

DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

[Docket No. FR-5600-N-42]

Fiscal Year 2012 Transformation Initiative:

Rental Assistance Demonstration Small Research Grant Program

AGENCY: Office of the Assistant Secretary for Policy Development and Research, HUD.

ACTION: Notice of Funding Availability (NOFA) for Fiscal Year (FY) 2012 Transformation Initiative: Rental Assistance Demonstration Small Research Grant Program

SUMMARY: This NOFA announces the availability of funding of approximately \$400,000 for the Transformation Initiative: Rental Assistance Demonstration Small Research Grant Program. This program is to produce policy-relevant new knowledge about the implementation and results of HUD's Rental Assistance Demonstration (RAD). This Notice is comprised of both the Notice of HUD's Fiscal Year (FY) 2012 Notice of Funding Availability (NOFA), Policy Requirements and General Section (General Section) to HUD's FY2012 NOFAs for Discretionary Programs, posted on www.Grants.gov on September 19, 2011, and this program section to the NOFA.

APPLICATION DEADLINE DATE: The application deadline is 11:59:59 p.m. eastern time on **July 8, 2013**. Applications must be received by Grants.gov no later than 11:59:59 p.m. eastern time on the application deadline date. Applicants need to be aware that following receipt, applications go through a validation process in which the application may be accepted or rejected by the grants.gov system. Please allow time for this process to ensure that you meet the timely receipt requirements. Please see the 2012 **General Section** for HUD's timely receipt and grace period policies.

FOR FURTHER INFORMATION CONTACT: Questions regarding specific program requirements should be directed to the agency contact identified in Section VII of this Notice. Questions regarding the **General Section** should be directed to the Office of Strategic Planning and Management, Grants Management and Oversight at (202) 708-0667 (this is not a toll-free number). Persons with hearing or speech impairments may access these numbers via TTY by calling the Federal Relay Service at (800) 877-8339.

OVERVIEW INFORMATION

A. Federal Agency Name: Department of Housing and Urban Development, Office of Policy Development and Research, Program Evaluation Division (RRE).

B. Funding Opportunity Title: Transformation Initiative: Rental Assistance Demonstration Small Research Grant Program.

C. Announcement Type: Initial announcement.

D. Funding Opportunity Number: FR-5600-N-42; OMB Control Number is 2528-0295 (expires 4/30/2016).

E. Catalog of Federal Domestic Assistance (CFDA) Number: 14.535.

F. Dates: The application deadline is 11:59:59 p.m. eastern time on **July 8, 2013**. Applications must be received by Grants.gov no later than 11:59:59 p.m. eastern time on the application deadline date. Applicants need to be aware that following receipt, applications go through a validation process in which the grants.gov system may accept or reject the application. Please allow time for this process to ensure that you meet the timely receipt requirements.

G. Additional Overview Content Information

1. Purpose of the Program. To support research projects that will produce policy-relevant new knowledge about the implementation and results of HUD's Rental Assistance Demonstration (RAD), which allows proven financing tools to be applied to at-risk public and other HUD-assisted rental housing. For more information on RAD and its application process, see below and visit HUD's web site: www.hud.gov/rad .

2. Award Information. This program is undertaken by HUD's research authority under the Transformation Initiative Fund. The maximum award performance period is 3 years (36 months) and the maximum award amount is \$400,000. Awards under this Notice will be made in the form of a Cooperative Agreement. A Cooperative Agreement means HUD will have substantial involvement during the performance of the research project.

3. Eligible Applicants. Nonprofit organizations, for-profit organizations located in the U.S (HUD will not pay fee or profit for the work conducted under this NOFA), foundations, think tanks, consortia, institutions of higher education accredited by a national or regional accrediting agency recognized by the U.S. Department of Education and other entities that will sponsor a researcher, expert or analyst. HUD will not directly fund individual researchers.

FULL TEXT OF ANNOUNCEMENT

I. Funding Opportunity Description.

HUD invites applicants to submit proposals for research projects that will produce policy-relevant new knowledge about the Rental Assistance Demonstration (RAD) and will complement HUD's contracted evaluation of RAD. See below for more background on RAD and the RAD evaluation and for information about types of studies envisioned under this funding opportunity.

A. Background

RAD provides the opportunity to test the impacts of converting the assistance of public housing and other HUD-assisted properties to long-term, project-based Section 8 rental assistance contracts. RAD is designed to demonstrate the feasibility of preserving and improving these properties by enabling public housing agencies (PHAs) and other owners to access private debt and equity to address immediate and long-term capital needs. RAD is also designed to test the extent to which residents have increased housing choices after the conversion, and the overall impact on the subject properties.

Public housing properties in particular face a total of over \$20 billion in unmet capital needs. Currently, public housing authorities (PHAs) that own and operate these properties receive two payments streams from HUD: Operating Funds and Capital Funds. This funding has in some years fluctuated considerably and is allocated to PHAs through annual contracts. RAD is designed to preserve public housing by converting it to more stable, long-term (15-20 years) property-based contracts (i.e., Project-Based Rental Assistance and Project-Based Vouchers) that PHAs can use to leverage private financing for capital repairs.

Authorized by the Consolidated and Further Continuing Appropriations Act, 2012, (Pub. L. 112-55, signed November 18, 2011), RAD has two components. Under the first component, RAD allows up to 60,000 units in projects funded under the public housing and Mod Rehab programs to convert either to long-term Section 8 project-based rental assistance (PBRA) contracts or project-based vouchers (PBVs). According to the authorizing Act, HUD must evaluate this component of RAD. Under the second component, RAD allows owners of projects funded under the Rent Supplement, Rental Assistance, or Mod Rehab programs with a contract expiration or termination occurring after October 1, 2006, and no later than September 30, 2013, to convert tenant protection vouchers (TPVs) to PBVs. This second component will be studied by the Government Accountability Office (GAO).

