



U.S. Department of Housing and Urban Development

Policy Development and Research

HUDRD-Exploring the Feasibility of Linking Eviction Records to Administrative Databases for
HUD's Housing Choice Voucher Program

FR-6600-N-29E

07/14/2022

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Program Office:

Policy Development and Research

Funding Opportunity Title:

HUDRD-Exploring the Feasibility of Linking Eviction Records to Administrative Databases for HUD's Housing Choice Voucher Program

Funding Opportunity Number:

FR-6600-N-29E

Assistance Listing Number:

14.536

Due Date for Applications:

07/14/2022

Summary

The U.S. Department of Housing and Urban Development (HUD) Strategic Plan sets the direction and focus of our programs and staff to create strong, sustainable, inclusive communities and quality, affordable homes for all.

HUD's Strategic Goals

HUD's FY 2022-2026 Strategic Plan lays out this administration's strategy for ensuring everyone has an affordable, healthy place to live. Over the course of the next four years HUD will pursue two overarching priorities focused on increasing equity and improving customer experience across all HUD programs. Five strategic goals undergird the Plan as follows:

- Strategic Goal 1: Support Underserved Communities
- Strategic Goal 2: Ensure Access to and Increase the Production of Affordable Housing
- Strategic Goal 3: Promote Homeownership
- Strategic Goal 4: Advance Sustainable Communities
- Strategic Goal 5: Strengthen HUD's Internal Capacity

The five goals of the FY 2022-2026 Strategic Plan present the core vision of what we hope to accomplish, the strategies to accomplish those objectives, and the indicators of success.

Overview

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

During the selection process HUD is prohibited from disclosing 1) information regarding any applicant's relative standing, 2) the amount of assistance requested by an applicant, and 3) any information contained in the application. Prior to the application deadline, HUD may not disclose the identity of any applicant or the number of applicants that have applied for assistance.

For Further Information Regarding this NOFO: Please direct questions regarding the specific requirements of this NOFO to the office contact identified in Section VII.

Paperwork Reduction Act Statement. The information collection requirements in this notice have been approved by OMB under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520). In accordance with the Paperwork Reduction Act, HUD may not conduct or sponsor, and a person is not required to respond to a collection of information unless the collection displays a valid OMB control number. Each NOFO will identify its applicable OMB control number unless its collection of information is excluded from these requirements under [5 CFR part 1320](#).

OMB Approval Number(s):

2528-0299

I. FUNDING OPPORTUNITY DESCRIPTION.

A. Program Description.

- **Purpose**

Through this NOFO, the Department of Housing and Urban Development (HUD) is announcing the availability of \$500,000 for one or more cooperative agreements for the "Exploring the Feasibility of Linking Eviction Records to Administrative Databases for HUD's Housing Choice Voucher Program" research project.

Background

This section provides important background information about defining evictions, national eviction data, eviction disparities, and HUD housing assistance programs.

Defining Evictions

Eviction has long been a systemic issue in the U.S. Eviction carries severely negative consequences for the physical and mental health, employment, and housing stability of individuals and families who experience it.^[1]^[2] Furthermore, there is reason to believe that the economic disruption, recessionary contraction, and employment losses caused by the COVID-19 pandemic have put already vulnerable families at increased risk of eviction.^[3]

Although there is no uniform definition of eviction, evictions fall into three categories:

- *Court-ordered evictions* (also called formal or lawful evictions) include all eviction actions that take place through the legal system. The term covers both eviction filings and court-ordered eviction rulings. Court-ordered evictions may be “just-cause” or “no-fault.”
- *Extra-legal evictions* (also called illegal, unlawful, informal, or self- evictions) refer to the measures that landlords take outside of the court system to evict or forcibly remove tenants, including by using threats, harassment, or other undue pressure to vacate. Extra-legal evictions do not leave a formal record.
- *Administrative evictions* refer to an option available to public housing authorities (PHAs) to terminate the tenancy of public housing residents without a court determination in accordance with HUD regulations.

Further detail regarding these three eviction types are described in HUD’s “[Report to Congress on the Feasibility of Creating a National Evictions Database](#).” This solicitation focuses solely on exploring the prevalence of **court-ordered evictions** of households from HUD's Housing Choice Voucher (HCV) program. *For purposes of this NOFO, court-ordered evictions and evictions will be used interchangeably in this solicitation.*

Eviction Data Sources

Records are maintained by local and state court systems, with substantial variation across jurisdictions in the format of the records (electronic or paper), the extent to which eviction records can be separated from other civil cases, and the public availability of the records.

Currently, there is no data source that captures all eviction records nationwide, but two entities have assembled large datasets of eviction records from multiple states and localities. Legal Services Corporation (LSC) is an independent nonprofit established by Congress in 1974 to provide financial support for civil legal aid to low-income Americans. In 2020, Congress directed LSC to conduct an Eviction Study focusing on evictions as a legal process and explore the variability of eviction laws at the state, local, and territorial levels. The study provides legislators, policymakers, and researchers with increased insight into the eviction crisis.^[4]

Since 2019, LSC has been systematically compiling eviction records from various data sources on a regular basis. The LSC Eviction Tracker has compiled multi-year trend data on eviction filings for 1,058 counties in 24 states across the United States. LSC public data excludes any personally identifiable information (PII) and may be accessed through their interactive web tool.^[5] Not all records collected by LSC have party names and full street addresses.

Outside of government, the Eviction Lab at Princeton University, founded in 2017 by Mathew Desmond, maintains the largest dataset of evictions in America, dating back to 2000. The Eviction dataset draws on tens of millions of individual eviction records obtained through third-party aggregators between 2000 and 2016. The dataset is comprised of formal eviction records from 48 states and the District of Columbia. These eviction records include information related to an eviction court case, such as defendant and plaintiff names, the defendant’s address, monetary judgment information, and an outcome for the case. The Eviction Lab’s public datasets exclude PII.

In addition to data obtained through third-party aggregators such as LexisNexis, the Eviction Lab has also collected state reported, county-level statistics on landlord-tenant cases filed from 27 states, New York City, and the District of Columbia. These statistics are used for validation of other data sources. These data include North and South Dakota, two states where the Eviction Lab did not obtain individual-level eviction records. Together, these statistics represent all the known information on the number of evictions filed in counties and made publicly available by municipalities.

The Eviction Lab estimates that in 2016, 3.7 million eviction cases were filed in the United States, affecting more than 8 percent of renter households.^[6] About one-fourth of the households served eviction notices in 2016 (about 2 percent of all renter households) were

evicted from their homes.[7]

Eviction Disparities

Prior research indicates that the risk of eviction does not fall equally across households. Low-income communities and people of color, particularly black and Hispanic women and women with children, are disproportionately at risk of eviction.[8],[9] Additionally, the risk of eviction is not limited to tenants in large cities. Eviction Lab data indicates that many small towns across the country have eviction rates that rival those of the highest-evicting cities.[10]

HUD Housing Assistance Programs

Each year, HUD provides annual federal housing assistance to 4.6 million households, approximately 9.5 million individuals.[11] Socioeconomic disparities among populations at increased risk of eviction mirror those receiving housing assistance. HUD housing subsidy programs can be broadly lumped into two categories: project-based and tenant-based housing. In project-based housing (e.g., Public Housing, Multifamily Housing, Project Based Rental Assistance, Section 811, Section 202), the subsidy is tied to a physical unit. In the Housing Choice Voucher (HCV) Program, in most cases the assistance is tenant-based, tied to the household.[12] *The broad goal of this solicitation is to examine evictions among households receiving tenant-based assistance through the HCV program.*

The HCV program is HUD's largest rental assistance program, serving 2.3 million households in 2021. The HCV program allows low-income households to choose, lease, or sometimes buy safe, decent, and affordable housing. Individuals or families who are issued an HCV voucher are responsible for finding their own housing in the private rental market. Participants can rent single-family homes, townhouses, or apartments, provided the owner is willing and the unit meets housing quality standards and has an affordable rent.

