (form HUD7015.15) following a responsible entity's completion of an environmental review. The applicant must consult the Program NOFA to determine the procedures for, timing of, and any modifications or exclusions from environmental review under a particular program.

7. Real Property Acquisition and Relocation. Except as otherwise provided by federal statute, HUD-assisted programs or projects are subject to the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (Uniform Act or URA) (42 U.S.C. 4601-4655), and the government-wide implementing regulations issued by the Federal Highway Administration at 49 CFR 24. The Uniform Act applies to acquisitions of real property for Federal or federally-assisted programs or projects and relocation of persons from real property as a direct result of acquisition, rehabilitation, or demolition for Federal or federally-assisted programs or projects. With certain limited exceptions, real property acquisition for programs or projects that receive federal financial assistance from HUD must comply with 49 CFR 24, subpart B.

Real property acquisition that satisfies the applicable requirements of 49 CFR 24.101(b)(1) through (5) are not subject to the requirements of 49 CFR 24, subpart B. These acquisitions, commonly referred to as "voluntary acquisitions," are generally those conducted without the threat or use of eminent domain. Records demonstrating compliance with these requirements must be maintained by the recipient. The URA's relocation requirements remain applicable to any tenant who is displaced by an acquisition that meets the requirements of 49 CFR 24.101(b) (1) through (5).

The relocation requirements of the Uniform Act, and its implementing regulations at 49 CFR 24, cover any person who moves from real property or moves personal property from real property as a direct result of acquisition, rehabilitation, or demolition for a program or project receiving HUD assistance. While there are no URA statutory provisions for "temporary relocation", the URA regulations recognize that there are circumstances where a person will not be permanently displaced but may need to be moved from a project for a short period of time. Appendix A of the URA regulation (49 CFR 24.2(a)(9)(ii)(D)) explains that any tenant who has been temporarily relocated for a period beyond one year must be contacted by the displacing agency and offered URA permanent relocation assistance. Some HUD program regulations provide additional protections for temporarily relocated tenants. Before planning their project, applicants must review the regulations for the programs for which they are applying. Generally, the URA does not apply to displacements resulting from the demolition or disposition of public housing covered by Section 18 of the United States Housing Act of 1937. Individual Program NOFAs may have additional relocation guidance

and requirements.

Applicants should visit HUD's [Real Estate Acquisition and Relocation](#) website for additional resources and guidance related to real property acquisition and relocation for HUD-funded programs and projects.

8. Eminent Domain. Section 407 of the Consolidated and Further Continuing Appropriations Act, 2015 (Pub. L. 113-235, Div. K, Title IV), prohibits the use of funds to support any federal, state, or local project that seeks to use the power of eminent domain, unless eminent domain is employed only for a public use. Section 407 provides that public use shall not be construed to include economic development that primarily benefits private entities. Use of funds for mass transit, railroad, airport, seaport, or highway projects, as well as utility projects which benefit or serve the general public (including energy-related, communication-related, water-related, and waste water-related infrastructure), other structures designated for use by the general public or which have other common-carrier or public-utility functions that serve the general public and are subject to regulation and oversight by the government, and projects for the removal of an immediate threat to public health and safety or brownfields, as defined in the Small Business Liability Relief and Brownfields Revitalization Act (Pub. L. 107-118), shall be considered a public use for purposes of Section 407.

Applicants for FY 2016 assistance under the programs governed by this General Section may be subject to this restriction if it is incorporated in HUD's FY 2016 appropriation. A notice will be published indicating if this provision applies following passage of HUD's FY 2016 appropriation.

9. Procurement of Recovered Materials. State agencies and agencies of a political subdivision of a state that are using assistance under a Program NOFA for procurement, and any person contracting with such an agency with respect to work performed under an assisted contract, must comply with the requirements of Section 6002 of the Solid Waste Disposal Act. In accordance with Section 6002, these agencies and persons must procure items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired in the preceding fiscal year exceeded \$10,000; must procure solid waste management services in a manner that maximizes energy and resource recovery; and must have established an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines. [Section 6002](#) text and requirements.

10. Ensuring the Participation of Small Disadvantaged Businesses, and Women-Owned Businesses. In accordance with 2 CFR 200.321 recipients, their sub-recipients and contractors, must take all steps necessary to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.

11. Drug-Free Workplace. Applicants awarded funds from HUD are subject to 2 CFR 2429, which implements the Drug-Free Workplace Act of 1988 (41 U.S.C. 701, et seq.), as amended, and required to provide a drug-free workplace. Compliance with this requirement means that the applicant will:

a. Publish a statement notifying employees that it is unlawful to manufacture, distribute, dispense, possess, or use a controlled substance in the applicant's workplace and such activities are prohibited; Establish an ongoing drug-free awareness program; Notify HUD and other federal agencies providing funding in writing within 10 calendar days after receiving notice from an employee of a drug abuse conviction; Require that each employee engaged in the performance of the federally funded award be given a copy of the drug-free workplace statement; and identify to the agency making the award all known workplaces under the award. For a full statement of the requirements, refer to [2 CFR ;2429](#).

12. Safeguarding Resident/Client Files. In maintaining resident and client files, recipients shall comply with the Privacy Act of 1974 (Privacy Act), HUD rules and regulations issued under the Privacy Act, and observe state and local laws concerning the disclosure of records that pertain to individuals. Recipients are required to comply with the Privacy Act in the design, development, or operation of any system of records on individuals and take reasonable measures to ensure that resident and client files are safeguarded, including when reviewing, printing, or copying client files.

13. Compliance with the Federal Funding Accountability and Transparency Act of 2006 (Pub. L.109-282) (Transparency Act), as amended. Recipients of HUD’s financial assistance are required to report certain subawards in the [Federal Subaward Reporting System \(FSRS\)](#) or its successor system for all prime awards listed on the FSRS website. Recipients of financial assistance from HUD may also be required to report executive compensation information both for the prime award and subaward recipients, including awards made as pass-through awards or awards to contractors. These reporting requirements are in accordance with the requirements of the Transparency Act, as amended by section 6202 of Public Law 110-252, and by section 3 of Public Law 113-101.

14. Physical Accessibility. For all HUD-funded activities,

- a. Meetings must be held and services provided in facilities that are physically accessible to persons with disabilities. Where physical accessibility is not achievable, successful applicants must give priority to alternative methods of product or information delivery that offer programs and activities to qualified individuals with disabilities in the most integrated setting appropriate in accordance with HUD’s implementing regulations for section 504 of the Rehabilitation Act of 1973 (29 U.S.C. §794) at 24 CFR 8; and,
- b. All notices of and communications during all training sessions and public meetings shall be provided in a manner that is effective for persons with hearing, visual, and other communication-related disabilities or provide other means of accommodation for persons with disabilities consistent with section 504 of the Rehabilitation Act of 1973 and HUD’s section 504 regulations. See 24 CFR 8.6.

