

FY 2024 Indian Community Development Block Grant (ICDBG) Program

NOFO Training





OVERVIEW

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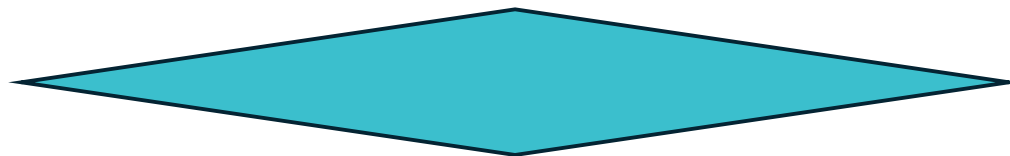
IV. Application and Submission Information

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I. Funding Opportunity



FUNDING OPPORTUNITY



➔ **\$75 million** provided in the Consolidated Appropriations Act 2024 (**\$70 million - Single Purpose Grants**)

➔ **NOFO FR-6800-N-23** announces the availability of the ICDBG Grants

➔ Assistance Listing: **14.862**

PROGRAM DESCRIPTION



Purpose: The purpose of the Indian Community Development Block Grant (ICDBG) program is the development of viable Indian and Alaska Native communities, including the creation of decent housing, suitable living environments, and economic opportunities primarily for persons with low-and-moderate incomes.



GRANT TYPES



Single Purpose Grants-
competitive grant for many
community development
purposes

Imminent Threat Grants-
awarded on 1st come, 1st serve
– no due date

**Apply directly through your Area ONAP
Office*

In accordance with:

➡ *ICDBG regulation at 24 CFR part 1003,*

➡ *ONAP Program Guidance 2018-04 Imminent Threat Grants*

GRANT TYPES



Single Purpose Grants

- ➔ This is a competitive grant.
- ➔ Funds will be awarded in rank order based on the score received on the application.

MAJOR CHANGES FROM FY23 NOFO



- Provided greater clarity and improved readability throughout based on feedback from Tribal Consultation.
- Removed subfactors:
 - Procurement and Contract Management
 - Project Connection to Tribal Youth
 - Disbursements
- Added new subfactors:
 - Progress of Pandemic Relief and Imminent Threat Grants (1.4)
 - Progress of Competitive Grants (1.5)
- Removed formatting and page length requirements for Workplan Narrative.
- Increased emphasis on progress of other grants and outstanding balances.
- Changed the threshold requirement for infrastructure projects to allow **five** years, rather than three years.

Changes From Previous NOFO (cont.)



- Clarified Advancing Racial Equity requirement.
- Added “Direct Costs” and “Planning and Administration” definition to program definition section.
- Removed “Youth” and “Current Applicant/ Current ICDBG Grantee” from program definition section.
- Clarified that threshold requirements for housing rehabilitation projects involving homeownership units apply to **both** privately-owned housing and housing owned and operated by a TDHE.
- Clarified that extensions to period of performance end dates are possible.
- Changed “Budget Narrative” to “Budget Detail”.

Changes From Previous NOFO (cont.)



Rating Factor 1

Subfactor 1.1: clarifications in the introduction.

- Key staff may now include contractors and organizations.
- Key staff experience must be relevant to receive points.
- Capacity gaps not addressed in narrative will result in adjustments to scores.

Subfactor 1.2: clarifications in the lead-in paragraph and rating tier points.

- No past audits may be overdue as of the application deadline.
- No delays allowed due to COVID-19.
- Extensions allowed if provided by the FAC.

Subfactor 1.3: clarifications in the lead-in paragraph and rating tier points.

- Added HUD-ONAP monitoring findings and repeat findings to the rating criteria.
- Removed requirement for an unmodified opinion.
- Added requirement that both of the two most recent audits must be submitted.

Changes From Previous NOFO (cont.)



Rating Factor 1 (cont.)

Subfactor 1.4 Progress of Pandemic Relief and Imminent Threat Grants: new subfactor.

Subfactor 1.5 Progress of Competitive Grants: new subfactor.

Subfactor 1.6 Timely Reporting: clarifications in the lead-in paragraph.

- Increased points from 2 to 3.
- Removed the option to receive 1 point.

Subfactor 1.7 Closeouts: clarified that this subfactor examines ICDBG single purpose and IT grants.

Changes From Previous NOFO (cont.)



Rating Factor 2

Reduced total rating factor points from 29 to 23.

Subfactor 2.2.a: corrected regulatory citation for limited clientele projects.

Subfactor 2.2.c: added additional point categories and adjusted dollar ranges.

Removed “Project Connection to Tribal Youth” from this rating factor.

Subfactor 2.3: “New and Unfunded Applicants.”

- Reduced points from 7 to 5 and added a 3-point category.

Changes From Previous NOFO (cont.)



Rating Factor 3

Increased total rating factor points from 29 to 38.

Subfactor 3.2: clarifications in the lead-in paragraph and point criteria.

Subfactor 3.3: added lead-in paragraph.

- Increased points from 4 to 8.
- Added requirement to complete milestone(s) for full points.

Subfactor 3.4: increased points from 5 to 10.

Subfactor 3.4.a: clarifications regarding letters of commitment.

Rating Factor 4

- Lowered percentages and maximum points from 6 to 3.
- Clarified addressing a reduction in leverage after grant award.

Changes From Previous NOFO (cont.)



Section V.B. Review and Selection Process

- Added additional factors for resolving a tie.

Section V.B.3.g. -Technical Deficiencies and Pre-Award Requirements

- Added information regarding HUD's options to verify HUD records prior to making awards.

Section VI. Award Administration Information- C.4. ICDBG Post-Award Reporting Requirements:

- Corrected submission dates for annual SF-425 reporting from 30 to 90 days after program year end, to match ONAP reporting requirements.
- Added additional detail describing how to complete the Annual Status and Evaluation Report.

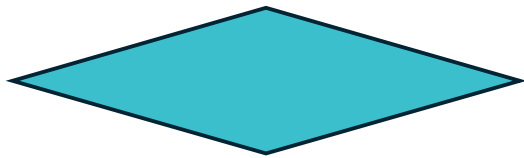
AUTHORIZATION



- ➔ The authority for this program is Title I of the Housing and Community Development Act of 1974 (42 U.S.C. 5301 et seq.)
- ➔ Program regulations (24 CFR part 1003)
- ➔ Consolidated Appropriations Act 2024



II. Award Information



AVAILABLE FUNDS



Funding Available

\$75,000,000

Minimum Award Amount

\$500,000

Maximum Award Amount

\$5,000,000

- ❖ HUD expects to make approximately **70** awards from the funds available under this NOFO.



Area ONAP allocations

1. Allocations to Area ONAPs. The ICDBG regulations specify how the funds for the Single Purpose ICDBGs will be allocated among the six Area ONAPs. See 24 CFR 1003.101.

Accordingly, the allocations for FY 2024 grants are as follows:

Area ONAP Office	Total Area ONAP Allocations
Alaska	\$9,309,973
Eastern Woodlands	\$5,305,767
Northern Plains	\$10,714,906
Northwest	\$3,582,373
Southern Plains	\$17,335,580
Southwest	\$23,751,401



Grant Ceilings

- Applications may include more than one project, but the entire grant **may not exceed** the limits listed below for your region.
- Applications that exceed the grant ceiling will not be evaluated.
- Only one ICDBG application may be submitted for each area within the jurisdiction of each eligib

Area ONAP	Population	Ceiling
Alaska	ALL	\$2,000,000
Eastern Woodlands	ALL	\$2,000,000
Northern Plains	ALL	\$2,000,000
Northwest	ALL	\$2,000,000
Southern Plains	ALL	\$2,000,000
Southwest		
	50,001+	\$5,000,000
	10,501-50,000	\$4,000,000
	7,501-10,500	\$3,000,000
	7,500 and below	\$2,000,000



Housing Rehabilitation Cost Limits

- HUD will not provide more than the following amounts for each housing unit rehabilitated with ICDBG funds.
- The rehabilitation costs may exceed these limits, but your budget must show that you will not spend more than these amounts of ICDBG funds on each unit.

Alaska	\$444,780
Eastern Woodlands	up to \$265,230
Northern Plains	up to \$255,150
Northwest	up to \$309,960
Southern Plains	up to \$223,650
Southwest	up to \$311,220

PERIOD OF PERFORMANCE



Budget Period and Period of Performance:

Max of 5 years

Estimated Project Start Date:

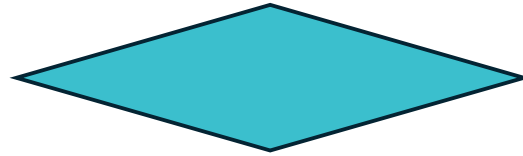
November 13, 2024

Estimated Project End Date:

November 13, 2029



IV. Application and Submission Information



OBTAINING AN APPLICATION



Download Application Instructions and Application Package from [Grants.gov](https://www.grants.gov).

✓ **Verify:**

- **Assistance Listing (CFDA) Number:** **14.862**
- **Assistance Listing Description:** ICDBG program purpose
- **Opportunity Title:** Community Development Block Grant Program for Indian Tribes and Alaska Native Villages
- **Funding Opportunity Number:** **FR-6800-N-23**

OBTAINING AN APPLICATION (CONT.)



Download the most recent updated package in Grants.gov.

- ✓ **The Application Package** contains the portable document forms (PDFs) available on Grants.gov, such as the SF-424 Family.
- ✓ **The Instruction Download** contains official copies of the NOFO and forms necessary for a complete application. These may be in Microsoft Word, Microsoft Excel, etc.

The screenshot shows the Grants.gov interface for selecting a grant opportunity package. At the top, there are four tabs: "SYNOPSIS", "VERSION HISTORY", "RELATED DOCUMENTS", and "PACKAGE". The "PACKAGE" tab is highlighted with a red circle. Below the tabs, the heading "Select Grant Opportunity Package" is displayed. A yellow box contains a warning: "PLEASE READ BEFORE APPLYING!" followed by instructions about Adobe Reader. Below this, a table lists "Opportunity Package(s) Currently Available for this Funding Opportunity:". The table has columns for CFDA, Competition ID, Competition Title, Opportunity Package ID, Opening Date, Closing Date, and Actions. The "Actions" column for the first row contains links for "Preview" and "Apply", which are circled in red. Below the table, there is a section for "PACKAGE FORMS:" with a "Download Instructions" button. This section is divided into two columns: "Mandatory Forms" and "Optional Forms". The "Mandatory Forms" column lists four forms: "Application for Federal Assistance (SF-424) [V4.0]", "HUD Applicant-Recipient Disclosure Report [V4.0]", "Applicant and Recipient Assurances and Certifications (HUD-424B) [V1.0]", and "Disclosure of Lobbying Activities (SF-LLL) [V2.0]". The "Optional Forms" column lists three forms: "Attachments [V1.2]", "Project/Performance Site Location(s) [V4.0]", and "Assurances for Construction Programs (SF-424D) [V1.1]". A red arrow points from the text "These may be in Microsoft Word, Microsoft Excel, etc." to the "Mandatory Forms" column. At the bottom right, there is a "Close" button.

CFDA	Competition ID	Competition Title	Opportunity Package ID	Opening Date	Closing Date	Actions
14.862	FR-6800-N-23	Community Development Block Grant Program for Indian Tribes and Alaska Native Villages	PKG00286437	May 03, 2024	Jul 15, 2024	Preview Apply

PACKAGE FORMS:		Download Instructions
Mandatory Forms (Click to Preview)	Optional Forms (Click to Preview)	
Application for Federal Assistance (SF-424) [V4.0] HUD Applicant-Recipient Disclosure Report [V4.0] Applicant and Recipient Assurances and Certifications (HUD-424B) [V1.0] Disclosure of Lobbying Activities (SF-LLL) [V2.0]	Attachments [V1.2] Project/Performance Site Location(s) [V4.0] Assurances for Construction Programs (SF-424D) [V1.1] Assurances for Non-Construction Programs (SF-424B) [V1.1]	

Close

OBTAINING AN APPLICATION (CONT.)



Waiver:

- Waivers from electronic submittal may be requested, in writing, with good cause.

HUD must receive the request at least **7 business days before** the application deadline **(by July 3, 2024)**.

- Applicants granted waivers of electronic submittal **must meet the application deadline**.
- **Send the requests to your respective area ONAP.**

CONTENT AND FORM OF APPLICATION SUBMISSION



- ✚ Applicant 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 (CFDA) and Funding Opportunity Number is NON-Curable.
- ✚ Additionally, your complete application must include the required narratives and non-form attachments.
- ✚ Narratives and other attachments to your application must follow the required format guidelines.

SUBMISSION CHECKLIST



FY 2024 Indian Community Development Block Grant NOFO Submission Checklist

This document is for reference only and does not replace or supersede the [NOFO](#).