The initial application window for the first component—the public housing and Mod Rehab conversion program—closed on 10/24/2012. Following that deadline, HUD provided approved projects with Conditional Housing Assistance Payment (CHAP) contracts. At this time, participating PHAs will have up to one year to finalize project financing plans before officially converting to the RAD program and receiving a Housing Assistance Payment (HAP) contract. Parties interested in this Small Research Grants NOFA opportunity should regularly consult www.hud.gov/rad for up-to-date information on the rollout of RAD participation. Due to the lengthy application process for projects to receive their final conversion notices to RAD, it is not feasible to produce a finalized list of RAD projects in this NOFA.

The research funded under this RAD Small Research Grants NOFA must focus on RAD and must complement the contracted evaluation of RAD, pursuing projects that are unlikely to be addressed by the contracted evaluation. The contract evaluation is still under development as of the publication of this NOFA. On September, 29, 2012, HUD awarded a contract to Econometrica to develop a Research Design and Analysis Plan (RDAP) for the evaluation. The contract for the RDAP includes three options that HUD may exercise, subject to funding availability and the development of a feasible RDAP:

Option 1: Baseline data collection on a sample of approximately 24 selected RAD projects and 48 non-RAD comparison projects.

Option 2: Baseline in-person data collection from a sample of approximately 3,000 residents across the sample of selected RAD projects and their non-RAD comparison projects.

Option 3: An early process evaluation that documents site selection and how a sample of approximately 24 selected sites implement the program over a 24 month period relative to the choices made for approximately 48 non-RAD comparison projects.

The RAD statute requires that HUD assess and publish findings regarding the impact of RAD public housing conversions on:

- (1) the preservation and improvement of the former public housing units,
- (2) the amount of private capital leveraged as a result of such conversion, and
- (3) the effect of such conversion on residents.

These three broad research topics are expected to be priorities of the contracted evaluation. Within these topics, more specific and detailed research questions likely to be addressed by the contracted evaluation are provided below; however, this list is not exhaustive and it is not guaranteed that all of these questions will be addressed by the contracted evaluation.

Preservation and improvement of the former public housing units

- To what extent were physical conditions improved as a result of conversion? Were these outcomes different based on the choice of PBRA or PBV or based on the particulars of the PHA, e.g., PHA size?
- To what extent did participating properties experience financial distress as a result of the conversion – for example, risk of foreclosure, bankruptcy, etc?
- Could additional public housing projects be preserved with the current statutory guidelines under RAD (without the 60,000 unit cap)? What statutory and/or administrative changes would need to be made to preserve the projects that cannot be preserved under the current RAD program, and at what cost?

Leveraging of private capital

- What sources and amounts of private capital did converted projects leverage?
- What was the experience of PHAs in obtaining private capital and was that experience different based on the choice of conversion to PBRA or PBVs or based on the particulars of the PHA, e.g., PHA size?

Effect on Residents

- Choice-Mobility. (1) what was the resident demand for and utilization of Choice-Mobility vouchers (number of requests, moves, etc.), (2) how did PHAs choose to operationalize the Choice-Mobility requirement (administration of waiting lists,

restrictions on number of Choice moves per project annually, etc.), and (3) where did residents move with their Choice vouchers (better neighborhoods?)?

- Relocation. How many families were relocated as a result of conversion, where did they temporarily move, what was the length of time, and were all relocates provided relocation resources consistent with program requirements?
- To what extent was resident satisfaction with physical living conditions improved as a result of conversion?

B. Goals of this Research Program and Types of Studies Requested

The goal of this Notice is to provide a vehicle for small research projects aimed at producing information and analyses that supplement the planned contracted evaluation. The applicant should be aware of the major research goals for the contracted study and propose a project that will produce policy-relevant, new knowledge that does not overlap with or duplicate but instead enhances or complements the larger study. The work funded under this NOFA is not intended to assist the contractor on the larger project.

A wide range of research projects will be considered within the parameters outlined above. HUD envisions two particular types of studies (described below) but also encourages applicants to propose other types of studies that meet the above-described research goals. A wide range of research questions are appropriate. Applicants are encouraged to draw on their knowledge and expertise to propose specific research projects that further HUD's goal of producing policy-relevant knowledge about RAD.

1. Ethnographic investigations of the impact of RAD on residents of public housing and on residents' communities. Studies of this type might investigate how residents in participating units respond to RAD, answering such questions as: how do they understand it? What do they believe are the implications of RAD for themselves and their families? If they leave their housing unit, when in the process do they choose to leave, why then? Where do they go? How do they end up in their new places and how has the transition changed their everyday lives? Ethnographic studies might also use a wider lens and examine the meanings of RAD not just on an individual level but also for the community of affected residents—e.g., social relations, changing roles of the tenant council as RAD is implemented. Similarly, a focus of investigation could be the meanings of RAD for the neighborhoods in which the participating units are located—e.g., what is the role of the public housing in the neighborhood and how do neighbors and local stakeholders view RAD's impact on this? Ethnographic studies describe the contexts of peoples' daily lives, including social life and interactions with institutions; as a result this work would rely heavily on direct observation, interviews, and focus groups.
2. Studies leveraging integrated administrative data sets to observe the impacts of RAD on variables captured by state and local data. For instance, a study using integrated administrative data sources might be able to construct a reasonable comparison group of public housing residents in units not participating in RAD and then compare the trajectories of residents of participating units to those in non-participating units in terms of housing stability; involvement with public systems such as criminal justice, child

welfare, public schools, substance abuse treatment programs; health outcomes; and participation in the formal labor market. Specific outcomes of interest will depend on the nature of the RAD conversion at a particular property; if conversion includes renovations to improve energy efficiency and interior environmental quality; relevant outcomes would include health and energy usage.

3. Other types of studies that will complement the contracted evaluation and produce policy-relevant knowledge about RAD.

C. Authority

This program is undertaken by HUD's research authority under the Transformation Initiative Fund. It is being implemented through this NOFA, which, among other things, establishes the policies governing its operation.