15. Conducting Business in Accordance with Ethical Standards/Code of Conduct. Before entering into an agreement with HUD, applicants selected for award must ensure an up-to-date copy of the organization’s code of conduct, dated and signed by the Executive Director, or Chair, or equivalent official, of the governing body of the organization has been submitted to HUD.

- a. Codes of conduct must prohibit real and apparent conflicts of interest that may arise among officers, employees, or agents; prohibit the solicitation and acceptance of gifts or gratuities by officers, employees, or agents for their personal benefit in excess of minimal value; and outline administrative and disciplinary actions available to remedy violations of such standards. See [2 CFR 200.112](#) and [2 CFR 200.318](#) for reference.
- b. If the recipient has a parent, affiliate, or subsidiary organization, whether non-profit or for-profit, the recipient must also maintain written standards of conduct covering organizational conflicts of interest. “Organizational conflicts of interest” means that because of relationships with a parent, affiliate, or subsidiary organization, the recipient is unable, or appears to be unable, to be impartial in administering the award or serving as a pass-through-entity.

16. Prohibition Against Lobbying Activities. Applicants are subject to the provisions of Section 319 of Public Law 101-121, 31 U.S.C. 1352, (the Byrd Amendment) and 24 CFR part 87, which prohibit recipients of federal contracts, grants, or loans from using appropriated funds for lobbying the executive or legislative branches of the Federal Government in connection with a specific contract, grant, loan, or cooperative agreement. In addition, applicants must disclose, using Standard Form LLL (SFLLL), “Disclosure of Lobbying Activities,” any funds, other than federally appropriated funds, that will be or have been used to influence federal employees, members of Congress, or congressional staff regarding specific grants or contracts. Federally-recognized Indian tribes and Tribally Designated Housing Entities (TDHEs) established by federally-recognized Indian tribes as a result of the exercise of the tribe’s sovereign power are excluded from coverage of the Byrd Amendment, but State-recognized Indian tribes and TDHEs established only under state law shall comply with this requirement. Applicants must submit the SFLLL if they have used or intend to use non-federal funds for lobbying activities.

17. Consistency with the Consolidated Plan and Analysis of Impediments to Fair Housing Choice. Certain competitive programs require applications to contain a certification of consistency with a HUD-approved [Consolidated Plan](#). This certification means that the proposed activities, including the

location(s), are consistent with the jurisdiction's Consolidated Plan. The Consolidated Plan also includes the jurisdiction's certification to affirmatively further fair housing which means, among other requirements, that the jurisdiction has conducted an Analysis of Impediments to Fair Housing Choice (AI). When a NOFA requires certification of consistency with the Consolidated Plan and the applicant fails to provide the certification, and the failure is not cured as a technical deficiency, HUD will not fund the application. Please refer to the Program NOFAs for detailed guidance on compliance with this requirement.

D. Rules that Affect How HUD Evaluates Applications

1. Standard Rating Factors Used to Evaluate Applications. HUD has established the following five standard factors for awarding funds for most of its FY 2016 Program NOFAs. HUD may modify the five (5) factors for a specific funding opportunity to consider statutory or regulatory limitations or program needs.

Factor 1: Capacity of the Applicant and Relevant Organizational Staff

Factor 2: Need/Extent of the Problem

Factor 3: Soundness of Approach

Factor 4: Leveraging Resources

Factor 5: Achieving Results and Program Evaluation

Detailed instructions for responding to each of the five rating factors and the maximum points HUD will award for each are provided in the Program NOFA. Applicants should carefully read the factors for award described in the Program NOFA. When providing information to HUD in response to Rating Factor 1, do not include Social Security numbers on any documents submitted for consideration.

Each NOFA awards up to 100 points for the standard rating factors. Participating programs may award up to 4 additional priority points for applications that advance HUD's NOFA priorities and up to 2 bonus points for activities supporting [Preferred Sustainability Status Communities](#) or [Promise Zones](#). The maximum achievable score therefore is 106 points. Each Program NOFA will indicate the availability of bonus and priority points. Applications must receive the minimum fundable score on the standard factors before bonus points or NOFA priority points are credited.

2. NOFA Priority Points. HUD NOFAs for competitive funding are among the primary means by which HUD accomplishes its strategic goals and priorities as outlined in the [FY 2014-2018 HUD Strategic Plan](#).

HUD has designated the three initiatives listed below as priorities for HUD's FY 2016 NOFAs. Each Program NOFA will specify which NOFA priorities are applicable.

1. Promote health and housing stability of vulnerable populations,
2. Promote economic development and economic resilience,
3. Affirmatively Furthering Fair Housing,
4. Increase the health and safety of homes and embed comprehensive energy efficiency and healthy housing criteria across HUD programs.

Please see Section VII. [Appendix](#) for detailed description of these priorities including what applicants must show in their applications in order to receive NOFA priority points.

3. Bonus Points. Applicants should review the Program NOFA to determine the availability of Preferred Sustainability Status Communities or Promise Zone bonus points. Applications are eligible for a maximum of 2 points and will not receive credit in both bonus categories.

a. Preferred Sustainability Status Communities Bonus Points. HUD will award 2 bonus points to applicants working with communities that have received Preferred Sustainability Status under HUD's Sustainable Communities Regional Planning Grant Program and/or HUD's Challenge Grant Program, and those certified under HUD's Notice of Preferred Sustainability Status Certification, hereafter referred to as the Preferred Sustainability Status Communities.

To receive bonus points, applicants must submit form HUD-2995, Certification of Consistency with Sustainable Communities Planning and Implementation, signed by the [Designated Preferred Sustainability Status \(PSS\) Community Point of Contact](#)

b. Promise Zones Bonus Points. As a participant in the Administration's Promise Zone Initiative, HUD is collaborating with the Department of Education, the Department of Justice, and the Department of Agriculture to ensure that federal programs and resources support efforts to turn around 20 of the highest poverty urban, rural and tribal communities across the country.

Applicants that submit form HUD-50153, Certification of Consistency with Promise Zone Goals and Implementation, signed by the authorized official for the designated Promise Zone supporting the application will receive 2 bonus points as described above. [Click here \(PZ\)](#) to view the list of designated Promise Zones and lead organizations.

