

Frequently Asked Questions from Older Adults Home Modification Program (OAHMP) Webinar September 28, 2022

Question: Will the webinar be recorded and made available for applicants to view afterward?

Answer: Yes, the 2022 OAHMP webinar that was hosted on Sept 28, 2022 was recorded. All registered attendees were forwarded a copy of the webinar 24 hours after live presentation. The link to the webinar can be found [here](https://attendee.gotowebinar.com/recording/2596936939727537419) (<https://attendee.gotowebinar.com/recording/2596936939727537419>)

Question: The Census Bureau's American Housing Survey table creator does not allow us to select 62+ year olds but ranges adults from 55-65 and up. If we find data for age groups 65+yrs but not for 62+yrs, is it ok to provide a more conservative estimate based on owner-occupied units with residents 65+yrs?

Answer: Report the data that you have located for individuals over the age of 65 and provide an explanation for why you did not include the 62 year old data, and cite from where the data was obtained and publication dates. Per the NOFO, you must provide Demographic and other data for the Geographic Area, AMI, and other relevant demographic or health-related data to support the necessity for your proposed target area you will serve. You must also indicate the source of the data used in your responses (i.e., authoring organization, report or dataset name, issuance year, year(s) of data, and, if available, website address). The demographics you choose to report should be supported by the data you present.

Question: When is the Preliminary Application due?

Answer: The *Preliminary* application deadline is 11:59:59 PM Eastern Standard time on 10/13/2022.

Question: When is the deadline to submit the full application?

Answer: HUD will use the response to the preliminary application narrative to determine eligibility, and to rate, rank, and invite a subset of eligible preliminary applicants to submit a full application. The turnaround time for the full application due date is contingent upon the number of applicants that we receive. For the preliminary applicants selected, the full application will be due up to 45 days after the invitation is received.

Question: Are environmental reviews required?

Answer:

Question: Can we substitute an experienced senior rehab professional for an occupational therapist during the initial client needs assessment?

Answer: Yes, if the senior rehab professional is also a licensed Occupational Therapist. It is allowable to have the home assessment and modification plan (e.g. Scope of Work) completed by a licensed OT assistant or certified Aging-in-Place Specialist; however, the assessment and proposed modification plan must be reviewed and approved by a licensed Occupational Therapist prior to initiating work in a unit. We strongly encourage programs to use an OT to conduct a client-focused assessment, as supported by published research on fall prevention and home modifications for aging-in-place (see the Background section I.A.1 of the NOFO, which describes this research).

Question: As a non-profit home rebuilding organization, we routinely perform Rehab/Repair work that is already funded through grants, contracts, and donations. Can we serve people under OAHMP simultaneously with other funders, so that we can do things like roof replacement without going through the HUD Environmental Review process?

Answer: Per Section V.B.15.c. Repair/Rehabilitation. Grantees may not segment activities comprising a proposed project to circumvent an environmental review. All anticipated/contemplated activities that are geographically, functionally, and/or logically related must be aggregated (considered together as a whole) and an environmental review

Question: In the preapplication, do tables (i.e., the Substantially Rural/Urbanized table) have to meet the 12pt font + 1 inch margin requirements? Or is it allowable to use a smaller font / runs a little bit past the 1 in margin to fit the table in the document?

Answer: Per the NOFO, formatting guidelines for both, the Preliminary, and Full application phases are as follows:

Preliminary Application:

Five (5) 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

Full Application:

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

Question: Is there an estimate on when invitations to submit a full application will be extended? How long will the preliminary application review process take?

Answer: October 13, 2022 is the pre-application deadline. Selected preliminary applicants will be invited to submit a full application, which must contain the items listed in section V.A.1.b of the [2022 OAHMP NOFO](#). The turnaround time for the full application due date is contingent

upon the number of applicants that we receive. For those selected applicants, the full application may be due up to 45 days after the invitation is received.

Question: For Rating Factor 1, can job descriptions for the key staff be submitted as supplementary materials?

