

CHAPTER 2. OVERVIEW OF TECHNICAL ASSISTANCE PROGRAM

- 2-1. PURPOSE. The purpose of this chapter is to provide a brief description of the Community Development Technical Assistance (CDTA) program administered by HUD Headquarters.
- 2-2. PROGRAM GOAL. The primary program goal of assistance is to increase the effectiveness with which States, units of general local government, and Indian Tribes plan, develop, and administer assistance under Title I and section 810 of the Urban Homesteading Act.
- 2-3. AUTHORITIES. The primary goal of the CDTA program is carried out in accordance with the following authorities:
 - a. Section 107 (b)(4), Housing and Community Development Act of 1974, as amended.
 - b. Title 24 CFR Part 570.402 Community Development Technical Assistance Program Regulation.
- 2-4. ELIGIBLE APPLICANTS/PROPOSERS. Eligible applicants or proposers for award of technical assistance funding are:
 - a. States, units of general local government, areawide planning organizations (APOs), and Indian Tribes; and
 - b. Public and private non-profit groups, and educational institutions capable of demonstrating their qualifications to provide technical assistance to governmental units and to carry out the required tasks in a timely and cost effective manner.

An applicant group must be designated as a technical assistance provider to a unit of government's Title I program or Urban Homesteading program by the chief executive officer of each unit to be assisted, unless the assistance is limited to conferences/workshops attended by more than one unit of government.
- 2-5. INELIGIBLE ACTIVITIES. Activities for which costs are ineligible under technical assistance projects include:
 - a. In the case of technical assistance for States, administrative expenses incurred by a State in

- b. The cost of carrying out the activities authorized under the Title I and Urban Homesteading programs such as for the provision of public services, construction, rehabilitation, and administration;
- c. The cost of acquiring or developing the specialized skills or knowledge to be provided by the group funded under the project;
- d. Research activities;
- e. The cost of identifying units of government needing assistance; or
- f. Activities designed primarily to benefit HUD, or to assist HUD in carrying out the Department's responsibilities, such as research, policy analysis of proposed legislation, training or travel of HUD staff, or development and review of reports to the Congress.

2-6. ELIGIBLE ACTIVITIES. Activities eligible for technical assistance funding include:

- (a) The provisions of technical or advisory services;
- (b) The design and operation of training projects, such as workshops, seminars, or conferences;
- (c) The development and distribution of technical materials and information; and
- (d) Other methods of demonstrating and making available skills, information and knowledge to assist States, units of general local government, or Indian Tribes in planning, developing, or administering assistance under Title I and Urban Homesteading programs in which they are participating or seeking to participate.

2-7. PROPOSAL/APPLICATION PROCEDURES. Eligible proposers or applicants may submit proposals or applications following the procedures below:

- a. Solicited Proposals/Applications. Eligible proposers or applicants may respond to competitive requests for

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applications or proposals as stated in request documents. Request for Proposals (RFP) and Requests for Applications (RFA) are announced in the Federal Register and/or the Commerce Business Daily.

- b. Unsolicited Proposals/Applications. Eligible

proposers or applicants may submit unsolicited proposals/applications, following the Guidelines for Submitting Unsolicited Proposals: Community Development Technical Assistance Program booklet, to the Director, Office of Program Policy Development.

Unsolicited proposals, whether assistance (grants or cooperative agreements), or contracts, are generally treated uniformly from receipt through evaluation in accordance with the Federal Acquisition Regulation (FAR), Subparts 15.504 - 15.506; HUD Acquisition Regulations (HUDAR); HUD Technical Assistance Regulation, Title 24 CFR Part 570.402; and HUD Handbooks 2210.3 and 2210.17.

- 2-8. NEXUS REQUIREMENT. All technical assistance projects must have a nexus with the CDBG Program, as required by Section 107 Special Purpose Grants of Title I of the Housing and Community Development Act of 1977, as amended.

TA for increasing the effectiveness of the CDBG Program means the provision of technical expertise to aid specific activities currently funded with Title I or section 810 funds by a State, unit of general local government or Indian Tribe, or specific activities planned to be funded with Title I or section 810 funds, or otherwise demonstrates a clear and direct connection to, and ability to aid, eligible Title I or Urban Homesteading program participants in planning, developing, or administering programs funded or to be funded with Title I or Urban Homesteading funds.

- 2-9. TYPES OF AGREEMENT. Technical assistance projects are funded in the form of grants, cooperative agreements or contracts, consistent with the regulations, the Federal Grant and Cooperative Agreement Act of 1977, 31 U.S.C. 6301-6308, the HUD Acquisition Regulation, and the Federal Acquisition Regulation.

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- 2-10. PUBLICATION REQUIREMENT. In accordance with 24 CFR Part 570.402(k), where under the terms of the funding award the recipient of the funding is to select the recipients of the technical assistance to be provided, the funding recipient shall publish, and publicly make available to potential technical assistance recipients, the availability of such assistance and the specific criteria to be used for the selection of the recipient to be assisted.

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