4. Past Performance. In evaluating applications for funding HUD will take into account an applicant's past performance in managing funds, including, but not limited to: the ability to account for funds appropriately; the timely use of funds received from HUD; the timely submission and quality of reports submitted to HUD; meeting program requirements; meeting performance targets as established in Logic Models or other performance evaluation tools approved as part of the grant agreement; the timelines for completion of activities and receipt of promised matching or leveraged funds; and the number of persons to be served or targeted for assistance. Before making a Federal award, HUD is required by 31 U.S.C. 3321 and 41 U.S.C. 2313 note to review information available through any OMB-designated repositories of government-wide eligibility qualification or financial integrity information, such as Federal Awardee Performance and Integrity Information System (FAPIIS), Dun and Bradstreet, and "Do Not Pay. HUD may consider other public sources such as newspapers, Inspector General or Government Accountability Office reports or findings, or hotline or other complaints that have been proven to have merit. In evaluating past performance, HUD may deduct points from the rating score or establish threshold levels as specified under the Factors for Award in the Program NOFAs. Each Program NOFA will specify how past performance will be rated. If this evaluation results in an adverse finding related to integrity or performance, HUD reserves the right to take any of the remedies provided in Section III.B.3, Do Not Pay website Review, above.

5. Evidence-Based Decision-Making. HUD will give funding priority to those who demonstrate effective use of evidence in identifying needs to be addressed and selecting the practices, strategies or remedies proposed in the application, where practicable. All recipients must agree to cooperate in HUD-funded research and evaluation studies.

6. Environmental Justice. HUD may consider environmental justice in evaluating applications. Under E.O. 12898, each federal agency is directed to identify and address disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority populations and low-income populations. [Click here](#) to view E.O. 12898. Program NOFAs will specify how environmental justice will be evaluated, where applicable.

7. Conflict of Interest of Consultants or Technical Experts Assisting HUD. Consultants and technical experts who assist HUD in rating and ranking applications for funding under published FY 2016 Program NOFAs are subject to 18 U.S.C. 208, the federal criminal conflict-of-interest statute, and the Standards of Ethical Conduct for Employees of the Executive Branch regulation published at 5 CFR 2635. As a result, consultants and technical experts who have assisted or plan to assist applicants with preparing applications for FY 2016 Program NOFAs may not serve on a selection panel and may not serve as a technical advisor to HUD. Anyone involved in rating and ranking FY 2016 Program NOFA applications, including departmental staff, experts and consultants must avoid conflicts of interest or the appearance of such conflicts. These individuals must also disclose to HUD's Office of General Counsel Ethics Law Division the following information, if applicable:

a. How the selection or non-selection of any applicant under a FY 2016 Program NOFA will affect the individual's financial interests, as provided in 18 U.S.C. 208, or

b. How the application process involves a party with whom the individual has a covered relationship under 5 CFR 2635.502.

The consultant or technical expert assisting HUD must disclose this information before participating in any matter regarding an FY 2016 program NOFA. Applicants with questions regarding these provisions or concerning a conflict of interest should call the Office of General Counsel, Ethics Law Division, at (202) 708-3815 (this is not a toll-free number). The phone number above may also be reached by individuals who are deaf or hard of hearing, or who have speech disabilities, through the Federal Relay Service's teletype service at 1-800-877-8339.

VI. HUD NOFA Guidance for Applicants

A. Obtaining an Application.

1. Obtaining an Electronic Application. Applicants must download both the Application Instruction and the Application Package from [Grants.gov](https://www.grants.gov). To ensure they are using the correct Application Package and Application Instructions, applicants must verify that the CFDA Number and CFDA Description, on the first page of the Application Package, and the Opportunity Title and the Funding Opportunity Number match the Program and NOFA to which they are applying. Applications will only be considered for the competition indicated on the submission.

Instructions for downloading, completing, submitting, and tracking grant application packages are available at [Grants.gov](https://www.grants.gov). Applicants submitting more than one application under a funding opportunity must download and submit a separate application package for each application. Refer to [Grants.gov](https://www.grants.gov) for download information and Adobe software and system compatibility information.

The Application Package contains the Adobe forms created by [Grants.gov](https://www.grants.gov). The Application Instruction download contains official copies of the General Section and Program NOFA, and forms necessary for a complete application. The Application Instruction may include Microsoft Word, Microsoft Excel and additional Adobe Portable Document Format documents.

Please Note: These instructions are not applicable to Continuum of Care applicants. The Continuum of Care application is submitted through HUD's e-snaps system and not Grants.gov. Continuum of Care applicants will find submission instructions for the e-snaps system via the Continuum of Care NOFA.

2. Obtaining a Waiver to the Electronic Submission Requirement. Applicants seeking a waiver of the electronic submission requirements must request a waiver in accordance with 24 CFR 5.1005. Applicants demonstrating good cause may request a waiver from the requirement for electronic submission. For example, a lack of available Internet access in the geographic area in which the applicant's business office is located may be deemed good cause while lack of SAM registration or valid DUNS will not be deemed good cause. Applicants seeking a waiver of the electronic grant submission requirements must follow the instructions for contacting Program Office staff provided in each Program NOFA in Section IV.A. Waivers will not be granted if the request is not received at least 15 days before the application deadline or if the applicant does not demonstrate good cause.

3. Obtaining a Paper Application. To obtain a paper application, an applicant must first obtain a waiver to the electronic submission requirement (see paragraph 2, immediately above). Instructions on how to obtain a paper application will be included within the waiver authorization.

B. Submitting an Application.

1. Electronic Application Submissions. The application deadline for receipt of applications via [Grants.gov](https://www.grants.gov) is 11:59:59 p.m. Eastern Time on the date identified in the published Program NOFA. Only applications received by [Grants.gov](https://www.grants.gov) on or before the deadline will be considered timely submissions eligible for consideration. (Except paper applications submitted in accordance with a waiver of electronic application; see #4 below.) Applications received after the deadline will be deemed ineligible for further consideration, will

not be reviewed and will not receive funding.

“Received by Grants.gov” means the applicant received a confirmation of receipt and an application tracking number from Grants.gov. Each successful application submission is date- and time-stamped and assigned an application tracking number by the Grants.gov system. A submission attempt that does not result in confirmation of receipt and an application tracking number is not considered received by [Grants.gov](https://www.grants.gov).

Applications received by Grants.gov are then validated. “Validated by Grants.gov” means the application has been accepted and was not rejected with errors. HUD only receives validated applications. To check their application status, applicants should log into [Grants.gov](https://www.grants.gov), select “Applicants” from the top navigation, and select “Track my application” from the dropdown list. If the status is “rejected with errors,” applicants may correct the error(s) and resubmit the application before the 24-hour grace period ends. Applications that remain in rejected with errors status will not be received or reviewed by HUD. Visit [Grants.gov](https://www.grants.gov) for a complete description of processing steps after submitting an on-time application to [Grants.gov](https://www.grants.gov).

HUD recommends that applicants submit their applications at least 48 hours before the deadline. A submission attempt less than 48 hours before the deadline may not allow enough time to correct errors or overcome other problems. Similarly, HUD recommends that applicants submit their applications during regular business hours.

HUD may extend the application deadline for any program in the following circumstances:

a. [Grants.gov](https://www.grants.gov) is offline or not available to applicants for at least 24 hours immediately before the deadline date, or the system is down for 24 hours or longer and impacts the ability of applicants to cure a submission deficiency within the grace period; or

b. There is a presidentially-declared disaster in the applicant’s area.

