



FY 2020 Indian Housing Block Grant (IHBG) Competitive NOFA Training



AGENDA



I. Funding Opportunity Description



II. Award Information



III. Eligibility Information



**IV. Application and Submission
Information**

Funding Opportunity



In the Consolidated Appropriations Act of 2020, Congress provided a total of **\$100,000,000** for competitive grants to eligible IHBG recipients authorized under NAHASDA in addition to formula-based funding.



Consistent with the Appropriations Act, HUD intends to transfer **\$1 million** to the Program Office Salaries and Expense account **for the administration and oversight of grants awarded** under this NOFA. HUD awarded amounts appropriated in FY2020 to applicants under the FY18/19 IHBG Competitive NOFA due to HUD errors. Accordingly, HUD is making **\$91,013,382** available under this NOFA.



This Notice of Funding Availability (NOFA) FR-6400-N-48 announces the availability of **Indian Housing Block Grant (IHBG)--Competitive Grants**.

PROGRAM AUTHORIZATION

- ➔ The IHBG program is authorized under Title I of the NAHASDA Act.
- ➔ Under the program, eligible Indian tribes and Tribally-Designated Housing Entities (TDHEs) receive grants to develop, maintain, and operate affordable housing in safe and healthy environments on Indian reservations and in other Indian areas and carry out other affordable housing activities.
- ➔ Grant funds must be used to primarily benefit low-income Indian families.

Native
American
Housing
Assistance and
Self-
Determination
Act of 1996, as
amended, (25 U.S.C.
4101 *et seq.*)



PURPOSE



Under this NOFA, HUD will give priority to projects that spur construction that will increase the number of housing units, rehabilitation that will increase the useful life of existing affordable housing, acquisition of existing housing units that increase housing stock and necessary housing-related infrastructure projects, while considering need and administrative capacity.



Applicants may also apply for funding to carry out other eligible activities under NAHASDA. Unlike last year, model activities are not eligible under this NOFA.

PURPOSE

Applicants are encouraged to propose projects that are part of a comprehensive, long-term plan to address local housing conditions, including overcrowding and physically deteriorating units and; future infrastructure and economic development opportunities.





Changes from Previous NOFA

- **Model Activities** - Model Activities are not eligible under this NOFA
- **Period of Performance** - Applicants may request a shorter period of performance based on the project(s) proposed for IHBG Competitive funding. The period of performance for projects considered remains at a maximum of 5 years.
- **Eligible Applicants** – Applicants must have been allocated IHBG formula funds to be eligible to apply under this NOFA.

Changes from Previous NOFA (cont.)

► Threshold Changes

Threshold #3 - Number of Applications and Eligible Activity Project(s)

If an applicant submits more than one application, HUD will only accept the last application submitted by the application deadline.

- An Indian tribe that authorizes a TDHE to apply on its behalf **may not** also submit an application under this NOFA.

Threshold #5 - Late Audit Submission

- HUD will review the timely submission of **Single Audit reports** under threshold. Applicants with late submissions will not be evaluated.
- The review of Single Audit findings will occur in Rating Factor 1.



Changes from Previous NOFA

Threshold #6 - Rating Factors Threshold - Instead of a minimum score threshold for Rating Factor 1, applicants **must now receive a minimum combined score of 35 points** for Rating Factor 1- Capacity of the Applicant and Rating Factor 2-Need and Extent of the Problem

Threshold #7-Workplan Narrative: This is a **new** threshold requirement. HUD will **not** review applications with Workplan Narratives that do not comply with the requirements of the NOFA.

Changes from Previous NOFA

➤ Content and Form of Application Submission

- **One-Page Project Summary** (Curable deficiency): This is a new submission item. Applicants must include a brief description of the proposed project.
- **Workplan Narrative:** Total pages increased from 25 to 30 pages. HUD will not review applications with Workplan Narratives that do not comply with the requirements.
- **Workplan Narrative Supporting Attachments** are limited to 150 pages.

Changes from Previous NOFA

➤ Content and Form of Application Submission

- **Code of Conduct:** This is now a **curable** deficiency.
- **Environmental Review - Expression of Intent:** This is now a **curable** deficiency.
- **Tribal Certification:** This is now a **curable** deficiency.
- **Certification for Opportunity Zone Preference Points:** This is a **a new submission** item. Applicants will be required to complete and submit this form along with the SF-424 in order to be eligible for Opportunity Zone preference points.

