

leverage you list, you must provide a commitment document, such as a letter, memorandum of understanding, agreement to participate, city council resolution, or other evidence of the resource to be committed. Any conditions attached to the commitment of the resource must be stated in the document. Each commitment document must include the dollar value of the commitment, and that dollar value must be consistent with the amount entered on the Leveraged Resources Summary Forms. On the Forms you will also enter the page number of your application where the commitment document is located. Endorsements or general letters of support from organizations or vendors alone will not count as leverage and should not be included in the application or on the Leveraged Resources Summary Forms. The commitment document must be signed by an official of the organization legally authorized to make commitments on behalf of the organization. Commitment documents will not count in the 100 page limit for Attachments.

HUD recognizes that in some cases, firm commitments cannot be made at the application stage. In such a case, if the entity describes why the firm commitment cannot be made at the current time but affirms that your PHA and your HOPE VI Revitalization Plan meet the eligibility criteria for receiving the resource, HUD will consider the amount adequately documented. This is particularly important with regard to Low Income Housing Tax Credits, where forward commitments are typically not possible.

For each commitment document, HUD will evaluate the strength of commitment and add the amounts that are acceptably documented. HUD will then calculate the ratio of the amount of HUD funds requested to the amount of leveraged funds that HUD deems acceptably documented.

(1) *Physical Development Resources:* 6 Points. HUD seeks to fund mixed-finance developments that use HOPE VI funds to leverage the maximum amount of other physical development funds, particularly from private sources, that will result in revitalized public housing, other types of assisted and market rate housing, and private retail and economic development.

(a) *Types of Physical Development Resources.* Physical development resources that may be counted as leverage include, but are not limited to:

- (i) Mortgage secured loans and other debt. Where there is both a construction loan and a permanent take-out loan, include only the take-out loan.
- (ii) Insured loans.

(iii) Donations and contributions.

(iv) Housing trust funds.

(v) Homeowner loans.

(vi) Funds committed to build private sector housing in direct connection with the HOPE VI Revitalization Plan.

(vii) Funds committed for the physical development costs of schools, libraries, economic development and/or commercial facilities that would not otherwise be planned if not for the proposed HOPE VI Revitalization Plan.

(viii) Low Income Housing Tax Credits. If you propose to use tax credits as a part of your financing, you must include in your application a letter from your State or local Housing Finance Agency that provides information from the allocation plan regarding the total amount and type (4 percent vs. 9 percent) of tax credits available, any set-asides available for PHAs, any per-project funding limits, the schedule of funding rounds, verification that your project meets eligibility criteria, phasing, and other pertinent information that will enhance your project's likelihood to receive the desired tax credits. If your application includes a letter from a Housing Finance Agency which addresses these issues, the tax credits will be considered documented and you may count their dollar value in your development resources leverage ratio. If your application does not include such a letter, the amount of tax credit dollars you propose will not be counted as leverage.

(b) *Sources of Physical Development Resources.* You must actively enlist other stakeholders who are vested in and can provide significant financial assistance to your revitalization effort. Sources of development resources that can be used for leveraging may include:

- (i) Public, private, and non-profit entities.
- (ii) State and local Housing Finance Agencies.
- (iii) Local governments.
- (iv) The city's housing and/or redevelopment agency or other comparable agency. HUD will consider this to be a separate entity with which you are partnering if your PHA is also a redevelopment agency or otherwise has citywide responsibilities.

(A) You are strongly urged to seek a pledge of Community Development Block Grant (CDBG) funds or other local funds from your city, county or state for improvements to public infrastructure such as streets, water mains, etc. related to the revitalization effort. Information on CDBG can be found on the HUD Home Page (www.hud.gov/cpd/cpd/cpdprog.html);

(B) The city, county or state may provide HOME funds to be used in conjunction with HOPE VI funds, but HOME funds may not be used in conjunction with Public Housing Capital Funds under section 9(d) of the 1937 Act. Information about the HOME Program can be found on HUD's HOME website (www.hud.gov/cpd/home/homeweb.html).

(v) Foundations.

(vi) Financial institutions, banks or insurers.

(vii) Other private funders.

(d) *Other HUD Public Housing Funds.* Although you may commit other Federal public housing funds such as Capital Funds under section 9(d) of the 1937 Act to meet your match requirement if you are selected for funding, your commitment of these types of funds will not count towards your leverage ratio for the purposes of rating your application.

(e) *Anticipatory Resources.* In many cases, PHAs, cities, or other entities may have carried out revitalization activities in previous years in anticipation of your receipt of a HOPE VI Revitalization grant. Expenditures that were made in anticipation of your receiving HOPE VI funding in previous years, even though you were unsuccessful in receiving a HOPE VI Revitalization grant, will count toward leverage in the FY 2001 funding competition, provided they meet the criteria described in this rating factor.

(f) *Rating.*

(i) You will receive 6 points if the ratio of the amount of HOPE VI funds requested for physical development activities to the dollar value of documented, committed development resources leveraged from other sources is 1:4 or higher.

(ii) You will receive 5 points if the ratio is between 1:3 and 1:4.

(iii) You will receive 4 points if the ratio is between 1:2.5 and 1:3.

(iv) You will receive 3 points if the ratio is between 1:2 and 1:2.5.

(v) You will receive 2 points if the ratio is between 1:1 and 1:2.

(vi) You will receive 1 point if the ratio is 1:1.

(vii) You will receive 0 points if:

- (A) the ratio is less than 1:1, or
- (B) there is not enough information in your application to enable HUD to rate this factor.

(2) *Collateral Investment:* 1 Point. Collateral Investments include physical redevelopment activities underway or projected to be completed before October 2006, such as schools, libraries, subway or light rail stations, or improved roads, which will enhance the new HOPE VI community but will occur whether or not the site is revitalized.

Economic or other kinds of development activities that would have occurred with or without the anticipation of HOPE VI-funded revitalization of the site will count as leverage for this factor only.

(a) You will receive 1 point if the ratio of the amount of the total HOPE VI grant requested to the dollar value of documented collateral investments is 1:2 or higher.

(b) You will receive 0 points if:

(i) the ratio of the HOPE VI request to the collateral investment amount is less than 1:2, or

(ii) there is not enough information in your application to enable HUD to rate this factor.

(3) *Community and Supportive Services Resources: 3 Points.* In order to achieve quantifiable self-sufficiency results, you must form partnerships with organizations that are skilled in the delivery of services to residents of public housing and that can provide commitments of resources to support those services. Leveraging scarce HOPE VI CSS funds with other funds and services is critical to the sustainability of CSS activities so that they will continue after the HOPE VI funds have been expended.

(a) *Types of resources.* Resources for CSS activities may include financial contributions from Federal, State, or local governments or from private entities. Resources may also include the dollar value of in-kind contributions such as materials, a building, a lease on a building, other infrastructure, time and services contributed by volunteers, staff salaries and benefits, and supplies related to the provision of CSS activities that will contribute to the successful transformation of the lives of residents.

(b) *Sources of resources.*

(i) See Section IV(C)(3)(e) of this HOPE VI section of the SuperNOFA for a list of the kinds of organizations, agencies, and other possible resource providers that can provide you with resources for your CSS activities.

(ii) In accordance with Section IV(C)(3)(b) of this HOPE VI section of the SuperNOFA, you may enter into subgrantee agreements with nonprofit organizations to provide CSS activities. HUD encourages you to select subgrantees that can bring in-kind resources to the project.

(c) *Rating.* The number of points you receive will depend on the ratio of the amount of HOPE VI dollars requested for CSS activities to the dollar value of the resources committed from other sources for CSS programs. A letter of general commitment without a dollar figure of committed resources included will not be counted as a resource for this

rating factor. Include only funds that will be newly-generated for HOPE VI CSS activities. HUD will not count as leverage any funds that have been provided routinely, such as TANF payments or funds that support ongoing CSS-type activities.

(i) You will receive 3 points if the ratio of the amount of HOPE VI funds requested for CSS activities to the dollar value of documented, committed CSS resources leveraged from other sources is 1:4 or higher. If no HOPE VI funds are requested for CSS activities because all CSS funds will come from outside sources, all adequately-documented funds from such outside sources will be counted and you will receive 3 points.

(ii) You will receive 2 points if the ratio is between 1:3 and 1:4.

(iii) You will receive 1 point if the ratio is between 1:2 and 1:3.

(iii) You will receive 0 points if:

(A) the ratio is less than or equal to 1:2, or

(B) there is not enough information in your application to enable HUD to rate this factor.

Rating Factor 5: Coordination and Community Planning (10 Points)

This factor evaluates your actions to address the need for revitalized public housing in a holistic and comprehensive manner by coordinating the revitalization of public housing with the overall plans for revitalization and related activities in the broader community. It also evaluates your participation in or commitment to participate in the community's Consolidated Planning process.

(1) *Coordination of Revitalization Activities: 5 Points.*

(a) This factor evaluates the actions you have taken to coordinate with other agencies—not to provide services, but to ensure that your activities are consistent with other revitalization, development, economic development, transportation, and other similar activities in the neighborhood, the surrounding community, and the city or county at large. Public housing revitalization must not happen in a vacuum, and it is critical that all parties work together to share information and coordinate ongoing and planned activities in order that those plans complement and reinforce each other activities.

(b) HUD will evaluate the specific steps you have taken to:

(i) coordinate your proposed activities with related activities of other agencies, groups, or organizations outside the scope of those covered by the Consolidated Plan;

(ii) develop comprehensive solutions that best complement, support, and

coordinate other revitalization and related activities, such as plans for changes in transportation, infrastructure, land use, and other issues that may affect the planned public housing revitalization; and

(iii) share information about solutions and outcomes with relevant agencies through meetings, information networks, planning processes or other mechanisms.

(c) *Rating.* (i) You will receive 3 to 5 points if you provide letters, memoranda of agreement, or other documentation from organizations and agencies that describe your relationships and substantiate the actions you have taken to coordinate with a variety of relevant groups.

(ii) You will receive 1 to 2 points if you provide documentation that you have taken some actions to coordinate your proposed activities with relevant groups, but your overall effort does not include a variety of different kinds of groups and/or you do not show strong evidence of active coordination.

(iii) You will receive 0 points if:

(A) your actions to coordinate with relevant groups are not comprehensive; and/or

(B) your relationships are not strong or well documented; or

(C) there is not enough information in your application to enable HUD to rate this factor.

(2) *Participation in Consolidated Plan/AI Process: 5 Points.*

This factor evaluates your efforts to participate in your jurisdiction's Consolidated Planning process, whether the need for the revitalization of severely distressed public housing is identified in the Consolidated Plan, and whether severely distressed public housing is identified as an impediment to fair housing choice in your jurisdiction's Analysis of Impediments to Fair Housing Choice (AI). Information on the Consolidated Plan can be found on the HUD Home Page (www.hud.gov/cpd/conplan.html). (A Certification of Consistency with the Consolidated Plan, as provided in the HOPE VI Application Kit, is a required element of each HOPE VI Revitalization application.)

(a) You will receive 3 to 5 points if:

(i) you have cited language from your jurisdiction's Consolidated Plan that identifies revitalization of severely distressed public housing as an urgent need in the community, and indicates that your HOPE VI Revitalization Plan is tied to other revitalization planned in the broader community and in the jurisdiction as a whole; and they are consistent with plans or organizing efforts in the immediate, surrounding neighborhood; and you have cited

language from your jurisdiction's AI that identifies severely distressed public housing as an impediment to fair housing choice; or

(ii) the Consolidated Plan and AI are applicable to your jurisdiction, but they do not identify severely distressed public housing as an urgent need or an impediment to fair housing choice; you have explained in detail why severe distress of public housing is not identified; described your efforts to alert the jurisdiction to the need for public housing revitalization as a priority; have begun work with the jurisdiction to amend the Consolidated Plan and AI to include revitalization of severely distressed public housing as an urgent need; and you have coordinated with other revitalization efforts in the community; or

(iii) if the Consolidated Plan and AI are not applicable to your community, you have demonstrated that you have participated in other community-wide planning efforts; used other sound and reliable data sources to show that the community has identified the need for revitalization of severely distressed public housing and the urgency in meeting the need; and submitted a letter from the Mayor or other Chief Executive Officer of the jurisdiction and a letter from the City Council or other elected legislative body confirming the need to revitalize severely distressed public housing, the urgency of meeting the need, and the jurisdiction's commitment to addressing this need.

(b) You will receive 1 to 2 points if you have demonstrated that you have participated in the Consolidated Planning process, but the Consolidated Plan does not address the revitalization of severely distressed public housing.

(c) You will receive 0 points if:

(i) your community's Consolidated Plan and AI do not identify the revitalization of severely distressed public housing as a need or as an impediment to fair housing choice, and you have not provided an adequate explanation of why they do not;

(ii) the Consolidated Plan and AI are not applicable to your community, and you have not thoroughly documented your level and urgency of need through other sound and reliable sources; or

(iii) there is not enough information in your application to enable HUD to rate this factor.

Empowerment Zone/Enterprise Community Bonus (2 Points)

You will receive up to 2 bonus points if you propose to revitalize severely distressed public housing that is located in a Federally-designated Empowerment Zone (EZ), Enterprise Community (EC),

rural EC, or Urban Enhanced Enterprise Community (also referred to as EC). To be eligible for the bonus points, activities must serve EZ/EC residents and the application must include a certification that activities are consistent with the strategic plan for the EZ or EC. A listing of eligible EZs and ECs is attached to the General Section of the SuperNOFA as Appendix A-2, and also can be found on HUD's EZ/EC Website (www.hud.gov/cpd/ezec/ezbyec.html). To determine whether your site is within an EZ or EC, use the EZ/EC Locator (www.hud.gov/ezec/locator). Note that if the public housing project is located in a similar economic development area designated by your state or city, but is not located in a Federally-designated EZ or EC, your application will not be eligible for these bonus points.

VII. HOPE VI Demolition Grant Application Selection Process

(A) *HOPE VI Demolition Grant Funding Categories.* HUD will select HOPE VI Demolition grant applications on a first-come, first-served basis, by an application's Priority Group and Ordinal. HOPE VI Demolition grant applications are not rated.

(1) *Priority Groups.* You must identify each HOPE VI Demolition grant application by its appropriate Priority Group, as described below. Each application must target units of a single Priority Group; e.g., do not include Priority Group 1 units in the same application as Priority Group 2 units.

(a) *Priority Group 1:* Priority Group 1 applications target units included in an approved Section 202 Mandatory Conversion Plan. The Section 202 Conversion Plan must be approved by HUD *on or before the HOPE VI Demolition grant application deadline date* under this HOPE VI section of the SuperNOFA.

(b) *Priority Group 2.*

(i) Priority Group 2 applications:

(A) target units included in a Section 202 Mandatory Conversion Plan that you have submitted to HUD on or before the HOPE VI Demolition grant application deadline date, or

(B) target units that, in HUD's sole determination under section 537(c) of the Public Housing Reform Act of 1998, are subject to the removal requirements of 24 CFR part 971 and can be expected to be demolished in accordance with the time schedule required by Section IV(F)(1) of this HOPE VI section of the SuperNOFA, above.

(ii) If you submit a HOPE VI Demolition grant application for units that are targeted in a Section 202 Mandatory Conversion Plan that was

submitted under 24 CFR part 971 but not yet approved (Priority Group 2), and HUD subsequently approves the Conversion Plan before the HOPE VI Demolition grant application deadline date, you may revise your application and it will be reclassified as Priority Group 1. HUD will change the original Ordinal to the Ordinal corresponding to the date that the revision was received.

(iii) If you submit a Section 202 Mandatory Conversion Plan but HUD determines that the targeted project does not qualify for conversion under 24 CFR part 971, your HOPE VI Demolition grant application will not be eligible for funding. If you intend to submit a Priority 1 or 2 application, discuss the project with your Field Office to ensure that it qualifies under the standards of 24 CFR part 971.

(c) *Priority Group 3.* Priority Group 3 applications target units that were included in a HUD-approved application for demolition that was developed in accordance with section 18 of the 1937 Act, as amended ("Section 18 demolition application").

(i) Your Section 18 demolition application must be approved by HUD on or before the HOPE VI Demolition grant application deadline. You are advised that in order to allow for sufficient time for a new Section 18 demolition application to be processed, you should submit your Section 18 demolition application to HUD's Special Application Center (SAC) no later than March 30, 2001. If your Section 18 demolition application does not meet the statutory requirements of Section 18, including the requirement for HUD Field Office approval of the Interim or PHA Plan as required by 24 CFR part 903, HUD will not approve the Section 18 demolition application and your HOPE VI Demolition grant application will not be eligible for funding.

(ii) If you have submitted a Section 18 demolition application to the SAC but it has not yet been approved by HUD when you submit your HOPE VI Demolition grant application, your HOPE VI application will not be considered complete and you will not receive an Ordinal unless and until your Section 18 demolition application is approved on or before the HOPE VI Demolition Grant Application deadline.

(iii) If your Section 18 demolition application is approved by HUD on July 9 or 10, 2001 only, you are not required to submit your approval letter to HUD, and HUD will deem the approval letter to have been submitted in the application. In such a case, if your application is otherwise complete, your Ordinal will be the date that HUD

approves your Section 18 demolition application.

(iv) If HUD has previously approved your Section 18 demolition application but HUD later rescinded the approval, your Section 18 demolition application will not be considered approved by HUD and your HOPE VI Demolition grant application will not be eligible for funding.

(d) *Priority Group 4:*

(i) Priority Group 4 applications target units that:

(A) were targeted for demolition in a previously-approved HOPE VI Revitalization application and the demolition that has not yet been carried out; or

(B) were not originally targeted for demolition in a previously-approved HOPE VI Revitalization application but are located in the same project and at the same site that will be revitalized using an existing Revitalization grant, and have not yet been demolished.

(ii) The requested HOPE VI Demolition grant funds, in combination with the existing HOPE VI Revitalization grant funds, may not exceed the TDC/Housing Cost Cap (HCC) limit in effect at the time the HOPE VI Revitalization Grant was approved by HUD.

(A) If the Revitalization grant is below TDC/HCC, any dollars freed up as a result of the proposed additional demolition grant funds may be used for any construction costs, up to the project's TDC/HCC limit.

(B) If the Revitalization grant is below or at TDC/HCC, the dollars freed up from the proposed additional demolition grant funds may be used for the demolition of additional units or for Community Renewal costs such as Extraordinary Site Costs that fall outside of HCC.

(iii) If a Priority Group 4 HOPE VI Demolition application is selected for funding, HUD will approve the planned demolition:

(A) in its approval of your Supplemental Submissions for the Revitalization grant;

(B) by amending its approval of your Supplemental Submissions, if they have already been approved by HUD; or

(C) by approving a Section 18 demolition application, if you choose to submit one.

(iv) HUD reserves the right to rescind a Priority Group 4 Demolition grant if it determines that the targeted units cannot be approved under section (d)(iii) above.

(2) *Ordinals.* Upon receipt, HUD will assign each HOPE VI Demolition grant application an Ordinal (i.e., ranking number) that reflects the date HUD

Headquarters received the application. Ordinals correspond to business days, starting with the date HUD receives the first Demolition grant application and ending on the HOPE VI Demolition grant application deadline date, as specified in Section I of this HOPE VI section of the SuperNOFA, above. HUD will consider all applications received on the same date as received at the same time on that date, and those applications will all be assigned the same Ordinal.

(B) *Demolition Screening.* (1) HUD will screen the application to ensure that it:

(a) Meets each HOPE VI threshold criterion listed in Sections V(A) and V(C) of this HOPE VI section of the SuperNOFA, above; and

(b) Includes each application submission requirement listed in Section IX(B) of this HOPE VI section of the SuperNOFA, below.

(2) If HUD determines that an application is not eligible for funding (e.g., the applicant is not a PHA, the units have already been demolished, etc.), HUD will not consider the application further and will immediately notify the applicant that the application has been rejected.