II. AWARD INFORMATION.

From FY2012 Transformation Initiative funds, authorized under the Department of Housing and Urban Development Appropriations Act, 2012, Public Law 112-55, 125 Stat. 552, Approved: Nov. 18, 2011, \$400,000 is being made available for this effort. Applicants may request up to \$400,000 for a three-year (36 months) award performance period. Awards under this Notice will be made in the form of a Cooperative Agreement. A Cooperative Agreement means that HUD will have substantial involvement during performance of the contemplated research project that may include, but will not be limited to:

1. Review and suggestion of amendments by HUD to the effort, including objectives, work plan, and deliverables.
2. Review by HUD and provision of preliminary deliverables by the grantee in response to quarterly progress reports.
3. Review by HUD and provision by the grantee of final deliverables.
4. Commitment by the grantee to enter into a Memorandum of Understanding protecting the confidentiality of personal information about residents of units participating in RAD, and to require execution of Confidentiality Agreements by all members of the grantee's research team who will have access to such information. In addition to providing adequate data security plans, research with human subjects must undergo review by a legitimate institutional review board to ensure compliance with requirements for protection of human subjects.

III. ELIGIBILITY INFORMATION.

A. Eligible Applicants. Nonprofit organizations, for-profit organizations located in the U.S (HUD will not pay fee or profit for the work conducted under this NOFA), foundations, think tanks, consortia, institutions of higher education accredited by a national or regional accrediting agency recognized by the U.S. Department of Education and other entities that will sponsor a researcher, expert or analyst. HUD will not directly fund individual researchers.

B. Cost Sharing or Matching. None Required.

C. Other

1. Eligible Activities. Funds awarded under this NOFA must be used to support direct and indirect costs incurred in the timely completion of the research product.

2. Eligible costs. Eligible costs include, but are not limited to: salary for the Principal Investigator and other research associates and assistants; protected release time for researchers who demonstrate the need for a period of intensive research; computer software; purchase of data; travel expenses to collect data or to make presentations at meetings; transcription services, and compensation for interviews.

3. Threshold Requirements Applicable to All Applicants. All applicants must comply with the threshold requirements as defined in Section III.C. 2. of the FY 2012 **General Section** and the requirements listed below. All members of a consortium or research team must meet the threshold set forth at Section III.C.2.d of the FY 2012 General Section “Resolution of Outstanding Civil Rights Matters.” **Applications that do not meet these requirements will not be eligible to receive an award.**

- a. The applicant must meet the eligibility requirements as defined in Section III. A, Eligible Applicants;
- b. All proposals must be for research projects;
- c. All projects must have a focus on HUD’s Rental Assistance Demonstration. They must complement and must not overlap or duplicate the contracted evaluation;
- d. The applicant may not request more funding than the award maximum as outlined in Section II;
- e. Applications must receive a **minimum score of 75 points** under the review procedures described in this Notice to be considered for funding;
- f. The applicant (represented as the official organization) must have a DUNS number and an active registration at the System for Award Management (SAM) to receive HUD award funds. As of July 2012, the General Services Administration (GSA), which operated CCR.gov, has consolidated a number of its systems to a single platform called the System for Award Management (SAM). Further information can be found at www.SAM.gov; and
- g. To meet timely receipt requirements electronic applications must be received by Grants.gov no later than 11:59:59 p.m. Eastern Time by the application deadline date. **See the General Section regarding timely receipt and grace period policies.**

4. Other Requirements. All applicants must comply with the nondiscrimination and other requirements as defined in Section III.C.5. of the FY 2012 **General Section** (and the requirements listed below).

a. Compliance with Fair Housing and Civil Rights Laws.

(1) With the exception of federally recognized Indian tribes and their instrumentalities,

applicants and their sub recipients must comply with all applicable fair housing and civil rights requirements in 24 CFR 5.105(a), including, but not limited to, the Fair Housing Act; Title VI of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973; Title II of the Americans with Disabilities Act; Section 109 of the Housing and Community Development Act of 1974;

(2) If the applicant is conducting programs or activities with funds received under a HUD program NOFA in a state or local jurisdiction that has passed a law or laws proscribing discrimination in housing based upon sexual orientation or gender identity; or, a law or laws proscribing discrimination in housing based on lawful source of income, the applicant and its subrecipients must comply with those laws of the states or localities in which the programs or activities are conducted as well;

(3) If you are a federally recognized Indian tribe, you should review the particular civil rights requirements for the funding program specified in the program’s authorizing legislation, implementing regulations, and funding notice. For example, for programs authorized under the Native American Housing Assistance and Self-Determination Act, the nondiscrimination provisions enumerated at 24 CFR 1000.12, apply. Furthermore, the applicable civil rights requirements may depend on whether the applicant is a Federally-recognized tribe.

b. Affirmatively Furthering Fair Housing Requirements. Under Section 808(e) (5) of the Fair Housing Act, HUD and its program recipients have a statutory duty to affirmatively further the purposes of the Fair Housing Act. The obligation to affirmatively further fair housing applies to all recipients of HUD funds awarded and announced under HUD's FY2010 funding notices. Applicants under this NOFA, while not required to analyze impediments to fair housing choice and engage in fair housing planning, are encouraged to review the Consolidated Plans, Annual Action Plan, PHA Plan and Analysis of Impediments to Fair Housing Choice for the applicable jurisdictions in which their research activities will take place, and consider addressing any impediments to fair housing choice which may be identified in their proposed research. For example, where appropriate, design and implement research that maximizes understanding of barriers faced by persons of different ethnic and racial backgrounds and persons with disabilities.