Changes from Previous NOFA

► Funding Restrictions

- **Eligible activities:** Added that projects funded under this NOFA are limited to eligible affordable activities in accordance with Section 202 of NAHASDA, except for model activities. Model activities under Section 202(6) of NAHASDA are ineligible under this NOFA.
- **Pre-award costs:** Clarified that with the exception of proposal costs incurred to prepare an application submission and the value of land acquisition used towards an applicant's leveraging contribution, all costs, including leveraging resources, must be incurred within the period of performance dates established in the IHBG Competitive grant agreement.

Changes from Previous NOFA

Review Criteria

- **Rating Factor Point Changes:**
 - **Rating Factor 2-Need/Extent of the Problem:** Increased to 25 points
 - **Rating Factor 5-Comprehensiveness and Coordination:** Decreased to 10 points
 - **Preference Points:** Applicants may only receive 2 preference points for **either** Opportunity Zones **or** Promise Zones, not both.

Changes from Previous NOFA

■ Review Criteria

- Rating Factor Point Changes:

- **Total Points:** Decreased from 104 to 102

- **Subfactor 1.3. IHBG Expenditures:** Eligible applicants that are not currently administering an IHBG formula program and, accordingly, do not have balances of IHBG formula funds, **will automatically receive 2 points for this Subfactor.** Additionally, specified that **HUD will not consider IHBG funds awarded under the Coronavirus Aid, Relief, and Economic Security (CARES) Act during the review of this Subfactor.**



Changes from Previous NOFA

- **Subfactor 1.4 - Findings:** We revised this Subfactor to include Single Audit findings, which was previously considered under threshold. Applicants that have Single Audit findings pertaining to financial management, accounting, and internal controls for HUD-ONAP programs during the rating period, will receive zero points in this Subfactor.
- **Subfactor 1.5 - Timely Reporting:** Added COVID-19 Recovery Programs (IHBG-CARES and ICDBG-CARES) to the list of programs that ONAP will consider when reviewing the timely submission of reports.

Changes from Previous NOFA

- **Subfactor 2.1.a.-Identified Needs:** Added language that an applicant proposing to acquire existing housing units that increases its affordable housing stock must also:
 - 1) indicate the total number of units it proposes to acquire with IHBG competitive funds; and
 - 2) demonstrate that the new units that it plans to acquire will result in an increase in the affordable housing stock in the community and will not be entirely offset by the disposition or demolition of other affordable housing units that it currently owns or operates.
- **Deleted Subfactor 2.4.-Current Funding Assessment** from FY18/19 IHBG Competitive Grant NOFA.



Changes from Previous NOFA

- **Subfactor 2.5-New and Previously Unfunded Applicants:**
Added Subfactor to award 5 points to applicants that neither received nor applied for an award under the FY18/19 IHBG Competitive Grant NOFA. For this Subfactor, HUD will also review the applicant's corresponding tribe or TDHE when awarding points.
- **Subfactor 3.1c-IHBG Competitive Priorities (Acquisition of Units):** New Subfactor added for applicants that propose the acquisition of existing housing units that increases affordable housing stock without any associated costs for construction, rehabilitation, or infrastructure. Subfactor is worth up to 7 points.



Changes from Previous NOFA

- **Subfactor 3.4.-Budget:** Incorporated review of Total Development Costs in the point structure.
- **Rating Factor 4-Leveraging Resources:**
 - **Distress:** HUD will award at least 3 points to applicants that may have an inability to effectively leverage funds due to the distressed conditions of their communities.
 - **Leveraging Resources-Land:** Land that has previously been used as leverage towards other ONAP competitions may not be proposed as leveraging for this NOFA
- **Subfactor 5.2.-Outputs and Outcomes:** Listed the example of units connected to utilities under outputs instead of outcomes.

Program Definitions

The definitions in NAHASDA and in the IHBG program regulations at 24 CFR 1000.10 apply to this program.

Other NAHASDA-eligible activities: This term refers to the eligible activities found in NAHASDA Section 202, other than new housing construction, rehabilitation, acquisition of existing housing units that increases affordable housing stock, and affordable housing-related infrastructure. Model activities under Section 202(6) are not eligible under this NOFA.

Firm Commitment: This term refers to a letter of commitment, memorandum of understanding or agreement to participate from an applicant's partner specifying that it agrees to perform and/or support an activity specified in the application.

- The firm commitment must demonstrate that the partner has the financial capacity to deliver the resources or skills necessary to implement the proposed activity, either in cash or through in-kind contributions, if HUD awards IHBG competitive funds.
- Partners that may provide a firm commitment may be the tribal government, a public agency, foundation, or other private party resource provider.



