

**HUD Office of Native American Programs
Indian Community Development Block Grant
FY2021 Notice of Funding Opportunity
Frequently Asked Questions
Updated 10/14/2021**

The following Frequently Asked Questions (FAQs) have been provided to assist applicants to the Fiscal Year (FY) 2021 Indian Community Development Block Grant (ICDBG) Notice of Funding Opportunity (NOFO).

Section III – Eligibility Information

- 1. Q: Is it acceptable to submit a draft Tribal Resolution with the application, then submit a fully executed Tribal Resolution after the application due date?**

A: No, an official, current Tribal Resolution authorizing a Tribal Organization to submit on behalf of a Tribe must be submitted with the application. Omission of that item is not a curable deficiency. See NOFO, Section IV B.1.d, page 26.

- 2. Q: If the applicant does not submit a tribal resolution stating the citizen participation requirements were followed in accordance with 24 CFR 1003.604 for the proposed project, is that curable?**

A: No. There are no waivers in this ICDBG NOFO unlike those for ICDBG-ARP and ICDBG-CARES, so the normal citizen participation requirements will apply. In Section IV.B.1.d. of the NOFO, page 26, the citizen participation requirement is not listed as a curable deficiency, and the ICDBG regulation state “prior to submission of the application to HUD, the applicant shall certify via an official Tribal resolution...” (See 24 CFR 1003.604(b)). As such, the resolution must be submitted with the application.

- 3. Q: Are the citations on page 19 of the NOFO, in Section III.D. Threshold Eligibility Requirements for Housing Rehabilitation projects, New Housing Construction projects, and Economic Development projects, incorrect?**

A: Yes. The correct citations are IV.B.1.i, j, and l (all on pages 27-28) instead of IV.B.2.

- 4. Q: Are State Recognized Tribes eligible to apply for the ICDBG NOFO and the Imminent Threat Grant?**

A: A very limited number of State Recognized Tribes are eligible under the terms of the eligibility requirements described in the NOFO. Please contact your Area Office of Native American Programs (AONAP) if you would like to confirm your Tribe’s eligibility status.

- 5. Q: If my Tribe applies for the regular ICDBG Imminent Threat grant (not ICDBG-CARES or IHBG-CARES), do we have to submit the entire application or an abbreviated application?**

A: The application requirements for the ICDBG Imminent Threat grants can be found in [ONAP Program Guidance 2018-04](#), “Imminent Threat Grants” and [24 CFR part 1003 Subpart E](#).

Imminent Threat funds are awarded on a first-come first-serve basis until the amount set aside for the program fiscal year is fully awarded. The Imminent Threat request must be submitted to your local AONAP, in accordance with the Guidance cited above.

- 6. Q: If the Tribe chooses to apply for an ICDBG single purpose grant and they are not successful, can a Tribal Organization still apply or does the Tribal Organization application get disqualified?**

A: Either the Tribe or the tribal organization can apply, but not both. HUD will not review an application submitted by a tribal organization on behalf of a specific Tribe if the Tribe itself submits an application for the same funding round.

- 7. Q: When will the FY2021 NOFO be released? What is the deadline for the application?**

A: The U.S. Department of Housing and Urban Development (HUD) published the ICDBG NOFO on August 19, 2021. The deadline to apply is October 25, 2021.

- 8. Q: Can a Tribe apply for both the Single Purpose Grant and the Imminent Threat Grant?**

A: Yes. The ICDBG NOFO announces the application process for the ICDBG Single Purpose grant.

For the ICDBG Imminent Threat grant, please see [ONAP Program Guidance 2018-04](#), “Imminent Threat Grants” and the requirements in [24 CFR part 1003 Subpart E](#).

- 9. Q: In regard to the letter that is required from the BIA or IHS, does this only apply to tribal organizations? How can we find out if HUD has this letter?**

A: Yes, the letter is only required for Tribal Organization applicants. See Section III.A. of the NOFO, which states that “the Bureau of Indian Affairs (BIA) or the Indian Health Service (IHS), must provide a letter that states that the tribal organization is eligible under Title I of the Indian Self Determination and Education Assistance Act. A copy of this letter must be included in your application submission, unless your organization has already provided such a letter in previous years approved by HUD and the status of your tribal organization has not changed.”