(3) If HUD determines that an application is eligible but incomplete, within approximately two days of receipt of the application, HUD will contact you in writing by fax (followed up with a hard copy by mail) to request the missing information. If HUD finds your application and other applications received on the same day to be incomplete, HUD will notify all such applicants of their missing items on the same day. Since HOPE VI Demolition grant applications are not rated, you may submit information to complete your application at any time before the HOPE VI Demolition grant application deadline date. However, if your application is received on the deadline date and it is missing a required submission, you will have no opportunity to submit any missing item after the deadline date and your HOPE VI Demolition grant application will be ineligible for funding.

Please Note: This provision means that the nearer to the deadline date you submit your application, the less time you will have to correct any deficiencies, and if HUD receives your application ON the deadline date and there is a deficiency, that application will NOT be eligible for funding. You are advised to submit your application as soon as possible, in the event that HUD identifies a deficiency that you need to correct.

(4) If HUD determines that the information you submit in response to a notification of deficiency is correct

and completes the application, HUD will change the application's Ordinal to the Ordinal corresponding to the date that HUD received the information.

(5) If HUD determines that the information submitted does not make the application complete, HUD will notify you of the remaining deficiency. You will have the opportunity to submit information in response to notifications of deficiency up until the HOPE VI Demolition grant application deadline date.

(6) If you do not submit the requested information by the HOPE VI Demolition grant deadline date, your application will be ineligible for funding.

(C) *Funding.* HUD will award HOPE VI Demolition grants in the following order, based on fund availability.

(1) HUD will fund Priority Group 1 applications by Ordinal.

(2) If funds remain after HUD has funded all eligible Priority Group 1 applications, HUD will fund Priority Group 2 applications by Ordinal.

(3) If funds remain after HUD has funded all eligible Priority Group 2 applications, HUD will fund Priority Group 3 applications by Ordinal.

(4) If funds remain after HUD has funded all eligible Priority Group 3 applications, HUD will fund Priority Group 4 applications by Ordinal.

(5) At any stage, if there is more than one application with next Ordinal to be funded and there are insufficient funds to fund all of them, HUD will conduct a lottery among those applications to determine which application(s) will be funded.

(6) HUD reserves the right to partially fund the next eligible application if insufficient funds remain to fund the entire amount requested, and HUD determines that the funds available are adequate to carry out some significant demolition activities.

(7) If funds remain after all eligible HOPE VI Demolition grant applications have been funded or if the amount remaining is inadequate to feasibly fund the next eligible Demolition grant application, HUD reserves the right to:

(a) reallocate unused funds to fund or supplement the next eligible HOPE VI Revitalization application(s), in rank order, or

(b) carry over unused funds to the next fiscal year.

VIII. Grant Award Procedures

(A) *Revitalization Grants.*

(1) *Notification of Funding Decisions.* The HUD Reform Act prohibits HUD from notifying you as to whether or not you have been selected to receive a Revitalization grant until it has announced all HOPE VI Revitalization

grant recipients. If your Revitalization application has been found to be ineligible or if it did not receive enough points to be funded, you will not be notified until the successful applicants have been notified. HUD will provide written notification to all HOPE VI applicants, whether or not they have been selected for funding.

(2) *Environmental Review.* HUD notification that you have been selected to receive a HOPE VI grant constitutes only preliminary approval. Grant funds may not be released until the responsible entity completes an environmental review and you submit and obtain HUD approval of a request for release of funds and the responsible entity's environmental certification in accordance with 24 CFR part 58 and Section IV(B)(6) of this HOPE VI section of the SuperNOFA, above (or HUD has completed an environmental review under 24 CFR Part 50 where HUD has determined to do the environmental review).

(3) *Revitalization Grant Agreement.* When you are selected to receive a Revitalization grant, HUD will send you a HOPE VI Revitalization Grant Agreement, which constitutes the contract between you and HUD to carry out and fund public housing revitalization activities. Both you and HUD will sign the cover sheet of the Grant Agreement. It is effective on the date of HUD's signature. The Grant Agreement sets forth:

- (a) The amount of the grant;
- (b) The HOPE VI Requirements;
- (c) Revitalization Plan components;
- (d) Revitalization activities and requirements;
- (e) Changes to the Revitalization Plan;
- (f) Replacement unit and waiver information;
- (g) Budget requirements;
- (h) Drawdown procedures;
- (i) Matching fund requirements;
- (j) Finance and accounting procedures;
- (k) Recordkeeping requirements;
- (l) Requirements for subgrantees, contractors, and subcontractors;
- (m) Resident and community involvement requirements;
- (n) Environmental review procedures;
- (o) Fair Housing certifications;
- (p) Building standards and design components;
- (q) Labor standards;
- (r) Conflict of interest provisions;
- (s) Reporting requirements;
- (t) Technical assistance procedures
- (u) Default provisions; and
- (v) Grant closeout procedures.

(B) *Demolition Grants.* (1) *Notification of Funding Decisions.* Because the HOPE VI Demolition grants are awarded

on a first-come, first-served basis, HUD reserves the right either to award funds to Priority 1 applications as soon as they are determined to be eligible for funding, or announce all awards after the HOPE VI Demolition grant application deadline date has passed. HUD will notify ineligible applicants of their ineligibility immediately after that determination has been made. HUD will provide written notification to all HOPE VI applicants, whether or not they have been selected for funding.

(2) *Environmental Review.* HUD notification that you have been selected to receive a HOPE VI Demolition grant constitutes only preliminary approval. Grant funds may not be released until the responsible entity completes an environmental review and you submit and obtain HUD approval of a request for release of funds and the responsible entity's environmental certification in accordance with 24 CFR part 58 and Section IV(B)(6) of this HOPE VI section of the SuperNOFA, above.

(3) *Demolition Grant Agreement.* If you are selected to receive a Demolition grant, HUD will send you a HOPE VI Demolition Grant Agreement. Both you and HUD will sign the Cover Sheet of the Grant Agreement, and it is effective on the date of HUD's signature. The Grant Agreement sets forth:

- (a) The amount of the grant;
- (b) The HOPE VI Demolition Requirements;
- (c) Demolition Plan components;
- (d) Relocation requirements;
- (e) Program schedule;
- (f) Finance and Accounting procedures;
- (g) Drawdown procedures;
- (h) Recordkeeping requirements;
- (i) Requirements for subgrantees, contractors, and subcontractors;
- (j) Environmental review procedures;
- (k) Fair Housing Certifications;
- (l) Labor standards;
- (m) Conflict of interest provisions;
- (n) Reporting requirements;
- (o) Technical assistance procedures;
- (p) Default provisions; and
- (q) Grant closeout procedures.

IX. Application Submission Requirements

(A) *Revitalization Application Requirements.*

(1) *Application Kit.* The HOPE VI Application Kit provides explicit, specific instructions as to the format of a HOPE VI Revitalization application. Your application must conform to the requirements of this HOPE VI section of the SuperNOFA and follow the format described in the Kit. If you fail to adhere to the requirements of this NOFA, as detailed in the Kit, and omit critical

requirements, your application may lose points. In addition to the narrative exhibits that respond to the rating criteria in this HOPE VI section of this SuperNOFA, your application will also include attachments that provide HUD with detailed information about your proposed revitalization, including forms and other documentation. Please note that resumes and videos are specifically excluded and will not be considered.

(2) *Application Page Limits.* (a) Each Revitalization application must contain no more than 75 pages of narrative exhibits. Any pages after the first 75 pages of narrative exhibits will not be reviewed. Although submitting pages in excess of the page limitations will not disqualify an application, HUD will not consider the information on any excess pages, which may result in a lower score or failure of a threshold (this page limit does not include additional pages requested by HUD as a result of technical deficiency corrections). No more than one page of text may be placed on one sheet of paper; i.e., you may not shrink pages to get two or more on a page.

(b) Revitalization applications are also limited to 100 pages of attachments. The documents listed below constitute the only exceptions and are not counted in the 100 page limit:

- (i) Application Data Sheets;
- (ii) Commitments of resources;
- (iii) Section 8 application;
- (iv) List of current residents, after the first page; and
- (v) Certifications located after the Attachments.

(3) *Narrative Exhibits.* The following is a summary of the narratives required in a HOPE VI Revitalization application:

- (a) An Executive Summary.
- (b) Narrative responses to the rating factors described in Section VI(G) of this HOPE VI program section of the SuperNOFA. Be SURE to address each and every item in the rating factors in the most clear, concise, and complete manner possible given the page limitations.

(c) A narrative demonstrating the appropriateness of your proposal in the context of the local housing market relative to other alternatives.

(d) A description of your planned predevelopment activities: hazard reduction, demolition, disposition, acquisition, and site improvements.

(e) A description of your planned physical revitalization activities: rehabilitation, new construction, homeownership assistance, development of community and/or economic development activities, and extraordinary site work.

(f) If applicable, a description of your plans to establish an Endowment Trust to continue CSS activities beyond the life of the HOPE VI grant.

(g) If applicable, a listing of all prior HUD public housing grant assistance received for the revitalization of the targeted project that are related to the proposed activities.

(4) *Attachments.* The following is a summary of the attachments that will be required in a HOPE VI Revitalization application:

(a) Contextual map that identifies the location of the current site in the neighborhood, City, and region;

(b) Organizational Chart;

(c) Revitalization Schedule;

(d) A listing of and commitment letters from Team members, as applicable;

(e) Photographs of the housing units and site;

(f) A Section 8 application, if Section 8 assistance will be needed for FY 2002;

(g) Conceptual revitalized site plan, interior unit design illustrations, and building elevations;

(h) Application Data Forms;

(i) Leveraged Resources Summary;

(j) Basic elements of the HOPE VI Relocation Plan, in conformance with guidance provided by HUD, including a list of each resident in occupancy at the time the application is submitted;

(k) Training Meeting and Public meeting certifications and documentation;

(l) Preliminary market assessment letter;

(m) Letters and other documents that commit resources to be used for HOPE VI activities;

(n) Grant Limitations and TDC Worksheet;

(o) MTCS Certification;

(p) Extraordinary Site Costs Certification;

(q) Severe Physical Distress Certification;

(r) Other documentation that responds to specific rating factors, including letters of commitment to participate as partners, perform an evaluation of the program, etc.

(5) *HOPE VI Revitalization Application Forms.* The following HOPE VI forms are included in the HOPE VI Application Kit. Electronic versions also can be obtained from HUDCLIPS (www.hudclips.org) and the HOPE VI website (www.hud.gov/hopevi).

(a) HOPE VI Revitalization Application Data Form (HUD-52860-A);

(b) HOPE VI Budget (HUD-52825-A, Parts I and II);

(c) Section 8 Application (HUD-52515);

(d) HOPE VI Revitalization Grant Applicant Certifications (HUD-52820-

A). See Appendix A of this HOPE VI section of the SuperNOFA for the text of these certifications.

(6) *General Section Certification Forms.* The following forms are appended to the General Section of the SuperNOFA and are also included in the HOPE VI Application Kit. Electronic versions of these forms also can be obtained from HUDCLIPS (www.hudclips.org).

(a) Application for Federal Assistance (SF-424)

(b) Assurances—Construction Programs (SF-424D)

(c) Certification for a Drug-Free Workplace (HUD-50070)

(d) Certification of Payments to Influence Federal Transactions (HUD-50071)

(e) Disclosure of Lobbying Activities (SF-LLL) (if applicable)

(f) Recipient Disclosure/Update Report (HUD-2880)

(g) Certification Regarding Debarment and Suspension (HUD-2992)

(h) Certification of Consistency with the EZ/EC Strategic Plan (HUD-2990)

(i) Certification of Consistency with the Consolidated Plan (HUD-2991)

(j) Acknowledgment of Application Receipt (HUD-2993)

(B) *Demolition Application Requirements.*

(1) *Application Kit.* The HOPE VI Application Kit provides specific instructions as to the format of a HOPE VI Demolition application. Your application must conform to the requirements of this HOPE VI section of the SuperNOFA and follow the format described in the kit.

(2) *Application Information.* The following is a summary of the information required in a HOPE VI Demolition application. Items (f) (HOPE VI Budget form) and (i) (Section 8 application) are available from HUDCLIPS (www.hudclips.org).

(a) Applicant, site, and unit information;

(b) Priority Group and Documentation of eligibility;

(c) Narrative of proposed activities, including:

(i) the number of original dwelling units and buildings in the project, the number of any units previously demolished or disposed of, and the number of units proposed for demolition;

(ii) any non-dwelling facilities to be demolished and the relationship between the non-dwelling facilities and the dwelling units to be demolished, in terms of proximity and use;

(iii) conditions that require extraordinary site costs, such as parking lots, streets, underground utilities, community buildings, etc.;

(iv) extent of any proposed hazard abatement activities, including the level of asbestos or any other contaminant present, if available;

(v) proposed site restoration and any subsequent site improvements to benefit the remaining portion of the development or to make the site more saleable;

(vi) if you propose activities other than filling in the site and establishing a lawn, a description of the non-HOPE VI funds to be used to carry out those activities;

(vii) a HOPE VI Demolition Relocation Plan, including a list of each resident in occupancy at the time the application is submitted;

(viii) a demonstration of the appropriateness of the proposal in the context of the local housing market relative to other alternatives; and

(ix) potential sources of matching funds for services to relocatees.

(d) Program Schedule;

(e) Grant Limitations Worksheet,

which itemizes all funds requested for:

(i) demolition of severely distressed public housing units;

(ii) extraordinary site costs, as applicable;

(iii) demolition of nondwelling structures, as applicable;

(iv) relocation assistance to residents of occupied units; and

(v) community and supportive service activities to displaced residents.

(f) Program budget (HUD-52825-A, parts I and II);

(g) MTCS Certification;

(h) Extraordinary Site Costs Certification, as applicable, completed by an engineer or architect, verifying and justifying any extraordinary site costs requested;

(i) Non-Dwelling Structure Costs Certification, as applicable, completed by an engineer or architect, verifying and justifying the costs to demolish non-dwelling structures;

(j) A Section 8 application (HUD-52515) for Section 8 relocation assistance needed during FY 2002.

(3) HOPE VI Demolition Grant Applicant Certifications (HUD-52820-B). See Appendix B of this HOPE VI section of the SuperNOFA for the text of these certifications.

(4) *General Section Certification Forms.* The following forms are appended to the General Section of the SuperNOFA and are also included in the HOPE VI Application Kit. Electronic versions of these forms also can be obtained from HUDCLIPS (www.hudclips.org).

(a) Application for Federal Assistance (SF-424)

(b) Assurances—Construction Programs (SF-424D)

(c) Certification for a Drug-Free Workplace (HUD-50070)

(d) Certification of Payments to Influence Federal Transactions (HUD-50071)

(e) Disclosure of Lobbying Activities (SF-LLL)

(f) Recipient Disclosure/Update Report (HUD-2880)

(g) Certification Regarding Debarment and Suspension (HUD-2992)

X. Authority

(A) The funding authority for HOPE VI Revitalization and Demolition grants under this HOPE VI section of the SuperNOFA is provided by the FY 2001 HUD Appropriations Act under the heading "Revitalization of Severely Distressed Public Housing (HOPE VI)."

(B) The program authority for the HOPE VI Program is section 24 of the U.S. Housing Act of 1937 (42 U.S.C. 1437v), as added by section 535 of the Quality Housing and Work Responsibility Act of 1998 (Pub. L. 105-276, 112 Stat. 2461, approved October 21, 1998).

Appendix A—HOPE VI Revitalization Grant Applicant Certifications

Acting on behalf of the Board of Commissioners of the Housing Authority listed below, as its Chairman, I approve the submission of the HOPE VI Revitalization application of which this document is a part and make the following certifications to and agreements with the Department of Housing and Urban Development (HUD) in connection with the application and implementation thereof:

Applicant Certifications

1. The public housing project or building in a project targeted in this HOPE VI Revitalization grant application meets the definition of severe distress in accordance with Section 24(j)(2) of the U.S. Housing Act of 1937 ("the Act").

2. The PHA has not received assistance from the Federal government, State, or unit of local government, or any agency or instrumentality, for the specific activities for which funding is requested in the HOPE VI Revitalization application.

3. The PHA does not have any litigation pending which would preclude timely startup of activities.

4. The PHA is in full compliance with any desegregation or other court order related to Fair Housing (e.g., Title VI of the Civil Rights Act of 1964, the Fair Housing Act, and Section 504 of the Rehabilitation Act of 1973) that affects the PHA's public housing program and that is in effect on the date of application submission.

5. PHA has returned any excess advances received during development or modernization, or amounts determined by HUD to constitute excess financing based on a HUD-approved Actual Development Cost Certificate (ADCC) or Actual Modernization Cost Certificate (AMCC), or that HUD has approved a pay-back plan.

6. There are no environmental factors, such as sewer moratoriums, precluding development in the requested locality.

7. The application is consistent with Environmental Justice Executive Order 12898, in that the proposed public housing will be developed only in environmentally sound and desirable locations and will avoid disproportionately high and adverse environmental effects on minority and low-income communities.

8. In accordance with the Flood Disaster Protection Act of 1973 (42 U.S.C. 4001-4128), the property targeted for acquisition or construction (including rehabilitation) is not located in an area identified by the Federal Emergency Management Agency (FEMA) as having special flood hazards, unless:

(a) The community in which the area is situated is participating in the National Flood Insurance program (see 44 CFR parts 59 through 79), or less than one year has passed since FEMA notification regarding such hazards; and

(b) Where the community is participating in the National Flood Insurance Program, flood insurance is obtained as a condition of execution of a Grant Agreement and approval of any subsequent demolition or disposition application.

9. The application does not target properties in the Coastal Barrier Resources System, in accordance with the Coastal Barrier Resources Act (16 U.S.C. 3501).

Grantee Certifications

If selected for HOPE VI Revitalization funding:

10. The PHA will comply with all policies, procedures, and requirements prescribed by HUD for the HOPE VI Program, including the implementation of HOPE VI revitalization activities, in a timely, efficient, and economical manner.

11. The PHA will not receive assistance from the Federal government, State, or unit of local government, or any agency or instrumentality, for the specific activities funded by the HOPE VI Revitalization grant. The PHA has established controls to ensure that any activity funded by the HOPE VI Revitalization grant is not also funded by any other HUD program, thereby preventing duplicate funding of any activity.

12. The PHA will not provide to any development more assistance under the HOPE VI Revitalization grant than is necessary to provide affordable housing after taking into account other governmental assistance provided.

13. The PHA will supplement the aggregate amount of the HOPE VI Revitalization grant with funds from sources other than HOPE VI in an amount not less than 5 percent of the amount of HOPE VI grant.

14. In addition to supplemental amounts provided in accordance with Certification 13 above, if the PHA uses more than 5 percent of the HOPE VI grant for the community and supportive services component, it will provide supplemental funds from sources other than HOPE VI, dollar for dollar, for the amount over 5 percent of the grant used for the community and supportive services component.

15. Disposition activity under the grant will be conducted in accordance with Section 18 of the Act.

16. The PHA will carry out acquisition of land, or acquisition of off-site units with or without rehabilitation to be used as public housing, in accordance with 24 CFR part 941, or successor part.

17. The PHA will carry out major rehabilitation and other physical improvements of housing and non-dwelling facilities in accordance with 24 CFR 968.112(b), (d), (e), and (g)-(o), 24 CFR 968.130, and 24 CFR 968.135(b) and (d) or successor part.

18. The PHA will carry out construction of public housing replacement housing, both on-site and off-site, and community facilities, in accordance with 24 CFR part 941 or successor part, including mixed-finance development in accordance with subpart F.

19. The PHA will carry out replacement homeownership activities in general conformance with the requirements of section 24(d)(1)(J) or section 32 of the 1937 Act and the income limitations of the Act.

20. The PHA will administer and operate rental units in accordance with all existing public housing rules and regulations, as those requirements now exist or as they may be amended from time to time.

21. The PHA will comply with the requirements of the Fair Housing Act (42 U.S.C. 3601-19) and regulations pursuant thereto (24 CFR part 100); Executive Order 11063 (Equal Opportunity in Housing) and regulations pursuant thereto (24 CFR part 107); the fair housing poster regulations (24 CFR part 110) and advertising guidelines (24 CFR part 109); and Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and regulations pursuant thereto (24 CFR part 1).

22. The PHA will address the elimination of impediments to fair housing choice relating to its public housing and particularly to the revitalization of distressed public housing that were identified in the jurisdiction's Analysis of Impediments to Fair Housing Choice, remedy discrimination in housing, and promote fair housing rights and fair housing choice.

23. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975 (42 U.S.C. 6101-07) and regulations issued pursuant thereto (24 CFR part 146); the prohibitions against discrimination against, and reasonable modification and accommodation and accessibility requirements for, handicapped individuals under Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and regulations issued pursuant thereto (24 CFR part 8); the Americans with Disabilities Act (42 U.S.C. 12101 et seq.) and regulations issued pursuant thereto (28 CFR Part 36); and the Architectural Barriers Act of 1968, as amended (42 U.S.C. 4151) and regulations issued pursuant thereto (24 CFR Part 40).

24. The PHA has adopted the goal of awarding a specified percentage of the dollar value of the total of the HOPE VI contracts to be awarded during subsequent fiscal years to minority business enterprises and will take appropriate affirmative action to assist resident-controlled and women's business enterprises in accordance with the

requirements of Executive Orders 11246, 11625, 12432, and 12138.

25. The PHA will comply with the requirements of Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) (Employment Opportunities for Lower Income Persons in Connection with Assisted Projects) and its implementing regulation at 24 CFR part 135, including the reporting requirements of subpart E.

26. The PHA will comply with Davis-Bacon or HUD-determined prevailing wage rate requirements to the extent required under Section 12 of the U.S. Housing Act of 1937.

27. As applicable, the PHA will comply with the relocation assistance and real property acquisition requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and government-wide implementing regulations at 49 CFR part 24; relocation regulations at 24 CFR 968.108 or successor regulation (rehabilitation, temporary relocation); 24 CFR 941.207 or successor regulation (acquisition); and 24 CFR Section 18 of the 1937 Act as amended (disposition).

28. The PHA will comply with the HOPE VI requirements for reporting and access to records as required in the HOPE VI Revitalization Grant Agreement.

29. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4821, *et seq.*) and is subject to 24 CFR part 35 and 24 CFR 965.701, as they may be amended from time to time, and Section 968.110(k) or successor regulation.

30. The PHA will comply with the policies, guidelines, and requirements of OMB Circular A-87 (Cost Principles Applicable to Grants, Contracts, and Other Agreements with State and Local Governments).

31. The PHA will comply with 24 CFR part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments), as modified by 24 CFR 941 or successor part, subpart F, relating to the procurement of partners in mixed finance developments, except when inconsistent with the provisions of the 2001 Appropriations Act or other applicable Federal statutes. Requests for Proposals (RFPs) and Requests for Qualifications (RFQs) will reflect pertinent language from the program section of FY 2001 HOPE VI NOFA; e.g., seeking diversity, accessibility, fair housing requirements, etc.

32. The PHA will keep records in accordance with 24 CFR 85.20 that facilitate an effective audit to determine compliance with program requirements, and comply with the audit requirements of 24 CFR 85.26.

33. The PHA will start construction within 12 months from the date of HUD's approval of the Revitalization Plan's Supplemental Submissions. In no event may this time period exceed 18 months from the date the Grant Agreement is executed.

34. The PHA will complete construction within 48 months from the date of HUD's approval of the Revitalization Plan's Supplemental Submissions. In no event may the time period for completion exceed 54 months from the date the Grant Agreement is executed.

35. All activities that include construction, rehabilitation, lead-based paint removal, and related activities will meet or exceed local building codes. New construction will comply with the latest HUD-adopted Model Energy Code issued by the Council of American Building Officials.

Appendix B—HOPE VI Demolition Grant Applicant Certifications

Acting on behalf of the Board of Commissioners of the Public Housing Authority (PHA) listed below, as its Chairman, I approve the submission of the HOPE VI Demolition funding application of which this document is a part and make the following certifications to and agreements with the Department of Housing and Urban Development (HUD) in connection with the application and implementation thereof:

Applicant Certifications

1. The public housing project or building in a project targeted in this HOPE VI Demolition grant application meets the definition of severe distress in accordance with Section 24(j)(2) of the U.S. Housing Act of 1937 ("the Act").

2. The PHA has not received assistance from the Federal government, State, or unit of local government, or any agency or instrumentality, for the specific demolition activities for which funding is requested in the HOPE VI Demolition grant application.

3. The PHA is in full compliance with any desegregation or other court order related to Fair Housing (e.g., Title VI of the Civil Rights Act of 1964, the Fair Housing Act, and Section 504 of the Rehabilitation Act of 1973) that affects the PHA's public housing program and that is in effect on the date of application submission.

4. The PHA does not have any litigation pending which would preclude timely startup of activities.

5. PHA has returned any excess advances received during development or modernization, or amounts determined by HUD to constitute excess financing based on a HUD-approved Actual Development Cost Certificate (ADCC) or Actual Modernization Cost Certificate (AMCC), or that HUD has approved a pay-back plan.

Grantee Certifications

If selected for HOPE VI Demolition grant funding:

6. The PHA will comply with all policies, procedures, and requirements prescribed by HUD for the HOPE VI Program, including the implementation of HOPE VI Demolition grant activities, in a timely, efficient, and economical manner.

7. The PHA will start construction within six months from the date of Grant Agreement execution, and complete the demolition within two years from the date of Grant Agreement execution.

8. The PHA will not receive assistance from the Federal government, State, or unit of local government, or any agency or instrumentality, for the specific activities funded by the HOPE VI Demolition grant. The PHA has established controls to ensure that any activity funded by the HOPE VI Demolition grant is not also funded by any

other HUD program, thereby preventing duplicate funding of any activity.

9. The PHA will not provide to any development more assistance under the HOPE VI Demolition grant than is necessary to perform demolition activities after taking into account other governmental assistance provided.

10. The PHA will comply with the requirements of the Fair Housing Act (42 U.S.C. 3601-19) and regulations pursuant thereto (24 CFR part 100); Executive Order 11063 (Equal Opportunity in Housing) and regulations pursuant thereto (24 CFR part 107); the fair housing poster regulations (24 CFR part 110) and advertising guidelines (24 CFR part 109); and Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and regulations pursuant thereto (24 CFR part 1).

11. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975 (42 U.S.C. 6101-07) and regulations issued pursuant thereto (24 CFR part 146); the prohibitions against discrimination against, and reasonable modification and accommodation and accessibility requirements for, handicapped individuals under Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and regulations issued pursuant thereto (24 CFR part 8); the Americans with Disabilities Act (42 U.S.C. 12101 *et seq.*) and regulations issued pursuant thereto (28 CFR part 36); and the Architectural Barriers Act of 1968, as amended (42 U.S.C. 4151) and regulations issued pursuant thereto (24 CFR Part 40).

12. The PHA will address the elimination of impediments to fair housing choice that were identified in the jurisdiction's Analysis of Impediments to Fair Housing Choice, remedy discrimination in housing, and promote fair housing rights and fair housing choice.

13. The PHA has adopted the goal of awarding a specified percentage of the dollar value of the total of the HOPE VI contracts to be awarded during subsequent fiscal years to minority business enterprises and will take appropriate affirmative action to assist resident-controlled and women's business enterprises in accordance with the requirements of Executive Orders 11246, 11625, 12432, and 12138.

14. The PHA will comply with the requirements of Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) (Employment Opportunities for Lower Income Persons in Connection with Assisted Projects) and its implementing regulation at 24 CFR part 135, including the reporting requirements of Subpart E.

15. The PHA will comply with HUD-determined prevailing wage rate requirements to the extent required under Section 12 of the Act.

16. As applicable, the PHA will comply with the relocation assistance and real property acquisition requirements of Section 18 of the Act, as amended (demolition approved by a Section 18 demolition application); and/or the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and government-wide implementing regulations at 49 CFR part 24 (demolition pursuant to a Section 18

demolition application and demolition approved pursuant to a Section 202 Mandatory Conversion Plan).

17. The PHA will comply with the HOPE VI requirements for reporting and access to records as required in the HOPE VI Demolition Grant Agreement.

18. The PHA will keep records in accordance with 24 CFR 85.20 that facilitate an effective audit to determine compliance with program requirements, and comply with the audit requirements of 24 CFR 85.26.

19. The PHA will comply with the policies, guidelines, and requirements of OMB

Circular A-87 (Cost Principles for State, Local and Indian Tribal Governments) and 24 CFR part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).

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**DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT**

**PUBLIC HOUSING DRUG
ELIMINATION - TECHNICAL
ASSISTANCE (DETAP)**

FUNDING AVAILABILITY FOR PUBLIC AND INDIAN HOUSING DRUG ELIMINATION TECHNICAL ASSISTANCE PROGRAM (DETAP)

Program Overview

Purpose of the Program. The purpose of the Public and Indian Housing Drug Elimination Technical Assistance Program (DETAP) is to provide no more than thirty (30) billable days of technical assistance (TA) consultant services to assist public housing agencies (PHAs), Indian tribes and Tribally Designated Housing Entities (TDHEs), Resident Management Corporations (RMCs), incorporated Resident Councils (RCs), and Resident Organizations (ROs) to improve the management and effectiveness of the Public Housing Drug Elimination Program. The TA services may be conducted over a period of not more than 90 days.

Available Funds. Approximately \$900,000.

Eligible Applicants. Public Housing Authorities (PHAs), Indian tribes and Tribally Designated Housing Entities (TDHEs); incorporated Resident Management Corporations (RMCs), incorporated Resident Councils (RCs), and Resident Organizations (ROs).

Application Deadline. July 27, 2001.
Match. None.

Additional Information

If you are interested in applying for Public Housing Drug Elimination Technical Assistance funding, please review carefully the **General Section** of this SuperNOFA and the following additional information.

I. Application Due Date, Application Kits, Further Information, and Technical Assistance

Application Due Date. Your completed application (an original and one copy) is due on or before 12:00 midnight, Eastern time, on July 27, 2001 at the address shown below. The only exception to this deadline is for HUD-Initiated Public Housing Drug Elimination Technical Assistance, for which there is no application deadline.

See the **General Section** of this SuperNOFA for specific procedures governing the form of application submission (e.g., mail applications, express mail, overnight delivery, or hand-carried).

Address for Submitting Applications. Your application consists of one original signed application and two copies. Submit one original application and one copy to the Community Safety and Conservation Division (CSCD), Room 4206 at the HUD Headquarters Building

located at 451 Seventh Street, SW, Washington, DC, 20410.

Submit the second copy of your application to the appropriate HUD Field Office or HUB with delegated public housing responsibilities for your organization. See Appendix A for a list of HUD offices with delegated responsibilities. You may also call the SuperNOFA Information Center at 1-800-HUD-8929 if you have a question regarding where you should submit your application (persons with hearing or speech impairments may call the Center's TTY number at 1-800-HUD-2209).

You must submit with your application(s) to CSCD, a Confirmation Form documenting that the appropriate HUD Field Office or Hub (AONAP) received your TA application (this form is a threshold requirement). Tribes/TDHEs should submit a second copy of the DETAP application to the appropriate Area Office of Native American Programs (AONAP).

HUD will review and accept DETAP applications on a first come first serve basis until July 27, 2001 or until funds available under this program are expended.

For Application Kits. For an application kit and any supplemental information, please call the SuperNOFA Information Center at 1-800-HUD-8929. Persons with hearing or speech impairments may call the Center's TTY number at 1-800-HUD-2209. When requesting an application kit, please refer to the Public Housing Drug Elimination Technical Assistance Program, and provide your name, address (including zip code) and telephone number (including area code). An application kit is also available on the Internet through the HUD web site at <http://www.hud.gov/pih/programs/ph/de/cscd.html>.

For Further Information and Technical Assistance. You may contact the local HUD Field Office or Hub (AONAP) where you will be submitting your application or you may call the Drug Information Strategy Clearinghouse (DISC) at 1-800-955-2232. For further information on how to initiate an application for technical assistance, please contact Bertha Jones of the Community Safety and Conservation Division on (202) 708-1197, extension 4237. If you are a tribe/TDHE submitting an application and need technical assistance, please contact Tracy Outlaw of the Denver National Program Office at (303) 675-1600 or your local AONAP.

Satellite Broadcast. HUD will hold an information broadcast via satellite for potential applicants to learn more about

the program and preparation of the application. For more information about the date and time of the broadcast, you should consult the HUD web site at <http://www.hud.gov>.

II. Amount Allocated

For FY 2001 approximately \$900,000 (with an amount adjusted for carryover when actual carryover is known) is available for Public Housing Drug Elimination Technical Assistance.

III. Program Description; Eligible Applicants; Eligible Activities

(A) *Program Description.* (1) The purpose of this program is to provide not more than thirty (30) billable days of technical assistance (TA) consultant services to assist public housing agencies (PHAs), Indian tribes and Tribally Designated Housing Entities (TDHEs), Resident Management Corporations (RMCs), incorporated Resident Councils (RCs) and Resident Organizations (ROs) to improve the administration and effectiveness of the Public Housing Drug Elimination Program (PHDEP) grants. The TA services may be conducted over a period not to exceed 90 days. Housing Authorities, tribes and TDHEs are encouraged to use this program as a tool to evaluate, monitor and administer the Public Housing Drug Elimination Program grants.

(2) HUD may also initiate TA under this program to identify areas of high risk among HAs and to improve administration of PHDEP grants nationally. HUD initiated TA requires an application and accompanying standard forms found in Appendix B of this program NOFA with a letter of support from the HUD Field Office (AONAP). HUD initiated TA is also short-term assistance.

(3) The program will fund the use of consultants having demonstrated knowledge of or specialized experience in providing the following services:

- (a) Crisis Intervention/Mediation;
- (b) Defensible Space/Crime Prevention through Environmental Design;
- (c) Guidance on the development of Five-year PHA Plans;
- (d) Assistance in the development or evaluation of PHDEP performance indicators for each PHDEP activity;
- (e) Tools and techniques for gathering crime statistics; crime mapping techniques;
- (f) Technology Assessments: Determination of how computer software and hardware may be used to improve grant administration (e.g. establishment of a crime statistics database);

(g) Training on Best Practices (e.g. Peacemakers/Building Tolerance and Youth Violence Prevention, Wellness Training, Development and Implementation of Kobans, Development of Gun-Buyback programs);

(h) Establishment of Partnerships with Law enforcement agencies;

(i) Drafting memoranda of understanding with partners;

(j) Translation of the strategic plan components into measurable and attainable goals for the PHDEP Semi-Annual Performance Reporting System;

(k) Plan versus Performance Assessments;

(l) Internet-based computer training as it specifically relates to the administration of the PHDEP.

(B) *Eligible Applicants.* PHAs, Indian tribes and TDHEs, RCs, ROs in the case of Indian tribes and TDHEs, and RMCs that meet all of the applicable threshold requirements found in Section II(B) of the **General Section** of the SuperNofa, are eligible to receive short-term technical assistance services under DETAP. Specific eligibility requirements are:

(1) If you are an RC or RO, you must be an incorporated nonprofit organization or association that meets all seven of the following requirements:

(a) You must be representative of the residents you purport to represent.

(b) You may represent residents in more than one development or in all of the developments of a PHA but only the Former 1937 Housing Act Units for Indian tribes or TDHEs, but you must fairly represent residents from each development that you represent.

(c) You must adopt written procedures providing for the election of specific officers on a regular basis, but at least once every 3 years.

(d) You must have a democratically elected governing board. The voting membership of your board must consist of residents of the development or developments that you represent.

(e) You must be supported in your application by a PHA or an Indian tribe or TDHE.

(f) You must provide evidence of incorporation.

(g) You must provide evidence of adopted written procedures for electing officers.

(2) If you are an RMC, you must be an entity that proposes to enter into, or that enters into, a management contract with a PHA under 24 CFR part 964, or a management contract with an Indian tribe or TDHE. You must have all seven of the following characteristics:

(a) You must be a nonprofit organization incorporated under the

laws of the State or Indian tribe where you are located.

(b) You may be established by more than one RO or RC, so long as each: approves the establishment of your corporation; and has representation on the Board of Directors of your corporation.

(c) You must have an elected Board of Directors.

(d) Your by-laws must require the Board of Directors to include representatives of each RO or RC involved in establishing the corporation.

(e) Your voting members must be residents of the development or developments you manage.

(f) You must be approved by the RC. If there is no organized resident organization, a majority of the households of the development must approve the establishment of your organization to determine the feasibility of establishing a corporation to manage the development.

(g) You may serve as either an RMC or RC, so long as your corporation meets the requirements of 24 CFR part 964 for a RC. (In the case of a RMC for an Indian tribe or TDHE, you may serve as both the RMC and the RO, so long as your corporation meets the requirements of this program for a RO.)

(3) You can only submit one application per award period. A PHA and its eligible resident groups, and an Indian tribe and its TDHE may apply during the same award period as long as there is no conflict or overlap in your proposed activities. You are eligible to apply to receive technical assistance even if you are already receiving technical assistance under this program, as long as your request creates no scheduling conflict with other DETAP requests. If HUD initiates TA with your organization, you may not receive more than one type of technical assistance concurrently unless HUD, in consultation with your organization, determines that the TA will not negatively affect the quality of the DETAP.

(4) You are eligible to apply to receive technical assistance whether or not you are already receiving drug elimination funds under the Public and Indian Housing Drug Elimination Program.

(5) You must comply with the laws, regulations, and Executive Orders applicable to the Drug Elimination TA Program, including applicable civil rights laws.

(C) *Eligible Activities.*

(1) *Eligible activities under this funding.* Funding is limited to technical assistance for carrying out activities authorized under Chapter 2, Subtitle C, Title V of the Anti-Drug Abuse Act of

1988 (42 U.S.C. 11901 *et. seq.*), as amended by section 581 of the National Affordable Housing Act of 1990 (Pub.L. 101-625, approved November 28, 1990), and section 161 of the Housing and Community Development Act of 1992 (Pub.L. 102-550, approved October 28, 1992). The following circumstances are eligible for HUD-Initiated Technical Assistance under the Public and Indian Housing Drug Elimination Technical Assistance Program. HUD-Initiated technical assistance may be requested by HUD staff for one or more of the following circumstances:

(a) Housing authorities, Indian tribes, TDHEs, RCs, ROs, and RMCs that are unable to document their drug and/or crime problems through crime statistics;

(b) Housing authorities, Indian tribes, TDHEs, RCs, ROs, and RMCs that do not have the expertise to develop effective drug and crime prevention programs;

(c) Housing authorities that need assistance in using the PHDEP Semi-Annual Performance Reporting System to evaluate their program.

(d) Housing Authorities that need assistance in developing performance indicators; Housing authorities, Indian tribes, TDHEs, RCs, ROs, and RMCs that need assistance in developing evaluation mechanisms for drug elimination programs and strategies.

(e) Housing authorities, Indian tribes, TDHEs, RCs, ROs, and RMCs with special circumstances whose needs fit under the scope of this program section of the SuperNOFA.

(2) *Ineligible Activities.* Funding is not permitted for:

(a) Any type of monetary compensation for residents.

(b) Any activity that is funded under any other HUD program, including TA and training for the incorporation of RCs or RMCs, and other management activities;

(c) Any type of resident or PHA staff member training and technical assistance that does not relate to crime, drug reduction/elimination, risk management or technical assistance to improve the overall administration and management of PHDEP grants and performance goals;

(d) Salary or fees to your staff, or your former staff within a year of their employment;

(e) Underwriting conferences;

(f) Grant Writing Training and Funding Research/Development;

(g) Graffiti Removal/Prevention;

(h) Resident Patrols;

(i) Peer Support;

(j) Alternative Programs;

(k) Leadership Training for Resident Organizations;

(l) Conference speakers;

(m) Program implementation, proposal writing, financial support for existing programs, or efforts requiring more than 30 billable days of technical assistance over a 90 day period or assistance that will require more than 90 days to complete; the purchase of hardware or equipment, or any activities deemed ineligible in the Drug Elimination Program, excluding consultant's fees.

IV. Program Requirements

Except as stated below in this section, you must meet the requirements listed in Section II of the **General Section** of this SuperNOFA. You must also meet these additional requirements:

(A) *Individual Award Amounts.* You may not submit an application for more than \$15,000.

(1) Applications for short-term technical assistance may be funded up to \$15,000, with HUD providing payment directly to your authorized consultant for the consultant's fee, travel, room and board, and other approved costs at the government rate approved by HUD.

