



**U.S. Department of Housing and Urban Development**

Office of Lead Hazard Control and Healthy Homes

Lead-Based Paint Hazard Control (LBPHC) Grant Program

FR-5900-N-12

*Waverly Friedman*

*for*

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Matt Ammon, Director  
Office of Lead Hazard Control and Healthy Homes

*April 28, 2015*

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Date

Lead-Based Paint Hazard Control (LBPHC) Grant Program

FR-5900-N-12

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## U.S. Department of Housing and Urban Development

**Program Office:** Office of Lead Hazard Control and Healthy Homes  
**Funding Opportunity Title:** Lead-Based Paint Hazard Control (LBPHC) Grant Program  
**Announcement Type:** Initial  
**Funding Opportunity Number:** FR-5900-N-12  
**Primary CFDA Number:** 14.900  
**Due Date for Applications:** **June 23, 2015**

This posting provides information and instructions for the FY2015 Lead-Based Paint Hazard Control (LBPHC) Grant Program based on funding approved by the Department of Housing and Urban Development Appropriations Act, 2015 (Public Law 113-235, December 16, 2014). This Notice is comprised of the Notice of HUD's Fiscal Year (FY) 2015 Notice of Funding Availability (NOFA), Policy Requirements and General Section (**General Section**) to HUD's FY2015 NOFAs for Discretionary Programs, posted on [Grants.gov](http://Grants.gov) on October 10, 2014, and this program section to the NOFA.

The LBPHC Program is authorized by Section 1011 of the Residential Lead-Based Paint Hazard Reduction Act of 1992 (Title X of the Housing and Community Development Act of 1992, 42 U.S.C. 4852). The Healthy Homes supplemental funding is authorized under Section 502 of the Housing and Urban Development Act of 1970 (12 U.S.C. 1701z-2).

Applications must be submitted to [Grants.gov](http://Grants.gov) in accordance with the procedures outlined in the **General Section** and this NOFA.

**FOR FURTHER INFORMATION CONTACT:** Please direct questions regarding the specific program requirements of this Program Notice of Funding Availability (NOFA) to the agency contact identified in Section VII. Please direct questions regarding the FY 2015 General Section to the Office of Strategic Planning and Management, Grants Management Division, 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 1-800-877-8339.

### Additional Overview Information

1. Incorporation of the General Section. HUD publishes a General Section each fiscal year that contains mandatory requirements for all applicants to HUD's various competitive grant programs, including this NOFA. Applications must meet all of the requirements of the General Section in addition to the requirements of this NOFA to be considered and potentially receive funding. The full title of the General Section is the General Section to the Fiscal Year 2015 NOFAs for Discretionary Programs. Copies are available at [Grants.gov](http://Grants.gov) or HUD's [Funds Available](http://Funds Available) page, [http://portal.hud.gov/hudportal/HUD?src=/program\\_offices/administration/grants/fundsavail](http://portal.hud.gov/hudportal/HUD?src=/program_offices/administration/grants/fundsavail).

2. OMB Approval Number(s): 2539-0015

## I. Funding Opportunity Description.

### A. Program Description.

#### 1. Purpose.

The overarching purpose of the Lead-Based Paint Hazard Control Grant Program is to assist states, cities, counties/parishes, Native American Tribes or other units of local government in undertaking comprehensive programs to identify and control lead-based paint hazards in eligible privately owned rental or owner-occupied housing. This program is administered under HUD's Office of Lead Hazard Control and Healthy Homes (OLHCHH) which is aligned with HUD's 2012-2015 Environmental Justice Strategy. The Environmental Justice Strategy addresses environmental and human health issues that disproportionately affect high-risk communities, such as minorities, low-income populations, children, and persons with disabilities. For more information about HUD's Environmental Justice Strategy, refer to the website at: <http://portal.hud.gov/hudportal/documents/huddoc?id=envjustice.pdf>.

The Healthy Homes Supplemental funding is being offered to assist those units eligible for use of lead funds to utilize the Healthy Homes Rating System for assessing, prioritizing and remediating other health and safety issues within those eligible units.

Applicants receiving an award will accomplish the following objectives:

- a. Maximize both the number of children under the age of six years protected from lead poisoning and the number of housing units where lead hazards are controlled;
- b. Target lead hazard control efforts in housing in which children are at greatest risk of lead poisoning, especially children in low-income and minority families, in order to reduce elevated blood lead levels in children under the age of six years;
- c. Promote cost-effective lead hazard control methods and approaches that can be replicated, maintained, and sustained;
- d. Build local capacity to safely and effectively address lead hazards during lead hazard control and renovation, remodeling, and maintenance activities by integrating lead-safe work practices;
- e. Promote integration of this grant program with other local programs that address housing related health and safety hazards;
- f. Affirmatively further fair housing. Note that beyond being an "objective" of this NOFA, affirmatively furthering fair housing is a civil rights related program requirement. Please refer to Section III.C.3.b of the **General Section** and Section V.A.3.e(3) of this NOFA for additional guidance on this requirement;
- g. Develop a comprehensive community-based approach to address lead hazards in housing by mobilizing public and private sector resources including grassroots community-based non-profit and faith-based organizations;
- h. Promote collaboration, data sharing, and targeting between health and housing departments;
- i. Establish a system or process that will facilitate lead-safe units to be affirmatively marketed, and priority given, to families with young children;
- j. To the greatest extent feasible, ensure job training, employment, contracting, and other economic opportunities generated by this grant will be directed to low- and very-low income persons, particularly those who are recipients of government assistance for housing, and to business concerns that provide economic opportunities to low- and very low-income persons in the area in which the project is located. For more information, see 24 CFR Part 135 and Section III.C.3 of the **General Section**; and
- k. Further environmental justice, the fair treatment and meaningful involvement of all people regardless of race, color, national origin, disability, or income with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies. Furthermore, recipients under this NOFA are subject to Section 504 of the Rehabilitation Act of 1973 ("Section 504") and its implementing regulations at 24 CFR Part 8, and they are subject to Titles II and III of the Americans with Disabilities Act, as applicable. Each of these prohibits discrimination on the basis of disability.

## 2. Changes from Previous NOFA.

This funding announcement does not include the Lead Hazard Reduction Demonstration (LHRD) Grant Program announcement as in previous years.

The OMB *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, 2 CFR 200, apply now instead of 24 CFR Part 85 and other previous OMB Circulars covering state, local and Indian tribal governments.

### **3. Definitions.**

a. Eligibility Requirements – Eligibility requirements are those requirements that must be met for an application to be eligible for funding. Deficiencies in meeting an eligibility requirement may be categorized as either curable or non-curable.

b. Threshold Requirement – Threshold requirements are a category of eligibility requirements. A threshold requirement is a requirement that must be met in order for an application to be reviewed. Threshold requirements are not curable.

Threshold requirements are listed in Section III.C.2. of both the 2015 General Section and of this Program NOFA.

Applicants must ensure their application package addresses all threshold requirements. Please check your application carefully!

c. Deficiency – Deficiencies are not the same as errors. Errors are never curable except as permitted under Section IV.C.2. Deficiencies are items of missing or omitted information within a submitted application. Deficiencies typically involve missing documents, information on a form, or some other type of unsatisfied information requirement (e.g., an unsigned form, unchecked box, etc.). Depending on specific criteria, deficiencies may be either curable or non-curable.

d. Curable Deficiency – A curable deficiency is a specific type of deficiency that applicants may correct with timely action. To be curable the deficiency must:

- Not be a threshold requirement;
- Not influence how an applicant is ranked or scored versus other applicants; and
- Be remedied within the time frame specified in the notice of deficiency.

e. Non-Curable Deficiency – An applicant cannot correct a non-curable deficiency after the submission deadline. Non-curable deficiencies are deficiencies that if corrected would change an applicant's score or rank versus other applicants. Non-curable deficiencies may result in an application being marked ineligible, or otherwise adversely affect an application's score and final determination.

**f. Allowable Costs.** Allowable costs must be determined in accordance with the cost principles in 2 CFR part 200, subpart E—Cost Principles. Costs and activities outlined in sections 1 and 2 below are not considered administrative costs and, therefore, do not count as part of the 10 percent administrative cost cap of this program.

**1) Lead Hazard Control Program Costs.** Lead hazard control costs are direct costs specifically related to the performance of lead hazard control activities, as defined below. When preparing the budget, you must document how at least 65 percent of the requested grant amount for the Lead-Based Paint Hazard Control Grant program is dedicated specifically for lead hazard control activities. Lead hazard control activities are defined as

**a) Inspections/Testing.** Performing lead dust, soil and paint-chip testing, lead-based paint inspections, risk assessments, clearance examination, and engineering and architectural activities that are required for, and in direct support of, interim control and lead hazard control work, of eligible housing units constructed prior to 1978 to determine the presence of lead-based paint and/or lead hazards from paint, dust, or soil through the use of acceptable testing procedures.

**b) Hazard Control.** The control or elimination of all lead-based paint hazards identified in housing

units and in common areas of multi-family housing by either through either interim controls or lead-based paint abatement, or a combination of both. For a complete description of interim controls and abatement, see HUD's *Guidelines for the Evaluation and Control of Lead-Based Paint Hazards in Housing*, located at [http://portal.hud.gov/hudportal/HUD?src=/program\\_offices/healthy\\_homes/lbp/hudguidelines](http://portal.hud.gov/hudportal/HUD?src=/program_offices/healthy_homes/lbp/hudguidelines).

**c) Minimal Rehabilitation.** Undertaking minimal housing intervention activities that are specifically required to carry out effective hazard control, and without which the hazard control could not be completed, maintained, and sustained. Refer to HUD Policy Guidance 2008-02 on the OLHCHH website, located at [http://www.hud.gov/offices/lead/library/lead/PGI-2008-02\\_Doing\\_Minimal\\_Rehab.pdf](http://www.hud.gov/offices/lead/library/lead/PGI-2008-02_Doing_Minimal_Rehab.pdf).

**d) Relocation.** Carrying out temporary relocation for temporarily displaced families and individuals while the remediation is conducted and until the time the affected unit receives clearance for re-occupancy. When persons with disabilities are temporarily relocated, they must be placed in housing that provides, at a minimum, the same accessibility features as the housing in which they currently resides. HUD expects that most temporary relocation for lead hazard control work would be for 10 days or less.

**e) Support Costs Associated with Lead Hazard Control Activities.** Activities that directly support the undertaking of lead hazard control, and without such support activities, the lead hazard control could not be conducted. These costs may include: staff costs for intake, review and approval of applications and preparation of documents to be signed by applicants for lead remediation work; staff costs for arranging for temporary relocation; staff costs associated with reimbursement and providing assistance to residents in relation to lead hazard control; on-site monitoring of lead hazard control activities; and travel and transportation for staff that perform lead hazard control.

**2) Other Program Costs.** Costs for the activities below are allowable direct costs, but must not be counted towards satisfying the minimum 65 percent for Lead Hazard Control Costs required under this NOFA:

**a) Equipment.** You may not purchase or lease of equipment having a per-unit cost in excess of \$5,000, except for the purchase or lease of up to two X-ray fluorescence analyzers to be used exclusively by the grant program. Award recipients that purchase X-ray fluorescence (XRF) analyzers must submit the General Services Administration's annual Tangible Personal Property Report, and its components, Standard Form (SF) 428 and SF 428-A through 428-D, the Annual Report, the Final (Award Closeout) Report, and the Disposition Report/Request, and, if needed, the Supplemental Sheet (see [http://www.whitehouse.gov/omb/grants\\_forms](http://www.whitehouse.gov/omb/grants_forms)). Generally, the average estimated time to complete each of these components is 0.5 hours; it is likely to be less for this grant program. For purchasing or leasing equipment under \$5,000 apiece, the recipient need not complete the Tangible Personal Property Report.

**b) Worker Protection.** Performing blood lead testing or air sampling to protect the health of the hazard control workers, supervisors, and contractors.

**c) Occupant Blood Testing.** Conducting pre-hazard control blood lead testing of persons residing in or frequently visiting units undergoing lead hazard control work.

**d) Outreach, Education, and Training.** Conducting targeted outreach, affirmative marketing, education or outreach programs on lead hazard control and lead poisoning prevention that will result in increased lead hazard control activities or that are designed to increase the ability of the program to deliver lead hazard control services, including educating owners of rental properties, tenants, and others on the Residential Lead-Based Paint Hazard Reduction Act, Lead Disclosure Rule, Lead Safe Housing Rule (24 CFR part 35, subparts A, B-R), and applicable provisions of the Fair Housing Act, especially as it pertains to familial status (e.g., families with children) and disability discrimination, providing meaningful access to these program benefits and information to Limited English Proficient (LEP) individuals through language assistance strategies and services, in accordance with Title VI of the Civil Rights Act of 1964 and the *Final Guidance to Federal Financial Assistance Recipients*

*Regarding Title VI, Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons* published on January 22, 2007 in the *Federal Register* (72 FR 2732) (for more information, see section III.C.3 of the **General Section**), and providing training on lead-safe maintenance and renovation practices and management. Upon request, this also would include making all materials available in alternative formats to persons with disabilities (e.g., Braille, audio, and large type) pursuant to 24 CFR section 8.6(b) and Titles II and III of the Americans with Disabilities Act, as applicable. Also, a registry of lead-safe units must be developed and provided to families as part of the outreach program.

**e) Capacity Building.** Providing resources to build capacity for lead-safe housing and lead hazard control, including free delivery of HUD-approved lead-safe work practices training courses for housing rehabilitation contractors, rehabilitation workers, renovators, remodelers, homeowners, renters, painters, maintenance staff, and others conducting renovation, rehabilitation, maintenance, hazard control, or other work in private housing; free delivery of lead sampling technician training, lead-based paint worker or contractor certification training; subsidies for licensing or certification fees to low-income persons seeking credentials as lead-based paint workers or contractors, lead sampling technicians or certified renovators; and completion of other HUD-approved courses that further the effectiveness of lead hazard control interventions or promote the integration of this grant program with housing rehabilitation, property maintenance, weatherization, healthy homes initiatives, and housing-related health hazard interventions, such as the Essentials for Healthy Homes Practitioners Course.