Summary

Prior research examining evictions from HUD-assisted housing have focused on assessing evictions from Public Housing and project-based housing by linking court-ordered eviction data to data on the addresses of subsidized properties. To our knowledge, few, if any, studies have explored examining evictions among households in the HCV program by linking court-ordered eviction data with HCV data. A major challenge in linking court eviction records to HCV data is that a given address may be occupied by an HCV-assisted household one year but not the next, so address matching alone is not sufficient to determine the rate of evictions among HCV households. Also, a PHA's termination of voucher assistance might predate a legal eviction by a private landlord, such as when a tenant is unable to afford the rent without a rental subsidy. Given these challenges, this solicitation provides an opportunity to explore innovative data linkage methods.

Research Objectives and Priorities

This solicitation seeks to explore the incidence of **court-ordered evictions** among households in HUD's HCV program for a U.S. geographic area(s) of choice for which eviction court records are readily available.

The aims of this NOFO include, but are not limited to:

1. Assessing the ability to link data on court-ordered evictions to HUD administrative data on tenants in the HCV program collected in the form HUD-50058.[\[13\]](#)
2. Quantifying the incidence of evictions among households receiving and/or previously receiving assistance from the HCV program. Applicants should consider the timing of HCV program participation[\[14\]](#) in accordance with a court-ordered eviction.
3. Identifying characteristics associated with evictions among HCV households including, but not limited to, household, property, landlord, PHA, rental market characteristics, race, color, national origin, religion, sex (including gender identity and sexual orientation), familial status, and disability.
4. Recommending a methodology that HUD could use to track evictions among HCV households on an ongoing basis through data linkages.

Prior to submission, applicants should review HUD’s “Report to Congress on the Feasibility of Creating a National Evictions Database” for additional background on evictions in the U.S., a better understanding of HUD’s eviction-related priorities and a discussion of limitations when working with eviction court data. Ideally, the research garnered from this award will be reproducible and generalizable to other study locations.

Data

To be considered for review:

Eviction Data

Applicants are responsible for obtaining access to court-ordered eviction data for a geographic area of their choice. Court-ordered eviction data may be obtained at the national, state, regional or local level.

HUD Administrative Data

Forms [HUD-50058](#) and [HUD-50058 MTW](#) collect administrative data on households and persons participating in the Housing Choice Voucher program. Successful applicants to this solicitation will receive access to HUD administrative data through a Data Use Agreement (DUA). HUD will have substantial involvement in assisting awardees with securing their DUA and receiving HUD’s data.

Any data previously acquired from HUD is project specific and cannot be used to respond to this solicitation.

In addition to linking court-ordered eviction data with HUD administrative data, applicants may propose to use additional existing or newly created linkages in their analyses. For example, the [Census Bureau Data Linkage Infrastructure](#) includes HUD administrative data, which can be linked to other data sources using Person Identification Key (PIK) assignment. Data PIK’d by Census is only available via restricted access, but includes federal data, state data, Census Bureau data, third party data, and locality data.[\[15\]](#) Inclusion of additional secondary data linkages is **not required** and should not negatively impact the applicant’s ability to address the NOFO’s primary aims.

Eligible Activities

In support of this project's objectives, applicants will undertake a variety of research and activities, with support and input from HUD, including but not limited to those outlined below. HUD considers the activities listed below to be **essential** in creating and completing the project in a manner that achieves its objectives.

1. Developing a research design that considers recent research literature, such as that cited in HUD's "Report to Congress on the Feasibility of Creating a National Evictions Database", and includes:
 - a. Outlining the research questions and corresponding hypotheses;
 - b. Listing all data that will be used for the project;
 - c. Describing how the data will be linked across different sources and how the data linkages will be assessed in regards to linkage error and any resulting bias;
 - d. Describing how the researcher(s) plan to analyze the data;
2. Developing a work plan, which should include staffing assignments, task budgets, and a timeline of key activities. The work plan should account for the time required to gain access to existing data and/or create new data linkages.
 - a. For each data source they intend to use, applicants are asked to clearly state in their work plan whether they already have access to that data source or, if they plan to request access, to describe the necessary steps and associated timeline for gaining access.
 - b. Applicants who are proposing new data linkages are asked to describe the mechanism they plan to use to gain access to secondary data (e.g., DUAs, Memorandums of Understanding (MOUs), etc.) and associated timeline.
3. Acquiring the data, including restricted-use data, necessary to complete the analysis outlined in the research design and work plan.
4. Conducting data analysis as described in the research design, which could include basic descriptive statistics, advanced statistical analysis, geospatial analysis, and data visualization.
5. Producing written reports to document the research, data linkages, and summarize findings in a way accessible to a broad audience including policymakers, legal service providers, tenant organizations and other stakeholders. All reports must be Section 508-compliant; and
6. Providing briefings to explain findings to HUD staff and stakeholders.

Deliverables

At a minimum, HUD expects the award recipient to produce the following deliverables. HUD will have substantial involvement in defining these project deliverables with award recipients.

1. Management and Work Plan: The Management and Work Plan will outline the overall strategy for completing the research within the budget and timeframe allotted. It will describe activities to be undertaken, assign staff, and provide a schedule of key tasks. A

draft Management and Work Plan must be submitted with the application. After award, HUD will provide feedback to the awardee, and a final Management and Work Plan must be submitted to HUD within two weeks of the receipt of HUD comments.

2. Research Design: The Research Design will provide a detailed plan for technical aspects of the research, including research questions, hypotheses, data sources, data matching and analysis methods. The Research Design must demonstrate how the analysis plan will address the research questions and hypotheses proposed. A draft Research Design must be submitted with the application. After award, HUD will provide feedback to the awardee, and a final Research Design must be submitted to HUD within four weeks of the receipt of HUD comments.
3. Quarterly Progress Reports: Quarterly Progress Reports will document activities completed in the most recent reporting period, planned activities for the upcoming reporting period, and budget expenditures by line item (including work hours worked for specific staff).
4. Interim Report: The Interim Report will be released near the midpoint of the project and provide a summary of the project up to that point. The Interim Report should be considered an opportunity to evaluate the state of the project.
5. Final Report: The Final Report must summarize the work conducted over the course of the project, present the study objectives, data sources, analysis methods, and results. The Final Report is the key deliverable of the study and must serve as a stand-alone document that meets the overall objective of this project. The Final Report should be edited and prepared for publication in accordance with [HUD's Guidelines for Preparing a Report for Publication](#).
6. Briefings to PD&R: At minimum, awardees will be asked to provide briefings to HUD near the midpoint of their project and after the Final Report is submitted.
7. Linkage Programs and/or Final Datasets: If a new data linkage product is developed, the research team must provide thorough information about the linkage algorithm or approach used. Final, well annotated code used for data cleaning, merging, etc. and a comprehensive explanation of the data linkage process undergone must be provided to HUD upon completion of the project. HUD shall be granted access to the linked data used for the analysis and any new data products developed. Pursuant to 2 CFR 200.315(b) and (d), HUD reserves a royalty-free nonexclusive and irrevocable right to reproduce, publish, or otherwise use the work/data for Federal purposes, and to authorize others to do so.