(2) Technical assistance initiated by HUD may be for any amount up to \$25,000 when HUD staff determine that more than 30 billable days of technical assistance over a 90-day period is justified.

(B) *Receipt of More than One Application.* If HUD receives more than one application from a HA, or a group of RCs, ROs, or RMCs, or an Indian tribe and a TDHE, in proximity to one another, HUD and its agent may exercise discretion to consider any two or more applications as one, recommending one or more consultants and executing contracts for any combination of applications.

(C) *Affirmatively Furthering Fair Housing.* Section II(D) of the **General Section** does not apply to this NOFA because its purpose is to address specific and targeted problems faced by Public Housing Authorities, Indian tribes, Tribally Designated Housing Entities, Resident Management Corporations, Resident Councils, or Resident Organizations in their management of the Public Housing Drug Elimination Program and to assist the applicants in the improvement of the effectiveness of that program.

(D) *Eligible Consultants.* HUD is seeking individuals or entities who have experience working with public or Tribal housing or other low-income populations to provide short-term technical assistance under this DETAP section of the SuperNOFA. Consultants who have previously been deemed eligible and are part of HUD's TA

Consultant Database need not reapply, but must update their file with more recent experience and rate justification on an annual basis. HUD reserves the right to consider a consultant name inactive in the database if the consultant has not provided updated information for the database within the last two years. The updated skills should list strengths in priority order.

(1) To qualify as an eligible consultant, you should have demonstrated knowledge and specialized experience in one or more of the following general areas:

(a) PHA/Indian tribe or TDHE-related experience with:

(i) Agency organization and management;

(ii) Facility operations;

(iii) Strategic plan development, and

(iv) Prevention and intervention programs;

(b) Experience as an independent consultant, or as a consultant working with a firm with related experience and understanding of on-site work requirements, contractual, reporting and billing requirements;

(c) Crisis Intervention/Mediation;

(d) Defensible Space/Crime Prevention through Environmental Design Guidance on the development of Five-year PHA Plans;

(e) Assistance in the development or evaluation of PHDEP performance indicators for each PHDEP activity;

(f) Tools and techniques for gathering crime statistics; Crime mapping;

(g) Technology Assessments: Determination of how computer software and hardware may be used to improve grant administration (e.g. establishment of a crime statistics database; Training on Best Practices (e.g. Peacemakers/Building Tolerance and Youth Violence Prevention, Wellness Training, Development and Implementation of Kobans, Development of Gun-Buyback programs);

(h) Establishment of Partnerships with Law enforcement partnerships;

(i) Drafting memoranda of understanding with partners;

(j) Translation of the strategic plan components into measurable and attainable goals for the PHDEP Semi-Annual Performance Reporting System;

(k) Plan versus Performance Assessments;

(l) Internet-based computer training as it specifically relates to the administration of the PHDEP.

(2) Additional requirements for consultants include the following:

(a) In addition to the conflict of interest requirements in 24 CFR part 85, no person who is an employee, agent,

officer, or appointed official of an eligible applicant may be funded as a consultant to that organization by this Drug Elimination Technical Assistance Program.

(b) If you are a consultant who wishes to provide drug elimination technical assistance services through this program, you must not have had any involvement in the preparation or submission of any DETAP proposal. Your involvement will be considered a conflict of interest, making you ineligible for providing consulting services to the eligible applicant and will disqualify you from future consideration. This prohibition shall also be invoked for preparing and distributing prepared generic or sample applications to entities eligible to apply for funding under this program. If HUD determines that any application submitted by a PHA, Indian tribe or TDHE, RC, RO or RMC duplicates a sufficient amount of any prepared sample to raise issues of possible conflict of interest, and HUD determines you provided and distributed the sample, you will be disqualified from receiving HUD funds.

(c) Consultants accepted into the DETAP are prohibited from soliciting their services to eligible applicants.

(d) HUD-registered consultants are eligible to receive funds to be reimbursed for up to \$15,000 for conducting short-term technical assistance. HUD or its agent will carefully review the approved Statement of Work to ensure that resources allocated are appropriate and reasonable for the work to be performed (e.g. resources devoted to pre-on site preparation and on-site work). Long-term results are expected from each job. After your work is completed, evaluations from recipients of the technical assistance services will be submitted to HUD on your work performance. The evaluations will be carefully reviewed to make sure the recipients of TA are satisfied with your services. If your performance receives a satisfactory rating, you will be reimbursed by HUD. If the housing authority is not satisfied with the report that is provided by the consultant, HUD will require the consultant to correct the report or address and/or resolve any issues raised by the housing authority without additional costs. If these issues can not be resolved, HUD will not be under obligation to reimburse the consultant for any incurred costs except for transportation and per diem costs. In extreme cases of technical assistance needs, staff members of HUD Headquarters and field offices may recommend specialized technical

assistance for which you can receive up to \$25,000 in funds.

You may not be the lead consultant on any more than two active contracts or purchase orders at one time nor be involved with more than one company at a time that has active technical assistance contracts. You may not have any more than four contracts or purchase orders and enter into a purchase order agreement as a lead consultant within the calendar year. The lead consultant may enter into a collaborative agreement with other TA consultants listed in the database. In the case of collaborative agreements, only one purchase order will be issued to the lead consultant. The Department will have no obligation to reimburse or issue a separate purchase order agreement with collaborating consultants. Reimbursement to collaborating consultants will be the responsibility of the lead consultant. If you are working as a member of a multi-person firm, the key individual for the specific contract must be listed on each contract as the point of contact. The point of contact must be on-site more hours than any other contracted staff billing to the purchase order, and that individual may have no more than two purchase orders active at the same time. Consulting firms may bill the authorized daily rate only once per 24-hour period. Consultants shall *not* bill more than once for a single day's work; for example, if a firm consists of three consultants and the certified daily rate is \$470, they may not bill HUD \$1,410 per day for their services. Each individual consultant may not bill at his or her daily rate. The aggregate number of hours billed by one or all consultants on project must not exceed 8 hours per day.

(E) *Ineligible Consultants.* Consultants and/or companies currently debarred or suspended by HUD are not eligible to perform services under this program. Also, consultants that are not in the official Consultant database are considered ineligible for this program.

(F) *Application Process for Consultants.* (1) If you are an individual or entity interested in being listed in the DETAP Consultant Database, you must prepare your application and send it to the address specified in the application kit. Before you can be entered into the Consultant Database, you must submit an application that includes the following information:

(a) The Consultant Resource Inventory Questionnaire, including at least three written references, all related to the general areas listed in this DETAP section of the SuperNOFA. One or two of the written references must relate to

work for a PHA, Indian tribe or TDHE, RC, RO or RMC;

(b) A resume;

(c) Documented evidence (*e.g.*, w-2 Wage Statement, payment statement etc.) of the standard daily fee previously paid to you for technical assistance services similar to eligible activities under this DETAP. In light of the recent drastic reduction in Drug Elimination Technical Assistance funding, the standard daily fee will not exceed the Equivalent Rate for Level IV of the Executive Schedule.

(2) HUD will determine your specific fee based upon the evidence you submitted under this DETAP.

(3) If you are an employee of a housing agency (HA), Indian tribe, or TDHE, you may not serve as a consultant to your employer. If you serve as a consultant to other than your employer, you must be on annual leave to receive the consultant fee.

(i) Applicants are prohibited from selecting consultants by name from HUD's consultant database.

(ii) Consultants will be recommended to an organization seeking TA, based on factors including capacity to perform the technical assistance, their strengths identified in the consultant skill codes in the database, previous experience in the specified areas of technical assistance, previous performance evaluation for performing technical assistance, reasonableness of the fee, and geographic proximity to the site where TA will be provided. If no consultants in the database are within the geographical proximity, consultants will be selected from the closest region to the site where TA will be provided. The technical assistance to be provided will be based upon an assessment of a maximum of three priority areas of concern to the applicant. All of the skills that the consultants possess are not eligible for providing technical assistance under DETAP. If the priority areas of concern are not identified in the application, the applicant will be contacted by HUD or its agent to identify a maximum of three priority areas of concern to target the technical assistance.

V. Application Selection Process

(A) *General.* HUD will review applications on a first-come, first-served basis, until funds under this DETAP section of the SuperNOFA are no longer available. Eligible applications will be funded in the order in which negotiations for a statement of work are completed. HUD-Initiated applications will be received throughout the year with no deadline or until funds are expended.

(B) Threshold Submission Requirements for Funding Consideration.

In addition to required forms, certifications and assurances, found in the **General Section** of the SuperNOFA, the following requirements must be included in your application to be considered and approved for funding:

If you are requesting TA services, you must meet the following requirements:

(1) The applicant must answer the following questions: Note: You cannot request technical assistance under DETAP by answering "to conduct a needs assessment or survey." You must be able to discuss what prevents you from identifying, describing, and/or measuring the problems for which you are requesting technical assistance. You must list your needs for TA in order of priority:

(a) Describe in detail the problem, issue or weakness that hinders the proper administration or effectiveness of PHDEP.

(b) Identify what technical assistance you would like to receive.

(c) Explain how the technical assistance sought will improve the administration of the grant or the effectiveness of the PHDEP grant program.

(d) Describe how the technical assistance will be used in assisting you in strategic planning. You may wish to address any or all of the following:

(i) Establishment of a framework for annual program evaluation of PHDEP activities;

(ii) Scheduling data collection for evaluation;

(iii) Identification of appropriate performance indicators, interpretation of results of data collection;

(iv) Improving data collection and data elements;

(v) Guidance on the development of your 5-year plan;

(vi) Preparation assistance meeting your PHDEP semiannual performance reporting requirements; or

(vii) Crime mapping and identification of appropriate hardware and software.

(e) Specify what outcome you expect to achieve and how it will benefit PHDEP over the next five years.

(f) How will the proposed assistance allow you to develop an anti-drug, anti-crime strategy; or how will the proposed assistance fit into your current strategy?

(g) The application must include the form, "HUD Field Office/AONAP Confirmation Form."

(h) If your application does not meet the requirements described above it will not be considered for funding.

(C) *Application Awards.* (1) If your application is deemed eligible for

funding and sufficient funds are available, you will be contacted by HUD or its agent to confirm the work requirements. Only one application will be accepted from a HA, Indian tribe or TDHE; or group of RCs, ROs or RMCs in proximity to one another. HUD may exercise its discretion to consider any two or more applications as one, assuming that the applications are received at the same time, or before approval by the Chief Financial Officer and the Office of Procurement and Contracts, executing the contract, and providing notification to the consultant to proceed to work. If two or more applications from HAs or resident groups are combined, the consultant to provide the combined technical assistance should have the capability to administer both or all types of technical assistance being requested by each applicant.

(3) Once your application for TA has been reviewed and found acceptable by HUD, the TA Consultant Database will be searched for consultants who have:

(a) A principal place of business or residence located within the same geographic area as the applicant. For purposes of this program section of the SuperNOFA, the term "geographic area" refers to, in order of priority: city, state, region, and country;

(b) The requisite knowledge, skills, and abilities to respond to the request; and

(c) The most reasonable (least expensive) fees.

(4) HUD will then forward to you a list of suggested consultants from the consultant database. From this list, you must select a consultant to provide your requested TA.

(5)(a) From the list provided by HUD, you must contact and interview a minimum of three TA consultants. HUD may request confirmation from each contacted consultant that they were contacted. To obtain the three consultants, you must continue to call as many consultants as necessary from the list to complete the three interviews. If HUD determines that any consultant was not contacted, HUD (Headquarters) may consider your selection by the applicant void.

(b) After contacting each consultant, you must send a written justification for your recommended selection in order preference. If any are unacceptable, you must also indicate the consultant and the reasons you find them unacceptable.

(c) If you find that all referred consultants lack the requisite expertise, you must provide written detailed documentation justifying this decision. If HUD determines that your justification is adequate, you will be

provided with a second list of potential consultants.

(d) If you do not provide HUD the written justification of consultant choice within 30 calendar days, HUD reserves the right to cancel your TA request.

(6)(a) HUD or its agent will work with your selected consultant and you to develop a "statement of work." The statement of work should include:

(i) A time line and estimated budget;

(ii) A discussion of the kind of technical assistance and skills needed to address the problem, and how the technical assistance requested will address these needs; and

(iii) A description of the current crime and drug elimination strategy, and how the requested technical assistance will assist in improving the management and oversight of the PHDEP Grant Program.

(b)(i) When HUD has completed the authorization to begin work, your selected consultant will be contacted to start work. Your consultant must receive written authorization from HUD or its authorized agent before beginning to provide technical assistance. The requesting organization and the relevant Field Office or Area Office of Office of Native American Programs will also be notified that authorization to begin work has been given.

(ii) Work begun before the authorized date will be considered unauthorized and will not be compensated by HUD.

(iii) Consultants will only be reimbursed for a maximum of 30 days of work, which must be completed in fewer than 90 days from the date of the approved statement of work. The exception to this will be for HUD-Initiated technical assistance.

VI. Application Submission Requirements

(A) *General*. In addition to the program requirements listed in the **General Section** of this SuperNOFA, each DETAP application must include both the descriptive letter and certification statement to be eligible for funding.

(B) *Forms, Certifications and Assurances*. Your application must contain the items listed in this Section VI(B). These items include the standard forms, certifications, and assurances listed in Section II(G) of the **General Section** of the SuperNOFA that are applicable to this funding (collectively, referred to as the "standard forms"). The standard forms can be found in Appendix B to the **General Section** of the SuperNOFA. The remaining application items that are forms (*i.e.*, excluding such items as narratives, letters), referred to as the "non-standard forms" can be found as Appendix B to

this program section of the SuperNOFA. The items are as follows:

(1) Applications must be signed and certified by both the Executive Director or Tribal Council or authorized TDHE official and a resident leader.

(2) The certification must indicate that:

(a) A copy of the application was sent to the local HUD Field Office, Public Housing Directors, or Administrator, Office of Native American Programs;

(b) The application was reviewed by both the housing authority Executive Director or Tribal Council or authorized TDHE official, and a resident leader of your organization; and

(c) Any technical assistance received will be used in compliance with all requirements in the SuperNOFA.

(3) The application must contain a four page (or fewer) application letter responding to each of the requirements listed in Section V(B) of the DETAP section of the SuperNOFA.

VII. Corrections to Deficient Applications

The **General Section** of the SuperNOFA provides the procedures for corrections to deficient applications.

VIII. Environmental Requirements

In accordance with 24 CFR 50.19(b)(9), the assistance provided under this program relates only to the provision of technical assistance and therefore is categorically excluded from the requirements of the National Environmental Policy Act and is not subject to environmental review under the related laws and authorities. This determination is based on the ineligibility of real property acquisition, construction, rehabilitation, conversion, leasing, or repair for HUD assistance under this program.

IX. Authority

The FY 2001 HUD Appropriations Act under the heading, "Drug Elimination Grants for Low-Income Housing."

Appendix A—Hud's Public Housing Area Offices

New England Region

Boston

Donna Ayala, Office of Public Housing,
DHUD—Massachusetts State Office,
Thomas P. O'Neill, Jr. Federal Building, 10
Causeway Street, Room 553, Boston, MA
02222-1092, (617) 565-5197 fax (617) 565-
5257

Hartford

Raymond Jordan, Office of Public Housing,
DHUD—Connecticut State Office, 19th
Floor, One Corporate Center, Hartford, CT
06103-3220, (860) 240-4800 or (860) 240-
4850

- Manchester
DC 20002-4205, (202) 275-7965 ext 3175
fax (202) 275-0779
- Robin Gagnon, Office of Public Housing,
DHUD—New Hampshire State Office,
Norris Cotton Federal Building, 275
Chestnut Street, Manchester, NH 03101-
2487, (603) 666-7674 or fax (603) 666-
7714
- Providence
Marlene Piekarsky, Office of Public Housing,
DHUD—Rhode Island State Office, 10
Weybosset Street, 6th Floor, Providence, RI
02903-3234, (401) 528-5366 or (401) 528-
5370
- New York/New Jersey Region*
- New York
Mirza Del Rosario, Office of Public Housing,
DHUD—New York State Office, 26 Federal
Plaza, Suite 32-116, New York, New York
10278-0068, (212) 264-8931 fax (212) 264-
9834
- Buffalo
Joan Dpilman, Office of Public Housing,
DHUD—Buffalo State Office, Lafayette
Court, 465 Main Street, Fifth Floor,
Buffalo, New York 14203-5755, (716) 551-
5755 ext. 5050 fax (716) 551-4789
- New Jersey
Carmen Valenti, Office of Public Housing,
DHUD—New Jersey State Office, One
Newark Center, 13th Floor, Newark, NJ
07102-5260, (973) 622-7900 ext. 3600 fax
(973) 645-6239
- Mid-Atlantic Region*
- Philadelphia
Malinda Roberts, Office of Public Housing,
DHUD—Pennsylvania State Office, The
Wanamaker Building, 100 Penn Square
East, Philadelphia, PA 19107-3390, (215)
656-0576 or 0579, ext. 3308 fax (215) 656-
3433
- Baltimore
Dana Johnson, Office of Public Housing,
DHUD—Maryland State Office, City
Crescent Building, 10 South Howard
Street, 5th Floor, Baltimore, Maryland
21201-2505, (410) 962-2520 ext. 3102 fax
(410) 962-0668
- West Virginia
Henry Miller, Office of Public Housing,
DHUD—West Virginia State Office,
Kanawha Valley Building, 405 Capitol
Street, Suite 708, Charleston, WV 25301-
1795, (304) 347-7057 fax (304) 347-7045
- Pittsburgh
Office of Public Housing, DHUD—Pittsburgh
Area Office, 339 Sixth Avenue, 6th Floor,
Pittsburgh, PA 15222-2515, (412) 644-
6571 fax (412) 644-6499
- Virginia
Pat Anderson, Office of Public Housing,
DHUD—Virginia State Office, The 3600
Centre, 3600 West Broad Street, P.O. Box
90331, Richmond, VA 23230-0331, (804)
278-4500 ext. 3217 fax (804) 278-4603
- District of Columbia
Lee Palman, Office of Public Housing,
DHUD—District of Columbia Office, 820
First Street, NE., Suite 450, Washington,
- DC 20002-4205, (202) 275-7965 ext 3175
fax (202) 275-0779
- Southeast Region*
- Atlanta
Boyce Norris, Office of Public Housing,
DHUD—Georgia State Office, Richard B.
Russell Federal Building, 40 Marietta
Street, Atlanta, GA 30303, (404) 331-4766
fax (404) 730-2365
- Alabama
Debra Pippen, Office of Public Housing,
DHUD—Alabama State Office, Beacon
Ridge Tower, 600 Beacon Parkway West,
#300, Birmingham, AL 35209-4144, (205)
290-7601 ext 1101 fax (205) 290-7593
- Columbia
Larry Knightner, Office of Public Housing,
DHUD—South Carolina State Office, Strom
Thurmond Federal Building, 1835
Assembly Street, Columbia, SC 29201-
2480, (803) 765-5831 or (806) 765-5515
- Greensboro
Ledford Austin, Office of Public Housing,
DHUD—North Carolina State Office, Koger
Building, 2306 West Meadowview Road,
Greensboro, NC 27407-3707, (336) 547-
4038 fax (336) 547-4015
- Mississippi
George Smith, Office of Public Housing,
DHUD—Mississippi State Office, Doctor A.
H. McCoy Federal Building, 100 West
Capitol Street, Room 910, Jackson, MS
39269-1016, (601) 965-4761 fax (601) 965-
4773
- Miami
Karen Cato-Turner, Office of Public Housing,
DHUD—Florida State Office, 909 SE First
Avenue, Suite 500, Miami, FL 33131, (305)
536-4443 fax (305) 536-5663
- Jacksonville
John Niesz, Office of Public Housing,
DHUD—Jacksonville Area Office, Southern
Bell Tower, 301 West Bay Street, Suite
2200, Jacksonville, FL 32202-5121, (904)
232-1777 ext. 2142 fax (904) 232-3759
- Kentucky
Arthur Wasson, Office of Public Housing,
DHUD—Kentucky State Office, 601 West
Broadway, Post Office Box 1044,
Louisville, KY 40201-1044, (502) 582-
6163 ext. 370 fax (502) 582-6558
- Knoxville, TN
Shelley Day, Office of Public Housing,
DHUD—Knoxville Area Office, John J.
Duncan Federal Building, 710 Locust
Street, Third Floor, Knoxville, TN 37902-
2526, (423) 545-4402 ext. 4 fax (423) 545-
4569
- Nashville, TN
Michael Farley, Office of Public Housing,
DHUD—Tennessee State Office, 235
Cumberland Bend Drive, Suite 200,
Nashville, TN 37228-1803, (615) 736-5063
ext. 6132 fax (615) 736-2886
- San Juan, PR
Hildamar Ortiz, Office of Public Housing,
DHUD—Caribbean Office, Administracion
de Terrenos Building, 171 Carlos E.
- Chardon Avenue, Suite 301, San Juan, PR
00918-0903, (787) 766-5400 ext. 2031 fax
(787) 766-6504
- Mid-West Region*
- Chicago
Office of Public Housing, DHUD—Illinois
State Office, Ralph H. Metcalfe Federal
Building, 77 West Jackson Boulevard,
Chicago, IL 60604-3507, (312) 353-1915 or
(312) 353-6236 ext. 2302 fax (312) 353-
0121
- Cincinnati
Larry Dempsey, Office of Public Housing,
DHUD—Cincinnati Area Office, 525 Vine
Street, Suite 700, Cincinnati, OH 45202-
3188, (513) 684-2654 fax (513) 684-6224
- Cleveland
Tom Marshall, Office of Public Housing,
DHUD—Cleveland Area Office,
Renaissance Building, 1350 Euclid
Avenue, Suite 500, Cleveland, OH 44115-
1815, (216) 522-2700 fax (216) 522-2975
- Columbus
David Kellner, Office of Public Housing,
DHUD—Ohio State Office, 200 North High
Street, Columbus, OH 43215-2499, (614)
469-5787, ext. 8224 or (614) 469-2949 fax
(614) 469-2432
- Detroit
Joann Adams, Office of Public Housing,
DHUD—Michigan State Office, Patrick V.
McNamara Federal Building, 477 Michigan
Avenue, Detroit, MI 48226-2592, (313)
226-6880, ext. 8111 fax (313) 226-5611
- Grand Rapids
Joann Adams, Office of Public Housing,
DHUD—Grand Rapids Area Office, 50
Louis Street, NW, 3rd Floor, Grand Rapids,
Michigan 49503, (616) 456-2100 fax (616)
456-2187
- Indianapolis
Forrest Jones, Office of Public Housing,
DHUD—Indiana State Office, 151 North
Delaware Street, Suite 1200, Indianapolis,
IN 46204-2556, (317) 226-6557 fax (317)
226-5594
- Milwaukee
John Finger, Office of Public Housing,
DHUD—Wisconsin State Office, Henry S.
Reuss Federal Plaza, 310 West Wisconsin
Avenue, Suite 600, Milwaukee, WI 53203-
2289, (414) 297-3214 ext. 8200 fax (414)
297-1180
- Minneapolis
Diane Cmiel, Office of Public Housing,
DHUD—Minnesota State Office, 220 South
Second Street, Minneapolis, Minnesota
55401-2195, (612) 370-3135 fax (612) 370-
3003
- Southwest Region*
- Fort Worth
Roman Palamos, Office of Public Housing,
DHUD—Texas State Office, 1600
Throckmorton, Post Office Box 2905, Fort
Worth, TX 76113-2905, (817) 978-5700,
ext. 3332 fax (817) 978-9289