**f) Lead Safe Housing Rule compliance.** Conducting planning, coordination, and training activities to comply with HUD's Lead Safe Housing Rule (24 CFR part 35, subparts B-R). These activities must support the expansion of a workforce properly trained in lead-safe work practices that is available to conduct interim controls on HUD-assisted housing covered by these regulations.

**g) Insurance.** Securing liability insurance for housing-related environmental health and safety hazard evaluation and control activities, if the scope of the insurance is restricted to work under this grant. Note: If the scope of the insurance is restricted to work under this grant; the cost is a direct cost. If the scope of the insurance is not restricted to work under this grant, such as insurance for facilities or those costs covered under an indirect cost rate plan, the insurance cost is considered an indirect cost.

**h) Professional Certifications and Licenses.** Securing and maintaining certification and licenses for identification, remediation, and clearance of housing-related health and safety hazards.

**i) Research and Studies.** Participating in technical studies, or developing information systems to enhance the delivery, analysis, or conduct of lead hazard control activities; or to facilitate targeting and consolidating resources to further childhood lead poisoning prevention efforts. For this program, we do not expect research that could affect human subjects to be conducted.

**3) Indirect Costs, if applicable.** Indirect facilities and administrative (F&A) costs are, by nature, administrative and represent the expenses of doing business that are not readily identified *exclusively* with a specific grant, contract, project function or activity, but are necessary for the general operation of the organization and the conduct of activities it performs. These types of costs are often referred to as "overhead costs." 2 CFR 200, subpart E—Cost Principles, establishes the federal requirements for the determination of allowable and unallowable direct and indirect (F&A) costs, and is available at the following website: [http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200\\_main\\_02.tpl](http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl). Indirect (F&A) costs may only be charged to an OLHCHH grant program under a cost allocation plan or an indirect cost rate agreement.

**4) Administrative Costs.** Applicants can utilize up to 10 percent of the federal award, excluding the Healthy Homes Supplemental funding request, for payments of reasonable grant administrative costs related to planning and executing the project, preparation/submission of HUD reports, etc. Administrative costs must be reflected under the appropriate line items (e.g., salaries, fringe, supplies, on the Form HUD\_424\_CBW) and a detailed cost element breakdown in the budget narrative must be provided. Applicants must be sure to include any indirect costs, as well as those administrative costs that are in the

direct cost category, plus any administrative costs of subrecipient organizations, when complying with the 10 percent administrative cost cap for this program.

There are two categories of administrative costs: direct administrative costs and indirect costs. For the purposes of this grant, all indirect costs and all direct administrative costs count towards the 10 percent administrative cost limit. Direct administrative costs are the reasonable, necessary, allocable, and otherwise allowable costs of general management, oversight, and coordination of the grant (i.e. program administration). Such costs include, but are not necessarily limited to, expenditures for the following:

- a) Salaries, wages, fringe benefits, and related costs of the recipient's staff engaged in program administration that can be specifically identified with the grant. In charging costs to this category the recipient may either include the entire salary, wages, and related costs allocable to the program of each person whose primary responsibilities with regard to the program involve program administration assignments, or the pro rata share of the salary, wages, and related costs of each person whose job includes any program administration activities. The recipient may use only one of these methods during the grant period. Program administration includes, but is not limited to, the following types of activities:
  1. Providing local officials and citizens with information about the program, except for targeted outreach, affirmative marketing, education or outreach for lead hazard control programs;
  2. Preparing program budgets and schedules, and amendments thereto;
  3. Developing systems for assuring compliance with program requirements, except for participating in technical studies, or developing information systems to enhance the delivery, analysis, or conduct of lead hazard control activities;
  4. Developing interagency agreements and agreements with subrecipients and contractors to carry out program activities;
  5. Monitoring program activities for progress and compliance with program requirements, except for on-site monitoring of lead hazard control;
  6. Preparing reports and other documents related to the program for submission to HUD;
  7. Coordinating the resolution of audit and monitoring findings;
  8. Evaluating program results against stated objectives; and
  9. Managing or supervising persons whose primary responsibilities with regard to the program include such assignments as those described in paragraphs 1. and 2. of this section (above).
- b) Travel costs incurred for official business in general program administration that can be specifically identified with the grant program;
- c) Transportation costs incurred for general program administration that can be specifically identified with the grant program;
- d) Equipment, supplies (esp. office supplies), and materials used for program administration that can be specifically identified with the grant program;
- e) HUD-required or HUD-approved trainings or conferences; and
- f) Certification and licensing costs required for program administration responsibilities.

**5. Healthy Homes Supplemental Funding.** Requests for the Healthy Homes Supplemental funding are for direct costs associated with the identification and remediation of housing related health hazards using the Healthy Home Rating System (HHRS). Those costs allowable with the Healthy Homes Supplemental funding include costs for the assessment of housing units, development of scopes of work, remediation of identified housing-related health hazards, re-evaluation of the completed work, reporting, training, and limited outreach and education.

## **B. Authority.**

The Lead-Based Paint Hazard Control Grant Program (LBPHC) is authorized by Section 1011 of the Residential Lead-Based Paint Hazard Reduction Act of 1992 (Title X of the Housing and Community Development Act of 1992, 42 U.S.C. 4852).

Applicants may also apply for Healthy Homes Supplemental funding, intended to promote and develop healthy housing programs. The Healthy Homes Supplemental funding is authorized under Section 502 of the Housing and Urban Development Act of 1970 (12 U.S.C. 1701z-2).

**II. Award Information.**

**A. Available Funds.**

HUD is making available through this NOFA **\$48,000,000** for Lead-Based Paint Hazard Control (LBPHC) Grant Program.

Additional funds may become available for award under this NOFA as a result of HUD's efforts to recapture unused funds, use carryover funds, or because of the availability of additional appropriated funds. Use of these funds will be subject to statutory constraints. All awards are subject to the applicable funding restrictions described in the General Section and to those contained in this NOFA.

Approximately \$5.2 million is available for the Healthy Homes Supplemental funding and is available to applicants under the LBPHC grant program. The Healthy Homes Supplemental funding is for the identification and remediation of housing related health and safety hazards in housing units eligible for the use of federal grant funding. If additional funds become available for award under this NOFA as a result of HUD's effort to recapture unused funds or use of carryover funds then the use of these funds will be subject to statutory constraints. All awards are subject to the applicable funding restrictions described in the General Section and to those constrained in this NOFA.

**B. Number of Awards.**

HUD expects to make approximately 16 awards from the funds available under this NOFA.

**C. Minimum/Maximum Award Information.**

The maximum award amount for the Lead-Based Paint Hazard Control grant program (CFDA 14.900) is \$3,000,000.

Awards that include the Healthy Homes Supplemental funding will have maximum award amounts of \$3,325,000.

Estimated Total Funding:	\$48,000,000
Minimum Award Amount:	\$1,000,000 Per Project Period
Maximum Award Amount:	\$3,000,000 Per Project Period (plus additional maximum Healthy Homes Supplement funding request of \$325,000)

Estimated Total Funding:	\$48,000,000
Minimum Award Amount:	\$1,000,000 Per Project Period
Maximum Award Amount:	\$3,000,000 Per Project Period

**D. Period of Performance.**

Estimated Project Start Date:	09/01/2015
Estimated Project End Date:	08/31/2018

36-month project with three 12-month budget periods

## E. Type of Funding Instrument.

Funding Instrument Type: Grant

## F. Supplementation.

### Healthy Homes Supplemental Funding Request to Promote and Develop Healthy Housing Programs.

Applicants may submit a Healthy Homes Supplemental funding request of up to \$325,000 in additional funds above and beyond the LBPHC requested amount to assist in the identification and remediation of multiple housing-related health hazards with lead hazard control intervention work using the Healthy Home Rating System (see [http://portal.hud.gov/hudportal/HUD?src=/program\\_offices/healthy\\_homes/hhrs](http://portal.hud.gov/hudportal/HUD?src=/program_offices/healthy_homes/hhrs)). Healthy Homes Supplemental funding must be used concomitantly with lead hazard control (i.e., only in eligible LBPHC units).

The Healthy Homes Supplemental funding request is an additional amount distinct from the requested federal grant award amount for this program and must be treated as such. For example, if you are requesting \$3,000,000 for the LBPHC Grant Program and \$325,000 for the promotion of healthy housing, your total requested funding amount to be identified on the SF424 would be \$3,325,000.

## III. Eligibility Information.

### A. Eligible Applicants.

Eligible applicants under the NOFA include:

State governments

County governments

City or township governments

Special district governments

Native American tribal governments (Federally recognized)

Others (see text field entitled "Additional Information on Eligibility" for clarification)

Additional Information on Eligibility:

States, cities, counties/parishes, Native American Tribes or other units of local government are eligible to apply for funding under this NOFA. Multiple units of a local government (or multiple local governments) may apply as a consortium; however, an eligible principal (lead) applicant must be identified that will be responsible for ensuring compliance with all requirements specified in this NOFA. Where an application involves multiple entities, each entity must meet the civil rights threshold requirement of Resolution of Civil Rights Matters. Please refer to Section III.C.2 of the 2015 General Section for additional guidance on this requirement. State government and Native American tribal applicants (whether they are the principal applicant or partner applicants in a consortium) must have an Environmental Protection Agency (EPA) authorized lead-based paint training and certification program (see <http://www.epa.gov/lead/pubs/traincert.htm>).

### Ineligible Applications for Review.

**1. Requested Funds Exceeding Maximum Award Amount.** Applications requesting federal funding over the maximum amount per award for the program to which you are applying will not be eligible for review. Applicants must clearly document the requested federal funding amount on **line 18a** of the SF424, Application for Federal Assistance, and the form HUD\_424\_CBW: HUD Detailed Budget Worksheet including Total Budget.

**2. Duplicate Applications.** Only one application will be accepted from any given state, tribal or local government under this NOFA (i.e., the LBPHC grant program). If more than one application is received from a state, tribal or local government, the application that was received last by [Grants.gov](http://Grants.gov) that meets the

timely receipt requirements will be considered for funding.

**3. FY2014 Awardees.** Applicants that received an award under the 2014 NOFA cycle for either the LBPHC program (this NOFA) or Lead Hazard Reduction Demonstration (LHRD) program are not eligible to apply.

**4. Existing Grantees with Performance Deficiencies.** Current grantees with the following performance deficiencies are not eligible to apply:

- a. Applicants that are designated as High Risk for any existing OLHCHH grants at the submission deadline, or
- b. Applicants that have received a Red performance designation from the OLHCHH for any existing OLHCHH grant(s) for the two previous, consecutive quarters ending on or before the submission deadline.

**5. Closed Grantees with Outstanding Findings.** Applicants that have a closed grant from any OLHCHH grant program with existing or unresolved audit and/or monitoring findings are ineligible to apply.

HUD does not award grants to individuals. HUD will also not evaluate applications from ineligible applicants.

All applicants must have an active Data Universal Numbering System (DUNS) number (<http://fedgov.dnb.com/webform>) and have an active registration in the System for Award Management (SAM) ([www.sam.gov](http://www.sam.gov)) before submitting an application. Getting a DUNS number and completing SAM registration can take up to four weeks; therefore applicants should start this process or check their status early.

See also Section IV.B below for necessary content and form of the application.

**B. Cost Sharing or Matching.**

This Program requires an applicant to leverage resources through cost sharing or matching as described below.

Generally, federal sources are not allowed to be used as cost share or match unless otherwise permitted by a program’s authorizing statute.

The chart below describes the match percentage requirement, minimum percentage of federal funds for lead hazard control activities, and maximum administrative cost (as a percentage of federal funds). The minimum match requirement applies to the LBPHC requested amount and excludes the requested Healthy Homes Supplemental funding amount.

**Match Requirements and Costs Table.**

<b>Program</b>	<b>Minimum Match (of federal request)</b>	<b>Minimum Lead Hazard Control Costs</b>	<b>Maximum Administrative Costs</b>
Lead-Based Paint Hazard Control (CFDA 14.900)	10 percent (excluding the HH Supplemental request)	65 percent (excluding the HH Supplemental request)	10 percent (excluding the HH Supplemental request)

**Matching Funds Evaluation.** Applicants must provide clear documentation of the source and use of all eligible match funds. Failure to document match contributions in accordance with the requirements set forth in this NOFA (i.e., documented eligible sources of match funding and eligible uses of match funding) may result in your application being deemed ineligible if minimum match requirements are not met.

The Matching Contribution Table provided below is provided for reference. In a similar table, indicate the source, proposed eligible uses and amounts of match committed on the SF424 and form HUD\_424\_CBW. Add additional rows to the table as needed.

**Matching Contribution Table.**

Eligible Match Source (e.g., CDBG, in-kind, etc.)	Eligible Match Use (e.g., relocation, direct lead hazard control interventions, outreach, etc.)	Match Amount Committed
<i>Insert eligible source of match</i>	<i>Insert eligible use for match</i>	<i>Insert amount of eligible match</i>

**Evidence of match commitment.** The applicant must provide documentation of all match indicated on the SF424 and the form HUD\_424\_CBW by letters of firm commitment, such as Memoranda of Understanding or other signed agreements from those entities identified as partners in the application. All letters of commitment, including those provided by the applicant, MUST clearly identify the dollar amount or value, the source(s) of the funds, and the proposed uses of matching funds being committed. Commitments for match to be supplied by the applicant must be supported by a letter signed by the authorized official whose signature appears on the SF424 detailing sources and uses of the committed match. Matching contributions must be shown to be used specifically for allowable program costs and come from allowable non-federal sources—both the source of the funds and use of the funds must comply with the requirements of this NOFA. The Department will track and monitor all match commitments according to Office of Management and Budget (OMB) and program requirements.