I. Getting Started



AVAILABLE FUNDS

Estimated Total Funding

\$91,013,000

Minimum Award Amount

\$100,000

Maximum Award Amount

\$5,000,000

Number of Awards

HUD expects to make approximately 20 awards from the funds available under this NOFA

The number of awards will be based on the number of proposals HUD reviews, approves, and funds.



Available Funds (cont...)

This NOFA will fund applications for (FY) 2020.

This is a competitive grant. All applications received through this NOFA and pass application screening and threshold review will be rated.

Funds will be awarded in rank order based on the score received on the application.

The **Period of Performance** and planned draw-downs for any grant awarded under this NOFA must be included on the SF-424 (Blocks 17a-17b) and the Implementation Schedule, form HUD-53247 and approved by HUD. Costs must be incurred during the period of performance identified on the grant award.

PERIOD OF PERFORMANCE

Estimated Project Start Date: 04/01/2021

Estimated Project End Date: 03/31/2026

Length of Project Periods

Projects awarded under this NOFA will be limited to 5 years

Applicants may request a shorter period of performance based on the project that is being proposed



III. Eligibility Information

ELIGIBLE APPLICANTS

- ➔ Indian tribes (as defined under section 4(12) of NAHASDA)
- ➔ Tribally Designated Housing Entity (TDHE) (as defined under 4(13 and 22) of NAHASDA) **who have ever been allocated formula funding.**
 - **An applicant does not have to be a current formula recipient to apply!**
- ➔ Applications submitted by a TDHE on behalf of an Indian tribe(s) must include a tribal certification(s) or resolution(s) on official letterhead authorizing the TDHE to apply on behalf of the tribe(s).

TRIBAL CERTIFICATIONS/RESOLUTIONS

- ➔ HUD will accept an existing Indian Housing Plan (IHP) certifications that state that the tribe has delegated to the TDHE the authority to submit an IHP or application on behalf of the tribe without prior review by the tribe.
- ➔ The certification(s) or resolution(s) must be submitted with the application. See Section IV.B.2.i.
- ➔ An Indian tribe that authorizes a TDHE to apply on its behalf may not also submit its own application for funding. Such application will not be evaluated.

ELIGIBLE APPLICATIONS

- ➔ Pursuant to Section 211 of the General Provisions in the Appropriations Acts, only Native Alaskan tribes that received IHBG grants in Fiscal Year 2005 are eligible to apply directly for funding under the Notice of Funding Availability (NOFA).
- ➔ Native Alaskan tribes that **are required** to designate a Tribally Designated Housing Entities (TDHE) in Alaska for its IHBG formula program **may not** apply directly for funding under this competition.
- ➔ Native Alaskan tribes that **choose to** but are not required to designate a TDHE in Alaska for its IHBG formula program may apply for IHBG competitive funds directly.

COST SHARING AND MATCHING

Cost sharing or mandatory matching is not required under this grant, but applicants are encouraged to leverage other Federal (including IHBG formula funds) and non-Federal sources. (See Rating Factor 4 of this NOFA.)

HUD will award points to applicants that have an inability to effectively leverage funds due to distressed conditions of their communities.

THRESHOLD REQUIREMENTS

- ➔ Applicants who fail to meet any of the following threshold eligibility requirements will be deemed ineligible.
- ➔ Applications from **ineligible** applicants will not be evaluated.





THRESHOLD REQUIREMENTS

1. Resolution of Civil Rights Matters
2. Timely Submission of Applications
3. Number of Applications and Eligible Activity Project(s)
4. Grant Ceiling
5. *NEW* Late Audit Submission
6. Threshold Rating Factors
7. Workplan Narrative

Threshold Requirements

- 1. Resolution of Civil Rights Matters** If there are any outstanding civil rights matters, they must be resolved to HUD's satisfaction prior to grant award, provided that all applicable legal processes have been satisfied.
- 2. Timely Submission of Applications** - Applications submitted after the deadline (11:59:59 EST - December 10, 2020), that do not meet the requirements of the grace period policy will be marked late. **Late applications are ineligible and will not be considered for funding.**

Threshold Requirements

3. Number of Applications and Eligible Activity Project(s)

Each eligible applicant **may only submit one application** under this NOFA which may include one project or multiple projects.

For example: An umbrella TDHE may submit 1 application, but it could cover several projects for the tribes it represents.

If an applicant submits more than one application, HUD will only accept the last application submitted by the application deadline.