[1] Desmond M, Gershenson C. Who gets evicted? Assessing individual, neighborhood, and network factors. *Social science research*. 2017 Feb 1;62:362-77.

[2] Vásquez-Vera H, Palència L, Magna I, Mena C, Neira J, Borrell C. The threat of home eviction and its effects on health through the equity lens: a systematic review. *Social science & medicine*. 2017 Feb 1;175:199-208.

[3] HUD analysis of the U.S. Census Bureau, Week 34 Household Pulse Survey: July 21 – August 2, 2021. The Pulse Survey data are available at: <https://www.census.gov/programs-surveys/household-pulse-survey/data.html>.

- [4] <https://lsc-live.app.box.com/v/EvictionCourtDataAnalysis>.
- [5] <https://www.lsctracker.org/summary>
- [6] _____. 2020. "On the Brink of Homelessness: How the Affordable Housing Crisis and the Gentrification of America Is Leaving Families Vulnerable." Statement before the United States House of Representatives Committee on Financial Services, January 14, 2020.
- [7] Himmelstein, G., & Desmond, M. (2021). Association of eviction with adverse birth outcomes among women in Georgia, 2000 to 2016. *JAMA pediatrics*, 175(5), 494-500.
- [8] Hepburn, P., Louis, R., & Desmond, M. (2020). Racial and gender disparities among evicted Americans. *Sociological Science*, 7, 649-662.
- [9] Lundberg, I., & Donnelly, L. (2019). A research note on the prevalence of housing eviction among children born in US cities. *Demography*, 56(1), 391-404
- [10] Peter Hepburn, Renee Louis, and Matthew Desmond. Eviction Tracking System: Version 1.0. Princeton: Princeton University, 2020.
- [11] _____. N.d. "Picture of Subsidized Households." Washington, DC: U.S. Department of Household and Urban Development. <https://www.huduser.gov/portal/datasets/assthsg.html>
- [12] Public housing agencies may also project base a portion of their vouchers, tying the assistance to a particular unit. In 2021, project-based vouchers (PBVs) accounted for about 12 percent of Housing Choice Vouchers leased. This NOFO focuses on tenant-based vouchers, not PBVs.
- [13] The HUD-50058 data (available [here](#)) are for public housing authority programs and are maintained in the Public and Indian Housing Information Center (PIC).
- [14] Note that one type of action code "6 - end participation" found on Form HUD-50058 is not consistently populated. Therefore, researchers should be prepared to utilize other methods to determine HCV program participation, including proxies for the "end of program participation" construct. Alignment of timing between HCV program participation and a court-ordered eviction should be addressed by the applicant.
- [15] For Census Bureau restricted data, see: <https://www.census.gov/programs-surveys/ces/data/restricted-use-data.html>

- **Changes from Previous NOFO.**

This is a new NOFO.

- **Definitions.**

a. Standard Definitions

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

Assistance Listing number refers to the publicly available listing of Federal assistance programs managed and administered by the General Services Administration, formerly known as the Catalog of Federal Domestic Assistance (CFDA). Assistance Listing is a unique number assigned to identify a Federal Assistance Listing, formerly known as the CFDA

Authorized Organization Representative (AOR) is the person authorized to submit applications on behalf of the organization via Grants.gov. The AOR is authorized by the E-Biz point of contact in the System for Award Management. The AOR is listed in item 21 on the SF-424.

Consolidated Plan is a document developed by states and local jurisdictions. This plan is completed by engaging in a participatory process to assess their affordable housing and community development needs and market conditions, and to make data-driven, place-based investment decisions with funding from formula grant programs. (See [24 CFR part 91](#) for HUD's requirements regarding the Consolidated Plan and related Action Plan).

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

Contractor means an entity that receives a contract as defined above and in [2 CFR 200.1](#).

Deficiency is information missing or omitted within a submitted application. Examples of deficiencies include missing documents, information on a form, or some other type of unsatisfied information requirement. Depending on specific criteria, deficiencies may be either Curable or Non-Curable.

- *Curable Deficiencies* may be corrected by the applicant with timely action. To be curable the deficiency must:
- Not be a threshold requirement, except for documentation of applicant eligibility;
- Not influence how an applicant is ranked or scored versus other applicants; and
- Be remedied within the time frame specified in the notice of deficiency.

Non-Curable Deficiencies cannot be corrected by an applicant after the submission deadline. Non-curable deficiencies are deficiencies that, if corrected, would change an applicant's score or rank versus other applicants. Non-curable deficiencies may result in an application being marked ineligible, or otherwise adversely affect an application's score and final determination.

Environmental Justice is the fair treatment and meaningful involvement of all people, regardless of race, color, national origin, or income, with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies. Fair treatment means that no population bears a disproportionate share of negative environmental consequences resulting from industrial, municipal, and commercial operations or from the execution of federal, state, and local laws; regulations; and policies. Meaningful involvement requires effective access to decision makers for all, and the ability in all communities to make informed decisions and take positive actions to produce environmental justice for themselves.

DUNS Number is the nine-digit Dun and Bradstreet Data Universal Number System identification number assigned to a business or organization by Dun & Bradstreet and provides a means of identifying business entities on a location-specific basis.

E-Business Point of Contact (E-Biz POC) A user registered as an organization applicant who is responsible for the administration and management of grant activities for his or her organization. The E-Biz POC is likely to be an organization's chief financial officer or authorizing official. The E-Biz POC authorizes representatives of their organization to apply on behalf of the organization (see Standard AOR and Expanded AOR). There can only be one E-Biz POC per DUNS Number.

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

Expanded Authorized Organization Representative (AOR) An AOR is a member of your organization authorized by the EBiz POC to submit applications in Grants.gov on behalf of the organization. An applicant user with the Expanded AOR role is authorized to submit any applications on behalf of the organization and has privileges that allow the user to modify organization-level settings in Grants.gov.

Federal Financial Assistance means assistance that entities received or administer in the form of:

1. Grants;
2. Cooperative agreements (which does not include a cooperative research and development agreement pursuant to the Federal Technology Transfer Act of 1986, as amended (15 U.S.C. 3710a)).
3. Loans;
4. Loan guarantees;
5. Subsidies;
6. Insurance;
7. Food commodities;
8. Direct appropriations;
9. Assessed and voluntary contributions; and
10. Any other financial assistance transaction that authorizes the non-Federal entity's expenditure of Federal funds.
11. Federal financial assistance does not include amounts received as reimbursement for services rendered to individuals as described in section [200.502\(h\)](#) and (i). ([2 CFR 200.1](#))

Federal award, has the meaning, depending on the context, in either paragraph (i) or (ii) of this definition:

1. (i) The Federal financial assistance that a recipient receives directly from a Federal awarding agency or a subrecipient receives indirectly from a pass-through entity, as described in [2 CFR §200.101](#); or
 - ii. The cost-reimbursement contract under the Federal Acquisition Regulations that a non-Federal entity receives directly from a federal awarding agency or indirectly from a pass-through entity, as described in [2 CFR §200.101](#).

