



U.S. Department of Housing  
and Urban Development

# Lead Hazard Reduction Capacity Building Grant Program

FR-6900-N-31

Applications are due by 11:59 PM Eastern Time on 02/26/2026.

Lead Hazard Control and Healthy Homes

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# BEFORE YOU BEGIN

If you believe you are a good candidate for this funding opportunity, register in the appropriate systems now and review the application package. If you are already registered, make sure your registration is active and up-to-date.

## **SAM.gov Registration**

You must have an active and up-to-date account with [SAM.gov](https://sam.gov), at the time of application and throughout the life of any award.

To register, go to [SAM.gov Entity Registration](https://sam.gov) and click Get Started. From the same page, you can also click on the Entity Registration Checklist for the information you will need to register.

It can take several weeks to register in [SAM.gov](https://sam.gov), so please get started now if you are planning to apply. [SAM.gov](https://sam.gov) also provides each organization with a unique entity identifier (UEI). A valid UEI is required to apply for funding.

## **Grants.gov Registration**

You must have an active [Grants.gov](https://grants.gov) registration. This requires a [Login.gov](https://login.gov) registration as well. See step-by-step instructions at the [Grants .gov Quick Start Guide for Applicants](#). You must apply for funding using [Grants.gov](https://grants.gov), unless HUD has approved your [waiver request](#).

See [Section VI.B](#). Submission Methods.

## **Find the Application Package**

Use the Grants Search at [Grants.gov](https://grants.gov) and search for opportunity number FR-6900-N-31 . The application package has all the online forms you need to apply. You also need to access the Download Instructions link and review the content before you apply.

If you have other technical difficulties using [Grants.gov](https://grants.gov), access the Support Center on [Grants.gov](https://grants.gov) for assistance.

To get updates on changes to this notice of funding opportunity (NOFO), click Subscribe from the View Grant Opportunity page for this NOFO on [Grants.gov](https://grants.gov).

### **Application Deadline**

Applications are due by 11:59 PM Eastern Time on 02/26/2026.

### **HUD Listserv**

If you are interested in email notices about upcoming funding opportunities, subscribe to [HUD's Funding Opportunities listserv](#).

**Note:** To help you find what you need, this NOFO uses internal links. In Adobe Reader, you can go back to where you were by pressing Alt + Left Arrow (Windows) or Command + Left Arrow (Mac) on your keyboard.

# I. BASIC INFORMATION

## I. Basic Information

### A. Summary

### B. Agency Contact(s)

I. BASIC INFORMATION

See [Contact and Support](#) section of this NOFO.

A. Summary

**Federal Agency Name:**  
United States Department of Housing and Urban Development (HUD)

**HUD Program Office:**  
Lead Hazard Control and Healthy Homes

**Announcement Type:**  
Initial

**Program Type:**  
Discretionary

**Paperwork Reduction Act Information:**  
2501-0044

**Due Date for Intergovernmental Review:**  
See [Section VI.C.1.](#)

Key Facts

**Opportunity Name:**  
Lead Hazard Reduction Capacity Building Grant Program

**Opportunity Number:**  
FR-6900-N-31

**Federal Assistance Listing:**  
14.912

Key Dates

**Application Due Date:**  
11:59:59 PM Eastern Time on:  
02/26/2026

**Anticipated Award Date:**  
04/01/2026

**Estimated Performance Period Start Date:**  
06/01/2026

**Estimated Performance Period End Date:**  
05/31/2029

1. NOFO Summary

This NOFO solicits applications for the Lead Hazard Reduction Capacity Building Grant Program. Review the entire NOFO to understand the application requirements in full. HUD will not fund incomplete or ineligible applications. The Lead Hazard Reduction Capacity Building Grant Program is authorized under Sections 1011(e) and 1011(g) of the Residential

Lead-Based Paint Hazard Reduction Act of 1992 (42 U.S.C. 4852). Funding for this program is provided to assist eligible states, Federally recognized Native American Tribes with U.S. EPA–authorized lead abatement certification programs, and units of local government that have not previously received a direct HUD lead hazard control grant or that need to rebuild diminished capacity due to extenuating circumstances (e.g., COVID-related impacts, loss of key staff, or other factors). Current grantees with an active period of performance are not eligible.

This program supports jurisdictions in developing or restoring the infrastructure needed to conduct comprehensive lead-based paint hazard identification and control activities in eligible privately owned rental or owner-occupied housing. Capacity-building activities may include: assessing childhood lead poisoning prevalence; integrating lead-safe work practices into housing activities; establishing program intake and procedures; hiring qualified staff; strengthening coordination between housing and health agencies; building partnerships with community organizations; aligning lead hazard control with existing housing programs; improving data systems for targeting high-risk homes; and creating sustainable systems to support long-term lead hazard control efforts.

## 2. Funding Details

### Type of Funding Instrument

CA (Cooperative Agreement)

### Available Funds

Funding of approximately **\$4,445,850** is available through this NOFO. Subject to appropriations, HUD reserves the right to award fiscal year 2026 funds based on this NOFO competition.

Additional funds may become available for award. Use of these funds is subject to statutory constraints. All awards are subject to the selection process contained in this NOFO.

### Minimum/Maximum Award Information

The maximum amount for which an applicant can apply is \$2,500,000.

The minimum amount for which an applicant can apply is \$1,000,000.

### Number of Awards

HUD expects to make approximately 5 awards from the funds available under this NOFO.

### Length of Performance Period:

36-month project period and budget period

Length of Periods Explanation:

N/A

## B. Agency Contact(s)

See [Contact and Support](#) section of this NOFO.



## II. ELIGIBILITY

### II. Eligibility

#### A. Eligible Applicants

#### B. Cost Sharing or Matching



## II. ELIGIBILITY

You are invited to apply if your organization is an eligible entity type and meets the funding conditions included in the NOFO. HUD will review applications from eligible applicants using the criteria in [Section V. of this NOFO](#).

### A. Eligible Applicants

#### 1. Eligible Entity Types:

- 00 (State governments)
- 01 (County governments)
- 02 (City or township governments)
- 04 (Special district governments)
- 07 (Native American tribal governments (Federally recognized))
- 25 (Others (see text field entitled "Additional Information on Eligibility" for clarification))

#### Additional Information on Eligibility

Individuals are ineligible applicants.

#### 2. Restrictions

##### a. Statutory and Regulatory Requirements Affecting Eligibility

You must comply with the current [General Statutory and Regulatory Requirements Affecting Eligibility for HUD's Competitive Programs](#). HUD will review your eligibility before issuing an award. As part of this review, HUD uses [SAM.gov](#) and Department of Treasury data.

##### b. Application Eligibility

Your application is considered for funding if it satisfies the application review requirements in [Section V. of this NOFO](#).

#### Additional Information on Eligibility

1. States (the 50 States plus DC and PR) and federally recognized Native American Tribes (that have an U.S. Environmental Protection Agency-authorized lead abatement certification program), cities, counties/parishes, or other units of local government which have either not received a direct HUD lead hazard control grant or were a previous grantee that has a demonstrated need to rebuild capacity within their jurisdiction.
2. If your department or agency does not report directly or through a direct chain of command to your jurisdiction's chief executive officer (governor, county executive, mayor, etc.), you must identify the specific statute(s) (e.g., 1 MyState Revised Code 2345) establishing it as a part of the government, and either attach the relevant wording, or include the specific freely accessible web address(es) in the application.

#### Ineligible Applicants

1. Non-Profit Organizations

2. Current active direct Lead Hazard Control grant recipients
3. Individuals
4. Foreign entities
5. Sole proprietorship organizations

## B. Cost Sharing or Matching

This Program requires [cost sharing or matching](#), as described below.

The chart below describes the match percentage requirement and maximum administrative cost.

Match is required for this program by statute 42 U.S.C. 4852(h). The chart below describes the match percentage requirement, and maximum administrative cost (as a percentage of federal funds).

Match and Cost Requirements Table.

Program	Minimum Match (of federal request)	Minimum Lead Hazard Control Costs	Maximum Administrative Costs
Capacity Building Grant Program	10 percent	65 percent	10 percent

Match Funds Evaluation. Applicants must include the Matching Contribution Table below and should have the corresponding information on the commitment as on the form HUD-424 CBW and the SF-424 application documents submitted under this NOFO. The SF-424 and the match table will constitute the applicant's commitment to fund the match requirement. The applicant is responsible for all match commitments, including those from donors, discounts, and others, should those contributions not materialize. The table should indicate the source, propose eligible uses, and amounts of match committed on the SF-424 and Form HUD\_424\_CBW. Add additional rows to the table, as needed, for each match.

Source of Allowable Match	Purpose of the Match	Amount
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Shared costs or matching funds and contributions must not be paid by 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. NOTE: Community Development Block Grant (CDBG) funds may be used as match to satisfy the matching resource requirements, provided they are specifically designated for the activities and costs allowed in this NOFO. Proposed matching commitments that are not eligible, such as funding sources that are federal (e.g., HOME or Weatherization Assistance Program funds) or that are not committed for allowable uses (e.g., rehabilitation, code compliance) will not be counted towards satisfying the match requirements of the programs in this NOFO.

Evidence of match commitment. Your program must provide documentation of all matches indicated on the SF-424 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 with your submission to this NOFO during the negotiation process, if you are selected for an award. All letters of commitment, including those provided by your organization, **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 your organization must be supported by a letter signed by the authorized official whose signature appears on the SF-424 detailing sources and uses of the committed match. The commitment documentation must mention this NOFO and have been signed on or after the date this NOFO was published. You must show that matching contributions will 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 NOFO. The Department will track and monitor all match commitments according to Office of Management and Budget (OMB) and program requirements.