Also, an Indian tribe that authorizes a TDHE to apply on its behalf may not also submit an application under this NOFA.

Threshold Requirements

- Regardless of whether the applicant proposes one or multiple projects for funding, the applicant may not receive a grant that exceeds the maximum \$5,000,000 grant ceiling set under this NOFA.
- Additionally, if an applicant proposes multiple projects, HUD will evaluate all projects covered in the application together and will not separately score each project proposed.

Threshold Requirements

- 4. Grant Ceiling:** If an applicant requests more than the maximum grant amount of \$5,000,000 under this NOFA, then the application will not be reviewed.

Applicants must clearly document the requested Federal funding amount on line 18a of the application for Federal Assistance (SF-424).

Threshold Requirements

5. Late Audit Submission

Applicants subject to the audit reporting requirements of 2 CFR part 200, Subpart F must not have any late Single Audit report submissions during the **one-year period immediately preceding the date that the NOFA is published (Aug. 11, 2019-Aug. 11, 2020)**. Such applications will not be evaluated.

NEW THIS YEAR HUD will review the timely submission of Single Audit reports under Threshold, while the review of Single Audit findings will occur in Rating Factor 1.

Report submission will be verified using the Federal Audit Clearinghouse (FAC) at <https://harvester.census.gov/facdissem/main.aspx>.

Threshold Requirements

6. Rating Factors Thresholds

Applicants must receive:

- ***NEW*** Minimum **combined** score of 35 points for Rating Factor 1- Capacity of the Applicant and Rating Factor 2-Need
- 20 points for Rating Factor 3-Soundness of Approach.
- Overall score of 75 points (without the addition of Preference Points)

Applicants who do not meet the minimum score for each of these rating factors and an overall score of 75 points (without the addition of Preference Points) will be ineligible to receive a grant under this competition.

Threshold Requirements

7. Workplan Narrative

The Workplan Narrative is the response to all five rating factors listed in Section V of this NOFA and encompass the proposed IHBG Competitive project(s). **This is a new threshold.** HUD will not review applications with Workplan Narratives that do not comply with the following requirements:

- Maximum 30 pages (excluding supporting attachments and required forms);
- Double-Spaced;
- Letter-sized paper, 8-1/2 x 11 inches;
- Times New Roman 12-point font; and
- At least 1-inch margins on all sides.

Statutory and Regulatory Requirements Affecting Eligibility

- Eligibility Requirements for Applicants of HUD's Grant Programs
- Program Specific Requirements
- Criteria for Beneficiaries



IV. Application and Submission Information

OBTAINING AN APPLICATION PACKAGE

Download Application Instruction and Application Package

➤ **Verify:**

➤ **CFDA Number:** 14.867

➤ **Opportunity Title:** Indian Housing Block Grant – Competitive Grants

➤ **Funding Opportunity Number:** FR-6400-N-48

The Application package contains the portable document forms (PDFs) available on [grants.gov](https://www.grants.gov), such as the SF-424. The Instruction Download contains official copies of the NOFA and forms necessary for a complete application.

OBTAINING AN APPLICATION PACKAGE

- Please download most recent updated package in Grants.gov.
- Updated **Certification for Opportunity Zone Preference Points** form is included in application package or on Codetalk.
- Applicants that submit paper applications can print and submit the **Certification for Opportunity Zone Preference Points** form with application.
- Please view **Dear Tribal Leader** (DTL) letter (dated 9/10/2020) posted on Codetalk for more information.

WAIVER

Waiver requests for paper application

- An applicant demonstrating good cause may request a waiver from the requirement for electronic submission.
- Must be received by HUD at least 7 days prior to application deadline date

Please send the requests via email to:

IHBGCompetitiveProgram@hud.gov or a written request directly to HUD Headquarters ONAP Office | Director of Grants Management, ONAP | Office of Public and Indian Housing-Office of Native American Programs | 451 7th Street SW, Rm. 4108 | Washington, DC 20410.

Content and Form of Application Submission

- ◆ You must verify that boxes 11, 12, and 13 on the SF-424 match the NOFA 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 CFDA and Funding Opportunity Number is a curable deficiency.
- ◆ Additionally, your complete application must include the following narratives and non-form attachments.
- ◆ Narratives and other attachments to your application must follow the following format guidelines.