c. Executive Order 13166, “Improving Access to Services for Persons with Limited English Proficiency (LEP).” Executive Order 13166 seeks to improve access to federally assisted programs and activities for individuals who, as a result of national origin, are limited in their English proficiency. Applicants obtaining federal financial assistance from HUD shall take reasonable steps to ensure meaningful access to their programs and activities to LEP individuals. As an aid to recipients, HUD published *Final Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons* (LEP Guidance) in the Federal Register on January 22, 2007 (72 FR 2732). For assistance and information regarding LEP obligations, go to <http://www.justice.gov/crt/lep/guidance/HUD-guidance-Jan07.pdf>. For more information on LEP, please visit <http://www.hud.gov/offices/fheo/promotingfh/lep.cfm>.

d. Accessible Technology. Section 508 of the Rehabilitation Act (Section 508) requires HUD and other federal departments and agencies to ensure, when developing, procuring, maintaining, or using electronic and information technology (EIT), that the EIT allow, regardless of the type

of medium, persons with disabilities to access and use information and data on a comparable basis as is made available to and used by persons without disabilities. Section 508's coverage includes, but is not limited to, computers (hardware, software, word processing, email, and Internet sites), facsimile machines, copiers, and telephones. Among other things, Section 508 requires that, unless an undue burden would result to the federal department or agency, EIT must allow individuals with disabilities who are federal employees or members of the public seeking information or services to have access to and use of information and data on a comparable basis as made available to employees and members of the public who are not disabled. Where an undue burden exists to the federal department or agency, alternative means may be used to allow a disabled individual use of the information and data. Section 508 does not require that information services be provided at any location other than one at which the information services are generally provided. HUD encourages its funding recipients to adopt the goals and objectives of Section 508 by ensuring, whenever EIT is used, procured, or developed, that persons with disabilities have access to and use of the information and data made available through the EIT on a basis comparable as is made available to and used by persons without disabilities. This does not affect recipients' required compliance with Section 504 of the Rehabilitation Act and, where applicable, the Americans with Disabilities Act. Applicants and recipients seeking further information on accessible technology should go to <http://www.section508.gov/>.

e. Effective Communication. Applicants obtaining federal financial assistance from HUD shall take appropriate steps to ensure effective communication with persons with disabilities including steps to ensure that all notices and communications are effective for persons with hearing, visual, and other communications-related disabilities consistent with Section 504 of the Rehabilitation Act of 1973 HUD regulations at 24 CFR 8.6 and Titles II and III of the Americans with Disabilities Act as applicable. This includes ensuring that notices and other communications are in appropriate alternative formats as needed, e.g., Braille, audio, large type, sign language interpreters, and assistive listening devices, etc.

f. Conducting Business in Accordance with Core Values and Ethical Standards/Code of Conduct. If awarded assistance under this NOFA, prior to entering into a cooperative agreement with HUD, you will be required to submit a copy of your code of conduct and describe the methods you will use to ensure that all officers, employees, and agents of your organization are aware of your code of conduct. See the FY2012 **General Section** for information about conducting business in accordance with HUD's core values and ethical standards.

IV. APPLICATION, SUBMISSION AND TIMELY RECEIPT INFORMATION

A. Instructions to Download Application Package

1. Applications Available on Grants.gov. Applications can be downloaded from the web at: <http://www.grants.gov/applicants/apply-for-grants.jsp> by downloading the application and the instructions for this NOFA. All applications must be submitted electronically. The information required to submit an application is contained in the program section of this Notice and the **General Section**. See the **General Section** for specific procedures concerning the electronic application submission and timely receipt requirements.

2. Grants.gov Customer Support. Grants.gov provides customer support information on its website at <http://www.grants.gov/contactus/contactus.jsp>. Applicants having difficulty accessing the application and instructions or having technical problems can receive customer support from Grants.gov by calling (800) 518-GRANTS (this is a toll-free number), or by sending an email to support@grants.gov. The Grants.gov Help Desk can be reached twenty-four hours per day, seven days per week, except federal holidays. HUD recommends calling the Help Desk rather than emailing, because determining the basis for the problem may take some conversation with the Grants.gov Support Customer Service Representative. See the **General Section** for information regarding the registration process or ask for registration information from the Grants.gov Support Desk. For further information on HUD's FY2013 Policy Requirements and General Section, contact the Office of Strategic Planning and Management, Grants Management Division, Department of Housing and Urban Development, 451 7th Street, SW, Room 3156, Washington, DC 20410-3000, telephone number 202-708-0667. This is not a toll-free number. Persons with hearing or speech impairments may access this number via TTY by calling the Federal Relay Service at 800-877-8339.

B. Content and Form of Application Submission.

1. Application Content. Applications must consist of the following elements: SF-424 Application for Federal Assistance; a table of contents; an executive summary; a narrative for the rating factors; a budget; budget narrative; and additional forms. Before submitting your application, please read the General Section regarding use of Adobe Reader, file naming conventions, and other information to help you avoid problems.

a. SF-424 Application-for-Federal-Assistance. Please remember the following:

- (1) The name of the official applicant for this program. Please make sure that the name of the organizational applicant in box 8a is the organization's legal name and that the organization's DUNS number and address are listed on this form (not the researcher's information). When entering the zip code, be sure to enter the 9-digit zip code.
- (2) Include the name, title, address, telephone number, facsimile number, and e-mail address of the designated contact person. This is the contact at the organization **who will receive all pertinent information from HUD regarding this application; therefore, please ensure the accuracy of the information; this person must have knowledge of the content of the application submitted under this program. Please be sure the email account will accept messages from HUD.gov.**
- (3) The total award amount requested for the total performance period of the award.
- (4) The organizational applicant's Employer Identification/Tax ID.
- (5) The DUNS Number associated to the applicant's legal name identified in Box 8a of the SF-424 form.
- (6) The Catalog of Federal Domestic Assistance Number for the program is **14.535**.
- (7) The signature of the Authorized Organization Representative (AOR), who by virtue of submitting an application via **Grants.gov**, has been authenticated by the credential provider and approved by the organizational applicant's eBusiness Point of Contact to submit applications on behalf of the organization. If the AOR has not been granted approval to submit the application,

the application will be rejected by the Grants.gov system. The AOR must be able to make a legally binding agreement for the sponsoring organizational entity.

b. Table of Contents

(1) Executive Summary (700 words or less). The Executive Summary should, at a minimum, include a summary of the proposed research project with the following information:

- (a) Title and overview of the proposed research.
- (b) The specific objective of the research to be conducted, including its significance and an overview of the methods.
- (c) Information about the applicant organization to demonstrate eligibility, and contact information for the lead researcher (address, telephone number, facsimile number, and e-mail address).

