U.S. Department of Housing and Urban Development

Lead Hazard Control and Healthy Homes

HUD FY2023 Healthy Homes and Weatherization Cooperation Demonstration
FR-6700-N-62
10/31/2023

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Program Office:

Lead Hazard Control and Healthy Homes

Funding Opportunity Title:
HUD FY2023 Healthy Homes and Weatherization Cooperation Demonstration

Funding Opportunity Number:
FR-6700-N-62

Assistance Listing Number (formerly CFDA Number):
14.901

Due Date for Applications:
10/31/2023

OVERVIEW

The U.S. Department of Housing and Urban Development (HUD) issues this Notice of Funding Opportunity (NOFO) to invite applications from eligible applicants for the program and purpose described within this NOFO. You, as a prospective applicant, should carefully read all instructions in all sections to avoid sending an incomplete or ineligible application. HUD funding is highly competitive. Failure to respond accurately to any submission requirement could result in an incomplete or noncompetitive proposal.

In accordance with Title 24 part 4, subpart B of the Code of Federal Regulations (CFR), during the selection process (which includes HUD's NOFO development and publication and concludes with the award of assistance), HUD is prohibited from disclosing covered selection information. Examples of impermissible disclosures include: 1) information regarding any applicant's relative standing; 2) the amount of assistance requested by any applicant; and 3) any information contained in the application. Prior to the application deadline, HUD may not disclose the identity of any applicant or the number of applicants that have applied for assistance.

For further information regarding this NOFO, direct questions regarding the specific requirements of this NOFO to the agency contact identified in section VII.

Paperwork Reduction Act Statement. In accordance with the Paperwork Reduction Act of 1995 (44 U.S.C. 3501- 3520) (PRA), the Office of Management and Budget (OMB) approved the information collection requirements in this NOFO. HUD may not conduct or sponsor, and a person is not required to respond to a collection of information unless the collection displays a valid OMB control number. This NOFO identifies its applicable OMB control number, unless its collection of information is excluded from these requirements under 5 CFR part 1320.

OMB Approval Number(s):
2539-0015; 2501-0017; 2501-0033, 2535-0113

I. FUNDING OPPORTUNITY DESCRIPTION

A. Program Description

1. Purpose

HUD, through this Healthy Homes and Weatherization Cooperation Demonstration (HHWCD) NOFO, is interested in supporting demonstrations in up to 5 communities that provide housing interventions in lower-income households that are conducted jointly through the coordination of HUD's Office of Lead Hazard Control and Healthy Homes (OLHCHH)-funded Healthy Homes Production (HHP) program and programs funded by the U.S. Department of Energy's (DOE)

Weatherization Assistance Program (WAP). A critical goal of this demonstration is to determine whether this coordinated delivery of services achieves cost-effectiveness and better outcomes in improving the safety and quality of homes, including health and energy efficiency. The coordinated assessments and interventions are expected to provide additional benefits to households through the combined mitigation of health and safety hazards and improvements in energy efficiency and comfort. These grants are intended to facilitate the leveraging of assets from both programs and support the exploration of different models of service delivery (e.g., recruitment strategies and partnerships). HUD-funded programs identify and mitigate key residential health and safety hazards such as lead-based paint hazards, mold and moisture, pest infestation, poor indoor air quality, radon, and injury hazards as described in Chapter 1 of the Healthy Homes Program Guidance Manual (https://www.hud.gov/sites/documents/HHPGM_FINAL_CH1.PDF). DOE-funded programs conduct energy audits and implement energy conservation measures, while also conducting interventions that improve health and safety (e.g., improved ventilation, installing carbon monoxide and smoke detectors).

a. Goals and Objectives

The following are the major goals and objectives of this NOFO:

(1) Demonstrate effective strategies for coordination between HUD's HHP and DOE's WAP programs that maximize program efficiencies and benefits to occupants.

(2) Reduce WAP deferrals through coordination with HHP programs.

(3) Demonstrate sustainable models of inter-program cooperation, including data sharing, reporting, and targeting/recruiting clients.

(4) Demonstrate effective models for the sustainable financing of coordinated healthy homes/weatherization interventions.

(5) Support the collection of data to evaluate the housing interventions conducted through inter-program coordination (e.g., program cost efficiencies that can be achieved, improvements in indoor environmental quality, improved health outcomes, and additional safety benefits to households).

During the implementation of the HHWCD grant, OLHCHH expects a high level of coordination between the WAP activities and HHP activities, based on the understanding that this program intends to improve coordination between the DOE- and HUD-funded programs. There should be immediate outcomes from the HHWCD activities in terms of home improvements for energy efficiency, cost savings, and health and safety. However, a critical longer-term goal of this program is the development of models for future coordination and cooperation between the WAP and HHP programs. This increased coordination is expected to improve cost savings and the safety and quality of homes, such as energy efficiency, and health beyond the immediate recipients of the HHWCD program.

b. Additional Program Information

HUD's OLHCHH is making available grant funds to up to 5 communities that are served by both a HUD-funded HHP program and a DOE-funded WAP to demonstrate the potential advantages of the coordination of home intervention services. These two programs are natural allies in that while having distinctly different missions, they both target the housing of families with relatively low incomes for improving both housing quality and the safety and/or comfort of occupants.

Leveraging the assets and staff expertise of each program is expected to significantly increase the benefits to the occupants of target homes.

A cooperative program model between HUD's Lead Hazard Reduction Grant Programs with the Healthy Homes Supplement **(**LHR/HHP) and DOE's WAP programs has been implemented by programs in multiple states. For example, One-Touch is a program model that facilitates the creation of healthy and energy-efficient homes by improving coordination between home visiting programs through the use of a common home intake tool and an electronic referral system (https://onetouchhousing.com/). Several weatherization providers have also implemented weatherization plus health initiatives; for example, Washington State's Weatherization Plus Health program provides state support for joint weatherization- healthy housing interventions (https://www.commerce.wa.gov/growing-the-economy/energy/weatherization-and-energy-efficiency/matchmaker/weatherization-plus-health-wxh/). This current NOFO focuses on coordination between HUD's HHP and DOE's WAP programs. The HHP takes a comprehensive approach to addressing multiple childhood diseases and injuries in the home by focusing on housing-related hazards in a coordinated fashion, rather than addressing a single hazard at a time. The program builds upon HUD's successful Lead Hazard Control programs to expand the Department's efforts to address a variety of high-priority environmental health and safety hazards.

Energy conservation measures (ECMs) implemented by WAPs improve the comfort and safety of homes by keeping indoor temperatures within a healthy range helping to achieve the healthy homes principle of "thermal control" (see: Principles of Heating and Cooling | Department of Energy). Weatherization programs also use grant funds to address some health and safety issues that are related to weatherization work. There is evidence that energy efficiency interventions, in addition to lowering utility consumption, can also improve the health of occupants, likely through better temperature control and improved ventilation (see Weatherization Program Notice 22-7: Weatherization Health and Safety | Department of Energy). A DOE-sponsored literature review of the health benefits of energy efficiency upgrades and green construction published in 2016 summarized similar findings from published scientific literature (see: Wilson, J. et al. Home R_x: The health benefits of home performance: A review of the current evidence. December 2016. DOE/EE-1505.Charting a Course to Healthier, High-Performance Homes | ENERGY STAR.

The concept of the voluntary integration of weatherization and healthy homes interventions through program coordination was promoted by DOE using funding from the American Recovery and Reinvestment Act of 2009. Through this effort, program guidance was developed, and in-person regional trainings were held throughout the U.S. https://nchh.org/information-and-evidence/healthy-housing-policy/national/keystone-federal-policy/wx-plus-health/.

HUD's Office of Lead Hazard Control and Healthy Homes administers this HHWCD program, which is aligned with HUD's 2022-2026 Strategic Plan (https://www.hud.gov/sites/dfiles/CFO/documents/FY2022-2026HUDStrategicPlan.pdf), as discussed in the Summary below in I.A.2, and HUD's 2016-2020 draft Environmental Justice Strategy. The Strategic Plan includes a Strategic Objective 4B to "Strengthen Environmental Justice," and, specifically, to reduce exposure to health risks, environmental hazards, and

substandard housing, especially for low-income households and communities of color. This program supports environmental justice, fair treatment, and meaningful involvement of all people within the target communities regardless of race, color, national origin, disability, familial status, sex (including sexual orientation and gender identity), religion, or income regarding the development, implementation, and enforcement of environmental laws, regulations, or policies. On December 8, 2021, the DOE issued the Weatherization Program Notice 22-5: Expansion of Client Eligibility in the Weatherization Assistance Program. (see Section I.A.1.c. below for ways in which income eligibility may be determined.)

c. HUD Healthy Homes Production Grant Program

The Healthy Homes Production (HHP) program is part of HUD's overall Healthy Homes Initiative launched in 1999. The program takes a comprehensive approach to addressing multiple childhood diseases and injuries in the home by focusing on housing-related hazards in a coordinated fashion, rather than addressing a single hazard at a time. The program builds upon HUD's successful Lead Hazard Control programs to expand the Department's efforts to address a variety of high-priority environmental health and safety hazards, including household allergens, lead, carbon monoxide, radon, and/or other housing-related health and safety hazards. The HHP program focuses on identifying and remediating housing-related health and safety hazards in privately owned, low-income rental, and/or owner-occupied housing, especially in units and/or buildings where families with children, older adults 62 years and older, or families with persons with disabilities reside. HHP is available for housing of all construction ages. There are income eligibility requirements for housing assisted under HHP. For all housing, all units assisted with grants must be the residence of families with income at or below eighty percent (80%) of the area median income level, or at income levels defined in the income guidelines in OLHCHH's policy guidance on determining income. Refer to PG-2014-01 Eligibility of Units for Assistance (https://www.hud.gov/sites/documents/2014-01_UNIT_ELIGIBILITY.PDF) for determining income. WAP also has income eligibility requirements of 200% of the federal poverty guidelines (for 2023, the guidelines are posted at https://aspe.hhs.gov/sites/default/files/documents/1c92a9207f3ed5915ca020d58fe77696/detailed-guidelines-2023.pdf; in future grant years, the link will be updated). For this HHWCD NOFO, the higher income level of the two programs may be used. In addition, if WAP has accepted the income eligibility determination of the family under one of the programs described in DOE's Weatherization Program Notice 22-5 (https://www.energy.gov/eere/wap/articles/weatherization-program-notice-22-5-expansion-client-eligibility-weatherization), that eligibility determination may be used for this program.

d. DOE Weatherization Assistance Program (WAP):

DOE's Weatherization Assistance Program reduces energy costs for low-income households by increasing the energy efficiency of the homes while improving their health and safety, especially for vulnerable populations such as the elderly, persons with disabilities, and children. DOE provides core program funding through formula grants to the 50 states, the District of Columbia, five territories, and, as of this writing, one Native American Tribe. These grantees usually contract with local agencies (often Community Action Agencies) to provide services; over 700 local organizations provide Weatherization services in every U.S. County https://www.energy.gov/eere/wap/weatherization-assistance-program.WAP programs analyze a building's energy use by conducting an energy audit to help identify cost-effective Energy

Conservation Measures (ECMs) (e.g., air sealing of cracks and holes in the building envelope, insulation of attics, heating, or cooling system repairs). ECMs must meet DOE's savings to investment ratio (SIR) requirement for the cost of an ECM to be allowable (i.e., the SIR must be 1.0 or greater).
The WAP can also implement health and safety measures as long as they address conditions that are necessary to effectively perform weatherization work or which are necessary as a result of weatherization work (e.g., repair/install vent systems, install smoke and or CO detectors, install mechanical ventilation) (see: Weatherization Program Notice 22-7: Weatherization Health and Safety | Department of Energy). The WAP can also make incidental repairs that are necessary for the effective performance of ECMs (e.g., repairing roof leaks, repair of windows and doors) (see: https://www.energy.gov/eere/wipo/downloads/wpn-19-5-incidental-repair-measure-guidance). Windows and doors can only be replaced if they meet the SIR requirement as an ECM or as an incidental repair when they meet the definition of an Incidental Repair Measure (IRM) combined with related weatherization measures. WAP programs must sometimes defer work in a dwelling if the condition of the home renders delivering weatherization services either unsafe or ineffective. Examples of such conditions include, but are not limited to, significant problems with the structure (e.g., roof) or mechanical systems (e.g., plumbing, electrical), severe moisture or mold problems, and significant lead-based paint hazards.
There are income eligibility requirements for housing assisted under WAP. The households that are assisted must be at or below 200% of the U.S. Department of Health and Human Services (HHS) 2023 poverty guidelines, (for 2023, the guidelines are posted at https://aspe.hhs.gov/sites/default/files/documents/1c92a9207f3ed5915ca020d58fe77696/detailed-guidelines-2023.pdf; in future grant years, the link will be updated). See Section I.A.1.c. above for ways in which income eligibility may be determined.

WAP Providers generally encounter three types of multifamily properties assisted by HUD:

- - Housing owned and operated by PHAs: WAP providers shall consider all such buildings managed by the PHAs referenced PHA Contact Information (https://www.hud.gov/program_offices/public_indian_housing/pha/contacts) to be 100 percent income eligible.
- Privately owned multifamily buildings receiving project-based assistance: WAP providers should refer to Weatherization Assistance Program Assisted Multifamily Properties (https://www.energy.gov/eere/wap/articles/weatherization-assistance-program-assisted-multifamily-properties) to determine the percentage of the units in each building that are income eligible.
- Privately-owned multifamily buildings that house residents receiving tenant-based assistance: WAP providers will determine the percentage of income-eligible residences by either contacting the building owner/manager to obtain such Section 8 Housing Choice Voucher records (from HUD's Tenant Based Rental Assistance Program [TBRA]) or by individually verifying which residents hold such vouchers.

e. Considerations and opportunities for inter-program interventions: Program differences such as income and other eligibility requirements may be challenges to WAP and HHP programs interested in conducting combined interventions. However, despite program differences, both HHP and WAP programs target many of the same housing units and resident populations for home improvements. Grants awarded through this NOFO will test whether efficiently

coordinated HHP and WAP program activities create economies overall, such as reduced costs from efficient scheduling of work conducted by the two programs.

Inter-program coordination must be conducted in an efficient manner that limits disruption to residents and does not significantly extend the relocation period. This will require ongoing communication between WAP and HHP programs and may present the opportunity to develop innovative strategies for alignment of planning and scheduling between the programs.

If conditions in a WAP recipient's home are not favorable for the WAP interventions (e.g., the presence of a severe mold problem that will normally cause the home to be deferred), then under the WAP program requirements, the WAP interventions are deferred. Partnering with HHP grantees has the potential to reduce deferrals for WAP recipients. If a home meets HUD's HHP eligibility requirements, HHP funding could potentially be used to mitigate conditions that cause deferrals.

Window and door repairs or replacement offer opportunities for inter-program collaboration. Windows and doors coated with lead-based paint can create lead-contaminated dust through friction or impact and can also, independent of their paint, be a source of moisture intrusion into the home. Windows and door repairs or replacement can also be an allowable ECM if program requirements are met. When funds awarded through this NOFO are used for a home intervention, grantees will be allowed greater flexibility for the replacement of windows and/or doors than under the WAP program, as long as the replacement will improve safety and/or energy conservation, even if the Savings to Investment Ratio (SIR) is less than 1.0. The grantee will be required to justify why the windows and/or doors are being replaced; adequate justification would be improved energy conservation and/or mitigation of a health and safety hazard (e.g., water leaks, presence of lead-based paint hazards).

If ECMs are implemented following the completion of HHP interventions, a final dust-lead clearance of the home shall be conducted after the ECM intervention unless it is known that no paint was disturbed by the ECMs (24 CFR 35.115(a)). All the clearance examinations must be conducted in accordance with the HUD Lead Safe Housing Rule at 24 CFR 35.1340 (https://www.ecfr.gov/current/title-24/subtitle-A/part-35/subpart-R/section-35.1340).

Identification and mitigation of elevated radon levels offer another opportunity for inter-program collaboration. Radon mitigation is not an allowable health and safety cost for a WAP grantee, and clients must sign an informed consent form regarding radon before receiving weatherization services. However, HUD Healthy Homes Production funds can be used for radon testing and mitigation, as can funds awarded through this NOFO.

If HHP and WAP grantees use their funding on any home that is recruited for joint interventions, they must meet all the requirements of their HUD and DOE funding. However, funds awarded under this HHWCD NOFO would be granted additional flexibility. For example, assuming sufficient capacity, if WAP grant funds can't be used in a home, the HHWCD grantee could use its funds to cover WAP program costs to complement the home intervention.
In addition to DOE funding for weatherization, the U.S. Department of Health and Human Services (HHS) also awards formula grants to states, territories, and tribal governments through

the Low-Income Housing Energy Assistance Program (LIHEAP). The purpose of LIHEAP is to assist low-income households in meeting their energy needs**.** LIHEAP funds used for weatherization are limited to 15% of the available funding (or up to 25% with a waiver from HHS); this was estimated at approximately $374 million in the Fiscal Year 2017 (see: https://www.acf.hhs.gov/ocs/resource/liheap-fact-sheet-0). There is greater flexibility in how LIHEAP funds are spent for energy conservation as compared to DOE WAP funding. Many WAP grantees routinely supplement their DOE WAP funding with LIHEAP funds targeted to support weatherization activities. A recipient under this NOFO and their partners could potentially coordinate the use of HUD, DOE, and LIHEAP funds in a home.

A summary of the major requirements and allowances that apply to the use of funds awarded under this NOFO is provided in **Appendix A** of this NOFO. This summary is not exhaustive; the intent is to highlight requirements that are unique to this NOFO. Applicants should read the entire NOFO to be aware of all program requirements.

f. Community Partnerships:
HUD encourages applicants to this NOFO to form partnerships with medical care providers and insurers and other public health entities in the community to leverage funding awarded through this NOFO. Partnering with organizations in the medical sector (e.g., hospitals, federally qualified health centers, Medicaid managed care organizations) can be particularly helpful for identifying clients who could benefit the most from interventions to improve indoor environmental quality (IEQ). For example, the health of children and adults with poorly controlled asthma or adults with COPD can potentially benefit quickly from home interventions that mitigate asthma triggers and respiratory irritants and improve ventilation. Such partnerships may offer an opportunity to identify sources of sustainable funding for future interventions to improve IEQ in housing for low-income families that meet certain conditions.

g. **Community Involvement**. Applicants who incorporate meaningful community involvement into the grant that requires a significant level of interaction with a community during implementation (e.g., projects being conducted within occupied dwellings, or which involve surveys of community residents) will receive a higher score in rating factor 3, Soundness of Approach. The term community refers to a variety of populations comprised of persons who have commonalities that can be identified (e.g., based on geographic location, ethnicity, health condition, age, disability, limited English proficiency (LEP), etc.). Applicants should identify the community that is most relevant to their particular project.

In accordance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C.§ 794) and HUD's implementing regulations at 24 CFR Part 8, and Title II of the Americans with Disabilities Act (42 U.S.C. §§ 12131-12134) and the implementing regulation at 28 CFR Part 35, the programs services, and activities funded through this NOFO must be accessible to and usable by persons with disabilities. All meetings must be held in facilities that are physically accessible to persons with disabilities. Recipients and subrecipients must also provide effective communication for individuals with disabilities (see 24 CFR § 8.6). Auxiliary aids or services and reasonable accommodations must be provided to ensure equal participation by individuals with disabilities.

Recipients and subrecipients must take reasonable steps to ensure meaningful language access for persons with limited English proficiency (LEP) pursuant to Title VI of the Civil Rights Act of 1964 and Executive Order 13166. For assistance in ensuring meaningful access for individuals

with limited English proficiency, recipients and subrecipients should consult HUD's Final Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons (HUD's LEP Guidance) published in the Federal Register on January 22, 2007 (72 Fed. Reg. 2732).

There are many different approaches to involving the community in the conception, design, and implementation of a grant program. Examples include but are not limited to: establishing a structured approach to obtain community input and feedback (e.g., through a community advisory board); including one or more community-based organizations as partners; employing community residents to recruit participants and collect data; and enlisting the community in the dissemination of findings and translation of results into improved policies and/or practices. A discussion of community involvement in the grant program involving housing-related health hazards can be found in Chapter 5 of the Institute of Medicine publication titled "Ethical Considerations for Research on Housing-Related Health Hazards Involving Children

h. Program Evaluation

HUD entered in a contract with an organization to evaluate the efficacy and cost-effectiveness of the HHWCD programs funded through the FY2020 through FY2023 NOFOs. The evaluation will assess outcomes such as improvements in indoor environmental quality (e.g., reductions in the presence of hazards/unhealthy conditions), improvements in energy efficiency, cost savings from the program model, and improved health outcomes. To evaluate the potential benefits of inter-program coordination under normal conditions, grantees will be required to conduct coordinated interventions in 15 units without using funds from this NOFO except for costs related to program evaluation activities. Grantees will also be required to conduct coordinated HHP/WAP interventions in 15 units that house no occupant with known physician-diagnosed asthma cases and 15 units that house an occupant with asthma that is not well controlled. In order to assess the potential health benefits of the interventions, HUD will facilitate post-award discussions with the contractor and grantees to help standardize the collection of data needed for the evaluation. Grantees will be asked to participate in structured interviews with the contractor and to respond to survey questions.

i. Addressing Multiple Hazards:

Applicants should expect to address multiple significant housing and indoor environmental quality issues identified following a thorough home assessment (e.g., cockroach or rodent infestation, sources of respirable particles and gases such as poor venting of cooking or heating appliances, injury hazards, radon, lead-based paint hazards, etc.). The National Center for Healthy Housing provides a list of links to multiple home Inspections and Assessments: Reports and Guides | NCHH. The CDC has recently led the development of a home assessment tool specifically for asthma triggers which is based on the best available scientific evidence (see: www.cdc.gov/asthma/public_health.html, www.cdc.gov/asthma/pdfs/home_assess_checklist_P.pdf)

2. HUD and Program-Specific Goals and Objectives

This NOFO supports HUD's Strategic Plan for Fiscal Years (FY) 2022-2026 to accomplish HUD's mission and vision. Each of the five goals in the Strategic Plan include what HUD hopes to accomplish, the strategies to accomplish those objectives, and the indicators of success. However, of the five goals only those applicable to this NOFO are identified below.

You are expected to align your application to the applicable strategic goals and objectives below. Use the information in this section to describe in your application the specific goals, objectives, and measures that your project is expected to help accomplish. If your project is selected for funding, you are also expected to establish a plan to track progress related to those goals, objectives, and measures. HUD will monitor compliance with the goals, objectives, and measures in your project.

Applicable Goals and Objectives from HUD's Strategic Plan

1. **Strategic Goal 4: Advance Sustainable Communities**
Advance sustainable communities by strengthening climate resilience and energy efficiency, promoting environmental justice, and recognizing housing's role as essential to health.
2. **4C: Integrate Health and Housing**
Advance policies that recognize housing's role as essential to health.

