U.S. Department of Housing and Urban Development

Community Planning and Development

HUD's FY 2020 and FY 2021 Community Compass Technical Assistance and Capacity Building
Program Notice of Funding Availability (NOFA)
FR-6400-N-06
09/21/2020

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Program Office:
Community Planning and Development

Funding Opportunity Title:
HUD's FY 2020 and FY 2021 Community Compass Technical Assistance and Capacity Building Program Notice of Funding Availability (NOFA)

Funding Opportunity Number:
FR-6400-N-06

Primary CFDA Number:
14.259

Due Date for Applications:
09/21/2020

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Overview
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The U.S. Department of Housing and Urban Development (HUD) issues this Notice of Funding Availability (NOFA) to invite applications from eligible applicants for the program and purpose described within this NOFA. 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 NOFA: Please direct questions regarding the specific requirements of this Notice of Funding Availability (NOFA) to the office contact identified in Section VII.

OMB Approval Number(s):
2506-0197

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I. FUNDING OPPORTUNITY DESCRIPTION.
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A. Program Description.
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1. Purpose
Through this NOFA, HUD is announcing the availability of approximately $91,125,000 in FY 2020 funding for its Community Compass Technical Assistance and Capacity Building Program (Community Compass). Contingent upon the availability of FY 2021 appropriations, we reserve the right to award FY 2021 funds based on this single NOFA competition.

As HUD's integrated technical assistance (TA) and capacity building initiative, Community Compass is designed to help HUD's customers navigate complex housing and community development challenges by equipping them with the knowledge, skills, tools, capacity, and systems to implement HUD programs and policies successfully and sustainably and provide effective administrative and managerial oversight of HUD funding.

We recognize that our customers often interact with a variety of HUD programs as they deliver housing or community development services. Community Compass brings together TA investments from across HUD program offices, including the offices of Community Planning and Development, Fair Housing and Equal Opportunity, Housing, and Public and Indian Housing. This cross-funding approach allows TA to address the needs of grantees and subgrantees across multiple HUD programs, often within the same engagement, as well as address cross-agency issues. You are encouraged to procure contractors and consultants that demonstrate experience across a wide variety of HUD programs, as well as in specific skill and policy areas. HUD Headquarters staff manages Community Compass with the involvement of our Regional, Field, and Area Offices.

a. Background
In February 2018, the HUD Secretary published the 2018-2022 Strategic Plan. Within the context of the Secretary's vision to organize and deliver programs more efficiently and effectively, this NOFA invites competitive applications for two funding years: FY 2020 and FY 2021. This means that a single application may request funding from one or both funding years. Eligible applicants will submit a single SF424 but must clearly identify the amount requested for each funding year in its application summary; see requirements in NOFA section IV.B.1.a. Along with significantly reducing the application burden for applicants, this funding process should enable HUD to make FY 2021 awards promptly when FY 2021 appropriations become available.

We will use the applications received through this NOFA and the resulting application scores to make awards for FY 2020. Subject to the availability of FY 2021 appropriations, we will use the same scores and award methodology to make new awards. When making awards, we will consider your remaining Community Compass funds and your performance under prior Community Compass awards, including declined or delayed assignments or unacceptable TA engagements.

Additional funds may also become available for award under this NOFA, such as supplemental funding appropriated in response to COVID-19 and/or Community Development Block Grant - Disaster Recovery (CDBG-DR) technical assistance. HUD also reserves the right to award FY 2021 funds based on this NOFA competition as well as to issue a supplemental or independent FY 2021 Community Compass Program NOFA if necessary (e.g., to accommodate a new TA priority or new funding source).

b. TA Focus Areas
We expect to focus our TA efforts and available funding on the programs listed for each HUD Office in the Technical Assistance Focus Areas table located in Appendix I. The table also notes the corresponding funding source(s). Since overlap often occurs among these HUD Offices and programs, we encourage you to explain your experience working across HUD Offices, as appropriate.