<p>Albuquerque Carmella Herrera, Office of Public Housing, DHUD—New Mexico State Office, 625 Silver Avenue, S.W., Suite 100, Albuquerque, N.M. 87102-3185, (505) 346-7355 fax (505) 346-6604</p> <p>Houston Debbie Alexander, Office of Public Housing, DHUD—Houston Area Office, Norfolk Tower, 2211 Norfolk, Suite 200, Houston, TX 77098-4096, (713) 313-2274 (alt. 2280) fax (713) 313-2319</p> <p>Little Rock Janie Allen, Office of Public Housing, DHUD—Arkansas State Office, TCBY Tower, 425 West Capitol Avenue, Suite 900, Little Rock, AR 72201-3488, 324-5933 fax (501) 324-5900</p> <p>New Orleans Jed Drozdowski, Office of Public Housing, DHUD—Louisiana State Office, 501 Magazine Street, Ninth Floor, New Orleans, LA 70130, (504) 589-7235 fax (504) 589-6619</p> <p>Oklahoma City Office of Public Housing, DHUD—Oklahoma State Office, 500 West Main Street, Oklahoma City, OK 73102, (405) 553-7454 fax (405) 553-7588</p> <p>San Antonio Diana Armstrong, Office of Public Housing, DHUD—San Antonio Area Office, Washington Square, 800 Dolorosa Street, San Antonio, TX 78207-4563, (210) 475-6865 fax (210) 472-6816</p>	<p><i>Great Plains Region</i> Kansas City Andrew Boeddeker, Office of Public Housing, DHUD—Kansas/Missouri State Office, Gateway Tower II, 400 State Avenue, Kansas City, KS 66101-2406, (913) 551-5582 or (913) 551-6916 fax (913) 551-5416</p> <p>Des Moines Kathy Winter, Office of Public Housing, DHUD—Iowa State Office, Federal Building, 210 Walnut Street, Room 29, Des Moines, IA 50309-2155, (515) 284-4315 fax (515) 284-4895</p> <p>Omaha Charlie Hill, Office of Public Housing, DHUD—Nebraska State Office, Executive Tower Centre, 10909 Mill Valley Road, Omaha, NE 68154-3955, (402) 492-3137 fax (402) 492-3163</p> <p>St. Louis Patricia Straussner, Office of Public Housing, DHUD—St. Louis Area Office, Robert A. Young Federal Building, 1222 Spruce Street, St. Louis, MO 63103-2836, (314) 539-6505 fax (314) 539-6508</p> <p><i>Rocky Mountain Region</i> Denver John DiBella, Office of Public Housing, DHUD—Colorado State Office, First Interstate Tower North, 633-17th Street, 12th Floor, Denver, CO 80202-3607, (405) 672-5380 fax (405) 672-5065</p> <p><i>Pacific Hawaii Region</i> San Francisco Joyce Lee, Office of Public Housing, DHUD—California State Office, Phillip Burton</p>	<p>Federal Building/Courthouse, 450 Golden Gate Avenue, 9th Floor, San Francisco, CA 94102-3448, (415) 436-8375 fax (415) 436-6440</p> <p>Phoenix (Denver Office handles resident initiatives), Office of Public Housing, DHUD—Arizona State Office, Two Arizona Center, 400 North 5th Street, Suite 1600, Phoenix, AZ 85004-2361, (602) 379-3045 fax (602) 379-3985</p> <p>Los Angeles Bob Cook, Office of Public Housing, DHUD—Los Angeles Area Office, AT&T Center, 611 West 6th Street, Suite 800, Los Angeles, CA 90017-3127, (213) 894-8000 ext 3500 fax (213) 894-8096</p> <p>Sacramento Bill Armstead, Office of Public Housing, DHUD—Sacramento Area Office, 925 "L" Street, Sacramento, CA 95814, (916) 498-5220 ext. 421 fax (916) 498-5247</p> <p><i>NW/Alaska Region</i> Seattle Lynn Martin, Office of Public Housing, DHUD—Washington State Office, Seattle Federal Office Building, 909 1st Avenue, Suite 360, Seattle, WA 98104-1000, (206) 220-5290 Ext 3694 fax (206) 220-5133</p> <p>Portland Elizabeth Santone, Office of Public Housing, DHUD—Oregon State Office, 400 Southwest Sixth Avenue, Suite 700, Portland, OR 97204-1596, (503) 326-2619 fax (503) 326-2568</p>
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AREA OFFICES OF NATIVE AMERICAN PROGRAMS

If you are applying from this geographic location * * *	Send your application to "ONAP Administrator" of this Area ONAP
All States east of the Mississippi River, Plus Iowa and Minnesota.	Eastern/Woodlands Office of Native American Programs, Grants Management Division, 77 West Jackson Blvd., Room 2400, Chicago, IL 60604-3507, Telephone: (312) 886-4532, Ext. 2815.
Louisiana, Kansas, Oklahoma, and Texas, except West Texas.	Southern Plains Office of Native American Programs, Grants Management Division, 500 W. Main Street, Suite 400, Oklahoma City, OK 73102-3202, Telephone: (405) 553-7525.
Colorado, Montana, Nebraska, North Dakota, South Dakota, Utah, and Wyoming.	Northern Plains Office of Native American Programs, Grants Management Division, First Wells Fargo Tower North, 633 17th Street, Denver, CO 80202-3607, Telephone: (303) 672-5465.
Arizona, California, and Nevada	Southwest Office of Native American Programs, Grants Management Division, Two Arizona Center, 400 N. Fifth Street, Suite 1650, Phoenix, AZ 85004-2361, Telephone: (602) 379-3865.
New Mexico and West Texas	Southwest Office of Native American Programs, Grants Management Division, Albuquerque Plaza, 201 3rd Street N.W., Suite 1830, Albuquerque, NM 87102-3368, Telephone: (505) 346-6923
Idaho, Oregon, Washington	Northwest Office of Native American Programs, Grants Management Division, Federal Office Building, 909 First Avenue, Suite 300, Seattle, WA 98104-1000, Telephone: (206) 220-5271.
Alaska	Alaska Office of Native American Programs, Grants Management Division, 949 E. 36th Avenue, Suite 401, Anchorage, AK 99508-4399, (907) 271-4603.

APPENDIX B

The non-standard forms, which follow, are required for your DETAP application.

BILLING CODE 4210-32-P

CERTIFICATION OF CONSISTENCY AND COMPLIANCE WITH GENERAL SUPERNOFA THRESHOLD REQUIREMENTS

I CERTIFY that the proposed activities will be consistent with the following and comply with all statutes, regulations, and U.S. Department of Housing and Urban Development guidance related to the following:

1. **Economic Opportunities for Low and Very Low-Income Persons.** Section 3 of the *Housing and Urban Development Act of 1968*, 12 U.S.C. sec. 1791u, Economic Opportunities for Low and Very Low-Income Persons; HUD regulations at 24 CFR part 135, including but not limited to subpart E and G reporting requirements; and any Section 3 employment, housing opportunity, or other plan adopted by the Housing Agency.
2. **Affirmatively Furthering Fair Housing.** Affirmative duty to further fair housing, including elimination of impediments to fair housing; the local jurisdiction or regional Analysis of Impediments to Fair Housing Choice; and the affirmative duty to carry out activities proposed specifically in the RMBD application to address the furtherance of fair housing.
3. **Uniform Relocation.** *Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970*, as amended (URA) and **implementing** regulations at 49 CFR part 24.
4. **Nondiscrimination.** The *Americans with Disabilities Act*, Title IX of the *Education Amendments Act of 1972*, *Fair Housing Act*, Title VI of the *Civil Rights Act of 1964*, section 504 of the *Rehabilitation Act of 1973*, and the *Age Discrimination Act of 1975*.
5. **Cost Principles.** OMB Circular No. A-122 (Cost Principles for Nonprofit Organizations) or OMB Circular No. A-87 (Cost Principles for Local Units of Government), as appropriate.

Signed this _____ day of _____, 2001.

By: _____
Applicant Chief Executive Officer or Other Authorized Representative

For: _____
Applicant

**HUD Field Office/AONAP
Confirmation Form
DETAP****U.S. Department of Housing and Urban Development
Office of Public and Indian Housing**

The appropriate HUD Field Office or the Area Office of Native American Programs (AONAP) must confirm receipt of a copy of this application. **The Field Office or AONAP must fax or mail this copy back to the applicant in time for the application to meet the deadline.**

This form confirms receipt of a copy of the applicant's Fiscal Year 2001 Drug Elimination Technical Assistance Application in the HUD Field Office.

This immediately follows the 2001 Drug Elimination Technical Assistance Application.

There should be an original and three copies of this application.

The Original and Copy 1 should be sent to the Drug Elimination Technical Assistance Program, U.S. Department of Housing and Urban Development, Community Safety and Conservation Division, 451 Seventh Street, SW, Room 4206, Washington, DC 20401.

Copy 2 should be kept on file at the local HUD Field Office (Appendix A) or the Area Office of Native American Programs (AONAP). All applicants must mail a copy of the application to the Field Office. **This Confirmation Form must be completed and sent back to the applicant in time to include it as the last page of the TA application letter.** This means preparation should be made ahead of time to make sure that the Field Office has confirmed receipt of your application.

Copy 3 should be kept on file in the applicant's office. (If the applicant is any form of a resident organization, another copy should be filed with the executive director of the housing authority.)

Person Completing TA Application:

Name: _____

Title: _____

Phone No.: _____

Date Mailed/Faxed to HUD Field Office/AONAP: _____

To Be Completed by HUD Field Office or AONAP By signing below, you certify that you received a copy of the applicant's Fiscal Year 2001 Drug Elimination Technical Assistance Application to be sent by the applicant to HUD headquarters in Washington, DC.

The Field Office or AONAP must fax or mail this copy back to the applicant in time for the application to meet the March 30, 2001 deadline.

HUD Field Office/AONAP Representative:

Name: _____

Title: _____

Phone No.: _____

Date Received: _____

FY 2001 Request for Technical Assistance
U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Community Safety and Conservation Division
Public Housing Drug Elimination Technical Assistance (DETAP) Program

Application Letter

Applicants for Public Housing Drug Elimination Technical Assistance are required to complete this application by addressing each of the questions listed below. Please use this application and attach up to four additional sheets if necessary.

Date: _____

Contact Person and Title: _____

Name of Organization: _____

Mgmt. Contact Person:
 (For Resident Councils Only)

Management Office Contact and Phone & Fax Numbers:

Street or P.O. Box Address: _____

City, State and Zip Code: _____

Phone Number: () _____ Fax Number: () _____

E-mail Address (if applicable): _____

Drug Elimination Technical Assistance Submission Requirements

1. Describe in detail the problem, issue or weakness that hinders the proper administration or effectiveness of PHDEP.
2. Identify what technical assistance you would like to receive.
3. Explain how the technical assistance sought will improve the administration of the grant or the effectiveness of the PHDEP grant program.
4. Describe how the technical assistance will be used in assisting you in strategic planning. You may wish to address any or all of the following: (1) establishment of a framework for annual program evaluation of PHDEP activities; (2) scheduling data collection for evaluation; (3) identification of appropriate performance indicators, interpretation of results of data collection; (4) improving data collection and data elements; (5) guidance on the development of your 5-year plan; (6) preparation assistance meeting your PHDEP semiannual performance reporting requirements; (7) crime mapping and identification of appropriate hardware and software.
5. Specify what outcome you expect to achieve and how it will benefit PHDEP over the next 5 years.
6. How will the proposed assistance allow you to develop an anti-drug, anti-crime strategy; or how will the proposed assistance fit into your current strategy?

**CERTIFICATION STATEMENT
DETAP****U.S. DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT**

I certify that this application has been reviewed by both the Executive Director or Tribal Council or authorized TDHE official *and* the resident leader. I certify that the application letter responds to each of the requirements **listed in Section V (B)** of the DETAP section of the SuperNOFA and that any technical assistance received will be used in compliance with all requirements in the Super NOFA. I also certify that a copy of this application was sent to the local HUD Field Office or Office of Native American Programs.

Executive Director/Tribal Council/TDHE official (Print Name and Title)

Name

Title

Signature: _____

Signed this _____ day of _____ 2001

Authorized Representative of the RMC/RC/RO (Print Name and Title)

Name

Title

Signature: _____

Signed this _____ day of _____ 2001

**DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT**

**INDIAN HOUSING DRUG
ELIMINATION PROGRAM**

FUNDING AVAILABILITY FOR THE INDIAN HOUSING DRUG ELIMINATION PROGRAM

Program Overview

Purpose of the Program: The purpose of the Indian Housing Drug Elimination Program (IHDEP) is to provide grants to eliminate drugs and drug-related crime in American Indian and Alaskan Native communities.

Available Funds: Approximately \$12,000,000 million is being made available for Indian Housing Drug Elimination Program (IHDEP) grants.

Eligible Applicants: Indian tribes who are eligible to be recipients of assistance under the Native American Housing Assistance and Self-Determination Act of 1996 (NAHASDA recipients) which means an Indian tribe or the entity for one or more Indian tribes that is authorized to receive grant amounts

under NAHASDA on behalf of the tribe or tribes.

Application Deadline: April 24, 2001.
Match: None.

Additional Information

If you are interested in applying for funding under this program, please review carefully the General Section of this SuperNOFA and the following additional information.

I. Application Due Date, Submission Address, Application Kits, Further Information, and Technical Assistance

Application Due Date: Your completed application (one original and two copies) is due on or before April 24, 2001.

See the General Section of this SuperNOFA for specific procedures that you must follow for the form of application submission (e.g., mailed applications, express mail, overnight delivery, or hand carried).

Address For Submitting Applications. Please Note: We are instituting a new submission policy. Please submit an original and one identical copy to the Indian Housing Drug Elimination Information & Resource Center (IHDE-IRC), P.O. Box 14970, Silver Spring, MD 20911. You must also send one identical copy of your IHDEP application by the application due date to the local Area Office of Native American Programs (AONAP) Attention: HUD Administrator, Area Office of Native American Programs (AONAP). A list of local offices is provided below. The timely submission of your application will be based on the date and time it is submitted to the AONAP listed below, not the date and time it is received at the Indian Housing Drug Elimination Information & Resource Center. Again, please see the General Section of the SuperNOFA for specific procedures on the application due date.

If you are applying from this geographic location then * * *	Send your application to this AONAP
All states East of the Mississippi River, Plus Iowa and Minnesota.	Eastern/Woodlands Office of Native American Programs, Grants Management Division, 77 West Jackson Blvd., Room 2400, Chicago, IL 60604-3507, Telephone: (312) 886-4532, Ext. 2815.
Louisiana, Kansas, Oklahoma, and Texas, except West Texas.	Southern Plains Office of Native American Programs, Grants Management Division, 500 W. Main Street, Suite 400, Oklahoma City, OK 73102-3202, Telephone: (405) 553-7525.
Colorado, Montana, Nebraska, North Dakota, South Dakota, Utah, and Wyoming.	Northern Plains Office of Native American Programs, Grants Management Division, Wells Fargo Tower North, 633 17th Street, Denver, CO 80202-3607, Telephone: (303) 672-5465.
Arizona, California, and Nevada	Southwest Office of Native American Programs, Grants Management Division, Two Arizona Center, 400 N. Fifth Street, Suite 1650, Phoenix, AZ 85004-2361, Telephone: (602) 379-3865.
New Mexico and West Texas	Southwest Office of Native American Programs, Grants Management Division, Albuquerque Plaza, 201 3rd Street N.W., Suite 1830, Albuquerque, NM 87102-3368, Telephone: (505) 346-6923.
Idaho, Oregon, Washington	Northwest Office of Native American Programs, Grants Management Division, Federal Office Building, 909 First Avenue, Suite 300, Seattle, WA 98104-1000, Telephone: (206) 220-5271.
Alaska	Alaska Office of Native American Programs, Grants Management Division, 949 E. 36th Avenue, Suite 401, Anchorage, AK 99508-4399, (907) 271-4603.

In order to expedite the review of your application and to ensure that your application is given a thorough and complete review of all responses to each of the components of the selection criteria, HUD strongly requests that when you respond to each of the selection criterion and sub-criterion that you separate each selection criterion and sub-criterion with tabs. In order for your IHDEP application to be rated, make sure the response for each criterion is beneath the appropriate tab (heading). Keep the responses in the same order as the NOFA. Limit your narrative explanations to 200 words or less and provide the necessary data that supports the response. Include all relevant material to a response under the same tab. Do not assume the reviewer will search for the answer or information to support the answer elsewhere in the application. Do not include documentation that is not

required by the selection criteria because irrelevant information will be disregarded during the review of your application.