2. The instrument setting forth the terms and conditions. The instrument is the grant agreement, cooperative agreement, other agreement for assistance covered in paragraph (2) of the definitions of Federal financial assistance in [2 CFR §200.1](#), and this NOFO, or the cost-reimbursement contract awarded under the Federal Acquisition Regulations.
3. Federal award does not include other contracts that a Federal agency uses to buy goods or services from a contractor or a contract to operate Federal Government owned, contractor operated facilities (GOCOs).
4. See also definitions of Federal financial assistance, grant agreement, and cooperative agreement in [2 CFR 200.1](#).

Grants.gov is the website serving as the Federal government’s central portal for searching and applying for Federal financial assistance throughout the Federal government. Registration on Grants.gov is required for submission of applications to prospective agencies unless otherwise specified in this NOFO.

Historically Black Colleges and Universities (HBCUs) The Higher Education Act of 1965, as amended, defines an HBCU as: “...any historically black college or university that was established prior to 1964, whose principal mission was, and is, the education of black Americans, and that is accredited by a nationally recognized accrediting agency or association determined by the Secretary of Education to be a reliable authority as to the quality of training offered or is, according to such an agency or association, making reasonable progress toward accreditation.” HBCUs offer all students, regardless of race, an opportunity to develop their skills and talents.

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

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

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

Small business is defined as a privately-owned corporation, partnership, or sole proprietorship that has fewer employees and less annual revenue than a corporation or regular-sized business. The definition of “small”—in terms of being able to apply for government support and qualify for preferential tax policy—varies by country and industry. The U.S. Small Business Administration defines a small business according to a set of standards based on specific industries. See [13 CFR Part 121](#).

Standard Authorized Organization Representative (AOR) An AOR is a member of your organization authorized by the EBiz POC to submit applications in Grants.gov on behalf of the organization. An applicant user with the Standard AOR role can only submit applications when they are a Participant of that workspace.

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

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

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

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

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

Unique Entity Identifier (UEI) means the identifier assigned by SAM to uniquely identify business entities.

- Program Definitions.

None.

B. Authority.

This program is authorized by Sections 501 and 502 of the Housing and Urban Development Act of 1970 (12 U.S.C. §1701z-1 and §1701z-2) and funding is provided by the Consolidated Appropriations Act, 2021 (Public Law 116-260, approved December 27, 2020) and the Consolidated Appropriations Act, 2022 (Public Law 117-103, approved March 15, 2022).

II. Award Information.

A. Available Funds

Funding of approximately **\$500,000** is available through this NOFO.

Additional funds may become available for award under this NOFO. Use of these funds might be subject to statutory constraints or other requirements. All awards are subject to the funding restrictions contained in this NOFO.

B. Number of Awards.

HUD expects to make approximately 2 awards from the funds available under this NOFO.

C. Minimum/Maximum Award Information

Estimated Total Funding:

\$500,000

Minimum Award Amount:

\$100,000
Per Budget Period

Maximum Award Amount:
\$500,000
Per Budget Period

D. Period of Performance

Estimated Project Start Date:
09/30/2022

Estimated Project End Date:
09/30/2024

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

Length of Periods Explanation of Other:

E. Type of Funding Instrument.

Funding Instrument Type:
CA (Cooperative Agreement)

III. Eligibility Information.

A. Eligible Applicants.

- 00 (State governments)
- 01 (County governments)
- 02 (City or township governments)
- 04 (Special district governments)
- 05 (Independent school districts)
- 06 (Public and State controlled institutions of higher education)
- 07 (Native American tribal governments (Federally recognized))
- 08 (Public housing authorities/Indian housing authorities)
- 11 (Native American tribal organizations (other than Federally recognized tribal governments))
- 12 (Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education)
- 13 (Nonprofits without 501(c)(3) status with the IRS, other than institutions of higher education)
- 20 (Private institutions of higher education)
- 22 (For profit organizations other than small businesses)
- 23 (Small businesses)

Additional Information on Eligibility

B. Ineligible Applicants.

Individuals, foreign entities, and sole proprietorship organizations are not eligible to compete for, or receive, awards made under this announcement.

C. Cost Sharing or Matching.

This Program does not require cost sharing or matching.

D. Threshold Eligibility Requirements.

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

1. Resolution of Civil Rights Matters. Outstanding civil rights matters must be resolved before the application deadline. Applicants, who after review are confirmed to have civil rights matters unresolved at the application deadline, will be deemed ineligible. Their applications will receive no further review, will not be rated and ranked, and they will not receive funding.

- a. Applicants having any of the charges, cause determinations, lawsuits, or letters of findings referenced in subparagraphs (1) – (5) that have not been resolved to HUD’s satisfaction before or on the application deadline date are ineligible for funding. Such matters include:
 1. Charges from HUD concerning a systemic violation of the Fair Housing Act or receipt of a cause determination from a substantially equivalent state or local fair housing agency concerning a systemic violation of a substantially equivalent state or local fair housing law proscribing discrimination because of race, color, religion, sex, national origin, disability or familial status;
 2. Status as a defendant in a Fair Housing Act lawsuit filed by the United States alleging a pattern or practice of discrimination or denial of rights to a group of persons raising an issue of general public importance under 42 U.S.C. 3614(a);
 3. Status as a defendant in any other lawsuit filed or joined by the Department of Justice, or in which the Department of Justice has intervened, or filed an amicus brief or statement of interest, alleging a pattern or practice or systemic violation of Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Section 109 of the Housing and Community Development Act of 1974, the Americans with Disabilities Act or a claim under the False Claims Act related to fair housing, non-discrimination, or civil rights generally including an alleged failure to affirmatively further fair housing;
 4. Receipt of a letter of findings identifying systemic non-compliance with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Section 109 of the Housing and Community Development Act of 1974; or the Americans with Disabilities Act; or
 5. Receipt of a cause determination from a substantially equivalent state or local fair housing agency concerning a systemic violation of provisions of a state or local law prohibiting discrimination in housing based on sexual orientation, gender identity, or lawful source of income.
- b. HUD will determine if actions to resolve the charge, cause determination, lawsuit, or letter of findings taken before the application deadline date will resolve the matter.

Examples of actions that may be sufficient to resolve the matter include, but are not limited to:

1. Current compliance with a voluntary compliance agreement signed by all the parties;
2. Current compliance with a HUD-approved conciliation agreement signed by all the parties;
3. Current compliance with a conciliation agreement signed by all the parties and approved by the state governmental or local administrative agency with jurisdiction over the matter;
4. Current compliance with a consent order or consent decree;
5. Current compliance with a final judicial ruling or administrative ruling or decision; or
6. Dismissal of charges.

2. Affirmatively Furthering Fair Housing. With some exceptions for federally recognized Indian tribes and their instrumentalities, the application must discuss how the applicant will carry out the proposed activities in a manner that affirmatively furthers fair housing in compliance with the Fair Housing Act and its implementing regulations. Applicants may propose activities that are consistent with their jurisdiction’s Analysis of Impediments (AI), an Assessment of Fair Housing (AFH), or other means of fair housing planning that meaningfully supports their AFFH certification.

If the applicant will carry out proposed activities in a jurisdiction with an accepted Assessment of Fair Housing (AFH), the proposed activities should be consistent with the AFH’s fair housing goals and with fair housing strategies specified in the jurisdiction’s Consolidated Plan or Public Housing Agency Plan.”

3. Timely Submission of Applications. Applications submitted after the deadline stated within this NOFO 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.