(2) Narrative statement addressing the rating factors. HUD will use the narrative response to the Rating Factors to evaluate, rate, and rank applications. There are three rating factors that need to be addressed: (i) capacity of the applicant and relevant experience; (ii) need for the proposed research; and (iii) soundness of approach. The narrative statement is the main source of information when rating and ranking applications. Therefore, it is very important that the researcher becomes fully familiar with the rating factors for the program. The narrative should be numbered in accordance with each factor and sub-factor. Make sure to address each factor and sub-factor and provide sufficient information about every element. The application narrative, bibliographies, and any supporting references must not exceed 20 pages in length (excluding forms, assurances, budget narrative, table of contents, and executive summary), and must be submitted and formatted to fit an 8 ½ by 11-inch paper, double-spaced, with one-inch margins (for the top, bottom, left, and right sides of the document) in standard Times New Roman 12-point font. Each page must be numbered and the name of the applicant and researcher must be on each page. The double-spacing requirement applies to the narrative section of the application (excluding references and bibliographies). Submitting pages in excess of the page limit will not disqualify an application; however, HUD will not consider the information on any excess page. This exclusion may result in a lower score or failure to meet a threshold requirement. **Please do not attach responses to each factor separately. Please follow the instructions on use of zipped files, file extensions, and file names in the General Section. File names should not contain spaces, dashes, or special characters. Failure to follow the file name requirements can result in the application being rejected by the Grants.gov system.**

(3) Budget. The budget submission must include the following:

- (a) HUD_424_CB_Grant_Application_Detailed_Budget. This budget form shows the total budget by year (12 month period) and by line item for the program activities to be carried out with the proposed HUD grant. Make sure that the amount shown on the SF_424, HUD_424_CB, and budget narrative are consistent and the budget totals are correct. Remember to check addition in totaling the categories on the HUD_424_CB form so that all items are included in the total. The budget form must be fully completed. If there is any inconsistency between any required forms and/or budget narrative, the HUD_424_CB will be used. If this correction puts an application over the award maximum, the researcher will not be able to correct the amount requested and the application will be disqualified. If an application is selected for award, the researcher may be required to provide greater specificity to the budget during award agreement negotiations.

(b) Budget Narrative. A narrative must be submitted that explains how the researcher arrived at the cost estimate for each line item. The proposed cost should be reasonable for the work to be performed and consistent with rates established for the level of expertise required to perform the work proposed. The researcher must pay close attention to accurately estimating costs, determining the necessity for and reasonableness of costs proposed, and correctly computing all budget items and totals.

(c) Indirect costs. Indirect costs, if applicable, are allowable based on an established approved indirect cost rate. **Applicants must have on file, and submit to HUD if selected for award, a copy of their approved indirect cost rate agreement.** Applicants that are selected for funding but do not have an approved indirect cost rate agreement established by the cognizant federal agency, will be required to establish a rate. In such cases, HUD will issue an award with a provisional rate and assist applicants with the process of establishing a final rate.

(4) Appendix. The appendix section of an application may include résumés and two letters of recommendation. This section will not count against the page limit.

(5) Forms. The following forms are needed for submission:

(a) SF424

(b) SF424_Supplement_Survey_on_Ensuring_Equal_Opportunities_for_Applicants (Faith-Based-EEO-Survey (SF-424 SUPP)).

(c) HUD424_CB

(d) SFLLL_Disclosure_of_Lobbying_Activities, if applicable.

(e) HUD2880_Applicant_Recipient_Disclosure_Update_Report

(f) HUD2993_Acknowledgement_of_Application_Receipt. Applicants are not required to include this form for electronic applications as they can track their application on line by going to www.grants.gov and clicking on “Track My Application”. Applicants that have requested a waiver and are approved for the submission of a paper application may use this form to obtain a receipt.

(g) HUD96011_Third_Party_Documentation_Facsimile_Transmittal (Facsimile-Transmittal-Form on Grants.gov). This form must be used as the cover page to transmit third party documents and other information. Applicants are advised to download the application package and complete the SF-424, which will pre-populate the Transmittal Cover page. The Transmittal Cover page will contain a unique identifier embedded in the page that will help HUD associate your faxed materials to your application. Please do not use your own fax sheet. HUD will not read any faxes that are sent without the HUD96011 fax transmittal cover page. **Note: In order for the application to be transmitted you must complete this form even if you are not faxing any documents. In the section of the form titled “Name of Document Transmitting,” enter the words “Nothing Faxed with this Application.” Complete the remaining highlighted fields and enter the number “0” in the section of the form titled “How many pages (including cover) are being faxed?” It is important that you read the General Section for other specifics.**

2. Certifications and Assurances. Please read the **General Section** for detailed information on all Certifications and Assurances. When submitting attachment files, please pay close attention to the requirements for naming the attachment files. Attachment file names cannot have spaces, dashes, special characters or be longer than 50 characters in length. Failure to follow these directions will result in a “VIRUSDETECT” error message and your application being rejected by the Grants.gov system.