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

- **Documentation of Contributions from Training Providers.** Training Providers may contribute match dollars. You must provide detailed documentation of the cost to be paid to receive a certificate of completion of an accredited lead professional course or relevant course. Trainer contributions must be supported and verified by a third party: for example, training course and course materials or labor required to conduct a lead professional training course such as lead abatement worker, lead supervisor, etc., published online or company materials.
- The value of in-kind donated items, such as lead, outreach and marketing materials or equipment that are used to recruit clients, partners, and stakeholders to participate in lead-based paint hazard control programs, must be established at market rates.
- For services or products provided at a discounted rate and used for an eligible use under the grant, the discounted part of the fee or price is the eligible match, not the entire value of the services or products. 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. You must document that the vendors that provide discounts are knowingly providing support for this federal award.
- **Third Party In-Kind Contributions.** See 2 CFR 200.306 for additional information on third party in-kind contributions

## III. PROGRAM DESCRIPTION

### III. Program Description

#### A. Purpose

#### B. Goals and Objectives

#### C. Authority

#### D. Unallowable Costs

#### E. Indirect Costs

#### F. Program History

#### G. Other Information

## III. PROGRAM DESCRIPTION

### A. Purpose

The purpose of the Lead Hazard Reduction Capacity Building Grant Program and this NOFO is to assist states and Federally recognized Native American Tribes that have a U.S. Environmental Protection Agency-authorized lead abatement certification program; cities, and counties/parishes, or other units of local government which have either not received a direct HUD lead hazard control grant or were a previous grantee that has a demonstrated need to rebuild capacity within their jurisdiction. Rebuilding capacity may be necessary for jurisdictions that have diminished infrastructure and capacity due to loss of experienced staff, or other factors that have negatively impacted the capacity necessary to undertake comprehensive programs to identify and control lead-based paint hazards. Current grantees that have an active period of performance are not eligible to apply.

The program will help applicants with developing and expanding the infrastructure necessary to undertake comprehensive programs to identify and control lead-based paint hazards in eligible privately owned rental or owner-occupied housing. The capacity objectives to ensure the successful implementation of a lead hazard control grant program relies on the following implementation of several key program components listed below.

1. Build local capacity to determine the prevalence of childhood lead poisoning among children under six years in the targeted community(ies);
2. 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;
3. Developing and implementing procedures/guidelines for program activities that include program intake of potential program participants and establishing a system, or process that will facilitate lead-safe units to be affirmatively marketed to families with young children, such as advertising available units to such families where lead-based paint hazards have been controlled;
4. Hire qualified staff with experienced organizational management and financial capacity to immediately execute the program upon receipt of a grant award;
5. Promote collaboration, data sharing, and targeting between health and housing departments;
6. Developing key partnerships/subgrantees such as: faith-based, health departments, coalitions, or other community-based organizations;
7. Integrating strategies to incorporate lead hazard control into existing housing repair programs; (e.g., housing rehabilitation, local housing ordinance, property maintenance, weatherization, housing-related health hazard interventions, and energy conservation activities);
8. Obtaining high quality data to target resources where need is greatest; and
9. Developing systems for sustaining a lead hazard control program after successful completion of a capacity building grant program.

## B. Goals and Objectives

The OLHCHH's mission includes supporting jurisdictions in developing the capacity to identify and control lead-based paint hazards and strengthening community systems that protect children from lead exposure. This NOFO supports that mission by assisting eligible states, tribes, cities, and counties that have not previously received a direct HUD lead hazard control grant or that need to rebuild diminished capacity to establish or restore the infrastructure required to operate comprehensive lead hazard control programs.

Through this program, grantees will develop core program components such as assessing childhood lead poisoning prevalence, integrating lead-safe work practices, establishing program intake and procedures, hiring qualified staff, strengthening collaboration between health and housing agencies, building community partnerships, targeting high-risk homes using quality data, and integrating lead hazard control into existing housing programs. These capacity-building activities will enable jurisdictions to implement effective lead hazard control programs and sustain them beyond the grant period.

## C. Authority

This program is authorized by Sections 1011 (especially subsections (e) and (g)) of the Residential Lead-Based Paint Hazard Reduction Act of 1992 (42 USC 4852(e) and (g)). Funding for this program is provided by the Full-Year Continuing Appropriations and Extensions Act, 2025 (Public Law 119-4, approved March 15, 2025, and the Consolidated Appropriations Act, 2024 (Public Law 118-42, approved March 9, 2024).

## D. Unallowable Costs

For the purposes of application under this NOFO, you should consider the minimum and maximum funding amounts as you develop your program approach and budget for consideration.

a. **Administrative Costs.** You can utilize up to ten percent (10%) of the federal award 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 each appropriate line items (e.g., salaries, fringe, supplies, on Form HUD\_424\_CBW) and a detailed cost element breakdown in the budget narrative must be provided. The ten percent (10%) administrative cost cap for this program must include any indirect cost rates placed in the HUD share budget columns, as well as the sum of the budget line items that have inherent administrative costs per OLHCHH Policy Guidance 2015-01, plus any administrative costs of sub recipient organizations (also detailed by budget line item and budget narrative). There are two categories of administrative costs: direct administrative costs and indirect costs. For the purposes of this grant, all direct administrative costs and all indirect costs count towards the ten percent (10%) administrative cost limit.

(i). **Direct Administrative Costs.** 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: salaries, wages, fringe benefits, and related costs of the recipient's staff engaged in program administration



that can be specifically identified with the grant.

([https://www.hud.gov/sites/documents/201501\\_COST\\_CATEGORIES.pdf](https://www.hud.gov/sites/documents/201501_COST_CATEGORIES.pdf) ).

(ii) 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. 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 <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E>. Indirect (F&A) costs may only be charged to an OHLCHH grant award under a cost allocation plan, an indirect cost rate agreement or by using the de minimis rate of 15% of modified total direct costs in accordance with the requirements of 2 CFR 200.414.

b. Lead Direct Costs. Lead direct costs are defined as activities that support developing the infrastructure necessary to undertake comprehensive programs to identify and control lead-based paint hazards in eligible privately owned rental or owner-occupied housing. Awardees must spend at least sixty-five percent (65%) of grant funds on the following direct lead-activities:

i. Marketing and outreach. Conducting targeted outreach, marketing, and education, or development of outreach programs on lead hazard control and lead poisoning prevention that are designed to increase the ability of the program to deliver lead hazard control services to local targeted communities.

ii. Eligible targeted outreach activities include, client enrollment, lead awareness and education, health fairs and community events, landlord and contractor training, and building housing intake pipeline(s) (e.g., referrals of children under age six years with elevated blood lead levels (EBLLs)) and delivery systems.

iii. Building local Lead Hazard Control partnerships to create sustainability coalitions that will result in a model applicant referral process (tool) (e.g. housing authorities, community action groups, neighborhood housing services, healthy homes coalitions).

iv. Educating entities on the benefits of program participation and lead-based paint hazards regulations. These entities include owners of rental properties, landlord associations, tenants, and other local entities that will be educated on the Residential Lead-Based Paint Hazard Reduction Act, Lead Disclosure Rule, Lead Safe Housing Rule (24 CFR part 35, subparts A, and B-R, respectively), and the EPA Renovation, Repair and Painting (RRP) Rule (40 CFR 745, especially subpart E).

v. Educating entities on applicable provisions of the Fair Housing Act, especially as it pertains to familial status (e.g., families with children) and disability discrimination, and providing training on lead-safe maintenance and renovation practices and management. Grant recipients must also take appropriate steps to ensure that communications with individuals with disabilities are as effective as communications with individuals without disabilities.

vi. Training/contractor pool development such as providing resources to build capacity

and a pool of eligible licensed contractors 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.

vii. Building program contractor capacity with emphasis on Section 3 eligible individuals (For more information on Section 3 requirements, please review: Section III.G.8 below).

viii. Establishing and collaborating with key partnerships/subgrantees; to enter formal arrangements with organizations for capacity building objectives (e.g., faith-based, health departments, coalitions, or other community-based organizations).

ix. Integrating strategies to incorporate lead hazard control into existing housing repair programs; (e.g., housing rehabilitation, local housing ordinance, property maintenance, weatherization, housing-related health hazard interventions, and energy conservation activities).

x. Developing the mechanism or capacity for data sharing and linking eligible families.

xi. Within 6 months of the end of the Period of Performance, completing lead inspections/risk assessments and lead hazard control unit activities to identify and assess the effectiveness of a targeted jurisdiction.

**Lead Inspections/Risk Assessments.** A complete lead-based paint inspection and lead hazard risk assessment, evaluating each housing unit, common area, exterior surface, and bare soil (and not a sample of any of them), including either separate reports or a combined report is 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 in the HUD Guidelines for the Evaluation and Control of Lead-Based Paint Hazards in Housing, as defined by the policies of the Lead Hazard Reduction Grant Program. Refer to Policy Guidance 2024-05 on the OLHCHH website.

**Lead Hazard Control Unit Activities.** The control or elimination of all lead-based paint hazards identified in housing units and in common areas of multi-family housing by either of the following strategies (or a combination), through either interim controls or lead-based paint abatement.

**Other Allowable Costs.** Costs for the activities below are allowable costs but should not be counted as direct costs towards the minimum sixty-five (65%) requirement:

1. Training Courses Development and Certifications: Assist with the development of accredited Lead Hazard Control training courses and provide 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 recognized training courses that further promote the lead hazard control activities;
2. Purchasing of equipment and supplies to support completion of lead inspections/risk



assessments;

3. Purchasing or leasing items having a per-unit cost under \$10,000;
4. Developing and implementing procedures/guidelines governing program elements;
5. Training and development to build qualified staff and organizational experience;
6. Developing appropriate financing mechanisms;
7. Obtaining high quality data to target resources where need is greatest; and
8. Developing systems for sustaining a viable lead hazard control program after the grant.

## E. Indirect Costs

If you expect to charge [indirect costs](#) to the award, submit the Indirect Cost Rate Certification form (HUD-426) with your application.

## F. Program History

The last published NOFO for the Lead Capacity Building Grant Program was in FY 2024. Updates in this FY2025 NOFO include incorporation of the 2025 Executive Orders applicable to HUD grant programs as well as changes to NOFO template language and format.

“Subject to pending court ordered injunctions related to conditions in the 2025 Executive Orders.” See *MLK Jr. County v. Turner et al.*, 2-25-cv-000814 (W.D. Washington); *National Alliance to End Homelessness, et al.*, 1:25-cv-00636 (D.R.I.); *Nat’l Alliance to End Homelessness, et al. v. HUD*, 1:25-cv-00447 (D.R.I.); *Rhode Island Coalition Against Domestic Violence, et al. v. Kennedy, et al.* 1:25-cv-342 (D.R.I.)