In the event of either or both of these events, HUD will publish a notice extending the deadline for the affected applicants.

PLEASE NOTE: Busy servers, slow processing, or large file sizes are not valid circumstances to extend the deadline dates or the grace period.

2. Grace Period. If an application is received by Grants.gov before the deadline, but is rejected with errors, applicants have a grace period of 24 hours beyond the application deadline to submit a corrected application that is received and validated by Grants.gov. Please contact the Grants.gov Customer Support Center for assistance. The date and time stamp on the Grants.gov system will determine the application submission time. The grace period ends at 11:59:59 p.m. Eastern Time, 24 hours after the deadline date published in the Program NOFA. Any application received during the grace period that does not meet the criteria in this paragraph will not be considered for funding. There is no grace period for paper applications.

3. Amending a Validated Application. Before the submission deadline, applicants who choose to amend an application that has been validated by [Grants.gov](https://www.grants.gov) may resubmit a revised application containing the new or changed material.

4. Paper Application Submissions. If HUD waives the electronic submission requirement, the notification of waiver will include the submission deadline date and time, and instructions on how many copies of the paper application must be submitted, as well as how and where to submit them. Paper applications received without a waiver approved by the Program Office on or before the submission deadline date will not be considered. There are no grace periods extended to paper applications.

5. Intergovernmental Review. Executive Order (E.O.) 12372, Intergovernmental Review of Federal Programs, was issued to foster intergovernmental partnership and strengthen federalism by relying on state and local processes for the coordination and review of federal financial assistance and direct development. The E.O. allows states to designate an entity to perform a state review function; however, not all participate and not all programs require this review. Each Program NOFA will indicate if the program is subject to the E.O.

[Click here](#) to determine if your state has designated a State Point of Contact (SPOC). States not listed on the website have chosen not to participate in the intergovernmental review process and, therefore, do not have a SPOC.

Applicants with a SPOC are advised to contact the SPOC to see if it is interested in reviewing applications before they are submitted to HUD. Allow ample time for this review when developing and submitting your application. Applicants that do not have a SPOC can submit their application directly to HUD using Grants.gov. HUD implementing regulations are published at 24 CFR 52.

6. Application Certifications and Assurances. Applicants signing the SF424 cover page affirm that the certifications and assurances associated with the application are material representations of the facts upon which HUD will rely when making an award to the applicant. If it is later determined that the signatory to the application submission knowingly made a false certification or assurance, or did not have the authority to make a legally binding commitment for the applicant, the applicant may be subject to criminal prosecution, and HUD may terminate the award to the applicant organization or pursue other available remedies. Each applicant is responsible for including the correct certifications and assurances with its application submission, including those applicable to all applicants, those applicable only to federally-recognized Indian tribes, and those applicable to applicants other than federally-recognized Indian tribes. All program-specific certifications and assurances are included in the program Instructions Download on www.Grants.gov.

7. Corrections to Deficient Applications. Except as provided by the electronic submission grace period described in this notice, HUD may not consider any unsolicited information that applicants may want to provide after the application deadline. (Refer to 24 CFR 4, subpart B.) In addition, HUD may not seek clarification of items or responses that improve the substantive quality of an applicant's response to any rating factors or which correct deficiencies which are in whole or part of a rating factor, including items that impact bonus points. HUD may contact the applicant to clarify other items in its application. In order not to unreasonably exclude applications from being rated and ranked in situations where there are curable deficiencies, HUD will notify applicants of each technical deficiency and will do so on a uniform basis.

If HUD finds a curable technical deficiency in an application, HUD will notify the applicant by email describing the clarification or technical deficiency. HUD will send an email to the person designated in item 8F of the SF424 and to the person listed as the authorized representative in item 21 of the SF424. Both email notifications will be sent from HUD with confirmation of delivery receipt requested. The email notifications will be the official notification of the need to cure a technical deficiency. It is the responsibility of applicants to provide accurate email addresses for receipt of these notifications and to monitor their email accounts to determine whether a cure letter has been received. The applicant must carefully review the request for cure of a technical deficiency and must provide the response in accordance with the instructions contained in the deficiency notification.

Clarifications or corrections of technical deficiencies must be received by HUD within the time limits specified in the notification. In no case shall the time allowed to correct deficiencies exceed 14 calendar days or be less than 48 hours from the date of the email notification. The start of the cure period will be the date stamp on the email HUD sends to the applicant. If the deficiency cure deadline date falls on a Saturday, Sunday, federal holiday, or other day when HUD's Headquarters offices in Washington, DC, are closed, then the applicant's correction must be received on the next day that is not a Saturday, Sunday, or federal holiday, or other day when the HUD's Headquarters offices in Washington, DC, are closed.

Curable technical deficiency items may be submitted via email to ApplicationSupport@hud.gov.

When submitting technical deficiency cure items via email, the applicant must enter "Technical Cure" plus the Grants.gov application tracking number in the subject line of the email (e.g., Subject: Technical Cure - GRANT 123456). If this information is not included, HUD will not match the response to the application under review and the application may therefore be rejected due to the deficiency.

Corrections to a paper application should be sent to the address indicated in the notification of deficiency.

HUD will treat a paper application submitted in accordance with a waiver of electronic application that contains the wrong DUNS number as having a technical deficiency. Failure to correct the deficiency and meet the requirement to submit a DUNS number associated with an active registration in SAM on the submission deadline date, will render the application ineligible for funding.

8. Authoritative Versions of HUD NOFAs. The General Section and Program NOFAs posted on Grants.gov are the official documents HUD uses to solicit applications. Applicants are advised to compare their application submission with the requirements in the General Section and Program NOFA. If there is a discrepancy between the General Section or Program NOFA posted on Grants.gov and other information provided in any other copy or version or supporting documentation, the General Section and Program NOFA located on Grants.gov prevail. If discrepancies are found, please notify HUD immediately by calling or emailing the program contact listed in the Program NOFA. Individuals with hearing, or speech impairments, may use the Federal Relay Service's teletype service at 1-800-877-8339. HUD will post any corrections or changes to a Program NOFA or to this General Section on Grants.gov. Applicants must enroll an email address at the application download page to receive e-mail alerts from Grants.gov when funding opportunities are changed.

9. Faxes. Effective this year, FY 2016, HUD competitive grant programs no longer accept faxes related to or in support of applications. The facsimile transmittal coversheet HUD-96011 is removed from all application packages. All supporting materials including including 3rd party letters of support must be attached to the application. Curable deficiencies must be emailed to ApplicationSupport@hud.gov.