4. Proposals must be responsive to the research objectives described in Section I.A. and plan to link readily available eviction court records to HUD administrative data on the Housing Choice Voucher program.

5. Applicants must include a complete application as described in Section IV.B.

Applications that are incomplete or do not clearly respond to the research objectives described in this announcement will be ineligible and will not be considered for funding.

E. Statutory and Regulatory Requirements Affecting Eligibility.

Eligibility Requirements for Applicants of HUD’s Grants Programs

The following requirements affect applicant eligibility. Detailed information on each requirement is posted on [HUD’s Funding Opportunities Page](#).

- Active Prime and Sub Recipient registration with SAM.gov
- Outstanding Delinquent Federal Debts
- Debarments or Suspensions, or both
- Pre-selection Review of Performance
- Sufficiency of Financial Management System
- False Statements
- Mandatory Disclosure Requirement

- Prohibition Against Lobbying Activities
- In addition, each applicant under this NOFO must have the necessary processes and systems in place to comply with the Award Term in Appendix A of [24 CFR part 170](#) if the applicant receives an award, unless an exception applies as provided in [2 CFR 170.110](#).

F. Program-Specific Requirements.

None.

G. Criteria for Beneficiaries.

Not applicable for this research.

IV. Application and Submission Information.

A. Obtaining an Application Package.

Instructions for Applicants.

You must download both the Application Instructions and the Application Package from Grants.gov. You must verify that the Assistance Listing Number and Assistance Listing Description on the first page of the Application Package, and the Funding Opportunity Title and the Funding Opportunity Number match the Program and NOFO to which you are applying.

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. The Instruction Download may include Microsoft Word files, Microsoft Excel files, and additional documents.

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

Name:

Leatha M. Blanks

Email:

Leatha.M.Blanks@hud.gov

HUD Organization:

PD&R

Street:

451 7th Street SW, Room #8130

City:

Washington

State:

DC DISTRICT OF COLUMBIA

Zip:

B. Content and Form of Application Submission.

You must verify that boxes 11, 12, and 13 on the SF-424 match the NOFO for which you are applying. If they do not match, you have downloaded the wrong Application Instruction and Application Package.

Submission of an application that is otherwise sufficient, under the wrong Assistance Listing and Funding Opportunity Number is Non-Curable unless otherwise stated under the Threshold requirements section.

1. Content.

Forms/Assurances/Certifications	Submission Requirement	Notes/Description
Application for Federal Assistance (SF424)	Submission is required for all applicants by the application due date.	Required for all applications.
Disclosure of Lobbying Activities (SFLLL), if applicable	HUD will provide instructions to grantees on how the form is to be submitted.	If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the applicant shall complete and submit the SF-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. Applicants must furnish an executed copy of the Certification Regarding Lobbying prior to award.
HUD Applicant Recipient Disclosure Report (HUD) 2880 Applicant/Recipient Disclosure/Update Report	Submission is required for all applicants by the application due date.	Applicant should include in this form, or as an attachment, a signed statement that says, "I certify that the information provided on this form and in any accompanying documentation is true and accurate. I acknowledge that making, presenting, or submitting a

Forms/Assurances/Certifications	Submission Requirement	Notes/Description
		false, fictitious, or fraudulent statement, representation, or certification may result in criminal, civil, and/or administrative sanctions, including fines, penalties, and imprisonment."
Form HUD424CBW	Submission is required for all applicants by the application due date.	Budget form

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

2. Format and Form.

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

25 Pages maximum length of narratives

Double spaced 12-point (minimum) Times Roman font on letter sized paper (8 1/2 x 11 inches) with at least 1-inch margins on all sides

Other

- Narrative addressing rating factors should not exceed 25 pages. The narrative page limits do not include required forms, assurances and certifications, the appendix of participating firms and contractors, the appendix of resumes, the budget narrative, and the one-page abstract.
- The narrative must be formatted to fit a 8.5 by 11-inch page, double-spaced (information requirements), with one-inch margins, using standard Times New Roman 12-point font.
- Resumes are subject to a separate 20-page limit as follows:
 - The application shall include resumes for no more than five key personnel; and
 - No individual resume shall exceed four pages. Submitting pages in excess of page limits will not disqualify an applicant; however, HUD will not consider the information on any excess pages. This exclusion may result in a lower score.
- A budget narrative should not exceed four pages.
- Abstract — One-page application summary needs to include:
 - A brief description of the proposed research and/or evaluation project; and

- Provide funding request in whole dollar amount. The amount requested should be based on the scope of the project, personnel costs, other direct costs, as well as administrative costs, etc.

C. System for Award Management (SAM) and Unique Entity Identifier (UEI) Dun and Bradstreet Universal Numbering System (DUNS) Number.

1. SAM Registration Requirement.

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

2. UEI/DUNS Number Requirement.

Applicants must provide a valid UEI/DUNS number, registered and active at [/www.sam.gov/](https://www.sam.gov/) in the application.

The DUNS number remains the official identifier for doing business with the U.S. Government only until April 4, 2022. As of April 4, 2022, entities doing business with the federal government must use the Unique Entity Identifier created in SAM.gov.

3. Requirement to Register with Grants.gov.

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

D. Application Submission Dates and Times.

Application Due Date Explanation

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

07/14/2022

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

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

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

"Validated by Grants.gov" means the application has been accepted and was not rejected with errors. You can track the status of your application by logging into Grants.gov, selecting

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

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

Grants.gov Customer Support. Grants.gov provides customer support information on its website at <https://www.grants.gov/web/grants/support.html>. Applicants having difficulty accessing the application and instructions or having technical problems can receive customer support from Grants.gov by calling (800) 518-GRANTS (this is a toll-free number) or by sending an email to support@grants.gov. The customer support center is open 24 hours a day, seven days per week, except Federal holidays. The phone number above may also be reached by individuals who are deaf or hard of hearing, or who have speech disabilities, through the Federal Relay Service's teletype service at (800)-877-8339.

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

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

Please make note of the Grants.gov tracking number, it will be needed by the Grants.gov Help Desk if you seek their assistance.

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

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

If these events occur, HUD will post a notice on its website establishing the new, extended deadline for the affected applicants. HUD will also include the fact of the extension in the program's NOFO required to be published in the Federal Register.

In determining whether to grant a request for an extension based on a presidentially declared disaster, HUD will consider the totality of the circumstances including the date of an applicant's

extension request (how closely it followed the basis for the extension), whether other applicants in the geographic area are similarly affected by the disaster, and how quickly power or services are restored to enable the applicant to submit its application.

PLEASE NOTE: Busy servers, slow processing, large file sizes, improper registration or password issues are not valid circumstances to extend the deadline dates or the grace period.

1. Amending or resubmitting an application.

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

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

2. Grace Period for Grants.gov Submissions.

If your application is received by Grants.gov before the deadline, but is rejected with errors, you have a grace period of 24 hours after the application deadline to submit a corrected, received, and validated application through Grants.gov. The date and time stamp on the Grants.gov system determines the application receipt time. Any application submitted during the grace period not received and validated by Grants.gov will not be considered for funding. There is no grace period for paper applications.

3. Late Applications.

An application received after the NOFO deadline date that does not meet the Grace Period requirements will be marked late and will not be reviewed by HUD for funding consideration. Improper or expired registration and password issues are not sufficient cause to allow HUD to accept applications after the deadline date.