3. Changes from Previous NOFO

The following is a summary of the major changes in this NOFO relative to the Fiscal Year (FY) 2022 HHWCD NOFO. This is not intended to be an exhaustive list, so applicants should be sure to read the entire NOFO.

a. Section I.A.4.a., Standard Definitions – These new definitions are added to this year's NOFO: Environmental Justice, Equity, Minority-Serving Institutions, Racial Equity, Resilience, and Underserved Communities. The following definition is removed: DUNS.

b. Affirmatively Furthering Fair Housing (AFFH) is a program requirement under section IV.G. of the NOFO. The narrative response will be submitted in Appendix F.

c. Section. III., Eligibility Information. Organizations that received an award under the FY 2021 or FY 2022 Healthy Homes and Weatherization Cooperation Demonstration Grant Program cycle are ineligible.

d. Section III.E., Statutory and Regulatory Requirements Affecting Eligibility – This section in the NOFO is updated to include applicable eligibility requirements. The NOFO Template supplemental document is also updated and posted on HUD's Funding Opportunity webpage.

e. Section IV.B.1., Content and Form of Application Submission – This section in the NOFO is updated to require form HUD 424-B (Applicant Assurances and Certifications) and Federal Assistance Assurances.

f. Section. V.B., Review and Selection Process – This section is updated to include a new requirement to ensure applicants have Experience Promoting Racial Equity.

g. Narratives. These narratives are required and must address the issues described in the corresponding sections:

- Advancing Racial Equity (Section III.F);
- Affirmative Marketing (Section III.F);
- Affirmatively Furthering Fair Housing (Section IV.G); and
- Experience Promoting Racial Equity (Section V.B).

Applicants will submit the four (4) equity narratives in Appendix F (2 pages maximum). Each narrative will be evaluated for sufficiency and will not change the applicant's score or rank as compared to other applicants. If a narrative is deemed insufficient, it will be a "Curable Deficiency" that will be communicated to the applicant for correction with a notice of deficiency.

h. Section VI.B., Administrative, National and Departmental Policy Requirements and Terms for HUD Applicants and Recipients of Financial Assistance Awards – This section in the NOFO is updated to include compliance with: Secretary Fudge, April 12, 2022, memorandum; equity requirements; and waste, fraud, and abuse requirements. Additionally, this section clarifies requirements related to nondiscrimination and equal opportunity. The related NOFO supplemental document is updated and posted on HUD's Funding Opportunity webpage. Furthermore, this section is updated to require program details related to its termination policy.

i. Federal Relay Service – The Federal Relay Service contract expired in February 2022. HUD no longer uses the service. The NOFO is updated to include the use of Federal Communications Commission (FCC) relay services for individuals who are deaf or hard of hearing as well as individuals who have speech or communication disabilities.

4. Definitions

a. Standard Definitions

Affirmatively Furthering Fair Housing (AFFH) means taking meaningful actions, in addition to combating discrimination to overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics. Specifically, affirmatively furthering fair housing means taking meaningful actions that, taken together, address significant disparities in housing needs and in access to opportunities, replacing segregated living patterns with truly integrated and balanced living patterns, transforming racially and ethnically concentrated areas of poverty into areas of opportunity, and fostering and maintaining compliance with civil rights and fair housing laws. The duty to affirmatively further fair housing extends to all program participant's activities and programs relating to housing and urban development.

Assistance Listing number refers to the unique number assigned to each Federal assistance program publicly available in the Assistance Listing, which is managed and administered by the General Services Administration. The Assistance Listing number was formerly known as the Catalog of Federal Domestic Assistance (CFDA) number.

Authorized Organization Representative (AOR) is a person authorized to legally bind your organization and submit applications via Grants.gov. The AOR is authorized by the E-Business Point of Contact (E-Biz POC) in the System for Award Management (see E-Biz POC definition). An AOR may include an Expanded AOR and/or a Standard AOR.

> ***Expanded Authorized Organization Representative*** is a user in Grants.gov who is authorized by the E-Biz POC to perform the functions of a Standard AOR, initiate and submit applications on behalf of your organization, and is allowed to modify organization-level settings and certifications in Grants.gov.
>
> ***Standard Authorized Organization Representative*** is a user in Grants.gov who is authorized by the E-Biz POC to initiate and submit applications in Grants.gov. A Grants.gov user with

the Standard AOR role can only submit applications when they are a Participant for that workspace.

Consolidated Plan is the document submitted to HUD that serves as the comprehensive housing affordability strategy, community development plan, and submission for funding under any of the Community Planning and Development formula grant programs (e.g., CDBG, ESG, HOME, and HOPWA). This Plan is prepared in accordance with the process described in 24 CFR part 91. This plan is completed by engaging in a participatory process to assess their affordable housing and community development needs and market conditions, and to make data-driven, place-based investment decisions with funding from formula grant programs. (See 24 CFR part 91 for HUD's requirements regarding the Consolidated Plan and related Action Plan).

Contract means, for the purpose of Federal financial assistance, a legal instrument by which a recipient or subrecipient purchases property or services needed to carry out the project or program under a federal award. For additional information on contractor and subrecipient determinations, see 2 CFR 200.331.

Contractor means an entity that receives a contract as defined above and in 2 CFR 200.1.

Cooperative agreement has the same meaning defined at 2 CFR 200.1.

Deficiency, with respect to the making of an application for funding, is information missing or omitted within a submitted application. Examples of deficiencies include missing documents, missing or incomplete information on a form, or some other type of unsatisfied information requirement. Depending on specific criteria, a deficiency may be either Curable or Non-Curable.

A Curable Deficiency is missing or incomplete application information that may be corrected by the applicant with timely action. To be curable, the deficiency must:

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

A Non-Curable Deficiency is missing or incomplete application information that cannot be corrected by an applicant after the submission deadline. A non-curable deficiency is a deficiency that is a threshold requirement, or a deficiency that, if corrected, would change an applicant's score or rank versus other applicants. If an application includes a non-curable deficiency, the application may receive an ineligible determination, or the non-curable deficiency may otherwise adversely affect the application's score and final funding determination.

E-Business Point of Contact (E-Biz POC) is an organization applicant who is responsible for the administration and management of grant activities for his or her organization. The E-Biz POC is likely to be an organization's chief financial officer or authorizing official. The E-Biz POC authorizes representatives of their organization to apply on behalf of the organization (see Authorized Organization Representative definition). There can only be one E-Biz POC per unique entity identifier (see definition of Unique Entity Identifier below).

Eligibility requirements are mandatory requirements for an application to be eligible for funding.

Environmental Justice means investing in environmental improvements, remedying past environmental inequities, and otherwise developing, implementing, and enforcing laws and policies in a manner that advances environmental equity and provides meaningful involvement for people and communities that have been environmentally underserved or overburdened, such as Black and Brown communities, indigenous groups, and individuals with disabilities. This definition does not alter the requirements under HUD's regulations at 24 CFR 58.5(j) and 24 CFR 50.4(l) implementing Executive Order 12898. E.O. 12898 requires a consideration of how federally assisted projects may have disproportionately high and adverse human health or environmental effects on minority and/or low-income populations. For additional information on environmental review compliance, refer to: https://www.hud.gov/program_offices/comm_planning/environment_energy/regulations.

Equity has the meaning given to that term in Section 2(a) of Executive Order 13985 and means the consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality.

Federal Award, has the meaning, depending on the context, in either paragraphs (1) or (2) of this definition:

(1)

(a) The Federal financial assistance that a recipient receives directly from a Federal awarding agency or a subrecipient receives indirectly from a pass-through entity, as described in 2 CFR 200.101; or

(b) The cost-reimbursement contract under the Federal Acquisition Regulations that a non- Federal entity receives directly from a federal awarding agency or indirectly from a pass- through entity, as described in 2 CFR 200.101.

(2) The instrument setting forth the terms and conditions. The instrument is the grant agreement, cooperative agreement, other agreement for assistance covered in paragraph (2) of the definitions of Federal financial assistance in 2 CFR 200.1, and this NOFO, or the cost-reimbursement contract awarded under the Federal Acquisition Regulations.

(3) Federal award does not include other contracts that a Federal agency uses to buy goods or services from a contractor or a contract to operate Federal Government owned, contractor operated facilities (GOCOs).

(4) See also definitions of Federal financial assistance, grant agreement, and cooperative agreement in 2 CFR 200.1.

Federal Financial Assistance has the same meaning defined at 2 CFR 200.1.
Grants.gov is the website serving as the Federal government's central portal for searching and applying for Federal financial assistance throughout the Federal government. Registration on Grants.gov is required for submission of applications to prospective agencies unless otherwise specified in this NOFO.

Historically Black Colleges and Universities (HBCUs) are any historically Black college or university that was established prior to 1964, whose principal mission was, and is, the education of Black Americans, and that is accredited by a nationally recognized accrediting agency or association determined by the Secretary of Education to be a reliable authority as to the quality of training offered or is, according to such an agency or association, making reasonable progress toward accreditation. A list of accredited HBCUs can be found at the U.S. Department of Education's website.

Minority-Serving Institutions (MSIs) are

(1) a part B institution (as defined in 20 U.S.C. 1061);

(2) a Hispanic-serving institution (as defined in 20 U.S.C. 1101(a)(5));

(3) a Tribal College or University (as defined in 20 U.S.C. 1059c);

(4) an Alaska Native-serving institution or a Native Hawaiian-serving institution (as defined in 20 U.S.C. 1059d(b));

(5) a Predominantly Black Institution (as defined in 20 U.S.C. 1059e);

(6) an Asian American and Native American Pacific Islander-serving institution (as defined in 20 U.S.C. 1059g); or

(7) a Native American-serving nontribal institution (as defined in 20 U.S.C. 1059f).

Non-Federal Entity (NFE) means a state, local government, Indian tribe, Institution of Higher Education (IHE), or non-profit organization that carries out a federal award as a recipient or subrecipient.

Primary Point of Contact (PPOC) is the person who may be contacted with questions about the application submitted by the AOR. The PPOC is listed in item 8F on the SF-424.

Racial Equity is the elimination of racial disparities, and is achieved when race can no longer predict opportunities, distribution of resources, or outcomes – particularly for Black and Brown persons, which includes Black, Latino, indigenous, Native American, Asian, Pacific Islander, and other persons of color.

Recipient means an entity, usually but not limited to non-Federal entities, that receives a federal award directly from HUD. The term recipient does not include subrecipients or individuals that are beneficiaries of the award.

Resilience is a community's ability to minimize damage and recover quickly from extreme events and changing conditions.

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.

Subaward means an award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a federal award received by the pass-through entity. It does not include payments to a contractor or payments to an individual that is a beneficiary of a Federal

program. A subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract.

Subrecipient means an entity, usually but not limited to non-Federal entities, that receives a subaward from a pass-through entity to carry out part of a federal award but does not include an individual that is a beneficiary of such award. A subrecipient may also be a recipient of other federal awards directly from a federal awarding agency.

System for Award Management (SAM) is the Federal Repository into which an entity must provide information required for the conduct of business as a recipient. Registration with SAM is required for submission of applications via Grants.gov. You can access the website at https://www.sam.gov/SAM/. There is no cost to use SAM.

Threshold Requirements are eligibility requirements that must be met for an application to be reviewed, rated, and ranked. Threshold requirements are not curable, except for documentation of applicant eligibility, which are listed in Section III.D., Threshold Eligibility Requirements. Similarly, there are eligibility requirements under Section III.E., Statutory and Regulatory Requirements Affecting Eligibility.

Underserved Communities has the meaning given to that term in Section 2(b) of Executive Order 13985 and refers to populations sharing a particular characteristic, as well as geographic communities, that have been systematically denied a full opportunity to participate in aspects of economic, social, and civic life, as exemplified by the list in the definition of "equity" above.

Unique Entity Identifier (UEI) means the identifier assigned by SAM to uniquely identify business entities. As of April 4, 2022, the Federal government has transitioned from the use of the DUNS Number to the use of UEI, as the primary means of entity identification for Federal awards government-wide.

b. Program Definitions.

Area Median Income is the median (50th percentile) family income, considering family income and family size, for a metropolitan area or a nonmetropolitan county (https://www.huduser.gov/portal/datasets/il/il22/Medians-Methodology-FY22.pdf). For 2022, the income limits for low-income households are shown for each part of the country at https://www.huduser.gov/portal/datasets/il/il22/Section8-IncomeLimits-FY22.pdf. For determining income eligibility in subsequent years, see HUD's Income limits website (as of the publication of this NOFO, at www.huduser.gov/portal/datasets/il.html), which will list the income limits and the income limits methodology for that year. (Typically, the limits are changed in the spring.).

Asthma is a disease that affects the lungs. It causes repeated episodes of wheezing, breathlessness, chest tightness, and nighttime or early morning coughing. These symptoms increase during asthma attacks. Asthma can be controlled by taking medications and avoiding the triggers that can cause an attack. The National Institute of Health has established guidelines for classifying individual cases of asthma as well-controlled, not well controlled, or poorly controlled based on factors such as symptom frequency, lung function, and the degree of interference with normal activities. The release of asthma medical records information is subject to the Health Insurance Portability and Accountability Act (HIPAA).

Davis-Bacon Wage Rates (DBA) is a United States federal law that establishes that contractors and subcontractors must pay their laborers and mechanics employed under the contract no less than the locally prevailing wages and fringe benefits for corresponding work on similar projects in the area. See link: https://www.dol.gov/agencies/whd/government-contracts/construction

Deferral- in the context of Weatherization Assistance Program operations, weatherization services are deferred when the condition of a home renders the delivery of the services either unsafe or ineffective (e.g., structural problems such as roof leaks, electrical or plumbing system problems, extensive mold growth, etc.). Weatherization services can be provided if the problems can be resolved, and the home can be made "Weatherization Ready".

Disadvantaged Community - per the WH Climate & Economic Justice Screening Tool formula, a community qualifies as "disadvantaged" if the census tract is above the threshold for one or more environmental or climate indicators and the tract is above the threshold for the socioeconomic indicators. Details regarding the indicators can be found here: Methodology & data - Climate & Economic Justice Screening Tool (geoplatform.gov)

Energy Burden is the share or percentage of annual household income that is used to pay annual heating and cooling costs. Data has shown that low-income households have on average an energy burden that is higher than that of other households. This NOFO uses the following DOE definition of "high energy burden" for the Weatherization Assistance Program: a low-income household whose residential energy burden exceeds the median level of energy burden for all low-income households in the state.

Energy Conservation Measure (ECM) is an installation procedure performed by Weatherization Assistance Programs for its anticipated energy savings. Based on DOE's definition, ECM costs must include all material, labor, and ancillary items and must meet a Savings to Investment Ratio (SIR) of 1.0 or greater to be installed with WAP funds.

Housing Adequacy is a measure created by HUD to measure the quality of housing based on the housing physical conditions. The measure describes 3 degrees of severity: "severely inadequate," "moderately inadequate," and "adequate." See the Census's American Housing Survey (AHS), Definitions webpage, Appendix A-15.

Insurance means securing liability insurance for housing-related environmental health and safety hazard evaluation and control activities if the scope of the insurance is restricted to work under this grant.

Lead-Based Paint Inspections/Testing means performing lead dust, and soil/paint-chip testing, X-ray fluorescence (XRF) testing, lead-based paint inspections, risk assessments, clearance examinations, and engineering and architectural activities that are required and in direct support of interim lead hazard control and lead hazard abatement work. Inspections and testing assess eligible housing units constructed before 1978 to determine the presence of lead-based paint and/or lead hazards from paint, dust, or soil through the use of 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 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.

Savings to Investment Ratio (SIR) – As defined by the DOE, this is the result of dividing the present worth of the lifetime energy cost savings by the total present worth cost of the installed measure, including the discounted rate of the savings and fuel escalation rates. Each ECM must yield a SIR ratio of 1.0 or greater to be included in the package of weatherization measures, and the total package of weatherization measures must yield a cumulative SIR of 1.0 or greater to be allowable expenditures of WAP funds. See 10 CFR § 436.21.

B. Authority

The Healthy Homes and Weatherization Cooperation Demonstration program is authorized by Sections 501 and 502 of the Housing and Urban Development Act of 1970 (12 U.S.C. 1701z-1 and 1701z-2) and funding is provided by the Consolidated Appropriations Act, 2022, (Public Law 117-103, approved March 15, 2022), and the Consolidated Appropriations Act, 2023 (Public Law 117-328, approved December 29, 2022).

II. AWARD INFORMATION

A. Available Funds

Funding of approximately **$9,000,000** is available through this NOFO. Subject to appropriations, HUD reserves the right to award fiscal year 2024 funds based on this NOFO competition.

Additional funds may become available for award under this NOFO consistent with Section VI.A.2.e., Adjustments to Funding. Use of these funds is subject to statutory constraints. All awards are subject to the funding restrictions contained in this NOFO.

B. Number of Awards

HUD expects to make approximately 9 awards from the funds available under this NOFO.

For information on the methodology used to make award determinations under this NOFO, please see Section V.B Review and Selection Process below.

C. Minimum/Maximum Award Information

Awards will be for $1,000,000 under this HHWCD NOFO.

Estimated Total Funding:
$9,000,000
Minimum Award Amount:
$1,000,000
Per Project Period

Maximum Award Amount:
$1,000,000
Per Project Period

D. Period of Performance

The start date will be determined during the period of negotiations with successful applicants. The period of performance cannot exceed 36 months from the time of the award. The time of award is the Federal award date which is defined in 2 CFR 200.39 as the date when the Federal award is signed by the authorized official at HUD. The proposed performance period should include adequate time for such project components as the hiring of new staff, the recruitment of project participants, and the development of project protocols all of which have been found to delay projects in the past.
Period of performance extensions for delays due to exceptional conditions beyond the grantee's control will be considered for approval by HUD in accordance with 2 CFR § 200.308(d)(2), as applicable, and the OLHCHH Program Guide (see: www.hud.gov/sites/documents/PGI_2013-03.PDF).

If requested, determined to be appropriate, and subsequently approved by OLHCHH, grantees will be eligible to receive a single extension of up to 12 months in length.

Estimated Project Start Date:
12/07/2023

Estimated Project End Date:
12/07/2026

Length of Project Periods:
36-month project period and budget period

Length of Periods Explanation of Other:
36-month project period and budget period

E. Type of Funding Instrument

Funding Instrument Type:
CA (Cooperative Agreement)
Anticipated substantial involvement by HUD staff for cooperative agreements may include, but will not be limited to:

1. Review and suggestion of amendments to the demonstration, including evaluation objectives; data collection methods; data handling and preparation; and data analysis.
2. Review and provision of technical recommendations in response to quarterly progress reports (e.g., amendments to demonstration evaluation based on preliminary results).
3. Review and provision of program coordination recommendations on the final report.

Awardees are expected to make reasonable efforts to incorporate HUD suggestions and recommendations when provided.

III. ELIGIBILITY INFORMATION

A. Eligible Applicants

00 (State governments)

01 (County governments)

02 (City or township governments)

04 (Special district governments)

07 (Native American tribal governments (Federally recognized))

12 (Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education)

Additional Information on Eligibility

Eligible to Apply

Only current holders of an active DOE Weatherization Assistance Program (WAP) grant, WAP subgrant (not a contract or partnership) or a HUD Healthy Homes Production (HHP) grant (not an HHP sub-grantee, contract, or partnership) are eligible to apply for this HHWCD grant program. If an entity holds both a WAP grant or WAP subgrant and an HHP grant (whether it is implementing the two grants from the same office or division or different offices or divisions), that entity may only submit a single application.

Faith-based organizations

(1) Faith-based organizations may apply for this award on the same basis as any other organization, as set forth at 24 CFR 5.109, and subject to the protections and requirements of 42 U.S.C. 2000bb et seq., HUD will not, in the selection of recipients, discriminate against an organization based on the organization's religious character, affiliation, or exercise.

(2) A faith-based organization that participates in this program will retain its independence and may continue to carry out its mission consistent with religious freedom and conscience protections in Federal law, including the Free Speech and Free Exercise Clauses of the Constitution, 42 U.S.C. 2000bb et seq., 42 U.S.C. 238n, 42 U.S.C. 18113, 42 U.S.C. 2000e-1(a) and 2000e-2(e), 42 U.S.C. 12113(d), and the Weldon Amendment, among others. Religious accommodations may also be sought under many of these religious freedom and conscience protection laws, particularly under the Religious Freedom Restoration Act.

(3) A faith-based organization may not use direct financial assistance from HUD to support or engage in any explicitly religious activities except where consistent with the Establishment Clause and any other applicable requirements. Such an organization also may not, in providing services funded by HUD, discriminate against a beneficiary or prospective program beneficiary on the basis of religion, religious belief, a refusal to hold a religious belief, or a refusal to attend or participate in a religious practice.

B. Ineligible Applicants

1. Individuals
2. Federal Agencies
3. Native American tribal organizations (other than Federally recognized tribal governments)

Organizations that received a HUD FY2021 or FY2022 HHWCD grant award are not eligible to apply to the HUD FY2023 HHWCD grant program.

C. Cost Sharing or Matching

This Program does not require cost sharing or matching.

D. Threshold Eligibility Requirements

Applicants who fail to meet any of the following threshold eligibility requirements are deemed ineligible. Applications from ineligible applicants are not rated or ranked and will not receive HUD funding.

1. Resolution of Civil Rights Matters

Outstanding civil rights matters must be resolved before the application submission deadline. Applicants with unresolved civil rights matters at the application deadline are deemed ineligible. Applications from ineligible applicants are not rated or ranked and will not receive HUD funding.

a. An applicant is ineligible for funding if the applicant has any of the charges, cause determinations, lawsuits, or letters of findings referenced in subparagraphs (1) – (5) that are not resolved to HUD's satisfaction before or on the application deadline date for this NOFO.

(1) Charges from HUD concerning a systemic violation of the Fair Housing Act or receipt of a cause determination from a substantially equivalent state or local fair housing agency concerning a systemic violation of a substantially equivalent state or local fair housing law proscribing discrimination because of race, color, religion, sex (including sexual orientation and gender identity), national origin, disability or familial status;

(2) Status as a defendant in a Fair Housing Act lawsuit filed by the United States alleging a pattern or practice of discrimination or denial of rights to a group of persons raising an issue of general public importance under 42 U.S.C. 3614(a);

(3) Status as a defendant in any other lawsuit filed or joined by the Department of Justice, or in which the Department of Justice has intervened, or filed an amicus brief or statement of interest, alleging a pattern or practice or systemic violation of 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, Violence Against Women Act, or a claim under the False Claims Act related to fair housing, non-discrimination, or civil rights generally including an alleged failure to affirmatively further fair housing;

(4) Receipt of a letter of findings identifying systemic non-compliance with 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; Violence Against Women Act; or the Americans with Disabilities Act; or

(5) Receipt of a cause determination from a substantially equivalent state or local fair housing agency concerning a systemic violation of provisions of a state or local law prohibiting discrimination in housing based on sexual orientation, gender identity, or lawful source of income.

b. HUD will determine if actions to resolve the charge, cause determination, lawsuit, or letter of findings 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;
(5) Current compliance with a final judicial ruling or administrative ruling or decision; or
(6) Dismissal of charges.

