



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
Office of Sustainable Housing and Communities
WASHINGTON, DC 20410-0050

Frequently Asked Questions about the HUD Notice of Funding Availability for the Capacity Building for Sustainable Communities Program

I am seeking Capacity Building technical assistance as a current Sustainable Communities Grantee, Preferred Sustainability Status Community, or other type of organization. Will this grant give me the capacity building technical assistance I am seeking?

This competition is not for entities who wish to *receive* capacity building technical assistance. Rather, it is for entities that are seeking to *deliver* capacity building technical assistance to FY2010 and FY2011 Sustainable Communities Grantees from HUD and EPA on a national scale.

Who is eligible to apply for this program? Are private firms eligible to apply? Can my organization apply as part of a team?

Under this program, the following types of entities are eligible applicants:

- a. A 501(c)(3) nonprofit organization;
- b. A local or state public agency;
- c. A for-profit organization (for-profit firms are eligible, however, while they are allowed to cover their direct and indirect costs, they are not allowed to earn a profit from the project, and they are not eligible to receive EPA funding);
- d. A nationally recognized and accredited University or College; or
- e. Any combination of the aforementioned entities as a Capacity Building Team to combine their skills and offer a coordinated program. A Capacity Building Team must designate a lead applicant to act as the fiscal agent for the grant.

For-profit firms have the same applicant requirements as any other applicant.

What is the CDFA number to locate the program NOFA on Grants.gov?

14.705.

Where can we get the list of all the 2010-2011 grant awardees and their proposals? How and when will we know who the grantees are and what their capacity building needs are?

Grant summaries for HUD's grantees are available at www.hud.gov/sustainability, and EPA's assistance recipients at www.epa.gov/smartgrowth.

Assuming that many of the Sustainable Communities Grantees implement their projects with hired consultants, how would a Capacity Building grantee interface with these consultants?

Capacity Building grantees are expected first and foremost to work with the prime grantee as their main point of contact, who in turn will authorize, expand, or include partners (including consultants) as appropriate.

Would it be appropriate to organize a Capacity Building Team for a specific geography?

Successful applicants will be expected to provide capacity building services to Sustainable Communities grantees on a nationwide basis. Consortia that are positioned to deliver capacity building technical assistance to only one specific geography will not be appropriate.

Can grant funding from other Federal sources be included as part or all of the 10% match budget requirement?

Other Federal funds are not an allowable source of match funding unless the match source being considered has an authorizing statute explicitly authorizing their funds to be used as match. For example, HUD's Community Development Block Grant (CDBG) funds are allowed to be used as match.

Is there a ceiling on what a grantee can charge for salary billing rates?

Yes. Below is the passage from HUD's FY2011 General Section: "m. Salary Limitation for Consultants. Unless otherwise provided in the program NOFA, FY2011 funds may not be used to pay or to provide reimbursement for payment of the salary of a consultant at a rate more than the equivalent of General Schedule 15, Step 10, base rate in accordance with Office of Personnel Management pay scales posted at <http://www.opm.gov/oca/11tables/indexGS.asp>."

How open are you to innovative proposals?

HUD and EPA are seeking those entities that are best able to provide the most up-to-date information and capacity building services to the Sustainable Communities Grantees. All applications are scored according to the rating factors explained in Section V of the NOFA.

When will awards be made?

The application review process will begin immediately after the applications are due on **August 7, 2013**, and awards will be announced when that review process is complete, approximately around **September 30, 2013**.

Can you explain how HUD and EPA will deploy the TA once it's all arranged and lined up?

HUD, EPA, and other Partnership agencies will work with the entities selected through this NOFA to ensure the purposes of the Capacity Building for Sustainable Communities Grant Program are being carried out and that targeted recipients of the technical assistance are following through on their commitments and completion of deliverables as outlined in their workplans. HUD's substantial involvement may include directing selected intermediaries to provide capacity building services to particular Sustainable Communities Grantees for the purposes of improving their performance, collecting and disseminating best practices through the network, monitoring capacity building

progress, and review of deliverable materials including requiring adjustments prior to acceptance of the materials or proposed methods to be deployed to meet the objectives of this NOFA.