Please contact your AONAP *prior* to the application deadline to verify this letter is on record.

10. Q: Can nonprofit organizations apply? If so, do they have to submit their own application or partner with a Tribe?

A: According to 24 CFR 1003.5 (b), Tribal organizations which are eligible under Title I of the Indian Self- Determination and Education Assistance Act may apply on behalf of any Indian tribe, band, group, nation, or Alaska Native village eligible under that Act for funds under this NOFO when one or more of these entities have authorized the Tribal organization to do so through concurring resolutions. HUD will not review an application submitted by a Tribal organization on behalf of a specific Tribe if the Tribe itself submits an application for the same funding round (See NOFO, pg. 17).

Additionally, a sub-award from a pass-through entity can be made to a sub-recipient to carry out part of a federal award, but that does not include an individual that is a beneficiary of such award (See NOFO, pg. 11).

11. Q: Is the repair of an airport runway an eligible activity for the ICDBG NOFO?

A: No. With limited, specific exceptions, ICDBG regulations provide that any expense associated with repairing, operating, or maintaining public facilities, improvements, and services is ineligible. The repair of an airport runway would be an ineligible operating and maintenance expense. See 24 CFR 1003.207(b)(2)(i), which states that examples of ineligible operating and maintenance expenses are “maintenance and repair of streets, parks, playgrounds, water and sewer facilities, neighborhood facilities, senior centers, centers for persons with disability, parking, and similar public facilities.”

12. Q: There is very little specific information in the NOFO about the types of economic development projects that might qualify. Is there somewhere other than the NOFO that has more information about the kinds of projects allowable under the program? What might be considered allowable costs for these projects under the grant?

A: The NOFO does not include specific examples of ICDBG-assisted economic development projects; however, there have been grocery stores, marinas, travel centers, fish processing plants, to name a few, funded with ICDBG. To view activities funded by activity type or region, visit the Best Practices section on Codetalk. Also, see 24 CFR part 1003 Subpart C and 24 CFR 1003.302(c) for additional information regarding eligible activities and Economic development projects.

13. Q: Can we apply for a new project using the ICDBG grant, if we already applied for the ICDBG-ARP grant on a different project?

A: Yes. ICDBG-ARP and this funding opportunity are separate funding opportunities.

14. Q: We are hoping to purchase a back-up generator to provide support to water treatment plants in the event of a loss of power. Per the ICDBG funding announcement, we read that equipment is not an eligible purchase, but we are wondering whether this project falls under the equipment category.

A: As stated in 1003.207(b)(1), the purchase of equipment with ICDBG funds is generally ineligible. While there are certain types of equipment that are eligible, the purchase of a back-up generator is ineligible.

15. Q: This question is regarding the Public Service section. If we apply as a Tribal Organization that has not received funds, but the Tribe has, can we propose a "quantifiable increase" or would we only qualify if the service was new?

A: As a Tribal Organization applying on behalf of a Tribe, we will treat the Tribal Organization as the Tribe for this requirement. So, in this situation, you could propose a quantifiable increase. Per 24 CFR 1003.201(e), to be eligible for ICDBG assistance, a public service must be either a new service, or a quantifiable increase in the level of an existing service above that which has been provided by or on behalf of the grantee through funds raised by the grantee or received by the grantee from the Federal government in the twelve calendar months before the submission of the application for ICDBG assistance. (An exception to this requirement may be made if HUD determines that any decrease in the level of a service was the result of events not within the control of the grantee.)

16. Q: Can ICDBG be used to fund property acquisition, plus planning and design costs for a new single family housing construction project, where ICDBG funds will not be used for the construction costs?

A: Yes. According to 24 CFR §1003.201, federal funds can be used for *acquisition*. Acquisition in whole or in part by the grantee, or other public or private nonprofit entity, by purchase, long-term lease, donation, or otherwise, of real property (including air rights, water rights, rights-of-way, easements, and other interests therein) for any public purpose, subject to the limitations of 24 CFR [§ 1003.207](#).