REMINDERS				
Do not apply for more than your grant ceiling amount per NOFO page 14, or less than the minimum amount of \$500,000 (see NOFO page 15).				
Period of performance (POP) for your proposed project should be no longer than five years from the project start date. NOFO page 16 estimates a POP start date of 11/13/2024 and end of 11/13/2029.				
Low and Moderate Income (LMI) Benefit: Your application must demonstrate that at least 70 percent of the grant funds will be used for activities that benefit LMI persons in accordance with the requirements of 24 CFR 1003.208. (Note that housing projects have more stringent requirements, noted above)				
✓	Form Number	Checklist Item	Notes	Curable or Non-Curable Deficiency
REQUIRED FOR ALL APPLICANTS				
	SF-424	Application for Federal Assistance	Standard form required for submission for ICDBG applications. Details on NOFO page 26.	Non-curable
	HUD-4125	Implementation Schedule	Information on the implementation schedule for the project or projects. Details on NOFO page 26.	*Only curable if IHBG form HUD-53247 is submitted instead of HUD-4125
	HUD-4123	Cost Summary	Summary of cost information including specific activity costs, administration, planning, and total resources that will be committed to the project. If your application includes multiple projects, submit a separate Cost Summary for each project. Details on NOFO pages 26-27	*Only curable if IHBG form HUD-53246 is submitted instead of HUD-4123
		Workplan Narrative	This contains your narrative responses to all five rating factors, and sections should be labeled with the Rating Factor/Subfactor numbers. If you are proposing several projects, include a separate, labeled, narrative for each project. No page limit. Carefully review instructions	Non-curable

			on pages 27-30 for elements that must be included in your Workplan Narrative based on project type or under certain circumstances.	
		Budget Detail	This may be in the format of your choosing and may be a part of your Workplan Narrative or a standalone document. If you are proposing multiple projects, you must submit a separate Budget Detail for each project.	Non-curable
		Citizen Participation	Submit an official Tribal resolution dated within 12 months of July 15, 2024, stating that citizen participation requirements were met. Details on NOFO page 27 and 24 CFR 1003.604(b).	Non-Curable
	HUD-424B	Applicant and Recipient Assurances and Certifications	All general federal nondiscrimination requirements in the administration of the federal assistance award. Details on NOFO page 31.	Curable
	HUD 2880	Applicant/Recipient Disclosure/Update Report	Required if you are applying for assistance on any project subject to the HUD Reform Act: eCFR: 24 CFR Part 4 -- HUD Reform Act Details on NOFO pages 31-32.	Curable
		One-Page Proposal Summary	If you are proposing multiple projects, include a one-page summary for each project and label the summary with the project type. Details on NOFO page 27.	Curable
		Experience Promoting Racial Equity Statement or Narrative	Required, must submit a statement in the Workplan Narrative or a separate document on how you will satisfy the requirement. You may state that "The applicant's experience described in the	Curable

CONTENT AND FORM OF APPLICATION SUBMISSION (CONT.)



- **SF-424**, Application for Federal Assistance
 - Required for all applications, by due date **(July 15, 2024)**.
 - **The SF-424 must include all the information listed in the NOFO.**

Application for Assistance (SF-424)

- **Key Contact (Block 8f):** List the contact information of the applicant's proposed ICDBG Grant Program manager.
- **Do not list a non-employee of the applicant**, such as a contractor/consultant grant writer.

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"/>		
Street2: <input type="text"/>		
* City: <input type="text"/>		
County/Parish: <input type="text"/>		
* State: <input type="text"/>		
Province: <input type="text"/>		
* Country: USA: UNITED STATES		
* Zip / Postal Code: <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"/>		
* Last Name: <input type="text"/>		
Suffix: <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"/>		

Application for Assistance (SF-424)

- Verify boxes 11, 12, and 13 on the SF-424 match the NOFO.
- Catalog of Federal Domestic Assistance Number (Block 11): **14.862**
- Funding Opportunity Number (Block 12)
FR-6800-N-23
- Competition Identification Number (Block 13)

Title: **Indian Community Development
Block Grant**

Application for Federal Assistance SF-424	
* 9. Type of Applicant 1: Select Applicant Type: <input type="text"/>	
Type of Applicant 2: Select Applicant Type: <input type="text"/>	
Type of Applicant 3: Select Applicant Type: <input type="text"/>	
* Other (specify): <input type="text"/>	
* 10. Name of Federal Agency: <input type="text"/>	
11. Catalog of Federal Domestic Assistance Number: <input type="text"/> CFDA Title: <input type="text"/>	
* 12. Funding Opportunity Number: <input type="text"/> * Title: <input type="text"/>	
13. Competition Identification Number: <input type="text"/> Title: <input type="text"/>	
14. Areas Affected by Project (Cities, Counties, States, etc.): <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
* 15. Descriptive Title of Applicant's Project: <input type="text"/>	
Attach supporting documents as specified in agency instructions. <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/>	

Application for Assistance (SF-424)

- **Proposed Project Dates (Blocks 17a-b):**
The estimated period of performance start and end dates for projects awarded under this NOFO is 11/13/2024 to 11/13/2029. You may request a shorter period of performance. Projects considered under this NOFO cannot exceed a 5-year period of performance.
- **Estimated Funding (Blocks 18a-g):**
 - a. Line 18a (Federal) must list the amount requested under this ICDBG grant only.
 - b. Lines 18b-18f must list any proposed leveraged funds. Any federal funds proposed as leverage (e.g., IHBG formula) should be listed in line 18e, "Other."
 - c. Line 18g: Overall total from 18a-18g.
- **Authorized Representative (Block 21)**

Application for Federal Assistance SF-424	
16. Congressional Districts Of: * a. Applicant <input type="text"/> * b. Program/Project <input type="text"/> Attach an additional list of Program/Project Congressional Districts if needed. <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
17. Proposed Project: * a. Start Date: <input type="text"/> * b. End Date: <input type="text"/>	
18. Estimated Funding (\$): * a. Federal <input type="text"/> * b. Applicant <input type="text"/> * c. State <input type="text"/> * d. Local <input type="text"/> * e. Other <input type="text"/> * f. Program Income <input type="text"/> * g. TOTAL <input type="text"/>	
* 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="text"/> <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 <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
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: <input type="text"/> * First Name: <input type="text"/> Middle Name: <input type="text"/> * Last Name: <input type="text"/> Suffix: <input type="text"/> * Title: <input type="text"/> * Telephone Number: <input type="text"/> Fax Number: <input type="text"/> * Email: <input type="text"/> * Signature of Authorized Representative: <input type="text"/> Completed by Grants.gov upon submission. * Date Signed: <input type="text"/> Completed by Grants.gov upon submission.	

CONTENT AND FORM OF APPLICATION SUBMISSION (CONT.)



○ HUD-4125, **Implementation Schedule**

- Must match the dates on the SF-424 blocks 17a-b.
- Applications with multiple projects, submit a separate Implementation Schedule for each project.

○ HUD-4123, **Cost Summary**

- Provide cost information
- Total project resources (federal and non-federal)
- Applications with multiple projects, submit a separate Cost Summary for each project.

Cost Summary (SF-4123)

- 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 must 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 NOFO.
- The Cost Summary totals must match the information provided on the SF-424 and Budget Narrative

NOTE: Please do not submit form HUD-53246 for this program.

[illegible]

CONTENT AND FORM OF APPLICATION SUBMISSION (CONT.)



HUD-4123. Cost Summary (cont.)

1. Planned ICDBG Expenditure (Column b)

- Only list amount requested under this grant.
- This must match requested amount listed in Line 18a of the SF-424.
- Do not include any proposed federal funding used as leveraged funds.

2. Planned Other Federal Funds Expenditures (Column c) List any proposed federal leverage, like IHBG.

3. Planned Non-Federal Funds Expenditure (Column d) List any proposed non-federal leverage.

4. If proposing public services, include those costs on the 4123 (limited to 15% of the grant).

Note: The totals for Columns c and d must match the total leveraged funds proposed in lines 18b-18f of the SF-424.

CONTENT AND FORM OF APPLICATION SUBMISSION (CONT.)



HUD-4123, **Cost Summary (cont.)**

4. Administration (Line 5 a-c):

- List any Planning and Administration costs
- Any funds proposed towards indirect costs must be noted in Line 5b.

5. Grand Total (Line 9): The total must match the overall total in line 18g of the SF-424

HUD may require corrections to errors on the SF-424, HUD-4125 and HUD-4123 based on pre-award requirements.

CONTENT AND FORM OF APPLICATION SUBMISSION (CONT.)



Review section IV.B. of the NOFO for detailed submission requirements.

- **SF-424D**, Assurances for Construction Programs - **New** required submission (required – curable)
- **HUD-2880**, Applicant/Recipient Disclosure/Update Report (required – curable)
- **HUD- 50153**, Certification of Consistency with Promise Zone (if applicable)
- **HUD- 424-B**, Applicant and Recipient Assurances and Certifications (required – curable)
- Certification Regarding Lobbying form (if applicable)
- **SF-LLL**, Disclosure of Lobbying Activities (if applicable)



NARRATIVES

AND

OTHER SUBMISSION

REQUIREMENTS

CONTENT AND FORM OF APPLICATION SUBMISSION (CONT.)



Review section IV.B. of the NOFO for detailed submission requirements.

○Equity Narratives

- **Advancing Racial Equity** (curable): **Optional** narrative you may submit if you believe there are potential barriers to historically underserved communities equitably benefiting from proposed grant activities.
- **Experience Promoting Racial Equity (EPRE Statement)** (**Required** - curable)
 - Your application must demonstrate that the applicant has the experience and/or the resources to effectively address the needs of underserved communities. HUD's equity provisions enable Tribal Applicants to demonstrate Experience Promoting Racial Equity through their Indian Housing Plans (IHP), or through a separate narrative.
 - If you decide to use your IHP, HUD will consider the IHP's description of experience effectively serving tribal communities to meet the EPRE requirements.
 - Alternatively, you can elect to submit a separate 1–2-page narrative which describes your experience.
 - **You must include a statement with your application stating which option you have selected.**

CONTENT AND FORM OF APPLICATION SUBMISSION (CONT.)



One-Page Proposal Summary (**Curable Deficiency**)

- A one-page summary of the proposed project.
- If you're applying for more than one project, include a summary for each project.
- Note the type of project you are proposing (e.g. Housing Rehabilitation, Public Facility, etc.).

Workplan Narrative (**Non-Curable Deficiency**)

- Must respond to all five rating factors
- Label each section of your narrative in accordance with the applicable factors and subfactors in the NOFO

CONTENT AND FORM OF APPLICATION SUBMISSION (CONT.)



Budget Detail (Non-Curable Deficiency)

- Include in the Workplan Narrative or as a standalone document
- Shows breakdown for each budget line for the proposed project(s), including leverage.
- Applications with multiple projects must include a separate Budget Detail for each project.
- Provide details on eligible activities and all planning and administrative costs (including indirect costs).
- Ensure consistency - match the figures on the SF- 424 (Blocks 18a-g) and Cost Summary (HUD-4123).

Citizen Participation (Non-Curable Deficiency)

- The applicant must submit a current tribal resolution (dated within 12 months of July 15, 2024), stating that the citizen participation requirements at 24 CFR 1003.604 were met.

CONTENT AND FORM OF APPLICATION SUBMISSION (CONT.)



Low and Moderate Income (LMI) Benefit: Must demonstrate that at least 70 percent of the grant funds will be used for activities that benefit LMI persons.

- For non-housing projects, see NOFO Section V subfactor 2.2 Project Benefit.
- For housing projects (construction, rehabilitation, acquisition, or housing assistance) you must state in your application that all units will be occupied by LMI households upon completion or when assistance is provided.

Resolution for Tribal Organization to Submit: Tribal organizations submitting on behalf of a Tribe/ Alaska Village must include a resolution with the application authorizing the tribal organization to apply. Applicants must also provide a letter from BIA or IHS stating that the tribal organization is eligible (if this letter has not been previously submitted to ONAP). Resolutions must be dated within 12 months prior to July 15, 2024.

Firm Commitment Documentation (if applicable): If proposing any leveraged resources, you must provide the firm commitment documentation type for your proposed project type (see Rating Factor 4).

CONTENT AND FORM OF APPLICATION SUBMISSION (CONT.)



Demographic Data for Non-Housing projects:

- Projects that are not housing must include number of LMI persons that will benefit from the project.
- You can either use the data provided on HUD's website (<https://www.huduser.gov/portal/icdbg/home.html>) or submit your own data.

Housing Rehabilitation Project Requirements (if applicable): If proposing housing rehab, in accordance with 24 CFR part 1003.302(a) you must submit:

- A written statement in the Workplan Narrative that the applicant has adopted rehabilitation standards and policies before application submission
- For housing rehab on homeownership units, you must provide a written statement in the Workplan Narrative that ICDBG funds will be used to rehabilitate housing ONLY when:
 - The homeowner's payments are current, or
 - The homeowner is current in a repayment agreement.

CONTENT AND FORM OF APPLICATION SUBMISSION (CONT.)



New Housing Construction Project Requirements (if applicable): If proposing new housing construction, in accordance with 24 CFR 1003.302(b) you must submit:

- Documentation to demonstrate new housing construction will be implemented through a Community Based Development Organization (CBDO).
 - If the organization has been previously determined by ONAP to be a CBDO, do not resubmit documentation of this in the application (you can check with your AONAP).
- Statement in the Workplan Narrative that the project will be constructed in accordance with construction standards that were adopted by tribal resolution prior to the application deadline date.

CONTENT AND FORM OF APPLICATION SUBMISSION (CONT.)



New Housing Construction Project Requirements (if applicable), continued.

In accordance with 24 CFR 1003.302(b), you must submit the required information below (continued)

- Provide documentation that shows:
 - No other suitable housing available in the immediate reservation area for the households to be assisted; **and**
 - No other sources, including IHBG, can meet the needs of the household(s) to be served (minimum IHBG funded applicants are exempt from this requirement); **and**
 - Rehabilitation of the unit occupied by the household(s) to be assisted is not economically feasible; **or**
 - The household(s) to be assisted is currently living in overcrowded conditions; **or**
 - The household to be assisted has no current residence.

CONTENT AND FORM OF APPLICATION SUBMISSION (CONT.)



Economic Development Project Threshold Requirements (if applicable):

In accordance with 24 CFR 1003.302(c), you must provide an analysis which shows public benefit commensurate with the ICDBG assistance requested will result from the assisted project.

- This analysis should also establish that:
 - Reasonable financial support will be committed from non-Federal sources prior to disbursement of Federal funds
 - Any grant amount provided will not substantially reduce the amount of non-Federal financial support for the activity
 - Not more than a reasonable rate of return on investment is provided to the owner
 - That grant funds used for the project will be disbursed on a pro rata basis with amounts from other sources.
 - The project is financially feasible and that it has a reasonable chance of success.

CONTENT AND FORM OF APPLICATION SUBMISSION (CONT.)