As new HUD priorities and customer needs emerge during the period of performance for a TA award, TA assignments may address additional HUD programmatic or policy areas that are not

currently listed in the table, which are located at Appendix I, include major grant, assistance, and regulatory programs that are anticipated to use TA support under Community Compass.

c. Community Compass Eligible Activities
Eligible activities for the Community Compass program are specified below. Successful applicants may be tasked to use one or more of these activities to provide technical assistance pursuant to the purposes of the Community Compass program. These activities are subject to any restrictions or limitations imposed by the federal regulations, statutes, and requirements referenced in this NOFA or by the regulations and requirements governing the program(s) under which the technical assistance is funded.

1. Needs Assessments. Needs assessments are intended to help determine the nature and scope of TA and capacity building needed by HUD customers. Needs assessments may also assist customers with quantifying the impact of affordable housing and community and economic development or disaster recovery initiatives and identifying local market conditions so that program resources may be better targeted and leveraged. In some instances, a self-assessment by the customer or a Field Office assessment may provide a satisfactory basis for determining the scope and scale of technical and capacity building assistance; in other cases, a TA provider will conduct on-site or remote needs assessments to collect information about the capacity gaps of the identified customer. A needs assessment may use multiple information collection and analysis tools, such as the Consolidated Plan, Integrated Disbursement and Information System (IDIS) or Disaster Recovery Grant Reporting (DRGR) reports, Public Housing Annual Plan, Indian Housing Plan, Tribal Performance Assessments, Public Housing and Housing Choice Voucher Assessments, Assessment of Fair Housing, Analysis of Impediments to Fair Housing Choice, Point-In-Time Counts of the homeless, Homeless Management Information System (HMIS) data, Continuum of Care (CoC) application information, HUD monitoring results, energy audits, annual financial audits, funds obligation and expenditures, CPD maps, and interviews with grantees and HUD staff.

2. Direct TA and Capacity Building Engagements. Direct TA and capacity building require working onsite and/or remotely with HUD's customers to improve HUD program knowledge and customers' staff capacity in one or more of the programs and/or cross-cutting issues noted above in the "Technical Assistance Focus Areas" table in Appendix I. . Direct TA also includes the operation of one or more virtual help desks and addressing questions and issues raised by HUD's customers.

3. Develop and Maintain Tools and Products. Tools and products developed will use adult learning principles to assist HUD customers with understanding existing, revised, or new program statutes and regulations, as well as other federal requirements (e.g., Davis-Bacon wage rates, Section 3, civil rights compliance, environmental justice and environmental standards, Limited English Proficiency [LEP] requirements, accessibility for persons with disabilities, ConnectHome and federal immigration and naturalization law) that apply to these programs. HUD employs virtual training and TA as a cost-effective way to reach diverse audiences and address the constantly changing needs of customers and program requirements. These products might take the form of web-based courses or trainings, videos, interactive tools, and webinars. Tool and product development may also include the creation of templates, desk guides, toolkits,

and curricula that improve program management and operations, evaluation, and performance measurement. Where appropriate, HUD program and other federal requirements, such as fair housing and civil rights, will be integrated into comprehensive products to serve the TA needs of a broad range of program partners. All products and tools developed must comply with Section 508 accessibility requirements. Development and maintenance of tools and products could include translating existing materials into other languages.

4. Self-Directed and Group Learning. Self-directed and group learning is intended to increase the capacity and close competency gaps of participants by equipping them with the necessary program knowledge and skills needed to administer and manage HUD programs. Group learning will incorporate adult learning principles that may include delivery of HUD-approved training courses remotely or in person; online self-directed courses; problem-solving clinics; policy academies; live or pre-recorded webinars; and peer-to-peer assistance exchanges for customers with similar local market contexts, challenges, opportunities, and community needs. Group learning could include establishing and supporting group learning cohorts and curricula, such as communities of practice.