4. Corrections to Deficient Applications.

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

HUD will uniformly notify applicants of each curable deficiency. See curable deficiency in the definitions section (Section I.A). Examples of curable (correctable) deficiencies include inconsistencies in the funding request and failure to submit required certifications. These examples are non-exhaustive.

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

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

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

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

5. **Authoritative Versions of HUD NOFOs.** The version of these NOFOs as posted on Grants.gov are the official documents HUD uses to solicit applications.
6. **Exemptions.** Parties that believe the requirements of the NOFO would impose a substantial burden on the exercise of their religion should seek an exemption under the Religious Freedom Restoration Act (RFRA).

E. Intergovernmental Review.

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

F. Funding Restrictions.

An organization may not conduct research or an evaluation of itself. HUD will determine whether the salary rates are reasonable, customary for the skill set provided and the tasks to be conducted, and in accordance with federal legal requirements.

Indirect Cost Rate.

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

Applicants other than state and local governments. If you have a Federally negotiated indirect cost rate, your application must clearly state the approved rate and distribution base and must include a letter or other documentation from the cognizant agency showing the approved rate. If your organization does not have a current negotiated rate (including provisional) rate and elects to use the de minimis rate, your application must clearly state you intend to use the de minimis rate of 10% of Modified Total Direct Costs (MTDC). As described in [2 CFR 200.403](#), costs must be consistently charged as either indirect or direct costs but may not be double charged or inconsistently charged as both. Once elected, the de minimis rate must be applied consistently for all Federal awards until the organization chooses to negotiate a rate, which the organization may apply to do at any time. Documentation of the decision to use the de minimis rate must

be retained on file for audit.

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

If your department or agency unit receives no more than \$35 million in direct Federal funding per year and your department or agency unit has developed and maintains an indirect cost rate proposal and supporting documentation for audit in accordance with 2 CFR Part 200, Appendix VII, you may use the rate and distribution base specified in that indirect cost rate proposal. Alternatively, if your department or agency unit receives no more than \$35 million in direct Federal funding per year and does not have a current negotiated rate (including provisional) rate, you may elect to use the de minimis rate of 10% of MTDC. As described in [2 CFR 200.403](#), costs must be consistently charged as either indirect or direct costs but may not be double charged or inconsistently charged as both. Once elected, the de minimis rate must be applied consistently for all Federal awards until your department or agency chooses to negotiate for a rate, which you may apply to do at any time. Documentation of the decision to use the de minimis rate must be retained on file for audit.

G. Other Submission Requirements.

Application, Assurances, Certifications and Disclosures.

Standard Form 424 (SF-424) Application for Federal Assistance is the government-wide form required to apply for Federal assistance programs, discretionary Federal grants, and other forms of financial assistance programs. Applicants for this Federal assistance program must submit all required forms in the SF-424 Family of forms, including SF-424B (Assurances of Non construction Programs) or SF-424D (Assurances for Construction Programs). Applications receiving funds for both non-construction programs and construction programs must submit both the SF-424B and SF-424D.

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

submission, including those applicable to all applicants, those applicable only to Federally recognized Indian tribes, or Alaskan native villages and those applicable to applicants other than federally recognized Indian tribes or Alaskan native villages.

Assurances.

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

Applicant Disclosure Report form 2880.

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

Affirmatively Furthering Fair Housing.

With some exceptions for federally recognized Indian tribes and their instrumentalities, the application must discuss how the applicant will carry out the proposed activities in a manner that affirmatively furthers fair housing in compliance with the Fair Housing Act and its implementing regulations. Applicants may propose activities that are consistent with their jurisdiction's Analysis of Impediments (AI), an Assessment of Fair Housing (AFH), or other means of fair housing planning that meaningfully supports their AFFH certification.

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

V. Application Review Information.

A. Review Criteria.

1. Rating Factors.

The maximum number of points from the rating factors that can be awarded to any application is 102. The minimum score for an application to be considered for funding is 75 points.

Rating Factor 1: Research Design and Plan

Maximum Points: 20

This factor addresses the extent to which the applicant has the ability, capacity and organizational resources necessary to successfully implement the proposed activities in a timely manner. The application's rating will include any sub-grantees, consultants, sub-recipients, and members of consortia that are firmly committed to the project (generally, "subordinate organizations"). In rating this factor, HUD will consider the extent to which the application demonstrates:

1. Demonstrated Subject Matter Expertise (10 points)

HUD will evaluate the applicant's past performance based on their descriptions of other recent (within the past 5 years) research projects as applicable that were fully completed and demonstrate their organization's ability to conduct the applicable functions. Ideally, some of these projects should be relevant to the topic area at hand, comparable in size, scope and complexity, and employ similar research methods.

For each relevant research project, include:

- A statement of the objective of the project.
- A description of the research or other tasks included in the engagement that would be relevant for this engagement.
- A synopsis of how the applicant conducted and managed the work, including the number of hours involved, data sources used, and the total cost of the engagement.
- A description of the final product or products of the research, the primary audience of the research, and how it was used by the primary solicitor, especially whether and how the information generated by the research affected policy, program, budgeting, or planning decisions.
- Key personnel who worked on the project that will be working on the proposed project.

Note: Past performance may be verified with third-party references.

2. Qualifications of Key Personnel (10 points)

For the purposes of responding to this sub-factor, 'key personnel' is defined as the applicant's in-house staff, subgrantees and/or consultants who will perform an essential management or technical function on the proposed project, and who could not be easily replaced by other staff with comparable expertise.

The applicant must identify the key personnel with the proposed project; explain their role in the project; and demonstrate that they have the education, skills, and experience required to successfully complete the project.

Applicants must include in their proposed research and development team people with expertise in applied research, project management, data management, statistics, and writing and editing, as well as past experience in one or more topical disciplines addressed by this NOFO.

Applicants will be assessed based on the extent to which the proposed key personnel have demonstrated education, skills, and experience required to complete the proposed research.

- Provide a list of no more than five key team members (up to five) and their role in the management and/or implementation of this project; and
- Demonstrated experience of each team member to carry out their identified role in this project.

Rating Factor 2: Target Research Area

Maximum Points: 10

This solicitation aims to examine the incidence of court-ordered evictions among households in HUD's HCV program for a U.S. geographic area(s) of choice. This rating factor asks applicants to:

1. Clearly define the geographic area they plan to study (i.e., the geographic location of their court-ordered eviction data). The research area may be national, state, regional, or local. All other factors of an application considered equal, HUD will prioritize application with a larger geographic area.
2. Provide an estimated number of the renter population and HCV population in their proposed geographic area. Describe characteristics of both populations. Applicants must reference supporting evidence in doing so. This may include but is not limited to Census data; state, regional or local data; [HUD's Picture of Subsidized Households dataset](#); and other resources.

Rating Factor 3: Research Design and Plan

Maximum Points: 45

You must provide a draft research design that lays out the conceptual approach for the entire project. The draft research design must include:

1. A discussion of how the applicant has access to or will readily gain access to court-ordered eviction data for their geographic area of choice;
2. A description of how the applicant plans to link court-ordered eviction data to HUD administrative data and/or other secondary data sources;
3. A proposed analysis plan that responds to the research objectives;
4. Specific research questions and hypotheses that will be investigated by the proposed research;
5. A plan for development of products that synthesize and disseminate findings to a broad audience including policymakers and practitioners.