Infrastructure Projects (if applicable): To support future housing or community development project(s),

- You must submit evidence that the housing or community development project(s) will be completed **within five* years of the grant award.**

Land Acquisition to Support New Housing Projects (if applicable): Land for future housing projects must include evidence that:

- The land is suitable for housing.
- There is a reasonable ratio between the number of net usable acres to be acquired and the number of LMI persons to benefit from the project. (See Rating Factor 3.1 in Section V.A.1. of this NOFO).
- ***change from previous NOFO**

CONTENT AND FORM OF APPLICATION SUBMISSION (CONT.)



Health Care Facilities (if applicable): funded by the Indian Health Service (IHS),

- **You must include a statement in the Workplan Narrative** that the facility will meet all applicable IHS facility requirements.
- If using adopted Tribal standards, you must assure these standards are comparable to nationally accepted minimum standards.

Correctional Facilities/Juvenile Detention Centers (if applicable): funded by the U.S. Department of Justice (DOJ) and/or Bureau of Indian Affairs (BIA),

- **You must include a statement in the Workplan Narrative** that the facility meets all applicable BIA/DOJ standards regarding correctional operations, programs and designs.

CONTENT AND FORM OF APPLICATION SUBMISSION (CONT.)



Evidence of Partner Commitment (if applicable): Partnering with other entities/organizations on your project,

- **You must submit a letter on letterhead** of the entity/organization and signed by the chief executive of the entity/organization that demonstrates that the entity/organization is willing and able to participate. This includes entities providing funds for the project as well as service providers and entities contributing to the operation of the project.

CONTENT AND FORM OF APPLICATION SUBMISSION (CONT.)



Indirect Cost Rate Agreement (Curable deficiency): If your application will include funds for indirect costs:

Submit One of the following documents:

1. Copy of federally negotiated IDC rate agreement:
 - a. Application must clearly state the approved rate and distribution base in Subfactor 3.2 Budget and the Cost Summary
 - b. Applicant must also include a letter stating the approved rate and distribution base or other documentation from the cognizant agency showing the approved rate
2. De Minimis: If applicant does not have a current negotiated indirect cost rate and wishes to use de minimis rate, then the application must clearly state the intent to use the de minimis
3. If the applicant is awaiting approval of the rate and base by the cognizant agency, then the application must clearly state that a rate and base by the cognizant agency is requested and that no indirect costs will be charged to the grant unless and until the rate and base is approved and a letter provided to HUD from the cognizant agency showing approval.

CONTENT AND FORM OF APPLICATION SUBMISSION (CONT.)



Code of Conduct (**Curable deficiency**):

- If your Code of Conduct (code) is not listed on HUD's website at [Code of Conduct for HUD Grant Programs](#), or if the information on the website has changed, you must submit a copy of your code of conduct with your application.
- This requirement is applicable to all applicants, even if the Code of Conduct is on file with the Area ONAP.

Preference Points

- To receive Promise Zone points, you must be a designated Promise Zone and submit form HUD-50153.
- To receive Climate Change Preference Points, you must submit a narrative as described in Section V.A.2. of the NOFO.

SAM and DUNS Numbers



- 1. SAM Registration Requirement** – Applicants must be registered with www.sam.gov before submitting application and remain current.
- 2. UEI/ DUNS Number Requirement** - Applicants must provide a valid UEI, registered and active at www.sam.gov in the application.
- 3. Registration in Grants.gov Requirement** – 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.



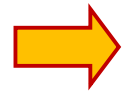
III. Eligibility Information



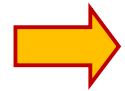
ELIGIBILITY INFORMATION



Eligible Applicants:



Federally recognized Indian tribes, band, group, or nation, including Alaska Indians, Aleuts, and Eskimos, and Alaska Native village



Tribal Organizations submitting on behalf of eligible tribes

[BIA Eligible Indian Entities listings:](#)

Ineligible Applicants: HUD does not award grants to individuals and will not review applications from ineligible applicants.

ELIGIBILITY INFORMATION (CONT.)



Tribal Organizations

- ➡ Must submit Tribal resolution authorizing you to apply on the tribe's behalf
- ➡ Provide letter from the BIA or IHS stating your organization is eligible
- ➡ A copy of the BIA/IHS letter must be included in your application submission, if it wasn't previously provided to HUD (check with AONAP)

An Indian tribe that authorizes a TDHE to apply on its behalf may not also submit its own application for funding.

ELIGIBILITY INFORMATION (CONT.)



For Alaska applicants:



One ICDBG application for each area within the jurisdiction of an eligible entity.



A tribal organization applying for funding for one or more eligible tribes or villages must include a concurring resolution from each tribe or village.

Questions regarding eligibility and documentation requirements should be referred to the Alaska Area ONAP prior to the application deadline.

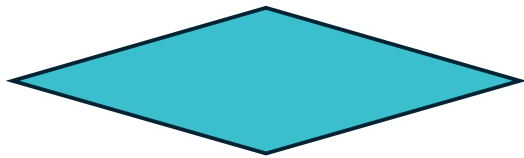
COST SHARING AND MATCHING



Cost Sharing, Cost Matching, or Leveraging is not required for this program.

- While not required, applicants are encouraged to leverage other Federal and non-Federal sources, including IHBG formula funds.
- HUD will award maximum points under Rating Factor 4 for applications that propose a certain percentage of leverage.

Threshold Requirements



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 (CONT.)



- 1. Resolution of Civil Rights Matters**
- 2. Timely Submission of Applications**
- 3. Grant Ceiling**
- 4. Rating Factor Thresholds**
- 5. ICDBG Program and Project Specific Thresholds**
 - a. Outstanding ICDBG Obligation:
 - b. Untimely ICDBG Closeouts:
 - c. Housing Rehabilitation projects:
 - d. New Housing Construction projects:
 - e. Economic Development projects:
- E. Statutory and Regulatory Requirements Affecting Eligibility**
- F. Program-Specific Requirements**
- G. Criteria for Beneficiaries**

THRESHOLD REQUIREMENTS (CONT.)



- 1. Resolution of Civil Rights Matters.** All outstanding civil rights matters must be resolved to HUD's satisfaction before the application deadline.
- 2. Timely Submission of Applications.** Applications submitted after the deadline (11:59:59 EST – July 15, 2024), 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.

** See Section IV. D. Application Submission Dates and Times.*

THRESHOLD REQUIREMENTS (CONT.)



3. Grant Ceiling: If the requested amount is more than the maximum Area ONAP grant ceiling, the application will not be reviewed.

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

4. Rating Factor Thresholds. Applicants must receive a minimum score of 15 points for Rating Factor 1-Capacity of the Applicant and an overall score of 70 points.

5. ICDBG Program and Project Specific Thresholds. (Not Curable)

a. Outstanding ICDBG Obligation: Applicants with outstanding ICDBG obligation in arrears or who have no repayment schedule - your application will be disqualified and not evaluated.

THRESHOLD REQUIREMENTS (CONT.)



5. Project Specific Thresholds, cont.

b. Untimely ICDBG Closeouts: If you have an ICDBG grant open two or more years after its due date for close out, HUD will not review your application.

c. Housing Rehabilitation projects: The requirements for this threshold are in Section IV of the NOFO

d. New Housing Construction projects: The requirements for this threshold are in Section IV of the NOFO

e. Economic Development projects: The requirements for this threshold are in Section IV of the NOFO

THRESHOLD REQUIREMENTS (CONT.)



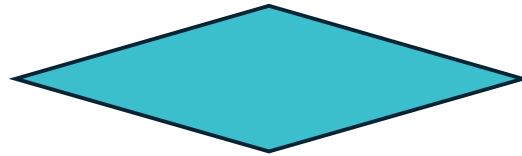
E. Statutory and Regulatory Requirements Affecting Eligibility.

Posted on [Eligibility Requirements for Applicants of HUD's Competitive Programs](#)

F. Program-Specific Requirements. Must comply with all laws, regulations, and requirements relating to federal funds, as well as the specific ICDBG requirements found at [24 CFR part 1003](#).

G. Criteria for Beneficiaries. The ICDBG program must primarily benefit persons with low-and-moderate income as defined in [24 CFR 1003.4](#).

Rating Factor 1



Subfactor 1.1

Managerial and Technical Staff

8 Points



Subfactor 1.1 Managerial and Technical Staff.

Maximum Points: 8

You must provide a **listing of key staff needed** to plan, manage, and implement the project(s) proposed to be funded with an ICDBG grant. You must provide **a description of the roles and responsibilities** for each key **staff**.

For key staff that are already on board with your organization, you must provide a description of their knowledge and experience. This includes **contractors, individuals or organizations** that hold a key staff position.

If any of the key staff positions would need to be filled by individuals or entities, include that in the capacity gap analysis.

Each key **staff** that is already on board with your organization must be addressed in the Workplan Narrative as follows. Knowledge and experience will be judged in terms of recent, relevant, and successful experience for each key staff. In rating this factor, HUD will consider the following:

- **Recent:** Experience within the last 5 years;
- **Relevant:** Experience pertaining to the specific activities being proposed or the specific roles and responsibilities described in the application; and
- **Successful:** Specific accomplishments pertaining to the activities being proposed or the roles and responsibilities described in the application. Evidence of success could include a description of key outcomes, outputs, or completed projects.

You must also address whether there is a gap in capacity to manage and implement the proposed project. This could include key staffing needs for the project or the capacity of current staff to manage and implement the proposed project. If there are identified gaps, you must provide a detailed assessment and plan for addressing the identified gaps (e.g., hiring more staff, working with a contractor/consultant to address the capacity gaps, etc.), including timelines and methods. If there are no gaps, you must state that there are no gaps in capacity. You do not need to address recent, relevant, and successful experience as part of the capacity gap assessment.

Do not include job descriptions or resumes.

Please note that if HUD is aware of capacity gaps that are not addressed, HUD will adjust the score accordingly, in accordance with the scoring criteria below and as allowed under Section V.B.1., Review and Selection Process, Past Performance.

Your submission for this subfactor should be in your **Workplan Narrative** and include key staff information and gap assessment.

Key Staff

- Key staff/contractor * /organization* name;
- Description of roles and responsibilities;
- Date(s) of relevant experience;
- Type/example of relevant experience; AND
- Evidence of success of relevant experience

Assessment of Capacity Gaps

- Statement that there are no gaps;
- Description of staffing needs, and how you will address that; OR
- Description of gaps in existing staff skills, and how you will address that gap

Subfactor 1.1

Managerial and Technical Staff, cont. 8 Points



(8 points)

The applicant thoroughly described all the following:

- The applicant identifies key staff and describes the roles and responsibilities of each key staff in planning, managing, and implementing the proposed project.
- Key staff knowledge and experience is recent, as described above.
- Key staff knowledge and experience is relevant, as described above.
- Key staff experience is successful, as described above; and,
- The applicant addressed gaps in capacity, as described above.

(6 points)

The applicant:

- Identified key staff but did not thoroughly describe the roles and responsibilities of each key staff in planning, managing, and implementing the proposed project, or
- Key staff knowledge and experience was relevant but was either not recent or not successful.
- The applicant addressed gaps in capacity, as described above.

(4 points)

The applicant:

- Identified key staff but did not thoroughly describe the roles and responsibilities of each of the key staff in planning, managing, and implementing the proposed project, and
- Key staff knowledge and experience was relevant but was either not recent or not successful.
- The applicant addressed gaps in capacity, as described above.

(2 points)

The applicant:

- Identified key staff but did not thoroughly describe the roles and responsibilities of each of the key staff in planning, managing, and implementing the proposed project; and
- Key staff knowledge and experience was relevant but was not recent or successful, or
- The applicant did not address gaps in capacity.

(0 points)

The application did not contain information sufficient to receive points under this Subfactor.

Notes about scoring:

- Key Staff must be identified to receive *any* points under this rating subfactor
- **Thoroughly** describe the roles and responsibilities of each key staff identified
- Greater emphasis this year on **relevance** of experience
- If you fail to include an assessment of capacity gaps - or a statement that there are no capacity gaps - the most points you can receive is 2

Subfactor 1.2

Audit Submission



4 Points

Subfactor 1.2 Audit Submission

Maximum Points: 4

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 last two audit periods, or any past audits that are still overdue as of the application deadline date. Applicants do not need to submit information for this rating subfactor unless you **are providing information about extensions or providing a statement that an audit is not required**. Report submission will be verified using the Federal Audit Clearinghouse (FAC) at <https://www.fac.gov/>.

In cases where the audit submission was due on a weekend or holiday and was submitted the following business day, the audit submission will be considered timely. If the information available in the FAC is unclear as to whether the audit submission occurred after it was due, HUD will reach out to you for additional information. HUD will consider an audit report submission that was on time in the time zone in which it was submitted to be timely.

Points will be assigned as follows:

(4 points)

- The annual audits for the last two audit periods were submitted and accepted by the FAC in accordance with 2 CFR 200 subpart F (within 30 days after completion of the audit or 9 months after the fiscal year ends, whichever is earlier) **and** you did not have any past Single Audit reports still overdue as of the NOFO deadline, **or**
- You responded to an extension posted on the FAC's website under "Important Announcements," (e.g., disaster related) and provided an explanation of the basis for the extension as described on the FAC website, **or**,
- You are not required to submit an annual audit; you must state why you did not meet the audit threshold under 2 CFR part 200, subpart F.

(0 points) The application did not contain information sufficient to award points under this Subfactor.

You do not need to submit data for this Subfactor; HUD will use its records to verify ***unless*** you are providing information about extensions or a statement that an audit is not required. Delays due to COVID-19 are no longer allowed.*

4 points granted if:

- No late audits during the past two audit periods, **and** no currently overdue Single Audit reports*; or
- You provide a statement about your extension as described on the FAC website*; or
- You provide a statement that no audit is required

**Change from FY23*

Subfactor 1.3 Findings



4 Points

Subfactor 1.3 Findings

Maximum Points: 4

For this Subfactor, HUD will evaluate the performance of the applicant during the rating period. To receive maximum points, you must not have had any Single Audit (see 31 USC 7502(d) and 2 CFR Part 200, Subpart F)) findings as described below; HUD-ONAP monitoring findings identified in one or more Final Monitoring Report(s) for ICDBG, IHBG and other programs monitored by ONAP; or findings pertaining to ONAP programs from either HUD's Office of the Inspector General (OIG) and/or the US Government Accountability Office (GAO) at any time during the rating period.