5. Knowledge Management. Knowledge management includes the development, operation, maintenance, and/or hosting of websites to support the TA, capacity building, and training needs of a diverse set of HUD's urban, rural, and tribal customers. This may include the HUD Exchange website which is designed as a TA resource for HUD grantees and is not an official HUD website. Knowledge management may include integrated learning or curriculum management systems; databases of resources, tools, and information; development of interactive tools to assist with program design and management and learning cohort formation; collecting and providing information on HUD grantees and subgrantees, including awards, expenditures, action plans, environmental reviews, and individual projects and activities; tracking TA engagements with particular recipients or cohorts of recipients and their effectiveness; and developing new resources. Knowledge management does not include the development, operation, maintenance, and/or hosting of websites that support HUD, and Community Compass TA funding will not be used to assume responsibility for databases or websites that are the responsibility of HUD. Technical assistance awarded under this NOFA will not provide maintenance or development support for any HUD-owned databases or systems, including but not limited to IDIS, DRGR, or e-snaps.

6. Data analysis, reporting, and performance measurement. This activity includes TA and training that help customers analyze data and understand data trends; use data to inform and revise plans and strategies; use performance measurement and reporting tools; create data-sharing partnerships and agreements; and collect, report, and use accurate and valid data on programs, activities, and beneficiaries.

This eligible activity includes technical assistance and training for CoCs and recipients on how to collect, analyze, use, manage, report, and communicate about data that is critical for measuring and meeting local objectives related to ending homelessness. This TA funding provides support to CoCs to achieve the highest level of performance and results for Homeless Management Information System (HMIS) implementation, including improving the capacity of persons charged with setting up and operating HMIS implementations; ensuring that HMIS collects

accurate, comprehensive, and timely data; and supporting CoCs and stakeholders to use homeless data to improve efforts to end homelessness.

This funding also provides technical assistance to CoCs for HMIS software management and operation, HMIS governance, standardized data collection for HUD-required reporting, system performance measurement and analysis, and system modeling.
This eligible activity also includes support for performance tracking and reporting required under section 407 of the Native American Housing Assistance and Self-Determination Act (NAHASDA), as authorized under the Consolidated Appropriations Act, 2020.

7. NAHASDA Allocation Formula Administration and Negotiated Rulemaking and Consultation Support. Support for administration of the Indian Housing Block Grant Allocation Formula and related formula negotiated rulemaking, as authorized under the Negotiated Rulemaking Act (5 U.S.C. 565(c)), including administration of the allocation formula, assistance with formula determinations, census challenges, notification letters, and data correction and reports, as well as consultation assistance to the Department for all negotiated rulemaking with Indian tribes and any other required tribal consultation.

8. Administrative. Administrative activities are directly associated with overall award management and execution, including salaries and benefits of persons who support the execution of the award terms. Costs include preparing reports for submission to HUD, obtaining program audits, and general operating costs when billed direct. Administrative costs are not allowable as direct award execution charges when these costs are included in a selected applicant organization's negotiated indirect cost rate agreement or when the organization is using the de minimis rate. Refer to section VI.A.5. of this NOFA for administrative cost limits applicable to award execution costs.

Certain administrative costs are not considered to be award execution costs and are not subject to the administrative limits in this NOFA. For example, the salary and fringe benefits for the Program Manager assigned to oversee the outcome of a specific TA engagement are considered part of the TA engagement costs and are not included in award execution costs.

Rental and maintenance of office space is allowed only under the following conditions:

- The lease must be for existing facilities not requiring rehabilitation or construction except for minimal alterations to make the facilities accessible for a person with disabilities
- No repairs or renovations of the property may be undertaken with funds provided under this NOFA
- Properties in the Coastal Barrier Resources System designated under the Coastal Barrier Resources Act (16 U.S.C. 3501) cannot be leased or rented with federal funds

9. Coordination.

Coordination activities consist of services related to coordinating technical assistance with other selected applicants and planning technical assistance engagements, including data gathering, studies, and analysis, and the identification of actions that will implement such plans. Coordination enables successful applicants to:

- Determine needs and capacity gaps to address with HUD customers, including addressing needs across multiple HUD programs
- Set long-term goals and short-term objectives for technical assistance plans
- Devise products and activities to meet these goals and objectives
- Evaluate the progress of such programs and activities in accomplishing these goals and objectives
- Carry out management, coordination, and monitoring of activities necessary for effective planning implementation, but excluding the costs necessary to implement such plans