17. Q: Can funds be used to install solar arrays on low-income houses?

A: Yes. Per 24 CFR 1003.202, funds can be used for rehabilitation services on low-income public housing and other publicly owned residential buildings and improvements. In addition, per 24 CFR 1003.202(b)(4), ICDBG funds can be used for improvements to increase the efficient use of energy in structures through such means as installation of storm windows and doors, siding, wall and attic insulation, and conversion, modification, or replacement of heating and cooling equipment, including the use of solar energy equipment.

18. Q: If funded for an infrastructure project would the organization be allowed to charge a small entry fee? For example, for qualifying individuals there would be no fee however those that do not meet the income guidelines may have to pay a small fee for use.

A: Yes. Per 24 CFR 1003.201, *fees for use of facilities*, reasonable fees may be charged for the use of the facilities assisted with ICDBG funds, but charges such as excessive membership fees, which will have the effect of precluding low- and moderate-income persons from using the facilities, are not permitted.

19. Q: Can ICDBG funds be used to rehab NAHASDA units whose occupants were income eligible at the time of move-in, but are not low-income currently?

A: When determining income eligibility, the occupant must be income eligible for the improvements or benefit from the ICDBG funds at the time the ICDBG funds are expended (See 24 CFR 1003.208.(c)(2)).

20. Q: Does a social services building, police station, or court building count as public facilities? Clarification is needed because crime prevention and social services count as public services.

A: Buildings that are used for the general conduct of government are ineligible. However, some buildings may be eligible based on the location and who is mainly being served (e.g., Police Substation). It is best to talk to your Grants Management Specialist to help you determine if the proposed building would be eligible or not. (See 24 CFR 1003.201(a), 24 CFR 1003.207(a)(1), and 24 CFR 1003.4, definition of “General Conduct of Government”).

Section IV – Application and Submission Information

21. Q: The link listed on page 23 of the NOFO regarding instructions on how to submit the HUD Applicant Recipient Disclosure Report (HUD) 2880 Applicant/Recipient Disclosure/Update Report does not work properly. Can you please forward a link?

A: HUD tested the link and found it to be working properly. If you click the link and experience an issue with the sound, please try the following: When using a laptop with an external monitor- disconnect the monitor and headset. Also, check your computer’s default settings for sound and adjust as needed. (HUD instructions to grantees are provided by webcast, to view the webcast, [click here](#)).

22. Q: On page 22 of the NOFO, is the email address for Northern Plains (NPONAP) incorrect?

A: Yes, the correct email address is NPONAP_CustomerService@hud.gov.

23. Q: Is the Citizen Participation requirement listed twice in the NOFO?

A: Yes, it is listed twice in error on page 26 and 28. For clarification, only one Citizen Participation submission is required.

24. Q: Is there an example of how the Implementation Schedule and Implementation Schedule Narrative should interact?

A: An applicant must submit an Implementation Schedule (form HUD-4125) and include a narrative description of the Implementation Schedule in the Workplan Narrative. The Narrative Description of the Implementation Schedule must include a detailed breakdown of the tasks needed to complete the project, as listed in the HUD-4125.

Example of Narrative Description of Implementation Schedule:

Project Implementation Plan

Please see the attached HUD-4125 Project Implementation Schedule (attachment D) for a breakdown of the tasks needed to complete this project. The project assumes a start date of March 15, 2022 and anticipates a close date of December 20, 2022. Project staff will present progress updates to the Executive Director, not less than monthly, to ensure the day-to-day work performance will result in a timely completion of the project. Once the grant funds are received, the project team will proceed according to the Implementation Schedule:

- *Upon receipt of the Notification of Award Letter, any pre-award or special conditions will be addressed including environmental review per 24 CFR part 58.*
- *By XXXX, the design plans will be finalized and any adjustments requiring HUD notification will be submitted to HUD.*
- *Phases of rehab will be conducted on the noted units between XXXX and XXXX.*
- *Quarterly and annual financial and progress reporting will be submitted to HUD on the dates noted.*
- *Final walk-through inspections will be completed by XXXX.*
- *Grant Closeout will start by XXX and be completed by XXXX.*

For applications proposing multiple projects, applicants must submit a separate Implementation Schedule and narrative for each project.

25. Q: What's the purpose of the CBDO? How do we go about to receive a CBDO? This will be our first time submitting an application.