Do individual organizations need to have established a consortium with other consortium prior to applying for this grant? Or do individual organizations become a part of consortium with other grant awardees after grant awards have been made?

A consortium of organizations should come together to make a proposal for how they would address all of the outcome areas in the NOFA.

What is the minimum and maximum dollar amounts for the award(s) made through this competition?

Applicants should prepare their budget to demonstrate how they would use the \$4.5 million allocated for the NOFA. If the applicant can demonstrate that they can complete the anticipated tasks for less than this amount, they are welcome to do so. Budgets will be analyzed for effectiveness and quality of preparation.

How does a community achieve "HUD Preferred Sustainability Status"? Will any new sustainability communities be established or are all efforts in the existing designated sustainable communities? How can I determine if my agency is a "HUD Preferred Sustainability Status Community"? Communities recognized as HUD Preferred Sustainability Status Communities can be identified at http://portal.hud.gov/hudportal/HUD?src=/program_offices/administration/grants/nofa11/psscontacts. There is not a mechanism to apply for this status at the time of this NOFA competition.

Do cost share commitment letters count toward the ten-page appendix limit?

Yes.

How is this application different from applications submitted in the previous rounds?

This is the second round for the Capacity Building NOFA. Only slight differences have been made since the last competition to integrate successful practices learned from the previous round. For example, HUD is emphasizing the use of consortia much more than individual organizations as HUD found that consortia generally are better positioned to deliver the comprehensive technical assistance that is needed. Additionally, HUD has streamlined the previous seven outcome areas to five outcome areas to better reflect the targeted technical assistance recipients' needs. Please note that this program should not be confused with the Sustainable Communities Regional Planning grants or the Community Challenge grants issued by this office.

Do you anticipate the Equity component being a quarter of the capacity deliverables since it is both its own component and woven throughout the other capacities? There is not a specific proportion of deliverables anticipated for equity issues, but there is no question that addressing issues of equity and opportunity is a critical component of any application with a viable chance for success given the prioritization that equity issues have been given in the specified outcome areas.

The agency I represent is not a recipient of any of the mentioned grants that this program is intended for. If we have not received any of these mentioned awards; (FY2010, and FY2011 HUD Sustainable Communities Regional Planning and Community Challenge grant recipients, HUD Preferred Sustainability Status Communities, and EPA Sustainable Community Technical Assistance recipients and Brownfield Area Wide Planning grant recipient) does this mean that we will not be eligible to receive this capacity building assistance?

Not at this time.

Can monies be used to help further develop tools for capacity building as well as deliver them?

If the development of those tools is part of the strategy to support the targeted communities, then yes.

Where can I find the FY 2013 Capacity Building for Sustainable Communities Program NOFA Webcast slides?

The slides from the webcast are posted on the OSHC website at

http://portal.hud.gov/hudportal/HUD?src=/program_offices/sustainable_housing_communities/capacity-building

Can honorariums for resource experts be included in the budgets?

A proportion of the budget can be allocated for honoraria, but each specific use will be subject to the approval of the Government Technical Representative who will be HUD's liaison with the awardee.

The information provided in the webcast was really great. However, I don't understand why so much effort was put into it if only one or two awards are going to be made. It's very difficult to encourage widespread effort being made toward preparing and submitting applications if the potential rate of success is so limited.

HUD anticipates that this will be a very competitive NOFA process and potential applicants should consider their qualifications carefully before deciding to apply.

How can I ask additional questions about this NOFA?

Please send additional questions to sustainablecommunities@hud.gov. Due to the HUD Reform Act, HUD personnel cannot advise a single entity and may only point to portions of the Notice of Funding Availability (NOFA) and/or publically available sources where information can be found. Program staff may provide assistance to applicants about the process of applying for a grant, e.g., location of forms, submission of application, etc. Under Section 103 of the HUD Reform Act, HUD employees are prohibited from disclosing certain information during the selection process to persons within or outside of the Department who are not authorized to receive that information. Its purpose is to preclude giving an unfair advantage to applicants who would receive information not available to other applicants or to the public.