C. Receipt Dates and Times.

The application deadline date is 11:59:59 p.m. eastern time on **July 8, 2013**. Following receipt the application will go through a validation process. If the application fails the Grants.gov validation process, it will be rejected. Please see the FY2012 **General Section** for instructions for timely receipt, HUD's Grace Period Policy, and actions to take if the application is rejected. Applicants should carefully read the section titled "INSTRUCTIONS ON HOW TO DOWNLOAD AN APPLICATION PACKAGE AND APPLICATION INSTRUCTIONS" in the FY2012 **General Section**. This section contains information on using Adobe Reader, HUD's timely receipt policies, and other application information. Applicants should be aware that the latest version of Adobe Reader being used by Grants.gov is Adobe Reader 9.4. Adobe Reader 9.0 is compatible with Adobe Professional versions 8.0 and higher.

D. Intergovernmental Review. This program is excluded from the Intergovernmental Review process.

E. Funding Restrictions

1. Funds awarded under this NOFA may not be used to pay for activities outside the scope of this NOFA.
2. Funding will only be provided to researchers who meet the standards for eligible applicants outlined in Section III (A).
3. Funds awarded under this NOFA may not be used to pay for computer hardware and/or meals.
4. Honorariums cannot be charged against awards under this program.
5. Fee or profit will not be paid for work done under this NOFA.
6. Dissertation support is not eligible under this program.
7. Applicants must comply with the Delinquent Federal Debt Requirement as defined in the **General Section**.

F. Other Submission Requirements

1. **Application Submission and Timely Receipt Instructions.** Applications under this Notice must be received electronically through the Federal website **Grants.gov** unless a waiver of this requirement is granted in accordance with the instructions below. See the **General Section** for additional information on the electronic process requirements and how to request a waiver from the requirement if necessary. Applicants requesting a waiver must submit their requests in writing no later than 15 days prior to the preliminary application deadline date. The letter must be addressed to Jean Lin Pao, Deputy Assistant Secretary for Policy Development and Research, and be submitted via e-mail or fax to:

Elizabeth Rudd
Program Evaluation Division
E-mail: Elizabeth.C.Rudd@hud.gov
FAX: (202) 708-4250

Or via e-mail or fax to:

Paul Joice
Program Evaluation Division
E-mail: Paul.A.Joice@hud.gov
FAX: (202) 708-4250

Paper applications will not be accepted from applicants that have not been granted a waiver. If an applicant is granted a waiver, the approval notice will provide instructions for application submission and receipt requirements. **All applications in paper format must have received a waiver to the electronic application requirement and must be received no later than 3:59:59 p.m., close of business, on the application deadline date. Applicants that receive a waiver to submit a paper application are not exempt from the requirement to have a DUNS number and active registration in SAM.**

V. APPLICATION REVIEW INFORMATION:

A. Criteria

1. Rating Factor 1: Capacity of the Applicant and Relevant Experience (25 Points). This factor addresses the ability of the applicant to carry out the proposed research. The applicant must identify the Principal Investigator and any other key project staff and partners, and describe the relevant skills and expertise they possess. The applicant must also identify the role that each individual would play, including key responsibilities and hours devoted to the proposed project. Applicants must also provide for each individual a résumé that includes educational background, work experience, and publications (please place résumés in the appendix; these will not be included in the page count). Applicants must also provide two letters of reference for the Principal Investigator (please place letters in the appendix; these will not be included in the page count). Using this information, HUD will determine the extent to which the applicant clearly demonstrates the following:

- a. (20 points) Proposed staff and partners have appropriate skills and expertise necessary to conduct the proposed research.
(5 points) Proposed staff and partners have adequate time to carry out the proposed research.

2. Rating Factor 2: Need for the Research (35 Points).

This factor addresses the extent to which there is a need and a demand for funding the proposed research. HUD encourages researchers to undertake research that will assist the Department in implementing its policy priorities and that help the Department achieve the goals of its Strategic Plan for FY2010- FY2015. In reviewing this factor, HUD will determine the extent to which the researcher clearly demonstrates the following:

- a. (10 points) The proposed research fills a need (i.e., based on identified gaps in the existing literature or knowledge from professional practice).
- b. (20 points) The proposed research is related to RAD and has significance for HUD, RAD, and affordable housing practitioners. The expected results or findings of the proposed research will help HUD and HUD partners to understand and improve the RAD program and similar efforts to modernize rental assistance and preserve HUD-assisted housing.
- c. (5 points) The level of funding requested is appropriate and commensurate with the value of the proposed research.

3. Rating Factor 3: Soundness of Approach (40 Points). This factor addresses the relationship between the need for the research described in Rating Factor 2, the quality and effectiveness of the proposal, and methodology and actions proposed. Applicants must describe a research approach including the following components, and will be rated under this factor based on the extent to which these components are technically appropriate and feasible for carrying out the proposed research:

- a. (20 Points) A **research design** that includes:
 - (1) Research questions and a discussion of how they will address the need described in Rating Factor 2.
 - (2) Hypotheses related to the research questions.
 - (3) Methodology and how it will answer the proposed research questions. If the proposed research will utilize a statistical model, the model should be presented as an equation.
 - (4) A discussion of the validity of the proposed methodology and how it will relate to the contracted evaluation of the Rental Assistance Demonstration.
 - (5) A discussion of the feasibility of the proposed methodology, including any challenges anticipated and strategies for overcoming them.
 - (6) Describe the quality assurance mechanisms that will be integrated into the proposed research design to ensure the validity and quality of the results.
- b. (18 Points) A **schedule** of all the major tasks/benchmarks, including for each:
 - (1) A brief description of the task/benchmark and how it fits into the research design.
 - (2) An estimate of the time the task/benchmark will take to complete.
 - (3) A discussion of key inputs (including data, staff, prerequisite tasks that must be completed first). Sources must be identified for any inputs that have not been discussed elsewhere in the proposal.

NOTE: The proposed timeline and budget must show that the project is feasible within the timeframe. If the timeline and budget together are not convincing, then zero points will be awarded for this factor.

- c. (2 Points) **HUD Policy Priorities.**

HUD encourages applicants to undertake programs and projects consistent with the HUD Strategic Plan for FY2010 - FY2015. Under this NOFA applicants may receive up to two (2) points by responding to one of the following policy priorities: (1) Capacity Building and Knowledge Sharing; or (2) Expand Cross-Cutting Policy Knowledge.