A: Community Based Development Organizations (CBDOs) are generally non-profit organizations that engage in community development activities (which may include housing and economic development activities) of Community Development Block Grant (CDBG)-funded activities. CBDOs can be for-profit or nonprofit organizations but cannot be governmental entities. A CBDO may be designated as a subrecipient by the grantee. Please contact your Area ONAP to determine CBDO approval status. (See 24 CFR 1003.204(c) and NOFO requirements).

26. Q: For Infrastructure Projects (New Housing), the NOFO states “you must submit evidence that the housing will be completed within three years of the grant award.” What constitutes acceptable evidence?

A: Evidence can include contract agreements, including construction and infrastructure contractor agreements, , implementation timelines, and budget details that support when the housing project will be completed.

27. Q: Do we need to include the project implementation narrative in the narrative, or can we include it as an attachment?

A: You have the option to do either, but keep in mind that there is a 30-page maximum length for narratives (See NOFO, Section IV. B.1.b, page 26).

28. Q: Is the budget narrative included within the narrative, or as an attachment?

A: Applicants must include a Budget Narrative that is **separate** from the Workplan Narrative that includes a breakdown and description for each budget line, including all sources and uses of funding for the proposed project(s). (See NOFO, Section IV.B.1.c, page 26).

29. Q: If we use excel, does the Budget Narrative have to be 12-point font, and double spaced?

A: The NOFO states that Narratives and other attachments must be no more than 30 pages in length, and must be double-spaced, 12-point Times Roman font with at least 1-inch margins on all sides (See NOFO, page 30). However, Excel spreadsheets and photographs do not need to follow the spacing or font requirement. The 30-page limit does apply to all attachments.

Q: The Budget Narrative calls for details on indirect costs. What more should be included aside from the amount?

A: Please refer to Section IV.B.1.r of the NOFO for detailed instruction regarding indirect cost. Also refer to the description of the Budget Narrative submission at Section IV.B.1.c: "...breakdown of each budget line... must provide details on... all planning and administrative costs (including indirect costs) ..." Finally, ensure you are including the details on indirect costs that affect your score at Subfactor 3.2 Budget (see NOFO, page 52).

Section V – Application Review Criteria

Rating Factor 1

31. Q: In Rating Factor 1, Subfactor 1.1, how would we go about discussing contractors if our contractors have not been determined prior to submission?

A: Contractors' expertise would only need to be described if the contractors are key staff in planning, managing, and implementing projects in accordance with the implementation

schedule for which funding is being requested. Knowledge and experience will be judged in terms of recent, relevant, and successful experience for each key staff. Additionally, the applicant must either provide an assessment and plan for addressing identified gaps in capacity for managing and implementing the proposed project or the applicant confirmed there were no gaps in staff capacity for managing and implementing the proposed project (See NOFO, Section V, RF1, Subfactor 1.1). So, if a contractor is a key staff that has not yet been determined, that discussion should take place as part of the analysis on gaps in capacity.

32. Q: In Rating Factor 1, Subfactor 1.1, can you define a capacity gap?

A: A capacity gap is a disparity between an organization’s goals and objectives (as expressed in its vision and mission) and its actual or potential ability to achieve its vision and mission. If the project’s success requires expertise that is not held by the current staff and a contractor or consultant is required to provide that expertise, the capacity gap is identified and addressed by contracting for that expertise.

33. Q: What does “financial statement findings” and “unqualified opinion” mean in Subfactor 1.3?

A: Financial statement findings are findings made by an auditor related to financial management, accounting, and internal controls in an audit. These financial statement findings do not need to be cited to HUD programs to be a concern. Any findings for any federal funding related to an applicant’s financial management, accounting, and internal controls are considered in Subfactor 1.3.

An auditor’s *unqualified* opinion means that the applicant’s financial statements are free of material error and may be relied upon. A *qualified* opinion means that the applicant’s financial statements are auditable but have financial or compliance issues that materially affect one or more funds within the overall financial statement.

A *disclaimed* opinion means the financial statements are not reliable, have materially negative findings, or are not capable of being audited. To earn points in Subfactor 1.3, the applicant’s most recent audit must reflect an unqualified opinion.

34. Q: In Rating Factor 1, Subfactor 1.4, there is a range of 2 CFR 200.318-327 regulatory requirements, do Tribes have to address all those requirements?