Answer: resumes (up to 3 pages) shall be provided in supplemental materials (Provide a brief description of the academic and professional qualifications and experience of up to three key project personnel (note: resumes of up to 3 pages in length should be provided in supporting materials). In addition, provide a description of the capabilities and experience of the applicant's organization that are relevant to this NOFO. For the evaluation of this subfactor, HUD will use the information provided in this section as well as that provided in the biographical sketches of the key study personnel

Question: Is there a page limit on the supplementary materials we can submit?

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

Question: For Rating Factor 2, 80% AMI varies based on the # of people in the household. Would it be ok to use 80% AMI for a 1 person household to provide a conservative estimate on how many homeowners fall under 80% AMI?

Answer: Per Section III.G. Criteria for Beneficiaries. The area median income low-income determination is based on the jurisdiction in which the residence is located, family income and family size. You are required to determine income limits for each jurisdiction and residence enrolled. The income limits for this grant program are not based on state median incomes, but only, as the NOFO describes, area median incomes.

Question: For the Full Application, Rating Factor 1: Do sub recipients include licensed contractors hired by our organization?

Answer: 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.

Question: Do we need to submit the full SF-424 family of forms for the preliminary application (SF-424 A-D)? Or should they be submitted only during the full application?

Answer: Form SF424 Application for Federal Assistance and applicable assurances (SF424A-D, as applicable) shall be included in the preliminary application and correctly identify: the NOFO title, Funding Opportunity Number and CFDA number. Applicants must also include the nine-digit zip code (zip code plus four digits) associated with the applicant address in box 8d of Form SF-424.

Question: In the case where we are serving a home with the OAHMP grant and other funds, is it ok to provide more than \$5K of repairs on the home (i.e., \$5K for OAHMP repairs, \$10K for other repairs that are covered by other sources)

Answer: Yes, but it is important to consider that OAHMP grant funds are intended to provide benefits to as many low-income senior households as possible. The Notice of Funding Opportunity is explicit about the program-level cap to implement Congress' directive that this program be a "low barrier" one; if a prospective applicant does not wish to follow the notice's requirements, it should revise its approach to work under this program or consider looking elsewhere for funding for the different type of work it is interested in doing

Question: Can you explain the \$5,000 per unit/home limit?

Answer: The cost of home modifications per housing unit that is inclusive of labor, contractor services, materials and supplies associated with structural modifications and adaptive equipment, is limited at \$5,000. Prior approval is required from HUD before the onset of work for any unit that exceeds the \$5,000 cap. If the cost is expected to be above the capped amount, HUD approval is required prior to contracting for the services for that unit. This capped amount excludes the salary for the Occupational Therapist (OT), licensed OT Assistant, or Certified Aging-in-Place Specialist.

Question: If we were awarded an OAHMP grant in 2021, are we eligible to apply for the 2022 OAHMP grant?

Answer: No, if you received OAHMP grant funding under this program's FY 2021 NOFO, you are not eligible to apply under this program.

Question: Can one proposal include a rural and urban component, or do you prefer each proposal to commit to one or another geography?

Answer: The \$15 million available for this program has no geographic restrictions and is available nationally. However, \$5,000,000 of the federal award will be set aside for substantially rural areas (Rating Factor 2). Urban/rural area designation. A single proposal must be predominantly urban or predominantly rural but may include both components. The applicant is to designate under which of the two categories it is applying. Target areas must be identified

using the Substantially Rural Community Lookup Tool located at https://www.hud.gov/program_offices/spm/gmomgmt/grantsinfo/fundingopps/oahmp

Question: How many awards were awarded through this grant in FY21?

Answer: In FY 2021, there were a total of 32 OAHMP grant awards. You can find additional information regarding the applicants [here](#).

Question: For Rating Factor 3: assessing clients needs. Are we strictly only to use PD & R evaluation form, or can we use another type of assessment

Answer: The Policy Development and Research (PD&R) evaluation is separate from the standardized client and home assessment conducted by the occupational therapist. Per the 2022 OAHMP NOFO, assessments of home modification need, and clients' functional capacity are conducted by Occupational Therapists (OT), or licensed OT Assistants and Certified Aging-in-Place Specialists whose work under the grant is overseen by licensed OTs, using standardized assessment tools.