As noted in the **General Section**, the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, set forth in 2 CFR § 200, must apply to this Federal award. Applicants must also note that shared costs or matching funds and all contributions must meet the criteria set forth in 2 CFR § 200.306, including the requirement in 2 CFR § 200.306(b)(5) that any shared costs or matching funds and all contributions must not be paid by the Federal government under another Federal award, except where the Federal statute authorizing a program specifically provides that Federal funds made available for such program can be applied to matching or cost sharing requirements of other Federal programs. In addition, the proposed use of matching funds must be for those costs allowable under the federal award.

Proposed matching commitments that are not eligible, such as either from funding sources that are federal (e.g. HOME or Weatherization Assistance Program funds) or are not committed for allowable uses (e.g., rehabilitation, code compliance, etc.), will not be counted towards satisfying the match requirements of the programs in this NOFA. **NOTE:** Community Development Block Grant (CDBG) funds are considered local funds and may be used as match to satisfy the matching resource requirements of this NOFA provided they are specifically designated for the activities and costs allowed in this NOFA. In addition, CDBG funds used must be in the CDBG recipient’s annual action plan indicating that the CDBG funds were being used for the purpose stated in the applicant’s application. HOME funds, and all other funds that prohibit their use to satisfy federal matching requirements, may not be used to satisfy match requirements of this NOFA.

**Permissible Match Contributions.** Examples of eligible sources that are permissible as match contributions may include:

1. **Documentation of Contributions from Property Owners.** For the share of the cost of eligible lead hazard control work contributed by a homeowner or landlord, detailed documentation of the cost incurred by the homeowner or landlord will be necessary after award and during the period of performance of the grant. Owner contributions are limited to that which can be supported and verified by a third party, such as materials paid for and provided by the owner or labor that the owner paid and can substantiate via receipts/records. Labor contributed by the owner must be verified by a third party and valued at market rates. **NOTE:** The applicant will be responsible for providing the total amount of the match dollars for proposed contributions from property owners if these contributions are not received during the period of performance of the grant. Match dollars must be provided during the period of performance. Such funds may not come from other OLHCHH funds and must conform to the limitations on use of federal funds for this purpose.
2. **Donations.** The value of items, such as paint and other materials or equipment that are used for lead-based paint hazard control, must be established at market rates.
3. **Discounts.** For services or products provided at a discounted rate, the discounted part of the fee or price is the eligible match. For example: if a supply company provides a product to the contractor at a lower rate, the difference in the cost of the product the supplier would typically charge and the discounted rate is a match if otherwise eligible.
4. **Third Party In-Kind Contributions.** See 2 CFR 200.306 for additional information on third party in-kind contributions.

### C. Other.

All applicants must also refer to Section III of the General Section for information on HUD-wide eligibility requirements. These requirements may determine whether your application is reviewed or make your application ineligible for funding.

Program specific eligibility criteria for this competition includes:

- Resolution of Civil Rights Matters as described in section III.2.b. of the **General Section**;
- Compliance with non-discrimination and other requirements, including but not limited to:
  - Compliance with all applicable fair housing and civil rights laws as referenced in section III.C.3. of the **General Section**;
  - Affirmatively Furthering Fair Housing, as described in sections I.A.1. and III.C. 3. b. of the **General Section**;
  - Providing economic opportunities for Low- and Very Low-income Persons (Section 3); and
  - Improving access to services for persons with Limited English Proficiency (LEP)
- Delinquent Federal debts;
- Financial management systems that meet Federal standards;
- Debarment and/or suspension from doing business with the Federal Government;
- False statements;
- Do Not Pay review and compliance with the Improper Payments Elimination and Recovery Improvement Act of 2012;
- Standards of ethical conduct/code of conduct;
- Prohibition against lobbying activities; and
- Conflicts of interest.

### 1. Statutory and Regulatory Requirements.

**Eligibility Criteria for Recipients.** Funds must only be used under this section to provide assistance for housing that meets the following criteria:

- a. For rental housing, at least 50 percent of the units must be occupied by or made available to families with incomes at or below 50 percent of the area median income level and the remaining units must be occupied or made available to families with incomes at or below 80 percent of the area median income level, and in all cases the landlord must give priority in renting units assisted under this section, for not less than 3 years following the completion of lead abatement activities, to families with a child under the age of six years, except that buildings with five or more units may have 20 percent of the units occupied by families with incomes above 80 percent of area median income level;
- b. For housing owned by owner-occupants, all units assisted with grants under this section must be the principal residence of families with income at or below 80 percent of the area median income level, and not less than 90 percent of the units assisted with grants under this section must be occupied by a child under the age of six years or must be units where a child under the age of six years spends a significant amount of time visiting.

See Policy Guidance PG2014-01, Eligibility of Units for Assistance, at [http://portal.hud.gov/hudportal/HUD?src=/program\\_offices/healthy\\_homes/lbp/pg](http://portal.hud.gov/hudportal/HUD?src=/program_offices/healthy_homes/lbp/pg) for additional information.

## **2. Threshold Requirements.**

Only applications that meet all threshold requirements established in the General Section and Program NOFA will be evaluated. In addition to the threshold criteria outlined in the General Section, including the Resolution of Outstanding Civil Rights Matters (prior to application deadline), the following threshold requirements must be met:

- a. Only applications from eligible applicants as defined in Section III, Eligible Applicants, above, will be reviewed for compliance with threshold requirements.
- b. Applications requesting federal funding over the maximum amount per award for the program to which you are applying (excluding the HH Supplemental Request) will not be eligible for review. Applicants must clearly document the requested federal funding on line 18a of the SF424, Application for Federal Assistance, and the form HUD\_424\_CBW: HUD Detailed Budget Worksheet including Total Budget.
- c. The application must provide the minimum 10 percent matching requirement as described in Section III.B, Cost Sharing or Matching, above, to be reviewed.
- d. The application must contain each of the required application documents as indicated in Section IV.B, below, for their applications to meet threshold requirements and be reviewed.

## **3. Compliance with Nondiscrimination and Related Requirements.**

None.

## **4. Other Requirements.**

This programs eligibility criteria for beneficiaries are:

### **Program Requirements and Prohibitions.**

- a. Blood Lead Testing. Each child under the age of six years must be tested for lead poisoning within the six months preceding the lead hazard control work. Any child with an elevated blood lead level must be referred for appropriate medical follow-up. The standards for such testing are described in the U.S. Centers for Disease Control and Prevention (CDC) publications Preventing Lead Poisoning in Young Children (1991), and Screening Young Children for Lead Poisoning: Guidance for State and Local Public Health

Officials (1997). See also, the CDC Response to Advisory Committee on Childhood Lead Poisoning Prevention Recommendations in “Low Level Lead Exposure Harms Children: A Renewed Call of Primary Prevention” (2012) available at [http://www.cdc.gov/nceh/lead/acclpp/cdc\\_response\\_lead\\_exposure\\_recs.pdf](http://www.cdc.gov/nceh/lead/acclpp/cdc_response_lead_exposure_recs.pdf).

b. Code of Conduct. Prior to entering into a grant agreement with HUD, successful applicants will be required to submit a copy of their organization’s Code of Conduct and describe the methods they will use to ensure that all officers, employees, and agents of their organization are aware of their Code of Conduct. An organization that submitted an application during Fiscal Years 2011 or 2012 will not be required to submit another copy provided that their Code of Conduct is current, and is listed on HUD’s Code of Conduct website: [www.hud.gov/offices/adm/grants/codeofconduct/econduct.cfm](http://www.hud.gov/offices/adm/grants/codeofconduct/econduct.cfm).

c. Collaboration and Coordination with Other Agencies and Partners. HUD encourages collaboration and coordination with other agencies and partners to identify and eliminate lead based paint and healthy home hazards. All applicants are encouraged to enter into formal arrangements with partners, such as childhood lead poisoning prevention programs, health agencies, community development agencies, weatherization assistance agencies, fair housing organizations, code enforcement agencies, state Medicaid agencies, community-based non-profit organizations, and faith-based or other community-based organizations. These formal arrangements may be in the form of a contract, a Memorandum of Understanding (MOU), a Memorandum of Agreement (MOA), or a letter of commitment. Such relationships must be established prior to the execution of an award or be contingent upon award, becoming effective within 60 days after award. Agreements for goods and services must be procured through a competitive process as defined in 2 CFR §§ 200.317–200.326, as applicable.

d. Compliance with HUD Regulations and Guidelines. Lead hazard evaluation and control work must be conducted in compliance with HUD’s Lead Safe Housing Rule, the current HUD Guidelines for the Evaluation and Control of Lead-Based Paint Hazards in Housing (current HUD guidelines; [http://portal.hud.gov/hudportal/HUD?src=/program\\_offices/healthy\\_homes/lbp/hudguidelines](http://portal.hud.gov/hudportal/HUD?src=/program_offices/healthy_homes/lbp/hudguidelines)), and applicable federal, state and local regulations and guidance, including, but not limited to the EPA’s Renovation, Repair, and Painting (RRP) Rule (found within 40 CFR 745; see <http://www2.epa.gov/lead/renovation-repair-and-painting-program>).

e. Prohibited Practices. Grantees must not engage in the following prohibited practices when conducting Lead Hazard Control work:

- (1) Open flame burning or torching
- (2) Machine sanding or grinding without a high-efficiency particulate air (HEPA) exhaust control;
- (3) Uncontained hydroblasting or high-pressure washing;
- (4) Abrasive blasting or sandblasting without HEPA exhaust control;
- (5) Heat guns operating above 1,100 degrees Fahrenheit or that char paint;
- (6) Chemical paint strippers containing methylene chloride or other volatile hazardous chemicals in a poorly ventilated space; and
- (7) Dry scraping or dry sanding, except scraping in conjunction with heat guns or around electrical outlets or when treating no more than two square feet in any one interior room or space, or totaling no more than 20 square feet on exterior surfaces.

f. Compliance with Section 504 of the Rehabilitation Act. Facilities that may be used where participants may come for assistance (i.e. intake and enrollment proceedings), pursuant to funding from this NOFA, must be held in facilities that are accessible to persons with disabilities in accordance with Section 504 of the Rehabilitation Act and its implementing regulations at 24 CFR Part 8, and with Titles II and III of the Americans with Disabilities Act, as applicable. Also, all trainings and educational courses conducted pursuant to funding from this NOFA must be held in facilities that are accessible to persons with disabilities. Where physical accessibility is not achievable, recipients and subrecipients must give priority to alternative methods of product delivery that offer such activities to qualified individuals with disabilities in

the most integrated setting appropriate in accordance with Section 504 of the Rehabilitation Act (29 U.S.C. § 794) and its implementing regulations at 24 CFR Part 8, and with Titles II and III of the Americans with Disabilities Act, as applicable. Grantees must also ensure that information and communications related to all activities conducted pursuant to this NOFA must be provided in a manner that is effective for persons with hearing, visual, and other communication-related disabilities. See 24 CFR 8.6. This includes ensuring that materials are in appropriate alternative formats as needed, e.g., Braille, audio, large type, sign language interpreters, and assistive listening devices, etc. This includes ensuring that materials are in appropriate alternative formats as needed, e.g., Braille, audio, large type, sign language interpreters, and assistive listening devices, etc. Further, HUD encourages its funding recipients to adopt the goals and objectives of Section 508 of the Rehabilitation Act by ensuring, whenever electronic information technology (EIT) is used, procured, or developed, that persons with disabilities have access to and use the information and data made available through EIT on a comparable basis as is made available to and used by persons without disabilities. See VI.B.13 of the **General Section** for more information.

g. Consolidated Plans. (This requirement does not apply to Native American Tribes whose grant-funded activities are not located in jurisdictions with a Consolidated Plan) Applicants must provide one Form HUD2991. By signing the Form HUD2991, an applicant certifies that the work will be conducted in accordance with their and other jurisdictions' Consolidated Plans for areas where the project will be carried out. Applicants must also submit, as an attachment, the current lead-based paint element from their approved Consolidated Plan. In lieu of submitting a scanned copy of the lead-based paint element from the current Consolidated Plan, you may substitute a web site address where the Consolidated Plan is located, and identify the location of the lead-based paint element within the Plan (e.g., section/subsection number, page number). The website must contain the lead-based paint element of the current Consolidated Plan. Be sure to verify the web address is active. If a scanned copy of the lead-based paint element is not included, or if you refer to a web site that is not active or does not contain the element when your application is reviewed, you will receive no credit for this Consolidated Plan requirement. If the jurisdiction does not have a currently approved Consolidated Plan, but is otherwise eligible for this grant program, you must include the jurisdiction's abbreviated Consolidated Plan, which includes a lead-based paint hazard control strategy developed in accordance with 24 CFR 91.235.

h. Continued Availability of Lead-Safe Housing to Low-Income Families. Units in which lead hazards have been controlled under this program must be occupied by or continue to be available to low-income residents as required by Title X, Section 1011. The applicant must describe previous efforts, if applicable, to maintain a registry (listing) of low-income units in which lead hazards have been controlled (often called "lead-safe units") as a result of previous activities, and plans in conjunction with this grant for continuing an existing registry or establishing a new registry, and procedures for ensuring that these units are affirmatively marketed at turnover targeting low-income families with children less than six years of age. Description of approach must include the entire period of performance, the process, persons responsible and actions that will occur when violations are noted.

i. Control/Elimination Strategies. All lead-based paint hazards identified in housing units and in common areas of multifamily housing enrolled in this grant program must be controlled or eliminated by either of the following strategies or a combination of the two methods below within 10 days or less:

(1) Interim Controls. In accordance with the current HUD Guidelines (2012), interim controls of lead-based paint hazards including lead-contaminated dust and soil in housing must include specialized cleaning techniques to address lead dust.