The proposed research design will be rated on technical quality, clarity, creativity, thoroughness, specificity, and feasibility, specifically the extent to which it provides a methodologically sound and realistic approach for the proposed research, including:

1. The extent to which the proposal demonstrates knowledge of the research literature, addresses key research questions and identifies research products that successfully communicate findings and practices geared towards policymakers and practitioners.
2. The extent to which the proposal describes an adequate, comprehensive and feasible plan to quantify evictions from HUD's HCV program.

3. The extent to which the proposal describes an adequate, appropriate, and sound approach to analysis, including:
 - a. The rationale for using existing HUD linkages and/or new linkages.
 - b. Strategies for obtaining data.
 - c. Methods for analyzing the data to address research questions.
4. The extent to which the analysis could in principle be replicated on an annual, biennial or other periodic basis.
5. The extent to which your proposed study would significantly advance the current state of scientific knowledge by:
 - a. Summarizing its relationship to past research that is published in the peer-reviewed literature and/or which builds upon pilot research that has not been published (a summary of the latter data should be provided in the application, if applicable).
 - b. Discussing its overall applicability to better understand evictions from the HCV program for a broader environment.

Rating Factor 4: Management and Work Plan

Maximum Points: 20

You must provide a draft Management and Work Plan for the project that presents a clear, practical, and forward-looking plan to complete the proposed research. The draft Management and Work Plan must include:

1. A narrative discussion of how you will manage the overall project, including a discussion of how to assign appropriately skilled staff and how to manage communication with HUD and other stakeholders, major project milestones, interdependencies among tasks, and quality control procedures.
2. A schedule of tasks (including start dates and completion dates) and deliverables.
3. Allocation of resources, including staffing and labor hours, by task.
4. Identify potential obstacles and/or delays in maintaining the proposed schedule and study objectives and discuss steps or adjustments that could be employed to respond to these potential obstacles and delays to ensure timely completion of the study.

You will be assessed based on the extent to which your draft Management and Work Plan provides a thorough and realistic approach for managing the overall project.

Rating Factor 5: Budget

Maximum Points: 5

Your budget proposal should thoroughly estimate all applicable direct and indirect costs. HUD is not required to approve or fund all approved activities and reserves the right to negotiate or redistribute funds as appropriate. You must thoroughly document and justify all budget categories and costs (Form HUD424CBW) and all major tasks, for yourself, sub-recipients, major subcontractors, joint venture participants, or others contributing resources to the project.

A separate budget (Form HUD424CBW) must be provided for partners who are proposed to receive more than 10 percent of the federal budget request. Your application will be evaluated on the extent to which your resources are appropriate for the scope of your proposed study.

The budget narrative should provide an explanation of the basis for the major budget items. Separate narrative justifications should be submitted for partners that are submitting separate budgets. Each budget narratives should be limited to 4 pages.

2. Other Factors.

This program does not offer points for Section 3.

Preference Points

HUD encourages activities in support of the interdepartmental initiatives. HUD may award no more than two (2) points for any of the four (4) preferences (Climate Change, Environmental Justice, Promise Zones (PZ) or Historically Black Colleges and Universities (HBCU). Each preference is worth two (2) points and only one preference can apply to any situation. For example, points may be awarded for Climate Change or Environmental Justice, or Promise Zones or HBCUs. Meaning applicants will be awarded up to four (4) preference points for Climate, Environmental, PZ or involving HBCUs.

HBCU.

An applicant designated by the U.S. Department of Education as a Historically Black College or University (HBCU) will receive up to two (2) preference points when the application includes documentation of the applicant’s status as an HBCU. [Click here to view the list of accredited HBCU’s](#)

Promise Zones

This program does not offer Promise Zone preference points.

B. Review and Selection Process.

1. Past Performance

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

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

Timely use of funds received from HUD;

Timely submission and quality of reports submitted to HUD;

Meeting program requirements;

Meeting performance targets as established in the grant agreement;

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

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

The number of persons served or targeted for assistance;

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

any of the remedies provided in Section III E., Statutory and Regulatory Requirements Affecting Eligibility, "[Pre-selection Review of Performance](#)".

2. Assessing Applicant Risk.

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

- Financial stability;
- Quality of management systems and ability to meet the management standards prescribed in this part;
- History of performance. The applicant's record in managing Federal awards, if it is a prior recipient of Federal awards, including timeliness of compliance with applicable reporting requirements, failing to make significant progress in a timely manner, failing to meet planned activities in a timely manner, conformance to the terms and conditions of previous Federal awards, and if applicable, the extent to which any previously awarded amounts will be expended prior to future awards;
- Reports and findings from audits performed under Subpart F—Audit Requirements of this part or the reports and findings of any other available audits; and
- The applicant's ability to effectively implement statutory, regulatory, or other requirements imposed on non-Federal entities.

Two types of reviews will be conducted:

1. A threshold review to determine an applicant's basic eligibility; and
2. A technical review for all applications that pass the threshold review, to rate and rank the application based on the "Rating Factors" listed in Section V.A.

Only those applications that pass the threshold review will receive a technical review and be rated and ranked.

Applicants will be selected based on highest score.

VI. Award Administration Information.

A. Award Notices.

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

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

HUD may impose specific conditions on an award as provided under [2 CFR 200.208](#):

- Based on HUD's review of the applicant's risk under [2 CFR 200.206](#);
- When the applicant or recipient has a history of failure to comply with the general or specific

terms and conditions of a Federal award;

- When the applicant or recipient fails to meet expected performance goals contained in a federal award; or
- When the applicant or recipient is not otherwise responsible.

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

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

- (1) Is not eligible for funding under applicable statutory or regulatory requirements;
- (2) Does not meet the requirements of this notice; or
- (3) Duplicates other funded programs or activities from prior year awards or other selected applicants.

b. If funds are available after funding the highest-ranking application, HUD may fund all or part of another eligible fundable application. If an applicant turns down an award offer, or if HUD and an applicant do not finalize the terms and conditions of the award in a timely manner, HUD may withdraw the award offer and make an offer of funding to another eligible application.

c. If funds remain after all selections have been made, remaining funds may be made available within the current FY for other competitions within the program area, or be held for future competitions, or be used as otherwise provided by authorizing statute or appropriation.

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

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

B. Administrative, National and Department Policy Requirements and Terms for HUD Recipients Financial Assistance Awards

For this NOFO, the following [Administrative, National and Department Policy Requirements and Terms for HUD Financial Assistance Awards](#) apply.

1. Unless otherwise specified, these non-discrimination and equal opportunity authorities and other requirements apply to all NOFOs. Please read the following requirements carefully as the requirements are different among HUD's programs.

- Compliance with Fair Housing and Civil Rights Laws, Which Encompass the Fair Housing Act and Related Authorities (see cf. 24 CFR 5.105(a) <https://www.ecfr.gov/current/title-24/subtitle-A/part-5/subpart-A/section-5.105>).
- Affirmatively Furthering Fair Housing (<https://www.hud.gov/AFFH>).