2. Changes from Previous NOFA.

Funding: Funding amounts are different from the FY 2018/2019 NOFA and reflect current year appropriations, additional TA funds from other sources, and available carry-over funding. In the FY 2018/2019 NOFA only FY 2018 funding could be used to carry out activities under the NAHASDA Allocation Formula Administration and Negotiated Rulemaking and Consultation Support eligible activity category. Consistent with the Further Consolidated Appropriations Act, 2020, funds under this NOFA may once again be used to carry out activities under this category. We expect NAHASDA activities to remain eligible under future appropriations, as such you should indicate interest in this funding for both FY2020 and FY2021 in your *Applicant Summary.*

Required Excel Forms: In the FY 2020/2021 NOFA, you are required to complete and submit three forms, as part of your application package: (1) Application Summary (2) Capacity and Interest, and (3) Experience of Staff, Contractors, and Consultants (subfactor 1.C.). All forms may be used to inform award decisions based on HUD's anticipated TA needs, but only Experience of Staff, Contractors, and Consultants is scored.

Please note the three required forms have been combined into one Excel workbook, *Applicant Summary, Interest, Capacity & Experience Workbook*, to aid in the submission, review and selection process. The forms are Paperwork Reduction Act (PRA)-approved; you must use only the HUD-provided version of the forms. Complete the form according to instructions and do not truncate, remove, or alter field restrictions in any way. Any other versions will not be considered, the applicant will receive a subfactor 1.C. score of "0" for improper completion and/or manipulation of the PRA-approved form. If there are any functionality issues encountered when completing the forms, the applicant should notify HUD of the issue immediately, but no later than five days prior to the application deadline. See Section VII of this NOFA for instructions on contacting HUD.

Three Tables Moved to Appendices: The Technical Assistance Focus Areas table can be found in Appendix I; the Office-Specific Experience Priorities (formerly Office-Specific Experience Recommendations) can be found in Appendix II; and the Program-Specific Experience Requirements can be found in Appendix III.

Rating Factors: The Rating Factor information is different from the FY 2018/2019 NOFA and includes changes to all three Rating Factors and a redistribution of points. In the FY 2020/2021 NOFA, applicants will submit up to four scored narrative responses for subfactors 1.A., 1.B., Rating Factor 2, and Rating Factor 3. Narrative responses are specific for up to four programs or crosscutting topics found in the "Technical Assistance Focus Areas" table in Appendix I.

- **Rating Factor 1:**
  - Responses to subfactors 1.A. and 1.B. are limited to four scored responses; each response must align with a program or crosscutting topic found in the "Technical Assistance Focus Areas" table in Appendix I. The four programs selected for subfactor 1.A. must be the same four programs selected for subfactor 1.B.
  - In the FY 2018/2019 NOFA, Rating Factor 1 included three subfactors, and subfactors 1.A. and 1.B received 20 maximum points each. In the 2020/2021 NOFA, Rating Factor 1 now includes four subfactors. Subfactors 1.A. and 1.B are both reduced to 14 maximum points each.
  - The Experience of Staff, Contractors, and Consultants form will be scored in subfactor 1.C. It is worth a maximum of 8 points and will be included in your final NOFA application score.
  - In the FY2018/2019 NOFA "Award Management" was evaluated in subfactor 1.C. , but it has been changed to subfactor 1.D. in the FY 2020/2021 NOFA.
  - In the FY 2018/2019 NOFA subfactor 1.A. "Program Knowledge" had a minimum score of 11 points, and subfactor 1.B. "Program Experience" had a minimum score of 14 points. In the FY 2020/2021 NOFA, there are no longer minimum score requirements for these subfactors. The overall application minimum score of 75 points remains

- **Rating Factor 2:**
  - The four past engagements described in Rating Factor 2, must align with the four **scored** programs described in subfactors 1.A. and 1.B.

- **Rating Factor 3:**
  - The four Rating Factor 3 responses **must** align with the four **scored** programs or cross-cutting topics you described in subfactors 1.A. and 1.B, and **may**, but are not required to, align with the four past engagements described in Rating Factor 2.
  - Rating Factor 3: Achieving Results—was increased from 16 maximum points to 20 maximum points.
    - 3.A. Tracking Customer Performance and Results increased from 10 to 12 points.
    - 3.B. Problem-Solving to Achieve Results increased from 6 to 8 points.