(1) Capacity Building and Knowledge Sharing. To receive two points for contributing to this policy priority, applicants must demonstrate how their proposed research will improve the knowledge base for researchers and practitioners. Examples of contributions to capacity building and knowledge sharing include:

- systematically planned dissemination of research,
- presentation of research findings at an academic or professional conference,
- integration of findings with findings in a related field of study, and
- use of findings by practitioners or program managers in efforts to improve a program.

(2) Expand Cross-Cutting Policy Knowledge. To receive two points for contributing to this policy priority, applicants must demonstrate how they will engage with researchers and policy makers in a way that crosses traditional domains, such as housing and social services. Examples of contributions to expanding cross-cutting policy knowledge include:

- Identify partnerships/relationships that will be established with other entities to capture and track the data collected as a result of the research conducted.
- Meet with representatives from State and local government to share research findings.
- Conduct presentations of research to policymakers or decision makers to enhance knowledge of housing issues.

d. Please refer to the General Section for additional information about HUD’s policy priorities.

B. Review and Selection Process

1. Application Selection Process. Two types of reviews will be conducted:

a. Threshold Review. A threshold review will be conducted to determine an applicant’s basic eligibility; and

b. Technical Review. Eligible proposals will undergo a technical review that rates and ranks the application based on the “Rating Factors” listed in this Notice.

2. Rating Panels. To review and rate applications, HUD may establish panels that may include experts or consultants not currently employed by HUD. These individuals may be included to obtain certain expertise.

3. Ranking. HUD will fund applications in rank order, until all available program funds are awarded. **In order to be considered for funding, an applicant must receive a minimum**

score of 75 points out of a possible 100 points for Factors 1 through 5. The **RC-EZ-EC-II** communities' two bonus points described in the **General Section** do not apply to this Notice and neither does the Preferred Sustainability Status Communities two bonus points. If two or more applications have the same number of points, the application with the most points for Factor 3 shall be selected. If there is still a tie, the application with the most points for Factor 1 shall be selected. HUD reserves the right to make selections out of rank order to provide for geographic distribution of grantees. Geographic preferences would be based on the sites selected for the larger study associated with these awards.

HUD also reserves the right to reduce the amount of funding requested in order to fund as many highly ranked applications as possible. Additionally, if funds remain after funding the highest ranked applications, HUD may fund part of the next highest-ranking application. If an applicant turns down an award offer, HUD will make an award to the next highest-ranking application.

HUD will not fund any portion of an application that is not eligible for funding under regulatory requirements and that does not meet the requirements of the NOFA.

4. Correction to Deficient Applications.

See the **General Section**.

5. Anticipated Announcement and Award Dates

Announcements of awards are anticipated on or before **September 30, 2013**.

VI. AWARD ADMINISTRATION INFORMATION.

A. Award Notices

After all selections have been made, HUD will notify all winning official applicants (not researchers) in writing. HUD may require winning applicants and researchers to participate in additional negotiations before receiving an official award. For further discussion on this matter, please refer to the **General Section**.

B. Administrative and National Policy Requirements. Refer to the **General Section**.

1. Debriefing. The **General Section** provides the procedures for requesting a debriefing. All requests for debriefings must be made in writing and may be requested during the 120 day period, beginning 30 days after the awards for assistance under this NOFA are publicly announced. Submit requests to Elizabeth Rudd or Paul Joice, Department of Housing and Urban Development, 451 Seventh Street, SW, Room 8120, Washington, DC 20410-6000. Applicants may also write to Elizabeth Rudd via e-mail at Elizabeth.C.Rudd@hud.gov or to Paul Joice via e-mail at Paul.A.Joice@hud.gov.

2. Environmental Requirements. The provision of assistance under this program is categorically excluded from environmental review under the National Environmental Policy Act of 1969 (42 U.S.C. 4321) and not subject to compliance actions for related environmental authorities under 24 CFR 50.19(b)(1) and (b)(9).

3. Administrative. Funds awarded under this NOFA will be governed by the provisions of 24 CFR part 84 (Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations), OMB Circular A-21 (2 CFR 220) (Cost Principles for Educational Institutions) and OMB Circular A-133 (Audits of States, Local Governments, and Non-Profit Organizations). Applicants can access the OMB circulars at the White House Web site at: <http://www.whitehouse.gov/omb/circulars/index.html>.

C. Reporting Requirements

1. Submission of Quarterly Reports. All grantees that receive award funds under this program NOFA are required to submit quarterly progress reports which include a financial status report (using the form SF-425) and narrative description of the progress of the researcher's effort and the likelihood that it will be completed on time. Reports must be submitted electronically.

At the end of the award performance period, the grantee must submit to HUD two copies and a CD-ROM containing an electronic copy of the researcher's paper documenting the research finding in its final version, as well as a final report which summarizes the entire work and achievements conducted under this award.

2. Transparency Act Reporting

a. Recipient Reporting to Meet the Requirements of the Federal Funding Accountability and Transparency Act of 2006, as amended.

(1) Prime Grant Awardee Reporting. Prime recipients of HUD financial assistance are required to report certain subawards in the federal governmentwide website www.fsrs.gov or its successor system.