If you have any HUD-ONAP-related Single Audit findings, or any Single Audit financial statement findings (whether or not HUD-ONAP-related), that are a Material Weakness, Significant Deficiency, or Repeat Finding during the rating period, you will receive zero points in this Subfactor. Financial statement findings are findings related to financial management, accounting, and internal controls.

If you did not submit one or both of your two most recent audits, you will receive zero points on this Subfactor.

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You do not need to submit data for this Subfactor; HUD will use its records to verify. Any explanation for why you did not meet the audit requirement under 2CFR part 200 subpart F should be already be included in your Workplan Narrative for Subfactor 1.2

This Subfactor assess findings during the rating period, 7/15/2023 to 7/15/2024, such as

- Single Audit financial statement findings or HUD-ONAP-related Single Audit finding
 - Material Weakness
 - Significant Deficiency
 - Repeat Finding*
- HUD-ONAP monitoring findings*
- HUD OIG or GAO findings pertaining to an ONAP program

You must have submitted your last two audits to have the opportunity to receive points under this subfactor!*

**Change from FY23*

Subfactor 1.3

Findings, continued

4 Points



(4 points)¶

During the rating period, you did not have any of the following:¶

- → A HUD-ONAP-related Single Audit finding,¶
- → A Single Audit financial statement finding,¶
- → A HUD-ONAP monitoring finding,¶
- → A HUD-OIG finding pertaining to ONAP programs; or¶
- → A GAO finding pertaining to ONAP programs.¶
- → Or, you are not required to submit an annual audit; you must state why you did not meet the audit threshold under 2 CFR part 200, subpart F.¶

(2 points)¶

One of the following applies:¶

- → You had an outstanding HUD-ONAP monitoring, HUD-OIG, or GAO finding during the rating period but submitted information by the established target date(s) or revised target date(s) that ultimately resolved the finding within the rating period; or¶
- → The outstanding HUD-ONAP monitoring, HUD-OIG, or GAO finding was not due for resolution during the rating period based on the established target date(s) or revised date(s).¶

(0 points)↵

One of the following applies:¶

- → During the rating period, you had a HUD-ONAP monitoring, HUD-OIG, or GAO finding that was due for resolution, and you did not resolve the finding by the established target date or revised target date; or¶
- → You had a HUD-ONAP-related Single Audit finding, or Single Audit financial statement finding, whether or not HUD/ONAP-related, that is a Material Weakness, Significant Deficiency, or Repeat Finding during the rating period; or,¶
- → You did not submit one or both of your two most recent audits.□

Points are allocated per the details in the NOFO:

- Maximum points if you had no findings of the type listed or you explain why you are exempted from audit submission
- 2 points if you resolved findings due during the rating period
- No points if you did not resolve the finding timely, if you had certain Single Audit findings, or if you didn't submit either of your two most recent audits

New this year:

Subfactor 1.4

Progress of Pandemic Relief and Imminent Threat Grants 4 Points



Subfactor 1.4 Progress of Pandemic Relief and Imminent Threat Grants

Maximum Points: 4

For this subfactor, the applicant’s performance will be evaluated as follows:

- HUD will evaluate the total Line of Credit Control System (LOCCS) balances as of the NOFO deadline date for certain pandemic relief grants (ICDBG-Coronavirus Aid, Relief, and Economic Security (CARES), IHBG- American Rescue Plan (ARP) and ICDBG-ARP) and for ICDBG Imminent Threat (IT) grants that the applicant has received. Grants awarded within the rating period will not be assessed.
- If you have an IHBG-CARES grant that is not fully expended as of the NOFO deadline date, you will receive zero points in this subfactor.

If you have no applicable pandemic relief or ICDBG-IT grants, you will receive three points.

You need not submit data for this Subfactor, as HUD will utilize its records to verify.

Points	Percentage of total ICDBG-CARES, IHBG-ARP, ICDBG-ARP, and IT grants undisbursed in LOCCS as of the NOFO deadline date
4	Up to 35%
3	36% to 50% or the applicant is not a current recipient of applicable pandemic or IT grants
2	51% to 80%
0	81% or more or the applicant has an IHBG-CARES grant that is not fully expended

You do not need to submit data for this Subfactor; HUD will use its records to verify

Points will be awarded based on the percentage of funds undisbursed in LOCCS for **Pandemic Relief** and **Imminent Threat** grants as of 07/15/2024

You will automatically receive 3 points if you do not have a pandemic or IT grant. 0 points if you have an IHBG-CARES grant balance.

New this year:
Subfactor 1.5
Progress of Competitive Grants



4 Points

Subfactor 1.5 Progress of Competitive Grants **Maximum Points: 4**

For this subfactor, performance will be evaluated based on total LOCCS balances for IHBG Competitive grants and single purpose ICDBG grants that the applicant has received. Grants awarded within the rating period will not be assessed. If you have no applicable IHBG Competitive or single purpose ICDBG grants, you will receive three points.

You need not submit data for this Subfactor, as HUD will utilize its records to verify.

Points will be assigned as follows:

POINTS	Percentage of total ICDBG single purpose and IHBG Competitive grants undisbursed in LOCCS as of the NOFO deadline date
4	Up to 35%
3	36% to 50% or the applicant is not a current recipient of applicable competitive grants
2	51% to 80%
0	81% or more

You do not need to submit data for this Subfactor; HUD will use its records to verify

Points will be awarded based on the percentage of funds undisbursed in LOCCS for ICDBG single purpose and IHBG Competitive grants as of **07/15/2024**

You will automatically receive 3 points if you are not a current competitive grant recipient

Subfactor 1.6

Timely Reporting

3 Points



Subfactor 1.6 Timely Reporting

Maximum Points: 3

HUD will evaluate the applicant for timely submissions of reports for HUD-ONAP grants that were open during the rating period. This includes:

- IHBG formula
- IHBG Competitive
- ICDBG, including [IT](#)
- IHBG-CARES
- ICDBG-CARES
- IHBG-ARP
- ICDBG-ARP
- Tribal HUD-VASH

You must ensure the timely submission of the following required reports: Annual Performance Report (APR), Annual Status and Evaluation Report (ASER), and the Federal Financial Report (SF-425). If the applicant has never received a HUD-ONAP grant, you will be awarded 2 points under this Subfactor. HUD will award maximum points if you have submitted all reports by the submission deadlines (which includes any granted extensions) for all HUD-ONAP grants during the rating period.

Applicants need not submit supporting attachments on this subfactor, as HUD will utilize its records to verify.

Points will be assigned as follows:

(3 points)

The applicant submitted all required reports by the submission deadlines for all HUD-ONAP grants open during the rating period.

(2 points)

The applicant submitted some required reports on time; or the applicant did not have a HUD-ONAP grant open during the rating period.

(0 points)

The applicant did not submit any reports on time.

You do not need to submit data for this Subfactor; HUD will use its records to verify

Maximum points (3*) awarded if you submitted all required ONAP grant reports by submission deadline.

Fewer or no points awarded based on number of late reports submitted, or if you have no open grants.

Subfactor 1.7

Closeouts

3 Points



Subfactor 1.7 Close outs

Maximum Points: 3

For this subfactor, performance will be evaluated for all ICDBG single purpose and ICDBG-IT grants that were closed, due to be closed or should have been closed during the rating period. Grants that were due to be closed or should have been closed will be evaluated based on whether the applicant submitted closeout documents within 90 days of:

1. The date determined that the criteria for closeout have been met, as described in 24 CFR 1003.508(a) and (b);
2. The latest Project Implementation Schedule (HUD-4125); and
3. The date that a Federal Financial Report (SF-425) was submitted showing that all grant funds and leveraged resources had been disbursed.

Applicants should not submit supporting information for this Subfactor, as HUD will utilize its records to verify.

Points will be assigned as follows:

(3 points)

The applicant submitted the required close-out documents within 90 days of the date that the criteria for closeout was met, as described above, or you had no ICDBG or ICDBG-IT grants that were closed, due to close or should have been closed during the rating period.

(0 points)

The applicant did not submit closeout documents within 90 days of the date that the criteria for closeout was met, as described above.

Pages 45-46

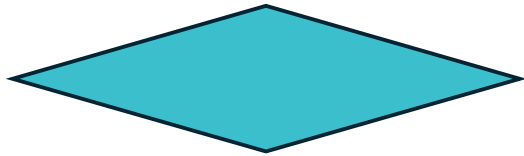
This subfactor evaluates timely closeouts of both ICDBG and ICDBG-IT* grants

You do not need to submit data for this Subfactor; HUD will use its records to verify

Points will be awarded if ICDBG and ICDBT-IT grants were closed out on time.

**Change from FY23*

Rating Factor 2



Subfactor 2.1 Need and Viability

8 points



Subfactor 2.1. Need and Viability

The applicant must identify the **needs of the tribe** which may include but are not limited to issues of housing cost burden, overcrowding, housing shortages, and/or issues related to plumbing. Additionally, the applicant must identify the **viability** of the project which may include **how the project will help the community grow and develop**.

(8 points) To receive full points:

- You describe the **need** for the **project**;
- You demonstrate that the project will **meet an essential community development need**; and
- You describe **how and why** the project will improve the **viability** of the community.

(4 points) To receive points:

- You describe the **need** for the **project**;
- You demonstrate that the project **meets an essential community development need** **or**
- You describe **how and why** the project will improve the **viability** of the community.

(0 points)

The application did not contain information sufficient to award points under this Subfactor.

Include in your Workplan Narrative the tribe's need for the project, how the project meets that need, and impact on community viability.

8 points

- Address the need for the project
- Explain how the project meets an essential community development need; **and**
- Explain how the project increases community viability

4 points

- Address the need for the project
- Explain how the project meets an essential community development need; **or**
- Explain how the project increases community viability

Subfactor 2.2a-d

10 Points



2.2a
Public
Facilities and
Infrastructure
Projects



HUD will rely on **demographic information you submit with your application** to assign points based on **LMI percentages**

2.2b
Economic
Development
Projects



2.2c
New Housing
Construction, Housing
Rehabilitation, Housing
Acquisition, Land
Acquisition to Support
New Housing, and
Homeownership
Assistance Projects



HUD will refer to the **Needs Table** when assigning points in this subfactor based on **dollar amount for Indian Tribe**

2.2d
Microenterprise
Programs



HUD will refer to **information you submit that describes the nature and number of the jobs created or retained** to assign points in this subfactor based on **percentage of employees who are LMI**

Subfactor 2.2a-d

10 Points



	Description	Data Source	Points Based On	Information Required <u>from you</u> for this Subfactor
2.2a	Public Facilities and Infrastructure Projects	Census or your own data	Percentage LMI	Demographic data. You can provide your own data or use Census data provided by HUD at: https://www.huduser.gov/portal/icdbg/home.html
2.2b	Economic Development Projects	You describe the number of jobs to be created or retained; and/or you provide data about LMI persons to be served	Percentage LMI	Information about the LMI persons served by the project (using Census data or limited clientele criteria) and/or LMI persons employed by the project.
2.2c	Housing Projects	Needs Table	Dollar amount for the Indian Tribe	None
2.2d	Microenterprise Programs	Information you submit that describes the	Percentage LMI	Information that describes the nature and number of the jobs created or retained

Subfactor 2.2

Project Benefit

10 Points



2.2a Public Facilities and Infrastructure Projects and 2.2b Economic Development Projects: You must identify the data you wish to use to determine LMI percentage

If you use Census data provided by HUD:

- Specify which tabulation of census data you will use from the options provided at the HUD website

If you use Your Own Data

- Your data cannot be older than 2015 or older than the latest data available from the Census
- You must include each of the required statements about your data that are specified in the NOFO
- Provide details about how you collected the data, a copy of your survey, and info about the persons who will benefit from the project

Subfactor 2.2. Project Benefit

Maximum Points: 10

The criteria for this subfactor will vary according to the type of project you are applying for. Information below is based on the data you will be using. To determine the percentage of LMI persons who will benefit from area-wide public facility and improvement projects as well as economic development projects, you may rely on census data HUD provides or data you can provide as explained below. The calculation of LMI benefit may be calculated based on households or persons, whichever is more advantageous to the applicant.

Using HUD Data

If you wish to use HUD data you must indicate which **tabulation** of census data you will use from the tables at:

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

Using Your Own Data

You may submit data that are unpublished, not generally available, and not older than the latest data available from the U.S. Census Bureau. **If you are submitting demographic data other than the Census, you must state in your application that:**

- Generally available published data are substantially inaccurate or **incomplete**;
- Data you are submitting has been collected systematically and is statistically **reliable**;
- Data are, to the greatest extent feasible, independently verifiable; and
- Data differentiate between reservation and BIA service area populations, when applicable.

If you are submitting your **own data, you must include each of the following in your application:**

- A sample copy of the survey form used to collect the **data**;
- An explanation of the methods used to collect the **data**;
- The number of persons that will benefit from the **project**;
- A list of incomes by household including household size; and
- The number of LMI **persons** that will benefit from the project.

Your survey cannot be older than **2015**. If you fail to include all components listed above to support your own demographic data, HUD will use the information at <https://www.huduser.gov/portal/icdbg/home.html> to determine points to be assigned in this subfactor.

Even if you provide your own data and it meets all the requirements outlined above in Subfactor 2.2, HUD will use its data if it results in a higher score.