2. Timely Submission of Applications

Applications submitted after the deadline stated within this NOFO that do not meet the requirements of the grace period policy are marked late. Late applications are ineligible and are not considered for funding. See Section IV. D. Application Submission Dates and Times.

E. Statutory and Regulatory Requirements Affecting Eligibility

Eligibility Requirements for Applicants of HUD's Financial Assistance Programs

The following requirements affect applicant eligibility. Detailed information on each requirement is found in the "Eligibility Requirements for Applicants of HUD's Financial Assistance Programs" document on HUD's Funding Opportunities page.

- Universal Identifier and System for Award Management (SAM.gov) Requirements
- Outstanding Delinquent Federal Debts
- Debarments or Suspensions, or both
- Mandatory Disclosure Requirement
- Pre-selection Review of Performance
- Sufficiency of Financial Management System
- False Statements
- Prohibition Against Lobbying Activities

In addition, each applicant under this NOFO must have the necessary processes and systems in place to comply with the Award Term in Appendix A of 24 CFR part 170 if the applicant receives an award, unless an exception applies as provided in 2 CFR170.110.

F. Program-Specific Requirements

a. Applicants must plan on implementing their demonstration programs in communities served by both a HUD Healthy Homes Production Grant and a weatherization program that receives funding originating from the DOE's Weatherization Assistance Program. This NOFO is for current holders of WAP *or* HHP grants, or for holders of both.

b. To be an applicant under this NOFO, an HHP program must have a HUD HHP grant that is active until October 1, 2024, or longer, or a DOE WAP grant that is active until October 1, 2024, or longer. The program must also have at least two years of experience conducting healthy homes interventions. Background on healthy homes interventions may be found in the 2022 Healthy Homes Production Grant Program NOFO (FR-6600-N-44) which is available at the following URL https://www.hud.gov/program_offices/spm/gmomgmt/grantsinfo/fundingopps/fy22hhpgp.

Descriptions of Healthy Homes Intervention Strategies may be found in Chapter 5 of HUD's Healthy Homes Program Guidance Manual which is available at the following URL: https://www.hud.gov/program_offices/healthy_homes/HHPGM.
Eligible interventions may include but are not limited to radon mitigation, integrated pest management, lead abatement or interim controls, improvements related to moisture or ventilation, and other activities.
c. To be a partner in an application under this NOFO, an HHP program must have a HUD HHP grant that is active until October 1, 2024, or longer, or a DOE WAP grant that is active until October 1, 2024, or longer.
d. If HUD-funded HHP programs and DOE-funded WAP programs use their program's grant funding on any home that is recruited for joint interventions under this NOFO, they must meet all the requirements pertaining to their HUD and DOE funding.
e. A critical goal of this NOFO is the development of coordination strategies between WAP and HHP programs, and therefore grantees must be able to demonstrate substantive involvement of both HHP and WAP partners in any unit receiving assistance under this NOFO.
f. All units assisted solely through funds awarded under this HHWCD NOFO must be the residence of families with income at or below 80% of the Area Median Income level or at or below 200% of the U.S. Department of Health and Human Services (HHS) 2020 poverty guidelines, whichever is higher. See Section I.A.c. above for ways in which income eligibility may be determined.
g. There are no requirements for age of construction of the unit for this program.

2. Other Program Requirements.
a. **Program Performance**. Grantees shall take all reasonable steps to accomplish all activities within the approved period of performance. HUD reserves the right to terminate the grant before the expiration of the period of performance if the grantee fails to make reasonable progress in implementing the approved program of activities or fails to comply with the terms of the grant agreement.
b. **Demonstrating a Sustainable Model of Coordination:** To assess the long-term sustainability of the partnership, grantees will be required to cooperate in conducting joint HHP and WAP work on a minimum of 15 homes during the period of performance of the cooperative agreement with funding from this NOFO only used to cover the costs of any staff time needed to evaluate this cooperative effort (e.g., evaluating the process, various outcomes). HUD will be performing an independent evaluation of performance outcomes, especially those related to coordination capacity building. Grantees will be required to cooperate with the HUD OLHCHH in conducting this evaluation of your demonstration program with respect to the efficiency of cooperative models and additional improvements in indoor environmental quality and occupant benefits gained through the cooperative approach (e.g., mitigation of health and safety hazards, reduction in energy costs, improvements in energy efficiency and comfort). HUD anticipates that the intervention work will be conducted using the existing HUD and DOE grant funding, requiring the units to be eligible under the requirements of both programs.
c. **Demonstrating Health Benefits of Coordinated Interventions**: To assess the potential health benefits of the interventions, grantees will also be required to conduct coordinated HHP/WAP interventions in 15 units that house no occupant with known physician-diagnosed asthma case and 15 units that house an occupant with asthma that is not well controlled, and that is being mitigated with HHWCD funds and with HH Production, and/or WAP funds.

d. **Trained and Certified Professionals**. If Lead-based paint hazard control activities are performed with healthy homes activities, they must be conducted by persons qualified according to 24 CFR Part 35, subparts B-R (possessing certification/license as abatement contractors, risk assessors, inspectors, abatement supervisors, abatement workers, or sampling technicians; or others having been trained in a HUD-approved course in lead-safe work practices), and all firms and persons (both workers and supervisors) conducting lead-based paint hazard control activities must be certified in accordance with the EPA's Renovation, Repair, and Painting (RRP) Rule (see 40 CFR Part 745 and https://www.epa.gov/lead/renovation-repair-and-painting-program). All other investigations and activities must be conducted by licensed or certified professionals as required by the jurisdiction's requirements. If State or local mold regulations apply, they must be strictly followed. If weatherization assistance is provided, staff should have a Quality Control Inspector (QCI) certification.

e. **Radon testing** must be conducted in all units and must be conducted by a professional who is currently credentialed by the National Radon Proficiency Program or the National Radon Safety Board (NRPP/NRSB) and licensed/certified in the state in which the work is being conducted if the state has this requirement. Radon testing and mitigation must be conducted according to the current AARST/ANSI consensus standards for the specific housing type https://standards.aarst.org/. Exceptions to this requirement include units with an active radon mitigation system or units that have had a valid radon test within the past 5 years.

f. **All property proposed** for use in HUD programs be free of hazardous materials, contamination, toxic chemicals and gasses, and radioactive substances, where a hazard could affect the health and safety of occupants or conflict with the intended utilization of the property, in accordance with 24 CFR Part 50.3(i) and 24 CFR 58.5(i)(2).

g. **Compliance with HUD Regulations and Guidelines**. Lead-based paint hazard assessment and control work that is performed in part with the HHP or with WAP funds shall be conducted in compliance with HUD's Lead Safe Housing Rule, 24 CFR Part 35, subparts B-R, the current HUD Guidelines, the EPA's Renovation, Repair and Painting (RRP) Rule, found within 40 CFR Part 745 and applicable federal, state, and local regulations and guidance.

h. **Replacement of Windows and Doors**. Windows and/or doors can be replaced under this NOFO if the replacement will improve safety and/or energy conservation, even if the SIR is less than 1.0. If the SIR is less than 1.0, the grantee will be required to justify why the windows and/or doors are being replaced; adequate justification would be improved energy conservation and/or mitigation of a health and safety hazard (e.g., water leaks, presence of lead-based paint).

i. **Davis-Bacon Wage Rates (DBA).** If the HHWCD grant funds are used in conjunction with other federal programs, DBA requirements may apply to the extent required under the other federal programs.

j. **Compliance with Weatherization Regulations and Guidelines**. The use of funds awarded through this NOFO for weatherization activities must follow all DOE Weatherization Program requirements identified in "WPN 23-1: Program Year 2023 Weatherization Grant Application" except as otherwise noted in this NOFO, (https://www.energy.gov/scep/wap/articles/weatherization-program-notice-23-1-program-year-2023-weatherization-grant). Note: HUD may exempt other DOE Weatherization Program requirements following the award of cooperative agreements under this NOFO.

K. **Counting Units Under Program Goals:** Units with demonstrated coordination of HHWCD funds containing at least 10% or more of the total cost from WAP and/or HHP, will be counted towards the HUD HHWCD, HUD HHP and/or DOE WAP targets (see: Appendix A (5)).

l. **Income Eligibility**. All units assisted solely through funds awarded under the HHWCD NOFO must be the residence of families with income at or below 80% of the area median income level or at or below 200% of the U.S. Department of Health and Human Services (HHS) 2020 poverty guidelines, whichever is the higher income level. (See Section I.A.1.c. above for ways in which income eligibility may be determined).

m. **Lead-Based Paint and Lead-Based Paint Hazard Identification.** Any lead hazard control interventions conducted in a pre-1978 unit must be preceded by a complete lead-based paint inspection and risk assessment following the procedures as defined in the current HUD 2012 Guidelines for the Evaluation and Control of Lead-Based Paint Hazards in Housing and as defined by the policies of the OLHCHH Lead-Based Paint Hazard Control Program. In identifying a dust-lead hazard, the action levels identified in OLHCHH Policy Guidance 2017-01 must be followed. Please note that for coordination with HHP, 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 pre-1978 properties enrolled under this program. Presumption of the presence of lead-based paint or lead-based paint hazards is not permitted.

n. **Clearance Testing.** If lead-based paint hazards are identified and remediated as part of healthy homes assessment and remediation, clearance must be conducted either after the lead hazard control work is completed, and again after any healthy homes remediation or weatherization work is completed, or after all the lead hazard control and/or healthy homes remediation work is completed. In either case, clearance must be successfully completed before re-occupancy. If the paint in a unit built before 1978 is disturbed during interventions, clearance testing must be conducted according to the HUD Guidelines (exceptions include de minimis areas of disturbed paint or paint that has been tested and is not lead-based paint. HUD's de minimis amounts are: 2 square feet of interior lead-based paint, 20 square feet of exterior lead-based paint, or 10% of the total surface area on an interior or exterior type of component with a small surface area that contains lead-based paint. 24 CFR 35.1350(d)).

o. **Integrated Pest Management (IPM).** All activities to reduce or control pest infestations shall be conducted in accordance with IPM practices and principles. IPM uses current, comprehensive information on the life cycles of pests and their interaction with the environment. This information, in combination with available pest control methods, is used to manage pest damage by the most economical means, and with the least possible hazard to people, property, and the environment (see, https://www.stoppests.org/what-is-ipm/).

p. **Laboratory Analysis for Mold.** Although mold sampling is generally discouraged in guidance published by federal agencies, samples to be analyzed for mold (fungi) must be submitted to a laboratory accredited through the Environmental Microbiological Laboratory Accreditation Program (EMLAP), administered by the American Industrial Hygiene Association (AIHA), unless approved by HUD based on its prior consideration of the justification by the grantee.

q. **Cooperation with Related Research and Evaluation**. You must cooperate fully with any research or evaluation sponsored by HUD, or another government agency associated with this grant program, including the preservation of project data and records, and compiling requested information in formats provided by the researchers, evaluators, or HUD. This also may include the compiling of certain relevant local demographic, dwelling units, and participant data not contemplated in the original proposal. Participant data shall be subject to the Privacy Rule of the Health Insurance Portability and Accountability Act of 1996 (HIPAA). HIPAA and the Privacy

Rule can be found at HIPAA Home | HHS.gov. You should also check to ensure you meet state and local privacy regulations as well as other federal privacy laws and regulations. For the programs in this NOFO, HUD does not expect research to be conducted that could affect human subjects. See paragraph z, below.

r. **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) applies directly to the grantee (see 24 CFR 75.3(a)(2)). The purpose of Section 3 is to ensure that new training, employment, or contracting opportunities created during the grant will, to the greatest extent feasible, be directed to low- and very low-income persons, particularly those who are recipients of government assistance for housing, and to business concerns which provide economic opportunities to low- and very low-income persons in the area in which the project is located. Any grantee receiving more than $100,000 must comply with the Section 3 requirements. Please refer to 24 CFR Part 75, subparts A and C.

s. **Code of Conduct.** If you are awarded a grant, you must be prepared to submit a copy of your Organization's Code of Conduct and describe the methods you will use to ensure that all officers, employees, and agents of the organization are aware of your Code of Conduct, prior to entering into a grant agreement with HUD. See Section IV.G. for additional guidance.

t. **Coordination among Critical Agencies.** HUD encourages grantees to work with State or other governmental agencies and non-governmental organizations (e.g., clinics, hospitals, private school nursing services) to identify low-income individuals who could benefit from the home assessments and interventions. Applicants are also encouraged to enter into collaborative arrangements with childhood lead poisoning prevention programs, health agencies, housing agencies, community development agencies, community-based language assistance organizations, fair housing organizations, and code enforcement agencies (or equivalent) for your target area(s).

u. **Waste Disposal.** Applicants must handle waste disposal according to the requirements of the appropriate local, state, and federal regulatory agencies. Applicants must handle the disposal of wastes from hazard control activities that contain lead-based paint but are not classified as hazardous by state or local law or the current HUD Guidelines. The Guidelines are available from the HUD website at https://www.hud.gov/sites/documents/LBPH-12.PDF.

v. **Worker Protection Procedures**. The requirements of the Occupational Safety and Health Administration (OSHA) (e.g., 29 CFR parts 1910 and/or 1926, as applicable) or the state or local occupational safety and health regulations, whichever are most stringent, must be met.

w. **Temporary Relocation.** HUD expects that most temporary relocation for hazard control work would be for 10 days or less. HUD approval must be given by the Government Technical Representative (GTR), for relocation projects exceeding ten (10) days. Assisting the temporary relocation of families forced to vacate housing while hazard control measures are being conducted is an eligible activity of the programs described in this NOFO.

Tenant-occupants forced to vacate housing while hazard control measures are being conducted under a program described in this NOFO must be treated fairly and equitably. Depending upon the type of activities undertaken, the temporary relocation of such tenant-occupants may be subject to the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA), 42 U.S.C. §§ 4601-4655, and implementing regulations at 49 CFR part 24 and the corresponding requirements for temporary relocation Appendix A to 49 CFR Part 24.2(a)(9)(ii)(D). This includes reimbursement for all reasonable out-of-pocket expenses incurred in connection with the temporary relocation of a tenant-occupant. Owner-occupants

temporarily relocating while hazard control measures are conducted under a program described in this NOFO are not entitled to URA relocation assistance. You can access the URA regulations through https://www.hud.gov/sites/documents/1378C2CPDH.PDF or https://www.hud.gov/sites/documents/1378C2CPDH.PDF. When persons with disabilities are temporarily relocated, they must be offered housing that contains appropriate accessibility features to meet their disability-related needs (see 24 CFR 8.4 and 8.20). For additional information on URA relocation requirements, HUD the URA Way Module Seven which covers temporary relocation at https://www.hudexchange.info/trainings/ura-the-hud-way.

x. **Notification Requirements**. All lead-based paint inspection and risk assessment results, summaries of lead-based paint hazard control treatments, and clearance examination results 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). Grantee files must contain verifiable evidence of providing lead hazard evaluation and control reports to owners and tenants, such as a signed and dated receipt. Applicants should also describe how they will provide owners with lead hazard evaluation and control information generated by activities under this grant, so that the owner can comply with the Lead Disclosure Rule (24 CFR Part 35, subpart A, and the equivalent 40 CFR Part 745, subpart F) and the Lead Safe Housing Rule (24 CFR Part 35, subparts B and R).

y. **Written Policies and Procedures**. Applicants must describe in the work plan policies and procedures for procurements (contracting), unit eligibility, unit selection and prioritization, and all phases of healthy homes interventions, including assessments and testing, development of specifications for contractor bids, financing, and temporary relocation. Grantees, subcontractors, sub-grantees, sub-recipients, and their contractors must adhere to these policies and procedures.

z. **Control/Elimination Strategies**. All lead-based paint hazards identified in housing units and common areas of multifamily housing enrolled in this grant program must be controlled or eliminated by the following strategy:

1) 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.

2) Abatement means any set of measures designed to permanently eliminate lead-based paint hazards following the 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). Abatement methods are not permitted under the grant unless prior approval is granted by the Grantee's Government Technical Representative (GTR), due to unique circumstances.

aa. **Compliance with Section 504 of the Rehabilitation Act and Titles II and III of the Americans with Disabilities Act.** Facilities where program participants come for assistance (e.g., for intake and enrollment in the program), training or education, must be held in facilities

that are accessible to persons with disabilities following Section 504 of the Rehabilitation Act and its implementing regulations at 24 CFR Part 8, and with Titles II and III of the Americans with Disabilities Act, as applicable, in accordance with 28 CFR Parts 35 and 36.

bb. **Privacy.** Submission of any information to databases (whether website, computer, paper, or other formats) of addresses of housing units identified, treated, or cleared under these studies may be subject to the protections of the Privacy Act of 1974 and shall not include any personal information that could identify any household member. You should also check to ensure you meet state and local privacy laws and regulations as well as other federal privacy laws and regulations.

cc. **Prohibited Practices.**

(1) Lack of coordination of funding. Applicants are not permitted to use the HHWCD funds solely in units without also spending HHP and /or WAP funds.

(2) Unallowable work activities: Applicants 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). Applicants are not permitted to use funds from the WAP program to conduct weatherization activities under the following conditions unless the condition(s) can be adequately mitigated through the use of HHP grant funds, funds from this NOFO, or funds from other sources:

(A). Excessive mold or moisture.
(B). Excessive carbon monoxide (CO) levels exceeding the scope of weatherization.
(C). Sewage or sanitary issues.
(D). Situations where performing work would endanger the residents.
(E). Building structures, electrical systems, plumbing systems, or mechanical systems that prohibit effective and durable weatherization work from being completed.
(F). Residences where activities are taking place that are health and safety violations.
(G). Residences where the extent and condition of lead-based paint in the home would potentially increase health and safety issues.
(H). Residences where the client is threatening, abusive, or uncooperative to the crew, contractors, auditors, or program management who must work on or visit the home.
(I). Roof leaks, structural damage, and other house shell damage.

Grantees are encouraged to mitigate the previous conditions through the use of HHP grant funds, when allowed, or funds from other sources.

dd. **Procurement Requirements.** All goods and services must be procured through a competitive process. Recipients must follow federal procurement requirements as defined in 2 CFR 200.317- 326, as applicable. The designation of an entity as a "sub-recipient: or contractor" must follow program policies and 2 CFR 200.331. According to 2 CFR 200.331, a recipient acting as a pass-through entity must make a case-by-case determination whether each agreement it makes for the disbursement of Federal program funds cast the party receiving the funds in the role of a sub-recipient or contractor
(see: https://www.govinfo.gov/app/details/CFR-2014-title2-vol1/CFR-2014-title2-vol1-sec200-330).

ee. **Construction Activities**. The maximum amount of HHWCD grant funds that can be used for all-hazard control and energy conservation activities in a single housing unit is limited to $15,000 unless written permission is provided by the HUD Government Technical

Representative (GTR) assigned to the grant, based on sufficient justification provided by the grantee that is accepted at the reasonable discretion of the GTR.

Certification of Consistency with the Consolidated Plan. This program requires a certification of Consistency with the Consolidated Plan under 24 CFR 91.2. This certification means the proposed activities in the application are consistent with the jurisdiction's strategic plan, and the location of the proposed activities is consistent with the geographic areas specified in the Consolidated Plan.

Advancing Racial Equity

In accordance with Executive Order 13985, *Executive Order On Advancing Racial Equity and Support for Underserved Communities Through the Federal Government*, and federal fair housing and civil rights laws, you must submit a narrative demonstrating the following:

- You analyzed the racial composition of the persons or households who are expected to benefit from your proposed grant activities;
- You identified any potential barriers to persons or communities of color equitably benefiting from your proposed grant activities;
- You detailed the steps you will take to prevent, reduce or eliminate these barriers; and
- You have measures in place to track your progress and evaluate the effectiveness of your efforts to advance racial equity in your grant activities.

Note that any actions taken in furtherance of this section must be consistent with federal nondiscrimination requirements.

This narrative is required and must address all four bullets in the paragraph above. Applicants will submit this narrative according to the instructions in Section IV.B. Applicants should provide their response in Appendix F. This narrative will be evaluated for sufficiency. If the narrative is deemed insufficient, it will be a "Curable Deficiency" that will be communicated to the applicant for correction with a notice of deficiency. These narratives will not count toward the 15-page limit.

Affirmative Marketing

You must submit a narrative demonstrating that the housing, services, or other benefits provided under this grant will be affirmatively marketed broadly throughout the local area and nearby areas to any demographic groups that would be unlikely or least likely to apply absent such efforts. Such demographic groups may include, for example, Black and Brown persons or communities, individuals with limited English proficiency, individuals with disabilities, or families with children. Such activities may include outreach through community contacts or service providers or at community centers serving the target population; and marketing on websites, social media channels, television, radio, and print media serving local members of the targeted group. Documentation for this factor consists of a narrative describing the activities that will fulfill the factor requirements.

This narrative is required and must address the issues outlined in the paragraph above, according to the instructions in Section IV.B. Applicants will submit this narrative in the Appendix F. This narrative will be evaluated for sufficiency. If the narrative is deemed insufficient, it will be a "Curable Deficiency" that will be communicated to the applicant for correction with a notice of deficiency. This is a mandatory requirement.

G. Criteria for Beneficiaries.

This program has eligibility criteria for beneficiaries.

- Members of households living in units assisted under this grant program must include either a young child (age 6 or under), an elderly person (age 62 or over), an individual who is pregnant, or a person with a disability or illness that could benefit from home modification (e.g., poorly controlled asthma, Chronic Obstructive Pulmonary Disease (COPD)), or the household has a high energy burden.

There are income eligibility requirements for housing assisted under HHP.

Housing units assisted with HHP grants must be the residence of families with income at or below eighty percent (80%) of the area median income level, or at income levels defined in the income guidelines in OLHCHH's policy guidance on determining income. Refer to PG-2014-01 Eligibility of Units for Assistance (https://www.hud.gov/sites/documents/2014-01_UNIT_ELIGIBILITY.PDF) on determining income.
WAP also has income eligibility requirements of 200% of the federal poverty guidelines (for 2023, the guidelines are posted at: https://aspe.hhs.gov/sites/default/files/documents/1c92a9207f3ed5915ca020d58fe77696/detailed-guidelines-2023.pdf; in future grant years, the link will be updated. For this HHWCD NOFO, the higher income level of the two programs is to be used for eligibility decisions. (See Section I.A.1.c. above for ways in which income eligibility may be determined).