Narrative Response Submission: In the FY 2020/2021 NOFA, the narrative response to the Rating Factors should be **submitted as one file**, instead of 3 separate files for each rating factor as required in the previous NOFA. This file excludes your response for subfactor 1.C. Experience of Staff, Contractors, and Consultants, which must be submitted using the required form. This change aligns with the new review process, detailed below. The *2020-2021 Community Compass Application Organization Template* has been provided as an attachment to this NOFA. You may use this template to help organize your funding application based on the instructions above and throughout this NOFA.

Review Process: We adjusted our application review process. Instead of one team reviewing Rating Factors 1 and 3 responses, and program-specific teams reviewing each of the four Rating Factor 2 responses, we will assign a program-specific team to review each of your scored responses for subfactors 1.A., 1.B., and all of Rating Factors 2 and 3. Then an average score will

be generated representing all four responses. Subfactor 1.D. will be reviewed by a team of Government Technical Representatives (GTR).

Preference Points: In the FY 2020/2021 NOFA, applicants designated by the U.S. Department of Education as a Historically Black College or University (HBCU) or partnering with an HBCU will receive up to two (2) preference points.

3. Definitions.
a. Standard Definitions

Affirmatively Furthering Fair Housing (AFFH). The obligation to affirmatively further the purposes and policies of the Fair Housing Act.

Assistance Listings (formerly CFDA) is a directory of the various Federal listings, projects, services and activities offering financial and non-financial assistance and benefits to the American public. An Assistance Listing (CFDA) Number is the unique number assigned to each program, project, service or activity listed in the Catalog of Federal Domestic Assistance (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.

Award, as used in this NOFA means a federal grant OR cooperative agreement as specified in Section II.E (Type of Funding Instrument).

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 more information about the Consolidated Plan and related Action Plan).

Contract means a legal instrument by which a non-Federal entity purchases property or services needed to carry out the project or program under a Federal award. The term as used in this NOFA does not include a legal instrument, even if the non-Federal entity considers it a contract, when the substance of the transaction meets the definition of a Federal award or subaward (See 2 CFR 200.22.)

Contractor means an entity receiving a contract.

Deficiency is information missing or omitted within a submitted application. Examples of deficiencies include missing documents, information on a form, or some other type of unsatisfied information requirement (e.g., an unsigned form, unchecked box.). Depending on specific criteria, deficiencies may be either curable or non-curable.
- Curable Deficiency – Applicants may correct a curable deficiency with timely action.

To be curable the deficiency must:

- Not be a threshold requirement, except for documentation of applicant eligibility;
- not influence how an applicant is ranked or scored versus other applicants; and
- be remedied within the time frame specified in the notice of deficiency.
- Non-Curable Deficiency – An applicant cannot correct a non-curable deficiency after the submission deadline.

Non-curable deficiencies are deficiencies that, if corrected, would change an applicant's score or rank versus other applicants. Non-curable deficiencies may result in an application being marked ineligible, or otherwise adversely affect an application's score and final determination.

DUNS Number is the nine-digit identification number assigned to a business or organization by Dun & Bradstreet and provides a means of identifying business entities on a location-specific basis. Requests for a DUNS number can be made by visiting the Online DUNS Request Portal.

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

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 NOFA.

Non-Federal Entity is a state, local government, Indian tribe, institution of higher education (IHE), or non-profit organization carrying out a Federal award as a recipient or sub recipient. If eligible applicants under the NOFA include for profit entities, this definition of non-federal entity includes for profit entities.

Opportunity Zone (OZs) are defined in 26 U.S.C. 1400Z-1. In general, OZs are census tracts located in low-income communities where new investments, under certain conditions, may be eligible for preferential tax treatment.

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.

Promise Zones (PZs) are high poverty communities where the federal government partners with local leaders to increase economic activity, improve educational opportunities, leverage private investment, reduce violent crime, enhance public health and address other priorities identified by the community.