Subfactor 2.2a

Public Facilities and Infrastructure Projects 10 Points



Points assigned based on HUD review of demographic data: either Census or data that you provide

Points	Percent of LMI beneficiaries
10 points	85% or more; OR you explain that you exclusively serve a limited clientele per 1003.208(b)(1)(i) or (iii).
5 points	At least 75% but less than 85%
2 points	At least 51% but less than 75%
0 points	Less than 51%

Subfactor 2.2.a. Public Facilities and Infrastructure Projects (up to 10 points).

Points will be assigned as follows:

(10 points)

At least 85 percent of the beneficiaries are LMI OR the applicant has demonstrated that the proposed project(s) will exclusively serve a limited clientele as described in 24 CFR 1003.208(b)(1)(i) or (iii).

(5 points)

At least 75 percent but less than 85 percent of the beneficiaries are LMI.

(2 points)

At least 51 percent but less than 75 percent of the beneficiaries are LMI.

(0 points)

Less than 51 percent of the beneficiaries are LMI.

Subfactor 2.2b

Economic Development Projects

10 Points



Points assigned based on HUD review of demographic data: either Census or data that you provide.

If you would like for HUD to score based on persons **employed by the project**, provide information about the nature and number of jobs created or retained for LMI people.

Points	Percent of LMI beneficiaries
10 points	85% or more; OR you explain that you exclusively serve a limited clientele per 24 CFR
5 points	At least 75% but less than 85%
2 points	At least 51% but less than 75%
0 points	Less than 51%

Subfactor 2.2.b. Economic Development Projects (up to 10 points). The beneficiaries from this type of project can be the persons served by the project (see above) and/or persons employed by the project based on the jobs created or retained because of the project. To document persons employed by the project, you must describe the nature and number of jobs created or retained for LMI people. This information includes but is not limited to brief descriptions of proposed job responsibilities, job titles, salaries, and the number of full-time equivalent positions. HUD will assess whether the person employed by the project qualifies as LMI if the person will be LMI at the time the person is hired. If jobs will be retained because of the ICDBG project, you must include information that shows clearly and objectively that jobs will be lost without the project. Jobs retained only for the period of the grant will not count under this rating factor; they must be permanent jobs.

As with public facility and infrastructure projects, HUD will rely on demographic information submitted with your application to assign points for this subfactor.

Points will be assigned as follows:

(10 points)

At least 85 percent of the beneficiaries are LMI OR applicant has demonstrated that the proposed project(s) will exclusively serve a group of persons in any one of the limited clientele categories described in 24 CFR

(5 points)

At least 75 percent but less than 85 percent of the beneficiaries are LMI.

(2 points)

At least 51 percent but less than 75 percent of the beneficiaries are LMI.

(0 points)

Less than 51 percent of the beneficiaries are LMI.

Subfactor 2.2.c

New Housing Construction, etc

10 Points



You do not need to submit anything for this subfactor; HUD will use the Needs Table to score this Subfactor.

Points	Dollar amount for the Indian tribe
10 points	\$0-\$800 or minimum amount of IHBG formula funding
8 points	\$801 - \$1,000
6 points	\$1,001 - \$1,200
4 points	\$1,201 - \$1,400
2 points	\$1,401 - \$4,500
0 points	\$4,501 or higher (\$0 is an error in the NOFO)

Subfactor 2.2.c. New Housing Construction, Housing Rehabilitation, Housing Acquisition, Land Acquisition to Support New Housing and Homeownership Assistance Projects (up to 10 points). Every year to accompany the ICDBG NOFO, HUD prepares a Factor 2 **Needs Table** (Needs Table) that is used to determine the need for housing in tribal areas. The ratio is based on the dollars allocated to a tribe/TDHE under the IHBG formula program for need divided by the total number of American Indian and Alaskan Native (AIAN) households in the following categories:

- annual income below 80 percent of the median;
- overcrowded or without kitchen or plumbing;
- housing cost burden greater than 50 percent of annual income; and
- housing shortage (number of low-income AIAN households less total number of NAHASDA and Formula Current Assisted Stock).

You can find a copy of the Needs Table in the zip file with the Application Instructions for the ICDBG program when you download your application from [grants.gov](https://www.grants.gov). You do not need to attach the table with your application. HUD will refer to it when assigning points in this subfactor.

(10 points) The dollar amount for the Indian tribe is **\$0 - \$800 or the tribe receives the minimum amount of IHBG formula funding** as described in 24 CFR part 1003.328.

(8 points) The dollar amount for the Indian tribe is **\$801-\$1,000**.

(6 points) The dollar amount for the Indian tribe is **\$1,001-\$1,200**.

(4 points) The dollar amount for the Indian tribe is **\$1,201 - \$1,400**.

(2 points) The dollar amount for the Indian tribe is **\$1,401 - \$4,500**.

(0 points) The dollar amount for the Indian tribe is **~~\$0~~ or \$4,501 or higher**.

Subfactor 2.2.d Microenterprise Programs

10 Points



Provide information on the nature and number of jobs that your proposed project creates or retains.

Points	Percent of employees who are LMI
10 points	100%
5 points	At least 75% but less than 100%
2 points	At least 51% but less than 75%
0 points	Less than 51%

Subfactor 2.2.d. Microenterprise Programs (up to 10 points). A microenterprise is a business with five or fewer employees, one or more of whom owns the business. The owner(s) of the microenterprise must be LMI, and the majority of the jobs created or retained must be for LMI persons. For documenting persons employed by the project, you do not need to submit a demographic data statement and corresponding documentation. However, you need to submit information that describes the nature and number of the jobs created or retained. Points will be assigned as follows:

(10 points)

All employees are LMI.

(5 points)

At least 75 percent but less than 100 percent of the employees are LMI.

(2 points)

At least 51 percent but less than 75 percent of the employees are LMI.

(0 points)

Less than 51 percent of the employees are LMI.

Subfactor 2.3

New and Unfunded Applicants

5 Points



You do not need to submit data for this Subfactor; HUD will use its records to verify.

5* points

- You did not receive ICDBG Single Purpose award in **FY19-2020, FY2021, FY2022, or FY2023**

3* points

- You did not receive an ICDBG Single Purpose award in the **FY2022 or FY2023** competitions.

0 points

- You received an ICDBG Single Purpose award in the **FY2022 or FY2023** competitions.

Changes from FY23

Subfactor 2.3: New and Unfunded Applicants

Maximum Points: 5

You will receive maximum points if you did not receive awards under any of the following ICDBG Single Purpose Grant NOFOs: FY 2019-2020, FY 2021, FY 2022, and FY 2023.

Applicants need not submit supporting information on this Subfactor, as HUD will utilize its records to verify.

Points will be assigned as follows:

(5 points)

You did not receive an ICDBG Single Purpose award in the FY2019-2020, FY2021, FY2022 or FY2023 competitions.

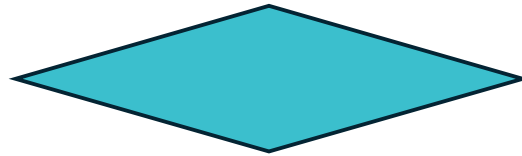
(3 points)

You did not receive an ICDBG Single Purpose award in the FY2022 or FY2023 competitions.

(0 points)

You received an ICDBG Single Purpose award in the FY2022 or FY2023 competitions.

Rating Factor 3



Subfactor 3.1 Description of and Rationale for Proposed Project



Subfactor 3.1 Description of and Rationale for Proposed Project

Maximum Points: 10

For this subfactor, you must provide a detailed description of the rationale behind the project, including how the project design and plans are feasible and cost-effective.

You must describe the project in detail by including the following components:

- You **described the project in detail including: size** (for example: square feet, linear feet, and bedroom size, as applicable); **type** (for example: type of building, type of construction, and material used); and **location** (for example: a map, address and/or aerial photo). If available, provide architectural renderings and floor plans;
- You **describe how the project is feasible and cost effective**;
- You explain your **rationale for project design** (e.g., how the project design will serve the intended purpose);
- You **describe how you will comply with the Indian preference requirements** in 1003.510;
- **Housing Construction/Rehabilitation or Public Facility Building projects (only):** You **describe and provide the cost savings (in percentage or dollar amount)** resulting from either the building design or construction methods or energy efficiency measures that will be realized in future years;
- **Land for Future Housing (only):** You established 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.

Include in your Workplan Narrative a detailed description of the rationale behind the project, including:

- Description including size, type and location
- Project feasibility and cost effectiveness
- Rationale for project design
- Indian preference requirements compliance

If your project is Housing Construction/Rehabilitation or Public Facility Building Project

- Describe and provide the cost savings for your selected design, construction method, or energy efficiency measures

If your project is Land for Future Housing

- Describe that you established a reasonable ratio between number of usable acres acquired and number of LMI households

Subfactor 3.1 Continued

10 Points



Points will be assigned as follows:

(10 points)

Your proposed project is **feasible and cost-effective** in relation to the grant request. You **described the project in detail and included all the applicable components** outlined in this Subfactor.

(6 points)

Your proposed project is feasible and cost-effective in relation to the grant request. You described the project but the description for one of the applicable components outlined in this Subfactor is missing or lacks detail.

(4 points)

Your proposed project is feasible and cost-effective in relation to the grant request. You described the project but the description for two or more of the applicable components outlined in this Subfactor is missing or lacks detail.

(0 points)

Your proposed project is not feasible and cost-effective or you did not provide sufficient information to receive points in this subfactor.

Pages 50-51

Your proposed project must be **described, feasible, and cost effective in relation to the grant request** to receive any points under this subfactor; the number of points is based on how many of the other subfactor components you include in sufficient detail.

In addition to a description, feasibility, and cost effectiveness:

10 points

- **All** components included in sufficient detail

6 points

- **One** component missing or lacking detail

4 points

- **Two or more** components missing or lacking detail

No points will be allocated if the project is not feasible and cost effective or you did not provide sufficient information

Subfactor 3.2 Budget

10 Points



Subfactor 3.2 Budget

Maximum Points: 10

You must submit the Cost Summary [HUD-4123](#) and a thorough Budget Detail for the proposed project and activities. HUD will evaluate whether the budget is thoroughly prepared, mathematically correct, and that all costs (including leveraging) are eligible under ICDBG, allowable, allocable, reasonable, and necessary for implementing the proposed project activities. See Section IV.B.1.c for more information on the required Budget Detail. If there is conflicting information, HUD may require successful applicants to update errors based on the pre-award requirement process outlined in this NOFO.

If your application includes a public service component, your budget must also include a breakdown of those costs. Planning and administrative costs do not include direct project costs/activity delivery costs (e.g. certain architectural/engineering, environmental, technical assistance, and some staff/overhead costs related to directly carrying out eligible activities) but do include any funds the applicant will contribute toward administering the grant.

You must include the following components in your Cost Summary and Budget Detail:

- Breakdown of cost estimates by line item for each proposed activity, including administration and planning costs;
- Budget calculations must all be mathematically correct;
- The SF-424, Cost Summary (HUD-4123), Budget Detail, and supporting documentation must be consistent;
- Proposed costs are eligible under ICDBG, allowable, allocable, reasonable, and necessary for implementing the proposed project;
- Description of the qualifications and experience of the individual(s) that prepared the budget as it pertains to budget preparation, and how the experience is recent and relevant to the proposed project; and
- If applicable, applicants including indirect costs as part of the budget must demonstrate how they are calculating these costs in accordance with either their current federally-approved negotiated rate or the de minimis rate in accordance with 2 CFR 200.414. Indirect costs will count towards the administration and planning cap.
- If you are not requesting ICDBG funds to administer the project, you must specify who will pay for this.

- You must submit a Budget Detail that shows a breakdown for each budget line.
- Figures must match SF-424 (Blocks 18a-g), and Cost Summary (HUD-4123)
- Narrative must provide details on **eligible activities** and all **planning** and **administrative** costs (including **indirect costs**)
- Preparer's qualification and experience
- Can be a separate narrative , no 30-page limit
- Multiple projects (must submit separate budgets)

Subfactor 3.2

Budget

10 Points



Points will be assigned as follows:

(10 points)

The budget is thoroughly prepared, and all costs are eligible under ICDBG, allowable, allocable, reasonable, and necessary for implementing the proposed project. The applicant addressed all the components discussed above in detail.

(8 points)

The budget is adequately prepared, and all costs are eligible under ICDBG, allowable, allocable, reasonable, and necessary for implementing the proposed project. The applicant addressed all of the components discussed above, but some details were lacking or inconsistent.

(4 points)

The budget is adequately prepared, but one entire component was missing

(2 points)

The budget is adequately prepared, but two or more entire components were missing.

(0 points)

The applicant did not provide sufficient information to receive points in this subfactor.

Points will be allocated based on the level of detail in your Cost Summary and budget detail, and the number of components you address.

10 points

- Thorough and inclusive of all components

8 points

- Adequate and inclusive of all components

4 points

- Adequate and one component missing

2 points

- Adequate and two or more components missing

Subfactor 3.3 Project Implementation Schedule

8 Points



Subfactor 3.3 Project Implementation Schedule

Maximum Points: 8

HUD will evaluate whether the proposed project has a well-developed implementation plan that includes tasks and timelines. The applicant must address the following components:

- The narrative must describe the specific tasks and timelines that the applicant and/or hired contractors, consultants, and sub-recipients will undertake to complete the proposed project on time and within budget;
- The ICDBG Implementation Schedule (Form HUD-4125) must identify each task required for completing the planned project and must identify start and completion dates for each task.
- The narrative must describe whether you have already completed milestones to facilitate the implementation of the proposed project or activities.
- Note that you must ensure that no choice limiting actions will occur prior to completion of the environmental review process, and approval of the Request for Release of Funds where applicable, as discussed in Section VI.B. A choice limiting action may include but is not limited to real property acquisition, demolition, disposition, rehabilitation, repair, new construction, site preparation or clearance, ground disturbance, and leasing.

Page 52

Information should be included in the Workplan Narrative

Include descriptions of specific tasks and timelines to complete project.

- Planned project
- Start and completion dates
- Describe completed milestones to implement project

Match the dates on the SF-424, Blocks 17a-b.