IV. APPLICATION AND SUBMISSION INFORMATION

A. Obtain an Application Package

Instructions for Applicants

All application materials, including the Application Instructions and Application Package, are available through Grants.gov. You must access and review all available application materials. You must submit your application electronically via Grants.gov under the Funding Opportunity Number cited within this NOFO. Your application must list the applicable Funding Opportunity Number.

You can request a waiver from the requirement for electronic submission, if you demonstrate good cause. An example of good cause may include: a lack of available Internet access in the geographic area in which your business offices are located. However, lack of SAM registration or valid UEI is not a good cause. If you cannot submit your application electronically, you must ask in writing for a waiver of the electronic grant submission requirements. HUD will not grant a waiver if you fail to submit to HUD in writing or via email a request for a waiver at least 15 calendar days before the application deadline. If HUD grants a waiver, a paper application must be received before the deadline for this NOFO. To request a waiver, you must contact:

Name:
Brenda M. Reyes, MD

Email:
Brenda.M.Reyes@hud.gov Brenda.m.reyes@hud.gov

HUD Organization:
OLHCHH

Street:

451 7th Street SW (Room 8236)
City:
Washington
State:
DC DISTRICT OF COLUMBIA
Zip:
20410
Grants.gov provides customer support information on its website at https://www.grants.gov/web/grants/support.html. If you have difficulty accessing the application and instructions or have technical problems, you can receive customer support from Grants.gov by calling (800) 518-GRANTS (this is a toll-free number) or by sending an email to support@grants.gov. HUD welcomes and is prepared to receive calls from individuals who are deaf or hard of hearing, as well as individuals with speech or communication disabilities. To learn more about how to make an accessible telephone call, please visit https://www.fcc.gov/consumers/guides/telecommunications-relay-service-trs.

B. Content and Form of Application Submission

You must verify that boxes 11, 12, and 13 on the SF-424 match the NOFO for which you are applying. If they do not match, you have downloaded the wrong Application Instruction and Application Package.
Submission of an application that is otherwise sufficient, under the wrong Assistance Listing and Funding Opportunity Number is a Non-Curable Deficiency, unless otherwise stated under the Threshold requirements section.

1. Content

Forms/Assurances/Certifications	Submission Requirement	Notes/Description
Application for Federal Assistance (SF-424)	Review section IV.G. of this NOFO for detailed submission requirements.	
Applicant and Recipient Assurances and Certifications (HUD 424-B)	Review section IV.G. of this NOFO for detailed submission requirements.	
Applicant/Recipient Disclosure/Update Report (HUD 2880)	Review section IV.G. of this NOFO for detailed submission requirements	
Certification Regarding Lobbying (Lobbying Form)	Review section IV.G. of this NOFO for detailed submission requirements.	

Forms/Assurances/Certifications	Submission Requirement	Notes/Description
Form HUD 424 CBW HUD Detailed Budget Worksheet	This form must be submitted with your application. The form and instructions are available within the Application Package for this NOFO and online at https://www.hud.gov/program_offices/administration/hudclips/forms/hud4.	Amounts on HUD_424_CBW must be consistent with requested and matched amounts on lines 18b-f of the SF424, Application for Federal Assistance.

1. Content. Additionally, your complete application must include the following narratives and non-form attachments.

Applications:

Applications must contain the items listed in this section. These items include the standard forms that are applicable to this funding announcement (collectively referred to as the "standard forms"). Copies of these forms are available online at How to Apply for Grants | GRANTS.GOV (https://www.grants.gov/web/grants/applicants/apply-for-grants.html). The required items are:

i. **Application Abstract**. (One page maximum, see "2. Form and Format" below for the page layout requirements). An abstract with the project title, the names, and affiliations of all key personnel, identification of partner organizations (including the OLHCHH grant number), a summary of the objectives, project design, expected results and the total funds requested, must be included in the proposal. Information contained in the abstract will not be considered in the evaluation and scoring of your application and will not be counted towards the 15-page maximum. Any information you wish to be considered in scoring the application must be provided under the appropriate rating factor response.

ii. **Response to Rating Factors.** A project description/narrative statement addressing the rating factors for award, which are identified in section V.A.1. The narrative statement must be identified in accordance with each rating factor (see V.A.1). The application must be formatted as per section IV.B.2. The project description or narrative must be included in the responses to the rating factors. Any description or narrative in excess of the 15-page limit will not be read. The points you receive for each rating factor will be based on the portion of your narrative statement that you submit in response to that particular factor, supplemented by any appendices that are referenced in your narrative response to the rating factor. Supporting materials that are not referenced or discussed in

your responses to the individual rating factors will not be considered. Additional materials (e.g., appendices) can be submitted with your application. The footer on the pages of these materials should identify the rating factor that they are supporting.

iii. **Supporting materials.** Include as appendices the following materials that are needed to support your responses to the rating factors. These will not be counted towards the Rating Factors narrative 15-page limit:

a. The resumes of the project manager and other key personnel from the applicant and subrecipient(s). Each resume shall not exceed three pages and is limited to information that is relevant in assessing the qualifications and experience of key personnel to conduct and/or manage the proposed Demonstration program.
b. Organizational chart
c. Letters of commitment

iv. **Narrative.** The applicant is required to complete and submit in the Appendix F, a narrative for each of the following four (4) bullets below:

a. a written narrative on Advancing Racial Equity that addresses the four bullets in Section III.F;
b. a written narrative on Affirmative Marketing that addresses the issues outlined in Section III.F;
c. a written narrative on Affirmatively Furthering Fair Housing that addresses the issues outlined in Section IV.G; and
d. a written narrative for Experience Promoting Racial Equity outlined in Section V.B

Each narrative will be evaluated for sufficiency and will not change the applicant's score or rank as compared to other applicants. If a narrative is deemed insufficient, it will be a "Curable Deficiency" that will be communicated to the applicant for correction with a notice of deficiency.

v. **Additional Information.** Any additional optional materials must not exceed 15 pages**.** Any pages over this limit will not be read. Do not include additional narrative information that is an extension of or expands upon any of your rating factor responses. Such a narrative will not be considered. This additional information may, for example, support statements made in your narrative response, such as a summary of an evaluation of housing interventions previously conducted by your organization.

vi. **Budget.** Include a total budget using form ***HUD424CBW*** (https://www.hud.gov/program_offices/administration/hudclips/forms/hud4) included in the instructions download at Grants.gov, with supporting cost justification of up to four pages, which will cover all budget categories of the federal grant request. This information will not be counted towards the Rating Factors narrative 15-page limit. Use the budget format discussed in Rating Factor 1.c of Section V.A.1 below. In completing the budget forms and justification, you should address the following elements:

(1) Direct Labor costs, including all full- and part-time staff required for the planning and implementation phases of the project. These costs should be based on full time equivalent (FTE) or hours per year (hours/year) (i.e., one FTE equals 2,080 hours/year);
(2) Allowance for two trips to HUD Headquarters in Washington, DC, during the period of performance of your grant, planning each trip for 1-2 people, as needed. In planning

your trips, you should assume one or two overnight stays depending on your location;
(3) A separate budget form and justification for each sub-recipient receiving more than 10 percent of the total federal budget request;
(4) Supporting documentation for salaries and prices of materials and equipment, upon request.

2. Format and Form

Narratives and other attachments to your application must follow the following format guidelines. Do not submit password protected or encrypted files.

15 Pages maximum length of narratives

Other

Fifteen (15) 8-1/2 x 11-inch page limit**.**
Number the pages of the narrative.
Minimum 12-point Times New Roman font. Minimum margin width of 1-inch on all sides.
Minimum of single line spacing

C. System for Award Management (SAM) and Unique Entity Identifier (UEI)

1. SAM Registration Requirement

You must register with https://www.sam.gov/before submitting their application. You must maintain current information in SAM on immediate and highest-level owner and subsidiaries, as well as on all predecessors that have been awarded a federal contract or grant within the last three years, if applicable. Information in SAM must be current for all times during which you have an active Federal award or an application or plan under consideration by HUD.

2. UEI Requirement

As of April 4, 2022, entities doing business with the federal government must use the UEI created in SAM.gov. Also, you must provide a valid UEI, registered and active at www.sam.gov/ in the application. For more information, see: https://www.gsa.gov/about-us/organization/federal-acquisition-service/office-of-systems-management/integrated-award-environment-iae/iae-systems- information-kit/unique-entity-identifier-update.

3. Requirement to Register with Grants.gov

Anyone planning to submit applications on behalf of an organization must register at Grants.gov and be approved by the E-Biz POC in SAM to submit applications for the organization. Registration for SAM and Grants.gov is a multi-step process and can take four (4) weeks or longer to complete if data issues arise. Applicants without a valid registration cannot apply through Grants.gov. Complete registration instructions and guidance are provided on Grants.gov.

D. Application Submission Dates and Times

1. Application Due Date Explanation

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

10/31/2023

Submit your application to Grants.gov unless a waiver has been issued allowing you to submit a paper application. Instructions for submitting your paper application will be contained in the waiver of electronic submission.

"Received by Grants.gov" means the applicant received a confirmation of receipt and an application tracking number from Grants.gov. Grants.gov then assigns an application tracking number and date-and timestamp each application upon successful receipt by the Grants.gov system. A submission attempt not resulting in confirmation of receipt and an application tracking number is not considered received by Grants.gov.

Applications received by Grants.gov must be validated by Grants.gov to be received by HUD.

"Validated by Grants.gov" means the application has been accepted and was not rejected with errors. You can track the status of your application by logging into Grants.gov, selecting "Applicants" from the top navigation, and selecting "Track my application" from the dropdown list. If the application status is "rejected with errors," you must correct the error(s) and resubmit the application before the 24-hour grace period ends. Applications in "rejected with errors" status after the 24-hour grace period expires will not be received by HUD. Visit Grants.gov for a complete description of processing steps after applying.

HUD strongly recommends you submit your applications at least **48 hours before the deadline** and during regular business hours to allow enough time to correct errors or overcome other problems.

2. Grants.gov Customer Support

Grants.gov provides customer support information on its website at https://www.grants.gov/web/grants/support.html. If you have difficulty accessing the application and instructions or have technical problems, contact Grants.gov customer support center by calling (800) 518-GRANTS (this is a toll-free number) or by sending an email to support@grants.gov.The customer support center is open 24 hours a day, seven days per week, except Federal holidays. Individuals who are deaf or hard of hearing, or who have speech and other communication disabilities may use a relay service to reach Grants.gov Customer Support. To learn more about how to make an accessible telephone call, visit the webpage for Federal Communications Commission.

3. Grants.gov Application Submission

You can verify the contents of your submitted application to confirm Grants.gov received everything you intended to submit. To verify the contents of your submitted application:

- Log in to Grants.gov.
- Click the Check Application Status link, which appears under the Grant Applications heading in the Applicant Center page. This will take you to the Check Application Status page.
- Enter search criteria and a date range to narrow your search results.
- Click the Search button. To review your search results in Microsoft Excel, click the Export Data button.
- Review the Status column. To view more detailed submission information, click the Details link in the Actions column.
- To download the submitted application, click the Download link in the Actions column.

Take note of the Grants.gov tracking number, as it is needed by the Grants.gov customer support center should you seek their assistance.

HUD may extend the application deadline for any program if Grants.gov is offline or not available to applicants for at least 24 hours immediately prior to the deadline date, or the system is down for 24 hours or longer and impacts the ability of applicants to cure a submission deficiency within the grace period.

HUD may also extend the application deadline upon request if there is a presidentially declared disaster in the applicant's area.

If these events occur, HUD will post a notice on its website establishing the new, extended deadline for the affected applicants. HUD will also publish the extension on Grants.gov.

In determining whether to grant a request for an extension based on a presidentially declared disaster, HUD will consider the totality of the circumstances including the date of an applicant's extension request (how closely it followed the basis for the extension), whether other applicants in the geographic area are similarly affected by the disaster, and how quickly power or services are restored to enable the applicant to submit its application.

NOTE: Busy servers, slow processing, large file sizes, improper registration

or password issues are not valid circumstances to extend the deadline dates or the grace period.

4. Amending or Resubmitting an Application

Before the submission deadline, you may amend a validated application through Grants.gov by resubmitting a revised application containing the new or changed material. The resubmitted application must be received and validated by Grants.gov by the applicable deadline.

If HUD receives an original and a revised application for a single proposal, HUD will evaluate only the last submission received by Grants.gov before the deadline.

5. Grace Period for Grants.gov Submissions

If your application is received by Grants.gov before the deadline, but is rejected with errors, you have a grace period of 24 hours after the application deadline to submit a corrected, received, and validated application through Grants.gov. The date and time stamp on the Grants.gov system determines the application receipt time. 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.

6. Late Applications

An application received after the NOFO deadline date that does not meet the Grace Period requirements will be marked late and will not be reviewed by HUD for funding

consideration. Improper or expired registration and password issues are not sufficient causes to allow HUD to accept applications after the deadline date.

7. Corrections to Deficient Applications

HUD will not consider information from applicants after the application deadline except for curable deficiencies.

HUD will uniformly notify applicants of each curable deficiency. See curable deficiency definition in section I.A of this NOFO. Examples of curable (correctable) deficiencies include

inconsistencies in the funding request and failure to submit required certifications. These examples are non-exhaustive.

When HUD identifies a curable deficiency, HUD will notify the authorized organization representative identified on the SF-424 Application for Federal Assistance via email. This email is the official notification of a curable deficiency.

You must email corrections of Curable Deficiencies to applicationsupport@hud.gov within the time limits specified in the notification. The time allowed to correct deficiencies will be no less than 48 hours and no more than 14 calendar days from the date of the email notification. The start of the cure period will be the date stamp on the email sent from HUD. If the deficiency cure deadline date falls on a Saturday, Sunday, Federal holiday, or on a day when HUD's Headquarters are closed, then the applicant's correction must be received on the next business day HUD Headquarters offices in Washington, DC are open.

The subject line of the email sent to applicationsupport@hud.gov must state: Technical Cure and include the Grants.gov application tracking number or the GrantSolutions application number (e.g., Subject: Technical Cure - GRANT123456 or Technical Cure - XXXXXXXXXXX). If this information is not included, HUD cannot match the response with the application under review and the application may be rejected due to the deficiency.

Corrections to a paper application must be sent in accordance with and to the address indicated in the notification of deficiency. HUD will treat a paper application submitted in accordance with a waiver of electronic application containing the wrong UEI as having a curable deficiency. Failure to correct the deficiency and meet the requirement to have a UEI and active registration in SAM will render the application ineligible for funding.

8. Authoritative Versions of HUD NOFOs

The version of this NOFO posted on Grants.gov includes the official documents HUD uses to solicit applications.

9. Exemptions

Parties that believe the requirements of the NOFO would impose a substantial burden on the exercise of their religion should seek an exemption under the Religious Freedom Restoration Act (RFRA).

E. Intergovernmental Review

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

F. Funding Restrictions

1. Purchase of Real Property. The purchase of real property is not an allowable cost under this program.
2. Purchase or Lease of Equipment. The purchase or lease of equipment having a per-unit cost in excess of $5,000 is not an allowable cost unless prior written approval is obtained from HUD. An exception may be made for the purchase or lease of one X-ray fluorescence (XRF) analyzer to be used exclusively by the grant program. Award recipients that purchase XRF analyzers must submit the General Services Administration's annual Tangible Personal Property Report, and its components, Standard Form (SF) 428 and SF 428-A through 428-D, the Annual Report, the

Final (Award Closeout) Report, and the Disposition Report/Request, and, if needed, the Supplemental Sheet SF-428-S (see https://www.grants.gov/web/grants/forms/post-awardreporting-forms.html).
3. Medical Treatment. Medical treatment costs are not allowable under this program.
4. Profit. For profit entities are not allowed to earn a profit under this grant program.
5. You must comply with the Coastal Barrier Resources Act (16 U.S.C. § 3501 et seq.).
6. You may not conduct lead or healthy home hazard control activities or related work that constitutes construction, reconstruction, repair, or improvement (as referenced in Section 3(a)(4) of the Flood Disaster Protection Act of 1973 (42 U.S.C. §§ 4001-4128)) of a building or mobile home which is located in an area identified by the Federal Emergency Management Agency (FEMA) as having special flood hazards unless:
a. The community in which the area is situated is participating in the National Flood Insurance Program in accordance with the applicable regulations (44 CFR parts 59-79), or less than a year has passed since FEMA notification regarding these hazards; and
b. Where the community is participating in the National Flood Insurance Program, flood insurance on the property is obtained in accordance with section 102(a) of the Flood Disaster Protection Act (42 U.S.C. § 4012a(a)). You are responsible for assuring that flood insurance is obtained and maintained for the appropriate amount and term.
7. If funds under this grant program are used in coordination with HUD's Healthy Homes Production Grant (HHP) program, then funds used to address lead-based paint hazards may be used only to reduce lead-based paint hazards using interim controls (see Chapter 11 of the HUD Guidelines to Identify and Control Lead-Based Paint Hazards in Housing) unless prior approval to use abatement methods is granted by the Grantee's Government Technical Representative due to unique circumstances. Lead hazard evaluation and/or control activities must not be a principal focus of the housing-related health hazard evaluation or remediation. State or local governmental applicants interested in primarily conducting residential lead hazard evaluation and/or control activities should consider applying under HUD's FY2023 Lead Hazard Reduction Grant Program, being published separately from this NOFO.
8. Cost Requirements - Allowable Costs and Activities.
This section applies to allowable costs and activities funded under this NOFO. Allowable costs are determined in accordance with the cost principles in 2 CFR part 200, subpart E - Cost Principles.
a. Administrative Costs. Applicants are strongly urged to keep administrative costs as low as feasible, but in no case may they exceed a maximum of 10%. Administrative costs must be reflected under each appropriate line items (e.g., salaries, fringe, supplies), on the Form HUD_424_CBW and a detailed cost element breakdown in the budget narrative must be provided. Administrative costs for this program include any indirect cost placed in HUD share budget columns, as well as the sum of the budget line items that have inherent administrative costs, 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 **"total"** administrative cost.

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 this grant. In charging costs to this category, the recipient may either include the entire salary, wages, and related costs allocable to the program of each person whose primary responsibilities with regard to the program involve program administration assignments, or the pro rata share of the salary, wages, and related costs of each person whose job includes any program administration activities. The recipient may use only one of these methods during the grant period. Program administration includes, but is not limited to, the following types of activities:
(1) Managing or supervising persons whose primary responsibilities within the program include such assignments as those described in section III.F.2 above;
(2) Travel costs incurred for official business in general program administration that can be specifically identified with this grant program;
(3) Transportation costs incurred for general program administration that can be specifically identified with this grant program;
(4) Equipment, supplies (especially office supplies), and materials used for program administration that can be specifically identified with this grant program;
(5) HUD-required or HUD-approved trainings or conferences; and
(6) Certification and licensing costs required for program administration responsibilities.

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 Code of Federal Regulations - https://www.govinfo.gov/app/collection/cfr. Indirect (F&A) costs may only be charged to an OLHCHH grant program under a cost allocation plan or an indirect cost rate agreement or in accordance with the requirements of 2 CFR 200.414(f), on the de minimis rate.
b. Eligible Project Costs. Applicants are strongly encouraged to focus expenditures on the performance of lead and healthy homes and weatherization assessment and remediation activities. Costs that are eligible for HHWCD grant funds include the following:
(1). For Healthy Homes Production Grant Programs partnering with a HHWCD grantee that is a WAP grantee or a WAP subgrantee:
(a). Additional HHP staff costs related to coordinating with the WAP partner and evaluating the unit under this program.
(b). Mitigating conditions that would interfere or prevent the unit from being weatherized by the WAP partner.
(c)(i). Reimbursing the WAP partner for conducting an energy audit.
(ii) Implementing standard energy conservation measures (unless this work is being conducted by the WAP partner with its own funding and is counted as a weatherized unit per the WAP grant).
(d). If an assessment does not find any intervention-eligible housing-related health and safety hazards, the assessment costs may be charged to the HHWCD grant, but those units cannot be counted under program-specific goals for the purposes of this HHWCD grant. If weatherization work is not performed in a unit, but other housing hazards are found during the weatherization

inspection and subsequently mitigated using HHP funds, then that unit may be counted towards program specific cooperation and coordination goals.

- For a given unit at least 10% must come from WAP funds, for that unit to be counted towards the success of the program with regards to the cooperative capacity building.
- For a given unit at least 10% must come from either HHWCD or HHP funds, for that unit to be counted towards the success of the program with regards to cooperative capacity building.

(2) Where a WAP grantee or subgrantee is partnering with a HHWCD grantee that is an HHP grantee:
(a) Additional WAP grantee or subgrantee staff costs related to coordinating with the HHP partner and evaluating the unit under this program.
(b) Conducting interventions to prevent the unit from being deferred if the unit has also received a healthy homes assessment from the HHP partner.
(c)(i) Reimbursing the HHP partner or the HHWCD partner for conducting lead-based paint inspections and risk assessments, radon testing, and healthy homes inspections.
(ii) conducting lead hazard control interventions, and mitigating health and safety hazards (unless this work is being conducted with the program's HHP or HHWCD funding and is counted as a successfully treated housing unit per the HHP or the HHWCD grant).
(d) Conducting energy audits and implementing energy conservation measures in units that do not meet all WAP program requirements (as described in Section I.A.e above of this NOFO). If an assessment does not find any intervention-eligible weatherization opportunities, the assessment costs may be charged to the HHWCD grant, but those units cannot be counted under program-specific goals for the purposes of this HHWCD grant. If weatherization work is not performed in a unit, but other hazards are found during the weatherization inspection and subsequently mitigated using HHP funds, then that unit may be counted towards program specific cooperation and coordination goals.

- For a given unit at least 10% must come from WAP funds, for that unit to be counted towards the success of the program with regards to cooperative capacity building.
- For a given unit at least 10% must come from either HHWCD or HHP funds, for that unit to be counted towards the success of the program with regards to cooperative capacity building.

(3) Where the HHWCD grantee is also an HHP grantee and a WAP grantee or WAP subgrantee and is undertaking activities pertinent to the HHWCD program that are described in paragraphs (1) and/or (2), above, of this section IV.F.8.b, under the HHP and/or WAP grant agreement(s), the HHWCD grantee shall be particularly diligent in:
(i) identifying the source of funds being used from each such grant under that grant's requirements;
(ii) reimbursing, when applicable, under paragraphs (1)(c)(i) and /or (2)(c)(i) above the HHP grant's or WAP grant or subgrant's account(s) with funds from the HHWCD grant's account; and
(iii) creating and maintaining records that identify adequately the source and application of funds for federally funded activities (2 CFR 200.302(b)(3)) pertaining to each such grant, among other statutory, regulatory, and policy requirements.