Recipient means a non-Federal entity receiving an award directly from HUD to carry out an activity under a HUD program.

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 recipient. It does not include payments to a contractor or payments to an individual 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. The legal agreement must contain the subrecipient's assurance of compliance with program requirements, including but not limited to nondiscrimination and equal opportunity requirements.

Subrecipient is a non-Federal entity receiving a subaward from a pass-through entity to carry out part of a HUD program; but does not include an individual beneficiary of such program. A subrecipient may also receive other Federal awards directly from a Federal awarding agency (including HUD).

System for Award Management (SAM), is a U.S. Government system that consolidated the capabilities of Central Contractor Registry (CCR), Excluded Parties List System (EPLS) and the Online Representations and Certifications Application (ORCA). 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 is a number used to identify a specific commercial, nonprofit, or government entity. SAM states that currently Dun & Bradstreet (D&B) is the designated entity to establish and maintain the DUNS Number as the unique entity identifier required for registration in SAM and further used throughout federal procurement, financial assistance, and financial management systems. Beginning December 2020, the DUNS number will no longer be the official identifier for entities doing business with the government.

4. Program Definitions

Capacity Building: Assistance which increases the ability of HUD's customers and their partners to organize and independently implement and manage affordable housing, community development, and economic development programs.

Community Development Block Grant - Disaster Recovery TA (CDBG-DR TA): This TA increases the capacity of Disaster Recovery recipients to deliver timely assistance to beneficiaries and to comply with program and cross-cutting requirements.

Consultant: An individual who is able to provide valuable and pertinent advice generally drawn from a high degree of broad administrative, professional, or technical knowledge or experience.

Cooperative Agreement: A legal instrument of financial assistance, as defined in 2 CFR 200.24, that is used to enter into the same kind of relationship as a grant but is distinguished from a grant in that it provides for substantial involvement between the Federal agency and the recipient in carrying out the activity contemplated by the award and in accordance with 2 CFR Part 200.

Customers: Recipients of HUD funding, including state and local grantees, PHAs, owners and managers of HUD-assisted housing, CoCs, non-profit grantees, HMIS Leads, HUD-approved housing counseling agencies and counselors, tribal organizations, Indian tribes, tribally-designated housing entities (TDHEs), FHA-approved multifamily lenders, residents and

participants in HUD-funded programs; and EnVision Centers.

Demand-Response System: The means by which HUD, its customers, and/or its partners identify TA and capacity building needs. HUD prioritizes the identified needs based on Departmental, programmatic, and jurisdictional priorities. Successful applicants are then tasked with responding to identified needs. Successful applicants may not respond to direct requests for TA from HUD customers. HUD is solely responsible for authorizing the entities to be assisted, the location, and the nature of the assistance to be provided, including a specific scope of work, which must be part of a HUD-approved work plan for each engagement.

Departmental TA: Cross-Departmental TA funding appropriated through the Research and Technology account managed by the Office of Policy Development and Research. This funding supports TA across the Department's programs and customers, including, but not limited to, PHAs, cities, tribes and TDHEs, multifamily owners and operators, non-profit organizations receiving HUD funding, and housing counseling agencies.

EnVision Centers: The initiative which offers HUD-assisted families access to support services that help them achieve self-sufficiency by connecting them with a variety of resources and tools that offer pathways to economic opportunity and self-sufficiency. EnVision Centers will provide communities support in the following four pillars: (1) Economic Empowerment, (2) Educational Advancement, (3) Health and Wellness, and (4) Character and Leadership.

Government Technical Monitor (GTM): As defined by HUD, the individual designated to provide technical monitoring, advice, and assistance to aid the Government Technical Representative (GTR) in the technical direction and evaluation of a successful applicant's performance. The GTM provides programmatic expertise and input to proposed TA work plans, status reports, invoices, and products. In some offices, the Program Office Technical Assistance Coordinator (POTAC) for a TA provider fulfills this role rather than a GTM.