(2) Abatement. Abatement means any set of measures designed to permanently eliminate lead based paint hazards in accordance with standards established by appropriate Federal agencies. Such term includes the removal of lead based paint and lead contaminated dust, the permanent containment or encapsulation of lead based paint, the replacement of lead painted surfaces or fixtures, and the removal or covering of lead contaminated soil; and all preparation, cleanup, disposal, and post-abatement clearance testing activities associated with such measures.

j. Cooperation with Related Research and Evaluation. Grantees must cooperate fully with any research or evaluation sponsored by HUD or another government agency associated with this grant program, including preservation of project data and records and compiling requested information in formats provided by the researchers, evaluators or HUD. This may include the compiling of certain relevant local demographic, dwelling unit, and participant data not contemplated in the original proposal. Participant data must be subject to the Privacy Rule of the Health Insurance Portability and Accountability Act of 1996 (HIPAA). HIPAA and the Privacy Rule can be found at <http://www.hhs.gov/ocr/privacy/>. For the program in this NOFA, HUD does not expect research to be conducted that could affect human subjects.

k. Data Collection. You must collect, maintain, and provide to HUD the data necessary to document and evaluate grant program outputs and outcomes.

l. Economic Opportunities for Low- and Very Low-Income Persons (Section 3). Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. § 1701u) is applicable to grants funded under this program NOFA (see 24 CFR 135.3(a)(2)(i)). The purpose of Section 3 is to ensure that new training, employment or contracting opportunities created during the grant will be directed to low- and very low-income persons residing in the target area and to eligible businesses that substantially employ and/or train such persons, to the greatest extent feasible. If the grantee plans to hire any new employees or award contracts to carry out the grant, it must comply with the Section 3 requirements found at 24 CFR 135.32. Additionally, any contractor, subcontractor or sub-grantee receiving contracts under the grant totaling more than \$100,000 must comply with the Section 3 requirements for any new training, hiring or sub-contracting opportunities provided under those contracts. Also, all grantees that receive awards exceeding \$200,000 are required to comply with Section 3. Please refer to 24 CFR part 135, subparts B and E, and to Section III.C.3 of the **General Section**, for additional information.

m. Environmental Requirements.

(1) Award of an FY 2015 Lead-Based Paint Hazard Control grant does not constitute approval of specific sites where activities that are subject to environmental review may be carried out. Recipients of funding under this NOFA that are states, units of general local government or Native American tribes must carry out environmental review responsibilities as a responsible entity under 24 CFR part 58, "Environmental Review Procedures for Entities Assuming HUD Environmental Responsibilities". For recipients that are not a state, unit of general local government, or Native American tribe (or a consortium with such a government as principal applicant), HUD will perform environmental reviews of proposed activities under 24 CFR part 50. Reasonable expenses incurred for compliance with these environmental requirements are eligible expenses under this NOFA. Recipients must also meet environmental justice requirements noted earlier in the NOFA.

(2) For all grants awarded under this NOFA, recipients and other participants in the project are prohibited from undertaking, committing or expending HUD or non-HUD funds on a project or activities under this NOFA (other than activities listed at 24 CFR part 58.34, 58.35(b) or 58.22(f), e.g., lead-based paint inspections, risk assessments, and housing related health hazard assessments using the Healthy Homes Rating System (HHRSS)) until the recipient completes an environmental review including the submission, and HUD approval, of a Request for Release of Funds and the recipient's Environmental Certification (both on form HUD 7015.15), or, in the case where the recipient is not a state, unit of general local government, or Native American tribe and HUD performs the environmental review under part 50, HUD has completed the review and notified the recipient of its approval. For applicants that are not States, units of general local government, or Native American tribes, in accordance with 24 CFR 50.3(h) the application must constitute an assurance that the applicant will comply with this prohibition until HUD approval of the property is received, and that the applicant will assist HUD in complying with part 50; will supply HUD with all available, relevant information necessary for HUD to perform for each property any required environmental review; and will carry out mitigating measures required by HUD or select alternate eligible property. The results of the environmental review may require that proposed activities be modified or proposed sites rejected.

(3) For Part 58 procedures see: <https://www.onecpd.info/environmental-review/>. For assistance, contact Karen Griego, the Office of Lead Hazard Control and Healthy Homes Program Environmental Clearance Officer at 505-346-6462 (this is not a toll free number) or the HUD Environmental Clearance Officer in the HUD Field Office serving your area.

If you are a hearing- or speech-impaired person, you may reach either telephone number via TTY by calling the Federal Relay Service at 800-877-8339. Recipients of a grant under this NOFA will be provided additional guidance in these environmental responsibilities.

n. Grantee Required Trainings. Applicants awarded under this NOFA will be required to attend a one time, OLHCHH New Grantee Orientation and an annual Program Manager School. Awardees are required to send a minimum of two representatives from each active award (if concurrent) to each required training as applicable. If your grant agreement is not signed prior to the New Grantee Orientation, costs incurred to attend the New Grantee Orientation are allowable in accordance with 2 CFR § 200, especially 2 CFR § 200.458 and 2 CFR § 200.474 and selected applicants will be reimbursed for costs related to the new Grantee Orientation after the award agreement is signed. HUD reserves the right to disallow costs that are not reasonable, allowable and allocable in accordance with OMB Cost Principles, 2 CFR § 200, Subpart E.

o. Institutional Review Board (IRB). For the program in this NOFA, HUD does not expect research that could affect human subjects to be conducted.

p. Lead-Based Paint and Lead-Based Paint Hazard Identification. A complete lead-based paint inspection, lead hazard risk assessment, and report are required for all properties enrolled under this program. Presumption of the presence of lead-based paint or lead-based paint hazards is not permitted. Paint inspections and risk assessments must follow the procedures as defined in the HUD Guidelines for the Evaluation and Control of Lead-Based Paint Hazards in Housing and as defined by the policies of the Lead-Based Paint Hazard Control Grant Program. Refer to Policy Guidance 2013-01 on the OLHCHH website [http://portal.hud.gov/hudportal/HUD?src=/program\\_offices/healthy\\_homes/lbp/pg](http://portal.hud.gov/hudportal/HUD?src=/program_offices/healthy_homes/lbp/pg) for additional requirements.

q. Notification Requirements. All lead-based paint testing results, summaries of lead-based paint hazard control treatments, and clearances must be provided to the owner of the unit, together with a notice describing the owner's legal duty to disclose the results to tenants and buyers (see 24 CFR 35.88 of the Lead Disclosure Rule). Grantees must ensure that this information is provided in a manner that is effective for persons with disabilities (24 CFR 8.6) and those persons with Limited English Proficiency (LEP) will have meaningful access to it (see Executive Order 13166 and Section III.C.3.d4 of the **General Section**). Grant files must contain verifiable evidence of providing lead hazard evaluation and control reports to owners and tenants, such as a signed and dated receipt. Applicants must also describe how they will provide owners with lead hazard evaluation and control information generated by activities under this grant, so that the owner can comply with the Lead Disclosure Rule (24 CFR part 35, subpart A, or the equivalent 40 CFR part 745, subpart F), the Lead Safe Housing Rule (24 CFR part 35, subparts B–R), and the EPA's Renovation, Repair, and Painting (RRP) Rule (see 40 CFR 745 and <http://www2.epa.gov/lead/renovation-repair-and-painting-program>).

r. Procurement Requirements. All goods and services must be procured through a competitive process. Recipients must follow federal procurement requirements as defined in 2 CFR §§ 200.317–326, as applicable. The designation of an entity as a “subrecipient” or “contractor” must follow program policies and 2CFR § 200.330. According to 2 CFR § 200.330, a recipient acting as a pass-through entity must make a case-by-case determination whether each agreement it makes for the disbursement of Federal program funds cast by the party receiving the funds in the role of a subrecipient or contractor.

s. Standards for Laboratory Analysis. All laboratory analysis in support of required lead testing and evaluation under this NOFA must be conducted by a laboratory recognized for the analysis by the EPA National Lead Laboratory Accreditation Program (NLLAP; <http://www2.epa.gov/lead/national-lead-laboratory-accreditation-program-nllap>.)

- t. **Temporary Relocation.** HUD expects that the lead hazard control work and temporary displacement (relocation) will take 10 days or less. Assisting with reasonable costs of temporary relocation for those persons required to vacate housing while participating in this voluntary maintenance program for lead hazard reduction is an eligible activity of the program described in this NOFA. Tenant-occupants required to vacate housing while lead hazard reduction measures are being conducted pursuant to a program described in this NOFA must be treated fairly and equitably. Such tenant-occupants are entitled to receive temporary relocation assistance where applicable pursuant to the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA), 42 U.S.C. §§ 4601-4655, as described in regulations at 49 CFR 24.2(a)(9)(ii)(D) and the corresponding Appendix A to Part 24. Owner-occupants temporarily relocating while lead hazard reduction measures are conducted pursuant to a program described in this NOFA are not entitled to URA relocation assistance. These regulations can be accessed from the Government Printing Office website at <http://www.gpoaccess.gov/cfr/index.html>. When tenant occupants with physical disabilities are temporarily relocated, they must be offered housing that can be approached, entered, and used by persons with physical disabilities. For additional information on relocation requirements, see Section VI.B.4 of the **General Section** and HUD Handbook 1378 (Real Estate Acquisition and Relocation Policy and Guidance).
- u. **Testing.** All testing and sampling must comply with the Lead Safe Housing Rule and conform to the most current HUD Guidelines, the EPA lead hazard standards at 40 CFR part 745, and federal, state, or tribal regulations developed as part of the appropriate contractor certification program, whichever is most protective of children.
- v. **Trained and Certified Professionals.** Funded activities must be conducted by persons qualified for the activities according to 24 CFR part 35, subparts B–R (possessing certification as risk assessors, inspectors, abatement supervisors, abatement workers, or sampling technicians; or certified renovator (for workers and supervisors performing non-abatement work), as applicable. Any abatement activities conducted under this grant program requires certified abatement supervisor and certified abatement worker credentialing. Each certified person must work for an appropriately certified firm, e.g., a certified risk assessment, certified inspection, certified abatement or certified renovation firm. EPA RRP certification is NOT sufficient for work under this program.
- w. **Waste Disposal.** Applicants must handle waste disposal according to the requirements of the appropriate local, state, and federal regulatory agencies. Applicants must handle disposal of wastes from hazard control activities that contain lead-based paint, but are not classified as hazardous in accordance with state or local law or the current HUD Guidelines. The HUD Guidelines are available at [http://portal.hud.gov/hudportal/HUD?src=/program\\_offices/healthy\\_homes/lbp/hudguidelines](http://portal.hud.gov/hudportal/HUD?src=/program_offices/healthy_homes/lbp/hudguidelines).
- x. **Worker Protection Procedures.** Applicants must observe the procedures for worker protection established in the current HUD Guidelines, as well as the requirements of the Occupational Health and Safety Administration (OSHA) (in particular, 29 CFR 1926.62, Lead Exposure in Construction), or the state or local occupational safety and health regulations, whichever are most protective. If other applicable requirements contain more stringent requirements than the current HUD Guidelines, the more rigorous standards must be followed.
- y. **Written Policies and Procedures.** Awardees will be required to develop written policy and procedures during the start-up period of the new award. The policies and procedures must describe how your program will handle items such as, but not limited to; procurements (contracting), unit eligibility, unit selection and prioritization, all phases of lead hazard evaluation and control, including risk assessments, inspections, development of specifications for contractor bids, pre-hazard control blood lead testing, financing, temporary relocation and clearance examinations. Grantees, sub-contractors, sub-grantees, sub-recipients, and their contractors must adhere to these policies and procedures.

#### IV. Application and Submission Information

## A. Obtaining an Application Package.

An electronic copy of the Application Package and Application Instructions for this NOFA can be downloaded from [Grants.gov](http://www.grants.gov) at <http://www.grants.gov/applicants/apply-for-grants.html>. Unless an applicant received a waiver for good cause, applications must be submitted electronically via Grants.gov except Continuum of Care applications. The Continuum of Care application is submitted through HUD's e-snaps system.

An applicant demonstrating good cause may request a waiver from the requirement for electronic submission. Applicants that cannot submit their applications electronically and must seek a waiver of the electronic grant submission requirements must submit a waiver request so that the request is received at least 15 days before the application deadline. If HUD waives the requirement, your paper application must be received by HUD before the deadline of this NOFA. To request a waiver and receive a paper copy of the application materials, you should contact:

Eric Hornbuckle  
Office of Lead Hazard Control and Healthy Homes  
US Department of Housing and Urban Development  
451 SW 7th Street (Room 8236)  
Washington, DC 20410  
Phone: (202) 402-7599  
Email: [eric.w.hornbuckle@hud.gov](mailto:eric.w.hornbuckle@hud.gov)

## B. Content and Form of Application Submission.

To ensure that the correct Application Package and Application Instructions are used, applicants must verify that the CFDA number and CFDA Description on the first page of the Application Package downloaded from Grants.gov, as well as the Opportunity Title, and the Funding Opportunity Number match the Program and NOFA to which they are applying. Applications will only be considered for the competition indicated in boxes 11, 12, and 13 on the SF-424 submitted in the application.

### 1. Content

Forms for your package include the forms outlined below:

Forms / Assurances / Certifications	Submission Requirement	Notes / Description
HUD Applicant Recipient Disclosure Report (HUD) 2880 Applicant/Recipient Disclosure/Update Report	Must submit with your application	
<b>Form HUD_2991, Consistency with Consolidated Plan</b>	Must submit with your application.	By signing the Form_HUD2991, the applicant certifies that the work will be conducted in accordance with its and other jurisdictions' Consolidated Plans for areas where the project will be carried out.

