

**TABLE OF CONTENTS**

<b><u>Paragraph</u></b>	<b><u>Page</u></b>
<b>CHAPTER 1. <u>INTRODUCTION</u></b>	
1-1. Purpose	1-1
1-2. Scope	1-1
1-3. Organization	1-1
1-4. Applicability	1-2
1-5. Authority	1-2
1-6. Definitions	1-2
1-7. Responsibilities	1-4
<b>CHAPTER 2. <u>POLICY</u></b>	
2-1. Objective	2-1
2-2. Applicability	2-1
2-3. Form	2-1
2-4. Program Purpose and Instrument Selection	2-1
2-5. Basis of Award	2-6
2-6. Competition Requirements	2-6
2-7. Notices of Fund Availability and Application Kits	2-6
2-8. Application Deadline	2-9
2-9. Application Content	2-10
2-10. Application Review and Selection	2-11
2-11. Unsolicited Proposals	2-13
2-12. Cost/Price Analysis	2-17
2-13. Funding Arrangement	2-17
2-14. Negotiation	2-18
2-15. Integrity and Capacity of the Prospective Recipient	2-19
2-16. Award	2-20
2-17. Notifications	2-21
2-18. Prohibition Against Advance Disclosure of Funding	2-22
2-19. Cost Determinations	2-25
2-20. Cost Sharing	2-27
2-21. Generally Applicable Requirements	2-29
2-22. Disputes	2-29
2-23. Amendments	2-30
2-24. Official Files	2-30

**CHAPTER 3. NOTICES OF FUNDING AVAILABILITY**

3-1.	Objective	3-1
3-2.	Applicability	3-1
3-3.	Overcoming Funding Uncertainties	3-1
3-4.	Early Issuance: NOFA Schedule	3-2
3-5.	Uniform NOFA Format	3-4
3-6.	Departmental Clearance	3-6
3-7.	Multi-Year Clearance Process	3-7
3-8.	Application Due Dates	3-9
3-9.	Cure Period	3-10
3-10.	Application Checklist	3-12
3-11.	Application Kit	3-12
3-12.	Certifications	3-13

**CHAPTER 4. AWARD**

4-1.	Objective	4-1
4-2.	Planning and Coordination	4-1
4-3.	Request for Assistance Services	4-1
4-4.	Review of Request for Assistance Services	4-4
4-5.	Notices of Funding Availability and Application Kits	4-4
4-6.	Application Receipt	4-5
4-7.	Application Review	4-6
4-8.	Evaluation of Solicited Applications	4-7
4-9.	Preparation for Negotiations	4-8
4-10.	Negotiation	4-10
4-11.	Award	4-11

**CHAPTER 5. ADMINISTRATION**

5-1.	Objective	5-1
5-2.	Definitions	5-1
5-3.	Roles	5-1
5-4.	GTR Training	5-2
5-5.	Responsibilities	5-2
5-6.	Responsibilities Not Delegated	5-5
5-7.	Monitoring Recipient Performance	5-6
5-8.	Noncompliance	5-7

5-9.	Termination for Convenience	5-9
5-10.	Disputes	5-9
5-11.	Amendments	5-9
5-12.	Payment of Vouchers	5-10
5-13.	Closeout	5-11
5-14.	Files	5-12

**FORMS PRESCRIBED**

<u>Number</u>	<u>Title</u>
SF-424	Application for Federal Assistance
SF-424A	Budget Information (Non-Construction)
SF-424B	Assurances (Non-Construction)
SF-424C	Budget Information (Construction)
SF-424D	Assurances (Construction)
HUD-718	Funds Reservation and Contract Authority
HUD-719	Request for Assistance Services
HUD-844	Confidential Statement of Employment and Financial Interests
HUD-844A	Confidential Statement of Employment and Financial Interests (For Use by Special Government Employees)
HUD-1044	Assistance Award/Amendment
SF-270	Request for Advance or Reimbursement
HUD-24016	Final GTR Performance Assessment for Assistance Agreements
SF-LLL	Disclosure of Lobbying Activities