Government Technical Representative (GTR): As defined by HUD, the individual who is responsible for the technical direction and evaluation of a successful applicant's performance. The GTR is responsible for review and approval of work plans, status reports, invoices, and products. GTRs serve as representatives of the Cooperative Agreement Officer who has responsibility for the management and fiscal oversight of the cooperative agreement awards.

Indirect cost rate proposal: This NOFA adopts the definition of *indirect cost rate proposal* as found at 2 CFR 200.57.

Indirect costs: This NOFA adopts the definition of *indirect (facilities and administrative (F&A)) costs* as found at 2 CFR 200.56.

McKinney-Vento TA: This TA increases the effectiveness of implementing and administering CoC planning processes, improves capacity to prepare collaborative applications, prevents the separation of families in projects funded under the Emergency Shelter Grants (ESG) and CoC grants programs, and adopts and provides best practices in housing and services for persons experiencing homelessness.

National Fair Housing Training Academy (NFHTA): NFHTA trains current and future fair housing professionals, including but not limited to state and local government agencies participating in the Fair Housing Assistance Program (FHAP agencies) and partner fair housing organizations participating in the Fair Housing Initiatives Program (FHIP recipients) on conducting investigations under the Fair Housing Act. NFHTA creates and delivers innovative curricula, tools, and resources to inspire and prepare fair housing professionals to achieve success. NFHTA offers different training delivery options, such as peer-to-peer mentoring, online instruction, and in-person hands-on training where students solve real-world challenges together. Because of the NFHTA, fair housing professionals have the tools necessary to lead fair housing organizations, engage their communities around eliminating housing discrimination, and enforce fair housing law. NFHTA funding should be used to recruit and retain faculty, engage in enrollment planning, implement strategic planning, create curricula, develop and market adult education courses in a variety of modalities, coordinate training nationally (at accessible facilities), implement registration services, evaluate outcomes, offer courses through an online learning management system (LMS), and implement digital services that enhance the marketability of the following: (i) NFHTA course offerings; (ii) staff and faculty; (iii) HUD fair housing policies; (iv) enforcement efforts; (v) and education and outreach initiatives.

National Homeless Data Analysis Project: This funding provides support to CoCs to achieve the highest level of performance and results for HMIS implementation, including improving the capacity of persons charged with setting up and operating HMIS implementations; ensuring that HMIS collect accurate, comprehensive, and timely data; and supporting CoCs and stakeholders to use homeless data to improve efforts to end homelessness. This activity includes TA and training that help customers analyze data and understand data trends; use data to inform and revise plans and strategies; use performance measurement and reporting tools; create data-sharing partnerships and agreements; and collect, report, and use accurate and valid data on programs, activities, and beneficiaries. This funding also provides technical assistance to CoCs for HMIS software management and operation, HMIS governance, standardized data collection for HUD-required reporting, system performance measurement and analysis, and system modeling.

Native American Housing and Community Development TA: This TA is managed by the Office of Native American Programs in the Office of Public and Indian Housing. Beneficiaries of this TA include Indian Housing Block Grant (IHBG) recipients, specifically tribes and TDHEs; potential or current Section 184 Loan Guarantee program borrowers or lenders; and Indian Community Development Block Grant (ICDBG) grantees.

Native Hawaiian Housing Block Grant TA: This TA is managed by the Office of Native American Programs in the Office of Public and Indian Housing. The beneficiary of this TA is the Department of Hawaiian Homelands. Congress has not appropriated Native Hawaiian TA funding in recent years. However, if HUD recaptures previously awarded Native Hawaiian TA funding, HUD reserves the right to award this funding through this NOFA.

Outcomes: Results achieved or benefits derived from TA or capacity building, such as changes in a customer's management or operation of HUD-funded programs and activities.

Outputs: Deliverables such as products and group learning opportunities that are usually quantified by number produced, number delivered, number of attendees, etc. Outputs do not measure a change in a customer's capacity or capabilities.