## G. Other Information

### Additional Program Requirements and Prohibitions

1. **Blood Lead Testing.** The applicant should request testing of each child under the age of six years who resides in a housing unit under contract to receive lead hazard control work, or document that a child has been tested for blood lead levels within the six months preceding the lead hazard control work, unless it is documented that the child’s parent or legal guardian chooses not to have the child tested. You must refer any child with an elevated blood lead level for appropriate medical follow-up with his or her health care provider or local health department. 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 \(2012\)](#) and the Advisory Committee’s [Low Level Lead Exposure Harms Children: A Renewed Call for Primary Prevention](#), recommendations report. You must continue to document if the child’s parent or legal guardian chooses not to have the child tested and informs you of that.
2. **Public and Private Partnerships.** You must work to further collaboration and coordination with public and private partnerships to assist in meeting your program

goals. HUD encourages collaboration and coordination with other agencies and partners to identify and eliminate lead-based paint. You are encouraged to enter into formal arrangements with partners, such as childhood lead poisoning prevention programs, health agencies, community development agencies, public housing agencies (noting, however, that lead hazard control funds may not be used for evaluating or controlling lead-based paint hazards in public housing but may be used in housing choice voucher units), weatherization assistance agencies, fair housing assistance program entities, 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 other comparable documentation of agreement. Such relationships must be established prior to the execution of an award or be contingent upon the award, becoming effective within 60 days after award. Your workplan to be developed after award must include implementing a mechanism for providing rapid response (i.e., several business days) to requests from a public housing agency participating in the HUD housing choice voucher program (see [OLHCHH Policy Guidance 2024-07, Income Verification](#)). Agreements for goods and services to be paid for the award must be eligible and must be procured through a competitive process as defined in 2 CFR sections 200.317 and 200.326 as applicable.

3. Compliance with HUD Regulations and Guidelines. You must conduct lead hazard evaluation and control work in compliance with HUD's Title X, the current HUD Guidelines for the Evaluation and Control of Lead-Based Paint Hazards in Housing (current HUD Guidelines, applicable OLHCHH Program Policies, and applicable federal, state, and local regulations and guidance, including, but not limited to the EPA's Renovation, Repair, and Painting (RRP) Rule and Lead Abatement Rule (found here <https://www.epa.gov/lead/renovation-repair-and-painting-program-resources> and <https://www.epa.gov/lead/lead-abatement-inspection-and-risk-assessment>).
4. Prohibited Practices. Grantees are not permitted to engage in practices prohibited under HUD's Lead Safe Housing Rule at 24 CFR 35.140, EPA's RRP Rule at 40 CFR 745.83(a)(3), or EPA's lead abatement rule at 40 CFR 745.227(e)(6).
5. Consolidated Plans. You must submit Form HUD2991 once the grant program is awarded. (By submitting Form HUD2991, you certify that the work will be conducted in accordance with your and other jurisdictions' Consolidated Plans for areas where the project will be carried out. You must also submit, as an attachment, the current lead-based paint element from your approved Consolidated Plan or a website address where the Consolidated Plan is located and provide page number). Be sure to verify that the web address is active and available without cost. 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 that includes a lead-based paint hazard control strategy developed in accordance with 24 CFR 91.235. (An Indian tribe applying for a grant for which the target area for projects under the grant will be located on a reservation of the tribe need not submit a Consolidated or abbreviated Consolidated Plan. (24 CFR 583.155(c)). If your Consolidated Plan is not developed during the time of application, your program can

be developed once awarded.

6. Continued Availability of Lead-Safe Housing to Low-Income Families with children under 6 years of age. Units in which lead hazards have been controlled under this program must be occupied by or continue to be available to low-income residents with children under 6 years of age for a minimum of three years as required by Title X, Section 1011. You must describe previous efforts, whether on your own or in partnership with others, such as the organizations listed in paragraph 2 above, if applicable, to maintain a publicly accessible registry (listing) of low-income units made lead-safe because of previous activities. You must also describe the plans you have on your own or in partnership with others, for continuing an existing registry or establishing a new registry, and procedures for monitoring and affirmatively marketing these units to low-income families with children less than six years of age. Your approach must include the entire period of performance, the process, persons responsible and actions that will occur when violations are noted.
7. 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 lead hazard reduction capacity building program NOFO (see 24 CFR 75.3(a)(2)(i)). All grantees under this NOFO that conduct any lead hazard reduction project exceeding \$100,000 (to be revised in FY 2026 to \$150,000) are required to comply with Section 3 for those projects. The lead hazard reduction project is residential dwelling(s) that are under common ownership, management, and financing. If you plan to hire any new employees or award contracts to carry out the project(s), you must comply with the Section 3 requirements found at 24 CFR part 75, subpart C. If a project will also have housing and community development financial assistance, you must also comply with 24 CFR part 75, subpart D. For projects for which you are required to comply with Section 3, any contractor, subcontractor, or sub-grantee must also comply with the Section 3 requirements for any new training, hiring or sub-contracting opportunities provided under those contracts. Applicants for this grant program must plan to recruit and collect the level of detailed information to report out to the federal government the success of their efforts to meet these goals annually. For more information about Section 3, see HUD's Section 3 website, <https://www.hudexchange.info/programs/section-3/>, particularly its Section 3 Guidebook and the guidebook's webpage on the Office of Lead Hazard Control and Healthy Homes, which discusses lead hazard control and healthy homes grants, and HUD's Section 3 regulations (24 CFR Part 75) <https://www.ecfr.gov/current/title-24/subtitle-A/part-75>.
8. Institutional Review Board (IRB). For the program in this NOFO, HUD does not expect research that could affect human subjects to be conducted. However, if such research is conducted, it shall be conducted in accordance with 24 CFR part 60, Protection of Human Subjects, which invokes the Department of Health and Human Services' Common Rule at 45 CFR part 46, subpart A.
9. 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 through 200.326, as applicable. The designation of an entity

as a subrecipient or contractor must follow program policies and 2 CFR 200.331.

10. **Written Policies and Procedures.** You will be required to develop written policies and procedures during the first 60 days. 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, unit monitoring and sub recipient monitoring. You, and your subcontractors, sub-grantees, sub-recipients, and their contractors at all tiers must adhere to these policies and procedures. Lead Risk Assessments requirements and Unit activities should begin 6 months prior to the end of the Period of Performance date.
11. **Lead-Based Paint and Lead-Based Paint Hazard Identification.** A complete lead-based paint inspection and lead hazard risk assessment, evaluating each housing unit, common area, exterior surface, and bare soil (and not a sample of any of them), including either separate reports or a combined report is 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 paragraph 3, above, the HUD Guidelines for the Evaluation and Control of Lead-Based Paint Hazards in Housing, and as defined by the policies of the Lead Hazard Reduction Grant Program. Refer to Policy Guidance 2024-05 on the OLVCHH website.
12. **Notification Requirements.** A copy of EPA's Renovate Right brochure (see the EPA RRP homepage below) must be provided to the owner of the unit and to an adult occupant of the unit (whether or not RRP work will be conducted). 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). 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. You must also describe how you 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 and/or Lead Abatement Rule, as applicable (see 40 CFR part 745 and <https://www.epa.gov/lead/lead-renovation-repair-and-painting-program> and <https://www.epa.gov/lead/lead-abatement-inspection-and-risk-assessment>).
13. **Testing, sampling, and laboratory analysis.** All testing, sampling and laboratory analysis for lead must comply with Title X, Section 1011, and conform to the current HUD Guidelines, the EPA lead-based paint and lead-based paint hazard standards and clearance levels at 40 CFR part 745, and OLVCHH Program Policy 2017-01:

Revised Dust-Lead Action Levels for Risk Assessment and Clearance of Porch Floors or subsequent notices on its subject. In addition, your program must follow federal, state, or tribal regulations developed as part of the appropriate contractor certification program, whichever is most protective of children. Paint chip sampling alone is not a cost effective or practical method for grantees to use alone in the identification of all lead hazards for the purposes of this grant. It is expected that an XRF will be utilized to complete each Lead Inspection / Risk Assessment in combination with dust wipes, paint sampling, and soil sampling as applicable. Paint chip sampling in accordance with the HUD Guidelines chapters 5 and 7 (<https://www.hud.gov/contactus/lead-based-paint-guidelines>) (may be used in certain cases. All laboratory analyses conducted on paint chips, soil and/or dust samples must be performed by an environmental laboratory recognized by EPA under the National Lead Laboratory Accreditation Program pursuant to the Toxic Substances Control Act (15 U.S.C. 2685) (See the list of laboratories <https://www.epa.gov/lead/national-lead-laboratory-accreditation-program-nllap>).

14. 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:
- Interim Controls. Interim controls of lead-based paint hazards including paint-lead hazards, dust-lead hazards, and soil-lead hazards, as defined by EPA at 40 CFR §§ 745.65 and 745.227, shall be conducted in accordance with the current HUD Guidelines, and shall be completed by conducting and passing clearance, including visual inspection and, on applicable interior and patio surfaces, dust-lead sampling and analysis demonstrating residual dust lead below the lower of EPA's or HUD's dust lead hazard standards or clearance levels.
  - Abatement. Abatement means any set of measures designed to permanently eliminate lead-based paint hazards in accordance with standards established by the EPA.

Abatement 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; however, for clearances under this NOFO on applicable interior and patio surfaces, dust-lead sampling and analysis shall demonstrate residual dust lead below the lower of EPA's or HUD's dust lead hazard standards or clearance levels (40 CFR 745.227, or 24 CFR 35.1320 and 35.1340).

15. Temporary Relocation. HUD expects that the lead hazard control work and temporary relocation will take 10 days or fewer. See section VI.A.8 of this NOFO regarding 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 24.202(a) and the corresponding Appendix A to Part 24. (These regulations can be accessed at [49 CFR Part 24](#)).

16. Owner-occupants temporarily relocating while hazard reduction measures are



conducted pursuant to a program described in this NOFO may receive assistance but are not entitled to URA relocation assistance for relocation based on needs assessment completed at enrollment and based on the discretion of the program policy and procedures approved by the Government Technical Representative (GTR) for this grant. When tenant occupants with physical disabilities are temporarily relocated, they must be offered housing that is compliant with Section 504 of the Rehabilitation Act. For additional information on relocation requirements, see the HUD [Handbook 1378.0](#) (Tenant Assistance, Relocation and Real Property Acquisition). All relocation assistance is expected to support the approved occupant protection plan received and approved by the program manager for each unit under this award.

17. Waste Disposal. You must handle waste disposal according to the requirements of the appropriate local, state, and federal regulatory agencies, and the HUD Guidelines. The HUD Guidelines are available at [The HUD Guidelines for the Evaluation and Control of Lead-based Paint in Housing | HUD.gov / U.S. Department of Housing and Urban Development \(HUD\)](#).