A: Applicants should clearly describe how it implements its procurement and contract management policies and procedures in accordance with the following:

- General procurement standards at 2 CFR 200.318-327 (excluding 200.322 and except that 200.326 shall only apply under the terms of 24 CFR 1003.501(a)(8))
- Indian and tribal preference at 24 CFR 1003.510; and
- Conflict of interest at 24 CFR 1003.606.

See page 41-42 of the NOFO for additional detail.

35. Q: In Rating Factor 1, Subfactor 1.5, what is the time-period for COVID impact?

A: The time period of COVID-19 Impact should start after January 21, 2020, the date that the pandemic was first documented in the U.S. The application should describe its impact on operations and the plans to meet submission and reporting deadline requirements after the application deadline date October 25, 2021, and moving forward.

Rating Factor 2

36. Q: In Rating Factor 2, Subfactor 2.2, is an infrastructure project that supports new housing considered a housing project? In other words, will the demographic requirements be needed?

A: This would be categorized as an Subfactor 2.2a infrastructure project and the demographic information would be required. Subfactor 2.2.c addresses new housing construction, but does not specify that it covers infrastructure for new housing construction. As a result, the demographic information called for in Subfactor 2.2.a would apply to an infrastructure project that supports new housing.

37. Q: Should the reportable outputs and outcomes measures of a proposed Connection to Tribal Youth project be addressed, regardless of whether Option 1 or Option 2 is proposed?

A: Yes. Failure to do so may result in not receiving the maximum points in both Subfactor 2.3 and Subfactor 5.2.

38. Q: On page 47 of the NOFO, why does the hyperlink take you to FY2017 Data Update for Low- and Moderate-Income (LMI) Area Benefit Designation for HUD's Indian Community Development Block Grant (ICDBG) information, to obtain FY2019 data?

A: The hyperlink given is the destination link for that page. To obtain the FY2019 data, click the link listed on the right side of the page:

<https://www.huduser.gov/portal/icdbg2019/home.html>.

39. Q: What is the Needs Table referenced in Rating Subfactor 2.2c? How do I find it and how is it used?

A: The Needs table is located in the zip file with the Application Instructions for the ICDBG program when you download your application from [grants.gov](https://www.grants.gov), or on Codetalk here: [FY 2021 ICDBG Needs Table](#). The Needs Table is used to score Subfactor 2.2.c.

Rating Factor 3

40. Q: Is a re-development of streets project an infrastructure project or community development application?

A: In Rating Factor 3, Subfactor 3.4, activities regarding roads are addressed as infrastructure projects.

41. Q: In Rating Factor 3, subfactor 3.1, Land for Future Housing projects, the NOFO indicates that the application must also establish that there is a reasonable ratio between the number of usable acres to be acquired and the number of LMI households to benefit from the project. Please explain what is considered to be a reasonable ratio.

A: The NOFO asks the applicant to establish reasonableness. That said, in reviewing this subfactor, no more than 1 acre per home will be considered reasonable. Other ways to establish reasonableness could be how the proposed density compares with average density in a particular area/community, or how the land cost affects TDC.

Rating Factor 4

42. Q: Can the land valuation for leverage based on a reasonable extrapolation of land value based on recent sales of similar properties be provided by the applicant or does it need to be a 3rd party?

A: Applicants should use an extrapolation of value based on recent sales that have been provided by a licensed local realtor. They should not use Zillow or other such websites that aggregate real estate listings, since the data on these websites may not be current or accurate.

43. Q: Are Treasury ERA funds able to be leveraged with ICDBG funds?

A: The applicant must verify that funds are authorized to be leveraged with Treasury, and submit the required documentation as described in Rating Factor 4.

44. Q: If the matching funds are from IHBG which includes an upcoming application from IHBG for 2021, do we state that the funds are forthcoming from a new IHBG application?

A: If future IHBG funds will be used, then the application must identify the program year and the dollar amount of IHBG funds that will be used (See NOFO, Section V, Rating Factor 4 Chart).

45. Q: Is it possible to use ICDBG funds for the remaining of a single-family housing construction project that was funded with IHBG, and for the IHBG funds to count as leverage?