Content and Form of Application Submission

- ◆ **Submissions for All Projects:** All required forms and information must be submitted by applicants for all types of IHBG competitive projects.
- ◆ **Unless otherwise noted as a curable deficiency** if information under this section is not submitted with the application or is submitted incorrectly, then the application will be disqualified and not evaluated.
- ◆ **Deficiency** - Deficiency is information missing or omitted within a submitted application. Examples of deficiencies include missing documents, information on a form, or some other type of unsatisfied information requirement (e.g., an unsigned form, unchecked box.). Depending on specific criteria, deficiencies may be either curable or non-curable.

Content and Form of Application Submission

- ◆ **Curable Deficiency:** Applicants may correct a curable deficiency 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.

- ◆ **Non-Curable Deficiency** – An applicant cannot correct a non-curable deficiency after the submission deadline. Non-curable deficiencies are deficiencies that, if corrected, would change an applicant's score or rank versus other applicants. Non-curable deficiencies may result in an application being marked ineligible, or otherwise adversely affect an application's score and final determination.

Content and Form of Application Submission

- ◆ **Submitted incorrectly includes** documents or forms that are blank, forms for other competitive grant programs (e.g., Indian Community Development Block Grant), or that have file extensions that are incompatible with Grants.gov.

- ◆ ✓ **Reminder:** Make sure to check that forms are compatible and have been uploaded properly to Grants.gov prior to submission!

Do not submit third party documents, such as audits, general letters of support, or policies, unless specifically asked to do so. Unsolicited information will not be used when rating the applications.

Content and Form of Application Submission

- Applications for Assistance (SF-424) – (Not Curable)
- Disclosure Update (HUD-2880) – (Curable)
- Implementation Schedule (HUD-53247) (Not Curable)
- Cost Summary (HUD-53246) – (Not Curable)
- ***NEW* One-Page Proposal Summary – (Curable)**
- Workplan Narrative and Supporting Attachments – limited to 150 pages (Not Curable)
- Budget Narrative – (Not Curable)
- Certification of Compliance - (Not Curable)

Content and Form of Application (cont...)

- **Code of Conduct – (Curable)**
- **Environmental Review – Expression of Intent – (Curable)**
- **Tribal Resolution – (Curable)** – HUD will also accept copies of existing Indian Housing Plan (IHP) which delegates a TDHE to submit on behalf of the tribe.
- **Indirect Cost Rate – (Curable)** – only if applicable
- **Disclosure of Lobbying Activities – (Curable)** – Only for state-recognized tribes
- **Opportunity Zone (HUD 2996)** – New required form only if applicable
- **Certification of Consistency with Promise Zone Goals and Implementation (HUD- 50153)** – **Submit only if applicable**

Content and Form of Application

- **SF-424**
- **Implementation Schedule**
- **Cost Summary**

Applications for Assistance (SF-424)

- The SF-424 must include all the information listed in the NOFA.
- **Key Contact (Block 8f):** List the contact information of the applicant's proposed IHBG Competitive Grant Program manager. **Do not list a non-employee of the applicant**, such as a contractor/consultant grant writer.
- Catalog of Federal Domestic Assistance Number (Block 11): 14.867

OMB Number: 4040-0004
Expiration Date: 12/31/2022

Application for Federal Assistance SF-424

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		* 2. Type of Application: <input type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision		* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: Completed by Grants.gov upon submission.		4. Applicant Identifier: <input type="text"/>		
5a. Federal Entity Identifier: <input type="text"/>		5b. Federal Award Identifier: <input type="text"/>		
State Use Only:				
6. Date Received by State: <input type="text"/>		7. State Application Identifier: <input type="text"/>		
8. APPLICANT INFORMATION:				
* a. Legal Name: <input type="text"/>				
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text"/>		* c. Organizational DUNS: <input type="text"/>		
d. Address:				
* Street1: <input type="text"/>		<input type="text"/>		
Street2: <input type="text"/>		<input type="text"/>		
* City: <input type="text"/>		<input type="text"/>		
County/Parish: <input type="text"/>		<input type="text"/>		
* State: <input type="text"/>		<input type="text"/>		
Province: <input type="text"/>		<input type="text"/>		
* Country: <input type="text"/>		<input type="text"/>		
* Zip / Postal Code: <input type="text"/>		<input type="text"/>		
e. Organizational Unit:				
Department Name: <input type="text"/>		Division Name: <input type="text"/>		
f. Name and contact information of person to be contacted on matters involving this application:				
Prefix: <input type="text"/>		* First Name: <input type="text"/>		
Middle Name: <input type="text"/>		<input type="text"/>		
* Last Name: <input type="text"/>		<input type="text"/>		
Suffix: <input type="text"/>		<input type="text"/>		
Title: <input type="text"/>				
Organizational Affiliation: <input type="text"/>				
* Telephone Number: <input type="text"/>		Fax Number: <input type="text"/>		
* Email: <input type="text"/>				