9. Specific guidance on eligible project costs includes the following:
(1) The average direct cost of HHWCD grant funds per unit shall be no greater than $10,000 for activities to include:

- assessments, inspections, audits, and evaluations conducted before, during, and after interventions,
- materials and labor for interventions, to include healthy homes interventions, energy conservation measures, limited renovations, repairs, and painting, and
- any necessary follow-up, where the costs of such activities are not paid from other sources. Note that the OLHCHH's FY 2023 HHP program anticipates an average unit direct cost of $10,000 for healthy homes assessments and interventions, and that a critical goal of the HHWCD program is to determine whether this coordinated delivery of services achieves cost-effectiveness, so that average HHWCD direct cost per unit should be no greater – and should preferably be lower.

(2) The maximum direct cost of HHWCD grant-funded work on a single home, a multi-unit building, or a development cannot exceed 50% more than the average direct cost of HHWCD grant funds per unit (i.e., a maximum of $15,000) unless written approval is provided by the grant's Government Technical Representative (GTR) in advance of the interventions or other construction activities based on a sound and detailed justification by the HHWCD grantee.
(3) Conducting sampling and analysis for lead, radon, carbon monoxide and/or other housing-related health and safety hazards, as appropriate, following established protocols and procedures when possible. Residential paint, soil, or dust samples to be analyzed for lead must be analyzed by a laboratory recognized by the U.S. Environmental Protection Agency's (EPA's) National Lead Laboratory Accreditation Program (NLLAP) (The National Lead Laboratory Accreditation Program (NLLAP) | US EPA) with the recognition under NLLAP applicable to the medium analyzed. Samples to be analyzed for mold must be submitted to a laboratory accredited by the Environmental Microbiological Laboratory Accreditation Program (EMLAP), administered by the American Industrial Hygiene Association (AIHA) Laboratory Accreditation Programs, LLC.
(4) Re-evaluation or clearance of the remediation activities being completed.
(5) Conducting evaluation of the project through data collection, analysis, and reporting. This includes compiling and delivering such data as may be required by HUD.
(6) Providing HUD-approved training of applicant's staff and partners on key healthy homes activities, such as conducting integrated homes assessments and evidence-based interventions to address identified healthy homes hazards.
(7) Providing DOE-approved training for weatherization-related activities such as conducting energy audits and implementing energy conservation measures. Providing the training for Quality Control Inspector (QCI) certifications for staff and partners.
(8) Conducting targeted outreach, affirmative marketing, or education that help promote participation in the demonstration and further the goal of protecting children and adults from exposure to residential health and safety hazards and improving energy efficiency. This includes taking reasonable steps to provide meaningful language access to these potential benefits and information to persons with limited English proficiency (LEP), in accordance with HUD's *Final Guidance to Federal Financial Assistance Recipients Regarding Title VI, Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons* published on January 22, 2007, in the *Federal Register, at 72 Fed. Reg. 2732* and Executive Order 13166 "Improving Access to Services for Persons with Limited English Proficiency (LEP)".

In addition, the recipient must adopt and implement procedures to ensure that interested persons (including persons with impaired vision or hearing) can obtain information concerning the existence and location of accessible services, activities, and facilities. See 24 CFR 8.6(b). Recipients must take appropriate steps to ensure that information and communications related to all training, education, marketing, and outreach activities conducted pursuant to this NOFO are provided in a manner that is effective for persons with hearing, visual, and other communication-related disabilities or provide other means of accommodation for persons with disabilities consistent with Section 504 of the Rehabilitation Act of 1973 and HUD's Section 504 regulations, and Titles II or III of the ADA and implementing regulations. Recipients must provide appropriate auxiliary aids and services necessary to ensure effective communication with applicants, participants, and members of the public, and to provide appropriate auxiliary aids and services, including for electronic communication mechanisms and features, where necessary to afford individuals with hearing, vision, and other communication-related disabilities an equal opportunity to access information. See 24 CFR 8.6; 28 CFR 35.160, 36.303. These may include effective methods that make aurally delivered information available to individuals who are deaf or hard of hearing, and visually delivered materials available to individuals who are blind or have low vision. The type of auxiliary aid or service necessary to ensure effective communication will vary in accordance with the method of communication used by the individual. In determining what types of auxiliary aids and services are necessary, successful applicants shall give primary consideration to the requests of individuals with disabilities. Meetings must be held, and services provided in facilities that are physically accessible to persons with disabilities. Where physical accessibility is not achievable, successful applicants must give priority to alternative methods of product or information delivery that offer programs and activities to qualified individuals with disabilities in the most integrated setting appropriate under HUD's implementing regulations for Section 504 of the Rehabilitation Act of 1973 (See 24 CFR 8, subpart C).
(9) Securing liability insurance for housing-related environmental health and safety hazard evaluation and control activities.
(10) Purchasing resident supplies, to include "respiratory friendly" cleaning supplies, integrated pest management kits, or household safety items as required with the identified housing related health hazards and direct intervention activities.

Indirect Cost Rate

Normal indirect cost rules under 2 CFR part 200, subpart E apply. If you intend to charge indirect costs to your award, your application must clearly state the rate and distribution base you intend to use. If you have a Federally negotiated indirect cost rate, your application must also include a letter or other documentation from the cognizant agency showing the approved rate. Successful applicants whose rate changes after the application deadline must submit the new rate and documentation to assure the award agreement incorporates the applicable rate.

Applicants other than state and local governments. If you have a Federally negotiated indirect cost rate, your application must clearly state the approved rate and distribution base and must include a letter or other documentation from the cognizant agency showing the approved rate. If your organization does not have a current negotiated rate (including provisional rate) and elects to use the de minimis rate, your application must clearly state you intend to use the de minimis rate of 10% of Modified Total Direct Costs (MTDC), as defined at 2 CFR 200.1. Costs must be consistently charged as either indirect or direct costs but may not be double charged or inconsistently charged as both, as described in 2 CFR 200.403. Once elected, the de minimis rate

must be applied consistently for all Federal awards until the organization chooses to negotiate a rate, which the organization may apply to do at any time. Documentation of the decision to use the de minimis rate must be retained on file for audit.

State and local governments. If your department or agency unit has a Federally negotiated indirect cost rate, your application must include that rate, the applicable distribution base, and a letter or other documentation from the cognizant agency showing the negotiated rate. If your department or agency unit receives more than $35 million in direct Federal funding per year, you may not claim indirect costs until you receive a negotiated rate from your cognizant agency for indirect costs as provided in Appendix VII to 2 CFR part 200.

If your department or agency unit receives no more than $35 million in direct Federal funding per year and your department or agency unit has developed and maintains an indirect cost rate proposal and supporting documentation for audit in accordance with 2 CFR Part 200, Appendix VII, you may use the rate and distribution base specified in that indirect cost rate proposal.

Alternatively, if your department or agency unit receives no more than $35 million in direct Federal funding per year and does not have a current negotiated rate (including provisional) rate, you may elect to use the de minimis rate of 10% of MTDC. As described in 2 CFR 200.403, costs must be consistently charged as either indirect or direct costs but may not be double charged or inconsistently charged as both. Once elected, the de minimis rate must be applied consistently for all Federal awards until your department or agency chooses to negotiate for a rate, which you may apply to do at any time. Documentation of the decision to use the de minimis rate must be retained on file for audit.

G. Other Submission Requirements

1. Standard Application, Assurances, Certifications and Disclosures

Standard Form 424 (SF-424) Application for Federal Assistance

The SF-424 is the government-wide form required to apply for Federal assistance programs, discretionary Federal grants, and other forms of financial assistance programs. You must complete and submit the form with the other required forms and information as directed in this NOFO.

By signing the forms in the SF-424 either through electronic submission or in paper copy submission (for those granted a waiver), you and the signing authorized organization representative affirm that you both have reviewed the certifications and assurances associated with the application for Federal assistance and (1) are aware the submission of the SF-424 is an assertion that the relevant certifications and assurances are established and (2) acknowledge that the truthfulness of the certifications and assurances are material representations upon which HUD will rely when making an award to the applicant. If it is later determined the signing authorized organization representative to the application made a false certification or assurance, caused the submission of a false certification or assurance, or did not have the authority to make a legally binding commitment for the applicant, the applicant and the individual who signed the application may be subject to administrative, civil, or criminal action. Additionally, HUD may terminate the award to the applicant organization or pursue other available remedies. Each applicant is responsible for including the correct certifications and assurances with its application submission, including those applicable to all applicants, those applicable only to Federally

recognized Indian tribes, or Alaskan native villages and those applicable to applicants other than Federally recognized Indian tribes, or Alaskan native villages.

Assurances (HUD 424-B)

By submitting your application, you provide assurances that, if selected to receive an award, you will comply with U.S. statutory and other requirements, including, but not limited to civil rights requirements. All recipients and subrecipients of the award are required to submit assurances of compliance with federal civil rights requirements. *See, e.g.,* Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments Act of 1972, Section 504 of the Rehabilitation Act of 1973, Violence Against Women Act, and the Age Discrimination Act of 1975; *see also* 24 C.F.R. §§ 1.5; 3.115; 8.50; and 146.25. HUD accepts these assurances in the form of the HUD 424-B, which also require compliance with HUD Reform Act requirements and all general federal nondiscrimination requirements in the administration of the federal assistance award.

Applicant Disclosure Report Form 2880 (HUD 2880)

The form HUD 2880 is required if you are applying for assistance within the jurisdiction of HUD to any project subject to Section 102(d) of the HUD Reform Act. Assistance is provided directly by HUD to any person or entity, but not to subrecipients. It includes assistance for the acquisition, rehabilitation, operation, conversion, modernization, renovation, or demolition of any property containing five or more dwelling units that is to be used primarily for residential purposes. It includes assistance to independent group residences, board and care facilities, group homes and transitional housing but does not include primarily nonresidential facilities such as intermediate care facilities, nursing homes and hospitals. It also includes any change requested by a recipient in the amount of assistance previously provided, except changes resulting from annual adjustments in Section 8 rents under Section 8(c)(2)(A) of the United States Housing Act of 1937 (42 U.S.C. 1437f). See HUD Reform Act regulation for additional information.

Code of Conduct

Both you, as the award recipient, and all subrecipients must have a code of conduct (or written standards of conduct). The code of conduct must comply with the requirements included in the "Conducting Business in Accordance with Ethical Standards" section of the Administrative, National and Department Policy Requirements and Terms for HUD Financial Assistance Awards, as well as any program-specific requirements. These requirements include ethical standards related to conflicts of interest for procurements in 2 CFR 200.318(c) and 2 CFR 200.317, as well as HUD-specific conflict of interest standards. HUD maintains a list of organizations that have previously submitted written standards of conduct on its Code of Conduct for HUD Grant Programs webpage. But it is your responsibility to ensure that the standards are compliant with the noted requirements and that HUD has the latest version of the written standards. Updated written standards should be submitted with the application. Any updates to your written standards, after the application period, should be submitted as directed by the HUD program contact for this NOFO.

Affirmatively Furthering Fair Housing

With some exceptions for Federally recognized Indian tribes and their instrumentalities, the application must discuss how the applicant will carry out the proposed activities in a manner that affirmatively furthers fair housing in compliance with the Fair Housing Act and its implementing regulations, and how applicants will meet the requirements of the definition of AFFH at 24 CFR

5.151. Applicants may propose activities that are consistent with their jurisdiction's Analysis of Impediments (AI), an Assessment of Fair Housing (AFH), or other means of fair housing planning that meaningfully supports their AFFH certification.

If the applicant will carry out proposed activities in a jurisdiction with an AFH, the proposed activities should be consistent with the AFH's fair housing goals and with fair housing strategies specified in the jurisdiction's Consolidated Plan or Public Housing Agency Plan.

You must submit, a narrative in Appendix F, according to the instructions in Section IV.B., which describes how your proposed NOFO activities are aligned with AFFH requirements. This narrative will be evaluated for sufficiency. If the narrative is deemed insufficient, it will be a "Curable Deficiency" that will be communicated to you for correction with a notice of deficiency.

2. Other Program-Specific Requirements
Standard Form 424A (SF-424A): Budget Information for Non-Construction Programs

Applicants must provide a complete and detailed budget for the total performance period of the expected award through the submission of the SF-424A. For the budget recorded on form SF-424A, provide a breakdown of the aggregate numbers detailing their allocation to each activity. The budget must also include a yearly breakdown of costs for each activity. In addition to the SF-424A form instructions available on Grants.gov, applicants should use Appendix I. HUD's Guidance for Preparing a Budget Request in this NOFO, to complete the SF-424A. The data submitted on the SF-424A form will inform the expected financial assistance award for this NOFO. All costs charged to awards made as a result of this funding announcement must be allowable, allocable, and supported by adequate documentation, consistent with applicable cost principles.

Federal Assistance Assurances

To ensure compliance with statutory requirements for non-construction grant programs, you must complete the Federal Assistance Representations and Certifications section of your sam.gov registration. HUD and OMB use information reported within sam.gov for general management of Federal assistance awards programs. For more information on how to update your sam.gov registration, visit SAM.gov or the Federal Service Desk, FSD.gov. You can search for help at FSD any time or request help from an FSD agent Monday-Friday 8 a.m. to 8 p.m. ET.

V. APPLICATION REVIEW INFORMATION

A. Review Criteria

1. Rating Factors

Each of the four factors is weighted as indicated by the number of points that are assigned to it. The maximum score that can be attained is 102 points (100 points from the four rating factors and an extra 2 preference points if the applicant is a Minority Serving Institution (MSI) or partnering with an MSI that is substantially involved in conducting the grant program.). For the MSI partner to be substantially involved, they must either manage a phase and/or at least have one person as key personnel on the grant program team. Applicants should be certain that each of these factors is adequately addressed in the project description and accompanying materials. To

the extent feasible, include all the needed information within your response to each rating factor. If your response to a particular rating factor cites information provided in your response to another rating factor, clearly indicate where the information is located so that the reviewer can easily locate it.

a. Rating Factor 1 - Applicant and Partner Organizational Capacity and Experience (24 points)

This factor addresses the extent to which you have the ability, capacity and organizational resources necessary to successfully coordinate activities between HHP and weatherization programs and implement your proposed activities in a timely manner. The rating of your application will include any sub-grantees, consultants, contractors, sub-recipients, and members of consortia that are firmly committed to the project (generally, "subordinate organizations"). You must demonstrate that your organization has sufficient qualified personnel or will actively retain qualified experts or professionals to effectively coordinate the activities of both HHP and WAP programs with a focus on achieving HUD's goals and objectives for this NOFO. You should further demonstrate your ability to initiate identification and remediation of the housing units within 60 days of the grant award. If any of the key personnel titles/roles you identify are not currently filled when you submit your application, describe your plan to fill the vacancies in a timely manner. In rating this factor, HUD will consider the extent to which your application demonstrates:

(1) The capability and qualifications of key personnel. (8 points)
Key personnel must include, at a minimum, a Project Director (PD) and a Project Manager (PM). Unless financial management of the grant falls under the responsibility of the PD or PM, you must also identify a Fiscal Officer (FO) responsible for the financial management of the grant. You must provide resumes, no longer than 3 pages, of the key personnel and job descriptions for key personnel that will be hired (PD, PM, and FO). You must describe the roles and responsibilities of each of the key personnel for the project, and the percentage of time they will dedicate to this grant. Please do not include the Social Security Numbers (SSN) of any person.

* FTE = Full time equivalent; if labor hours are used, convert to FTE based on 1 FTE = 2,080 hours per year.

The day-to-day Project Manager must be experienced in housing code, housing rehabilitation, residential environmental hazard control, weatherization or other work related to the project and must have demonstrated project management experience. If you have not yet hired a Project Manager, you must include the job announcement for this position in the Appendix to your application. Applications that propose key personnel that do not meet the minimum qualifications described above will not receive full points under this subfactor.
The applicant must describe how the program will be administered from start-up to grant closeout.

(2) Past performance of the project team in managing similar projects. (6 points)
(1) Describe projects completed by your organization that demonstrate experience in implementing programs of relevance to this NOFO (e.g., "similar programs" such as public health, environmental health, weatherization, housing rehab programs) in the last five years

before the submission date for this NOFO.
(2) Describe past experience in successfully coordinating and delivering weatherization and healthy homes interventions. Discuss whether and how you achieved performance benchmarks and objectives, addressed program oversight, and evaluate program impact.

(3) Partner Capacity (8 points)
The Applicant must demonstrate the commitment from the HUD-funded HHP, or the DOE-funded Weatherization programs whichever program is not the applicant to this grant, in partnering to execute grants funded under this program**.** This can be demonstrated through letters of commitment (include the grant number for the HUD HHP grant if you are a WAP applicant) from the authorized officials from the organization that is not the primary applicant. To implement a successful grant program, HUD recognizes the importance of partners and partnerships. The interdisciplinary nature of this NOFO requires strong partnerships for the projects to be successful. Applicants are strongly encouraged to also create formal partnerships with government agencies and other organizations to leverage existing programs in public health, housing and community development, and healthcare, as appropriate. For example, partnering with local clinics can identify households that would benefit from home interventions and partnering with health insurers could demonstrate potential healthcare savings from this cooperative model.
Partnerships are encouraged with programs that focus on improving housing conditions among underserved communities and other vulnerable and disadvantaged populations. In describing formal partnerships, include the Legal Business name of all partner organizations, include details on the partners roles in project implementation and describe any formal agreements that have been created. Also, detail each of these critical partner entities' qualifications and experience in initiating and implementing related public health, environmental health, or housing projects. Points will be awarded based on (the partner organization's) relevant experience and the extent to which the application details their contribution to this project.

(4) Environmental Review Capacity. (2 points) State, Tribal, or unit of general local government applicants must identify the individual(s) who will be responsible for completing the tiered environmental review (Tiers 1 and 2) and Request for Release of Funds requirements. Applicants that are not states, tribes, or units of general local governments must identify the appropriate non-recipient Responsible Entity (24 CFR 58.2(a)(7)(ii)) State, Tribal, or unit of general local government entity that will assume environmental review responsibilities for the grant. Verification by the Responsible Entity shall be included in an attachment to your application. See 24 CFR part 58, Environmental Review Procedures for Entities Assuming HUD Environmental Responsibilities (https://www.ecfr.gov/current/title-24/subtitle-A/part-58), and HUD's Office of Environment and Energy (https://www.hud.gov/program_offices/comm_planning/environment_energy/environmental_review) for guidance and training materials and additional environmental requirements details.

b. Rating Factor 2 - Need and Extent of the Problem (20 points)
Applicants will be scored in this rating factor based on documented need as evidenced by the submission of the most current, thorough, credible, and appropriate data and source information. There must be a direct and substantial relationship between the proposed activities and your community's documented needs. In responding to this rating factor, you should describe how your program would make a significant impact in addressing the identified needs. The source of

the data submitted in response to this rating factor must be clearly identified and should be publicly available if possible. Applicants must ensure that the current residents of the target area, whose demographic characteristics constitute the data for this rating factor, are the individuals and families that receive priority for the benefits of the funding received through this NOFO.

Provide data responses in simple table format. (NOTE: Data must be provided that is within the jurisdiction/target area of the applicant – do not provide data from outside the applicant's jurisdiction without adequately detailing and justifying the reasons for this inclusion). **Also, when possible, compare the data you provide to demonstrate need in your target area to the comparable measures for your state and/or the U.S. (if state data are not available).**

(1) Demographic and Other Data for Target Area. (5 points)

(a) Targeting Underserved and Disadvantaged Communities (The Justice40 Initiative). Executive Order 14008, Tackling the Climate Crisis at Home and Abroad, section 223, Justice40 Initiative, applies to this grant program. The Justice40 Initiative (J40) sets an Administration "goal that 40 percent of the overall benefits [of covered programs] flow to disadvantaged communities. The recommendations shall focus on investments in the areas of…affordable and sustainable housing; training and workforce development; remediation and reduction of legacy pollution;…" As part of implementing J40, OMB issued its Memorandum 21-28, Interim Implementation Guidance for the Justice40 Initiative, which identified, in its Appendix A, HUD's Lead Hazard Reduction and Healthy Homes Grants as J40 pilots that are "to maximize the benefits that are directed to disadvantaged communities." OMB's interim guidance lists 13 factors that may be included in determining if a community is disadvantaged; among these are factors regarding environmental or climate indicators and socioeconomic indicators. The Council on Environmental Quality has developed a Climate and Economic Justice Screening Tool that identifies, for each census tract in the U.S., whether that small-population area (averaging 4,400 people, and 1700 housing units, nationally) is a disadvantaged community according to the OMB guidance.

As part of your application, you must identify the Census tracts that will constitute the target area for your grant using the target area selection tool linked from Appendix C of this NOFO; instructions on using the tool are in that appendix.

If you wish to be awarded points for this rating subfactor on underserved and disadvantaged communities, then, as shown in the Disadvantaged Communities table, you must set a percentage of disadvantaged communities in your target area that is at least three-quarters of the 40 percent Justice40 criterion, i.e., 30 percent, for which you will receive 1 point. For meeting the Justice40 criterion of 40%, you will receive 3 points; for exceeding the criterion with 50%, 4 points, and exceeding the criterion with 60%, 5 points. (Round down (truncate) fractions of a percent to the whole percent below.)

As part of reporting on your grant's implementation, you will be identifying the census tract in which each of the homes you treated (evaluated and made safe, healthy and energy efficient) is located. This will enable you and HUD to monitor if you are meeting your application's minimum percentage of housing units benefited being within one of your target area's disadvantaged community census tracts.

Scoring for Disadvantaged Communities Table				
# of Disadvantaged communities census tracts in target areas	#	# of Census tracts in target area	#	%
Points		% of Disadvantaged communities census tracts in target area		
5		>=60%		
4		>=50%		
3		>=40%		
1		>=30%		
0		<30% or No data provided		

(3) Housing Data. (7 points)

a. The total number and percentage of housing units that are rental and owner-occupied in the area they will be working.
b. The average number of interventions conducted annually by the HHP grantee, whether under the HHP grant or another grant that addresses housing health and safety issues, such as the Community Development Block Grant (CDBG), HOME, Habitat for Humanity, Rebuilding Together, or similar programs, over the last two years (or over a one-year period if two years of data are not available).
c. The number of weatherization applications processed compared to the number of units weatherized, in the last two years.

(i). The number of households currently on the waiting list of the WAP included in this application compared to the number of units weatherized by the WAP in the last two years.
(ii). The average number of units assessed and the average number and percentage of assessed units that are deferred annually by the WAP due to health and safety issues or structural issues (please provide a separate estimate for each area).
d. The percentage of housing with moderate and severe inadequacy. Based on “housing adequacy” which classifies housing physical conditions as: Severely inadequate (due to plumbing, heating, electricity, wiring, and upkeep), moderately inadequate (upkeep and others-list of housing conditions), and adequate (if it does not meet the severely or moderately inadequate definitions). See the Census’s American Housing Survey (AHS), Definitions webpage, Appendix A-15.