Acknowledgment of Application Receipt (HUD) 2993, if applicable	Only required for paper submissions	
<b>Form HUD_424_CBW: HUD Detailed Budget Worksheet</b>	Must submit with your application	Amounts on HUD_424_CBW must be consistent with requested and matched amounts on lines 18b-f of the SF424, Application for Federal Assistance.
<b>Standard Form 424 (SF424), Application for Federal Assistance</b>	Applicants must include the nine digit zip code -plus four digits associated with the applicant address in box 8d of the SF424. Available on Grants.gov.	Applicant contributions reported on the SF424 in lines 18b-f must correspond to what is reported on the Form HUD_424_CBW: HUD Detailed Budget Worksheet. Failure to adequately and accurately document matching contributions will adversely affect the threshold evaluation of your application. (See Instructions to SF424)

Additionally, your complete application must include the following narratives and non-form attachments:

**2. Format and Form**

Narratives and other attachments to your application must follow the following format guidelines:

- a. Abstract.** A 2-page abstract (project summary) must contain the information detailed below (abstracts are not evaluated with your application but can provide a good introduction to your proposed program):
  - 1) Indicate whether the applicant is a new applicant, or a current/prior grantee, under either the LBPHC or LHRD programs; if a current or prior grantee, list the fiscal year and program of each award and grant award number;
  - 2) A general summary of the project you intend to run, including target areas, reasons for applying for lead hazard control funding, key participants in the effort and any other information you deem relevant; and
  - 3) All applicants requesting the Healthy Homes Supplemental funding must indicate in the abstract whether the application includes a request for the promotion and development of healthy housing intervention funding, the amount of funding being requested and a discussion of the proposed uses of the Healthy Homes Supplemental request.
- b. Narrative Response.** The narrative to the Rating Factors is limited to a maximum of 40 pages (excluding appendices, budget forms/narrative, and worksheets) of letter size 8-1/2 x 11 inches, using 12-point (minimum) Times New Roman font, double-spaced, with margins not less than 1 inch on all sides. While the 40-page rating factor response does not include attachments, tables, appendices, and other required forms, the applicant must not rely on excessive appendices to address the rating factors – your responses must be clearly described and supported in the rating factor narrative. Any information submitted in response to the Rating Factors that exceeds the 40-page limit will not be reviewed.
- c. Budget Narrative.** This section must include a brief budget narrative providing details on administrative costs (maximum of 10 percent of the federal requested amount—excluding Healthy Homes Supplemental request amount), staffing costs, and details on which costs are included in the minimum 65 percent (LBPHC) lead hazard control cost requirement. Include a description of how the Healthy Homes Supplemental funding will be allocated, including the type and number of housing units affected.

**d. Consolidated Plan Lead-Based Paint Element.** Provide a copy of your jurisdiction’s Consolidated Plan’s Lead-Based Paint Element (or the link to the website identifying where the Lead-Based Paint Element can be found). Tribal government applicants are exempt from this requirement.

**e. Appendices.** Materials provided in the appendices, such as résumés, the Consolidated Plan’s lead segment, and match letters, must directly refer to the specific rating factor narrative. Material provided in the appendices must support narrative information but will not be used in lieu of information provided in response to the Rating Factors. Applicants are strongly urged to not submit information that is not required and/or requested in the NOFA or relevant to a specific narrative response. All attachments must identify the related Rating Factor in the footer by providing the Rating Factor and the page number (e.g., Factor 1 Attachment, page 1).

**f. Only One Application.** Only one lead hazard control grant application will be accepted from any given organization under this NOFA. If more than one application is received from an organization, the application that was received last (i.e., with the latest time stamp from Grants.gov) in accordance with the timely receipt requirements will be the one reviewed by HUD. Applicants are encouraged to submit their application early to [Grants.gov](http://Grants.gov).

Please see the **General Section** for instructions for timely receipt, including actions to take if the application is rejected. Applicants must carefully read the section titled INSTRUCTIONS ON HOW TO DOWNLOAD APPLICATION PACKAGE AND APPLICATION INSTRUCTIONS in the **General Section** that contains information on using Adobe Reader, HUD’s timely receipt policies, and other application information.

### C. DUNS Number and SAM Registration.

Please refer directly to Section IV.C of the General Section, available at [Grants.gov](http://Grants.gov) or HUD's [Funds Available](http://portal.hud.gov/hudportal/HUD?src=/program_offices/administration/grants/fundsavail) page, [http:// portal.hud.gov /hudportal /HUD?src= /program offices /administration /grants /fundsavail](http://portal.hud.gov/hudportal/HUD?src=/program_offices/administration/grants/fundsavail).

### D. Application Submission Dates and Times.

The application deadline is 11:59:59 p.m. Eastern time on June 23, 2015.

Applications must be received no later than the deadline. Please refer to the General Section for more information about timely receipt of applications.

Submit your application to Grants.gov unless a waiver has been issued allowing you to submit your application in paper form or you are applying for the Continuum of Care program. The Continuum of Care application is submitted through HUD's e-snaps system. Instructions for submitting your application to Grants.gov are contained within the Application Package you downloaded from Grants.gov. Instructions for submitting your paper application will be contained in the waiver of electronic submission.

Your application must be **both received and validated** by Grants.gov. Your application is “received” when Grant.gov provides you a confirmation of receipt and an application tracking number. **If you do not see this confirmation and tracking number, your application has not been received.**

After your application has been received, your application still must be validated by Grants.gov. During this process, your application may be “validated” or “rejected with errors.” To know whether your application was rejected with errors and the reason(s) why, you must log into Grants.gov, select “Applicants” from the top navigation, and select “Track my application” from the drop-down list. If the status is “rejected with errors,” you have the option to correct the error(s) and resubmit your application before the Grace Period ends. **If your application was “rejected with errors” and you do not correct these errors, HUD will not review your application.** If your status is “validated” your application will be forwarded to HUD by Grants.gov.

#### 1. Resubmitting an Application.

Before the submission deadline, applicants who choose to amend an application that has been validated by Grants.gov have several options:

- (1) an applicant may email the new or revised supporting materials to ApplicationSupport@hud.gov; or
- (2) an applicant may fax the additional supporting documents using the form HUD-96011.
- (3) an applicant may resubmit an entire, revised application via Grants.gov containing the new or changed material;

Whichever option is used, all materials must be received by the applicable deadline.

When submitting additional supporting documentation via email, the applicant must enter "Supporting Documentation" plus the Grants.gov application tracking number in the subject line of the email. (e.g., Subject: Supporting Documentation - GRANT12345678). If this information is not included, HUD will not be able to match the response to the application under review and the application may therefore be rejected due to the deficiency.

When submitting additional supporting documentation by fax, the applicant must enter the document name in the box labeled "Name of Document Submitting" in form HUD96011. When submitting a fax, applicants must follow the fax requirements found elsewhere in this notice. If the fax transmittal form from the last application submitted is not the cover page to the applicant's response HUD will not be able to match the response to the application under review and the application may therefore be rejected due to the deficiency.

When resubmitting an application that was previously validated by Grants.gov, all documents faxed in support of the original submission must be either attached to the Grants.gov resubmission or faxed again using the form HUD-96011. If faxing, you must fax the materials, including materials faxed by a third party, after the resubmitted application has been validated by Grants.gov. All faxed materials must be received by the applicable deadline.

## **2. Grace Period for Grant.gov Submissions.**

If an application is received by Grants.gov before the deadline, but is rejected with errors, applicants have a grace period of 24 hours beyond the application deadline to submit a corrected application that is received and validated by Grants.gov. Any application submitted during the grace period that does not meet the criteria above will not be considered for funding. There is no grace period for paper applications. See the General Section for more information about the grace period.

## **3. Late Applications.**

An application received after the Program NOFA deadline date that does not meet the requirements of the grace period policy will be marked late, and will not be considered for funding.

## **E. Intergovernmental Review.**

This program is not subject to Executive Order 12372, Intergovernmental Review of Federal Programs.

## **F. Funding Restrictions.**

**1. Administrative Costs.** Administrative costs, as defined in Sections 3. and 4. above, may not exceed 10 percent of the grant award, excluding the Healthy Homes Supplemental funds. Administrative costs are determined based on the nature of the activity being performed and, therefore, may be found in both the direct and indirect cost categories. OLHCHH considers all costs included in the applicant's negotiated indirect cost rate as "administrative costs".

**2. Lead Hazard Control Costs.** This NOFA requires awardees to expend not less than 65 percent of the federal award on lead hazard control activities, as outlined in Section 1, above. The federal award amount

alone is used to determine the minimum percent of expenditure and does not include the requested Healthy Homes Supplemental funds.

**3. Healthy Homes Supplement Funds.** Healthy Homes Supplemental funds **may not** be used to pay for salary or fringe benefits for activities conducted under the LBPHC grant.

**4. Indirect Costs.** Indirect costs are only allowable if your organization has a negotiated indirect cost rate and you do not exceed that negotiated rate.

**5. Ineligible Costs and Activities.** You may not use grant funds for any of the following activities:

- a. Purchase of real property.
- b. Purchase or lease of equipment having a per-unit cost in excess of \$5,000, except for the purchase or lease of up to two X-ray fluorescence analyzers to be used exclusively by the grant program.
- c. Chelation or other medical treatment costs, including case management, related to children with elevated blood lead levels (EBLs). Non-federal funds used to cover these costs may not be counted as part of the matching contribution.
- d. Lead hazard evaluation or control activities in publicly-owned housing, or project-based Section 8 housing (this housing stock is not eligible under Section 1011(a) of the Lead-Based Paint Hazard Reduction Act).
- e. Lead hazard evaluation or control activities in rental housing covered by a pending or final HUD, EPA, and/or Department of Justice settlement agreement, consent decree, court order or other similar action regarding violation of the Lead Disclosure Rule (24 CFR part 35, Subpart A, or the equivalent 40 CFR part 745, subpart F), or by HUD regarding the Lead Safe Housing Rule (24 CFR part 35, subparts B–R).
- f. Activities that do not comply with the Coastal Barrier Resources Act (16U.S.C. § 3501).
- g. Lead-hazard control or rehabilitation of a building or manufactured home that is located in an area identified by the Federal Emergency Management Agency (FEMA) under the Flood Disaster Protection Act of 1973 (42 U.S.C. §§ 4001– 4128) as having special flood hazards unless:
  - (1) The community in which the area is situated is participating in the National Flood Insurance Program in accordance with the applicable regulations (44 CFR parts 59–79), or less than a year has passed since FEMA notification regarding these hazards; and
  - (2) Where the community is participating in the National Flood Insurance Program, flood insurance on the property is obtained in accordance with section 102(a) of the Flood Disaster Protection Act (42 U.S.C. § 4012a(a)). You are responsible for assuring that flood insurance is obtained and maintained for the appropriate amount and term.
- h. Demolition of housing units or detached buildings.

**6. Replacing Existing Resources.** Funds received under the grant programs covered under this NOFA must not be used to replace existing community resources dedicated to any on-going project.

## **1. Lead Based Paint Requirements.**

Not Applicable

## **V. Application Review Information**

### **A. Review Criteria.**

#### **1. Rating Factors.**

**Rating Factor 1: Capacity of the Applicant and Relevant Organizational Experience**

**Maximum Points: 20**

Applicants that have not been previously awarded either a Lead-based Paint Hazard Control (LBPHC) grant or a Lead Hazard Reduction Demonstration (LHRD) grant, or the applicant's most recent grant's period of performance ended BEFORE October 1, 2007, should respond to subparagraphs a. *and* b. of Section V.A.1.

Applicants that have been awarded either a Lead-based Paint Hazard Control (LBPHC) grant or a Lead Hazard Reduction Demonstration (LHRD) grant, which ended ON or AFTER October 1, 2007, should respond to subparagraph c. *only* of Section V.A.1.

**a. Capacity of Applicant; Maximum Points: 10**

**Applicants that have NOT previously had an LBPHC or LHRD grant, or whose most recent LBPHC/LHRD grant had a period of performance ending BEFORE October 1, 2007 should respond to this section.**

The applicant must demonstrate that its organization has sufficient qualified personnel, or will actively retain qualified experts or professionals, and is prepared to perform lead-based paint hazard evaluation, lead-based paint hazard control intervention work, and other proposed activities within 60 days of the grant award to successfully implement and complete the project.

**(1) Key Personnel.** Key personnel must include, at a minimum, a Project Director (PD) and a Program Manager (PM). Unless financial management of the grant falls under the responsibility of the PD or PM, the applicant must also identify the person responsible for the financial management of the grant. The applicant must provide resumes, no longer than 3 pages, of the key personnel and job descriptions for planned key personnel, including the person responsible for the financial management of the grant. You must describe the roles and responsibilities of each key personnel for the project. Please **do not include** the Social Security Numbers (SSN) of any person. The day-to-day Program Manager must be experienced in housing rehabilitation, lead hazard control, or other work related to the project. The Program Manager must have demonstrated project management experience and must dedicate at least 75 percent of his/her time for the proposed project. If you have not yet hired a Program Manager, please include the job announcement for this position in the Appendix to your application. Applications that propose key personnel that do not meet the minimum qualifications described above will not receive full points under this subfactor.

In addition, to receive full points under this subfactor, you must address the following related to partner organizations that will receive federal lead funds from your program:

- (a) List and describe sub-grantees, sub-contractor organizations, sub-recipients and consultants that will provide services and carry out critical activities for the proposed grant program,
- (b) Detail each partner entity's experience in initiating and implementing related environmental, health, or housing projects, and
- (c) List the key personnel from each partner entity organization, their respective roles and responsibilities, and the percentages of time committed for all key personnel identified.