A: ICDBG funds may be used for the remainder of the project, but the IHBG funds may not count towards leverage. With the exception of the value of land acquisition and proposal costs, funds that have been expended on the project prior to the Period of Performance start date will not be counted as leverage. Additionally, leverage resources must be for the same project that is proposed and incurred within the timeframe Period of Performance as the proposed project. (See NOFO, Section V, Rating Factor 4).

46. Q: Can ICDBG-ARP and IHBG-ARP funds be leveraged with ICDBG?

A: Yes. Both can be leveraged with ICDBG funds.

47. Q: Can you define the difference between administrative costs and indirect costs? Does the NOFO say you can use proposal costs covered by non-ICDBG as leverage? If so, is that considered a direct cost, not program administration?

A: Administrative costs and Indirect costs are defined in the NOFO, ICDBG regulations and 2 CFR part 200. Per the NOFO and ICDBG regulations, no more than 20 percent of the sum of any grant plus program income received can be expended for program administration activities described in 24 CFR 1003.206 and 24 CFR 1003.205. Both the indirect cost allocation for the applicant and any other direct administrative expenses would fall under the 20% cap. Whether proposal costs are considered direct costs or indirect costs would depend on the applicant's indirect cost allocation plan. In the case of grant proposals, it is unlikely that grant writing expenses are included in the indirect cost allocation plan, so that leaves it as a direct administrative cost, per 24 CFR 1003.206. In Rating Factor 4, the NOFO states that leveraged resources do not include indirect costs. It also states that proposal costs can be acceptable leverage. Please ensure you are familiar with your indirect cost allocation plan, so that your application aligns with it and the applicable requirements in the NOFO.

Rating Factor 5

48. Q: In Rating Factor 5, Subfactor 5.2, does including outputs and outcomes mean providing actual numbers and percentages?

A: Yes, the applicant must provide actual numbers and percentages to obtain points for this subfactor. These should be quantifiable measures or indicators that identify the change in the community, people's lives, economic status, etc.

49. Q: Can you give an example of a "Realtor Value Guide"?

A: Applicants should contact a Certified Realtor to obtain realtor value information.

50. Q: Where should the information on the qualifications and experience of the staff member that created the budget be listed, in the Budget Narrative or the Workplan Narrative?

A: It should be listed in the Workplan Narrative (See NOFO, Rating Factor 3, Subfactor 3.2, page 52).

51. Q: In Rating Factor 5, Subfactor 5.1, is the text correct? It appears to be calling for applicants to identify and describe how they plan to coordinate and work on the project with organizations that will not be providing leveraged funds to the project.

A: Yes, this language is correct. An applicant receives points for leverage in Rating Factor 4. Although you may also coordinate the project with entities providing leveraged funds/resources, the language in Rating Factor 5 is looking for a well thought out strategy with community support and coordination in planning, needs determination, and other aspects of the work in the project. Activities and actions described in Rating Subfactor 5.1 discuss the alignment of the project with policy goals and strategic plans of the community the applicant will be serving. The Indian Housing Plan (IHP), prepared annually and found in compliance by the AONAP, is an example of a strategic plan. Coordination with other Tribal Departments counts as coordination with other organizations. The methods/process used to engage the community in the project to meet the Citizen Participation requirements of 24 CFR 1003.604 must also be described.

General ICDBG questions

52. Q: Where can I find the training slides or a recording of the FY 2021 ICDBG NOFO Training?

A: The [FY 2021 ICDBG Training Slides](#) and a Recording of the FY 2021 ICDBG Grantee NOFO Training, among other ICDBG resources, are available on ONAP's [Codetalk](#) website on the [ICDBG page](#).

53. Q: It used to be that a Tribe was limited to the number of open ICDBG awards at any given time. Is there a limit in this NOFO?

A: The NOFO does not limit the number of open ICDBG awards that a recipient could have at a given time. However, keep in mind that under Rating Factor 1, capacity will be scored in part based on performance on ICDBG grants. For example, in Subfactor 1.6 Disbursements, performance is evaluated based on ICDBG, including Imminent Threat grants, and excluding ICDBG CARES and ARP grants, that are open during the rating period. Also, applicants can only get points at Rating Factor 2.4, New and Unfunded Applicants, if they have not had a recent ICDBG grant.