For Application Kits. To receive a copy of the IHDEP application kit, please call the Indian Housing Drug Elimination Information & Resource Center (IHDE-IRC) at 1-800-839-5561. Persons with hearing or speech impairments may call the Center's TTY number at 1-800-483-2209. When requesting an application kit, please refer to the Indian Housing Drug Elimination Program (IHDEP). Please provide your name, address, including zip code, and telephone number (including area code). The application kit contains information on all exhibits, forms, and certifications required for IHDEP.

For Further Information and Technical Assistance. Please call the AONAPs with jurisdiction over your

tribe/tribally designated housing entity (TDHE) or HUD's IHDE-IRC at 1-800-839-5561 or Tracy C. Outlaw, Denver Program Office of Native American Programs (ONAP), Department of Housing and Urban Development, 1999 Broadway, Suite 3390, Denver, CO 80202, telephone 1-800-561-5913 or (303) 675-1600 (this is not a toll-free number). Hearing or speech-impaired individuals may access this number via TTY by calling the toll-free Federal Information Relay Service at 1-800-877-8339. Also, please see ONAP's website at <http://www.codetalk.fed.us.html> where you will be able to download a copy of the IHDEP NOFA and application kit from the Internet. Before the application deadline, we will be available to provide you with general guidance. We cannot, however, provide you with guidance on the actual contents of your application.

If applicable, after the rating and ranking process has been completed but before award, we will be available to assist you in clarifying or confirming technical, curable deficiency information that is required to address a pre-award requirement. If the pre-award conditions as outlined in Section VIII of the NOFA are not met by the applicant, we will award those grant amounts to another eligible applicant in accordance with the provisions of Section V of this NOFA.

II. Amount Allocated

Approximately \$12 million is being made available under this NOFA from the FY 2001 HUD Appropriations Act (Pub.L. 106-377, approved October 27, 2000).

III. Program Description; Eligible Applicants; Eligible/Ineligible Activities

(A) *Program Description.* Funds are only available for Indian tribes who are eligible to be recipients under NAHASDA to develop and finance drug and drug-related crime elimination efforts in their affordable housing developments. You may use funds for enhancing security within your developments, making physical improvements to enhance security; and/or developing and implementing prevention, intervention and treatment programs to stop drug use in Indian housing communities.

(B) *Eligible Applicants.* Indian tribes who are eligible to be recipients under NAHASDA. "NAHASDA recipient" means an Indian tribe or the tribally designated housing entity (TDHE) for one or more Indian tribes that is authorized to receive grant amounts under NAHASDA on behalf of the tribe or tribes. "Tribe" means an Indian tribe, band, nation or other organized group or community of Indians, including any Alaska Native village or regional or village corporation as defined in or established pursuant to the Alaska Native Claims Settlement Act, that is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians pursuant to the Indian Self-Determination and Education Assistance Act of 1975. A tribe can apply either in its own name or through its TDHE. A TDHE cannot apply on behalf of a tribe that is applying on its own behalf. A tribe's application supersedes the application of a TDHE applying on behalf of that tribe. Resident Management Corporations (RMCs) and Resident Organizations (ROs) are eligible for funding as subgrantees. RMCs, and ROs that were operating pursuant to 24 CFR part 950

are eligible for funding from tribes or TDHEs as subgrantees to develop security and substance abuse prevention programs. In addition, an applicant must meet all the applicable threshold requirements found in Section II(b) of the General Section of the SuperNOFA.

(C) *Eligible/Ineligible Activities.* IHDEP grants may be used for seven types of activities: (1) The employment of security personnel; (2) reimbursement of local law enforcement agencies for additional security and protective services; (3) physical improvements which are specifically designed to enhance security; (4) the employment of one or more individuals to (A) investigate drug-related crime on or about the real property comprising any public or other federally assisted affordable housing project; and (B) provide evidence relating to such crime in any administrative or judicial proceeding; (5) the provision of training, communications equipment, and other related equipment for use by voluntary tenant patrols acting in cooperation with local law enforcement officials; (6) programs designed to reduce use of drugs in and around public or other federally assisted affordable housing projects, including drug-abuse prevention, intervention, referral, and treatment programs; and (7) where a tribe or TDHE receives a grant, providing funding to nonprofit resident management corporations and resident organizations to develop security and drug abuse prevention programs involving site residents.

Following is a discussion by activity type of what can and cannot be funded and specific requirements or items that need to be discussed in your application if you are including that activity in your application.

(1) *Physical Improvements to Enhance Security.*

(a) Physical improvements specifically designed to enhance security may include: installing barriers, speed bumps, lighting systems, fences, surveillance equipment (e.g., Closed Circuit Television (CCTV), computers and software, fax machines, cameras, monitors, and supporting equipment), bolts, locks, and landscaping or reconfiguring common areas to discourage drug-related crime.

(i) All physical improvements must be accessible to persons with disabilities. For example, locks or buzzer systems that are not accessible to persons with restricted or impaired strength, mobility, or hearing may not be funded by IHDEP. Defensible space improvements must comply with civil rights requirements and cannot exclude or segregate people because of their

race, color, or national origin from benefits, services, or other terms or conditions of housing. All physical improvements must meet the accessibility requirements of 24 CFR part 8 and the provisions found in section 504 of the Rehabilitation Act of 1973 and other relevant Federal, state and local statutes that apply.

(ii) Funding is permitted for the purchase or lease of house trailers of any type that are not designated as a building if they are used for eligible community policing, educational programs for youth and adults, employment training facility, youth activities, and drug abuse treatment activities. A justification of purchase versus lease must be supported by your cost-benefit analysis.

(2) *Programs to Reduce Drug Use (Prevention, Intervention, Treatment, Structured Aftercare and Support Systems).*

(a) Eligible activities may include:
 (i) Drug abuse prevention, intervention, and referral programs;
 (ii) Programs of local, social, faith-based and/or other organizations that provide treatment services (contractual or otherwise) for dependency/remission; and
 (iii) Structured aftercare/support system programs.

(b) General Requirements and Strategies. HUD is looking for you to structure your drug abuse prevention, intervention, treatment, and aftercare program using a "continuum of care" approach. A "continuum of care" approach includes not just treating the addiction or dependency but also providing aftercare, mentoring, and support services such as day care, family counseling, education, training, employment development opportunities, and other activities.

You must develop a drug abuse/sobriety (remission)/treatment (dependency) strategy to adequately plan your drug abuse prevention, intervention, treatment, and structured aftercare efforts. In many cases, you may want to include education, training, and employment opportunities for residents. When undertaking these activities, you should be leveraging your IHDEP resources with other Federal, state, local and tribal resources. For example, your application may propose providing space and other infrastructure for these efforts with other tribal agencies providing staff and other resources at limited or no cost. Your application should also discuss how your strategy incorporates existing community resources and how they will be used in your program. The strategy should also document how community resources

will be provided on-site or how participants will be referred and transported to treatment programs that are not on-site.

A community-based approach also requires you to develop a culturally appropriate strategy. Curricula, activities, and staff should address the cultural issues of the local community which requires your application to indicate your familiarity and facility with the language and cultural norms of the community. As applicable, your strategy should discuss cultural competencies associated specifically with your Native American or Alaskan Native community.

Your activities should focus resources directly to tribal residents and families.

For all activities involving education, training and employment, you should demonstrate efforts to coordinate with Federal, Tribal, state and local employment training and development services, including "welfare to work" efforts.

The current Diagnostic and Statistical Manual (DSM) of Mental Disorders of the American Psychiatric Association dated July 2000, contains information on drug abuse, dependency and structured aftercare. For more information about this reference, contact: APPI, 1400 K. Street, NW, Suite 1100, Washington, DC 20005 or 1(800) 368-5777 or World Wide Web site at <http://www.appi.org>.

(c) *Activities must be in and around the affordable housing development in your "Indian area"*. IHDEP funding is permitted for programs that reduce/eliminate drug-related crime in affordable housing developments in the "Indian area". "Indian area" is defined in 24 CFR 1000.10 of the NAHASDA regulations as the area in which an Indian tribe operates affordable housing programs or the area in which a TDHE is authorized by one or more Indian tribes to operate affordable housing programs.

(d) *Eligible costs*. (i) Funding is permitted for reasonable, necessary, and justified purchasing or leasing (whichever is documented as the most cost effective) of vehicles for transporting adult and youth residents for education, job training, and off-site treatment programs directly related to reducing drugs and drug-related crime. The cost reasonableness can be determined by a comparison of the number of participants in and anticipated costs of these programs compared to the purchase or lease cost of the vehicles. If these costs are included in your application, you must include a description of why the expenses are necessary. Under no

circumstances are these vehicles to be used for other than their intended purpose under your grant.

(ii) Funding is permitted for reasonable, necessary and justified program costs, such as meals and beverages incurred only for training, education and employment activities, including provisions for daycare and youth services directly related to reducing drugs and drug-related crime. Refer to Office of Management and Budget (OMB) Circular A-87, Cost Principles for State, Local and Indian Tribal Governments.

(e) *Prevention*. Prevention programs must demonstrate that they will provide directly, or otherwise make available, services designed to distribute drug education information, to foster effective parenting skills, and to provide referrals for treatment and other available support services including daycare in the housing development or the community for tribal residents and families.

Prevention programs should provide a comprehensive prevention approach for residents that address the individual resident and his or her relationship to family, peers, and the community. Your prevention programs activities should identify and change the causal factors present in tribal communities that lead to drug-related crime thereby lowering the risk of drug usage. Many components of a comprehensive approach, including refusal and restraint skills training programs or drug, drug abuse/dependency and family counseling, and daycare may already be available in the tribal community developments and should be included to the maximum extent possible in your proposed program of activities.

The following eligible activities under a prevention program are discussed below:

(i) *Educational Opportunities*. The causes and effects of illegal drug abuse must be discussed in a culturally appropriate and structured setting. As a grantee, you may use contractors or subgrantees (in accordance with 24 CFR 85.36) to provide such knowledge and skills through training programs. The professionals contracted to provide these services are required to base their services on your needs assessment and program plan. These educational opportunities may be a part of resident meetings, youth activities, or other gatherings of tribal housing residents.

(ii) *Family and Other Support Services*. "Supportive services" are services that allow families to have access to prevention, educational and employment opportunities. Supportive

services may include: child care, employment training, computer skills training, remedial education, drug abuse counseling, help in getting a high school equivalency certificate, and other services to reduce drug-related crime.

(iii) *Youth Services*. Proposed youth prevention programs must demonstrate that they have included groups composed of young people ages 8 through 18. Your youth prevention activities should be coordinated by adults but have tribal youth actively involved in organizing youth leadership, sports, recreational, cultural and other activities. Eligible youth services may include: youth sports, youth leadership skills training, cultural and recreational activities/camps, youth entrepreneurship, negotiation and mediation/peacemaking, and cross-cultural communication. These youth services provide an alternative to drugs and drug-related criminal activity for Native American youth. Youth leadership skills training may include training in leadership, peer pressure reversal, resistance or refusal skills, life skills, goal planning, parenting skills, youth entrepreneurship, negotiation and mediation/peacemaking, and cross-cultural communication and other relevant topics. Youth leadership training should be designed to place youth in leadership roles including: mentors to younger program participants, assistant coaches, managers, and team captains. Cultural and recreational activities may include ethnic heritage classes, art, dance, drama and music appreciation.

The following are eligible youth services expenses:

(1) Salaries and expenses for staff for youth sports programs and cultural activities and leadership training;

(2) Sports and recreation equipment to be used by participants;

(3) Funding for non-profit subgrantees that provide scheduled organized sports competitions, cultural, educational, recreational or other activities, including but not limited to: United National Indian Tribal Youth, Inc. (UNITY), Wings of America, Native America Sports Council, Boys and Girls Clubs of America, Girl Scouts of America, First Tee Program, YMCAs, YWCAs, the Inner City Games, Association of Midnight Basketball Leagues, and Big Brothers and Big Sisters of America.

(4) Liability insurance costs for youth sports activities.

(iv) *Economic and Educational Opportunities for Resident Adult and Youth*. Your proposed economic and educational activities must provide residents opportunities for interaction

with, or referral to, established higher education, vocational institutions and/or private sector businesses in the immediate surrounding communities with the goal of developing or building on the residents' skills to pursue educational, vocational and economic goals and become self-sufficient.

You should discuss your economic and educational opportunities for residents and youth activities in the context of "welfare to work" and related Federal, tribal, state and local government efforts for employment training, education and employment opportunities related to the goals of "welfare to work." Establishing or referring adults and youths to computer learning centers, employment service centers (coordinated with Federal, tribal, state and local employment offices), and micro-business centers are eligible activities. Funding is permitted for the purchase or lease of house trailers if they are used for the activities listed above and as specified in Section III.C(1)(a)(ii) of this NOFA.

Limited educational scholarships are permitted under this section. For the purpose of this IHDEP NOFA, educational scholarships will be defined as merit-based financial assistance for high-school and college students who have demonstrated a need for financial assistance and academic excellence. No one individual award may exceed \$500, and there is a total maximum scholarship program cap of \$10,000. Educational scholarship IHDEP funds must be obligated and expended during the term of your IHDEP grant which is (24) twenty-four months. You must demonstrate in your plan a timetable, the strategy or method for awarding scholarships to students, and, the financial/management controls that will be used and projected outcomes.

In addition, section 3 of the Housing and Urban Development Act of 1968, 12 U.S.C. 1701u is applicable to many of the activities eligible under this NOFA. Therefore, to the greatest extent feasible, training, employment and other economic opportunities that you develop must be directed to (1) low- and very low-income persons and (2) business concerns which provide economic opportunities to low- and very low-income persons. For more information about section 3, see Section II(E) of the General Section of the SuperNOFA or HUD's section 3 implementing regulations at 24 CFR Part 135.

(f) *Intervention.* The aim of intervention is to identify or detect residents with substance abuse issues, assist them in modifying their behavior,

getting early treatment, and obtaining structured aftercare.

(g) *Drug Abuse/Dependency Treatment.*

(1) Treatment funded under this program should be "in and around" the premises of the affordable housing development(s) you proposed for funding. In undertaking drug abuse/dependency treatment programs, you must establish a confidentiality policy regarding medical and disability related information.

(i) Funds awarded for drug abuse/dependency treatment must be targeted towards developing and implementing, or expanding and improving sobriety maintenance, drug-free maintenance support groups, drug abuse counseling, referral treatment services, and short- or long-range structured aftercare for residents.

(ii) Your proposed drug program must address the following goals for residents:

(1) Increasing accessibility of treatment services;

(2) Decreasing drug-related crime "in and around" your affordable housing development(s) by reducing and/or eliminating drug use; and

(3) Providing services designed for youth and/or adult drug abusers and recovering addicts (e.g., prenatal and postpartum care, specialized family and parental counseling, parenting classes, domestic or youth violence counseling).

(iii) You must discuss in your overall strategy the following factors:

(1) Formal referral arrangements to other treatment programs in cases where the resident is able to obtain treatment costs from sources other than this program.

(2) Family/youth counseling.

(3) Linkages to educational and vocational training and employment counseling.

(4) Coordination of services from and to appropriate local drug abuse/treatment agencies, HIV-related service agencies, and mental and public health programs.

(iv) As applicable, you must demonstrate a working partnership with the Single State Agency or local, tribal or state license provider or authority with substance abuse program(s) coordination responsibilities to coordinate, develop and implement your drug dependency treatment proposal.

(v) You must demonstrate that counselors (contractual or otherwise) meet Federal, state, tribal, and local government licensing, bonding, training, certification and continuing training recertification requirements.

(vi) You must get certification from the Single state Agency or tribal agency with drug abuse and dependency programs coordination responsibilities so that your proposed program is consistent with the tribal plan; and that the service(s) meets all Federal, state, tribal and local government medical licensing, training, bonding, and certification requirements.

(vii) Funding is permitted for drug treatment of tribal residents at local in-patient medical treatment programs and facilities. IHDEP funding for structured in-patient drug treatment using IHDEP funds is limited to 60 days, and structured drug out-patient treatment, which includes individual/family aftercare, is limited to 6 months. If you are undertaking drug treatment programs, your proposal must demonstrate how individuals who complete drug treatment will be provided employment training, education and employment opportunities.

(viii) Funding is permitted for detoxification procedures designed to reduce or eliminate the short-term presence of toxic substances in the body tissues of a patient.

(ix) Funding is not permitted for maintenance drug programs. Maintenance drugs are medications that are prescribed regularly for a short/long period of supportive therapy (e.g. methadone maintenance), rather than for immediate control of a disorder.

(3) *Resident Management Corporations (RMCs) and Resident Organizations (ROs) Programs.* RMCs, and incorporated ROs, may be a subcontractor to their tribe/TDHE, to develop security and drug abuse prevention programs for residents. Such programs may include voluntary tenant patrol activities, drug abuse education, intervention, and referral programs, youth programs, and outreach efforts. The elimination of drug-related crime within the tribal community must have the active involvement and commitment of tribal residents and their organizations.

To enhance the ability of tribes/TDHEs, to combat drug-related crime within their developments, RMCs, and ROs may undertake program management functions as subcontractors. Sub-contracts with the RMC/RO must comply with the requirements of 24 CFR 85.36 and 37 and include the amount of funding, applicable terms, conditions, financial controls, payment mechanism schedule, performance and financial report requirements, special conditions, including sanctions for violating the agreement, and monitoring

requirements. Costs must not be incurred by the RMC or RO until a written contract is executed.

(4) *Employment of Security Personnel.* You may employ security personnel to provide services in and around your affordable housing developments. Contracts for security personnel must be awarded on a competitive basis. Security personnel must perform services that are over and above those usually performed by local municipal law enforcement agencies on a routine basis. Eligible services may include patrolling inside buildings, providing personnel services at building entrances to check for proper identification or patrolling and checking car parking lots for appropriate parking decals. You are encouraged to involve police officials residing in tribal housing to partake in IHDEP security-related programs. The following specific requirements apply to all employment of security personnel activities funded under IHDEP:

(a) *Compliance.* Security guard personnel must demonstrate compliance with all relevant Federal, state, tribal or local government insurance, licensing, certification, training, bonding, or other law enforcement requirements.

(b) *Law Enforcement Service Agreement.* You (the applicant), the local law enforcement agency, and if relevant, the contract provider of security personnel services, must enter into a law enforcement service agreement with the local law enforcement agency. Your service agreement must be submitted with your IHDEP application and include:

(i) The activities security guard personnel will perform; the scope of authority; written policies, procedures, and practices that will govern security personnel performance (i.e., a policy manual and how security guard personnel will coordinate activities with your local law enforcement agency);

(ii) The types of activities that your approved security guard personnel are expressly prohibited from undertaking.

(c) *Policy Manual.* Security guard personnel services must be guided by a policy manual that directs the activities of its personnel and contains the policies, procedures, and general orders that regulate conduct and describes in detail how jobs are to be performed. The policy manual must exist before you undertake this activity.

(d) *Data Management.* A daily activity and incident complaint form approved by the tribe/TDHE must be used by security personnel and officers for the collection and analysis of criminal incidents and responses to service calls. Security guard personnel and tribal police departments must establish and

maintain a system of records management for the daily activity and incident complaint forms that appropriately ensures the confidentiality of personal criminal information. Management Information Systems (MIS) (computers, software, and associated equipment) are eligible costs that the tribe/TDHE may include in support of collection and analysis activities.

(e) *Employment of Residents.* HUD encourages you to employ qualified resident(s) as security guard personnel, and/or to contract with security guard personnel firms that demonstrate a program to employ qualified residents as security guard personnel.

(5) *Reimbursement of Local Law Enforcement Agencies for Additional Security and Protective Services (Supplemental—Over and Above Local Law Enforcement Baseline Services).* Additional security and protective services are permitted if services are over and above the local police department's current level of baseline services. Tribes/TDHEs are required to identify the level of local law enforcement services they are required to receive and the increased level of services to be received in their local Cooperation Agreement. Local police department baseline services are defined as ordinary and routine services, including patrols, police officer responses to 911 communications and other calls for service, and investigative follow-up of criminal activity, provided to residents as a part of the overall deployment of police resources by the local jurisdiction in which the tribe/TDHE is located.