C. Technical Assistance Resources.

1. Grants.gov Customer Support. Grants.gov offers [customer support](#) 24 hours a day, seven days per week, except federal holidays. Customer support for applicants is available by telephone at 1-800-518-GRANTS (this is a toll-free number) or by [email \(customer support\)](#). Persons who are deaf or hard of hearing, or who have speech disabilities, may contact customer support through the Federal Relay Service's teletype service at 1-800-877-8339.

a. Registering with Grants.gov. Individuals who plan to submit grant applications on behalf of an organization must register at Grants.gov and be the [Authorized Organization Representative \(AOR\)](#) in SAM in order to submit an application.

b. Registration Instructions. Registration for Grants.gov is a multi-step process. The registration process can take approximately 2 to 4 weeks or longer to complete if data issues need to be resolved. Applicants without a valid registration will not be able to submit an application through Grants.gov. Complete registration instructions and guidance are provided on the Grants.gov website.

2. HUD's Website.

[NOFA Webcasts](#). NOFA webcasts allow potential applicants to better understand threshold, program and application submission requirements. [Click here](#) to view the NOFA webcast schedule or archived webcasts.

HUD's [Freedom of Information Act \(FOIA\) Page](#) summarizes the highest scoring applications from previous grant competitions.

3. Other Resources

Do Not Pay: www.donotpay.treas.gov/

DUNS Request: <http://fedgov.dnb.com/webform>

Environmental Justice: http://www.epa.gov/environmentaljustice/resources/policy/exec_order_12898.pdf

EPA Section 6002 requirements: www.epa.gov/osw/conserva/tools/cpg/pdf/rcra-6002.pdf

Federal Subaward Reporting System (FSRS): www.fsr.gov

Grants.gov: www.grants.gov

Grants.gov Support: Grants.gov support: <http://www.grants.gov/web/grants/support.html>

Healthy Homes Strategic Plan: www.hud.gov/offices/lead/library/hhi/hh_strategic_plan.pdf

Healthy Housing Reference Manual: <http://www.cdc.gov/nceh/publications/books/housing/housing.htm>

HUD's FOIA page: http://portal.hud.gov/hudportal/HUD?src=/Program_offices/administration/foia/highs_core

HUD Funds Available: http://portal.hud.gov/hudportal/HUD?src=/program_offices/administration/grants/fundsavail

HUD Strategic Plan: http://portal.hud.gov/hudportal/HUD?src=/program_offices/spm/strategicplan2014_2018

HUD's website: www.hud.gov

Limited English Proficiency: http://www.lep.gov/guidance/HUD_guidance_Jan07.pdf

NOFA webcasts: www.hud.gov/webcasts/index.cfm

Preferred Sustainability Status: http://portal.hud.gov/hudportal/documents/huddoc?id=PSS_POCs.pdf

Promise Zones: http://portal.hud.gov/hudportal/HUD?src=/program_offices/comm_planning/economicdevelopment/programs/pz

SAM: www.sam.gov

Section 3 Business Registry: www.hud.gov/sec3biz

State Point of Contact (SPOC) list: http://www.whitehouse.gov/omb/grants_spoc/

Uniform Relocation Act information: <http://www.hud.gov/relocation>

D. Other Guidance and Notifications.

1. Selection and Notification of Award. Following the evaluation process, HUD will notify successful applicants that they have been selected for award and unsuccessful applicants that they have not been selected for award. Notifications will be sent by email to the person listed as the [Authorized Organizational Representative \(AOR\)](#) in item 21 of the SF424 and to the designated [Point of Contact \(POC\)](#) for the application in item 8F of the SF424.

2. Negotiation. After HUD has rated and ranked all applications and made selections, a selected applicant may be required to participate in negotiations to determine the specific terms of the funding agreement and budget. In cases where HUD cannot successfully conclude negotiations with a selected applicant in a timely manner, or a selected applicant fails to provide requested information, an award will not be made to that applicant. In such an instance, HUD may offer an award to, and proceed in negotiations with, another eligible applicant.

3. Adjustments to Funding. To ensure the fair distribution of funds and enable the purposes or requirements of a specific program to be met, HUD reserves the right to fund less than the full amount requested in an application.

a. HUD will not fund any portion of an application that:

- (1) Is not eligible for funding under applicable statutory or regulatory requirements;
- (2) Does not meet the requirements of this notice; or

(3) Is duplicative of other funded programs or activities from prior year awards or other selected applicants. Only the eligible portions of an application (excluding duplicative portions) may be funded.

b. If funds are available after funding the highest-ranking application, HUD may fund all or part of another eligible fundable application. If an applicant turns down an award offer, or if HUD and an applicant do not

successfully complete grant negotiations for whatever reason, HUD may make an offer of funding to another eligible application.

c. If funds remain after all selections have been made, remaining funds may be made available within the current FY for other competitions within the program area, or be held over for future competitions, or be used as otherwise provided by authorizing statute or appropriation.

d. If, after announcement of awards made under the FY 2016 NOFA, additional funds become available either through the FY 2016 appropriations, a supplemental appropriation or recapture of funds, HUD reserves the right to use the additional funding to provide additional funding to a FY 2016 applicant that was denied the requested amount of funds due to insufficient funds to make the full award, and/or to fund additional applicants that were eligible to receive an award but for which there were no funds available.

e. A Program NOFA may have other requirements. Please review the Program NOFA carefully.

4. Performance and Compliance Actions of Funding Recipients. As part of HUD's ongoing management of each funded award, HUD will evaluate the performance and compliance of each funded award. HUD expects recipients to fulfill performance goals indicated in their application. HUD will measure and address the performance and compliance actions of recipients in accordance with the applicable standards and sanctions of the respective program.

5. Funding Errors. In the event HUD commits an error that when corrected would result in selection of an applicant during the funding round of a Program NOFA, HUD may select that applicant for funding, subject to the availability of funds.

6. Debriefing. For a period of at least 120 days, beginning 30 days after the awards for a Program NOFA are publicly announced, HUD will provide to a requesting applicant a debriefing related to its application. A request for debriefing must be made in writing or by email by the authorized official whose signature appears on the SF424 or by his or her successor in office, and be submitted to the person, organization, or email address identified as the contact under the section entitled Agency Contact(s) in the Program NOFA. Information provided during a debriefing may include the final score the applicant received for each rating factor, final evaluator comments for each rating factor, and the final assessment indicating the basis upon which assistance was provided or denied.

7. Agency Contact(s). Questions regarding this notice are to be directed to the Office of Strategic Planning and Management, Grants Management & Oversight Division, Department of Housing and Urban Development, 451 7th Street, SW, Room 3156, Washington, DC 20410-3000, telephone number (202) 708-0667. This is not a toll-free number. Persons with hearing or speech impairments may access this number via TTY by calling the Federal Relay Service at 1-800-877-8339.

8. Paperwork Reduction Act Statement. The information collection requirements in this notice have been approved by OMB under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520). 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 valid OMB control number. Each Program NOFA will identify its applicable OMB control number.