For multiple projects you must submit separate HUD – 4125s.

Ensure no actions will occur prior to environmental review and approval of release of funds!

Subfactor 3.3 Project Implementation Schedule

8 Points



Points will be assigned as follows:

(8 points)

Your **implementation schedule (form HUD-4125) and/or project implementation narrative includes a detailed breakdown of tasks and timelines** needed to complete your project. You have completed one or more milestones to implement your project.

(4 points)

Your implementation schedule and/or project implementation narrative lacks detail related to tasks and/or timelines. You have not completed any milestones to implement your project.

(0 points)

The application did not contain information sufficient to award points under this Subfactor

Pages 52-53

You will only receive points for this Subfactor if you submit both the HUD-4125 and the described narrative.

8* points

- Submissions are detailed
- You have already completed a project milestone*

4 points

- Submissions lack detail
- You have not yet completed a project milestone

**Changes from FY23*

Subfactor 3.4

Commitment to Sustain Projects

10* Points



Subfactor 3.4 Commitment to Sustain Projects

Maximum Points: 10

Your application shows that you will be able to sustain your project once it is complete. How you do that depends on the type of project you are applying for.

Page 53

There are four project categories under this subfactor:

- a. Public Facilities and Infrastructure Projects
- b. Economic Development Projects
- c. New Housing Construction, Housing Rehabilitation, Housing Acquisition, Homeownership Assistance Projects
- d. Microenterprise Programs
- e. New Land Acquisition to Support New Housing

The criteria for demonstrating project sustainability differ by project type and are explained in the relevant sections.

**Change from FY23*

Subfactor 3.4.a

Public Facilities and Infrastructure

10 Points



Subfactor 3.4 Commitment to Sustain Projects

Maximum Points: 10

Your application shows that you will be able to sustain your project once it is complete. How you do that depends on the type of project you are applying for.

Subfactor 3.4.a. Public Facilities and Infrastructure Projects (up to 10 points). You must state that either the tribe or another entity has adopted an operation and maintenance (O&M) plan to maintain the project and that it commits, by resolution or commitment letter, the funds to do so including the dollar amount. The O&M plan must also include a cost breakdown for annual expenses and indicate a time frame for maintaining and operating the project that is not less than five years following the grant closeout date. The following five components must be addressed in the O&M plan:

- Daily or other periodic maintenance activities;
- Repairs such as replacing broken windows;
- Capital improvements or replacement reserves for repairs such as replacing the roof;
- Fire and liability insurance (may not apply to infrastructure projects, such as water and sewer lines or roads); and
- Security (may not apply to infrastructure projects, such as water and sewer lines or roads).

Applicants proposing public facilities or community buildings must also provide letters of commitment demonstrating that funds for the services that will be provided in the building have been committed.

Pages 53-54

Public facilities only: Provide letter(s) of commitment from service providers (*change from FY23*)

Include in your Workplan Narrative:

- Statement that your O&M plan is adopted and there is a fund commitment with dollar amount
- Indicate that Tribe or Entity has an operation and maintenance (O&M) plan with annual cost breakdown, at least 5 year commitment, and five components:
 1. Daily and other periodic maintenance
 2. Repairs
 3. Capital improvements or replacement reserves
 4. Fire and Liability insurance (not required for Infrastructure Projects)
 5. Security (not required for Infrastructure Projects)

Subfactor 3.4.a

Public Facilities and Infrastructure

10 Points



	Public Facilities/ Community Buildings	Infrastructure Projects
Statement that O&M Plan has been adopted	X	X
Include the funding commitment to support O&M Plan, and amount	X	X
O&M Plan includes annual cost breakdown	X	X
O&M Plan includes commitment to maintain project for at least 5 years	X	X
O&M component: Daily and other periodic maintenance	X	X
O&M component: Repairs	X	X
O&M component: Capital improvements or replacement reserves	X	X
O&M component: Fire and Liability insurance	X	
O&M component: Security	X	
Letter(s) of commitment for services provided in facility	X	

Subfactor 3.4.a Public Facilities and Infrastructure Projects

10 Points



Points will be assigned as follows:

(10 points)

- You included the O&M statement and funding commitment described above.
- You described how the O&M plan addresses all five of the above components and included a satisfactory cost breakdown for annual expenses along with a commitment to maintain the project for at least 5 years after the grant closeout date.
- For public facilities or community buildings, you demonstrated that funds for the recreation, social, or other services that will be provided in the building have been committed.
- You included letter(s) of commitment from the service provider(s) that identify and commit to providing the service(s) and service budget.
- For infrastructure projects like water, sewer lines or roads, the applicant only needs to address the first three (maintenance, repairs, reserves) of the five O&M components.

(6 points)

- You included the O&M statement and funding commitment described above.
- You described how the O&M plan addresses at least four of the above components and included a satisfactory cost breakdown for annual expenses along with a commitment to maintain the project for at least 5 years after the grant closeout date.
- For public facilities or community buildings, you demonstrated that funds for the recreation, social, or other services that will be provided in the building have been committed. You included letter(s) of commitment from the service provider(s) that identify and commit to provide the service(s) and service budget.
- For infrastructure projects like water, sewer lines or roads, the applicant only addressed two of the first three O&M components.

(2 points)

- You included the O&M statement and funding commitment described above.
- You described how the O&M plan addresses at least three of the above components and/or did not include a satisfactory cost breakdown for annual expenses along with a commitment to maintain the project for at least 5 years after the grant closeout date.
- For public facilities and community buildings, you included letter(s) from service provider(s), but the letter(s) did not adequately identify and commit to provide the service(s) and/or service budget.
- For infrastructure projects like water, sewer lines or roads, only one of the first three O&M components was addressed.

(0 points)

The application did not contain information sufficient to award points under this Subfactor.

Points are allocated based on inclusion of elements described in NOFO.

10 points

All elements are included

6 points

All elements are included except that one O&M component is missing

2 points

One or two O&M components are missing and/or cost breakdown with at least 5 year commitment is not satisfactory. Letter from service provider(s) inadequate.

Subfactor 3.4.b Economic Development Projects

10 Points



You must provide an analysis which shows public benefit will result from the assisted project.

Subfactor 3.4.b. Economic Development Projects (up to 10 points). In accordance with 24 CFR 1003.302(c), you must provide an analysis which shows public benefit will result from the assisted project that is commensurate with the ICDBG assistance requested.

- The analysis should establish to the extent practicable:
- Reasonable financial support will be committed from non-Federal sources prior to disbursement of Federal funds;
- Any grant amount provided will not substantially reduce the amount of non-Federal financial support for the activity.
- Not more than a reasonable rate of return on investment is provided to the owner; and,
- That grant funds used for the project will be disbursed on a pro rata basis with amounts from other sources.
- In addition, it must be established that the project is financially feasible and that it has a reasonable chance of success.
- Finally, the analysis must be prepared by a qualified party that has recent and relevant experience in the type of project being proposed.

Pages 54-55

- The analysis should establish:
 - Reasonable financial support from non-Federal sources.
 - Amounts provided will not reduce the amount of non-Federal financial support.
 - Reasonable rate of return on investment to the owner.
 - Project is financially feasible and reasonable chance of success.
- The analysis must be prepared by a qualified party that has **recent** and **relevant** experience.

Subfactor 3.4.b Economic Development Projects

10 Points



Points will be assigned as follows:

(10 points)

You satisfactorily addressed all the components listed above and provided evidence that the project's chance for financial success is excellent.

(6 points)

You satisfactorily addressed **most** of the components listed above and provided evidence that supports the project's chance for financial success is reasonable.

(2 points)

You addressed **some** of the components listed above and provided evidence that supports the project's chance for financial success is fair.

(0 points)

The application did not contain information sufficient to award points under this Subfactor.

	Components addressed	Chance for financial success
10 points	All	Excellent
6 points	Most	Reasonable
2 points	Some	Fair

Subfactor 3.4.c New Housing Construction, Housing Rehabilitation, Housing Acquisition, Homeownership Assistance Projects 10 Points



Subfactor 3.4.c. New Housing Construction, Housing Rehabilitation, Housing Acquisition, and Homeownership Assistance Projects (up to 10 points). Describe in detail how the project will be sustained by addressing maintenance and insurance responsibilities.

Points will be assigned as follows:
(10 points)

You **described the ongoing maintenance and insurance responsibilities** (if applicable) for the project in detail. You also stated **who is paying** for it.

(6 points)

You described the ongoing maintenance and insurance responsibilities (if applicable) for the project in general. You also stated who is paying for it.

(2 points)

You described the maintenance and insurance responsibilities (if applicable) for the project but not who is paying for it.

(0 points)

The application did not contain information sufficient to award points under this Subfactor.

	Maintenance and Insurance Responsibilities	Who is paying for Maintenance and Insurance
10 points	Detailed description	Stated
6 points	General description	Stated
2 points	Description	Not stated

Subfactor 3.4.d Microenterprise Programs

10 Points



Subfactor 3.4.d. Microenterprise Programs (up to 10 points). Persons determined to be LMI may qualify for microenterprise programs designed to provide job training and placement and/or other employment support services, including but not limited to, peer support programs, counseling, childcare, transportation, and other similar services.

- Your application must describe the microenterprise program including the types of assistance offered to microenterprise applicants and the types of entities eligible to apply for the assistance.
- It must explain how you will analyze microenterprise applicants, business plans, market studies, and financial feasibility.
- For credit programs, you must describe how you will determine the loan terms (i.e., interest rate, maximum loan amount and duration, loan servicing provisions) that you will offer to individual microenterprise applicants.

Points will be assigned as follows:

(10 points)

You addressed all of the components above and documentation applicable to the proposed project, and provided evidence that supports the chance for success is excellent.

Pages 55-56

Include information in the Workplan Narrative

Describe the microenterprise program:

- Type of assistance offered, and
- Entities eligible to apply

Explain how you will analyze microenterprise applicants including:

- Business plans, market studies, and financial feasibility.

For credit programs, include how you will determine the loan terms.

Subfactor 3.4.d Microenterprise Programs

10 Points



Points will be assigned as follows:

(10 points)

You addressed all of the components above and documentation applicable to the proposed project, and provided evidence that supports the chance for success is excellent.

(6 points)

You addressed all of the components above and documentation applicable to the proposed project, and provided evidence that supports the chance for success is reasonable.

(2 points)

You addressed all of the above components and documentation applicable to the proposed project, and provided evidence that supports the chance for success is fair.

(0 points)

The application did not contain information sufficient to award points under this Subfactor.

	Components included with documentation applicable to proposed project	Chance for Success
10 points	All	Excellent
6 points	All	Reasonable
2 points	All	Fair

Subfactor 3.4.e New Land Acquisition Projects to Support New Housing 10 Points



Subfactor 3.4.e. New Land Acquisition Projects to Support New Housing (up 10 points).

Your application must show the results of a preliminary investigation conducted by a qualified independent entity demonstrating that the proposed site has:

- Suitable soil conditions for housing and related infrastructure;
 - Potable drinking water accessible for a reasonable cost;
 - Access to utilities;
 - Vehicular access;
 - Drainage;
 - Nearby social and community services;
 - No known environmental problems; and
 - The land is zoned for the type of housing proposed.
- Additionally, you must submit documentation to indicate that all units will be constructed within two years after site purchase to receive full points.
- You must address in your Workplan Narrative whether your Implementation Schedule has this information, and must also include evidence, such as Construction Contract Agreements.

Page 56

Include information in the Workplan Narrative.

Show results of a preliminary investigation.

Submit documentation that all units will be constructed **within two years** after site purchase.

Workplan Narrative must show:

- Implementation Schedule matches narrative construction time frame, and
- Evidence, such as Construction Contract Agreements.

Subfactor 3.4.e New Land Acquisition Projects to Support New Housing 10 Points



Points will be assigned as follows:

(10 points)

Your application includes all of the above components and demonstrates that 100 percent of units will be constructed within two years after site purchase, as described above.

(6 points)

Your application includes all of the above components and demonstrates that at least 50 percent but less than 100 percent of the units will be constructed within two years after site purchase, as described above.

(2 points)

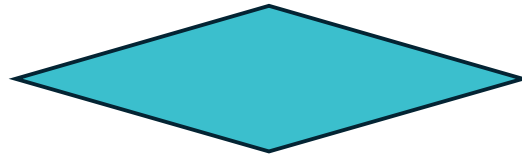
Your application includes all of the above components and demonstrates that at least 25 percent but less than 50 percent of the units will be constructed within two years after site purchase, as described above.

(0 points)

The application did not contain information sufficient to award points under this Subfactor.

	Components included	Percent of units completed within 2 years of site purchase
10 points	All	100%
6 points	All	50%-99%
2 points	All	25%-49%

Rating Factor 4



Rating Factor 4

Leveraging Resources

3 Points



Rating Factor 4: Leveraging Resources

Maximum Points: 3

Cost sharing or mandatory matching is not required under this grant, but voluntary leveraging with both Federal (including IHBG formula funding) and non-Federal funds is encouraged. Applicants proposing leveraging must identify the source and specific amount in its Workplan Narrative and include references to the Firm Commitment documentation submitted with the application.

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The FY24 NOFO **does not require** that projects include cost sharing or matching.

HUD **encourages** leveraging and may award up to 3 points to applications that include leveraged resources.

If your project proposal **includes leveraged resources**, you must include the following to receive any points:

- Identify **source** and **amount** in Workplan Narrative
- Submit **Firm Commitment documentation** for all sources and references

Rating Factor 4

Leveraging Resources (cont.)

3 Points



Leverage can include **cash** or **in-kind** contributions.

Examples of **sources** for leveraged funds are listed in the NOFO.