(a) If you are an applicant seeking funding for this activity, you must describe the current level of local law enforcement agency baseline services being provided to the affordable housing development(s) proposed for assistance. Local law enforcement baseline services are defined as ordinary and routine services provided to the residents as part of the overall city and/or county wide deployment of police resources to respond to crime and other public safety incidents including: 911 communications, processing calls for service, routine patrol officer responses to calls for service and investigative follow-up of criminal activity.

(b) Tribal police departments funded under this program that are not employing a community policing concept but would like to establish such a program for affordable housing developments must submit a plan and timetable for the implementation of community policing. Community policing has a variety of definitions; however, for the purposes of this

program, it is defined as a method of providing law enforcement services that stresses a partnership among residents, police, schools, churches, government services, the private sector and other local, state, tribal and Federal law enforcement agencies to prevent crime and improve the quality of life by addressing the conditions and problems that lead to crime and fear of crime. Community policing uses proactive measures including foot patrols, bicycle patrols and motor scooter patrols. It also includes activities where police officers operate out of police mini-stations and other community based facilities in tribal communities providing human resource activities with youth and citizen contacts. This concept empowers police officers at the beat and zone level and residents in neighborhoods to: reduce crime and fear of crime; ensure the maintenance of order; provide referrals of residents, victims and homeless persons to social services and government agencies; ensure feedback of police actions to victims of crime; and promote a law enforcement value system based on the needs and rights of residents.

(6) *Employment of Investigators.* Employment of, and equipment for, one or more individuals to investigate drug-related crime "in and around" the real property comprising your affordable housing development(s) for which the application is submitted and providing evidence relating to such crime in any administrative or judicial proceedings is permitted. Under this section, reimbursable costs associated with the investigation of drug-related crimes (e.g., travel directly related to the investigator's activities, or costs associated with the investigator's testimony at judicial or administrative proceedings) may only be those directly incurred by the investigator.

(a) If you are a tribe/TDHE that employs investigators funded by this program, you must demonstrate compliance with all relevant Federal, tribal, state or local government insurance, licensing, certification, training, bonding, or other similar law enforcement requirements.

(b) Both you and the provider of the investigative services are required to execute a written agreement that describes the following:

(i) The activities that your investigators will perform, their scope of authority, reports to be completed, established investigative policies, procedures, and practices that will govern their performance (i.e., a Policy Manual) and how your investigators will coordinate their activities with local, state, tribal, and Federal law

enforcement agencies; and prohibited activities.

(ii) The activities the tribal investigators are expressly prohibited from undertaking.

(c) Your investigator(s) may use IHDEP funds to purchase or lease any law enforcement clothing or equipment, such as uniforms, ammunition, firearms/weapons, or vehicles; including cars, vans, buses, protective vests, and any other supportive equipment.

(d) Your investigator(s) shall report on drug-related crime in your developments. You must establish, implement and maintain a system of records management that ensures confidentiality of criminal records and information. Tribal-approved activity forms must be used for collection, analysis and reporting of activities by your investigators. You are encouraged to develop and use Management Information Systems (MIS) (computers, software, hardware, and associated equipment) and hire management personnel for crime and workload reporting in support of your crime prevention and security activities.

(7) *Voluntary Tenant Patrols.*

Members of tenant patrols must be volunteers and must be residents of the affordable housing development(s). Volunteers must have extensive background investigations to ensure there are no outstanding warrants or arrest records for past crimes, especially crimes against children. Voluntary tenant patrols are expected to patrol in and around your affordable housing development(s) proposed for assistance, and to report illegal activities to appropriate local, state, tribal, and Federal law enforcement agencies, as appropriate.

(a) Training equipment, including uniforms for use by voluntary tenant patrols acting in cooperation with officials of local law enforcement agencies is permitted. All costs must be reasonable, necessary and justified. Bicycles, motor scooters, all-season uniforms, communications equipment and associated equipment to be used, exclusively, by the members of your voluntary tenant patrol are eligible items. Voluntary tenant patrol uniforms and equipment must be identified with your specific tribal development(s) identification and markings.

(b) Tribes/TDHEs are required to obtain liability insurance to protect themselves and the members of the voluntary tenant patrol against potential liability for the activities of the patrol under this program. The cost of this insurance is eligible.

(c) Before expending grant funds for voluntary tenant patrol activities, you, your local law enforcement agency, and the tenant patrol are required to execute a written agreement that includes:

(i) The nature of the activities to be performed by your voluntary tenant patrol, the patrol's scope of authority, assignment, policies, procedures, and practices that will govern the voluntary tenant patrol's performance and how the patrol will coordinate its activities with the law enforcement agency;

(ii) The activities the voluntary tenant patrol is expressly prohibited from undertaking including the carrying or use of firearms, weapons, nightsticks, clubs, handcuffs, or mace;

(iii) Required initial and on-going voluntary tenant patrol training members will receive from the local law enforcement agency; (please note that training by HUD-approved trainers and/or the local law enforcement agency is required before putting a voluntary tenant patrol into effect); and

(iv) That voluntary tenant patrol members will be subject to individual or collective liability for any actions undertaken outside the scope of their authority (described in paragraph (ii) above) and that such acts are not covered under your housing authority liability insurance.

(d) IHDEP grant funds *must not* be used for any type of financial compensation, such as full-time wages or salaries for voluntary tenant and/or patrol participants. Funding for tribe/TDHE personnel or resident(s) to be hired to coordinate this activity is permitted. Excessive staffing is not permitted.

(D) *Ineligible Activities.* IHDEP funding *is not permitted* for any of the activities listed below.

(1) Costs incurred before the effective date of your grant agreement (Form HUD-1044), including, but not limited to, consultant fees related to the development of your application or the actual writing of your application.

(2) The purchase of controlled substances for any purpose. Controlled substance shall have the meaning provided in section 102 of the Controlled Substance Act (21 U.S.C. 802).

(3) Compensation of informants, including confidential informants. These should be part of the baseline services provided and budgeted by local law enforcement agencies.

(4) Direct purchase or lease of clothing or equipment, vehicles (including cars, vans, and buses), uniforms, ammunition, firearms/weapons, protective vests, and any other supportive equipment for use in law

enforcement or military enforcement except for eligible tribal police department, voluntary tenant patrols and investigator activities listed in this NOFA.

(5) Construction of facility space in a building or unit, and the costs of retrofitting/modifying existing buildings owned by the tribe/TDHE for purposes other than: community policing mini-station operations, adult/youth education, employment training facilities, and drug abuse treatment activities.

(6) Organized fund raising, advertising, financial campaigns, endowment drives, solicitation of gifts and bequests, rallies, marches, community celebrations, stipends and similar expenses.

(7) Court costs and attorneys fees related to screening or evicting residents for drug-related crime.

(8) Transfer of IHDEP grant funds to any Federal agency.

(9) Costs to establish resident associations, resident organizations, and resident corporations.

(10) Indirect costs.

(11) The supplanting of existing positions/activities. For purposes of the IHDEP, supplanting is defined as "taking the place of or to supersede".

(12) Alcohol-exclusive activities and programs *are not eligible* for funding under this NOFA, although activities and programs may address situations of multiple abuse involving controlled substances and alcohol.

(13) Physical improvements that involve demolishing any units in a development or that would displace persons.

(14) Acquiring real property.

IV. Program Requirements

The following requirements apply to IHDEP funding:

(A) *Grant Award Amounts.* HUD is distributing grant funds for the IHDEP under this NOFA on a national competition basis. The maximum grant award amounts are computed for IHDEP on a sliding scale, using an overall maximum cap, depending upon the number of tribe/TDHE units eligible for funding. This figure (number of eligible units for funding) will determine the grant amount that the tribe/TDHE is eligible to receive if they meet the IHDEP criteria and score a minimum of 70 out of 100 points.

(1) *Amount per unit.* (a) For tribes/TDHEs with 1-1,250 units: The maximum grant award cap is \$300 multiplied by the number of eligible units. (b) For tribes/TDHEs with 1,251 or more units: The maximum grant award cap is \$260 multiplied by the

number of eligible units; up to, but not to exceed, a maximum grant award of \$1.5 million dollars.

(2) *Units counted.* (a) The unit count includes rental, Turnkey III and Mutual Help Homeownership units which have not been conveyed to a homebuyer, and Section 23 lease housing bond-financed projects. Such units must be counted as Formula Current Assisted Stock under the Indian Housing Block Grant Program for FY 2001.

(b) Eligible units are those units which are under management and fully developed.

(c) Use the number of units counted as Formula Current Assisted Stock for Fiscal Year 2001 as defined in 24 CFR 1000.316 and which is included in the FY 2001 IHDEP application kit. Please verify your Formula Current Assisted Stock figures with your local AONAP for accuracy.

(d) Affordable housing units that are developed or assisted under NAHASDA are not included in the unit count outlined above, however, they are eligible to receive assistance under the IHDEP.

(e) If it is determined that the unit count listed in your application is incorrect compared to the unit count listed in the application kit and your application is eligible for funding, you will be awarded the funding amount for which you are eligible based on the FCAS list or the amount requested in your application, whichever is less.

(B) *Complying with Civil Rights Requirements.* To protect and insure the civil rights of occupants of HUD-sponsored housing and residents around that housing, your proposed strategies should ensure that you do not undertake crime-fighting and drug prevention activities that violate civil rights and fair housing statutes. You may not use race, color, sex, religion, national origin, disability or familial status to profile persons as suspects or otherwise target them in conducting these activities. You are encouraged to involve as many segments of your intended population as possible in developing and implementing your strategies.

(C) *Confidentiality of Records Requirements.* You must establish a confidentiality policy regarding medical and disability-related information for programs involving prevention, intervention, or drug abuse/dependency treatment and aftercare.

(D) *Term of Grant.* Your grant funds must be expended within 24 months after HUD executes a Grant Agreement. The AONAP may grant a one-time extension of 6 months at the end of the grant term in accordance with the requirements of HUD Handbook 7490.1.

However, if no extension is requested and granted and the grants funds are not expended within 24 months after execution of the Grant Agreement, the funds will be recaptured by the Department.

(E) *Reports and Close-out.* (1) In accordance with 24 CFR 761.35, if funded, you are required to submit semi-annually an IHDEP Semi-Annual Performance Report and the Semi-Annual Financial Status Report (SF-269A) to the appropriate HUD AONAP. These IHDEP Semi-Annual Performance Reports shall cover the periods ending June 30 and December 31, and must be submitted to HUD by July 30 and January 31 of each year. The grantee must also comply with additional reporting requirements to be outlined in the near future which will include an annual survey of residents and additional supporting documentation for the semi-annual report including the close-out report.

(2) At grant completion, you must comply with the close-out requirements described in Public Housing Notice PIH 98-60(HA), entitled "Grant Close-out Procedures," and by the end of the grant term, return unexpended grant funds to the Department, according to applicable requirements.

(F) *Federal Labor Standards.* When grant funds are used to undertake physical improvements to increase security, Federal Labor standards set out in 24 CFR 761.40 apply.

V. Application Selection Process

(A) Rating and Ranking.

General. HUD will rate and rank applications based on the 5 rating factors listed in Section V.(B) of this NOFA, below. HUD will select and fund the highest ranking applications based on total score, and will continue the process until all funds allocated to it have been awarded or to the point where there are insufficient acceptable applications to award funds. The maximum number of points for this program is 100.

Tiebreakers. In the event of a tie, HUD will select the highest ranking application that can be fully funded. In the event that two eligible applications receive the same score, and both cannot be funded because of insufficient funds, the applicant with the highest score in rating factor two will be funded. If rating factor two is scored identically, the scores in rating factors one and four will be compared in that order, until one of the applications receives a higher score. If both applications still score the same then the application which requests the least funding will be

selected in order to promote the more efficient use of resources.

Pre-award requirements. If there are technical deficiencies in successful applications, you must satisfactorily address these deficiencies before we can make a grant award. Please see Section VIII. Correction of Technical Deficiencies of this NOFA for a definition of such a deficiency and a description of the process to address and correct the deficiency. You must correct all technical deficiencies within the time frame established by HUD. If they are not corrected, we will not make the grant award and will reject your application.

(B) *Factors For Award to Evaluate and Rank Applications.* Your application must address the five (5) factors, and sub-factors listed below. If your application does not address each of the five factors and sub-factors, it will not be scored and will be considered ineligible for funding. The maximum number of points for this program is 100. Your application must receive a score of at least 70 points to be eligible for funding.

Rating Factor 1: Capacity of the Applicant and Relevant Organizational Experience (30 Points)

This factor addresses the extent to which you have the capacity, the proper organizational experience and resources to implement the proposed activities in a timely and effective manner. The rating of the "applicant" or the "applicant's organization and staff" for technical merit, unless otherwise specified, includes any subcontractors, consultants, sub-recipients, and members of consortia which are firmly committed to your project. Your application must include descriptive evidence demonstrating that you possess managerial, technical and/or administrative capability necessary to carry out the proposed project. Your application must address who will administer the project and how you plan to handle all aspects of executing the project. Your application must describe the experience and expertise of existing staff in the implementation of the specific activity for which you are applying and what responsibilities they will have in project implementation, as well as those aspects of project implementation that will be contracted to outside entities. If any subcontractors, consultants, sub-recipients and/or members of consortia are used, your application must demonstrate that the entity is firmly committed to the project. If applicable, past performance in administering previous IHDEP grants will be taken into consideration. In

rating this factor, HUD will consider the following:

(15 points) The knowledge and experience of your staff and your administrative capability to manage grants of this size and type. This includes your administrative support and procurement entities, defined organizational lines of authority, and demonstrated fiscal management capacity.

(15 points) Past performance in administering Drug Elimination grants during the last three (3) years. If you do not have any open IHDEP grants, then you will receive 15 points under this sub-factor unless there are unresolved findings and/or outstanding recommendations from prior HUD reviews or audits undertaken by HUD, the Office of Inspector General, the General Accounting Office or independent public accountants. The extent of any findings or recommendations will then be considered. If you have an open IHDEP grant from FY 1998 or a prior year, you will receive 0 points for this sub-factor.

For tribes/TDHEs that had previously applied as IHAs under the Drug Elimination Program, HUD will consider any open grants for which the tribe/TDHE has the responsibility to administer.

Rating Factor 2: Need/Extent of the Problem (25 Points)

This factor examines the extent to which there is a need for funding the proposed program activities to address a documented problem in your proposed target area (i.e., the degree of the severity of the drug-related crime problem in the project proposed for funding). In responding to this factor, you will be evaluated on: (1) The extent to which a critical level of need for your proposed activities is explained; and (2) the urgency of meeting the need in the target area. You must include in your response a description of the extent and nature of drug-related crime "in or around" the housing units or developments proposed for funding.

Applicants will be evaluated on the following:

(1) (15 Points) *Data Supporting the extent of Drug and Drug-related Crime.* You must identify and include supporting data indicating the extent of drugs and drug-related crime problems in the developments proposed for assistance under your program. HUD will consider the extent and quality of the data provided. Examples of the data that should be included in your application include:

(a) Surveys of residents and staff in your targeted developments about drugs

and drug-related crime or on-site reviews to determine drug/crime activity;

(b) Government or scholarly studies or other research in the past year that analyze drug-related crime activity in your targeted developments.

(c) Annual vandalism cost at your targeted developments, to include elevator vandalism (where appropriate) and other vandalism attributable to drug-related crime as a ratio to total annual approved budget for the targeted developments.

(d) Information from schools, health service providers, residents and Federal, state, local, and tribal officials, and the verifiable opinions and observations of individuals having direct knowledge of drug-related crime and the nature and frequency of these problems in developments proposed for assistance. (These individuals may include Federal, state, tribal, and local government law enforcement officials, resident or community leaders, school officials, community medical officials, drug abuse, treatment (dependency/remission) or counseling professionals, or other social service providers).

(e) The school dropout rate and level of absenteeism for youth that you can relate to drug-related crime as a percentage or ratio of the rate outside the area.

(f) The number of lease terminations or evictions for drug-related crime at the targeted developments; and

(g) The number of emergency room admissions for drug use or that result from drug-related crime. Such information may be obtained from police departments and/or fire departments, emergency medical service agencies and hospitals.

(h) The number of police calls for service from tribe/TDHE developments that include resident initiated calls, officer-initiated calls, domestic violence calls, drug distribution complaints, found drug paraphernalia, gang activity, graffiti that reflects drugs or gang-related activity, vandalism, drug arrests, and abandoned vehicles.

(2) (10 points) *Objective Crime Data* relevant to your target area. To the extent that you can provide objective drug-related crime data specific to the community or targeted development proposed for funding, you will be awarded up to 10 points or up to a total of 5 points if substantial information is provided as to why Objective Crime Data could not be obtained. Objective Crime Data must include the most current and specific local law enforcement crime statistics or Part I Crime data and relevant Part II Crime data available from the FBI's Uniform

Crime Reporting Program (UCR) system. Part I Crimes include: homicide; rape; robbery; aggravated assault; burglary; larceny; auto theft; and arson. Part II drug-related crimes include: drug abuse violations; simple assault; vandalism; and weapons violations. You may also detail other crimes which you are proposing to be targeted as part of your grant. In assessing this sub-factor, HUD will consider the extent to which you provide specific statistical data (records, not anecdotes) and the data's specificity to the targeted sites (e.g., data specific to those targeted developments proposed for funding by crime type versus tribal/TDHE-community or county-wide data by aggregated crimes).

The objective crime data provided in your application will become a "baseline" tracking future changes in your crime rate.

If you did not provide objective crime data, please provide information as to why objective crime data could not be obtained; the efforts being made to obtain it; what efforts will be made during the grant period to begin obtaining the data; and an explanation of how you plan to measure how grant activities will result in reducing drug-related crime in the targeted developments and what will be used as a baseline.

Rating Factor 3: Soundness of Approach—(Quality of the Plan) (25 Points)

This factor examines the quality and effectiveness of your proposed work plan. In rating this factor, HUD will consider the impact of your activities on the drug and drug-related crime problems identified in Factor 2, as appropriate, and the extent to which you identify attainable goals, objectives, and performance measures to ensure that tangible benefits can be attained by the community and by your target population.

Your application must include a detailed narrative describing: each proposed activity for your developments proposed for assistance; the amount and extent of resources committed to each activity or service proposed; measurable goals and objectives for all major program activities that focus on outcome and results; and the process used to collect the data needed to report progress made against these goals.

In evaluating this factor, HUD will consider the following:

(1) (5 points) The strength of your plan to address the drug-related crime problem, and the problems associated with drug-related crime in your developments proposed for funding, the resources allocated, and how well the

proposed activities fit with the plan: The rationale for your proposed activities and methods used including written, descriptive evidence that proposed activities have been effective in similar circumstances in controlling drug-related crime in your community.

(2) The extent to which you have:

(a) (5 points) Stated performance goals that will measure program outcomes and designed your major activities to meet stated, measurable goals and objectives for drug and drug-related crime reduction. Outcomes include accomplishments, results, impact and the ultimate effects of your program on the drug or crime problem in your target/project area. The goals must be objective, quantifiable, and/or qualitative and they must be stated in such a way that at the end of the 24 month grant, one can determine if the activities were effective. Specific crime reduction goals must be measurable. For example, "eliminating or reducing crime and drug-related crime" is not a specific nor measurable goal, whereas a goal of "reducing inhalant sniffing etc. by 5% in development X by the end of the 24 month grant period based on measurements against the baseline year crime selection rate in the targeted development X as stated in the application" is specific and measurable.

(b) (5 points) Provided the actual baseline data which will establish a starting point against which program outcomes will be measured and stated expected results for all major grant activities proposed in your application. For example: "The total population in community X is 1,400, we have 400 family units, 80% of the residents are under 18 years of age, total drug arrests is 23, there is still a lot of violence in our community and we want more programs to give youth positive influences. We conducted a resident survey in 1999 and 100 residents responded. Approximately 75% of the residents had the following concerns * * *"

(c) (5 points) Discussed what performance measurement system exists for providing information to HUD semi-annually on progress made in achieving the established outcome goals. For example: "Unit of measure: Number of youth participants with a 2.0 through a 2.9 grade-point average (GPA). Community X met with residents to establish a mentoring/tutoring program to assist youth. The following performance indicators/outcomes measures was developed: 90% of participants maintain a C average. The following types of records were maintained during the course of the year: compilation of all GPAs for all

participants, semi-annual summary of GPAs for each participant based on school report cards, monthly reports which included number of mentor/tutor hours, number of participants for each session, and pre-post test results for each participant."