9. Environmental Impact. A Finding of No Significant Impact (FONSI) with respect to the environment for this notice is available for public inspection on HUD's Funds Available page. If applicable, program NOFAs will include similar information. Program NOFAs will publish applicable environmental requirements in Section VI.B of the Program NOFA.

The posting of the FONSI to HUD's website is part of HUD's Open Government efforts to make it easier for the public to access information.

10. Federalism. E.O. 13132 prohibits, to the extent practicable and permitted by law, an agency from promulgating policies that have federalism implications and either impose substantial direct compliance costs on state and local governments and are not required by statute, or preempt state law, unless the relevant

requirements of Section 6 of the executive order are met. This notice does not have federalism implications and does not impose substantial direct compliance costs on state and local governments or preempt state law within the meaning of the executive order.

11. Section 102 of the HUD Reform Act. Section 102 of the Department of Housing and Urban Development Reform Act of 1989 (HUD Reform Act) (42 U.S.C. 3545) and the regulations codified at 24 CFR 4, subpart A, contain a number of provisions that are designed to ensure greater accountability and integrity in the provision of certain types of assistance administered by HUD. On January 14, 1992, HUD published a notice that also provides information on the implementation of Section 102 (57 FR 1942). The documentation, public access, and disclosure requirements of Section 102 apply to assistance awarded under NOFAs published as described below.

a. Documentation, Public Access, and Disclosure Requirements. HUD will ensure that documentation and other information regarding each application submitted pursuant to a FY 2016 NOFA are sufficient to indicate the basis upon which assistance was provided or denied. This material, including any letters of support, will be made available for public inspection for a 5-year period beginning not less than 30 days after the award of the assistance. Material will be made available in accordance with the FOIA and HUD's implementing regulations at 24 CFR 15.

b. Form HUD 2880, "Applicant/Recipient Disclosure/Update Report". HUD will also make available to the public for a period of 5 years all applicant disclosure reports (form HUD 2880) submitted in connection with a FY 2016 NOFA. Updated reports (also reported on form HUD 2880) will be made available along with the applicant disclosure reports, but in no case for a period of less than 3 years. All reports will be made available in accordance with the FOIA and HUD's implementing regulations. HUD has posted an [instructional video \(HUD 2880\)](#) for applicants/recipients.

c. Publication of Recipients of Funding. HUD's regulations at 24 CFR 4 provide that HUD will publish a notice in the Federal Register to notify the public of all funding decisions made by HUD to provide:

(1) Assistance subject to Section 102(a) of the HUD Reform Act; and

(2) Assistance provided through grants or cooperative agreements on a discretionary (non-formula, non-demand) noncompetitive basis.

12. Section 103 of the HUD Reform Act. Section 103 of the HUD Reform Act, codified at 24 CFR 4, subpart B, applies to this funding competition until the announcement of selection of successful applicants. HUD's employees involved in the review of applications and in the making of funding decisions are prohibited by the regulations from providing advance information to any person (other than an authorized HUD employee) concerning funding decisions or from otherwise giving any applicant an unfair competitive advantage. Persons who apply for assistance must confine their inquiries to the subject areas HUD's employees are permitted to answer under 24 CFR 4.

Applicants who have ethics-related questions may contact HUD's Ethics Law Division at 202-708-3815 (this is not a toll-free number). Persons with speech or hearing impairments may access this number via TTY by calling the Federal Relay Service at 1-800-877-8339.

13. Digital Signatures and Recordkeeping. In line with the Managing Government Records Directive of August 24, 2012, from OMB and the National Archives and Records Administration (<https://www.whitehouse.gov/sites/default/files/omb/memoranda/2012/m-12-18.pdf>), HUD is working to eliminate paper and use electronic recordkeeping where feasible. This will build on the Department's accomplishments in this area to date, such as using electronic grant application submission through Grants.gov. Several of HUD's efforts will reduce the burden on applicants and grantees. For example:

- HUD plans to use digital, rather than manual, signatures on grant award and modification documents (except for the few, if any, programs for which manual signatures are required by law) to expedite awards and modifications.
- HUD is considering additional ways to streamline submission and payment of vouchers using digital

signatures.

- HUD will manage all of HUD's email records in an electronic format. Those grantees that had been printing their e-mails to and/or from HUD on paper or printing them "to file" because of their concern that HUD might require e-mail records in a printed format will no longer need to do so; all grantees will be able to use their e-mail system's electronic recordkeeping formats that meet requirements for records management (e.g., identifying, retrieving, and retaining the records for as long as they are needed) and litigation.

As they are implemented, HUD will issue instructions and guidance on these efforts in regard to grantees and/or applicants.

VII. Appendix

The following appendix explains the NOFA priorities in greater detail and outlines what applicants must show in order to satisfy the various requirements. Note that applicants must receive the minimum fundable score before NOFA priorities points can be credited.

Priority: Promote Health and Housing Stability of Vulnerable Populations

Applicable To: All NOFAs.

Maximum Points: Two (2)

Applicants may receive one point for each of the following, with a maximum of two points overall. To receive the points for this priority, applicants will be expected to identify the target population(s) to be served, the baseline from which improvements are to be measured, the anticipated outcome, and the related measurements to be used to gauge the positive change. During the course of the award, the grantee will be expected to report progress in meeting the expected goals.

In addition to the three (3) sub-points below, all applicants seeking points under this NOFA Priority will be asked to identify measures of success for selected strategies, such as, but not limited to, the following outputs: 1) **Health insurance enrollments**— Identify increases in the number of assisted individuals with health insurance; and 2) **Health services**— For on-site health services and programs, increases in the number of visits or participation rates in programs.

1. Health Care Assessment and Assistance (1 point): Demonstrated processes in place to assess the health insurance status of people who are touched by the relevant HUD housing-related program, and for those who can benefit from Medicaid expansion or subsidized health insurance, to direct them to the online health insurance marketplace, HHS's toll-free number, or local health insurance navigators. To receive the points for this NOFA priority, applicants will be expected to identify the target population(s) to be served, the baseline from which improvements are to be measured, the anticipated outcome, and the related measurements to be used to gauge the positive change.

2. Targeting High-Need Clients (1 point): Demonstrated processes in place to target and prioritize the most vulnerable people or people who are high utilizers of health and human services systems.

3. Partnerships with Health Care Organizations (1 point): Provide evidence of partnerships with community health centers or other health care providers to assess health care needs and connect people to care and health-related supports. Applicants must submit letters, partnership agreements or memoranda of understanding from partnership organizations evidencing specific roles, responsibilities and commitments addressing improved coordination and information sharing. Such partner documents must be submitted on the partner organization's letterhead and be signed by an official who is able to make commitments on the part of the organization by individuals authorized to obligate the organization(s) submitting them.

Priority: Promote Economic Development and Economic Resilience (1 of 2)

Applicable To: Capital Investment, Planning, and Research NOFAs, and others as specified.