A Firm Commitment must be submitted for any sources of leveraging including cash or in-kind contributions (e.g., property or services such as computers, software, furniture, equipment, supplies, transportation, administrative support, space, mail, internet, etc.). Contributions that could be considered as leveraged resources for point award include, but are not limited to:

- Tribal government funds;
- Donations from individuals or organizations, private foundations, businesses;
- Private foundations, businesses, state or federal loans (e.g., IHBG Title VI) or guarantees;
- Other federal grants permitted by statute, including IHBG funds;
- Donated goods and services needed for the project;
- Land needed for the project (which can include land purchased prior to the application deadline date) but not land that has been used as leverage towards other ONAP competitions;
- Land used for a building expansion project if the land was not previously used for leverage;
- Direct administrative costs but only up to the 20% cap allowed for administrative and planning costs of the ICDBG grant amount

Rating Factor 4

Leveraging Resources (cont.)

3 Points



Leveraged resources do not include:

- **Funds expended before the Period of Performance** starts (except the value of land acquisition and proposal costs)
- **Indirect administrative costs**
- The **value of the existing facility** that your project will expand or rehab

Leveraged resources must:

- Follow the **same requirements as ICDBG funds** for use and commitment in the leveraged project
- Support the **same project** as the proposed FY24 ICDBG project

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**. Applicants are not allowed to spend leveraged dollars before the approval of the Request for Release of funds, with the exception of acceptable pre-award leveraging (value of land acquisition and proposal costs). Additionally, leverage resources must be for the same project that is proposed, and must be incurred within the Period of Performance of the proposed project.

Applicants are reminded that all ICDBG requirements apply to the commitment or use of both ICDBG and non-ICDBG funds in a leveraged project. Federal sources are only allowed to be used as leveraging if permitted by a program's authorizing statute.

HUD will award points based on the percentage of non-ICDBG resources provided relative to project costs.

Leveraged resources do not include:

- **Indirect administrative costs** as identified in 2 CFR part 200; and
- **The value of the existing facility** (if your application is to expand or rehab an existing facility).

Rating Factor 4

Leveraging Resources (cont.)

3 Points



Firm Commitment Requirements for various types of Leveraged Resources

- **Tribal**
 - Tribal resolution committing funds
 - Method of valuation detailing the dollars (for in-kind funds)
- **Federal**
 - IHBG
 - Most recently approved IHP
 - Program year and dollar amount (for future IHBG)
 - Other Federal programs
 - Statement from Agency source of funds
- **Tribal Organization (Applicant)**
 - Need statement of commitment including amount

Type of Leveraged Resource	Evidence/Documentation Needed
Tribal Resources	<ul style="list-style-type: none">• Tribal resolution committing funds or equivalent; the resolution (or equivalent) must identify the exact dollar amount (or value of resources to be committed)• If using in-kind funds, a method of valuation detailing the dollars used must be included.
Federal Resources	<ul style="list-style-type: none">• IHBG formula funds (whether administered by the tribe or a TDHE):<ul style="list-style-type: none">○ Leveraging with current program year funds: The most recently approved Indian Housing Plan (IHP) must identify the dollar amount and commit the IHBG resources to the project. If not currently approved in the most recent IHP, the application must state that an amendment to the IHP will be processed if the applicant is awarded ICDBG funds.○ Future IHBG funding: 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.• Other Federal Program Funds: might include funds from the U.S. Department of Agriculture, Indian Health Service, Bureau of Indian Affairs, or any other federal agency. If allowable by the federal program's statute, the applicant should submit a statement (e.g., letter, email, etc.) from the federal agency approving the amount of funds to be committed for leveraging. NOTE: If a federal agency has published clear guidance stating that its funds can be used in accordance with the ICDBG program, HUD reserves the right to accept that guidance as sufficient evidence that these other Federal Program Funds can be proposed as leverage under this NOFO. HUD reserves the right at its discretion to request additional documentation later from the applicant demonstrating that these resources are available to the applicant and will be committed to the activities being proposed in the applicant's application.

See Section V.A., pages 58-60 of the NOFO for complete details.

Rating Factor 4

Leveraging Resources (cont.)



3 Points

Firm Commitment Requirements for various types of Leveraged Resources

- **Public Agency, Foundation or Other Private Party**
 - Letter of Commitment, which must include:
 - Donor's organization name, funds proposed, in-kind resource, method of valuation, etc.
 - Memorandum of Understanding
- **Goods and Services**
 - Describe necessity and include comparable costs
- **Land**
 - Documentation of land valuation using method listed in NOFO, including land value

Public Agency, Foundation or Other Private Party	<ul style="list-style-type: none">• Letters of commitment which must include:<ul style="list-style-type: none">• the donor organization's name,• the specific funds proposed,• the dollar amount of the financial or in-kind resource,• method for valuation, and• the purpose of that resource within the proposed project.• An official of the organization legally authorized to make commitments on behalf of the organization must sign the commitment.• Memorandum of understanding, and/or agreement to participate, including any conditions to which the contribution may be subject.
Goods and Services	<ul style="list-style-type: none">• Must demonstrate that the donated items are necessary to the actual development of the project and include comparable costs that support the donation.
Land	<ul style="list-style-type: none">• Land valuation must be established using one of the following methods and the documentation must be contained in the application. The application of land valuation documentation must state the method used to determine land value and identify the land value. Land that has previously been used as leverage towards other ONAP competitions may not be proposed as leveraging for this NOFO.• The methods include:<ul style="list-style-type: none">○ A site-specific appraisal no more than two years <u>old</u>;○ An appraisal (e.g., tax assessment) of a nearby comparable site also no more than two years <u>old</u>;○ A reasonable extrapolation of land value based on current area realtor value guides; or○ A reasonable extrapolation of land value based on recent sales of similar properties in the same area.

See Section V.A., pages 58-60 of the NOFO for complete details

Rating Factor 4

Leveraging Resources (cont.)

3 Points



Other Requirements and Reminders

- You will be required to show evidence that leveraging resources were actually **received** and **used** for their intended purposed as the project proceeds.
 - Yearly reports (SF-425 and Annual Status and Evaluation Reports)
- Comply with Environmental review requirements under (24 CFR part 58).

Grantees will be required to show evidence that leveraging resources were actually received and used for their intended purposed through yearly reports (SF-425 and Annual Status and Evaluation Reports) as the project proceeds.

Applicants are reminded that environmental review requirements under 24 CFR part 58 apply to the commitment or use of both ICDBG and non-ICDBG funds in a leveraged project. See Section VI.B. of this NOFO for information related to this requirement.

Rating Factor 4

Leveraging Resources (cont.)

3 Points



Other Requirements and Reminders (cont.)

If you do not get a firm commitment of non-tribal funds by the application deadline, July 15, you must submit a statement from contributing entity stating:

- Why firm commitment cannot be made at the current time.
 - That your tribe/organization and proposed project meet eligibility for receiving leveraged funds.
 - Include a date by which the funding decisions will be made. (Date **cannot** be over six months from the anticipated date of grant approval by HUD).
-
- If **no** firm commitment **within six months**, the application will be re-rated and re-ranked.

HUD recognizes that in some cases, you may not get a firm commitment of non-tribal funds by the application deadline. In such cases, you must include a statement from the contributing entity that describes why the firm commitment cannot be made at the current time. The statement must say that your tribe/organization and proposed project meets the eligibility criteria for receiving the leveraged funds. It must also include a date by which the funding decisions will be made. This date cannot be over six months from the anticipated date of grant approval by HUD.

If you do not provide HUD with evidence of the firm commitment from the original leverage source or an alternative source within six months of the date of grant approval, or if the anticipated leverage is not provided, HUD will re-rate and re-rank the application with the updated leverage information. If the application does not meet a rating equal to or greater than the lowest rating received by a funded project during the most recent funding competition, HUD will rescind the grant and recapture grant funds. HUD reserves the right to terminate the grant for cause in accordance with 24 CFR 1003.702 or 1003.703, and to recapture the grant funds

and, may award such funds in accordance with 24 CFR 1003.102.

Rating Factor 4

Leveraging Resources (cont.)

3 Points



Example: Leverage Resources

ICDBG grant request: \$2,000,000

Leveraged Funds: \$250,000

Total Project Cost: \$2,250,000

$\$250,000 / \$2,250,000 = .11$

Percentage of Leverage = 11%

Leveraged funds will be calculated by dividing total eligible leverage resources by the total project cost as identified on line 18g of the SF-424.

Example: Percentage of leverage = (equals) Total leverage resource amount/ (divided by) Total project cost (grant amount requested + total leverage resource amount)

Points will be assigned as follows:

Non-ICDBG Resources to Total Project Costs	Points
10% or more, with firm commitment documentation supporting all sources of leveraging in accordance with the above requirements	3
5%-9%, with firm commitment documentation supporting all sources of leveraging in accordance with the above requirements	2
1%-4%, with firm commitment documentation supporting all sources of leveraging in accordance with the above requirements	1
Less than 1% with firm commitment documentation supporting all sources of leveraging in accordance with the above requirements	0

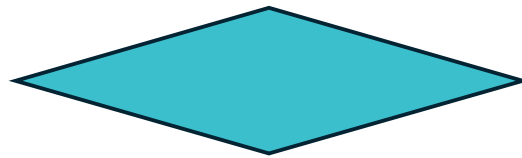
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Points (max 3*) will be allocated based on percent of leverage*

You must include **firm commitment documentation** to receive **any** points

**Changes from FY23*

Rating Factor 5 and Preference Points



Subfactor 5.1 Coordination

2 Points



Subfactor 5.1 Coordination

Maximum Points: 2

For this Subfactor, you must demonstrate that the proposed activities are consistent with strategic plans or policy goals of the community and explain how you coordinated with community members, tribal departments, and other agencies/organizations.

The applicant must address the following components:

- You demonstrated that the activities are consistent with strategic plans or policy goals of your community.
- You identified and described how you plan to coordinate and work on the project with organizations that will not be providing leveraged funds to the project.
- You summarized how you involved the community in developing the application pursuant to the regulatory requirements for citizen participation requirements.

Points will be assigned as follows.

(2 points)

You addressed all the components listed above in detail.

(1 point)

You addressed some of the required components.

(0 points)

The application did not contain information sufficient to award points under this Subfactor.

Information for this subfactor should be included in the Workplan Narrative

Your response to this subfactor should include:

- How the proposed activity is consistent with strategic plans or policy goals of your community
- Partners (non-leveraging partners)
 - Who they are
 - How you are coordinating **on this project**
- How you involved the community per citizen participation requirements

You will receive points based on the thoroughness of your response.

Subfactor 5.2

Outputs and Outcomes

4 Points



Subfactor 5.2. Outputs and Outcome

Maximum Points: 4

In this portion of your application, you must include the outcomes and outputs you hope to achieve with your project. Outputs are measured in the volume of work accomplished. They should be clear enough to allow HUD to monitor and assess the proposed projects progress if funded. An outcome is the impact you hope to achieve with your proposed project. Outcomes should be quantifiable measures or indicators that identify the change in the community, people's lives, economic status, or other positive effects.

Depending on the type of project proposed, outputs could include but are not limited to:

- Number of housing units rehabilitated;
- Number of jobs created;
- Number of housing units constructed;
- Number of community facilities built;
- Square feet for any public facility;
- Number of education or job training opportunities provided;
- Number of tribal youth participants;
- Number of homeownership units constructed or financed;
- Number of businesses supported (including number of minority/Native American);
- Number of persons assisted;
- Linear feet of infrastructure.

Depending on the type of project proposed, outcomes could include but are not limited to:

- Reduction in the number of families living in substandard housing;
- Reduction in overcrowding;
- Increased income and self-sufficiency resulting from employment generated by project;
- Increase enrollment figures in higher education;
- Increase in homeownership rates;
- Reduction of drug-related crime or health-related hazards;
- Increased units connected to gas, phone or electric lines/roads/water/sewer;
- Increased accessibility for persons with disabilities; or
- Improved energy efficiency
- Increase resiliency to climate change impacts.

Information for this subfactor should be included in the Workplan Narrative

You must include at least one output measure and one outcome measure

➤ **Outputs: How many?**

- Housing units
- Jobs created
- Persons assisted
- Square feet

➤ **Outcomes: Quantifiable measures or Indicators (Impact of achievement)**

- Reduced overcrowding
- Improved energy efficiency
- Increased accessibility

Points will be allocated based on inclusion of at least one of each relevant output and outcome measure.



Maximum Points 4

Climate Change: 2 pts

Promise Zones: 2 pts

Your application will receive up to two (2) points for each initiative.

Preference Points (Climate Change)

2 Points



- You may receive one point for each priority.
- Maximum of two (2) points awarded for this priority overall:

- a. **Carbon Reduction (1 point):** To receive one (1) point under this initiative, applicants must show how their proposed award activities will increase energy or water efficiency or reduce carbon emissions, through one or a combination of the following: (1) Meeting an industry-recognized, green building certification that supports net-zero and net-zero energy ready construction; (2) incorporating water saving measures and renewable energy sources such as solar power; (3) having no onsite emissions or (3) using building materials with lower embodied carbon.
- b. **Climate Adaptation and Resilience (1 point):** To receive one (1) point under this initiative, applicants must show how their proposed award activities will reduce vulnerabilities to one or more of the impacts of the climate change identified in the NCA and related analyses in the target community. Applicants must show how their proposed activities would improve climate adaptation and resilience through use of materials and construction techniques including natural and green techniques and those that harden infrastructure, buildings, and surrounding open space from extreme weather.

Preference Points (Climate Change)

2 Points



Climate Adaptation and Resilience: 1 point

Project Types:



Hydrological
and
Precipitation
Change
including
Flood Risk



Extreme
Weather
Events



Temperature
Shifts



Sea-Level
Rise



Wildfires

Your application must demonstrate compliance with the requirements as defined in the NOFO, pg. 64.