18. Worker Protection Procedures. You 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 1910.1025, Lead, and/or 29 CFR 1926.62, Lead Exposure in Construction, as applicable), or the state or local occupational safety and health regulations, whichever are most protective.

19. Occupant protection plan. The grantee shall ensure that an occupant protection plan is written and implemented for each housing unit in which hazard reduction work will be conducted. For lead hazard control work, the plan shall conform to the HUD Guidelines chapter 8, Resident Protection and Worksite Preparation.

# IV. APPLICATION CONTENTS AND FORMAT

## IV. Application Contents and Forms

### A. Standard Forms, Assurances, and Certifications

### B. Budget

### C. Narratives and Non-Form Attachments

### D. Other Application Content

## IV. APPLICATION CONTENTS AND FORMAT

Applications must include three main elements: a) standard forms, assurances, and certifications; b) budget; and c) narratives and other attachments. The content, forms, and format for each element are included in this section.

You may use this section as a checklist to ensure you submit a complete application.

If you don't provide the required documents in the correct format, your application is incomplete.

Do not submit password protected or encrypted files.

Each application should include the following items submitted as directed.

Element	Submission Form
Standard Forms, Assurances, and Certifications	Upload using each required form.
Budget	Use the required budget form.
Narratives and Other Attachments	Insert each in the Attachments form.

15 pages is the total maximum length of all narratives.

Double spaced 12-point Times New Roman font on letter sized paper (8 1/2 x 11 inches) with at least 1-inch margins on all sides.

### A. Standard Forms, Assurances, and Certifications

You must properly complete and submit with your application the standard forms, assurances, and certifications identified below. You can find all forms in the application package or review them and their instructions at [Grants.gov Forms](#). You can also [read more about standard forms](#) on HUD's Funding Opportunities page.

Forms/Assurances/Certifications	Submission Requirement	Notes/Description
Application for Federal Assistance (SF-424)	Required with the application	Page limit: Not applicable File name: SF-424
Applicant and Recipient Assurances and Certifications (HUD 424-B)	Required with the application	Page limit: Not applicable File name: HUD-424B
Applicant/Recipient Disclosure/Update Report	If applicable, required with the application	Page limit: Not applicable File name: HUD-2880



Forms/Assurances/Certifications	Submission Requirement	Notes/Description
(HUD 2880)		
Certification Regarding Lobbying	If applicable, required with the application	Page limit: Not applicable File name: Lobbying Certification form
Disclosure of Lobbying Activities (SF-LLL)	Required with the application	Page limit: Not applicable File name: SF-LLL
Certification for a Drug-Free Workplace (HUD-50070)	If applicable, required with the application	Page limit: Not applicable File name: HUD-50070
Assurances for Non-Construction Programs (SF-424B)	If applicable, required with the application	Page limit: Not applicable File name: SF-424B
Assurances for Construction Programs (SF-424D)	If applicable, required with the application	Page limit: Not applicable File name: SF-424D
Certification for Opportunity Zone Preference Points (HUD 2996)	If applicable, required with the application	Page limit: Not applicable File name: HUD-2996

## B. Budget

You must submit a budget with your application to support your project narrative.

At a minimum, your budget must indicate direct and any indirect costs.

You must also submit form HUD-426, based on the requirements in [Section III.E.](#) of this NOFO.

Budget Form/Document	Submission Requirement	Notes/Description
Grant Application Detailed Budget Worksheet (HUD-424-CBW)	Required with the application	Page limit: Not applicable File name: HUD-424CBW Form location: download instructions
Indirect Cost Information Certification (HUD-426)	If applicable, this document is required with the application	Page limit: Not applicable

Budget Form/Document	Submission Requirement	Notes/Description
	and after award	File name: ICR Doc. Form location: download instructions

## C. Narratives and Other Attachments

If applicable, you must upload narrative and other attachments in [Grants.gov](https://www.grants.gov) using the Attachments Form. When using the Attachments Form, you can upload PDF, Word or Excel formats.

Document	Submission Requirement	Notes/Description
Response to Rating Factors	Required with the application	See <a href="#">Section V.B</a> File name:
Nonprofit Status – Documentation	If applicable, this document is required with the application	Page limit: Not applicable File Name: Code Acceptable Content
Code of Conduct	If not included in <a href="#">HUD's eLibrary</a> , this document is required with the application	Page limit: Not applicable File name: Code <a href="#">Acceptable Content</a>

## D. Other Application Content

**NOTE: Any information submitted in response to the Rating Factors beyond the page limit will not be reviewed.**

Appendices and Attachments:

1. Budget Narrative. Your application must include a budget narrative separate from the rating factor narrative that details the eligible cost amounts and items for each budget line proposed. The narrative must provide details on administrative costs, which are a maximum of ten percent (10%) and details on which costs are included in the minimum sixty-five percent (65%) direct cost requirement and match (10% minimum) requirement.
2. Consolidated Plan Lead-Based Paint Element. Provide a copy of your jurisdiction's Lead-Based Paint Element or the link to the website identifying where the Lead-Based Paint Element can be found, from its Consolidated Plan or abbreviated Consolidated Plan (as applicable) or describe how you will incorporate the lead element in your consolidated plan. If your Consolidated Plan is not developed during the time of application, your program can be developed once awarded.

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3. Résumés for key staff or position descriptions for vacant positions. Please do not include any Personally Identifiable Information (PII).

**Material provided in the appendices must support Rating Factor narrative information and will not be used in lieu of information provided in the fifteen (15) page limited response to the Rating Factors.** You are strongly urged to submit only information that is required and/or requested in the NOFO or relevant to a specific narrative response. All attachments must identify the related Rating Factor in the page footer by providing the related Rating Factor number and the page number of the attachment.

# V. APPLICATION REVIEW INFORMATION

## V. Application Review Information

### A. Threshold Review

### B. Merit Review

### C. Risk Review

### D. Selection Process

### E. Award Notices

## V. APPLICATION REVIEW INFORMATION

### A. Threshold Review

HUD reviews each application to make sure it meets the following threshold requirements. If you meet all threshold requirements, your application will advance to a merit review. If you fail to meet one or more threshold requirements, your application is not eligible for HUD funding.

#### 1. Eligible Applicant

You must meet the applicant eligibility criteria in this NOFO. Applications from ineligible applicants are not rated or ranked and will not receive HUD funding.

#### 2. Resolution of Civil Rights Matters

Applicants with outstanding, unresolved judgments against them for violations of civil rights laws must resolve those judgments before the application submission deadline or the applicant will be deemed ineligible.

a. An applicant is ineligible for funding if the applicant has received notice of a judgment imposed against them for violations of:

1. the Fair Housing Act or a substantially equivalent state or local fair housing law for discrimination because of race, color, religion, sex, national origin, disability or familial status; or
2. Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Section 109 of the Housing and Community Development Act of 1974, the Americans with Disabilities Act, or the Violence Against Women Act or substantially equivalent state or local laws.

b. HUD will determine if actions to resolve the judgment taken before the application deadline date will resolve the matter. Examples of actions that may be sufficient to resolve the matter include, but are not limited to:

1. Current compliance with a voluntary compliance agreement signed by all the parties;
2. Current compliance with a HUD-approved conciliation agreement signed by all the parties;
3. Current compliance with a conciliation agreement signed by all the parties and approved by the state governmental or local administrative agency with jurisdiction over the matter;
4. Current compliance with a consent order or consent decree; or
5. Current compliance with a final judicial ruling or administrative ruling or decision.

#### 3. Timely Submission of Applications

Late applications are not eligible for funding. See deadlines in [Section VI of this NOFO](#).

### B. Merit Review

HUD expects to evaluate and score your application using the following merit criteria and process. Merit reviewers evaluate and score all applications that pass the threshold review. Merit reviewers may include Federal and non-Federal persons. Reviewers receive a copy of your application to evaluate and score each application separately.

### Merit Review Summary

Criterion	Total number of points = 100 or 102
Rating Factor 1: Capacity of the Applicant and Relevant Organizational Experience	45 points
Rating Factor 2: Justification of Applicant Need	41 points
Rating Factor 3: Financial Management (including 2 points for Section 3)	14 points
Preference Points	2 points
Total	102 points

Minimum Score. Applications scoring seventy (70) points or more will be eligible to receive an award.

## 1. Rating Factors

Your application must include a response to the following criteria.

### Rating Factors Details

Criterion	Max points = 100
<b>Rating Factor 1: Capacity of the Applicant and Relevant Organizational Experience</b>	45 max points
<p>The applicant must demonstrate that its organization has sufficient qualified personnel or will actively retain qualified experts or professionals within 90 days of the grant award to successfully implement and complete the project. Applicants must submit resumes or job descriptions as separate documents to receive up to the full points for this rating factor.</p> <p><b><u>a. Program Administration and Oversight (14 Points)</u></b></p> <p>1. Your key personnel must include at a minimum a Project Director (PD), and a dedicated day-to-day Program Manager (PM). The Program Manager must dedicate 75 percent of his/her time to the proposed project. Describe the roles and responsibilities of each key personnel and include their resumes up to three (3) pages in length. The Program Manager must have experience in</p>	

housing rehabilitation, public health, lead hazard control, childhood lead poisoning prevention, project management, or related work. The Program Manager must be trained and certified to lead hazard control activities or explain how they will receive the training and certification within 90 to 120 days of being hired.

2. Describe program start-up activities during the first 90 days of the grant (hiring/training staff, outreach/education activities). Provide information about internal and external capacity-building steps necessary to ensure a smooth and timely start-up phase.

3. Describe the procedures and electronic database systems you will use to ensure proper program oversight and monitoring of all sub-recipients and contractors to ensure conformity to the terms, conditions and specifications of contracts or other formal agreements.

**b. Community Outreach/Marketing of Program (12 Points)**

1. Discuss your proposed outreach activities and expected outcomes, as it relates to unit enrollment, program sustainability, partnership building, coalition building and short and long-term reduction of childhood lead poisoning in the target area.
2. Describe how your program will coordinate with health, early childhood education or childcare providers, State Medicaid, or other healthcare partner organizations to identify children with elevated blood lead levels in housing and families eligible of enrollment in a Lead Hazard Reduction grant program.
3. Describe in detail the methods and strategies you will use, including the subrecipients responsible for performing affirmative marketing and outreach of the program to your

intended target area(s).