- Economic Opportunities for Low-and Very Low-income Persons (Section 3). See 24 CFR part 75 (<https://www.ecfr.gov/current/title-24/subtitle-A/part-75>).
 - Improving Access to Services for Persons with Limited English Proficiency (LEP) See https://www.hud.gov/program_offices/fair_housing_equal_opp/limited_english_proficiency.
 - Accessible Technology. See <https://www.hud.gov/sites/dfiles/OCIO/documents/s508103017.pdf>
2. Equal Access Requirements. [See 24 CFR 5.105\(a\)\(2\)](#)
 3. Ensuring the Participation of Small Disadvantaged Business, and Women-Owned Business.
 4. Equal Participation of Faith-Based Organizations in HUD Programs and Activities.
 5. Uniform Relocation Act – Real Property Acquisition and Relocation Requirements. See [49 CFR part 24](#).
 6. Participation in HUD-Sponsored Program Evaluation.
 7. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.
 8. Drug-Free Workplace.
 9. Safeguarding Resident/Client Files.
 10. Compliance with the Federal Funding Accountability and Transparency Act of 2006 (Pub. L.109-282) (Transparency Act), as amended.
 11. Eminent Domain.
 12. Accessibility for Persons with Disabilities. See https://www.hud.gov/program_offices/fair_housing_equal_opp/disability_overview
 13. Violence Against Women Act. See [24 CFR part 5](#), subpart L and applicable program regulations.
 14. Conducting Business in Accordance with Ethical Standards/Code of Conduct.
 15. Environmental Requirements, which include compliance with environmental justice requirements under Executive Order 12898 and 14008.

Environmental Review

In accordance with 24 CFR 50.19(b)(1) and (3) activities funded under this NOFO are exempt or categorically excluded from environmental review under the National Environmental Policy Act of 1969 (42 U.S.C. 4321) and not subject to environmental review under related laws and authorities.

Prohibition on Surveillance

[2 CFR 200.216](#) Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment

Remedies for Noncompliance

[2 CFR 200.340](#) *Termination* A Federal award may be terminated in whole or in part if the grantee fails to comply with the terms and conditions of the award or if HUD determines the award no longer effectuates the program goals or agency priorities.

Lead Based Paint Requirements.

Not Applicable

C. Reporting.

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

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

2. Race, Ethnicity and Other Data Reporting. HUD requires recipients that provide HUD-funded program benefits to individuals or families to report data on the race, color, religion, sex, national origin, age, disability, and family characteristics of persons and households who are applicants for, participants in, or beneficiaries or potential beneficiaries of HUD programs in order to carry out the Department's responsibilities under the Fair Housing Act, Executive Order 11063, Title VI of the Civil Rights Act of 1964, and Section 562 of the Housing and Community Development Act of 1987.

Not applicable.

3. Compliance with the Federal Funding Accountability and Transparency Act of 2006 (Pub. L. 109-282) as amended (FFATA). FFATA requires information on federal awards be made available to the public via a single, searchable website, which is www.USASpending.gov. Accordingly, each award HUD makes under this NOFO will be subject to the requirements provided by the Award Term in Appendix A to [2 CFR Part 170](#), "REPORTINGSUBAWARD AND EXECUTIVE COMPENSATION INFORMATION," unless the Federal funding for the award (including funding that may be added through amendments) is not expected to equal or exceed \$30,000. Requirements under this Award Term include filing subaward information in the Federal Funding Accountability and Transparency Act (FFATA) Sub-award Reporting System (FSRS.gov) by the end of the month following the month in which the recipient awards any sub-grant equal to or greater than \$30,000.

4. Program-Specific Reporting Requirements

At a minimum, HUD expects the award recipient to produce the following deliverables.

1. Management and Work Plan: The Management and Work Plan will outline the overall strategy for completing the research within the budget and timeframe allotted. It will describe activities to be undertaken, assign staff, and provide a schedule of key tasks. A draft Management and Work Plan must be submitted with the application. After award, HUD will provide feedback to the awardee, and a final Management and Work Plan must be submitted to HUD within two weeks of the receipt of HUD comments.
2. Research Design: The Research Design will provide a detailed plan for technical aspects of the research, including research questions, hypotheses, data sources, data matching and analysis methods. The Research Design must demonstrate how the analysis plan will address the research questions and hypotheses proposed. A draft Research Design must be submitted with the application. After award, HUD will provide feedback to the

awardee, and a final Research Design must be submitted to HUD within four weeks of the receipt of HUD comments.

3. Quarterly Progress Reports: Quarterly Progress Reports will document activities completed in the most recent reporting period, planned activities for the upcoming reporting period, and budget expenditures by line item (including work hours worked for specific staff).
4. Interim Report: The Interim Report will be released near the midpoint of the project and provide a summary of the project up to that point. The Interim Report should be considered an opportunity to evaluate the state of the project.
5. Final Report: The Final Report must summarize the work conducted over the course of the project, present the study objectives, data sources, analysis methods, and results. The Final Report is the key deliverable of the study and must serve as a stand-alone document that meets the overall objective of this project. The Final Report should be edited and prepared for publication in accordance with [HUD's Guidelines for Preparing a Report for Publication](#).
6. Briefings to PD&R: At minimum, awardees will be asked to provide briefings to HUD near the midpoint of their project and after the Final Report is submitted.
7. Linkage Programs and/or Final Datasets: If a new data linkage product is developed, the research team must provide thorough information about the linkage algorithm or approach used. Final, well annotated code used for data cleaning, merging, etc. and a comprehensive explanation of the data linkage process undergone must be provided to HUD upon completion of the project. HUD shall be granted access to the linked data used for the analysis and any new data products developed. Pursuant to 2 CFR 200.315(b) and (d), HUD reserves a royalty-free nonexclusive and irrevocable right to reproduce, publish, or otherwise use the work/data for Federal purposes, and to authorize others to do so.

D. Debriefing.

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

VII. Agency Contact(s).

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

Name:

Leatha Blanks

Phone:

202-402-5821

Email:

Leatha.M.Blanks@hud.gov

Persons with hearing or speech impairments may access this number via TTY by calling the toll-free Federal Relay Service at 800-877-8339. Please note that HUD staff cannot assist applicants in preparing their applications.

VIII. Other Information.

1. National Environmental Policy Act.

This NOFO does not direct, provide for assistance or loan and mortgage insurance for, or otherwise govern or regulate, real property acquisition, disposition, leasing (other than tenant-based rental assistance), rehabilitation, demolition, or new construction, or establish revise or provide for standards for construction or construction materials, manufactured housing, or occupancy. Accordingly, under [24 CFR 50.19\(c\)\(1\)](#), this NOFO is categorically excluded from environmental review under the National Environmental Policy Act of 1969 (42 U.S.C. 4321).

2. Web Resources.

- [Affirmatively Furthering Fair Housing](#)
- [Code of Conduct list](#)
- [Assistance Listing \(formerly CFDA\)](#)
- [Dun & Bradstreet/Unique Entity Identifier](#)
- [Equal Participation of Faith-Based Organizations](#)
- [Federal Awardee Performance and Integrity Information System](#)
- [FFATA Subaward Reporting System](#)
- [Grants.gov](#)
- [HBCUs](#)
- [Healthy Homes Strategic Plan](#)
- [Healthy Housing Reference Manual](#)
- [HUD's Strategic Plan](#)
- [HUD Grants](#)
- [Limited English Proficiency](#)
- [NOFO Webcasts](#)
- [Procurement of Recovered Materials](#)
- [Promise Zones](#)
- [Section 3 Business Registry](#)
- [State Point of Contact List](#)
- [System for Award Management \(SAM\)](#)
- [Uniform Relocation Assistance and Real Property Acquisition Act of 1970 \(URA\)](#)
- [USA Spending](#)

3. Program Relevant Web Resources

APPENDIX