Maximum Points: Two (2)

Applicants may receive one point for demonstrating one of the following, with a maximum of two points awarded for this priority overall.

1. Community Economic Development (1 point): Applicants must show how their proposed grant activities will build infrastructure within the target community to support 1) job creation for low income people, at-risk youth and/or transition-age youth; 2) business opportunities for small and/or disadvantaged businesses; and/or 3) create a flow of investment of private or other public capital into a) small and disadvantaged businesses or b) nonprofit activities serving low income people, at-risk youth and/or transition-age youth; and/or 4) any combination of the above. Applicants must provide substantive description of each activity and specific, measurable targets of economic development impact, with a narrative supporting the estimate. For programs already subject to the requirements of Section 3 (see paragraph V.C.1), applicants must clearly explain how the proposed activities exceed the employment and contracting goals of Section 3. The minimal numerical employment goals, which for programs subject to Section 3 must be exceeded, are:

- For Public and Indian Housing: 30% aggregate number of new hires for 1 year period are Section 3 Residents.
- For other HUD programs: 10% aggregate number of new hires for each year of project are Section 3 Residents.

Other goals to be exceeded are:

- Dollar Amount: 10% of the total dollar amount of construction contracts are provided to Section 3 Business Concerns; and
- 3% of the total dollar amount of all other (non-construction) contracts are provided to Section 3 Business Concerns.

Applicants should refer to the full requirements established in [24 CFR 135.30](#).

2. Reducing Transportation Costs / Proximity to Amenities (1 point): Applicants must demonstrate that proposed activities will be conducted and projects sited at locations that will help households reduce their transportation costs. Selected sites must be within easy walking distance of services and amenities such as grocery stores, social services, cultural facilities, parks, recreation and other amenities and/or served by conveniently located public transportation with frequent service. Applicants may receive this point by providing evidence demonstrating one of the following:

- a. The proposed site has lower transportation costs than the regional average. This can be demonstrated using transportation cost data available on HUD and DOT's Location Affordability Index (<http://www.locationaffordability.info/lai.aspx>). Block-group-level transportation cost data can be obtained by searching for the site's address, and metropolitan-level data can be accessed by clicking on the name of the Combined Base Statistical Area (CBSA) above the place name at the top of the right column.
- b. The proposed site has a WalkScore better than the city average (this can be ascertained by searching for the site address on <https://www.walkscore.com/>).
- c. The proposed site is served by reliable and accessible public transportation through door-to-door shuttle/van service and/or a transit stop(s) within one-half mile, with headways of no more than 30 minutes during non-peak schedules. Applicants can demonstrate this using publicly available information about local transit service.

Priority: Promote Economic Development and Economic Resilience (2 of 2)

Applicable To: Counseling and Service Coordinator NOFAs, and/or individual Program NOFAs.

Maximum Points: Two (2)

Applicants may receive one point for demonstrating any one of the following, with a maximum of two points

awarded for this priority overall.

1. Job Readiness for Low-income Residents, At-Risk Youth and/or Transition-Age Youth (1 point): Applicants must provide evidence of a curriculum and services plan designed to increase beneficiaries' job readiness, and link participants with employers. Renewal or returning applicants must provide evidence of positive program outcomes, e.g., participants who got a job or improved their employment status (increased income or benefits).

2. Reducing Transportation Costs / Tailored Services Plan and Curriculum (1 point): Applicants must provide evidence of a site-specific services plan with a supporting site-specific curriculum designed to help clients consider transportation costs and access to amenities as part of housing and employment location decisions. (For either document, if it is publicly accessible on the Web, provide just the Web address rather than attaching it.) A site-specific curriculum could include the use of HUD and DOT's My Transportation Cost Calculator or Location Affordability Index (<http://www.locationaffordability.info>), WalkScore.com, or some other source of standardized data on transportation costs and access to amenities. Applicants must identify the baseline from which improvements are to be measured, and measurements to be used to gauge the improvements. Renewal or returning applicants must provide evidence of outcome improvements from their previous program, e.g., the percentage of participants who show transportation costs reduced from the baseline of that program.

3. Proximity to Amenities/Reducing Transportation Costs (1 point): Applicants must provide evidence that the site where HUD-funded counseling or services are provided meets one of the following criteria:

- a. The site has lower transportation costs than the regional average. This can be demonstrated using transportation cost data available on HUD and DOT's Location Affordability Index (<http://www.locationaffordability.info/lai.aspx>). Block-group-level transportation cost data can be obtained by searching for the site's address, and metropolitan-level data can be accessed by clicking on the name of the Combined Base Statistical Area (CBSA) above the place name at the top of the right column.
- b. The site has a WalkScore better than the city average (this can be ascertained by searching for the site address on <https://www.walkscore.com/>)
- c. The site is served by reliable and accessible public transportation through door-to-door shuttle/van service and/or a transit stop(s) with headways of no more than 30 minutes within one-half mile. Applicants can demonstrate this using publicly available information about local transit service.

Priority: Affirmatively Furthering Fair Housing (1 of 3)

Applicable To: Capital Investment NOFAs

Maximum Points: Two (2)

Applicants may receive one point for demonstrating any one of the following, with a maximum of 2 points awarded for this priority overall.

1. Rehabilitation or Redevelopment (2 points):

- a. 1 point for demonstrating that the rehabilitated or redeveloped project will include housing for a range of incomes and a range of family sizes that is proportional to the regional need, based on Census data and other generally accepted data sources. Applicants must include the specific plans for such housing, including the total number of units affordable for each income group, by bedroom size; and,
- b. 1 point by presenting a plan for providing mobility counseling to each family that will be permanently displaced (for example, relocation of more than 1 year) by the redevelopment/rehabilitation activities, and, for each such family, identifying at least one option for comparable housing opportunity that is located in an area that is not minority-concentrated or poverty-concentrated and has access to community assets, such as public transportation, employment opportunities, and, education.

2. New Construction (2 points): Applicants must demonstrate that the new affordable housing construction

is located in a high opportunity area that is or will be served by public transportation that is not also in an area of minority concentration or poverty concentration. For this requirement, an area of minority concentration is defined as a census tract or other defined geographic area in which the percentage of residents who are racial or ethnic minorities is at least 20 percentage points higher than the percentage of minority residents in the metropolitan statistical area (MSA) (or jurisdiction not in a MSA) as a whole. In MSAs (or jurisdictions not in MSAs) in which the majority of residents are racial or ethnic minorities, HUD will consider and rely on all relevant information to determine whether the neighborhood proposed for replacement housing will lead to the creation of more inclusive and integrated housing in opportunity-rich neighborhoods. For this requirement, an area of poverty concentration is defined as a census tract where the poverty rate is 20 percent or greater and, by demonstrating that the newly-constructed project will include housing in a range of family sizes that is proportional to the regional need, based on Census data and other generally accepted data sources.