(4) Health and Other Factors Demonstrating Need. (7 points)

(a) Data on asthma prevalence for children and adults in target communities and data on emergency department use and hospital admissions for asthma in hospitals serving the target communities, including the percentage of each set of target communities' data as compared to the corresponding state rate. (1 point)
(b). Percentage of persons enrolled in Medicaid or the Children's Health Insurance Program (CHIP) program in the target area, including the percentage of the target communities’ data as compared to the state percentage. (For state enrollment percentages, see Appendix D.) (2 points)

(c). Data on the energy burden for households in the target community (e.g., the average percentage of income used to cover home energy costs), including the percentage of the target communities' energy burden as compared to the state energy burden. (For state energy burden rates, see Appendix E.) (2 points)
(d). Number and percentage of families receiving assistance through the Women, Infants, and Children (WIC) program, Head Start, or the Supplemental Nutrition Assistance Program, including the percentage of the target communities' data as compared to the respective state percentage. (2 points)

c. Rating Factor 3 - Soundness of Approach (46 Points)
Your response to this rating factor should describe your approach to implementing your proposed demonstration project. Your project plan should be presented as a logical sequence of steps or phases with individual tasks described for each phase. You should address the following subfactors in your description:
(1) Project Plan (20 points): Provide a succinct description of your overall strategy for implementing your project. Clearly describe your planned approach for coordinating the activities of both the HHP programs and WAPs in implementing activities supported through this NOFO. Describe how you will structure your project to allow the identification of the program model that results in the greatest program cost efficiencies (e.g., by comparing different implementation approaches) while maximizing improvements in indoor environmental quality (IEQ) and safety. HUD anticipates that efficiencies in inter-program coordination can be achieved through approaches such as thoughtful phasing of home assessments and interventions, the cross-training of program staff to conduct healthy homes assessments and energy audits, and the use of contractors that can conduct both healthy homes interventions and energy conservation improvements. Documenting improvements in IEQ will require careful and thorough record keeping of pre/post-intervention improvements in key IEQ measures (e.g., reduction in healthy homes hazards, reduction in safety hazards, improved thermal comfort and ventilation). (Note: a HUD contractor will work with grantees to collect data in a standardized format to assess program impact and outcomes). HUD acknowledges that demonstrating improvements in occupant health outcomes can be challenging for multiple reasons, including the follow-up period and sample size needed to assess outcomes such as injury prevention. Health outcomes that are more feasible to assess include improvements in asthma control among children and adults and possibly in respiratory symptoms associated with chronic obstructive pulmonary disease (COPD). While some households recruited by HHP and WAP programs will by chance likely include some members with poorly controlled asthma, applicants should consider the value of using NOFO funding for targeting these households for interventions and outcome assessment. This can be facilitated by partnering with healthcare organizations that serve your target population.
(a) Weatherization programs should describe how funds will be used to prevent the deferral of units and address additional health and safety hazards and conditions that are not normally addressed during weatherization treatments.
(b) HHP programs should describe how the addition of weatherization measures can be efficiently conducted to supplement standard interventions.
(c) Describe the safeguards you are planning to put in place to protect the personal and health information that is subject to the Health Insurance Portability and Accountability Act (HIPAA).
(d) Describe what procedures will be followed to prevent inter-program coordination from

significantly increasing the relocation period for occupants.
(e) Describe how you plan to complete a minimum of 15 units to demonstrate inter-program coordination in which HHWCD NOFO funds are only used to support evaluation activities.
(f) Describe how you plan to conduct coordinated HHP/WAP interventions in 15 units that house no occupant with known physician-diagnosed asthma case, and 15 units that house an occupant with asthma that is not well controlled (or all such units if fewer than 15 such units are available under this grant).
(g) Describe if you will use NOFO funds in units that do not meet all HHP and WAP program requirements. If this is planned, provide an estimate of the number of units in this category that will receive interventions.
(h) Provide an estimate of the total number of HHP and WAP units that will receive coordinated assessments and interventions through your HHWCD program grant. **Applicants are encouraged to maximize the number of units that receive benefits through this grant funding**.
(i) Applicants that include a HHP program and WAP that serve the same community and have not yet established a routine and consistent approach to inter-program coordination in service delivery will receive 3 points under this rating factor. Letters of commitment from the programs must be provided in the application. The letter from the OLHCHH grantee must include their grant number. The letter should describe any previous efforts at coordination between the programs (if any).
(2) Recruiting households (2 points): For interventions conducted solely with funds awarded through this NOFO, describe your plans for identifying households with individuals in your target area, including communities of color and other historically underserved populations, who could most benefit from the home interventions and how you would recruit the household into the program. For renters, you should discuss your approach for recruiting both the household and the property owner. Your plans should also include strategies on how to provide meaningful access for individuals with limited English proficiency and persons with disabilities.
(3) Assessing homes and developing scopes of work (3 points): Describe your process for assessing homes recruited by the HHP program as being potential candidates for weatherization and vice versa for WAP recruitments. Describe your approach for conducting “healthy homes” assessments of homes to identify health and safety hazards/conditions (e.g., mold, excess moisture, conditions that make the home vulnerable to moisture intrusion, pests, dust reservoirs, poor indoor air quality, injury hazards, etc.). Explain how you will develop your intervention work plan based on the results of the home assessment. HHP programs should describe how energy audits will be incorporated into the assessment process. Rehab activities should incorporate low emission materials (e.g., low VOC paints and adhesives, flooring materials, etc.). Moisture-resistant construction materials should also be used where possible.
(4) Describe your plan for contracting for structural interventions (3 points): Indicate how you will oversee the work and ensure that it is completed according to scope and timeline and is of acceptable quality.
(5) Referrals for other needs (2 points): Describe your plans to identify partners in the community to provide the recruited households access to needed services that are not covered by the primary program partners (e.g., medical, social services).
(6) Evaluating the impact of home interventions (4 points): Grantees will be required to cooperate with the HUD OLHCHH in conducting an evaluation of your demonstration program with respect to the efficiency of cooperative models and additional improvements in indoor

environmental quality and occupant benefits gained through the cooperative approach (e.g., reduction in energy costs, improved quality of life). If you will be evaluating additional aspects of your program, describe your plans for this. HUD's evaluation of your program will likely require the capture of data on items such as intervention costs, housing hazards, and post-intervention energy use. Describe your project team's capacity to accurately capture data and store these data in a secure manner (i.e., both paper and electronic records). If your project team has experience evaluating program activities, please provide a succinct description of these activities and their outcomes.

(7) Building sustainable elements into your program design (4 points): HUD is interested in applicants including aspects of the demonstration that could be sustained following completion of the grant funding. Please identify elements of your collaborative model that can be sustained and describe how lessons learned from implementing the demonstration will be used to inform and help sustain future inter-program collaboration.

(8) Budget and Budget Justification (6 points):

(a) Utilize the HUD_424_CBW: HUD Detailed Budget Worksheet to estimate the cost for your program. A separate budget must be provided for each partner that are proposed to receive more than 10 percent of the federal budget request. Your narrative justification associated with these budgeted costs should be submitted as part of the Total Budget (Federal Share and Leveraging) but is not included in the 15-page limit for this submission. The narrative shall provide an explanation of the basis for the major budget items. Separate narrative justifications shall be submitted for partners that are submitting separate budgets. (4 points)

(b) You will be evaluated on the extent to which resources seem reasonable and appropriate for this type of project, especially with respect to the balance of funding used to support salaries of program staff compared to the amount supporting direct housing services. (2 points)

(9) Section 3 Strategy (2 points): Describe your strategy for hiring local low-income residents, providing training opportunities, and awarding contracts to local Section 3 businesses. Applicants should:

(a) outline your plan to notify residents and contractors about jobs and contracts that may become available.

(b) notify potential contractors about the requirements of Section 3.

(c) hire community residents and award contracts to local businesses; and

(d) assist in obtaining compliance among contractors and subcontractors.

d. Rating Factor 4 - Achieving Results and Project Management: (10 Points)

This factor emphasizes HUD's commitment to ensuring that applicants keep promises made in their applications. The performance of successful applicants will be assessed quarterly to ensure that performance goals are met. This factor requires applicants to clearly identify benchmarks and milestones that demonstrate progress in project completion as well as final project outcomes. Applicants must also provide a brief management plan that indicates how they will ensure timely and successful completion of the project. The application shall include the following:

(1) Project Schedule (3 points). Provide a schedule for the completion of all major tasks, with associated benchmarks and major milestones and deliverables. Benchmarks and important milestones (e.g., completing the recruitment of participants) should be identified on a quarterly basis in the timeline. Identify the organization/person that will have primary responsibility for the completion of each of the major project milestones. You should plan on providing a final project report to HUD based on a template that you will be provided. The final report shall

include a concise description of the project design and implementation (discussing reasons for deviating from the original demonstration design) with an emphasis on key lessons learned. Successful applicants will be required to enter project benchmarks and milestones into a spreadsheet, which will be used by HUD to track progress.
(2) Project Administration and Oversight (5 points). Describe how you will administer this cooperation demonstration project, including how you will address oversight and financial management. Describe how funding will flow from you to those who will perform work under you on this program and how you will ensure that work is conducted, and acceptable services are provided before you pay invoices, and before you submit invoices to HUD. Describe the staff, procedures, and project management system you will use to ensure proper project oversight/monitoring, contract administration, routine monitoring, and if you will conduct it, targeted monitoring, of all sub-grantees and contractors to ensure conformity to the terms, conditions, and specifications of contracts or other formal agreements.
(a) Describe how you will separately track the funding streams that are used to conduct work in project units, including this NOFO funding. Include a description of your plan for ensuring that personnel work hours are charged to the appropriate funding source.
(b) Submit an organizational chart that shows the key players in the project, their roles, and their reporting relationships. The chart may be submitted as an attachment and will not count towards the 15-page maximum.
(3) Identify potential obstacles and delays (2 points) in maintaining your proposed schedule and achieving your project objectives (e.g., recruitment and/or retention, contracting difficulties) and discuss steps and adjustments you would take to respond to these potential obstacles and delays to ensure timely completion of the project.

Maximum Points: 100

2. Other Factors

Preference Points

This NOFO supports the following policy initiatives. If your application demonstrates the appropriate information for the policy initiative, your application will receive up to two (2) points for each initiative, and will receive no more than a total of four (4) points. These points are added to your application's overall score.

Minority-Serving Institutions (2 points)

You may choose to voluntarily commit to address policy initiatives in your application. Addressing these policy initiatives is not a requirement to apply for or receive an award. If you choose to address a voluntary policy initiative in your application, however, you will be required to adhere to the information submitted with your application should you receive an award. The proposed information will be included as a binding requirement of any federal award you receive as a term and condition of that award.

This program does not offer points for Climate Change

This program does not offer points for Environmental Justice.

Minority-Serving Institutions

Pursuant to Executive Orders 13985, 14041, 14045, and 14031, you may receive up to two (2) preference points if you are an applicant designated as a minority-serving institution (MSI) or if

your application proposes one or more partnerships with minority-serving educational institutions that have been historically underserved.

An applicant designated by the U.S. Department of Education as an MSI will receive up to two (2) preference points when the application includes documentation of the applicant's status as an HBCU, Hispanic-serving institution, Tribal-controlled postsecondary institution, Alaska Native-serving or Native-Hawaiian-serving institution, Predominantly Black Institution, Asian and Native American Pacific Islander-serving institution or Native American-serving nontribal institution.

An applicant partnering with an HBCU, Hispanic-Serving Institution, Tribal-controlled postsecondary institution, Alaskan Native-serving or Native-Hawaiian-serving institution, Predominantly Black Institution, Asian and Pacific Islander-serving institution, or Native American-serving nontribal institution will receive up to two (2) Preference Points when the application includes a Letter of Commitment certifying that a partnership is in place and signed by an authorizing official of the MSI and documentation of the college or university's status as an HBCU, Hispanic-serving institution, Tribal-controlled postsecondary institution, Alaska Native-serving or Native-Hawaiian-serving institution, Predominantly Black Institution, Asian and Native American Pacific Islander-serving institution, or Native American-serving nontribal institution.

Extra 2 preference points will be awarded if the applicant is a Minority Serving Institution (MSI) or partnering with an MSI that is substantially involved in conducting the grant program).

This program does not offer Promise Zone preference points.

B. Review and Selection Process

1. Past Performance

In evaluating applications for funding, HUD will consider an applicant's past performance in managing funds. Items HUD will consider include, but are not limited to:

OMB-designated repositories of governmentwide data, as noted in 2 CFR 200.206(a)

The ability to account for funds in compliance with applicable reporting and recordkeeping requirements

Timely use of funds received from HUD

Timely submission and quality of reports submitted to HUD

Meeting program requirements

Meeting performance targets as established in the grant agreement

The applicant's organizational capacity, including staffing structures and capabilities

Timely completion of activities and receipt and expenditure of promised matching or leveraged funds

HUD may reduce scores based on the past performance review, as specified under V.A. Review Criteria. Whenever possible, HUD will obtain and review past performance information. If this review results in an adverse finding related to integrity of performance, HUD reserves the right

to take any of the remedies provided in the Pre-Selection Review of Performance section of the *Eligibility Requirements for Applicants of HUD Financial Assistance Programs*.

2. Assessing Applicant Risk

In evaluating risks posed by applicants, HUD may use a risk-based approach and may consider any items such as the following:

(1) Financial stability;

(2) Quality of management systems and ability to meet the management standards prescribed in this part;

(3) 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;

(4) Reports and findings from audits performed under Subpart F—Audit Requirements of this part or the reports and findings of any other available audits; and

(5) The applicant's ability to effectively implement statutory, regulatory, or other requirements imposed on non-Federal entities.

3. Rating and Ranking of Applications. Applications that meet all the threshold requirements will be eligible to be reviewed and scored. Applications scoring 75 points or more will be eligible to receive an award. Awards will then be made in rank order within the limits of funding availability; however, for the 2-3 applications with the lowest scores among the highest-ranked applications that differ in score by one point or less, the Application Review Panel will make a funding recommendation based on which application(s) it judges to be most likely to use the grant to help create or significantly expand a sustainable model of inter-program coordination.

3. Experience Promoting Racial Equity

In evaluating applications for funding, HUD will consider the extent to which the application demonstrates that the applicant has the experience and the resources to effectively address the needs of underserved communities, particularly Black and Brown communities. This may include experience successfully working directly with such groups, experience designing or operating programs that equitably benefit such groups, or experience successfully advancing racial equity in other ways. This may also include experience soliciting, obtaining, and applying input from such groups when designing, planning, or implementing programs and activities.

This narrative is required and must address the issues outlined in the paragraph above. Applicants will submit the Experience Promoting Racial Equity narrative, according to the instructions in Section IV.B. Specifically, applicants should describe their experience and/or resources to effectively address the needs of underserved communities, particularly Black and Brown communities. The narrative will be submitted in Appendix F. This narrative will be evaluated for sufficiency and will not change the applicant's score, or rank as compared to other applicants. If the narrative is deemed insufficient, it will be a "Curable Deficiency" that will be communicated to the applicant for correction with a notice of deficiency.

VI. AWARD ADMINISTRATION INFORMATION

A. Award Notices

Following the evaluation process, HUD will notify successful applicants of their selection for funding. HUD will also notify other applicants, whose applications were received by the deadline but were not chosen for award. Notifications will be sent by email to the person listed as the AOR in item 21 of the SF-424.

1. Final Grant

After HUD has made selections, HUD will finalize specific terms of the award and budget in consultation with the selected applicant. If HUD and the selected applicant do not finalize the terms and conditions of the award in a timely manner, or the selected applicant fails to provide requested information, an award will not be made to that applicant. In this case, HUD may select another eligible applicant. HUD may also impose specific conditions on an award as provided under 2 CFR 200.208.

2. Adjustments to Funding

To ensure the fair distribution of funds and enable the purposes or requirements of a specific program to be met, HUD reserves the right to fund less than the amount requested in an application.

a. HUD may fund no portion of an application that:

(1) Is ineligible for funding under applicable statutory or regulatory requirements;

(2) Fails, in whole or in part, to meet the requirements of this notice;

(3) Duplicates activities funded by other federal awards; or

(4) Duplicates activities funded in a prior year.

b. HUD may adjust the funding for an application to ensure funding diversity, geographic diversity, and alignment with HUD administrative priorities.

c. If an applicant turns down an award offer, or if HUD and an applicant do not finalize the terms and conditions of the award in a timely manner, HUD may withdraw the award offer and make an offer of funding to another eligible application.

d. If funds remain after all selections have been made, remaining funds may be made available within the current fiscal year for other competitions within the program area, or be held for future competitions (if allowable in accordance with the applicable appropriation or authorizing statute), or be used as otherwise provided by authorizing statute or appropriation.

e. If, after announcement of awards made under the current NOFO, additional funds become available either through the current appropriations, a supplemental appropriation, other appropriations or recapture of funds, HUD may, in accordance with the appropriation, use the additional funds to provide additional funding to an applicant awarded less than the requested amount of funds to make the full award, and/or to fund additional applicants that were eligible to receive an award but for which there were no funds available.

3. Funding Errors

If HUD commits an error that when corrected would cause selection of an applicant during the funding round of a Program NOFO, HUD may select that applicant for funding, subject to the availability of funds. If funding is not available to award in the current fiscal year, HUD may make an award to this applicant during the next fiscal year, if funding is available.

4. Additional Funding Information.

a. Partial Funding. If you are offered a reduced grant amount, you will have a maximum of 14 calendar days to accept such a reduced award. If you fail to respond within the 14-day limit, you shall be considered to have declined the award.
b. Applicants who have been selected for grant award will be notified by email from the OLHCHH Grant Officer. The email will state the amount the applicant is eligible to receive, and the name of the Government Technical Representative (GTR). This email is not an authorization to begin work or incur costs under the award. An executed grant award is the authorizing document.
c. HUD may require that the selected applicants participate in negotiations to determine the specific terms of the grant agreement and budget. If you accept the terms and conditions of the grant award, you must return your signed grant award by the date specified during negotiation. In cases where HUD cannot successfully conclude negotiations with a selected applicant or a selected applicant fails to provide HUD with requested information, an award will not be made to that applicant. In this instance, HUD may offer the grant award to, and proceed with negotiations with the next highest-ranking applicant.
d. If you are awarded a grant, you will receive additional instructions on how to have the grant account entered into HUD's Line of Credit Control System (eLOCCS) payment system or its successor will be provided. Other forms and program requirements will also be provided.
e. In accordance with 2 CFR 200, Subpart F - Audits Requirements, grantees expending $750,000 in Federal funds within a program or fiscal year must have a single or program-specific audit conducted for that year in accordance with the provisions of that subpart.

B. Administrative, National and Departmental Policy Requirements and Terms for HUD Applicants and Recipients of Financial Assistance Awards

Unless otherwise specified, the following Administrative, National and Department Policy Requirements and Terms for HUD Financial Assistance Awards apply. Failure to comply with these requirements may impact your ability to receive or retain a financial assistance award from HUD. Read the requirements carefully as the requirements are different among HUD’s programs.

1. Compliance with The Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations at 24 CFR part 100 et seq
2. Compliance with Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d-2000d-4 (Nondiscrimination in Federally Assisted Programs) and implementing regulations at 24 CFR part 1
3. Compliance with the Age Discrimination Act of 1975 (42 U.S.C. 6101-6107) and implementing regulations at 24 CFR part 146
4. Compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and implementing regulations at 24 CFR part 8
5. Compliance with the Americans with Disabilities Act, 42 U.S.C. 12101 et seq

6. Compliance with Affirmatively Furthering Fair Housing (AFFH) requirements, including those listed on HUD's Affirmatively Furthering Fair Housing webpage
7. Compliance with Economic Opportunities for Low-and Very Low-income Persons (Section 3) requirements, including those listed at 24 CFR part 75
8. Compliance with Improving Access to Services for Persons with Limited English Proficiency (LEP) requirements, including those listed within Federal Register Notice, FR-4878-N-02 (also see HUD's webpage)
9. Compliance with Accessible Technology requirements, including those listed on in HUD's Policy on Section 508 of the Rehabilitation Act and Accessible Technology
10. Compliance with Equal Access Requirements (see 24 CFR 5.105(a)(2) and 5.106)
11. Compliance with Ensuring the Participation of Small Disadvantaged Business, and Women-Owned Business requirements at 2 CFR 200.321
12. Compliance with Energy Efficient, Sustainable, Accessible, and Free from Discrimination by Design
13. Compliance with Real Estate Acquisition and Relocation requirements (see 49 CFR part 24 and applicable program regulations)
14. Compliance with Participation in HUD-Sponsored Program Evaluation (see Federal Register Notice, FR-6278-N-01)
15. Compliance with OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (see 2 CFR part 200)
16. Compliance with Drug-Free Workplace requirements (see 2 CFR part 2429, which is HUD's implementation of 41 U.S.C. 701, et seq.)
17. Compliance with the requirements related to safeguarding resident/client files
18. Compliance with the Federal Funding Accountability and Transparency Act of 2006 (2 CFR part 170) (FFATA), as amended
19. Compliance with Eminent Domain
20. Compliance with Accessibility for Persons with Disabilities requirements on HUD's Disability Overview webpage
21. Compliance with Violence Against Women Act at 24 CFR part 5, subpart L and applicable program regulations
22. Compliance with 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
23. Compliance with the Build America, Buy America (BABA) Act procurement requirements and implementing guidance available on HUD's dedicated webpage
24. Compliance with System for Award Management and Universal Identifier Requirements at 2 CFR part 25
25. Compliance with 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 (Award Term for Trafficking in Persons)
26. Compliance with Award Term and Condition for Recipient Integrity and Performance Matters (see Appendix XII to 2 CFR part 200)
27. Compliance with Suspension and Debarment (see 2 CFR part 2424 and 2 CFR part 180)
28. Compliance with environmental justice requirements under Executive Orders 12898 and 14008, and OMB Memorandum M-21-28, which implements the Justice40 Initiative, section 223 of Executive Order 14008.

29. Compliance with Eliminating Barriers That May Unnecessarily Prevent Individuals with Criminal Histories from Participation in HUD Programs (see HUD Secretary Fudge's April 12, 2022 memorandum)
30. Compliance with equity requirements, which include compliance with racial equity and underserved communities and LGBTQ+ requirements under Executive Orders 13985 and 13988

31. Compliance with waste, fraud, and abuse requirements, including whistleblower protections (see HUD's webpage). Compliance with 41 U.S.C. § 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).)