Prior to the onset of any home modification activity, the functional capacity and home environment of each beneficiary must be conducted and approved by a licensed OT.

Grantees must comply with the Congressionally- mandated PD&R evaluation of the OAHM Program. Awarded grantees will enter Evaluation data on an ongoing basis using PD&R-issued forms accessed via a web-based platform.

Question: The OT salary is not included in the \$5,000 cost but is this salary considered a program cost or is it part of the 10% administrative cost how do we account for it?

Answer: If the OT is staff and receiving a salary, the portion of the salary used to cover the time on this program would appear as a direct cost line item. The cost of the assessments and completing home modification plans would not be broken out per unit, it would be part of their duties and covered by their salary.

Question: What if a homeowner refuses to have the OT evaluation?

Answer: If a homeowner refuses the OT assessment, they cannot receive services under this grant program, as the occupational therapy assessment guides the work plan that is the basis for which, home modifications are implemented within a resident's home.

Per pg 22 of the NOFO, The Work order is facilitated by the OT, a licensed OT Assistant, OR a Certified Aging-in-Place Specialist whose work under the grant is overseen by a licensed OT. With the client's consent, the OT will prioritize the necessary home modifications and complete a work order and any additional specifications.

Question: Will you be extending the deadline due to grants.gov being down?

Answer: 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. Please note that 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.

Question: Can we have waiver to submit a paper application?

Answer: An applicant demonstrating good cause may request a waiver from the requirement for electronic submission, for example, a lack of available Internet access in the geographic area in which your business offices are located. Lack of SAM registration or valid DUNS/UEI is not 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 the Applicant fails 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:

Dr. Taneka Blue, OTR/L, CAPS
Government Technical Representative- Older Adult Home Modification Program
Taneka.M.Blue@hud.gov
(202) 402-6846

Question: Can OAHMP funds be used for rehab/repair activities or are they for maintenance activities only?

Answer: The OAHMP targets low-income elderly homeowners interested in home modification repairs to enable them to remain in their primary residence. In order to expedite home modifications in accordance with the Congressional directive that this program be “low barrier”, activities shall be selected so as to minimize the likelihood and scope of an environmental review (see the table in Appendix B, Home Modifications / Repairs. To the greatest extent possible, HUD strongly encourages installation of any adaptive equipment (i.e., assistive device or everyday item) or other home modifications that address IADLs and ADLs that meet the definition of maintenance/Repair; refer to the Maintenance Repair column of the Table of Home Modifications/Repairs in Appendix B. Proposed projects involving repair or rehabilitation above the maintenance level require an environmental review, either by the grant recipient or HUD. If selected for award, additional instructions regarding environmental reviews will be provided by HUD.

Question: How will I know when to submit my Full application and how will the preliminary process affect the full application?

Answer: After the October 13, 2022 deadline and subsequent application scoring, selected Preliminary applicants will receive an invitation to submit a full application. Invitations to submit a full application will be made in rank order of the preliminary application scores. HUD will use the response to the preliminary application narrative to determine eligibility, and to rate, rank, and invite a subset of eligible preliminary applicants to submit a full application. The responses provided to the narrative in your preliminary application are the only source of information that will be evaluated in determining whether you are invited to submit a full application.

Question: Is there a match requirement for this grant?

Answer: Per p15 of the NOFO, This Program does not require cost sharing or matching.

Question: What does the occupational therapist's evaluation entail?

Answer: The OT will conduct the initial interview with the client and care takers (if available) in their home and assess the home for safety and hazards, including the client's fall risk, general mobility, existing adaptive equipment, and/or the client's functional abilities with ADLs and IADLs. During this in-home visit, the OT will conduct a "baseline" Evaluation health interview with clients and a home hazard visual assessment of the home using PD&R Evaluation forms.

Question: Does my organization qualify for funding under this grant?

Answer: State governments, County governments, City or township governments, Special district governments, Nonprofits having a 501(c)(3) status with the IRS (other than institutions of higher education)