Priority: Affirmatively Furthering Fair Housing (2 of 3)

Applicable To: Planning NOFAs

Maximum Points: Two (2)

Applicants may receive one point for demonstrating any one of the following, with a maximum of 2 points awarded for this priority overall.

1. Addressing Impediments to Fair Housing (1 point): Applicants must demonstrate that a primary goal of its planning activities will address one or more impediments that contribute to patterns of residential segregations as identified in the jurisdiction's or region's Assessment of Fair Housing Choice; and,

2. Participative Planning and Implementation (1 point): Applicants must identify the steps they will take to ensure that traditionally marginalized populations (such as racial and ethnic minorities and persons with disabilities) will be able to meaningfully participate in the planning process. The applicant must identify the specific populations that it will include, identify community organizations that represent these populations, and describe how these populations will be included in the planning process. For capital investment projects, grantees should commit to and demonstrate plans to employ low-income and very low-income persons and/or utilize Section 3 businesses at levels beyond those required by Section 3.

Priority: Affirmatively Furthering Fair Housing (3 of 3)

Applicable To: Counseling NOFAs

Maximum Points: Two (2)

Applicants may receive one point for demonstrating any one of the following, with a maximum of 2 points awarded for this priority overall.

1. Staff Training (1 point): Applicants must demonstrate that they will train their staff on fair housing and civil rights laws, that they have a method of providing their clients with information about their fair housing rights, and that they have established a mechanism for referring potential fair housing violations to HUD, state or local fair housing agencies, or private fair housing groups. For example, an applicant demonstrates that it has entered into a memorandum of understanding with a fair housing enforcement agency that will provide fair housing training and informational materials and accept referrals of potential fair housing complaints; and,

2. Mobility Counseling (1 point): Applicants must describe how they will provide clients with mobility counseling and what information applicants will furnish to clients that will enhance their housing choice outside of areas of minority and poverty concentration.

Priority: Increase Energy Efficiency and the Health and Safety of Homes

Applicable To: Capital Investment NOFAs, Planning NOFAs, and/or Individual Program NOFAs

Maximum Points: Two (2)

Applicants may receive, within the maximum of 2 points awarded for this priority overall, 1 point for meeting criterion 1 or criterion 2, or both, and 1 point for meeting criterion 3. Within criterion 2, applicants may receive the point by fulfilling either 2a or 2b, or both.

1. Better Buildings Challenge (1 point): Applicant certifies that it is an existing HUD/DOE Better Buildings Challenge Partner. Participating in the Better Buildings Challenge requires a commitment to reduce portfolio-wide energy and/or water consumption by 20 percent over 10 years. Applicant must submit an executed copy of its Partnership Agreement(s), and must provide a link to its Better Buildings Challenge profile page at www.energy.gov/better-buildings, showing that it has developed a Showcase Project as well as begun to track annual energy and/or water consumption across its portfolio, both requirements of the Better Buildings Challenge. Each applicant must document the results of its annual energy and/or water consumption tracking and demonstrate progress toward the 10-year goal according to the following chart:

Number of Years BBC Partnership Agreement in Place	Documents Required with Application
0-1	Copy of BBC Partnership
2-4	Copy of BBC Partnership Agreement Copy of current, published BBC Data Display Copy of a published Showcase Project OR Implementation Model
5 or more	Copy of BBC Partnership Agreement Copy of current, published BBC Data Display, showing evidence of progress towards consumption reduction goal Copy of a published Showcase Project AND Implementation Model

2. Green Building or Renewable Energy (1 point):

a. Green Building Standard – Applicant commits to pursue a comprehensive, industry-recognized green building standard and certification for green building, such as the Enterprise Green Communities Criteria; the ICC 700 National Green Building Standard; LEED ND, LEED-H, LEED-H Midrise, LEED-NC, or one of a number of regionally-recognized green building standards such Earthcraft House, Earthcraft Multifamily, Earth Advantage New Homes, Greenpoint Rated New Home, Greenpoint Rated Existing Home (Whole House or Whole building label), or other industry-recognized green building standard in HUD’s sole discretion. Additionally, the applicant must later submit a certification of completion, and provide evidence that the green building standard has been achieved.

AND/OR

b. Renewable Energy – In support of the Administration’s goal to [goal to install 300 megawatts of renewable energy in federally subsidized housing](#) of renewable energy in federally subsidized housing, the applicant certifies that the proposed project will install renewable energy technologies on-site or through a community-based project supporting any federally-assisted property receiving funds through this NOFA. Eligible technologies include but are not limited to solar photovoltaic, wind power, hydroelectric, fuel cells, solar thermal, and geothermal systems, as well as combined heat and power systems that use any fuel source

and traditional systems that process environmentally preferable fuels, such as biofuels and waste fuels (ex. landfill gas, municipal solid waste, etc.).

3. Comprehensive assessments of and interventions in homes for rehabilitation, health and energy deficiencies (1 point): In support of the Administration's [goal to install 300 megawatts of renewable energy in federally subsidized housing](#), the applicant must identify specific projects and activities that will comprehensively assess housing units for rehabilitation, health and energy deficiencies and coordinate interventions across multiple disciplines, and address the risks based on the comprehensive assessment.

Specific measures of success or performance include:

- the number of housing units rehabilitated in a comprehensive approach where housing rehabilitation and energy efficiency are coordinated with such intervention measures as lead hazard control, allergen reduction, mold and moisture remediation;
- Other measures designed to result in decrease in symptom days, emergency treatment or inpatient hospital stays for asthmatic residents;
- Decrease in numbers of safety related injuries taking place in the home;
- Decrease in number of homes with residents who smoke or increase in the number of multifamily properties (privately owned unassisted or HUD-assisted housing, or public housing) where smoking is prohibited on the property;
- Any other measurable outcome that demonstrates the positive health impact of comprehensive housing assessments, home/health focused education, integrated pest management techniques or other health related property improvements and/or property management practices.

Applicants must include a description of how outcomes through this process will be measured including resident health, residential energy usage and access to job training/job opportunities for low income residents.

Applicants must demonstrate how their programs will coordinate housing services across the housing, health and energy disciplines including the use of common assessment tools, cross-training of staff in multiple competencies, and standardization of intake forms and processes. For more information on mitigating housing-related health hazards, applicants should review HUD's [Healthy Homes Strategic Plan](#), and the CDC-HUD [Healthy Housing Reference Manual](#).

Applicants are encouraged to coordinate the delivery of housing repair/rehabilitation with community, hospital or public health programs that utilize community health workers, [Promotores/Promotoras](#), health educators or other similar positions that assess the indoor quality of home environments for conditions that may impact resident health, for example, in the coordination of rehabilitation activities with programs that assess the home environments of asthmatic children for asthma triggers.