Environmental Review

Compliance with environmental requirements, including regulations at 24 CFR part 50 or 58:

i. Eligible Construction and Rehabilitation Activities. An award under this NOFO does not constitute approval of specific sites where activities that are subject to environmental review may be carried out. The provisions of section 305(c) of the Multifamily Housing Property Disposition Reform Act of 1994, implemented by HUD regulations at 24 CFR part 58, Environmental Review Procedures for Entities Assuming HUD Environmental Responsibilities, are applicable to properties assisted with the HHWCD. Therefore, recipients conducting eligible construction and rehabilitation activities must comply with 24 CFR part 58. Recipients that are States, units of general local government or Native American tribes must carry out environmental review responsibilities as a responsible entity under part 58. Recipients that are not-for-profit, or specialized units of local government, must contact and partner with a non-recipient responsible entity, usually the unit of general local government or Native American Tribe, to assume the environmental review responsibilities for construction or rehabilitation activities funded (in whole or in part) under this NOFO. Reasonable expenses incurred for compliance with these environmental requirements are eligible expenses under this NOFO. Under 24 CFR 58.11, where the recipient is not a State or unit of general local government or Native America Tribe, if a responsible entity objects to performing the environmental review, or the recipient objects to the responsible entity performing the environmental review, HUD may designate another responsible entity to perform the review or may perform the environmental review itself under the provisions of 24 CFR part 50. When HUD performs the review itself, following grant award execution, HUD will be responsible for ensuring that any necessary environmental reviews are completed.

ii. For all grants under this NOFO, recipients and other participants in the project are prohibited from undertaking, or committing or expending HUD or non-HUD funds (including leveraged funds) on, a project or activities under this NOFO (other than activities listed in 24 CFR 58.34,

58.35(b) or 58.22(f)) until the responsible entity completes an environmental review and the applicant submits and HUD approves a Request for the Release of Funds and the responsible entity's environmental certification (both on Form HUD-7015.15) or, in instances where the recipient is not a State or unit of general local government or Native American Tribe and HUD performs the environmental review under part 50, HUD has completed the review and notified the grantee of its approval. The results of the environmental review may require that proposed activities be modified, or proposed sites rejected. For Part 58 procedures, see Environmental Review | HUD.gov / U.S. Department of Housing and Urban Development (HUD). For assistance, contact Karen Griego, the Office of Lead Hazard Control and Healthy Homes Program Environmental Clearance Officer at (505) 346-6462 (this is not a toll-free number) or the HUD Environmental Officer in the HUD Field Office serving your area (see: Local Offices | HUD.gov / U.S. Department of Housing and Urban Development (HUD)). Recipients of a grant under this program will be given additional guidance in these environmental responsibilities.

HUD welcomes and is prepared to receive calls from individuals who are deaf or hard of hearing, as well as individuals with speech or communication disabilities. To learn more about how to make an accessible telephone call, please visit https://www.fcc.gov/consumers/guides/telecommunications-relay-service-trs.

iii. All other activities not related to construction or rehabilitation activities are exempt or categorically excluded under 24 CFR 50.19 (b)(1), (3), (4), (5), (6), and (9), and under 24 CFR 58.34 (a)(1), (3), (4), (5), (6), and (9), from the requirements of the National Environmental Policy Act of 1969 (42 U.S.C. § 4321) and are not subject to environmental review under the related environmental laws and authorities at 24 CFR 50.4 or 58.5, but may be subject to the requirements at 24 CFR 58.6, as applicable.

Prohibition on Surveillance

Compliance with 2 CFR 200.216, Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment is required.

Remedies for Noncompliance

HUD may terminate a Federal award, in whole or in part, for any of the reasons specified in 2 CFR 200.340, Termination.

1. The Grant Officer (GO) may, on reasonable notice to the Grantee and/or subgrantee, temporarily suspend the award and withhold further payments pending corrective action by the Grantee and/or subgrantee. The award may be terminated in whole or in part before the end of the performance period when the Grantee and/or subgrantee has failed to comply with the terms, conditions, standards, or provisions of this award, or if an award no longer effectuates the program goals or agency priorities. The award may be terminated for convenience when both parties agree that the continuation of the award would not produce beneficial results. Action will be taken in accordance with 2 CFR §200.339 – §200.343.

2. Effects of Suspension and Termination - Costs of Grantee or subgrantee resulting from obligations incurred by the Grantee or subgrantee during a suspension or after the termination of an award are not allowable unless HUD expressly authorizes them in the notice of suspension or termination. Other Grantee or subgrantee costs during suspension or after termination which are necessary and not reasonably avoidable are allowable if:

a. The costs result from financial obligations which were properly incurred by the Grantee or subgrant before the effective date of suspension or termination, are not in anticipation of it; and

b. The costs would be allowable if the award was not suspended or expired normally at the end of the period of performance in which the termination takes effect.

3. Relationship to Debarment and Suspension - The enforcement remedies identified in this section, including suspension and termination, do not preclude the Grantee or subgrantee from being subject to “Debarment and Suspension” under Executive Orders 12549 and 12689, 2 CFR Part 180 as outlined in 2 CFR §200.339

Lead-Based Paint Requirements

When providing housing assistance funding for purchase, lease, support services, operation, or work that may disturb painted surfaces, of pre-1978 housing, you must comply with the lead-based paint evaluation and hazard reduction requirements of HUD’s lead- based paint rules (Lead Disclosure; and Lead Safe Housing (24 CFR part 35)); and EPA’s lead- based paint rules (e.g., Repair, Renovation and Painting; Pre-Renovation Education; and Lead Training and Certification (40 CFR part 745)).

When providing education or counseling on buying or renting housing that may include pre-1978 housing under your grant you must inform clients of their rights under the Lead Disclosure Rule (24 CFR part 35, subpart A), and, if the focus of the education or counseling is on rental or purchase of HUD-assisted pre-1978 housing, the Lead Safe Housing Rule (subparts B, R, and, as applicable, F - M).

C. Reporting

HUD requires recipients to submit performance and financial reports under OMB guidance and program instructions.

1. Recipient Integrity and Performance Matters

You should be aware that if the total Federal share of your federal award includes more than $500,000 over the period of performance, the award will be subject to post award reporting requirements reflected in Appendix XII to 2 CFR part 200, Award Terms and Conditions for Recipient Integrity and Performance Matters.

2. Race, Ethnicity and Other Data Reporting

HUD requires recipients that provide HUD-funded program benefits to individuals or families to report data on the race, color, religion, sex, national origin, age, disability, and family characteristics of persons and households who are applicants for, participants in, or beneficiaries or potential beneficiaries of HUD programs in order to carry out the Department’s responsibilities under the Fair Housing Act, Executive Order 11063, Title VI of the Civil Rights Act of 1964, and Section 562 of the Housing and Community Development Act of 1987. These authorities prohibit discrimination in housing and in programs receiving financial assistance from the Department and direct the Secretary to administer the Department's programs and activities in a manner affirmatively to further these policies and to collect certain data to assess the extent of compliance with these policies. Each recipient shall keep such records and submit to the Department timely, complete, and accurate compliance reports at such times, and in such form and containing such information, as the Department may determine to be necessary to

enable it to ascertain whether the recipient has complied or is complying with 24 CFR parts 1 and 121. In general, recipients should have available for the Department data showing the demographics of beneficiaries of federally-assisted programs.

Post award, annual submission of Form HUD 27061, for reporting on racial and ethnic data on human subjects, U.S. Department of Housing OMB Approval No. 2535-0113. Link: https://www.hud.gov/sites/dfiles/OCHCO/documents/27061.pdf

3. Compliance with the Federal Funding Accountability and Transparency Act of 2006 (Pub. L. 109-282) as amended (FFATA)

FFATA requires information on federal awards be made available to the public via a single, searchable website, which is www.USASpending.gov. Accordingly, each award HUD makes under this NOFO will be subject to the requirements provided by the Award Term in Appendix A to 2 CFR part 170, "REPORTING SUBAWARD AND EXECUTIVE COMPENSATION INFORMATION," unless the Federal funding for the award (including funding that may be added through amendments) is not expected to equal or exceed $30,000. Requirements under this Award Term include filing subaward information in the Federal Funding Accountability and Transparency Act (FFATA) Sub-award Reporting System (FSRS.gov) by the end of the month following the month in which the recipient awards any sub-grant equal to or greater than $30,000.

4. Program-Specific Reporting Requirements

a. Performance Reporting. All HUD-funded programs, including this program, require recipients to submit, not less than annually, a report documenting achievement of outcomes under the purpose of the program and the work plan in the award agreement.
(1) Final budget and work plans are due 60 days after the start date.
(2) Progress reporting is required on a quarterly basis. Project benchmarks and milestones will be tracked using a benchmark spreadsheet that incorporates the benchmarks and milestones identified in the response to the rating factor (4) (see section V.A.1.iv).
(3) If you purchase equipment in excess of $5,000 a piece, you must complete and submit to OLHCHH the General Services Administration's annual Tangible Personal Property Report. This report has five components: cover sheet (SF-428), Annual Report (SF-428-A), the Final (Award Closeout) Report (SF-428-B), the Disposition Report/Request (SF-428-C), and, if needed, the Supplemental Sheet (SF-428-S); these forms can be accessed through https://www.gsa.gov/reference/forms?search_keyword=tangible. Generally, the average estimated time to complete each of these components is 0.5 hours; it is likely to be less for this grant program.
(4) Transparency Act Reporting. You must report on funding and expenditures for yourself and sub-recipients to meet the requirements of the Federal Funding Accountability and Transparency Act of 2006.
(5) Section 3: Grant recipients covered by Section 3 (see Section III.F.2.r, of this NOFO) must comply with reporting and record-keeping requirements for Section 3 of the Housing and Urban Development Act of 1968, 12 U.S.C. § 1701u (Economic Opportunities for Low- and Very Low-Income Persons in Connection with Assisted Projects). Those requirements can be found at 24 CFR part 75, subpart D.
(6) Compliance with Section 872 of the Duncan Hunter National Defense Authorization Act for Fiscal Year 2009 (Pub. L. 110-417), (Section 872). Section 872 requires the establishment of a

government-wide data system - the Federal Awardee Performance and Integrity Information System (FAPIIS) - to contain information related to the integrity and performance of entities awarded federal financial assistance and making use of the information by federal officials in making awards. OMB is in the process of issuing regulations regarding federal agency implementation of section 872 requirements. A technical correction to this NOFO may be issued when such regulations are promulgated. HUD anticipates that the terms and conditions to its FY 2023 awards will contain requirements related to meeting FFATA and Section 872 requirements.
(7) Annual submission of Form HUD 27061, if applicable, for reporting on racial and ethnic data on human subjects.
(8) Final Report: The grant agreement will specify the requirements for final reporting (e.g., final project report including the results of all formal evaluations and final project benchmarks and milestones achieved against the proposed benchmarks and milestones which were approved and incorporated into your grant).

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

D. Debriefing

For a period of at least 120 calendar days, beginning 30 calendar days after the public announcement of awards under this NOFO, HUD will provide a debriefing related to their application to requesting applicants. A request for debriefing must be made in writing or by email by the AOR whose signature appears on the SF-424 or by his or her successor in office and be submitted to the POC in Section VII Agency Contact(s) of this NOFO. Information provided during a debriefing may include the final score the applicant received for each rating factor, final evaluator comments for each rating factor, and the final assessment indicating the basis upon which funding was approved or denied.

An organization that submits an eligible application will receive a verbal debriefing during the debriefing period after a request is made by the authorized official or his/her successor in office.

VII. AGENCY CONTACT(S)

HUD staff will be available to provide clarification on the content of this NOFO.
Questions regarding specific program requirements for this NOFO should be directed to the POC listed below.

Name:
Brenda M. Reyes, MD, MPH

Phone:
202-402-6745

Email:
Brenda.M.Reyes@hud.gov Brenda.m.reyes@hud.gov
Individuals who are deaf or hard of hearing, or who have speech and other communication disabilities may use a relay service to reach the agency contact. To learn more about how to make an accessible telephone call, visit the webpage for the Federal Communications Commission. Note that HUD staff cannot assist applicants in preparing their applications.

VIII. OTHER INFORMATION

1. Compliance of this NOFO with the National Environmental Policy Act (NEPA)

A Finding of No Significant Impact (FONSI) with respect to the environment has been made for this NOFO in accordance with HUD regulations at 24 CFR part 50, which implement section 102(2)(C) of the National Environmental Policy Act of 1969 (42 U.S.C. 4332(2)(C)). The FONSI is available for inspection at HUD's Funding Opportunities web page.

2. Web Resources.

- **Affirmatively Furthering Fair Housing**
- **Assistance Listing (formerly CFDA)**
- **Climate Action Plan**
- **Climate and Economic Justice Screening Tool (CEJST)**
- **Code of Conduct Requirements and E-Library**
- **Environmental Review**
- **Equal Participation of Faith-Based Organizations**
- **Fair Housing Rights and Obligations**
- **Federal Awardee Performance and Integrity Information System**
- **Federal Funding Accountability and Transparency Act (FFATA) Subaward Reporting System**
- **Grants.gov**
- **Healthy Homes Strategic Plan**
- **Healthy Housing Reference Manual**
- **Historically Black Colleges and Universities (HBCUs)**
- **HUD's Strategic Plan**
- **HUD Grants**
- **HUD Reform Act**
- **HUD Reform Act: HUD Implementing Regulations**
- **Limited English Proficiency (LEP)**
- **NOFO Webcasts**
- **Procurement of Recovered Materials**
- **Promise Zones**
- **Section 3 Business Registry**
- **State Point of Contact List**
- **System for Award Management (SAM)**
- **Real Estate Acquisition and Relocation**
- **Unique Entity Identifier**
- USA Spending

3. Program Relevant Web Resources

Online Resources

Healthy Homes Program Guidance Manual – Chapter 1

Principles of Heating and Cooling | Department of Energy

Weatherization Program Notice 22-7: Weatherization Health and Safety | Department of Energy

https://nchh.org/information-and-evidence/healthy-housing-policy/national/keystone-federal-policy/wx-plus-health/

Refer to PG-2014-01 Eligibility of Units for Assistance

WAP-income eligibility requirements of 200% of the federal poverty guidelines (for 2023)

DOE's Weatherization Program Notice 22-5

Local Weatherization Assistance Programs

Weatherization Program Notice 22-7: Weatherization Health and Safety | Department of Energy

Incidental Repair Measure Guidance

PHA Contact Information

Weatherization Assistance Program Assisted Multifamily Properties

Low-Income Housing Energy Assistance Program (LIHEAP) Fact Sheet

OLHCHH Program Guide

Healthy Homes Program Guidance Manual

WPN 23-1: Program Year 2023 Weatherization Grant Application

The National Lead Laboratory Accreditation Program (NLLAP) | US EPA

4. Additional Information

For programmatic questions on this NOFO, you may contact Brenda M. Reyes, MD, MPH, Office of Lead Hazard Control & Healthy Homes, at 202-402-6745 or via email at Brenda.M.Reyes@HUD.gov. For grants administrative questions, you may contact Ms. Jonnette H. Simmons, Office of Lead Hazard Control & Healthy Homes, at telephone 678-732-2625 or via email at Jonnette.H.Simmons@hud.gov.

HUD welcomes and is prepared to receive calls from individuals who are deaf or hard of hearing, as well as individuals with speech or communication disabilities. To learn more about how to make an accessible telephone call, please visit https://www.fcc.gov/consumers/guides/telecommunications-relay-service-trs.
Other Office of Lead Hazard Control & Healthy Homes Information: For additional general, technical, and grant program information pertaining to the Office of Lead Hazard Control and Healthy Homes, visit www.hud.gov/healthyhomes.

Applicants may use the checklist below as a guide when preparing their APPLICATION package.
a. Applicant Abstract (limited to 2 pages)
b. Full Application Rating Factor Responses (Total narrative response limited to 15 pages.)
(1) Capacity of the Applicant and Relevant Organizational Experience (24 points)
(2) Need for the Research (20 points)

(3) Soundness of Approach (46 points)
(4) Achieving Results and Project Management (10 points)
c. Required materials in response to rating factors (do not count towards the full application 15-page limit)
(1) Resumes of Key Personnel (limited to 3 pages per resume; do not include Social Security Numbers on resumes)
(2) Organizational Chart
(3) Letters of Commitment (required) – Letters of commitment should include language defining the activities to be performed, the contributions to be made, and the monetary value of each. The letter of commitment from the OLHCHH grant must include the grant number. NOTE: HUD recommends against including letters of support that do not commit services, materials, or funds; they will not be considered in the evaluation of your application.
d. Optional material in support of the Rating Factors (15-page limit).
e. All required forms in the SF-424 Family of Forms (including SF-424B), SF-LLL, HUD-424CBW and HUD-2880.

f. Applicant and Recipient Assurances and Certifications (HUD 424-B)

g. Narratives. **Applicants are required to submit on Appendix F, these four equity narrative**s addressing each of the four bullets from the Equity Provisions:

- Advancing Racial Equity (Section III.F);
- Affirmative Marketing (Section III.F);
- Affirmatively Furthering Fair Housing (Section IV.G); and
- Experience Promoting Racial Equity (Section V.B).

Each narrative will be evaluated for sufficiency and will not change the applicant's score or rank as compared to other applicants. If a narrative is deemed insufficient, it will be a "Curable Deficiency" that will be communicated to the applicant for correction with a notice of deficiency. These narratives will not count toward the 15-page limit. This is a mandatory requirement.

APPENDIX

Appendix I. HUD's Guidance for Preparing a Budget Request and Narrative

To fill out the budget information requested on the SF-424A, review the general instructions provided for the SF-424A and follow the instructions outlined below. The budget reported on SF-424A must include a yearly breakdown of costs for the entire project period. Specifically, the budget reported on SF-424A should provide a detailed cost breakdown for each line item outlined in the SF-424A by year, including a breakdown of costs for each activity/cost within the line item. The budget must separate out funding that is administered direct the applicant from any funding that will be subcontracted.

SF-424A Instructions

Section A – Budget Summary

- Grant Program Function or Activity (column a) = grant activity means the type of financial assistance expected under this NOFO: 1) grant/cooperative agreement; 2) non-cash contribution or donation of property; 2) direct appropriation; 4) food

commodity; 5) other assistance, including: loan, loan guarantee, interest subsidy, and insurance.

- New or Revised Budget, Federal (column e) = Enter the Total Federal Budget Requested by grant activity for the project period, in rows 1 through 4. In row 5, reflect the sum of the amount for the Federal Total.
- New or Revised Budget, Non-Federal (column f) = Enter Total Amount of any Non-Federal Funds Contributed (if applicable), by grant activity for the project period, in rows 1 through 4. In row 5, reflect the sum of the amount for the Non-Federal Total.
- New or Revised Budget, Total (column g) = Enter Total Budget Proposed by grant activity for the project period in rows 1 through 4. In row 5, reflect the sum of the amount for the Federal and Non-Federal Totals.

Section B – Budget Categories

- Enter the total costs requested for each Object Class Category (Section B, number 6) for all years of the total project period.
- If the class categories are not known at the time of application, include the expected budget under row h.
- Unless the program section of the NOFO indicates otherwise, if indirect charges are expected and included on the form, the charges must be calculated based on either the federal-approved negotiated indirect cost rate, or the 10 percent de minimis rate, as allowed by 2 CFR 200.414.

Section D – Forecasted Cash Needed

- Enter each quarter in the first year of the project period, enter the cash needs anticipated.

Section E – Budget Estimates of Federal Funds Needed for Balance of the Project

- Column (b)First = Enter the total federal funds needed for the second year of the project period, for each grant activity. Reflect the sum of funds from all activities for the second year in row 20.
- Column (c)Second = Enter the total federal funds needed for the third year of the project period, for each grant activity. Reflect the sum of funds from all activities for the third year in row 20.
- Column (d)Third = Enter the total federal funds needed for the fourth year of the project period, for each grant activity. Reflect the sum of funds from all activities for the fourth year in row 20.
- Column (e)Fourth = Enter the total federal funds needed for the second year of the project period, for each grant activity. Reflect the sum of funds from all activities for the second in row 20.
- If the NOFO is for a period longer than five years, complete a second SF-424A form and upload it as an attachment to the application (this specific attachment will not be counted towards the page limit). Year 6 information should be included in column (b)First of Section E. Then enter the total for years 1-5 (per the first SF-424A form) in column (c)Second of Section E. The second SF-424A form will compute columns (b) and (c), reflecting total costs for the entire project

period. This total should be consistent with the total Federal costs requested on the SF-424, Application for Federal Assistance. A blank SF-424A form can be found at Grants.gov: https://www.grants.gov/web/grants/forms/sf-424-individualfamily.html#sortby=1

APPENDIX A Summary of Major Healthy Homes and Weatherization Cooperation Demonstration (HHWCD) Program Requirements and Allowances

Please Note: This Appendix lists major requirements and allowances that are applicable to the use of funds awarded under this NOFO. This list is not exhaustive; the intent is to summarize requirements that are unique to this NOFO. Applicants should read the entire NOFO to become cognizant of all program requirements.

(1) Involvement of HUD Healthy Homes Production (HHP) and DOE-funded Weatherization Assistance Programs (WAP): Grantees must be able to demonstrate substantive involvement of HHP and WAP partners in any unit receiving assistance under this NOFO.

(2) Adherence to HHP and WAP requirements: When HHP and WAP program funds are used in conjunction with HHWCD program funds, all applicable HHP and/or WAP program requirements must be followed with the exception of the allowances provided for the use of the HHWCD funds. See section I.A.1.e for a discussion of the allowances.

(3) Eligibility:

(a) For all housing, all units assisted with grants must be the residence of families with income at or below eighty percent (80%) of the area median income level, or at income levels defined in the income guidelines in OLHCHH's policy guidance on determining income. Refer to PG-2014-01 Eligibility of Units for Assistance (https://www.hud.gov/sites/documents/2014-01_UNIT_ELIGIBILITY.PDF) or at or below 200% of the U.S. Department of Health and Human Services (HHS) 2020 poverty guidelines, whichever is higher. (See Section I.A.1.c. above for ways in which income eligibility may be determined). If energy conservation measures or healthy homes interventions are implemented in a multifamily building with the expectation that they will benefit at least 50% of the units (e.g., improvements to a central HVAC system, improving building insulation, implementing IPM), at least 66% of the units in the building must meet income eligibility requirements.
(b) Members of households living in units assisted under this grant program must include either a young child (age 6 or under), an elderly person (age 62 or over), an individual who is pregnant, or a person with a disability or illness that could benefit from home modification (e.g., poorly controlled asthma, Chronic Obstructive Pulmonary Disease (COPD)), or the household has a high energy burden.
(4) Cost guidance: The average direct cost of HHWCD grant funds per unit shall be no greater than $10,000, for activities to include assessments and audits before, during, and after interventions, materials, and labor for interventions. The maximum direct cost of HHWCD grant-funded work on a single home, a multi-unit building, or a development cannot exceed 50% more than the average direct cost of HHWCD grant funds per unit (i.e., maximum, $15,000) unless written approval is provided by the grant's Government Technical Representative (GTR) in advance.