**c. Contractor Capacity and Public Private Partnerships (8 points)**

1. Provide examples or types of activities that will be used to build contractor capacity. Include such activities as coordinating with an EPA or state certified training provider to host training courses for general contractors, firms, or individuals to become lead professionals. For further reference see Policy Guidance 2019-01: Determining Subrecipient or Contractor Classification.
2. List and describe in detail sub-recipients and consultants that will provide services and carry out critical activities for the proposed grant program. For example, partnering with accredited lead paint providers to build lead practitioner capacity.
3. Higher Education, Community Organizations and Agencies. Describe how your program will engage community-based organizations, agencies, community college or vocational schools/programs, and/or local home improvement/general contractor businesses, nonprofit organizations, including faith-based organizations in your grant program's activities. These activities may include outreach, community education, marketing, referrals, training and certification, program sustainability activities.
4. Detail each subrecipient's experience in initiating and implementing related environmental, health, or building capacity to implement housing repair programs.

**d. Relevant Organization Experience (11 points)**



1. Applicants must describe prior experience in initiating and implementing lead hazard control or related environmental, health or housing programs. Lists the relevant and most recent experience (last three years) in initiating and implementing lead hazard control or related environmental, health or housing projects.
2. Provide examples of relevant programs that the applicant currently manages or has previously managed within the past three years (e.g., CDBG Housing Rehabilitation, Childhood Lead Poisoning Prevention Program, Weatherization, etc.).

**Rating Factor 2: Justification of Applicant Need**

41 max points

This factor addresses the extent to which there is a need for the proposed lead hazard reduction program and how it will be based on the evidence or predicted prevalence of lead poisoning, the presence of lead hazards, high risk children, and high-risk housing in any proposed target area(s). For you to receive maximum points for this factor, there must be a direct relationship between your proposed activities in the target area(s) and the documented community needs on addressing capacity/barriers issues.

1. **Document the following target area(s) data in the chart below (27 points)**

**Data**

Area	Target Area Results	Comparison Data	Comparison Data Results

Pre-1940 g Units	#	Total Housing Units	#
Pre-1978 g Units	#	Total Housing Units (ALL)	#
Housing ers in area	#	Total Housing Units	#
Children six (6) of age	#	Total Population (ALL AGES)	#
of s < MI in area	#	Total population (all ages)	#
of < 50% target	#	Total population (all ages)	#
g Website Addresses, for Table 1A:			
g Data Source			
tion ildren ource			
edian Data			
<b>2. Narrative Response (Other Barriers/Capacity Issues) (14 points)</b> Summarize specific capacity issues and barriers your community is facing which has prevented the implementation of a lead hazard control program in your jurisdiction (e.g., lack of contractor pool, lack of quality			

<p>EBLL data, lack of clinical case management program, etc.) and how this funding will be used to address these issues. The summary should also include specifics about plans/activities to resolve barrier(s) and the relationship to the community capacity needs if you are awarded funding. Applicants need to describe their work plan to address key capacity issues related to a minimum of five or more of the following program components:</p> <ol style="list-style-type: none"> <li>1. Training /contractor pool development;</li> <li>2. Community outreach/marketing of program;</li> <li>3. Developing and implementing procedures/guidelines governing program elements;</li> <li>4. Qualified staff and organizational experience;</li> <li>5. Building housing intake pipeline(s) (e.g., EBLL referrals) and delivery systems;</li> <li>6. Developing key partnerships/subgrantees;</li> <li>7. Developing data systems and evaluation matrices;</li> <li>8. Developing appropriate financing mechanisms;</li> <li>9. Integrating lead hazard control into existing housing repair programs;</li> <li>10. Obtaining high quality data in order to target resources where need is greatest; and</li> <li>11. Developing systems for sustaining a viable lead hazard control program after the grant.</li> </ol>	
<p><b>Rating Factor 3: Financial Management (including 2 points for Section 3)</b></p>	<p>14 max points</p>
<p><b>a. Fiscal Oversight and Management (12</b></p>	

**points)**

1. A detailed description of how the grant program funds will be managed. What fiscal system will be used and the people responsible for oversight and management of the budget? How will the grant program funds be kept separate from other funding the agency receives? What controls will be in place to ensure integrity, fiscal management and minimize co-mingling or mismanagement of funds?
2. Discuss how funding will flow from you to those who will perform work under this program, as well as whether and, if so, how you will ensure that acceptable work is conducted, and acceptable products or services were provided before you pay invoices and before you submit invoices to HUD.

**b. Section 3 Strategy (2 Points)**

1. Describe your strategy for hiring local low-income residents, providing training opportunities, and awarding contracts to local Section 3 businesses.
2. Applicants should:
  1. Outline their plan to notify residents and contractors about jobs and contracts that may become available;
  2. Notify potential contractors about the requirements of Section 3;
  3. Hire community residents and award contracts to local businesses; and
  4. Assist in obtaining compliance among contractors and subcontractors.

<b>Preference Points</b>	2 max points

This NOFO supports the following policy initiatives, for which a maximum of two (2) preference points may be awarded. Preference points are added to your overall application score. You do not need to address the policy initiatives in this section to receive an award. If you choose to address a policy initiative in your application, you must adhere to the information with any award.

### **Opportunity Zones**

You may receive up to two (2) points, if your proposed activities are within an [Opportunity Zone](#). To receive points, you must complete and submit [form HUD-2996](#), Certification for Opportunity Zone Preference Points. If you expect to use less than 50% of the award in Opportunity Zones, you won't receive preference points. Exceptions may be made if your application justifies the lower percentage or demonstrates a significant impact within those zones.

## **2. Other Factors**

Your application must respond to the following other additional criteria.

### **a. Budget**

The panel will review but not approve the budget. The panel will assess whether the budget aligns with planned program activities and objectives. Panel members will consider whether the budget and the requested performance period are fully justified and reasonable in relation to the proposed project.

### **. Certification of Consistency with the Consolidated Plan**

You must make sure your application activities are [consistent with your local Consolidated Plan](#).

Please see consolidation plan information in Section III Program Description, under G. Other Information, Number 5.

## **C. Risk Review**

Before making an award, HUD will evaluate each applicant's likelihood of successfully implementing an award based on the following criteria.

- OMB-designated repositories of governmentwide data, as noted in [2 CFR 200.206\(a\)](#)
- Other public sources such as newspapers, Inspector General or Government Accountability Office reports or findings, or other complaints that have been proven to have merit
- Financial stability

- Quality of management systems and ability to meet the management standards prescribed in 2 CFR part 200
- History of performance. The applicant's record in managing Federal awards, if it is a prior recipient of Federal awards, including timeliness of compliance with applicable reporting requirements, failing to make significant progress in a timely manner, failing to meet planned activities in a timely manner, conformance to the terms and conditions of previous Federal awards, and, if applicable, the extent to which any previously awarded amounts will be expended prior to future awards
- Reports and findings from audits performed under 2 CFR part 200, subpart F—Audit Requirements or the reports and findings of any other available audits
- The applicant's ability to effectively implement statutory, regulatory, or other requirements imposed on non-Federal entities
- Capacity of the applicant, including staffing structures and capabilities
- History of timely completion of activities and receipt and expenditure of promised matching or leveraged funds
- Ability to promote self-sufficiency and economic independence
- Ability to produce positive outcomes and results

HUD may use the results of the risk review to make funding decisions and to apply award conditions.

## D. Selection Process

When making funding decisions, HUD will consider:

- Eligibility requirements, including threshold review results.
- Merit review results.
- Risk review results.

To the extent allowed by law, HUD may:

- Fund applications in whole or in part.
- Fund applications at a lower amount than requested.
- Choose to fund no applications under this NOFO.
- Adjust funding for an application, to ensure funding or geographic dispersion, and alignment with program or administrative priorities.
- Withdraw an award offer and make an offer of funding to another eligible application, if terms and conditions are not finalized or met.
- Use additional funds made available after NOFO publication to either fully fund an application or fund additional applications.
- Correct HUD review and selection errors. If HUD commits an error that causes an applicant not to be selected, HUD may make an award to that applicant when and if

funding is available.

- Release another NOFO, if funding is available and if HUD does not receive applications of merit.

## E. Award Notices

If you are successful, HUD will email an award notice to the authorized official representative from the SF-424. HUD will also notify unsuccessful applicants.

The award notice communicates the amount of the award, important dates, and the terms and conditions you need to follow. HUD may impose specific conditions on an award as provided under [2 CFR 200.208](#).

You agree to the award terms and conditions by either drawing funds from HUD's payment system or signing the agreement with HUD. If you do not agree to the award terms and conditions, HUD may select another eligible applicant.

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# VI. SUBMISSION REQUIREMENTS AND DEADLINES

## VI. Submissions Requirements and Deadlines

### A. Deadlines

### B. Submission Methods

### C. Other Submissions

### D. False Statements



## VI. SUBMISSION REQUIREMENTS AND DEADLINES

You must apply electronically. See [Find the Application Package](#) to make sure you have everything you need to apply online. See [Application Waiver](#) if you qualify to submit a paper application.

Make sure you are current with [SAM.gov](#) and UEI requirements before applying for the award. See the [Before You Begin](#) section of this NOFO.

### A. Deadlines

#### 1. Application submission deadline:

The application deadline is 11:59:59 PM Eastern time on:

02/26/2026

HUD must receive your application by the deadline. Applications received after the deadline are late. Late applications are not eligible for HUD funding.

If HUD receives more than one application from you, HUD will review only the last submission.

HUD may extend an application due date based on emergency situations such as Presidentially-declared natural disasters. Improper or expired registration and password issues are not causes to allow HUD to accept applications after the deadline date.

#### 2. Grace Period for Grants.gov Submissions

If [Grants.gov](#) rejects your application before the deadline, you have up to 24 hours after the application deadline to correct and resubmit your application. Any application submitted during the grace period but not received and validated by Grants.gov will not be considered for funding. There is no grace period for paper applications.

### B. Submission Methods

#### 1. Electronic Submission

You must register and submit your application through [Grants.gov](#). See [Before You Begin](#).

For instructions on how to submit in [Grants.gov](#), see the [Quick Start Guide for Applicants](#).

Make sure that your application passes the [Grants.gov](#) validation checks or we may not get it.

[Grants.gov](#) will record the date and time of your application submission. HUD will use this information to determine timely applications.