Applications for Assistance (SF-424)

- **Proposed Project Dates (Blocks 17a-b):** The estimated period of performance start and end dates for projects awarded under this NOFA is 4/1/2021-3/31/2026.
 - **Reminder: Applicants may request a shorter period of performance** based on the project that is being proposed for IHBG Competitive funding. Projects considered under this NOFA cannot exceed 5 years.
- **Line 18a (Federal)** must list the amount requested under this IHBG Competitive Grant only. Other federal funding should not be listed.
- **Lines 18b-18f** must list any proposed leveraged funds
- **Authorized Representative (Block 21):** Include the applicant's authorized representative contact information (e.g., Tribal Chief, TDHE Executive Director, etc.). This should not be the same person listed as the Key Contact in Block 8f.

Application for Federal Assistance SF-424	
16. Congressional Districts Of:	
* a. Applicant	* b. Program/Project
Attach an additional list of Program/Project Congressional Districts if needed.	
<div>Add AttachmentDelete AttachmentView Attachment</div>	
17. Proposed Project:	
* a. Start Date:	* b. End Date:
18. Estimated Funding (\$):	
* a. Federal	
* b. Applicant	
* c. State	
* d. Local	
* e. Other	
* f. Program Income	
* g. TOTAL	
19. Is Application Subject to Review By State Under Executive Order 12372 Process?	
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on	
<input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.	
<input type="checkbox"/> c. Program is not covered by E.O. 12372.	
20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)	
<input type="checkbox"/> Yes <input type="checkbox"/> No	
If "Yes", provide explanation and attach	
<div>Add AttachmentDelete AttachmentView Attachment</div>	
21. "By signing this application, I certify (1) to the statements contained in the list of certifications" and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances" and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)	
<input type="checkbox"/> ** I AGREE	
** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.	
Authorized Representative:	
Prefix:	* First Name:
Middle Name:	
* Last Name:	
Suffix:	
* Title:	
* Telephone Number:	Fax Number:
* Email:	
* Signature of Authorized Representative:	Completed by Grants.gov upon submission.
* Date Signed:	Completed by Grants.gov upon submission.

HUD may require successful applicants to update errors on the Implementation Schedule based on the pre-award requirement process outlined in this NOFA.

form HUD-53247 (6/2018)

(Not Curable)

- Provides cost information including specific activity costs, administration, planning, and total resources that will be committed to the project, including resources from both Federal and non-Federal sources.
- For applications proposing multiple projects, applicant may choose to submit a separate Cost Summary form for each project.
- HUD may require successful applicants to update errors on the Cost Summary form based on the pre-award requirement process outlined in this NOFA.
- The Cost Summary totals must match the information provided on the SF-424 and Budget Narrative

4.	Project Name & Project Category	Planned NAHBG Expenditures	Planned Other Federal Funds Expenditures	Planned Non-Federal Funds Expenditures	Total Planned Expenditures	Source of Other Funds for each Activity
	a	b	c	d	e	f
					\$0.00	
					\$0.00	
					\$0.00	
					\$0.00	
					\$0.00	
					\$0.00	
					\$0.00	
					\$0.00	
					\$0.00	
					\$0.00	
					\$0.00	
					\$0.00	
					\$0.00	
					\$0.00	
5. Administration					\$0.00	
a. General Management and Oversight.					\$0.00	
b. Indirect Costs: Enter indirect costs to be charged to the program pursuant to a cost allocation plan.					\$0.00	
c. Audit: Enter estimated cost of Program share of financial audits.					\$0.00	
Administration Total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00		
6. Sub Total Enter totals of columns b, c, and d.	\$ 0.00	\$ 0.00	\$ 0.00			
7. Grand Total Enter sum of columns b, c, and d.						\$ 0.00

One-Page Proposal Summary (NEW)

- **The applicant must include a one-page summary** of the proposed project(s), including which affordable housing activities it will implement under NAHASDA Sec. 202 and 24 CFR 1000 Subpart B.
- **The summary must also include key outcomes** the applicant will achieve (e.g., number of units constructed, rehabbed, number families targeted, etc.), should it be awarded an IHBG Competitive Grant.
- **If the applicant is a TDHE applying on behalf of multiple tribes**, then the TDHE must identify those tribes in its summary.
- **HUD will not consider any information in the summary when rating applications** and may require successful applicants to update the summary based on the pre-award requirement process outlined in this NOFA.