Starting with awards made October 1, 2010 prime financial assistance awardees receiving funds directly from HUD are required to report subawards and executive compensation information both for the prime award and subaward recipients, including awards made as pass-through awards or awards to vendors, if (1) the initial prime grant award is \$25,000 or greater, or the cumulative prime grant award will be \$25,000 or greater if funded incrementally as directed by HUD in accordance with OMB guidance; and (2) the sub-award is \$25,000 or greater, or the cumulative subaward will be \$25,000 or greater. For reportable subawards, if executive compensation reporting is required and subaward recipients' executive compensation is reported through the Central Contractor Registration (CCR) system, the prime recipient is not required to report this information. The reporting of award and subaward information is in accordance with the requirements of Federal Financial Assistance Accountability and Transparency Act of 2006, as amended by section 6202 of Public Law 110-252, hereafter referred to as the "Transparency Act" and OMB Guidance issued to the Federal agencies on September 14, 2010 (75 FR 55669) and in OMB Policy guidance. The prime awardee will have until the end of the month plus one additional month after a subaward or pass-through award is obligated to fulfill the reporting requirement. Prime recipients are required to report the following information for applicable subawards. This information will be displayed on a public government website pursuant to the Transparency Act.

- (i) Name of entity receiving award;
- (ii) Amount of award
- (iii) Funding agency;
- (iv) North American Industry Classification System (NAICS) code for contracts/CFDA program for financial assistance awards;
- (v) Program source;
- (vi) Award title descriptive of the purpose of the funding action;
- (vii) Location of the entity (including Congressional district);
- (viii) Place of Performance (including Congressional district);
- (ix) Unique identifier of the entity and its parent; and
- (x) Total compensation and names of top five executives.

For the purposes of reporting into the FFATA Sub-award Reporting System (FSRS) reporting site, the unique identifier is the DUN and Bradstreet Universal Numbering System (DUNS) number the entity has obtained from Dun and Bradstreet, and for Prime awardees the DUNS number registered in the Central Contractor Registration as required by HUD regulation 24 CFR 5.1004.

(2) Prime Grant Awardee Executive Compensation Reporting. Prime awardees must also report in the governmentwide website the total compensation and names of the top five executives in the prime awardee organization if:

- (i) More than 80% of the annual gross revenues are from the Federal government, and those revenues are greater than \$25 million annually; and
- (ii) Compensation information is not readily available through reporting to the Securities Exchange Commission (SEC.)

(3) Subaward Executive Compensation Reporting. Prime grant awardees must also report in the governmentwide website the total compensation and names of the top five executives in the subawardees if:

- (i) More than 80% of the annual gross revenues are from the Federal government, and those revenues are greater than \$25 million annually; and
- (ii) This required compensation information is not readily available through reporting to the Securities Exchange Commission (SEC). For applicable subawards, if executive compensation reporting is required and subaward recipients' executive compensation is reported through the Central Contractor Registration (CCR) system, the prime recipient is not required to report this information.

(4) Transparency Act Reporting Exemptions. The Transparency Act exempts any sub-awards less than \$25,000 made to individuals and any sub-awards less than \$25,000 made to an entity whose annual expenditures are less than \$300,000. Subawards with a cumulative total of \$25,000 or greater are subject to subaward reporting beginning the date the subaward total award amount reaches \$25,000. The Transparency Act also prohibits reporting of any classified

information. Any other exemptions to the requirements must be approved by the Office of Management and Budget.

NOTE: For the purposes of FFATA reporting requirements, “prime grant awardee” or “prime grant award” or “grant award” includes awardees of, and awards for, capital advances for the Section 202 Housing for the Elderly and Section 811 Housing for Persons with Disabilities programs.

5. Compliance with Section 872 of the Duncan Hunter National Defense Authorization Act for Fiscal Year 2009 (Pub. L. 110-417), hereafter referred to as “Section 872.”

Section 872 requires the establishment of a government-wide data system – the Federal Awardee Performance and Integrity Information System (FAPIIS) - to contain information related to the integrity and performance of entities awarded federal financial assistance and making use of the information by federal officials in making awards. OMB is in the process of issuing regulations regarding federal agency implementation of section 872 requirements. A technical correction to this General section may be issued when such regulations are promulgated.

HUD’s terms and conditions to its FY2012 awards will contain requirements related to meeting Section FFATA and Section 872 requirements.

VII. Agency Contacts

Applicants may contact Elizabeth Rudd at (202) 402-7607 or Paul Joice at (202) 402-4608. Persons with speech or hearing impairments may call the Federal Relay Service TTY at (800) 877-8339. Except for the "800" number, these numbers are not toll-free. Applicants may also reach Dr. Rudd via e-mail at Elizabeth.C.Rudd@hud.gov. Applicants may reach Mr. Joice via email at Paul.A.Joice@hud.gov.

VIII. OTHER INFORMATION.

A. Proprietary Information. Because it is the intent of this program to accelerate the use of the information provided, any information or research results which the researcher proposes to remain proprietary, must be discussed in their application. Since it is important that the information received be made available, such request for retention of proprietary information would be considered during the review process.

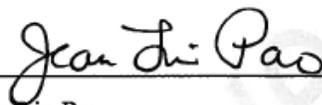
B. Paperwork Reduction Act. The information collection requirements contained in this document have been approved by the Office of Management and Budget (OMB) under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520) and assigned OMB control number 2528-0295 for the Transformation Initiative: Rental Assistance Demonstration Small Research Grant Program. In accordance with the Paperwork Reduction Act, HUD may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a currently valid OMB control number. Public reporting burden for the collection of information is estimated to average 60 hours per annum per respondent for the application and grant administration. This includes the time for collecting, reviewing, and reporting the data for the application, quarterly reports, and final report. The information will be

used for grantee selection and monitoring the administration of funds. Response to this request for information is required in order to receive the benefits to be derived.

C. Environmental. This NOFA does not direct, provide for assistance, or loan and mortgage insurance for, or otherwise govern or regulate, real property acquisition, disposition, leasing, rehabilitation, alteration, demolition, or new construction, or establish, revise, or provide for standards for construction or construction materials, manufactured housing, or occupancy. Accordingly, under 24 CFR 50.19(c) (1), this NOFA is categorically excluded from environmental review under the National Environmental Policy Act of 1969 (42 U.S.C. 4321).

MAR 15 2013

Date



Jean Lin Pao
General Deputy Assistant Secretary for Policy
Development and Research

[FR-5600-N-42]