**Need Help?** See the [Contact and Support](#) section of this NOFO.

#### 2. Electronic Submission Application Waiver

You may request a waiver from the requirement to submit your application electronically. The request must show good cause and detail why you are technologically unable to submit electronically. An example of good cause may include: a valid power or internet service disruption in the area of your business office. Lack of [SAM.gov](#) registration is not good cause.

Use the information in the [Contact and Support](#) section of this NOFO to submit a written

request to HUD. You must **submit your waiver request at least 15 calendar days before the application deadline.**

## C. Other Submissions

### 1. Intergovernmental Review

This NOFO is not subject to Executive Order [12372](#). No action is needed.

### 2. Technical Application Errors

HUD may contact you to fix a technical error with your timely application after the due date. Technical errors that you may fix are not submitted to satisfy merit review criteria. And you may not fix technical errors related to threshold review except eligibility entity documentation. Examples of technical errors include: inconsistencies in funding requests; improper signature on a form; a missing or incomplete form; and nonprofit status documentation.

HUD will send notice to the authorized organization representative from the SF-424 to fix a technical error.

Your application is not eligible for funding, if you fail to fix the error to HUD's satisfaction and by the due date in HUD's notice. HUD will not review information submitted after the application due date in HUD's notice.

#### a. Fix Errors in Electronic Applications

To fix an error in response to a HUD notice, you must email the corrections to HUD at [applicationsupport@hud.gov](mailto:applicationsupport@hud.gov). The subject line of the email to [applicationsupport@hud.gov](mailto:applicationsupport@hud.gov) must state "Technical Fix" and include the [Grants.gov](#) application tracking number (e.g., Subject: Technical Fix - GRANT123456). If you do not email [applicationsupport@hud.gov](mailto:applicationsupport@hud.gov) or if you do not include the appropriate subject line, HUD may mark your application as ineligible.

HUD allows no less than 48 hours and no more than 14 calendar days from the date of the HUD notice to fix an error. If the due date to fix an error falls on a Saturday, Sunday, Federal holiday, or on a day when HUD's Headquarters office in Washington, DC is closed, then the due date is the next business day.

#### b. Fix Errors in Paper Applications

You must fix an error in your paper application, in accordance with HUD's notice. If your paper application includes an incorrect UEI, HUD will request you supply the correct UEI.

## D. False Statements

By submitting an application, you acknowledge your understanding that providing false or misleading information during any part of the application, award, or performance phase of an award may result in criminal, civil or administrative sanctions, including but not limited to: fines, restitution, and/or imprisonment under 18 USC 1001, 18 USC 1012, 18 USC 1010, 18 USC 1014, or 18 USC 287; treble damages and civil penalties under the False Claims Act, 31 USC 3729 et seq.; double damages and civil penalties under the Administrative False Claims Act, 31 USC Sections 3801-3812; civil recovery of award funds; suspension and/or debarment from all federal procurement and non-procurement transactions, FAR Part 9.4 or 2

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CFR Part 180; and other remedies including termination of active HUD award.

# VII. POST - AWARD REQUIREMENTS AND ADMINISTRATION

## VII. Post-Award Requirements and Administration

- A. Administrative, National and Departmental Policy Requirements and General Terms and Conditions
- B. Environmental Requirements
- C. Remedies for Noncompliance
- D. Reporting

## VII. POST-AWARD REQUIREMENTS AND ADMINISTRATION

### A. Administrative, National and Departmental Policy Requirements, and General Terms and Conditions

You must follow the applicable provisions in the [Administrative, National & Departmental Policy Requirements and Terms for HUD Financial Assistance – 2025](#). You must comply with these applicable provisions:

1. The Fair Housing Act ([42 USC 3601-3619](#)) and Civil Rights laws which encompass the Fair Housing Act and related authorities (24 CFR 5.105(a))
2. Affirmatively Furthering Fair Housing (AFFH) requirements, ([42 USC § 3608\(e\)\(5\)](#)) and implementing regulations at [24 CFR 5.150 et seq.](#) as amended by 90 FR 11020.
3. Economic Opportunities for Low-and Very Low-income Persons ([12 USC 1701u](#)) requirements, including those listed at [24 CFR part 75](#)
4. Compliance with Immigration Requirements (8 U.S.C. 1601-1646; [Executive Order 14218](#))
5. Accessible Technology requirements, ([29 USC § 794d](#), 29 USC 794, 42 USC 12131-12165) and implementing regulations at 36 CFR part 1194 (Section 508 regulations), [24 CFR § 8.6](#) (Section 504 effective communication regulations), 28 CFR part 35, subpart H (DOJ Web Access Rule), and [28 CFR part 35, subpart E](#) (DOJ's Title II communications regulations)
6. Ensuring, when possible, small businesses, minority businesses, women's business enterprises, veteran-owned businesses, and labor surplus area firms receive consideration consistent with [2 CFR 200.321](#)
7. Equal Participation of Faith-based Organizations in HUD Programs and Activities consistent with 42 U.S.C. 2000bb et seq.; 42 U.S.C. 2000d et seq.; 24 CFR 5.109; and Executive Orders 14202, *Eradicating Anti-Christian Bias* and EO 14205, *Establishment of the White House Faith Office*.
8. Uniform Relocation Assistance and Real Property Acquisition Policies Act ([42 USC § 4601 et seq.](#)) (URA) requirements, [49 CFR part 24](#), and applicable program regulations
9. Participation in HUD-Sponsored Program Evaluation (12 USC 1701z-1; 12 USC 1702z-2; 24 CFR part 60; and FR-6278-N-01)
10. OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards ([2 CFR part 200](#))
11. Drug-Free Workplace requirements ([2 CFR part 2429](#))
12. HUD requirements related to safeguarding resident/client files (e.g., [2 CFR 200.303\(e\)](#))
13. The Federal Funding Accountability and Transparency Act of 2006 ([2 CFR part 170](#)) (FFATA), as amended
14. Eminent Domain

15. Accessibility for Persons with Disabilities requirements ([29 USC § 794](#)) and implementing regulations at [24 CFR parts 8](#) and [100](#); [28 CFR part 35](#)
16. Applicable Violence Against Women Act requirements in the Housing Chapter of VAWA ([34 USC § 12491-12496](#)) [24 CFR part 5, subpart L](#), and program-specific regulations.
17. Conducting Business in Accordance with Ethical Standards/Code of Conduct, including [2 CFR 200.317](#), [2 CFR 200.318\(c\)](#) and other applicable conflicts of interest requirements
18. [Build America, Buy America \(BABA\) Act](#) procurement purchase requirements
19. [Section 106\(g\) of the Trafficking Victims Protection Act of 2000 \(TVPA\), as amended \(22 USC § 7104\(g\)\)](#) and implementing regulations at [2 CFR part 175](#)
20. Environmental requirements that apply in accordance with [24 CFR part 50](#) or [part 58](#)
21. Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment (41 USC § 3901 note prec., 2 CFR 200.216)
22. Unless prohibited by law and to the extent permitted under the Freedom of Information Act (FOIA), your application and post-award content may be released to the public in response to FOIA requests, except to the extent that certain information may be withheld under a FOIA exemption ([5 USC § 552\(b\)](#); [24 CFR 15.107\(b\)](#)). HUD may also share your information within HUD or with other Federal agencies if HUD determines that sharing is relevant to the respective program's objectives.
23. Waste, Fraud, Abuse, and Whistleblower Protections. [41 USC § 4712](#), which includes informing your employees in writing of their rights and remedies, in the predominant native language of the workforce. Under [41 U.S.C. § 4712](#), employees of a contractor, subcontractor, grantee, subgrantee, and personal services contractor may not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing information that the employee reasonably believes is evidence of gross mismanagement of a Federal contract or grant, a gross waste of Federal funds, an abuse of authority relating to a Federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a Federal contract (including the competition for or negotiation of a contract) or grant. (See [Federal Contractor or Grantee Protections | Office of Inspector General, Department of Housing and Urban Development \(hudoig.gov\)](#))
24. Implementing Presidential Executive Actions affecting federal financial assistance programs, as advised by the Department, unless otherwise restricted by law: Executive Order (EO) [14219](#) (Ensuring Lawful Governance and Implementing the President's "Department of Government Efficiency" Deregulatory Initiative); [14218](#) (Ending Taxpayer Subsidization of Open Borders); guidance resulting from the White House Task Force established by [14202](#) (Eradicating Anti-Christian Bias) and the Senior Advisor to the White House Faith Office assigned by [14205](#) (Establishment of the White House Faith Office); [14182](#) (Enforcing the Hyde Amendment); [14173](#) (Ending Illegal Discrimination and Restoring Merit-Based Opportunity); [14168](#) (Defending Women From Gender Ideology Extremism and Restoring Biological Truth to the Federal Government); [14151](#) (Ending Radical and Wasteful Government DEI Programs and Preferencing); and [14148 \(Initial Rescissions of Harmful Executive Orders and Actions\)](#)

## B. Environmental Requirements

### 1. Environmental Review

You must follow these environmental review requirements, including regulations at:

[24 CFR part 50](#)

[24 CFR part 58](#)

Award of an FY 2025 Lead Hazard Reduction Capacity Building Grant Program does not constitute approval of specific sites or projects where activities that are subject to environmental review may be carried out. Recipients of funding under this NOFO 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, HUD will perform the environmental review of proposed activities under 24 CFR part 50. Reasonable expenses incurred for compliance with these environmental requirements are eligible expenses under this NOFO.

For all grants awarded under this NOFO, recipients and other participants in the project are prohibited from undertaking or committing or expending HUD or non-HUD funds on a project or activities under this NOFO (other than activities listed at 24 CFR 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 Supplement Funds) until:

- (1) The recipient completes a tiered environmental review (see 24 CFR 58.15 Tiering) using the HUD Environmental Review Online System (HEROS), 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), through HEROS, following the completion of the Tier 1 broad-level review, and completion of a site-specific review at the particular site; or
- (2) In the case where the recipient is not a state, unit of general local government or Native American tribe and HUD performs the review under Part 50, HUD has completed the review and notified the recipient of its approval.

The results of a Tier 2, site specific environmental review or a HUD review under part 50 may require that proposed activities be modified, or proposed sites rejected.

For applicants that are not a state, unit of general local government, or Native American Tribe, in accordance with 24 CFR 50.3(h), the application constitutes 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 mitigation measures required by HUD or select an alternate eligible property.