(5) Required unit completion: In addition to the other units that receive coordinated WAP and HHP program interventions under this NOFO, grantees must complete the following: a) to demonstrate inter-program coordination under standard conditions, grantees must complete a minimum of 15 units in which HHWCD funds can only be used for program evaluation costs, and b) To assess the potential health benefits of the interventions, grantees will also be required to conduct coordinated HHP/WAP interventions in 15 units that house no occupant with known physician-diagnosed asthma case and 15 units that house an occupant with asthma that is not well controlled, and that is being mitigated with HHWCD funds and with HH Production, and/or WAP funds.

APPENDIX B: Key Guidance Documents

I. Lead Hazard Control

1. 2012 Guidelines for the Evaluation and Control of Lead-Based Paint Hazards in Housing; HUD. The 2012 Guidelines can be downloaded from the HUD website without charge at --- www.hud.gov/program_offices/healthy_homes/lead-based paint/hud guidelines.
2. Preventing Lead Poisoning in Young Children; Centers for Disease Control, August 2005. These guidelines can be obtained without charge by calling the CDC toll-free number at 888-232-6789. The guidelines can also be downloaded from www.cdc.gov/nceh/lead/publications/PrevLeadPoisoning.pdf.
3. Screening Young Children for Lead Poisoning: Guidance for State and Local Public Health Officials, November 1997; Centers for Disease Control and Prevention (CDC). These guidelines can be obtained without charge by calling the CDC toll-free number at 888-232-6789 or they can be downloaded from www.cdc.gov/nceh/lead/publications/screening.htm.

II. Weatherization

1. Annual Instruction package (2023)
Weatherization Program Notice 23-1: Program Year 2023 Weatherization Grant Application | Department of Energy
2. Weatherization + Health. - National Center for Healthy Housing (NCHH).
NCHH webpage is a compilation of articles, organizations' links, and internet sites and resources dedicated to the Weatherization + Health Initiative. The Weatherization + Health Initiative was designed in 1976 to promote cooperation and partnerships between local providers of low-income housing repair, energy, health, and safety services to help them collaborate more efficiently and effectively. https://nchh.org/information-and-evidence/healthy-housing-policy/national/keystone-federal-policy/wx-plus-health/
3. Weatherization Works - Summary of Findings from the Retrospective Evaluation of the U.S. Department of Energy's Weatherization Assistance Program.
https://www.hud.gov/program_offices/healthy_homes/lbp/hudguidelines.
This report describes the findings by the Oak Ridge National Laboratory from the evaluation of the Weatherization Assistance Programs (WAP) as tasked by the US Department of Energy in 2009. The results of the evaluation of WAPs focused on PY 2008, before ("the Retrospective Evaluation") and PY 2009, during the Recovery Act period.
4. Braiding Energy and Health Funding for In-Home Programs: Federal Funding Opportunities,

Research Report. ACEEE. July 14, 2020. https://www.aceee.org/research-report/h2002
The purpose of this research was to demonstrate the advantages of utilizing the existing network of energy-saving programs alongside the preventive health programs. Furthermore, with the results of the report, help the decision makers understand the benefits that result in the delivery of services that is more effective and cost-efficient.

III. Guidelines for Home Energy Professionals
https://www.energy.gov/eere/wipo/guidelines-home-energy-professionals
This DOE site provides access to work specifications for weatherization and home energy upgrades: https://www.energy.gov/eere/wipo/guidelines-home-energy-professionals-standard-work-specifications. See listings of certifications for workers and accredited training programs here: https://www.energy.gov/eere/wipo/guidelines-home-energy-professionals-accredited-training. It is a collaboration between the U.S. Department of Energy (DOE) and the home energy performance industry. The Guidelines for Home Energy Professionals Project fact sheet provides information about the components of the program https://www.energy.gov/sites/prod/files/2014/01/f7/hep_certifications.pdf.

IV. Healthy Indoor Environment Protocols for Home Energy Upgrades. U.S. Environmental Protection Agency. 2011. EPA 402/K-11/003. https://www.epa.gov/sites/production/files/2014-/documents/epa_retrofit_protocols.pdf

V. Asthma
Asthma Management and Home Intervention Programs
Exhale A Technical Package to Control Asthma - CDC and
https://www.cdc.gov/asthma/pdfs/Asthma_In_Homes_508.pdf
Guidelines for the Diagnosis and Management of Asthma (E)PR-3 Guidelines for the Diagnosis and Management of Asthma 2007 (EPR-3) | NHLBI, NIH, HUD's Asthma Guidance: *About Asthma*. https://www.hud.gov/program_offices/healthy_homes/healthyhomes/asthma.
Learning as We Grow: Evaluation Highlights from CDC's National Asthma Control Program Grantees, 2018. This evaluation guide can be downloaded from
https://www.cdc.gov/asthma/pdfs/asthmastories.pdf
Strategies for Addressing Asthma in Homes:
https://www.tn.gov/content/dam/tn/health/documents/healthy-places/healthy-homes/asthma/NCEH_Strategies_Asthma_Homes_2017.pdf

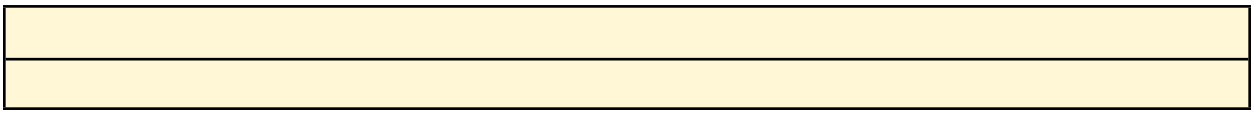
VI. Home Assessment
Home Characteristics and Asthma Triggers – Checklist for Home Visitors:
https://www.cdc.gov/asthma/pdfs/home_assess_checklist_P.pdf,
Asthma Home Environment Checklist, 402-F-03-030, February 2004 (epa.gov).
V*acuum Dust Sample Collection Protocol for Allergens*:
https://www.hud.gov/sites/documents/DOC_12539.PDF
Home Characteristics and Asthma. Triggers Checklist for Home Visitors
Health@Home Guidelines: Webinar Series. https://www.hudexchange.info/news/health-at-home-webinar-series/

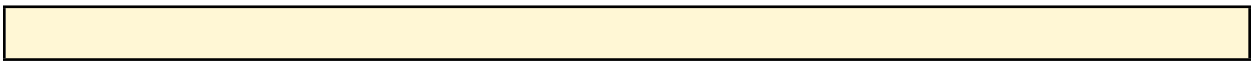
APPENDIX C: Targeting Underserved and Disadvantaged Communities.

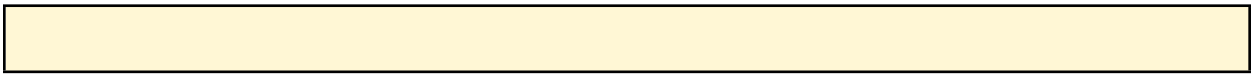
This appendix provides instructions for selecting your HUD OLHCHH 2023 grant's target area and determining what percentage of its census tracts are underserved, vulnerable and disadvantaged communities.
To select the census tracts that will make up your grant's target area, use the HUD OLHCHH 2022 Grants Target Area Mapping Tool (https://hud.maps.arcgis.com/apps/webappviewer/index.html?id=4655926fe98946b2990c11f066a7096f). In drafting your application and using the tool, you will select a set of census tracts to be your target area. The tool will determine and show you what percentage of those tracts are underserved, vulnerable and disadvantaged communities, as have been designated by the Council on Environmental Quality.
The tool will allow you to revise your draft target area by adding tracts, removing tracts, and restoring removed tracts, until you are satisfied with your selected tracts' locations and the percentage of those tracts that are underserved, vulnerable and disadvantaged communities. You will receive a rating sub-factor score based on the percentage in your application (which HUD may verify during the review process) as shown in the notice of funding opportunity (NOFO) for which you are applying. The step-by-step procedures follow.
(If you have a disability and need to request a reasonable accommodation to select your target area, contact the Lead Regulations hotline at Lead.Regulations@HUD.gov, 202-402-7698, or 711 TTY.)

(1) Open the HUD OLHCHH 2022 Grants Target Area Mapping Tool at https://hud.maps.arcgis.com/apps/webappviewer/index.html?id=4655926fe98946b2990c11f066a7096f.

a. The tool will open with a view of part of North America (the map below is just an example).
b. The tool works most easily if the map is on the right and a panel with a black background on the left that has three panels (Step 1 – Choose State; Step 2 – Choose tracts, and Step 3 – Confirm Percentage).
c. If the black panel is on the left, go to item (2), below.
d.
    -) If the black panel is on the right:







adjust the Zoom setting of your browser's display to show the panel on the left:

i. For example, using the Chrome browser, In the upper right of the browser screen is a symbol of three dots arranged vertically (like a colon with an extra dot), and using the Edge browser, the symbol is three dots arranged horizontally.

ii. Click the symbol and a menu will drop down. One of the menu items is Zoom. Decrease the zoom percentage (such as by clicking the minus sign to the left of the percentage). If the screen changes to have the black panel move to the left, go to item (2) below. If the black panel is still on the right, decrease the zoom percentage again. Repeat until the black panel moves to the left.

(2) In the tool's left panel, in the upper block, "Step 1 – Select State," click the pull-down triangle in the right of the box and scroll down until you see the (or a) state you are interested in targeting and click the state's name. After a few seconds, your state's map will appear.

a. Small areas – which are census tracts – will be shown within your state. (If your target area involves more than one state, you will repeat the target area selection process for each state and then combine your results.)
b. The census tracts that are underserved, vulnerable and disadvantaged communities are colored green; those that are not underserved, vulnerable and disadvantaged communities are colored red.

(c) You can zoom in or out (clicking the map's boxed plus and boxed minus signs at its top left), or move the geographic area examined (putting your mouse arrow in the map area holding the right mouse button and moving the mouse).
(i) Each census tract has a six-digit identifying number. If you don't see the number within the tracts, zoom in until you do see them. This will allow you to have more precise control over your selection of tracts, below.

3. In the tool's left panel, in the middle block, "Step 2 – Choose tracts (CENSUS TRACTS box below MUST be checked)," the "Layer" portion of the block has a box to the left of the label "CENSUS TRACTS." Determine if that box is checked. If it is not checked, click the box so that it has a check.
4. In the upper part of the Step 2 block, click the pull-down triangle in the right of the "Select" box and scroll down until you reach the selection method you want to use and click it. (Suggestion: Start with "Select by circle." If you don't like the results, even after editing your draft target area as shown below, you can click the "Clear" box and start over within your state.)
5. Move your mouse to roughly the center of the area you want to target, hold the left mouse key, and slowly move your mouse away from the center point to create a circle that roughly encompasses the target area you want. (If you use another selection method, such as a rectangle, start at one point and move your mouse to create the selection shape you have chosen.) If you don't like the results, you can click the "Clear" box and start over within your state.
6. In the tool's left panel, in the bottom block, "Step 3 – Confirm 40%," the circle will adjust the green arc at the upper left – representing the percentage of tracts that are underserved, vulnerable and disadvantaged communities – to show the percentage in the area you have selected. Move your mouse arrow onto the YES arc to view the percentage underserved, vulnerable and disadvantaged communities in your draft target area. (The red NO arc shows the percentage of tracts that are not disadvantaged communities in your draft target area; it is 100% minus the YES percentage.) If you are satisfied with the percentage of underserved, vulnerable and disadvantaged communities, go to item (8) below to create a spreadsheet listing your selected tracts.

7. If you want to adjust your draft target area, such as to get a higher or lower percentage of underserved, vulnerable and disadvantaged communities, move your mouse onto the map and select additional tracts or remove tracts:

(a) To select an additional tract:

i. In the Step 2 block, click the pull-down triangle in the right of the "Select" box and scroll down until you reach Select by point, and click that.
ii. Move your mouse into the census tract you wish to add, press and hold Shift, and then click your mouse. After a few seconds, the tract's color will become lighter, indicating that it has been selected.

(iii) If you want to check the percentage of an underserved, vulnerable and disadvantaged communities, follow the instructions in step 6 above.
(iv) You may select another tract to add by moving your mouse to that tract, pressing and holding Shift (or continuing to hold Shift from before), and then clicking your mouse.
(b) To remove a tract:
(ii) In the Step 2 block, click the pull-down triangle in the right of the "Select" box and scroll down until you reach Select by point, and click that. You need not make this selection again if you are already selecting by point.
(iii) Move your mouse into the census tract you wish to add, press, and hold Ctrl ("Control"), and then click your mouse. After a few seconds, the tract's color will become darker, indicating that it has been removed from your selection.

iv. If you want to check the percentage of an underserved, vulnerable and disadvantaged communities, follow the instructions in step 6 above.
v. You may select another tract to remove by moving your mouse to that tract, pressing, and holding Ctrl (or continuing to hold Ctrl from before), and then clicking your mouse.

(8) When you are satisfied with the selection of tracts, to have the tool create the spreadsheet of census tracts you have selected:

a. In the Step 2 block's Layer area, at the far right is a set of three horizontal dots. Click the dots.

b. Among the list of Section actions is "Export to CSV file," clicking it will have the tool create the spreadsheet. ("CSV" means "comma separated values"; the spreadsheet uses the numbers and names associated with your selection of tracts to create the spreadsheet.)

c. Clicking on "Export to CSV file" will have a file named "features (1).csv" (or a higher number in parentheses if you repeat the file creation process) appear in a box at the bottom left of the tool's screen.

d. In that box with the filename, click the up-arrow, and then click Open. The spreadsheet will open up. Save the file to whatever location you want (e.g., your computer, a shared drive, an online space), with whatever filename you want, being sure to save the file in an Excel format. (For example, in Excel 2016, click File | Save As | Excel Workbook | Save.)

10. Calculate the percentage of your underserved, vulnerable and disadvantaged communities' tracts compared to the total number of tracts you selected. Whether a tract is an underserved, vulnerable and disadvantaged community is shown in the column headed "Identified as disadvantaged?"; you may want to widen the column to view the whole header. If the community

is disadvantaged, that column in the tract's row will be "YES"; if it is not disadvantaged, that column in the tract's row will be "NO".

a. There are several ways you can calculate the percentage of disadvantaged communities for entering into your application, for example:

(a) Manually count the number of YES values. Count the number of tracts; you can count this number manually or use the number of spreadsheet rows with information, minus one (for the header row). Divide the number of YES values by the number of tracts, multiply by 100, drop any figures after the decimal point (for example, 49.96 becomes 49) and add the percentage sign ("%").

b. In recent versions of Excel, use the Data | Filter tool to select, in the "Identified as disadvantaged?" column with the YESes and NOs, just the YES rows. Excel will show the count of selected rows in the bottom left of the screen, along with the total number of tracts (for example, "8 of 18"). As above, divide the number of YES values by the number of tracts, multiply by 100, drop any figures after the decimal point (for example, 49.96 becomes 49) and add the percentage sign ("%").
c. In recent versions of Excel, use the Data | Sort tool to sort the "Identified as disadvantaged?" column; it will separate the rows of YESes and of NOs. Count the number of YESes and divide that number by the number of tracts, multiply by 100, drop any figures after the decimal point (for example, 49.96 becomes 49) and add the percentage sign ("%").
d. In recent versions of Excel, use the COUNTIF function to count the number of YESes. For example, in a cell to the right of the cells with information, copy or type the formula =COUNTIF($I:$I,"YES") and then divide the number it returns by the number of tracts, multiply by 100, drop any figures after the decimal point (for example, 49.96 becomes 49) and add the percentage sign ("%").

12. Save your Excel spreadsheet when you are finished calculating the percentage of disadvantaged communities. Include your spreadsheet as an attachment to your application to document the percentage you enter into your application and allow HUD to perform quality assurance checks on your selection and calculation.

In your application, enter the percentage of disadvantaged communities ("YES" tracts), and, if asked in the notice of funding opportunity, the number of disadvantaged communities and the total number of communities selected (tracts).

APPENDIX D: Medicaid and CHIP Enrollment Rates by State

The Department of Health and Human Services' Medicaid program and Children's Health Insurance Program (CHIP) collect data from all states on the number of individuals enrolled in the respective programs. The table in this appendix should be used as part of responding to rating factor 2, subfactor (3)(b).

Applicants from Puerto Rico, for which Medicaid does not post the enrollment summary data on its https://data.medicaid.gov/ website, should use the national enrollment rate of 25.28%. (Technical development details: The Census Bureau's most recently posted population estimates

by state (within its Explore Census Data website, https://data.census.gov/cedsci/) were, as of the creation of this appendix, from July 1, 2021; all states plus DC were selected for inclusion in the table. Accordingly, for consistency, the same date was selected for the Medicaid and CHIP enrollment data.)

Medicaid and CHIP Enrollment Rate by State			
State	**% Total Medicaid and CHIP Enrollment July 1, 2021**	**State**	**% Total Medicaid and CHIP Enrollment July 1, 2021**
Alabama	20.94%	Montana	26.40%
Alaska	34.26%	Nebraska	17.06%
Arizona	28.48%	Nevada	25.46%
Arkansas	30.90%	New Hampshire	16.20%
California	33.09%	New Jersey	21.66%
Colorado	27.61%	New Mexico	40.03%
Connecticut	26.65%	New York	34.84%
Delaware	27.02%	North Carolina	20.14%
District of Columbia	40.44%	North Dakota	14.66%
Florida	19.97%	Ohio	26.20%
Georgia	20.50%	Oklahoma	25.59%
Hawaii	28.64%	Oregon	28.71%
Idaho	21.01%	Pennsylvania	26.15%
Illinois	26.63%	Rhode Island	30.88%
Indiana	25.11%	South Carolina	22.84%
Iowa	24.62%	South Dakota	14.50%
Kansas	15.35%	Tennessee	23.55%
Kentucky	33.03%	Texas	17.19%
Louisiana	38.36%	Utah	12.58%
Maine	23.75%	Vermont	27.94%
Maryland	24.88%	Virginia	20.25%

Massachusetts	25.82%	Washington	25.76%
Michigan	27.63%	West Virginia	32.99%
Minnesota	21.71%	Wisconsin	21.92%
Mississippi	24.14%	Wyoming	12.11%
Missouri	17.72%		

APPENDIX E: Average Annual Energy Burden Before LIHEAP by State

The Department of Health and Human Services' Low Income Home Energy Assistance Program (LIHEAP) collects data from all states on the average annual household energy burden before interventions using LIHEAP grant funds (i.e., household energy expenditures before such interventions as a percentage of household income). The table in this appendix should be used as part of responding to rating factor 2, subfactor (3)(c), "Data on the energy burden for households in the target community (e.g., the average percentage of income used to cover home energy costs), compared to state burden rates."
Applicants from Puerto Rico, which is not a LIHEAP grantee, should use the national average household energy burden, approximately 5.5% (based on DOE's Low-Income Community Energy Solutions website (https://www.energy.gov/eere/slsc/low-income-community-energy-solutions)).
(Technical development details: The LIHEAP website (https://www.acf.hhs.gov/ocs/low-income-home-energy-assistance-program-liheap) has a link to the LIHEAP Website Navigator page on which the Data and Reports link to the LIHEAP Data Warehouse has a link to the Data Warehouse Custom Reports site (https://liheappm.acf.hhs.gov/datawarehouse/custom_reports). The table in this appendix was generated from custom reports selecting, in order, Energy Burden, Energy Burden Before LIHEAP, All Households: Energy Burden Before LIHEAP – All Fuels, All grantees, and Fiscal year 2020 (the most recent year with data as of the creation of this appendix, except for Indiana and West Virginia, for which FY 2019 was the most recent year with data, so a similar report was run for those states); then the Create Your Data Report button was clicked, as was, then, the Export table data into CSV/Excel file.)

All Households Average Annual Energy Burden Before LIHEAP FY 2020 (IN WV 2019).All Fuels					
Fiscal Year	**Grantee**	**All Households: Average Annual Energy Burden Before LIHEAP - All Fuels**	**Fiscal Year**	**Grantee**	**All Households: Average Annual Energy Burden Before LIHEAP - All Fuels**
2020*	Alabama	17.84%	2020*	Montana	9.98%

2020*	Alaska	16.86%	2020*	Nebraska	20.53%
2020*	Arizona	14.16%	2020*	Nevada	5.93%
2020*	Arkansas	15.20%	2020*	New Hampshire	6.29%
2020*	California	12.33%	2020*	New Jersey	11.13%
2020*	Colorado	8.10%	2020*	New Mexico	4.13%
2020*	Connecticut	11.98%	2020*	New York	8.07%
2020*	Delaware	11.81%	2020*	North Carolina	33.52%
2020*	District of Columbia	7.19%	2020*	North Dakota	8.46%
2020*	Florida	16.28%	2020*	Ohio	16.58%
2020*	Georgia	11.25%	2020*	Oklahoma	14.01%
2020*	Hawaii	8.68%	2020*	Oregon	8.38%
2020*	Idaho	10.47%	2020*	Pennsylvania	12.10%
2020*	Illinois	14.59%	2020*	Rhode Island	8.20%
2019*	Indiana	15.33%	2020*	South Carolina	13.95%
2020*	Iowa	11.15%	2020*	South Dakota	12.51%
2020*	Kansas	13.73%	2020*	Tennessee	14.32%
2020*	Kentucky	17.83%	2020*	Texas	13.97%
2020*	Louisiana	18.14%	2020*	Utah	11.72%
2020*	Maine	20.67%	2020*	Vermont	14.80%
2020*	Maryland	10.37%	2020*	Virginia	12.71%
2020*	Massachusetts	8.03%	2020*	Washington	9.79%
2020*	Michigan	6.38%	2019*	West Virginia	13.02%
2020*	Minnesota	11.12%	2020*	Wisconsin	9.24%
2020*	Mississippi	17.78%	2020*	Wyoming	10.15%
2020*	Missouri	17.16%			

Source: LIHEAP Performance Measurement Website (https://liheappm.acf.hhs.gov).
*Data for years marked with an asterisk are preliminary pending final data validation

APPENDIX F

Advancing Racial Equity, Affirmative Marketing, Affirmatively Furthering Fair Housing (AFFH) and Experience Promoting Racial Equity Narratives.

Applicants are required to submit, **these four equity narrative**s (in 2 pages maximum) addressing all four bullets from the Equity Provisions on Appendix F:

- Advancing Racial Equity (Section III.F);
- Affirmative Marketing (Section III.F);
- Affirmatively Furthering Fair Housing (Section IV.G); and
- Experience Promoting Racial Equity (Section V.B).

Each narrative will be evaluated for sufficiency and will not change the applicant's score or rank as compared to other applicants. If a narrative is deemed insufficient, it will be a "Curable Deficiency" that will be communicated to the applicant for correction with a notice of deficiency. These narratives will not count toward the 15-page limit.