**(2) Program Administration.** Describe how the program will be administered. Include details on how oversight and financial management will be conducted. Provide details on contract administration and how funding will flow from the grantee to those who will perform work under the proposed program. Also describe how routine monitoring of all sub-grantees and vendors (contractors) will ensure conformity to the terms, conditions and specifications of contracts or other formal agreements and requirements, and the requirements found in this NOFA. Applicants that do not describe significant experience providing oversight and management of federal and state grant programs, including financial management and addressing childhood lead poisoning, will not receive full points. Past performance in the administration of federal grants will also be considered.

**(3) Engagement with External Agencies.** Describe your involvement in coordination among critical agencies, including participation in the statewide or jurisdiction-wide strategic plan to eliminate childhood lead poisoning as a major health problem. Applicants that do not describe strong engagement with external agencies in addressing childhood lead poisoning will not receive full points. Past performance in the coordination among external agencies will also be considered.

**(4) Engagement with Other Organizations.** Describe the proposed involvement of grassroots community-based non-profit organizations, including faith-based organizations, in the program activities. These activities may include outreach, community education, marketing, program sustainability activities and lead-based paint inspections/risk assessments and lead hazard control work. Applicants that do not describe strong engagement with external non-profit organizations in addressing childhood lead poisoning across the period of performance will not receive full points. Past performance in the coordination among non-profit organizations will also be considered.

**b. Relevant Organization Experience; Maximum Points: 10**

**Applicants that have NOT previously had an LBPHC or LHRD grant, or whose most recent LBPHC/LHRD grant had a period of performance ending BEFORE October 1, 2007 should respond to this section.**

(1) Describe the organization's prior experience in implementing lead hazard control or other complex related environmental, health or housing programs. Include information that lists the relevant and most recent experience (last three years) in initiating and implementing lead hazard control or related environmental, health or housing projects. Applicants that do not describe strong prior experience in initiating and implementing lead hazard control or related environmental, health or housing programs will not receive full points.

(2) Provide examples of relevant programs that the organization currently manages or has previously managed within the past three years (e.g., Community Development Block Grant (CDBG) Housing Rehabilitation, Childhood Lead Poisoning Prevention Program, Healthy Homes Demonstration, Weatherization, etc). Applicants that do not describe prior successful experience in initiating and implementing lead hazard control or related environmental, health or housing programs will not receive full points.

**c. Capacity and Relevant Organization Experience; Maximum Points: 20**

**Applicants that were awarded either a Lead-based Paint Hazard Control (LBPHC) grant or a Lead Hazard Reduction Demonstration (LHRD) grant, which ended ON or AFTER October 1, 2007, should respond to this section only.**

(1) The applicant must provide a detailed description of the organization's progress and performance in implementing its most recent lead hazard control grant, including the total number of housing units enrolled, assessed, and completed and cleared as a result of program efforts. **(18 points)**

HUD will consider numerous factors of your prior performance, such as monitoring results, performance against benchmarks, and other relevant information, to evaluate capacity and relevant organization experience. The applicant must also describe outcomes, community capacity building efforts and impediments experienced during previous program(s). Applicants with a documented history of implementation, compliance or performance deficiencies will not receive full points. The applicant must provide resumes, no longer than 3 pages, for the key personnel and job descriptions for planned key personnel, including the person responsible for the financial management of the grant. You must describe the roles and responsibilities of each key personnel for the project. The Program Manager must have all required certifications to perform, review and approve program work as applicable within the job description. The Program Manager must have demonstrated experience in project management, housing

rehabilitation, and lead hazard control and MUST dedicate at least 75 percent of his/her time for this proposed project.

If you intend to operate two lead hazard control grants from the OLHCHH concurrently with any other lead hazard control grant, you MUST describe in detail how you will manage these grants without performance disruptions, to include how you will allocate staff and other program costs or resources for all Lead-Based Paint Hazard Control grant program funds, and describe the safeguards in place to avoid commingling of funds.

In addition, to receive full points under this subfactor, you must address the following related to partner organizations that will receive federal lead funds from your program:

- (a) List and describe sub-grantees, sub-contractor organizations, sub-recipients and consultants that will provide services and carry out critical activities for the proposed grant program,
- (b) Detail each partner entity's experience in initiating and implementing related environmental, health, or housing projects, and
- (c) List the key personnel from each partner entity organization, their respective roles and responsibilities, and the percentages of time committed for all key personnel identified.

**(2)** Describe and provide data demonstrating positive contributions to the community, supplemented with specific examples if necessary, and indicate what activities were undertaken to develop, enhance or expand the local infrastructure through collaboration. Applicants that do not describe meaningful and documented positive impacts and infrastructure development will not receive full points. **(2 points)**

## **Rating Factor 2: Need/Extent of the Problem**

**Maximum Points: 25**

Applicants will be scored in this rating factor based upon need demonstrated by the submission of the most current, thorough, credible, and appropriate data and information. There must be a direct and substantial relationship between the proposed lead hazard control activities, the Consolidated Plan's lead-based paint element, if applicable, and documented community needs. The data submitted in response to this rating factor will be verified using data available from the Census, HUD USER, and other data available to HUD and CDC and the applicant must indicate what source of data is being used. Applicants must ensure that the current residents of the target area, whose demographic characteristics constitute the data for this rating factor, are the individuals and families that must receive priority for the benefits of the funded programs and this must be addressed in the remainder of the application.

Points will be awarded in this rating factor based upon need demonstrated under **a. Population data**, **b. Housing data**, and **c. Other Factors Contributing to Need**, below. Please provide data responses in simple table format. (NOTE: Provide data only for areas that lie within your jurisdiction or target area(s) – do not provide data that overlap into another jurisdiction unless you specify that jurisdiction/target level data are not available. Provide verifiable sources for your data). Please provide aggregate data if you intend to implement the award in multiple target areas. **Data and other information must be provided to obtain maximum points.**

### **a. Population data. (15 points maximum)**

- (1) Total population of the Target Area(s),
- (2) Total population and percentage of children under the age of six (6) in the Target Area(s),
- (3) Number and percentage of population under the age of six (6) with an elevated blood lead level in the Target Area(s), and
- (4) Percentage of population in the Target Area(s) at or below 50 percent, and at or below 80 percent, of the area median income level (AMI).

### **b. Housing data. (5 points maximum)**

- (1) Number and percentage of housing units built before 1978, both rental and owner-occupied, in the Target Area(s),
- (2) Number and percentage of housing units built before 1940, both rental and owner-occupied, in the Target Area(s), and
- (3) Number and percentage of low-income housing units, both rental and owner-occupied, in the Target Area(s).

**c. Other Factors Contributing to Need. (5 points maximum)**

- (1) Unemployment rate of the Target area or the metropolitan area that encompasses the Target area,
- (2) Number and/or percentage of children/families receiving Medicaid benefits in the Target area,
- (3) Number and/or percentage of families receiving assistance through the Women, Infants, and Children (WIC) program, Head Start, or the Supplemental Nutrition Assistance Program (SNAP) benefits in the Target area,
- (4) Data in the Consolidated Plan and Lead Based Paint Element,
- (5) Number of emergency room visits for preventable injuries (falls, burns, etc.) in the Target area,
- (6) Number of emergency room visits for asthma-related issues in the Target area, and
- (7) Number of housing units with pest control issues in the Target area.

**Rating Factor 3: Soundness of Approach**

**Maximum Points: 45**

The activities supported by the grant programs of the OLHCHH represent some of the most important elements of the national effort to achieve the goal of eliminating childhood lead poisoning as a major public health problem, and to respond to other important housing-related health hazards. The degree of success achieved by grantees will significantly shape the success of the national effort. This factor addresses the quality and cost-effectiveness of your proposed work plan. In general, there are four key stages in the life of a grant: application, start-up, implementation, and close-out. You must describe in detail your work plan to address start-up and implementation phases of the grant that includes specific, measurable and time-phased objectives for each major program activity. Your response to this factor must include the elements described below in the program description.

Applicants will be rated on: (a) the documented ability to implement the work plan; and (b) the quality of their work plan, including identifying specific, measurable, and time-phased objectives for each major program activity that reflect benchmark performance standards for unit evaluation, unit enrollment, unit production, LOCCS draw down, community outreach and education, skills training, and other activities. Proposed benchmarks must be included in a table as part of the narrative.

**a. Lead Hazard Control Work Plan Strategy (20 points maximum).** Applicants will be evaluated on describing the overall strategy for conducting lead hazard reduction work, including specific work plan goals and a time-phased strategy to complete work within the 36-month period of performance. Applicants must describe the methods, including schedule and milestones that will be used to identify and control lead-based paint hazards and how the desired project benchmarks will be achieved. The work plan must include information about the estimated numbers of families to be contacted, units enrolled, units to receive paint inspections/risk assessments, units to receive lead hazard control work, and individuals/groups to be reached through education and/or outreach activities and the number of individuals trained. Applicants must discuss how education, training, outreach, and intake activities will be conducted in a manner that ensures effective communication to persons with disabilities and meaningful access to those opportunities for LEP individuals.

Applicants must provide estimates for the number of units to receive lead hazard control work that are obtainable based on your capacity and expected accomplishments. Unit completion estimates must

consider potential impediments and unforeseen delays, remembering that, if awarded a grant, grantees are held to production commitments. Applicants must describe the start-up and implementation phases of the proposed program: program start-up activities during the first 60 days of the grant (hiring/training staff, establishing qualified contractor pool, development of written policies and procedures, completion of environmental review procedures, and developing plans for implementing outreach/education and unit enrollment activities). Applicants must provide information about internal and external capacity-building steps that are necessary to ensure a smooth and timely start-up phase.

**Outreach, Recruitment, Intake, Enrollment, Unit/Income Eligibility.** Applicants must describe in detail the methods and strategies, including the individuals and/or sub-grantees, sub-recipients or contractors responsible for affirmative marketing and outreach to those least likely to benefit from the program without such outreach, to other intended target area(s) and/or residents, including recruitment and enrollment activities, to supply the program with sufficient numbers of eligible units within an established timeframe (see Sections III.C.3.d and III.C.3 of the 2015 **General Section** for more information on how to conduct these marketing and outreach activities in accordance with Limited English Proficient guidelines and affirmatively furthering fair housing obligations specific to marketing and outreach activities, respectively). Describe measures the program will take to sustain recruitment and identify the staff responsible for both monitoring recruitment activities and implementing the measures identified to sustain recruitment.

**(1) Coordination.** Applicants must discuss the coordination with State and local housing agencies, health or childcare providers, State Medicaid agencies, or other partner organizations. Applicants must describe how referrals from the Section 8, Housing Choice Voucher program and other agencies that provide assistance to low-income households with children (including CDBG, HOME Investment Partnerships Program-funded housing programs, weatherization, health departments or other sources) will be received and processed.

**(a) Selection/Prioritization/Enrollment of Units.** Applicants must describe how eligible housing units will be identified, selected, prioritized and enrolled, especially those known to house children with an elevated blood lead level. Applicants must include the estimated number of eligible privately-owned housing units to be enrolled, including owner-occupied, rental, vacant, single and/or multi-family units. Applicants must clearly connect the identified need and target area from previous factors to the selection criteria and approach for this factor. **NOTE:** Priority must be given to units with a child under the age of six years residing in target housing prior to any vacant or occupied units with no children under the age of 6 in residence.

Applicants must discuss the lead hazard control financing strategy (i.e., the type of assistance - grants, deferred/forgivable loans, etc.), including verification of income eligibility requirements, terms, conditions, dollar limits, amounts available for lead hazard control work in the various categories of housing (e.g., single-family, multi-family, vacant, owner or tenant-occupied), who is responsible for establishing, administering and overseeing this aspect of the program, and the role of other resources such as private sector financing and matching, if any, from rental property owners. Applicants must describe how the recapture of grant or loan funds to owners of assisted units will occur if recipients fail to comply with any terms and conditions of the financing arrangement (e.g., failure to comply with fair housing and civil rights requirements, affordability, affirmative marketing and providing priority to renting units to families with a child under the age of six years, sale of property requirements, etc.).

**(b) Blood Lead Testing Prior to Lead Hazard Control Work.** Applicants must describe the methods, measures and cost for performing blood lead testing of children less than six years of age and efforts to perform blood lead testing of children within the target area(s) and other screening efforts. Applicants must describe how all children under the age of six years who occupy units to be assisted with lead hazard control work will receive blood lead testing within six months before commencement of lead hazard control work on the unit, except when a parent or guardian chooses to decline such testing of the child.

Applicants must identify the individual responsible to ensure that children identified with an elevated blood-lead level are referred to appropriate medical care and how patient confidentiality will be maintained and the security of medical information will be protected in accordance with HIPAA.

**(2) Paint Inspection/Risk Assessment.** Applicants must describe testing methods, schedules, and estimated costs for lead-based paint inspections, risk assessments and clearance examinations. If applicants propose to use a more restrictive standard than the HUD/EPA thresholds, applicants must provide the standard(s) that will be used. All testing must be performed in accordance with applicable regulations. Applicants must also describe how they will provide owners with lead hazard evaluation and control information generated by activities under this grant, so that the owner can comply with the Lead Disclosure Rule (24 CFR part 35, subpart A, or the equivalent 40 CFR part 745, subpart F) and the Lead Safe Housing Rule (24 CFR part 35, subparts B–R).

If using Healthy Homes Supplemental funding in a unit, applicants must describe how the Healthy Homes Rating System (HHRS) will be used to assess and identify health and safety hazards in the unit, including a clear description of how the identified hazards will be prioritized.

**(3) Planned Approach.** Applicants must describe the planned approach to control lead-based paint hazards in vacant and/or occupied units where children are present but have not been identified with an elevated blood lead level and how these units will be prioritized.