Workplan Narrative

- ✓ **The applicant must address all five rating factors** listed in this NOFA – 1. Capacity, 2. Need, 3. Soundness of Approach, 4. Leveraging and 5. Comprehensiveness and Coordination
- ✓ **The Workplan Narrative is the response to all five rating factors** listed in Section V of this NOFA and encompass the proposed IHBG Competitive project(s). As stated in Section III.D.-Threshold Eligibility Requirements, HUD will not review applications with Workplan Narratives that do not comply with the following requirements:
 - Maximum 30 pages (excluding supporting attachments and required forms);
 - Double-Spaced;
 - Letter-sized paper, 8-1/2 x 11 inches;
 - Times New Roman 12-point font; and
 - At least 1-inch margins on all sides.

Workplan Narrative attachments

✓ Applicants may provide attachments to support the Workplan Narrative. Material provided in the attachments must support the rating factors information and will not be used in lieu of information provided in response to the rating factor criteria.

✓ Applicants are strongly urged to submit only information that is required and/or requested in the NOFA or relevant to a specific narrative response.

➤ **NEW:** The supporting attachments must not exceed 150 pages; supporting attachments submitted beyond the first 150 pages will not be reviewed.

✓ Label each page of each attachment with a page number and with a reference to the applicable Rating Factors and Subfactors in the NOFA.

➤ Tip: Making sure to refer to the appropriate supporting attachment and page number in the Workplan Narrative!

Budget Narrative

- The application must include a Budget Narrative **separate** from the Workplan Narrative that details the eligible cost amounts and items for each budget line.
- Must match the figures on the SF-424 (Blocks 18a-g) and Cost Summary (HUD-53246)
- The narrative must provide details on eligible activities and all planning and administrative costs (including indirect costs).
- The narrative may be in any format (Word, Excel, etc.) the applicant chooses.
- If proposing multiple projects, then the applicant may submit the budget narrative separately for each project or combine it, etc.

Successful Applicants - Errors

HUD may require successful applicants to update errors on the SF-424, the Implementation Schedule (HUD-53247), the Cost Summary (HUD-53246) and the Budget Narrative based on the pre-award requirement process outlined in this NOFA.



Certification of Compliance



Each application must include a certification signed by an authorized official of the applicant addressing each of the 7 certification requirements listed on p. 19-20 of this NOFA.



This should be a separate, stand alone document

Environmental Review – Expression of Intent – (Curable)

- ✓ Applicants must include information on whether the tribe plans to assume environmental responsibilities under 24 CFR part 58 or decline to assume environmental responsibilities and request HUD perform the review under 24 CFR part 50, in accordance with CFR 1000.20.
- ✓ **Specifically, the applicant must identify WHO** it wants to assume the environmental responsibilities – the applicant or HUD.
 - Note: This is different than the “no choice limiting action” requirement discussed in Subfactor 3.3.
- ✓ An environmental review and all approvals must be completed before funds are released and/or recipient may commit HUD or non-HUD funds.

Tribal Certification (Curable deficiency):


- ➔ If an application is submitted by a TDHE on behalf of a tribe, then a tribal certification or resolution on official letterhead must be submitted authorizing the TDHE to submit the application.
- ➔ HUD will accept copies of existing Indian Housing Plan (IHP) certifications that state that the tribe has delegated to the TDHE the authority to submit an IHP or application on behalf of the tribe without prior review by the tribe.
- ➔ The tribal certification or resolution must be submitted with the application.

Indirect Cost Rate (Curable deficiency):

The applicant must submit the following information if it is including indirect costs as part of the budget. Note that indirect costs will count towards the admin and planning cap!

Submit **either**:

1. Copy of federally negotiated IDC rate agreement:
 - a) Application must clearly state the approved rate and distribution base in the Budget Narrative and amount budgeted in the Cost Summary (HUD-53246, line 5B).
 - b) Must also include a letter stating the approved rate and distribution base or other documentation from the cognizant agency showing the approved rate;
- OR**
2. De Minimis: If the applicant has NEVER had an indirect cost rate and wishes to use the de minimis rate, then the application must clearly state the intent to use the de minimis 10 percent of Modified Total Direct Costs (MTDC) in accordance with 2 CFR 200.414(f).



Disclosure of Lobbying Activities (SF-LLL) (Curable deficiency): State-recognized Indian tribes and TDHEs established under State law must submit this form.