(3) (5 points) Provide evidence of existing youth programs and activities in your community that reduce drug abuse among youth, aftercare services for youth involved in the juvenile justice system, social services for children with emotional and behavioral problems, programs to reduce delinquency and gang participation, programs that improve academic performance and reduce the dropout rate through the use of mentors, drug and alcohol education activities, conflict resolution and counseling sessions/programs that have been implemented.

Rating Factor 4: Leveraging Resources (10 Points)

This factor addresses your ability to secure community and government resources that can be combined with HUD's program resources to achieve program purposes.

In assessing this factor, HUD will consider the following:

(1) (5 points) Written evidence of firm commitment of funding, staff, or in-kind resources, partnership agreements, and on-going or planned cooperative efforts with law enforcement agencies, local, state, tribal or national entities who have committed services through a memoranda of understanding (MOU), or memorandum of agreements (MOA) to participate. Such commitments must be signed by an official of the organization legally able to make commitments for the organization. This evidence of commitment must include organization name, resources, and responsibilities of each participant to increase the effectiveness of the proposed program activities. The signed, written agreement may be contingent upon an applicant receiving a grant award. Commitments can include interagency activities already undertaken, participation in local, state, tribal or Federal anti-drug related crime efforts such as: education, training and employment provision components of Welfare Reform efforts which may include descriptions of tribal TANF plans and participation in Native Employment Works (NEW) program, or any of the following programs administered by the Department of Justice such as Operation Weed and Seed, Community Oriented Policing Services Tribal Resources Grant Program (COPS), Indian Tribal Courts, Drug-Free Communities Support

Program, Tribal Youth Program, Safe Start Initiative, STOP Violence Against Indian Women Discretionary Grants and Mental Health and Juvenile Justice Program.

(2) (5 points) Successful coordination of your law enforcement, or other activities with local, state, Tribal or Federal law enforcement agencies to foster meaningful collaborations and strengthen community anti-drug coalition efforts to reduce drug abuse among youth and adults and actions implemented to eradicate violent crime.

Letters from various agencies supporting the submission of your IHDEP application do not constitute a letter for firm commitment. Firm commitment must be demonstrated by these agencies with exact details of the partnership between the applicant and the agency and/or provides a commitment that specifically states the amount of funding, number of staff committed and their roles and responsibilities and a description of in-kind resources available for this project.

Rating Factor 5: Comprehensiveness and Coordination (10 Points)

This factor addresses the extent to which you have coordinated your activities with other known organizations and are working towards addressing a need in a holistic and comprehensive manner through linkages with other activities in your community. In evaluating this factor, HUD will consider the extent to which you can demonstrate you have:

(1) (5 points) Coordinated your proposed activities with those of other groups or organizations prior to submission in order to best complement, support and address the needs of your community as identified in Rating Factor 2: Need/Extent of the Problem. Any firm written agreements, MOUs/MOAs in place, or that will be in place after award should be described and/or included.

(2) (2 points) Taken specific steps to become active in your community's Indian Housing Block Grant process by providing written evidence that you have addressed crime prevention and safety issues, and that your proposed activities reflect the priorities, needs, goals or objectives of crime prevention and safety in the Indian Housing Plan (IHP). Written evidence could include a copy of your tribe's Crime Prevention and Safety Plan that is included in your Indian Housing Plan (IHP) or a written statement or letter from the tribal official stating that the FY 2001 crime prevention and safety activities will be implemented in coordination with activities outlined in the IHP.

(3) (1 point) Taken specific steps to develop linkages to coordinate comprehensive solutions through meetings, information networks, planning processes or other mechanisms with:

(a) Other HUD-funded projects/ activities outside the scope of those covered by the IHP; and other Federal, state, tribal, or locally funded activities, including those proposed, or on-going that will sustain a comprehensive system to address the needs of your community.

(4) (1 point) Your application must describe what role residents in your targeted developments, applicable community leaders and organizations and law enforcement agencies have had in planning the activities described in your application, what role they will have in implementing such activities for the duration of your grant and how services may be sustained beyond the grant term.

(5) (1 point) Your application must include a discussion and written evidence (i.e. comments from residents, minutes from community meetings) of the extent to which community representatives and tribal, local, state and Federal Government officials, including law enforcement agency officials were actively involved in the design and implementation of your plan and will continue to be involved in implementing such activities during and after the period of your IHDEP funding.

VI. Application Submission Requirements

(A) You must submit the required IHDEP FY 2001 Application Kit that contains all of the requisite forms in order to be considered for IHDEP funding. Your application submitted to HUD must also include items required under Section V. Application Selection Process, of this NOFA, including the plan to address the problem of drug-related crime in the developments proposed for funding. Please note that the address for submitting applications has changed. Please see the Program Overview, Section I., regarding the address for submitting applications.

(B) You must submit no more than one application per tribe or TDHE on behalf of the tribe for the IHDEP. An application from a tribe will supersede an application from a TDHE on behalf of that tribe. In addition, joint applications that include more than one TDHE representing the tribe are permitted only in those cases where they have a single administration (such as a TDHE managing several tribes under contract or TDHEs sharing a common executive director). In those

cases, a separate budget, plan and timetable, and unit count shall be supplied in the application. In addition, you must respond to the factors for award for each tribe/TDHE for which you are acting as administrator and requesting funds, if your responses would be different (e.g., the tribes are in different jurisdictions and, therefore, the Indian Housing Plans, crime data, etc. would all be different). The application kit includes the forms, certifications and assurances required under this NOFA.

(C) To be considered eligible for review and scoring, each IHDEP application must include the following items:

(1) An application cover letter.

(2) A summary of the proposed program activities in five (5) sentences or less on the Congressional Notification Form.

(3) A list of the sub-grantees, if applicable. The list must include the names of the sub-grantees, as well as the relative roles and contributions of each sub-grantee in implementing the IHDEP grant activities (Factor 1).

(4) An overall budget and timetable that includes separate budgets, goals, and timetables for each activity, and addresses milestones towards achieving each described goal. You must also describe the contributions and implementation responsibilities of each partner for each activity, goal, and milestone.

(5) A description of the number of staff, the titles, professional qualifications, and respective roles of the staff assigned full or part-time to grant implementation. (Factor 1)

(6) Lines of accountability (including an organization chart) for implementing the grant activity, coordinating the partnership, and assuring that the commitment made by you and your sub-grantees, if any, will be met. (Rating Factor 1)

(7) A list of open IHDEP grants, the grant amount and amount expended as of the date of this application.

(8) A narrative of the plan that will address the problem of drug-related crime in the developments proposed for funding. (Rating Factor 3)

(9) Narrative responses to each of the five Rating Factors and their sub-factors in this NOFA: (1) Capacity of the Applicant and relevant organizational Experience, (2) Need/Extent of the Problem, (3) Soundness of Approach, (4) Leveraging Resources and (5) Comprehensiveness and Coordination.

(10) You must also include the following forms which are included in the FY 2001 IHDEP Application Kit: FY 2001 IHDEP Applicant Data Input Form,

Application Cover Letter, Project Summary—Congressional Notification Information Sheet, Implementation Schedule, Standard Form—424, Application for Federal Assistance, Form HUD 424—M, Federal Assistance Funding Matrix, Standard Form—424A, Budget Information (non-construction programs), Standard Form—424B, Assurances (non-construction programs), FY 2001 IHDEP Summary Budget Information, Form HUD—2880, Applicant/Recipient Disclosure/Update Report, Form HUD—50070, Drug-Free Workplace Certification, Form HUD—50071, Lobbying Certification, SF—LLL Disclosure of Lobbying Activities Certification, Form HUD—2992, Certification of Debarment and Suspension, Certification of Consistency with the Indian Housing Plan, and Certification of Resident Management Corporations, Resident Organizations and Residents Acknowledgment of Application Receipt.

VII. Clarifying Information

After the application due date, HUD may not, consistent with its regulations in 24 CFR part 4, subpart B, consider any unsolicited information you, the applicant, may want to provide. HUD may contact you, however, to clarify an item in your application. You should note, however, that HUD may not seek clarification of items or responses that improve the substantive quality of your response to any selection factors. HUD will make any requests for clarifying information in writing and will specify the item, or items, that need clarification and a time frame for response. Failure on your part to provide such requested information will result in the rejection of the application.

VIII. Correction of Technical Deficiencies

The General Section of the SuperNOFA provides the procedures for corrections to deficient applications. Additionally, please note that as indicated under Section V.(A)(3), only successful applicants will be required to address technical deficiencies and this must be done before we make a grant award. If you do not provide the information necessary to address the deficiency within the time allowed, we will not award you the grant and will reject your application. The AONAP will notify you in writing and will describe the technical deficiency, what

must be done to correct it, and the date by which you must submit this information. The AONAP will notify you by facsimile or by return receipt requested. Your response must be submitted (postmarked) within 14 calendar days from the date of receipt of the HUD notification.

IX. Error and Appeals

Judgments made within the provisions of this NOFA and the program regulations (24 CFR 761) are not subject to claims of error. You may bring arithmetic errors in the rating and ranking of applications to the attention of the AONAP Administrator within 30 days of being informed of your score. If

an arithmetic error was made in the application review and rating process that, when corrected, would result in the award of sufficient points to warrant the funding of an otherwise approvable project, the AONAP may fund that project in the next funding round without further competition.

X. Environmental Requirements

Certain eligible activities under this IHDEP NOFA are categorically excluded from review under the National Environmental Policy Act of 1969 (42 U.S.C. 4321) and are not subject to review under related laws, in accordance with 24 CFR 50.19(b)(4), (b)(12), or (b)(13). If the IHDEP

application proposes the use of grant funds to assist any non-exempt activities, HUD will perform an environmental review to the extent required by 24 CFR part 50, prior to grant award.

XI. Authority

Chapter 2, Subtitle C, Title V of the Anti-Drug Abuse Act of 1988 (42 U.S.C. 11901 et seq.), as amended.

Appendix A—Required Forms and Certifications

The non-standard forms, which follow this checklist, are required for your application (the standards form follow the General Section).

BILLING CODE 4210-32-P

Appendix A – Required Forms and Certifications

- Applicant Data Input Form
- Application Cover Letter
- Project Summary, Congressional Notification Information Sheet
- Implementation Schedule
- Standard Form-424, Application for Federal Assistance
- Form HUD-424M, Federal Funding Matrix
- Standard Form-424A, Budget Information (non-construction programs), with Activity Budget Narrative/and supporting documentation
- FY 2001 Summary Budget Information (Budget Line Items)
- Standard Form-424B, Assurances (non-construction programs)
- Form HUD-2880, Applicant/Recipient Disclosure/Update Report
- Form HUD-50070 Drug-Free Workplace Certification
- Form HUD-50071 Certification of Payments to Influence Federal Transactions (Lobbying Certification)
- Standard Form-LLL, Disclosure of Lobbying Activities Certification
- Form HUD-2992 Certification of Debarment and Suspension
- Certification of Consistency with the Indian Housing Plan
- Certification of Resident Management Corporations, Resident Organizations, and Residents
- Acknowledgement of Application Receipt

FY 2001 IHDEP Applicant Data Input Form

Application control number _____ / _____ (Tribe, or TDHE No.)

IRS Employer Identification Number (EIN) _____ (from Item 6. of the SF-424)

Tribe, or TDHE Name _____

HUD Area Office _____ State _____

Tribe, or TDHE Executive Director _____ Phone _____

Tribe, or TDHE Grant Coordinator _____ Phone _____

List the names of the specific developments targeted for assistance under this grant.
(Attach additional pages if more space is needed.)

As per section IV(A) of the IHDEP Program Section of the SuperNOFA, provide the unit count(s).

UNITS	COUNT
1. Indian Housing	_____
2. Section 23 Leased Housing	_____
3. Turnkey III Homeownership	_____
4. Mutual Help Homeownership	_____
5. TOTAL UNIT COUNT	_____

Applicant must attach documentation verifying the unit count.

Has the applicant confirmed the tribe, or TDHE unit count with the local HUD/AONAPs?

Yes No Date _____

Name of Area Office representative that confirmed the unit count:

Please be advised section IV(2)(e) of the Program Requirements states that if it is determined that the unit count listed in your application is incorrect compared to the unit count listed in the application kit and your application is eligible for funding, you will be awarded the funding amount for which you are eligible based on the FCAS list or the amount requested in your application, whichever is less.

FY 2001 IHDEP APPLICATION COVER LETTER

The _____ (Tribe/TDHE)
is applying for funding under the FY 2001 Indian Housing Drug Elimination Program.

HUD strongly advises that when you respond to each of the selective criterion and sub-criterion that you separate each criterion with tabs. For your IHDEP application to be rated, please make sure the response for each criterion is beneath the appropriate tab (heading). Keep the responses in the same order as the NOFA. Limit your narrative explanations to 200 words or less unless otherwise specified and provide the necessary data that supports the response.

To be considered eligible for review and scoring, I know this IHDEP application must also include the following forms and application kit requirements (please check off):

- _____ Applicant Data Input Form
- _____ Application Cover Letter
- _____ Project Summary, Congressional Notification Information Sheet
- _____ Standard Form-424, Application for Federal Assistance
- _____ Form HUD-424M, Federal Funding Matrix
- _____ Standard Form-424A, Budget Information (non-construction programs), with Activity Budget Narrative/and supporting documentation
- _____ FY 2001 Summary Budget Information (Budget Line Items)
- _____ Standard Form-424B, Assurances (non-construction programs)
- _____ Form HUD-2880, Applicant/Recipient Disclosure/Update Report
- _____ Form HUD-50070 Drug-Free Workplace Certification
- _____ Form HUD-50071 Certification of Payments to Influence Federal Transactions (Lobbying Certification)
- _____ Standard Form-LLL, Disclosure of Lobbying Activities Certification
- _____ Form HUD-2992, Certification of Debarment and Suspension
- _____ Certification of Consistency with the Indian Housing Plan
- _____ Certification of Resident Management Corporations, Resident Organizations, and Residents
- _____ Acknowledgement of Application Receipt

_____ A list of the sub-grantees, if applicable. The list must include the names of the sub-grantees, as well as the relative roles and contributions of each sub-grantee in implementing the IHDEP grant activities (Factor 1).

_____ An overall budget and timetable that includes separate budgets, goals, and timetables for each activity, and addresses milestones towards achieving each

described goal. You must also describe the contributions and implementation responsibilities of each partner for each activity, goal, and milestone.

- _____ A description of the number of staff, the titles, professional qualifications, and respective roles of the staff assigned full or part-time to grant implementation. (Factor 1)
- _____ Lines of accountability (including an organization chart) for implementing the grant activity, coordinating the partnership, and assuring that the commitment made by you and your sub-grantees, if any, will be met. (Factor 1)
- _____ A list of any open IHDEP grants, the grant amount and amount expended as of the date of this application.
- _____ A narrative of the plan that will address the problem of drug-related crime in the developments proposed for funding. (Factor 3)
- _____ Narrative responses to each of the five Rating Factors and their sub-factors in this NOFA: (1) Capacity of the Applicant and relevant organizational Experience; (2) Need/Extent of the Problem; (3) Soundness of Approach; (4) Leveraging Resources; and (5) Comprehensiveness and Coordination.

**PROJECT SUMMARY
CONGRESSIONAL NOTIFICATION
INFORMATION SHEET
FY 2001 IHDEP**

**U.S. DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT**

A narrative summary (one paragraph only) must be completed by each applicant. HUD will use this narrative for congressional notifications.

PLEASE INCLUDE IN YOUR NARRATIVE:

1. Components or elements of your comprehensive plan.
2. Major activities and/or programs.
3. Use specific names of targeted developments including location of developments.
4. Identify population to be assisted and projected number of residents served (if applicable).

NAME(S) OF CONGRESSIONAL REPRESENTATIVE(S)	CONGRESSIONAL DISTRICT
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____

FY 2001 IHDEP Budget Narrative

As an attachment to Form SF-424A, provide a narrative budget for each of your proposed activities. Provide the following information:

BRIEF ACTIVITY DESCRIPTION: In a paragraph no more than ½ page in length, summarize the activity in question and how it fits into your overall plan for eliminating drugs and drug-related crime in the affected developments.

FUNDS REQUESTED FOR ACTIVITY:

AMPLIFIED BUDGET ITEMS BY OBJECT CLASS CATEGORY: Break down the budget for each of your activities using the budget categories in Section B(6) of the SF-424A. These are:

Personnel
Fringe Benefits
Travel
Equipment
Supplies
Contractual
Construction
Other

You will note for each category how much of funding comes from proposed IHDEP funding and how much from other local, in-kind sources.

Implementation Timetable

Create an overall timetable and separate timetables for each of your proposed activities. Determine overall and individual activity goals. Develop milestones toward achieving each of these goals. Briefly describe the contributions and implementation responsibilities of each partner for each activity, goal, and milestone.

Use the forms provided. There is both an **Implementation Timetable: Overall** and an **Implementation Timetable: Activity _____**. Make as many additional copies of the individual activity implementation schedule as you have activities.

FY 2001 IHDEP Summary Budget Information

(HUD AUTOMATED TRACKING)

Name and Address of Applicant: _____

Program: _____

Area Office: _____

List amounts budgeted for each line item. These line items and amounts will be programmed into HUD's Line of Credit Control System (LOCCS) for designating and tracking uses of drawdowns.

DETAILED DESCRIPTION OF BUDGET

Budget Line Item No.	Activities	Funds Requested	Funds Approved (HUD use only)
9110	Reimbursement of local law enforcement agencies over and above baseline service	\$	\$
9120	Security Personnel		
	1. Employment of Security Personnel	\$	\$
	2. Contracted Security Guards	\$	\$
	3. Tribal Police Department	\$	\$
	Sub-Total: (1-3)	\$	\$
9130	Employment of Investigator(s)	\$	\$
9140	Voluntary Tenant Patrol	\$	\$
9150	Physical Improvements	\$	\$
Programs to reduce the use of illegal drugs			
9160	Drug Prevention	\$	\$
9170	Drug Intervention	\$	\$
9180	Drug Treatment	\$	\$
Grant Administration			
9190	Other Program Costs	\$	\$
	Total IHDEP funding requested:	\$	\$
	HUD Official Use: Total funding approved by HUD	\$	\$

**CERTIFICATION OF CONSISTENCY WITH THE
INDIAN HOUSING PLAN**

**U.S. DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT**

I certify that the proposed activities/projects in the application are consistent with the jurisdiction's current, approved Indian Housing Plan.

Applicant Name: _____

Project Name: _____

Location of the Project: _____

Name of the Federal Program(s) to
which the applicant is applying: _____

Name of Certifying Jurisdiction: _____

Title: _____

Signature: _____

Date: _____

**CERTIFICATION BY RESIDENT
MANAGEMENT**

**U.S. DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT**

**CORPORATIONS (RMCs)/
Resident Organizations (ROs) or Residents**

The applicant certifies that:

- Residents participated in the preparation/strategy of the application for the Indian Housing Drug Elimination Program for the targeted development(s);
- The applicant's description in its plan of activities to be undertaken by the RMC/RC/RO or residents is accurate and complete; and
- Certification is applicable only for targeted development(s).
- If awarded, the applicant will involve residents in any change to the approved plan.
- Residents are aware that the application deadline date is 60 days following the publication of the Notice of Funding Availability.

Duly-Elected Resident Representative
(Print Name and Title)

Name Title

X _____ Signed this _____ day of _____, 2001
Signature

Executive Director
(Print Name and Title)

Name Title

X _____ Signed this _____ day of _____, 2001
Signature

Signatures of other Tribal housing resident organization presidents or Tribal housing resident(s) if one does not exist, and other public Indian housing leadership organizations for the proposed/targeted developments.

1. Name _____
Address _____
2. Name _____
Address _____
3. Name _____
Address _____
4. Name _____
Address _____

Check if comments by residents are attached.

**DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT**

**NEW APPROACH ANTI-DRUG
PROGRAM**