**(4) Compliance with HIPAA.** Applicants must explain how data will be obtained, and secured once obtained, from state and/or local health departments, Childhood Lead Poisoning Prevention Programs (CLPPP) and other health care agencies (if applicable) for purposes of recruiting and enrolling housing units, especially on housing units in which children have been identified as having an elevated blood lead level.

**b. Technical Approach/Lead Hazard Control Interventions (15 points maximum).** Applicants will be evaluated on the proposed technical approach for evaluating and controlling lead-based paint hazards (and associated costs), including the approach for testing units for lead-based paint hazards, conducting blood-lead testing of children in enrolled units, performing lead hazard control interventions and associated hazard reduction strategies within 10 days or less, occupant protection, and temporary displacement (relocation). Applicants must describe the number of single and multi-family units that will be treated and proposed lead hazard control intervention for each, if this will vary. Applicants must describe the strategy proposed to ensure that the units are maintained lead safe after clearance is achieved.

**NOTE:** In selecting lead hazard control interventions, applicants must consider several factors: the relative costs and durability of the treatments, the characteristics of the unit, and the condition and projected durability of the component(s) treated. Applicants must choose appropriate control methods using best judgment in each case. However, *complete* abatement of all lead-based painted surfaces in units is not generally a cost effective strategy and is discouraged in these programs. In cases where only a few surfaces have identified lead-based paint hazards and complete paint abatement is therefore cost-effective, grantees must provide a detailed rationale for selecting complete paint abatement as a strategy. Applicants are encouraged to review the National Evaluation of lead hazard control methods provided at <http://www.hud.gov/offices/lead/library/misc/NatEval.pdf>.

**(1) Sequencing Key Program Activities.**

(a) Schedule. Applicants must provide a realistic schedule for completing key program activities and outputs by calendar quarter, so that all activities and outputs can be completed before or within the grant period of performance. Key production activities include unit enrollment, lead-based paint inspection and risk assessments, hazard control and clearance of units. In addition, applicants must describe the estimated timeframe for treating a typical unit from referral and intake to hazard control and clearance. Applicants must explain how the program will accommodate emergency referrals (e.g., units occupied by a child under the age of six years with an EBL).

(b) Production Process. Applicants must describe the production process from intake to unit

completion/clearance and follow-up testing (if applicable), including identifying the agency/person responsible for each phase, the timeline to complete each phase and how monitoring will be performed to both prevent and resolve production impediments.

(c) **Lead Hazard Control Work Specification Development Process.** Applicants must describe the process for developing the work specifications, and the lead hazard control contractor bid and selection process for properties enrolled for lead hazard control work, and indicate the individual or entity responsible for this ensuring the integrity of this process.

If using Healthy Homes Supplemental funding in a unit, applicants must describe the process for developing the work specifications, and the contractor bid and selection process for the units receiving the healthy homes supplement, and the individual(s) responsible for ensuring the integrity of this process.

**(2) Lead Hazard Control Interventions.** Applicants must describe the interim control and hazard abatement methods to be used (include average cost estimates for units to receive lead hazard control work). Applicants must describe how contractors, property owners and maintenance personnel performing interim controls and lead hazard abatement work will be properly trained and/or certified, and how work will be monitored and supervised to ensure that contractors perform work of acceptable quality in compliance with work specifications and applicable federal/state/local regulations, including, but not limited to HUD's Lead Safe Housing Rule and the EPA's Renovation, Repair, and Painting (RRP) Rule (found within 40 CFR 745; see <http://www2.epa.gov/lead/renovation-repair-and-painting-program>). The lead hazard control interventions should ordinarily be completed within 10 days.

Applicants must describe the coordination of relevant lead hazard control activities with rehabilitation, weatherization, healthy homes initiatives, and other housing improvement activities. Applicants must describe the sequencing of the work done in conjunction with lead hazard control.

If using Healthy Homes Supplemental funding in a unit, applicants must describe the intervention methods to be used, including average cost estimates anticipated and how you will choose which hazards to remediate with limited funding. Applicants must describe how the healthy homes interventions will be completed alongside the lead hazard control work, timeline for the work completion, and how the people performing the healthy homes interventions will be properly trained and how they will be monitored and supervised.

**(3) Temporary Relocation.** HUD expects that most temporary relocation for lead hazard control work would be for 10 days or less. Assisting temporary relocation of families required to vacate while lead hazard reduction measures are being conducted is an eligible activity for which funding under the programs described in this NOFA may be used. (See section III.C.2.n, Temporary Relocation). Applicants must describe plans for the relocation of occupants of units selected for remediation if temporary relocation is necessary. If temporary relocation is necessary, applicants must describe the process (e.g., the uses of lead-safe houses and other lead-safe housing arrangements, storage of household goods, incentives, etc.), and the source of funding for relocation. Applicants must describe plans for ensuring the right of return and/or first referral of occupants who have had to be temporarily relocated for the lead hazard control work to be performed, and must also describe plans for ensuring the accessibility of relocation or replacement housing for persons with disabilities in accordance with Section 504, and its implementing regulations at 24 CFR Part 8, and with Titles II and III of the Americans with Disabilities Act, as applicable, and HUD requirements.

**(4) Occupant Protection Measures.** If temporary relocation is not necessary, applicants must describe measures to protect the occupants during remediation. Applicants must describe compliance with state regulation for Occupancy Protection Plans for lead abatement work.

**(5) Clearance Examinations.** Applicants must describe the timeline for completing clearance examinations and related processes (i.e., laboratory analysis, receipt of test results and re-occupancy of unit or area). Applicants must describe the responsibility and payment of additional costs if a unit does not meet the clearance standards for re-occupancy. If using Healthy Homes Supplemental funding, the

applicant must describe the timeline for completing follow up reassessment to ensure the health and safety interventions were completed and have reduced the risk as identified in the initial HHRS assessment and rating.

**(6) Post-Lead Hazard Control Maintenance of Units.** Applicants must describe how the unit will be monitored and evaluated to ensure that units comply with the terms and conditions of the financing of the work and that the unit remains lead safe, including but not limited to marketing and efforts to make available to low income families with children under the age of six years and long term lead hazard assessment and maintenance.

**(7) Affirmative Marketing of Lead-Safe Housing to Low-Income Families.** Applicants must describe how units in which lead-based paint hazards have been controlled under the program must be occupied by, or continue to be available to low-income residents as required by Title X (see section VIII.B in this NOFA), and plans, if any, to increase the length of use restrictions above and beyond the three years mandated by law. Applicants must describe efforts to either develop or maintain a registry (listing) of low-income units in which lead-based paint hazards have been controlled (“lead-safe units”) as well as procedures for ensuring that these units are affirmatively marketed at turnover targeting low-income families with children under the age of six years.

**3. Program Administration and Financial Management (2 points maximum).** Applicants must describe how the program will be administered, including addressing oversight and financial management. Applicants must describe staff and procedures to ensure proper project oversight/monitoring, contract administration (routine monitoring of all sub-grantees and contractors to ensure conformity to the terms, conditions and specifications of contracts or other formal agreements), and how funding will flow from the grantee to those who will perform work under the proposed program.

**4. Economic Opportunity (1 point maximum).** Applicants must describe how newly created employment, training, and contracting opportunities will be provided to Section 3 residents and Section 3 businesses within the target area, in compliance with Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. § 1701u) and HUD’s implementing rules at 24 CFR Part 135. Applicants must describe how Section 3 requirements will be accomplished by identifying the number of new jobs, contracts, and training opportunities that your project will generate; strategies for targeting Section 3 residents and businesses for such economic opportunities, the schedule for delivering said training to low and very low-income persons living within your jurisdiction, and how trained individuals will be linked to new employment opportunities with covered contractors, and how efforts will be made to ensure that 10 percent of the total dollar amount of construction contracts will be awarded to businesses owned by and/or employing low and very-low-income persons living within your jurisdiction. **NOTE:** While contractors, subcontractors or sub-grantees receiving contracts under the grant totaling \$100,000 or less need not meet the Section 3 requirements as a regulatory mandate (see section III.C.2.g of this NOFA), all grantees that receive awards exceeding \$200,000 are required to comply with Section 3. Additional information regarding all Section 3 requirements can be found in Section VI.B.2 of the **General Section**.

**5. Lead Hazard Control Outreach (3 points maximum – each subpart below (1)-(3) is 1 point maximum).**

**(1) Collaborative Agreements/Arrangements.** Applicants must describe involvement in collaborative agreements or arrangements, or plans to develop these, with state or local health, housing, and code enforcement agencies, and community and/or faith based organizations for the target area(s) for performing outreach activities including program sustainability and affirmative marketing. If this information is detailed in letters of commitments, MOAs, or MOUs that are included in the application, it can be briefly summarized in this section.

**(2) Outreach Activities and Outcomes.** Applicants must discuss proposed outreach activities and expected outcomes, as it relates to unit enrollment, program sustainability and short and long term reduction of childhood lead poisoning in the target area. Applicants must describe how the intended

education program(s) will be culturally sensitive, targeted, and linguistically appropriate and identify the means available to supply the educational materials in other languages (identify all that apply) common to the community. (For more information on obligations with respect to outreach activities involving Limited English Proficient (LEP) persons, see section III.C.4.(b) and (c) of the **General Section**). Outreach must also be provided in alternative formats for people with disabilities (See 24 CFR 8.6). Applicants must include the estimated number of individuals to receive the intended education and the estimated number of events to be delivered.

**(3) Affirmatively Furthering Fair Housing.** Applicants must describe strategies and methodologies to affirmatively further fair housing (see section III.C.3.b of the **General Section**) and to increase access to lead-safe housing for all segments of the population: homeowners, owners of rental properties, and tenants. These strategies may include, but are not limited to: expanded fair housing choice by affording greater opportunities for families in obtaining affordable, lead-safe and sustainable housing in a revitalized area, creation of lead-safe housing for individuals least likely to know of, or apply for, housing opportunities in the revitalized area, and that lead-safe housing will be available to families with young children for the greatest possible length of time. Applicants must identify how to ensure that the program will continue to affirmatively market and match treated units with low-income families with children less than six years of age in the future. Applicants will not receive full points for this subfactor if the applicant does not include a narrative response to the affirmatively further fair housing requirements described above and in the **General Section** at Section III.C.3.b.

#### **6. Budget Proposal (4 point maximum).**

**(1) Budget Estimate of Costs.** Applicants must thoroughly estimate all applicable costs (direct, indirect, and administrative), and present them in a clear and coherent format in accordance with the requirements listed in the **General Section**. HUD is not required to approve or fund all proposed activities. Applicants must thoroughly document and justify all budget categories and costs and all major tasks, the applicant organization, sub-recipients, major sub-contractors, joint venture participants, or others contributing resources to the project. A separate budget must be provided using the HUD\_424\_CBW: HUD Detailed Budget Worksheet for each partner who is proposed to receive more than 10 percent of the federal budget request. Applicants must provide clear details on administrative costs (maximum 10 percent of grant, excluding the healthy homes supplemental funds), staffing costs and details on which costs are included and not included in the direct lead hazard control minimum cost requirement. Applicants will be evaluated on the extent to which resources are appropriate for the scope of the proposed project. **NOTE:** The lead hazard control minimum cost requirement for the Lead-Based Paint Hazard Control Grant Program is 65 percent and excludes the Healthy Homes Supplemental funds.

**(2) Budget Narrative.** Applicants must submit the budget narrative justification associated with these budgeted costs as part of the Total Budget (Federal Share and Matching). Separate narrative justification must be submitted for partners that are submitting separate budgets or who will receive 10 percent or more of the federal award amount. Applicants must clearly identify the funding or cash equivalent amounts being provided as matching resources. These funds must reflect the numbers and contributions provided in response to Section III.B, Cost Sharing or Matching.

#### **Rating Factor 4: Achieving Results and Program Evaluation**

**Maximum Points: 8**

Completion of the eLogic model is not required for this NOFA. This rating factor reflects HUD's goal to embrace high standards of ethics, management, and accountability. This factor emphasizes HUD's commitment to ensuring that applicants achieve the goals outlined in their work plan and other benchmark standards and assess their performance to ensure performance goals are met during the period of performance. The applicant is required to clearly identify the benefits or outcomes of their proposed program.

**a. Applicants must describe program activities, outputs and yearly outcomes for the entire period of**

**performance. (2 points)**

Applicants must clearly state the project goals and the activities proposed (e.g., outreach, training, enrollment, housing evaluations, housing unit production, etc.) to achieve these goals. Performance indicators must be objectively quantifiable and measure actual achievements against anticipated achievements. The activities and associated minimum completion percentages per quarter in the table below represent benchmarks for which the applicant will be held accountable to report on each quarter. Applicants must submit the **Benchmark Performance Standards Table**, below, with your narrative based on the project goals established. This data will be incorporated into the **Benchmark Performance Standards Table**, below, that has been established for this program during award negotiations for inclusion into the grant agreement.

**Benchmark Performance Standards Table.**

<b>Benchmark Performance Standards Table</b>													
<i>Activity by Quarter</i>	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8	Q9	Q10	Q11	Q12	Q13
Units Enrolled													
Inspections/Assessments													
Units Cleared of Lead Hazards													
Federal Award Disbursed													

**b. Applicants must describe what will be measured, how it will be measured, how it will be recorded/documented, as well as the steps you have in place to make adjustments to your work plan, if performance targets are not met within established time frames. (6 points)**

- (1) The applicant must describe how program oversight will ensure it is meeting program goals, objectives, and the actions undertaken in implementing the grant program.
- (2) Applicants must provide a description of the mechanism to assess progress and track performance in meeting the goals and objectives outlined in the work plan. Applicants must provide assurances that work plans and performance measures developed for the program will assist intended beneficiaries, and that work will be conducted in a timely and cost-effective manner. This evaluation must explore how well the technical strategy meets the conditions and needs found in the grantee’s jurisdiction. In evaluating this factor, HUD will consider how you have described your measures and benefits of your program including:
  - (a) The feasibility of the measures to assure accountability.
  - (b) The appropriateness of the work plan to accomplish stated goals.