Preference (Bonus) Points (Up to 2 points)

- ➡ Opportunity Zones (OZ)
- ➡ Promise Zones (PZ)

NOTE: Applicants can earn points for either Opportunity Zones (OZ) or Promise Zones (PZ), not both.

Preference Points – Opportunity Zones (2 points)

- Applicants proposing project in Opportunity Zone (OZ) communities must identify state, county, and census tract.
- Applicant must also provide certification to affirm investment is located in a qualified OZ.
- Applicant must submit documentation on letterhead with application.
- This form (**Certification for Opportunity Zone Preference Points**) will be included on Grants.gov for applicants to complete to earn bonus points.
- View list of designated OZ by clicking link from U.S. Department of Treasury at: <https://www.cdfifund.gov/Pages/Opportunity-Zones.aspx>.

Preference Points – Promise Zones (2 points)

- Complete/submit Certification of Consistency with Promise Zone Goals and Implementation (HUD-50153).
- Signed by Promise Zone Official authorized to certify project meets criteria.
- View list of designated Promise Zones and persons authorized to certify at the website:

<https://www.hudexchange.info/programs/promise-zones/>

SAMS and DUNS

- 1. SAM Registration Requirement**
- 2. DUNS Number Requirement**
- 3. Requirement to Register with Grants.gov**

Application Deadline Date



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**Thursday, December 10, 2020
11:59:59 pm EST**

Application Submission

- ➔ "Received by Grants.gov" - applicant received a confirmation of receipt and confirmation number
- ➔ "Validated by Grants.gov" - application has been accepted and was not rejected with errors
- ➔ HUD **strongly recommends** applications be submitted **48 hours before the deadline date**
- ➔ Verify the contents of your submitted application to confirm grants.gov received everything you intended to submit. Tip:
- ➔ **Triple check** that everything's been uploaded properly, that files are compatible w/ grants.gov (not corrupt), triple check the application submission requirements, etc.

Paper Submission

If a request for a waiver has been submitted and approved, the date stamp would be based on when the Area ONAP receives the application.

Remember, it must be received by the deadline date. It is important that applicants coordinate with their particular Area Office to ensure a timely submission.

Funding Restrictions

1. Eligible Activities
2. Administrative and planning expenses
3. Pre-award costs
4. Consultant Cap
5. Investment of IHBG competitive funds
6. Title VI Loan Guarantees

Funding Restrictions

1. Eligible Activities

With the exception of model activities, projects funded under this NOFA are limited to eligible affordable housing activities consistent with Section 202 of NAHASDA.

Model activities under Section 202(6) of NAHASDA are ineligible under this NOFA.

* This prohibition is NEW from last year's NOFA

Funding Restrictions

2. Administrative and planning expenses

- Recipients granted an award in excess of \$500,000 may use up to 20 percent of the of the award for IHBG-eligible administrative and planning expenses.
- **Recipients awarded a grant in the amount of \$500,000 or less may use up to 30 percent of the grant award for these expenses.**
- **A detailed breakdown for these costs must be included in the budget narrative**

Funding Restrictions

3. Pre-Award Costs

- With the exception of proposal costs incurred to prepare an application for submission and the value of land acquisition used towards and applicant's leveraging contribution, all costs, including leveraging resources, must be incurred within the period of performance dates established in the IHBG Competitive Grant Agreement.
- Applicants requesting reimbursement of proposal costs associated with the preparation of the IHBG competitive application must clearly identify this amount and activity in the narrative.
- If successful, any proposal costs incurred that are reimbursed with grant funds will count towards the applicant's administration and planning cap

***PROPOSAL COST = GRANT WRITER**

Funding Restrictions

4. Consultant Cap

IHBG Competitive Grant funds may not be used, directly or indirectly, to pay or provide reimbursement for payment of the salary of a consultant in an employer-employee type of relationship at more than the daily equivalent of the rate paid for the Level IV of the Executive Schedule.

For more information on the Executive Schedule, please see the [Office of Personnel Management \(OPM\) website](#).

Funding Restrictions

5. **Investment of IHBG competitive funds**

IHBG Competitive Grant funds awarded under this NOFA may not be invested pursuant to section 204(b) of NAHASDA. Applications that propose to invest IHBG Competitive Grant funds will not be funded.

6. **Title VI Loan Guarantees:** IHBG Competitive Grant funds awarded under this NOFA may not be used to fund guarantees under Title VI of NAHASDA. Applications that propose to spend funds for this purpose will not be funded.

Other Submission Requirements

Application Certifications and Assurances
Lead Based Paint Requirements

End of the NOFA Overview