

Frequently Asked Questions about the HOPE VI Neighborhood Networks NOFA

Q-1. Will HUD review narrative text that is included in the application, but is not specifically part of a response to a Rating Factor?

A-1. No. HUD will only review narrative that is located within each of the Rating Factor responses. The HUD reviewer will strikeout and not read all narrative pages that are outside of specific Rating Factor responses. The 20-page, double-spaced limit will begin with the first Rating Factor response and will end after the response to Rating Factor 5, or after 20 pages, whichever comes first. Within that 20 pages, the HUD reviewer will also strikeout all single-spaced narrative.

For example, an introductory Executive Summary will not be read.

Q-2. In Section VIII.A.4. of the NOFA, what is meant by “Document References?”

A-2. As was stated in the previous answer, only Rating Factor responses will be reviewed. Because of this, the PHA may want to make specific reference to supporting documentation within a Rating Factor response, e.g., to a leverage commitment letter located under another tab.

The PHA may feel that some narrative given for one Rating Factor response does apply to another Rating Factor. To ensure inclusion of that information under both Rating Factors, the PHA may include page number and paragraph references from any portion of a Rating Factor Response to any other Rating Factor response. In this way, the PHA does not have to repeat the information and, with page number and paragraph references, the PHA is assured that information included in the application will be applied as broadly as possible.

For example, Rating Factor 3 requires a “program summary.” This summary will include a significant amount of information about the Neighborhood Networks program and parts of it may apply to Rating Factors 1, 2 and 5. In its responses to Rating Factors 1, 2 and 5, the PHA may include page number and paragraph references to parts of the program summary or other narrative included under Rating Factor 3.

Q-3. What documentation is necessary to show that the PHA will have control of NNC property for 15 years?

A-3. Site control documentation is not necessary in the application.

The 15-year property control period is mentioned only as one of the grant program's implementation requirements. During the grant period, prior to NNC development or rehabilitation, evidence of site control will be required by HUD.

Q-4 Does the program summary have to be in narrative format? Can a table be used?

A-4 The program summary may be presented in any understandable format, as long as the text is double-spaced. In order to conserve narrative space, columns or rows of information may be used.

For example, numerical data on public housing and program demographics may be put into several columns so that two or more categories of information are presented on the same line.

Q-5 The NOFA states that leverage commitment letters and MOUs that were included in the Fiscal Year 2002 HOPE VI Revitalization NOFA application could be used here. Can those commitment letters and MOUs be used without updated signatures or language changes?

A-5 Updated signatures are not required as long as the person who signed the letter/MOU is still authorized to sign, i.e., the signatory still holds the same position in the donating organization.

Language in the letters/MOUs may need to be changed. The Fiscal Year 2002 HOPE VI Revitalization NOFA required that the letters/MOUs state that the donation would support the HOPE VI grant. This Neighborhood Networks NOFA states that the leverage donations must be "dedicated" to the Neighborhood Networks program.

This means that the letters/MOUs must state that the leverage donation will be specifically used to support the Neighborhood Networks program. The letters/MOUs do not need to include the program name "Neighborhood Networks." However, if they do not contain the words "Neighborhood Networks," they must clearly state that the leverage donation will be used to support Neighborhood Networks related activities, e.g., providing resident computer training, providing a computer or community technology center.

Q-6 Block 15 of the form HUD-424 asks for Catalog of Federal Domestic Assistance (CFDA) information. What should be put into this block?

A-6 The CFDA number for this NOFA is 14.866. The title is "HOPE VI" and the component title is "Neighborhood Networks".