**2. NOFA Priorities.**

HUD encourages applicants for funding to undertake programs and projects that contribute to HUD's NOFA Priorities. Applicants that undertake activities that result in achievement of specific NOFA Priorities listed below are eligible to receive priority points in the rating of their application. These points will be awarded only if the application otherwise meets or exceeds the Program's minimum fundable score based on the rating factors of this NOFA.

**Increase Energy Efficiency and the Health and Safety of Homes (Capital Investment and Planning NOFAs or as Specified in Individual Program NOFA)**

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

**A. Better Buildings Challenge (1 point):** Applicant certifies that it is an existing HUD/DOE Better Buildings Challenge Partner. Participating in the Better Buildings Challenge requires a commitment to reduce portfolio-wide energy consumption by 20 percent over 10 years. To receive the point, the applicant must submit an executed copy of its Partnership Agreement, and must provide a link to its Better Buildings Challenge profile page at <http://energy.gov/eere/better-buildings> showing that it has developed a Showcase Project as well as begun to track annual energy consumption across its portfolio, both requirements of the Better Buildings Challenge.

**B. Green Building or Renewable Energy (1 point):**

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

**AND/OR**

2. **Renewable Energy:** Applicant certifies that the proposed project will incorporate renewable energy technologies such as on-site Solar Photovoltaic (PV) or Solar Thermal Electric, as well as Landfill Gas, Wind Energy, Biomass, Geothermal Electric, Combined Heat and Power, Municipal Solid Waste, Small Hydroelectric, Fuel Cells using Renewable Fuels in any federally assisted property receiving funds through this NOFA.

**C. Comprehensive assessments of and interventions in homes for rehabilitation, health and energy deficiencies (1 point):** The applicant must identify specific projects and activities that will *comprehensively* assess housing units for rehabilitation, health and energy deficiencies and coordinate interventions across multiple disciplines, and address the risks based on the comprehensive assessment. Specific measures of success or performance for this priority include the number of housing units rehabilitated in a comprehensive approach where housing rehabilitation and energy efficiency are coordinated with such intervention measures as lead hazard control, allergen reduction, mold and moisture remediation; or other measures designed to result in decrease in symptom days, emergency treatment or inpatient hospital stays for asthmatic residents; decrease in numbers of safety related injuries taking place in the home; decrease in number of homes with residents who smoke or increase in the number of multifamily properties (privately owned unassisted or HUD-assisted housing, or public housing) where smoking is prohibited on the property; any other measurable outcome that demonstrates the positive health impact of comprehensive housing assessments, home/health focused education, integrated pest management techniques or other health related property improvements and/or property management practices. Applicants must include a description of how outcomes through this process will be measured including resident health, residential energy usage and access to job training/job opportunities for low income residents.

Applicants must demonstrate how their programs will coordinate housing services across the housing, health and energy disciplines including the use of common assessment tools, cross training of staff in multiple competencies, standardization of intake forms and processes. For more information on mitigating housing-related health hazards, applicants should review HUD's Healthy Homes Strategic Plan, available at [http://portal.hud.gov/hudportal/documents/huddoc?id=hhstratplan\\_7\\_9\\_09.pdf](http://portal.hud.gov/hudportal/documents/huddoc?id=hhstratplan_7_9_09.pdf), and the CDC-HUD Healthy Housing Reference Manual, available at <http://www.cdc.gov/nceh/publications/books/housing/housing.htm>.

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

### 3. Bonus Points.

In support of certain inter-agency initiatives, HUD awards bonus points to projects where the preponderance of work will occur in a designated zone, community or region. **These points will be awarded only if the application otherwise meets or exceeds the Program's minimum fundable score based on the rating factors of this NOFA.**

HUD encourages activities in communities with Preferred Sustainability Status (PSS) and/or Promise Zones (PZ), HUD will award two (2) points for qualified activities within a designated zone or area and supporting either or both initiative(s). In no case will HUD award more than two bonus points for these activities.

a. To receive **Preferred Sustainability Status Communities Bonus Points**, applicants must submit form HUD2995, Certification of Consistency with Sustainable Communities Planning and Implementation, signed by the designated Preferred Sustainability Status Community point of contact. Designated PSS Communities Points of Contacts can be found on HUD's website at [http://portal.hud.gov/hudportal/HUD?src=/program\\_offices/administration/grants/nofa11/psscontacts](http://portal.hud.gov/hudportal/HUD?src=/program_offices/administration/grants/nofa11/psscontacts).

b. To receive **Promise Zones Bonus Points**, applicants must submit form HUD 50153, Certification of Consistency with Promise Zone Goals and Implementation, signed by the Promise Zone Official authorized to certify the project meets the criteria to receive bonus points. To view the list of designated Promise Zones and persons authorized to certify, please go to <https://www.hudexchange.info/promise-zones/promise-zones-designees/>.

## B. Reviews and Selection Process.

1. Applications that meet all of the threshold requirements will be eligible for review and rating.
2. Applicants requesting federal funding over the maximum amount per award for the program to which you are applying will not be eligible for review. Applicants must clearly document the requested federal funding amount on line 18a of the SF424, Application for Federal Assistance, and the form HUD\_424\_CBW: HUD Detailed Budget Worksheet including Total Budget.
3. Minimum Score. Applications scoring 75 points or more will be eligible to receive an award.
4. Applications will be scored and ranked, based on the total number of points allocated for each of the rating factors described in Section V.A of this NOFA.
5. Remaining Funds. Refer to the **General Section** for HUD's procedures if funds remain after all selections have been made within a category.
6. Maximum Number of Points. The maximum number of points to be awarded is 102. This maximum includes two bonus points as described in the **General Section** and above.

## C. Anticipated Announcement and Award Dates.

The award date for grants will be approximately 180 days from publication of the Notice of Funding Availability in the Federal Register.

## VI. Award Administration Information.

## A. Award Notices.

Following the evaluation process HUD will notify successful applicants of their selection for funding. HUD will also notify all other applicants, whose applications were received by the deadline, that have not been chosen for award. Notifications will be sent by email, delivery receipt requested, to the person designated in item 8F of the SF424 and to the person listed as authorized representative in item 21 of the SF424.

1. **Applicants Selected for Award.** Successful applicants will receive a letter from the Office of Lead Hazard Control and Healthy Homes providing details regarding the effective start date of the grant agreement and any conditions, additional data and information to be submitted to execute the grant. Applicants will then participate in negotiations to determine the specific terms of the grant agreement, budget, work plan, Benchmarks, or other requirements. If HUD is not able to successfully conclude negotiations with a selected applicant within a period determined by HUD, an award will not be made. If you accept the terms and conditions of the grant agreement, you must return a signed grant agreement by the date specified. Instructions on how to have the grant agreement account entered into HUD's Line of Credit Control System (LOCCS) payment system will be provided. Other forms and program requirements will be provided. In accordance with 2 CFR Part 200, subpart F—Audit Requirements, if you expend \$750,000 in federal funds in a single year, you must follow the requirements of the Single Audit Act and must submit your completed audit-reporting package along with the Data Collection Form (SF-SAC) to the Single Audit Clearinghouse. The address can be obtained from its website. The SF-SAC can be downloaded from: <http://harvester.census.gov/sac/>.
2. **Debriefing.** Refer to the **General Section** for additional details.
3. **Negotiation.** Refer to the **General Section** for additional details.
4. **Adjustments to Funding.** Refer to the **General Section** for additional details.

## B. Administrative, National and Departmental Policy Requirements.

Certain Administrative, National and Departmental Policy Requirements apply to all HUD programs, including this NOFA. For a complete list of these requirements, see Section VI.B. of the General Section.

1. **National Historic Preservation Act.** The National Historic Preservation Act of 1966 (54 U.S.C. § 300101) and the regulations at 36 CFR Part 800 apply to the lead-hazard control or rehabilitation activities that are undertaken pursuant to this NOFA.
2. **Davis-Bacon Wage Rates.** The Davis-Bacon wage rates are **not applicable** to these programs. However, if you use grant funds in conjunction with other federal programs, Davis-Bacon requirements may apply to the extent required under the other federal programs.
3. **Procurement of Recovered Materials.** See the **General Section** for information concerning this requirement.
4. **Compliance with Section 872 of the Duncan Hunter National Defense Authorization Act for Fiscal Year 2009 (Pub. L. 110-417) (“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. Grantees must follow OMB guidance regarding federal agency implementation of Section 872 requirements for grants, at 2 CFR Subtitle A, Chapter I, and Part 25 (75 FR 55671-76, September 14, 2010).
5. **Registration at SAM.gov Requirement.** Applicants must register or update a current registration in the Central Contractor Registration now part of the System for Award Management (SAM), found at <http://www.sam.gov>. Applicants must have an active registration to receive funding from HUD.

## C. Reporting.

Please refer to Section VI of the General Section for a description of the general reporting requirements applicable to all HUD NOFAs.

Reports must comply with the **General Section** and specific program reporting requirements as described below.

1. Successful applicants will be required to submit applicable quarterly, annual, and final program and financial reports according to the requirements of the OLHCHH, including new Transparency Act Reporting requirements (see **General Section**). Specific guidance and additional details will be provided to successful applicants in the grant agreement. OLHCHH will include these reporting requirements in its terms and conditions as part of the grant agreement in its 2015 awards.
2. All grant recipients must comply with reporting requirements of subpart E (Section 3 of the Housing and Urban Development Act of 1968, 12 U.S.C. §1701u (Economic Opportunities for Low- and Very Low-Income Persons in Connection with Assisted Projects)) and the HUD regulations at 24 CFR Part 135. All grant recipients providing program benefits to individuals and families must also report race and ethnicity data as specified in sections VI.C.2 of the **General Section**).
3. Grant recipients who purchase X-ray fluorescence (XRF) analyzers in excess of \$5,000 apiece must complete and submit to OLHCHH the General Services Administration's annual Tangible Personal Property Report, if and after that report receives OMB approval under the Paperwork Reduction Act of 1995 (see 75 Federal Register 14441-14442; March 25, 2010). This report has four components: the Annual Report, the Final (Award Closeout) Report, the Disposition Report/Request, and, if needed, the Supplemental Sheet (see [http://www.whitehouse.gov/omb/grants\\_standard\\_report\\_forms](http://www.whitehouse.gov/omb/grants_standard_report_forms) ). Generally, the average estimated time to complete each of these components is 0.5 hours; it is likely to be less for this grant program.
4. The applicant must collect demographic data by using the HUD approved Race/Ethnic Form (HUD-27061), in accordance with the requirements of the **General Section**, Section VI.C.2, Award Administration Information.
5. Transparency Act Reporting. Recipient Reporting to Meet the Requirements of the Federal Funding Accountability and Transparency Act of 2006. See Section VI.B.11.v of the **General Section**.

Questions regarding specific program requirements should be directed to the point of contact listed in Section VII below.

## VII. Agency Contact(s).

HUD staff will be available to provide clarification on the content of this NOFA. Please note that HUD staff cannot assist applicants in preparing their applications. Questions regarding specific program requirements should be directed to the point of contact listed below.

Questions regarding specific program requirements must be directed to the point of contact listed below.

For programmatic questions, you may contact: Eric Hornbuckle, Acting Director, Programs Division, Office of Lead Hazard Control and Healthy Homes: Department of Housing and Urban Development; 451 Seventh Street, SW, Room 8236, Washington, DC 20410-3000; telephone 202-402-7599 (this is not a toll-free number); facsimile 202-755-1000; or email [Eric.W.Hornbuckle@hud.gov](mailto:Eric.W.Hornbuckle@hud.gov).

For administrative questions, you may contact Nadine L. Heath, Director, Grants Services Division, at the address above or by telephone at 202-402-7680 (this is not a toll-free number); facsimile 202-755-1000; or email [Nadine.L.Heath@hud.gov](mailto:Nadine.L.Heath@hud.gov).

Questions concerning the General Section should be directed to the Office of Strategic Planning and Management, Grants Management and Oversight Division 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 toll-free Federal Relay Service at 800-877-8339.

## VIII. Other Information.

**Paperwork Reduction Act Statement.** The information collection requirements in this this notice have been approved by OMB under the Paperwork Reduction Act of 1995 (44 U.S.C.3501-3520). In accordance with the Paperwork Reduction Act, HUD may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a valid OMB control number. Each Program NOFA will identify its applicable OMB control number unless its collection of information is excluded from these requirements under 5 CFR part 1320.

A Finding of No Significant Impact (FONSI) with respect to the environment has been made for this NOFA in accordance with HUD regulations at 24 CFR Part 50, which implement section 102(2)(C) of the National Environmental Policy Act of 1969 (42 U.S.C. 4332(2)(C)). The FONSI is available for inspection at HUD's Funds Available web page at [http://portal.hud.gov/hudportal/HUD?src=/program\\_offices/administration/grants/fundsavail](http://portal.hud.gov/hudportal/HUD?src=/program_offices/administration/grants/fundsavail).

Applicants may use the checklist below as a guide when preparing your application package.

What to Submit	Where Found	When to Submit
HUD Applicant Recipient Disclosure Report (HUD) 2880 Applicant/Recipient Disclosure/Update Report		
<b>Form HUD_2991, Consistency with Consolidated Plan</b>		
Acknowledgment of Application Receipt (HUD) 2993, if applicable		
<b>Form HUD_424_CBW: HUD Detailed Budget Worksheet</b>		
<b>Standard Form 424 (SF424), Application for Federal Assistance</b>		