Recipients who will conduct lead hazard control work on eligible units located outside of the recipient's jurisdiction will be required to submit an executed contract, Memorandum of Understanding (MOU), Memorandum of Agreement (MOA) or comparable documentation of agreement with and between each jurisdiction of the target area. The grant recipient will be



considered the lead agency; the other jurisdiction(s) will be required to provide resources, information, and documentation, including for environmental reviews under part 58, pertaining to work in the area of the particular jurisdiction. The contract, MOU, MOA, or comparable agreement is akin to a consortium agreement as described in the definition of consortium in the HOME regulations at 24 CFR 92.101.

Recipients under this NOFO with current Tiered Environmental Reviews for a previous award will be offered the option, if substantial changes are proposed in the new grant program, to complete a new Tier 1 Environmental Review during the grant start-up period, or to update the current Tier 1 (which is current if it is dated not more than 5 years from the new award start date). If substantial changes are not proposed in the new grant program, the grantee shall provide documentation as such in the current Tier 1, and no new Request for Release of Funds (RROF) and Environmental Certification (Form HUD 7015.15) to HUD are required until any of the following occurs: the original Tier 1 expires (5 years from the original dated Tier 1), substantial changes in the nature, magnitude, or extent of the project or program are proposed, or new circumstances and environmental conditions are presented. Examples of substantial change include but are not limited to: adding or eliminating target areas; adding 20% or more additional units; changing the pool of eligible residential buildings (e.g., adding multifamily buildings to a project on only single-family buildings). Substantial changes require an update of the Tier 1 or a new Tier 1, and in either case, a new RROF and Environmental Certification are required.

Maintenance activities require a limited form of environmental review and documentation in the environmental review record; examples of maintenance work versus rehabilitation work are defined in the HUD Memo CPD-16-02 “Guidance for Categorizing an Activity as Maintenance for Compliance with HUD Environmental Regulations, 24 CFR Parts 50 and 58” issued 2/8/2016.

For technical assistance with environmental reviews during the period of performance of a grant under this NOFO, contact [olhchhpecos@hud.gov](mailto:olhchhpecos@hud.gov)

Activities funded under this NOFO are exempt or categorically excluded from environmental review under the National Environmental Policy Act of 1969 (42 USC § 4321) and not subject to environmental review under related laws and authorities. The exemption or categorical exclusion is in accordance with 24 CFR \_\_\_\_\_

## 2. NOFO Impact Determination Related to the Environment

This NOFO has no significant impact related to the environment. HUD has made a Finding of No Significant Impact (FONSI) as required by HUD regulations at [24 CFR part 50](#), which implement section 102(2)(C) of the National Environmental Policy Act of 1969 (42 USC § 4332(2)(c)). To learn more about this FONSI, go to [HUD’s Funding Opportunities](#) web page.

## 3. Lead-Based Paint Requirements

You must follow the lead-based paint rules below if you fund any work on pre-1978 housing. This includes buying, leasing, support services, operating, or work that disturbs painted surfaces.

- [HUD’s rules](#) (Lead Disclosure Rule; and Lead Safe Housing Rule).

- EPA's rules ([Renovation, Repair and Painting Rule](#), and [Lead Abatement, Inspection and Risk Assessment Rule](#)).

## C. Remedies for Noncompliance

HUD may terminate all or a part of your award as described under 2 CFR 200.340 through 200.343 pursuant to the terms and conditions of your award, including, to the extent authorized by law, if an award no longer effectuates the program goals or agency priorities. HUD may also impose specific conditions on your award or take other remedies as described by 2 CFR 200.339 through 200.343, if you do not comply with your award terms and conditions.

### Appeal Process:

During the performance of the grant, disputes may arise between the Grantee and the Government Technical Representative (GTR), or between the Grantee and the Grant Officer (GO). If a dispute with the GTR arises, the Grantee may solicit the assistance of the GO in resolving the dispute, and/or may appeal the determination by the GTR to the GO. If a dispute with the GO arises, or if the Grantee has appealed a decision by the GTR to the GO, the GO shall prepare a final decision, considering all facts and documentation presented. The decision shall be in writing to the Grantee. If the Grantee disagrees with the final decision by the GO, the Grantee may appeal the decision to the Director, Grants Services Division, OLHCHH. If the Grantee wishes to submit a second appeal, the Grantee may appeal to the Deputy Director, OLHCHH. If the Grantee disagrees with the appellate decision of the Deputy Director, the Grantee may appeal to the Director, OLHCHH for a final decision.

## D. Reporting

HUD requires recipients to submit the performance, financial, and program reports as outlined below. You must comply with these reporting requirements to remain eligible for HUD funding. See [Section VII.C.](#) of this NOFO.

HUD is implementing new grants management and reporting tools, which will be rolled out for your use in the near term. As a grantee, you will be required to report on grant performance and financial activities (including vendor and cash disbursement supporting details for yourself and your sub-recipients) using these new tools when they are released. HUD will work with you to support your transition to this new reporting environment. Once implemented, timely reporting in this new environment will be mandatory. HUD reserves the right to exercise all available rights and remedies for any noncompliance with these grants management and financial reporting requirements, to include requiring 100% review or stopping future disbursements altogether if reporting is not timely submitted.

Report	Description	When
Federal Funding Accountability and Transparency Act (FFATA)	<ul style="list-style-type: none"> <li>Awards equal to or greater than \$30,000</li> <li>Data on executive compensation and first-</li> </ul>	See <a href="#">2 CFR Appendix A to Part 170(a)(2)(ii)</a>

Report	Description	When
	tier subawards <ul style="list-style-type: none"> <li>• See <a href="#">Public Law 109-282</a> and <a href="#">2 CFR part 170</a></li> <li>• HUD reports initial prime recipient data to <a href="#">usaspending.gov</a></li> <li>• Submit via <a href="#">SAM.gov</a></li> </ul>	
Reporting on Recipient Integrity and Performance Matters	<ul style="list-style-type: none"> <li>• Total value of all current Federal awards exceeds \$10,000,000 for any period of time during the period of performance of this Federal award</li> <li>• See <a href="#">Appendix XII to 2 CFR 200</a></li> <li>• Submit via <a href="#">SAM.gov</a></li> </ul>	See <a href="#">2 CFR Appendix-XII to Part 200 I.(d)</a>
Progress Report	<ul style="list-style-type: none"> <li>• Summary of progress status</li> <li>• Work to be performed during the next reporting period</li> <li>• Any anticipated risks and plans to mitigate those risks</li> </ul>	
Federal Financial Report, SF-425	<ul style="list-style-type: none"> <li>• Summary of key financial data</li> <li>• See <a href="#">2 CFR 200.328</a></li> </ul>	See <a href="#">2 CFR 200.328</a> or award terms
Race, Ethnicity, and Other Data Reporting	Recipients that provide HUD-funded program benefits to individuals or families, report data on the race, color, religion, sex, national origin, age, disability, and family	

Report	Description	When
	characteristics of persons and households funded by this program	
Audited financial statement	Recipient's organizational structure, any sub-grantees or sub-recipients, and how each disbursement of grant funds was applied to an eligible cost throughout the life of the grant to receive disbursements of Federal funds.	No less than annually

## VIII. CONTACT AND SUPPORT

### VIII. [Contact and Support](#)

#### A. [Agency Contact](#)

#### B. [Grants.gov](#)

#### C. [Sam.gov](#)

#### D. [Debriefing](#)

#### E. [Applicant Experience Survey](#)

#### F. [Other Online Resources](#)

## VIII. CONTACT AND SUPPORT

Individuals who are deaf or hard of hearing, as well as individuals who have speech or communication disabilities may use a relay service. To learn more about how to make an accessible telephone call, visit the webpage for the [Federal Communications Commission](#).

### A. Agency Contact

#### 1. Program and Application Requirements

Name: Victoria J. Ojewumi

Phone: 202-402-3167

Email: [olhchh.nofa@hud.gov](mailto:olhchh.nofa@hud.gov)

Note: HUD's assistance is limited by the standards at [24 CFR 4.26](#).

#### 2. Paper Application Waiver Request

Name: Victoria J. Ojewumi

Email: [olhchh.nofa@hud.gov](mailto:olhchh.nofa@hud.gov)

Phone: 202-402-3167

HUD Organization: Office of Lead Hazard Control and Healthy Homes

Street: 451 7th Street SW (8236)

City: Washington

DC DISTRICT OF COLUMBIA

20410

**HUD Reform Act.** HUD is prohibited from disclosing [covered selection information](#) during the selection process. The selection process includes NOFO development and publication, and concludes with the announcement of selected recipients of financial assistance. HUD will not assist you with completing your application.

### B. Grants.gov

Grants.gov provides 24/7 support. You can call 800-518-4726 or email [support@grants.gov](mailto:support@grants.gov). Hold on to your ticket number.

### C. SAM.gov

If you need help, you can call 866-606-8220 or live chat with the [Federal Service Desk](#).

### D. Debriefing

After public announcement of awards, HUD will debrief you on your application upon your written request. Submit your written request to the [agency contact for program and application requirements](#) in this NOFO. HUD may limit the information provided to protect the integrity of the competition.

You may request a debriefing on your applications for this NOFO after public announcement

of awards under the NOFO and up to 120 days later, at which time debriefings will be scheduled in collaboration with you. You may appeal the award decision on your application, with or without a debriefing (although HUD recommends that you obtain one), providing your basis for appealing, to the Director, Grants Services Division, Office of Lead Hazard Control and Healthy Homes, 451 7th Street SW (8236), Washington, DC 20410-3000, or email: [olhchh.nofa@hud.gov](mailto:olhchh.nofa@hud.gov).

## E. Applicant Experience Survey

You are encouraged to provide feedback on your application experience by completing our [Applicant Experience Survey](#). Your feedback is optional; you are not required to provide personal information. HUD may use your feedback to improve future NOFOs. Your feedback has no impact on funding decisions.

## F. Other Online Resources

You are encouraged to review the [online resources](#) for context on some of the NOFO requirements.



# APPENDIX

[Appendix](#)

[Appendix I Definitions](#)

TABLE OF CONTENTS

## APPENDIX

### Appendix I. Definitions

#### 1. Standard Definitions

For standard definitions not listed below, refer to [2 CFR 200.1](#).