Preference Points (Promise Zones)

2 Points



Promise Zones (2 Points):

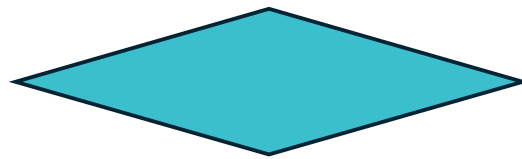
Applicants proposing activities in Promise Zones must submit:

- ❖ **Certification of Consistency with Promise Zone Goals and Implementation (HUD-50153).**
 - Signed by Promise Zone Official authorized to certify project meets criteria.

List of designated Promise Zones and persons authorized to certify: see the [Promise Zone](#) pages on HUD's website.



Review, Selection, and Award Information



Review and Selection Process



Past Performance:

To evaluate past performance:

- 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 performance targets established in the grant agreement;
- Timely completion of activities, receipt and expenditure of promised matching or leveraged funds;

HUD may reduce scores based on the past performance review and 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](#).

Review and Selection Process (cont.)



Assessing Applicant Risk:

To evaluate risk:

- Financial stability;
- Quality of management systems and ability to meet the management standards
- History of performance.
- Reports and findings from audits
- The applicant's ability to effectively implement statutory, regulatory, or other requirements imposed on non-Federal entities.

Review and Selection Process (cont.)



Application Selection Process:

Each application will be reviewed and assigned points using the following selection factors.

a. Application Screening and Acceptance -

- The application is received/ submitted and contains all the applicable components in accordance with this NOFO.
- Applicant and project eligibility status.
- Application shows 70 percent of funds will be for activities that benefit LMI persons.

b. Threshold Compliance – Each applicant and each proposed project meets eligibility and submission thresholds.

c. ICDBG Past Performance – Will evaluate past performance of current grantees in Rating Factor 1.

d. Rating - Review and rate each project.

e. Minimum Points - Minimum of 15 points under Rating Factor 1 and an overall score of 70 points

Application Selection Process - HUD will review each application and assign points in accordance with the selection factors described in this section.

a. Application Screening and Acceptance - The Area ONAP will screen and accept applications if they meet all the criteria listed below.

- - The application is received or submitted in accordance with the requirements of this NOFO.
 - The applicant is eligible to submit an application.
 - The proposed project is eligible.
 - The application contains all of the applicable components listed in Section IV. B. of this NOFO. Your application shows that at least 70 percent of the grant funds are to be used for activities that benefit LMI persons. For screening purposes HUD will use the census data posted at <https://www.huduser.gov/portal/icdbg/home.html> if the data submitted with the application does not meet this screening requirement

Review and Selection Process (cont.)



Ranking:

- **All projects will be ranked against each other** - according to the point totals they receive, regardless of the type of project or component under which the points were awarded.
- **Projects will be selected for funding** - based on the final ranking to the extent that funds are available.

Grant Amounts - The Area ONAP will determine individual grant amounts in a manner consistent with the considerations in 24 CFR 1003.100(b)(2).

Ranking - All projects will be ranked against each other after scoring according to the point totals they receive, regardless of the type of project or component under which the points were awarded. Projects will be selected for funding based on the final ranking to the extent that funds are available. The Area ONAP will determine individual grant amounts in a manner consistent with the considerations in 24 CFR 1003.100(b)(2). Specifically, the Area ONAP may approve a grant amount less than the amount requested. In doing so, the Area ONAP may consider the size of the applicant, the level of demand, the scale of the activity proposed relative to need and operational capacity, the number of persons to be served, the amount of funds required to achieve project objectives, the reasonableness of the project costs and the administrative capacity of the applicant to complete the activities in a timely manner. If the Area ONAP determines there are not enough funds available to fund a project as proposed by the applicant, it may decline to fund that project and may fund the next highest-ranking project or projects for which adequate funds are available. In such cases, the Area ONAP will select, in rank order, additional projects for funding. The Area ONAP may also select additional projects for funding, in rank order if additional funds become available.

If there are not enough funds available to fund a project as proposed by the applicant, funding may be declined for that project. HUD will fund the next highest-ranking project(s) for which adequate funds are available.

Review and Selection Process (cont.)



Ranking:

Tiebreakers – Area ONAP will use these factors in listed order to resolve the tie:

- HUD will approve projects that can be fully funded over those that cannot be fully funded;
- applicants with the fewest active ICDBGs;
- applicants that score the highest number of cumulative points for Rating Factor 3;
- applicants that score the highest number of cumulative points for Rating Factor 1 and Rating Factor 2; and
- A random lottery to resolve tiebreakers **if not resolved** by the order listed above.

Technical Deficiencies and Pre-award Requirements-

- **Technical Deficiencies-** For successful applications, you must satisfactorily address deficiencies within the established deadline before HUD can make a grant award.

Review and Selection Process (cont.)



Ranking:

Pre-Award Requirements-

If requested, you may have to provide:

- Supporting documentation before a grant agreement can be executed.
- Additional information regarding the project(s) or information verifying the commitment of other resources.
- **Notifications by email.**
- Will have **fourteen (14) calendar days** to respond. No extensions will be provided.
- If you do not respond within the prescribed time period or makes an insufficient response, the grant will not be offered.
- You may not substitute new projects for those originally proposed in the application and any new information will not affect the project's rating and ranking.

The response deadline for pre-award requirements begins on the day after receipt of the pre-award letter from the Area ONAP.

Review and Selection Process (cont.)



Ranking:

- **Agency Errors-** Judgments made within the provisions of this NOFO and the program regulations (24 CFR part 1003) are not subject to claim of error. **There is no appeal process.**
- You may **bring arithmetic and HUD errors within your application score** to the attention of your Area ONAP's within 30 days of being informed your score.
- **Performance and Compliance Actions of Funding Recipients** - HUD will address performance and compliance actions by funding recipients in accordance with the applicable standards and sanctions of their respective programs.

Award Administration Information



Award Notices:

Following application evaluations:

- **HUD will send a notifications to the AOR listed on the SF-424 form.**
 - Successful applicants of their selection for funding.
 - Applicants that were not chosen for funding.
- **HUD will finalize specific terms of the award and budget in consultation with the selected applicant.**
- **If terms are not finalized in a timely manner,**
 - HUD may impose specific conditions on an award as provided under [2 CFR 200.208](#), or
 - Select another eligible applicant.

Award Administration Information (cont.)



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. 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 notice;
- (3) Duplicates activities funded by other federal awards; or
- (4) Duplicates activities funded in a prior year.

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

Award Administration Information (cont.)



Adjustments to Funding:

c. If an applicant turns down an award offer, or if HUD/ applicant do not finalize the terms/ 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 FY for other competitions, be held for future competitions, or be used as indicated by authorizing statute or appropriation.

e. If, after announcement of awards made under the current NOFO, additional funds become available through current or other appropriations, or the recapture of funds, HUD may use the funds to:

- Provide additional funding to an applicant awarded less than the requested amount of funds make the full award, and/or
- Fund additional applicants that were eligible to receive an award but no funds were available.

Award Administration Information (cont.)



Funding Errors:

- HUD may fund an applicant deemed unfunded, due to HUD error, during the funding round of a Program NOFO, subject to the availability of funds.
- If funding is not available in the current fiscal year, HUD may make an award to this applicant during the next fiscal year, if funding is available.

If Selected: Your Area ONAP will send you an award letter and a grant agreement to sign and return.

- You must establish an account in LOCCS to draw down grant funds.
- Encouraged to participate in award implementation training offered by your Area ONAP.

All grants are conditioned on the completion of all environmental obligations and approval of release of funds by the Area ONAP (24 CFR Part 58)

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



- All HUD recipients must review each requirement to ensure compliance is considered when preparing your application materials (e.g., staff, budget, and timeline).
- Failure to comply with these requirements may impact your ability to receive or retain a financial assistance award from HUD.

[For a full list and detailed description of each requirement access the link below.](#)

[“Administrative, National & Departmental Policy Requirements and Terms for HUD Financial Assistance – 2024.”](#)

Examples:

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](#)

33. Compliance with the [Build America, Buy America \(BABA\) Act](#) procurement requirements.

Build America, Buy America (“BABA”). The Recipient must comply with the requirements of the Build America, Buy America (BABA) Act, Sections 70901-52 of Pub. L. No. 117-58, 41 USC 8301 note, and all applicable rules and notices, as may be amended, if applicable to the Grantee’s infrastructure project. Pursuant to HUD’s Notice, “Public Interest Phased Implementation Waiver for FY 2022 and 2023 of Build America, Buy America Provisions as Applied to Recipients of HUD Federal Financial Assistance” (88 FR 17001), any infrastructure projects for which HUD obligates funds on or after the applicable listed effective dates, are subject to BABA requirements, unless excepted by another applicable waiver. Pursuant to HUD’s Notice “Extension of Public Interest, General Applicability Waiver of Build America, Buy America Provisions as Applied to Tribal Recipients of HUD Federal Financial Assistance: Final Notice” (88 FR 34514), HUD waived applicability of BABA to Tribal Recipients of HUD Federal Financial Assistance through May 22, 2024. Any infrastructure projects for which HUD obligates funds to Tribal recipients after May 22, 2024, are subject to BABA requirements, unless HUD issues another waiver. For more information and a list of waivers issued by HUD, please see

https://www.hud.gov/program_offices/general_counsel/build_america_buy_america/waiver

34. Compliance with Title II of the Civil Rights Act of 1968 as required by 24 CFR 1003.601.

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



Note: OIG maintains a hotline to receive allegations of fraud, waste, and abuse related to HUD programs at <https://www.hudoig.gov/hotline/hotline-form>.

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



Environmental Review:

- Activities under this NOFO are subject to the environmental review provisions set out at 24 CFR 1003.605.
- Tribal organization applying on behalf of an Indian tribe, the tribe is considered the grantee responsible for environmental review requirements.

HUD.gov Webpage at

[https://www.hud.gov/program_offices/comm_planning/environment_energy/environmental_review.](https://www.hud.gov/program_offices/comm_planning/environment_energy/environmental_review)

Prohibition on Surveillance.

Lead-Based Paint Requirements.

- When providing funding provided for housing, education or counseling pre-1978 housing.

Reporting Requirements



Performance and financial reports:

- Recipient Integrity and Performance Matters (Part 200 requirement to report to SAM.gov certain civil/criminal/administrative proceedings pertaining to a grant)
- Race, Ethnicity and Other Data Reporting.
- Compliance with the Federal Funding Accountability and Transparency Act of 2006 (Pub. L. 109-282) as amended (FFATA).

ICDBG Program-Specific Reporting Requirements (Post-Award Reporting):

- a. Annual Financial Reports (PIH Notice 2022-15 changed 425s to annual for most ONAP grants) - due 90 days after recipient's PYE
- b. Annual Status and Evaluation Report (ASER) - due 45 days after FFY end (Nov 14)
- c. Minority Business Enterprise Report – due Oct 10
- d. Close-Out Report – due 90 days after project completion

Please direct questions regarding specific reporting requirements to Grants Management Director at ONAP-ICDBG@hud.gov or Federal Relay Service visit the webpage for the [Federal Communications Commission](#).

Debriefing



Debriefings will be conducted for a period of at least 120 days, 30 days after the public announcement of awards.

- AOR (or successor) must request.
- Must be made in writing or by email, and
- Submitted to: Grants Management Director at ONAP-ICDBG@hud.gov

Agency Contact(s)



Questions regarding specific program requirements for this NOFO should be directed to the POC listed below.

ONAP Grant Management Director

Email: ONAP-ICDBG@hud.gov

Individuals with communication disabilities may use a relay service to reach the agency contact.

To make an accessible telephone call, visit the webpage for the [Federal Communications Commission](#).

Please note that HUD staff cannot assist applicants in preparing their applications.

Other Information



National Environmental Policy Act.

- This NOFO provides funding under 24 CFR part 1003 and applicants are required to follow the environmental requirements that are outlined at 24 CFR 1003.605. This NOFO does not alter any of those environmental requirements.
- **Listed below are sample accessible links to web resources.** To view and access the full list, see pages 92 and 93 of the NOFO.

Web Resources:

- **Affirmatively Furthering Fair Housing**
- **Code of Conduct list**
- **Assistance Listing (formerly CFDA)**
- **Dun & Bradstreet**
- **Grants.gov**

Information:



Area ONAP	Phone Numbers and Addresses	
Alaska	(907) 677-9860 Greg.M.Stuckey@hud.gov	3000 C Street, Suite 401 Anchorage, AK 99503
Eastern Woodlands	(800) 735-3239 Elton.Jones@hud.gov Mary.White@hud.gov	Ralph H. Metcalfe Federal Building 77 West Jackson Boulevard, Room 2404 Chicago, Illinois 60604-3507
Northern Plains	(303) 672-5465 NPONAP_CustomerService@hud.gov	1670 Broadway, 24th Floor Denver, CO 80202-4801
Northwest	(206) 220-5270 or (202) 220-6161 David.P.Boyd@hud.gov	909 1st Avenue, Suite 300 Seattle, WA 98104-1000
Southern Plains	(405) 609-8520 David.W.Southerland@hud.gov	301 N.W. 6th Street Suite 200 Oklahoma City, OK 73102
Southwest	Phoenix Office 2800 N Central, Suite 700 Phoenix, AZ, 85004 (602) 379-7213 Shane.T.Begay@hud.gov	Albuquerque Office 500 Gold Avenue 7th Floor, Suite 7301 PO Box 906 Albuquerque, NM 87103-0906 (505) 346-6923

- Forward inquiries or concerns to the AONAP in your region

- **Alaska Region** - Alaska
- **Northwest Region** - Idaho, Oregon, and Washington
- **Southwest Region** - Arizona, California, New Mexico, and Nevada
- **Northern Plains Region** - Colorado, Montana, North Dakota, Nebraska, South Dakota, Utah, and Wyoming.
- **Southern Plains Region** - Kansas, Louisiana, Missouri, Oklahoma, and Texas
- **Eastern/Woodlands Region** - Alabama, Connecticut, Florida, Iowa, Massachusetts, Maine, Michigan, Minnesota, Mississippi, North Carolina, New York, Rhode Island, South Carolina, Virginia, and Wisconsin