**Affirmatively Furthering Fair Housing (AFFH)** - statutory obligation to affirmatively further the purposes and policies of the Fair Housing Act (see also [24 CFR 5.151](#), as amended by 90 FR 11020).

**Authorized Organization Representative (AOR)** is the official within your organization with the legal authority to: give assurances, make commitments, submit your application to HUD, enter into agreements, and execute such documents on behalf of your organization. The AOR is not necessarily the Project Director. The AOR has [defined privileges](#) within Grants.gov.

**Consolidated Plan** has the same meaning as defined at [24 CFR part 91](#).

**E-Business Point of Contact (E-Biz POC)** is [defined at Grants.gov](#).

**Eligibility requirements** are mandatory requirements for an application to be considered for funding.

**Grants.gov** is the website serving as the Federal government's central portal for searching and applying for federal financial assistance.

**Opportunity Zone (OZs)** are defined in [26 U.S.C. 1400Z-1](#). In general, OZs are census tracts located in low-income communities where new investments, under certain conditions, may be eligible for preferential tax treatment.

**Primary Point of Contact (PPOC)** is the person HUD may contact with questions about the application submitted. The PPOC is listed in item 8F on the SF-424.

**Small business** is defined as a privately-owned corporation, partnership, or sole proprietorship that has fewer employees and less annual revenue than regular-sized business. The definition of "small"—in terms of being able to apply for government support and qualify for preferential tax policy—varies by country and industry. The U.S. Small Business Administration defines a small business according to a set of standards based on specific industries. See [13 CFR part 121](#).

**System for Award Management (SAM)** has the same meaning as [2 CFR 25.100\(b\)](#).

**Threshold Requirements** are eligibility requirements you must meet before HUD advances to a merit review of your application.

**Unique Entity Identifier (UEI)** has the same meaning as [2 CFR 25.100\(a\)](#).

#### 2. Program Definitions.

- **Capacity Building** is support, investment, or training used to increase an entity's level of operational, programmatic, financial, or organizational capability, so it may more effectively and efficiently implement its mission. It is a process in which entities

improve and increase skills, knowledge, tools, and other resources needed to serve low- and moderate- income families in local communities that need increased or improved affordable housing and community development.

- **Inspections/Testing** means performing lead dust, soil/paint-chip testing, XRF testing, lead-based paint inspections, risk assessments, clearance examination, and engineering and architectural activities that are required and in direct support of interim control and lead hazard control work. Inspections and testing assess eligible housing units constructed prior to 1978 to determine the presence of lead-based paint and/or lead hazards from paint, dust, or soil using the mentioned testing procedures.
- **Lead-Based Paint Hazard Control** means the control or elimination of all lead-based paint hazards identified in housing units and in common areas of multi-family housing 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 2012 Guidelines for the Evaluation and Control of Lead-Based Paint Hazards in Housing ("HUD Guidelines"), located at [HUD Guidelines](#).
- **Program Manager** is expected to be the center of the program communication. They must have experience in housing rehabilitation, public health, lead hazard control, childhood lead poisoning prevention, project management, or related work and must be technically prepared and experienced to take on the oversight and administration of these funds. In addition, the program manager needs to have knowledge on outreach and enrollment efforts for families enrolling in the program and communicate effectively to help establish community-based partnerships. The value of placing the right staff in this key position must be evident by the description in the letter of commitment and planning being taken by the applicant to ensure the position is or will be in place within 90 days of award. The Program Manager must be trained and certified in lead hazard control activities, or explain how they will receive the training and certification within 90 to 120 days of being hired.
- **Project Director** is responsible for the management and implementation of a grant funded project. The Project Director is the lead role for the grant and may oversee other grant roles, such as Program Manager, Outreach and Recruitment Specialist, Finance Manager, or other program staff roles. The responsibilities of the Project Director include overall management and compliance with the grant requirements. Depending on what the project and budget entails, this may include the following: Initiating requisitions for allowable expenditure, maintaining an inventory for items purchased with grant funds, posting and hiring for grant funded positions, maintaining time and effort documentation for personnel involved in the grant (in-kind or funded by the grant), initiating requisitions for travel, completing programmatic report.
- **Target housing** means any housing constructed prior to 1978, except housing for the elderly or persons with disabilities, or any 0-bedroom dwelling (unless any child who is less than 6 years of age resides or is expected to reside in such housing for the elderly, persons with disabilities, or 0-bedroom dwelling.) In the case of jurisdictions which banned the sale or use of lead-based paint prior to 1978, the Secretary, at the Secretary's discretion, may designate an earlier date.

- **Worker Protection** means a standard for worker rights adopted by the Occupational Safety and Health Administration's (OSHA's) Lead Standard for the Construction Industry, title 29 Code of Federal Regulations 1926.62. This regulation covers lead, including metallic lead, all inorganic lead compounds, and organic lead soaps; therefore, the standard includes workers in the lead-based paint abatement industries. Additionally, lead-based paint abatement contractors must protect their workers in accordance with 29 CFR 1926.62. At a minimum, workers shall be provided with appropriate respiratory protection and disposable clothing. Other protections of section 1926.62 may also apply depending on the levels of lead exposure to the workers. Hygiene practices should also be used to prevent exposure and prevent take-home of lead dust.

## APPENDIX II: Sample Budget

This budget example can be used for the Master Budget and for any other sub-recipient or contractor that requires a separate budget narrative and budget worksheet Form HUD-424-CBW. The lists of personnel, travel activities, equipment, supplies and materials, and contracts, and their quantity and dollar values are all just examples to prompt development of the applicant's proposal, so "Example:" has been added to each item in this appendix to make explicit that these are not the only, or even necessarily the best or preferred, approaches to addressing the ten categories in the worksheet form, nor are the quantities and amounts necessarily the best or preferred numbers.

(Grantee name) is applying to become a grantee under HUD's Lead Hazard Reduction Grant Program to implement (Program name, e.g. My-Town Makes Homes Healthy and Safe Program) that will (summary of the program goals and approach). The program will contain the following expenses as direct costs, administrative costs, and match:

### Personnel (Total Amount): List of Personnel Duties and Roles

- **Program Manager:** List description of duties and roles by admin and direct categories for each personnel per policy. You also need to list the costs for each subtitle. Example: (Direct Cost \$2,700; Other Direct Cost: \$300 Admin Cost: \$1,000 Match: \$0.00)
- **Rehabilitation Specialist:** List description of duties and roles by admin and direct categories for each personnel per policy. You also need to list the costs for each subtitle. Example : (Direct Cost \$2,700; Other Direct Cost: \$300 Admin Cost: \$1,000 Match: \$0.00)
- **Risk Assessors:** List description of duties and roles by admin and direct categories for each personnel per policy. You also need to list the costs for each subtitle. Example: (Direct Cost \$2,700; Other Direct Cost: \$300 Admin Cost: \$1,000 Match: \$0.00)
- **Staff Accountant:** List description of duties and roles by admin and direct categories for each personnel per policy. You also need to list the costs for each subtitle. Example: (Direct Cost \$2,700; Other Direct Cost: \$300 Admin Cost: \$1,000 Match: \$0.00)

### Fringe Benefits: (Total Amounts)

- **Include the type of benefits for each personnel by stating name and benefits:** Fringe benefits include Public Employees Retirement System contribution, Medical/Health Insurance, Workers Compensation, Medicare and development. (Admin Cost:)

**Travel: (Total Amounts)** Examples of travel descriptions and calculations:

- **Transportation – Airfare: \$5,792.87 (Admin Cost: 0.00, Match: 2,000)** OLHCHH required travel the program director and Program manager; calculated for one start up conference and five additional annual lead conferences (two conferences per year). Conservatively calculated at a unit cost of \$482.74 (includes actual costs of the NGO and estimates for future conferences).
- **Transportation / Other \$15,907.47 (Admin Cost: 12,789.95, Match: 3,117.52)** Conference registration- costs associated with registration fees for five annual lead conferences. Calculated for five lead conferences for the PD and PM (two conferences per year). Calculated at a unit cost of \$200 for a total of \$2,000.00.
- **Lodging - (Admin: \$10,400.14, Match: \$0.00)** consists of overnight stay for six HUD conferences averaging four nights per conference for the PD and PM at \$226.09 a night.
- **Airport shuttle-(Admin Cost: \$300, Match: \$0.00)** transportation from airport to hotel during required lead conferences. \$25 per trip for the PD and PM 12 round trips; \$300.
- **Per Diem or Subsistence \$2,087.25 (Admin \$1,821.60, Match \$265.65)**
- **Lead Training and conference mileage \$3,207.33 (Other Direct Cost \$89.81; Match \$3,117.52)-** includes in-state travel mileage for LBPHC staff lead certification classes @ \$0.535/mile. Item also includes travel to airport and return for OLHCHH NGO.
- **Travel to Housing Units – (Direct Cost)**
- **HUD conferences- (Admin \$1,821.60)** out of state per diem totals \$37.95 per day for the PD and PM for the NGO and five additional conferences (three meals a day and a tip).
- **Licensing Training Per Diem (Match: \$265.65)** - in-state per diem totals \$37.95 per day for seven days (three meals a day and a tip). Calculated for City staff for recertification training for Lead and assessor licensing.

**Supplies and Materials -Describe each line-item justification: (Total Amount)**

**Equipment (Total Amount \$25,000)** Describe each line of justification X-Ray Fluorescence (XRF) analyzer: (Other Direct Cost: \$25,000)

- **General Office Supplies:(Admin \$2,069.94)** File folders, note pads, pens, paperclips, etc. calculated conservatively.

**Consultants (Total Amount)**

**Contracts and Subgrantees (Total Amount)**

- **Must include: Cost of Scope of Work Contract = Average unit cost times the # of**

**units projected:**

- Could include as applicable: Subrecipients/ Partners:
  - **Head Start and Early Head Start** - Describe duties and roles in the grant. (Direct)
  - **Health Association:** List roles to the grant (Direct Cost \$2,700; Other Direct Cost: \$300 Admin Cost: \$1,000 Match: \$0.00)
  - **Regional Health District:** List roles to the grant (Direct Cost \$2,700; Other Direct Cost: \$300 Admin Cost: \$1,000 Match: \$0.00)
  - **Hospital Council:** List the roles to the grant (Direct Cost \$2,700; Other Direct Cost: \$300 Admin Cost: \$1,000 Match: \$0.00)
  - **Lead Program Workers** - (Direct Cost \$30hr)