PHA Administrative Receivership and Recovery TA: These funds support the recovery of PHAs in administrative or judicial receivership or under HUD possession, and technical assistance focuses on increasing the capacity of a PHA to administer programs and serve program participants. These PHAs are in substantial default of statues, regulations, or the Annual Contributions Contract (ACC), and they have systemic, long-standing, and severe operational and management problems that require extraordinary levels of expertise and resources to recover performance in one or more areas that affect the entire PHA. This also includes PHAs that are transitioning from receivership or currently under HUD possession. This will help HUD ensure sustainability during the transition period. When a PHA is in receivership or HUD takes possession, the principal purpose of the relationship is to provide direct services to benefit the local PHA and governing entity and support recovery. Substantial involvement between the PHA, the local community and governing entity and HUD occurs while providing a public purpose of support, including technical assistance and capacity building. Allowable activities for this funding include assessments, direct technical assistance and capacity building, and training to improve a PHA's performance.

Program Experience: Program experience is defined as working directly with a major grant, assistance, or regulatory program area. The applicant must have worked directly to develop, implement, train, advise, analyze, evaluate, or manage the program area. Experience may include developing products, tools, curricula, websites, or other resources for a particular program or policy area.

Program Knowledge: Program knowledge is defined as substantive content knowledge of a program or policy area and an understanding of the program's rules and regulations. Program knowledge also includes knowledge of current challenges, best practices, and changes over time in the program or policy area.

Program Office Technical Assistance Coordinator (POTAC): The individual who coordinates TA activities for the programs within an office. The POTAC provides technical monitoring, advice, and assistance to aid the GTR in the technical direction and evaluation of a successful applicant's performance. In some offices, a GTM fulfills this role rather than a POTAC.

Recovery Housing Program: The Recovery Housing Program (RHP) is a new pilot program that allows states and the District of Columbia to provide stable, transitional housing for eligible individuals in recovery from a substance-use disorder. RHP was authorized by section 8071 of the SUPPORT for Patients and Communities Act (Public Law 115-271, approved October 24, 2018) and was funded for the first time with $25,000,000 included in the Department of Housing and Urban Development Appropriations Act, 2020 (Public Law 116-94, Division H, title II). RHP grants are subject to the requirements that apply to the grantee's annual CDBG funds, as may be modified by statutory and regulatory waivers designed to expedite or facilitate the use

of the funds for transitional recovery housing. Soon, HUD will publish a notice of all grant requirements, waivers, and alternative requirements. For more information about RHP, including the allocation formula, a list of recipients and allocations amounts, and the grants requirements notice (once it is published), please visit HUD's website at:
https://www.hud.gov/program_offices/comm_planning/communitydevelopment/recovery_housing_program

Subject Matter Expert: An individual who is specially qualified by education and experience to perform difficult and challenging tasks in a particular field beyond the usual range of achievement of competent persons in that field. (See 5 CFR 304.102(d).)

Technical Assistance: Guidance which enables HUD's customers to overcome a lack of specific skills or knowledge of the associated HUD programs and, by doing so, results in the successful performance of and compliance with those programs. TA is the transfer of skills and knowledge to customers that may need, but do not possess, such skills and knowledge. TA includes all eligible activities listed in NOFA section I.A.1.c. "Community Compass Eligible Activities."

B. Authority.

This program is authorized under: The Further Consolidated Appropriations Act, 2020 (Public Law 116-94), approved December 20, 2019; Section 6(j)(3) of the United States Housing Act of 1937 (42 U.S.C. 1437d(j)(3)) and Sections 17 and 18 of the Annual Contributions Contract (HUD 53012); the CARES Act (Public Law 116-136); the McKinney-Vento Homeless Assistance Act, 42 U.S.C. 11361b (section 405) and 42 USC 11408 (section 491); and any other authorities that may make additional funds available for award under this NOFA in the future.

II. Award Information.
A. Available Funds

Funding of approximately **$ 91,125,000** is available through this NOFA.
Additional funds may become available for award under this NOFA, because of HUD's efforts to recapture funds, use carryover funds, or because of the availability of additional appropriated funds. Use of these funds is subject to statutory constraints. All awards are subject to the funding restrictions contained in this NOFA.
Additional funds may also become available for award under this NOFA, such as funding appropriated in response to COVID-19 and/or CDBG-DR technical assistance. Subject to appropriations, HUD also reserves the right to award FY 2021 funds based on this NOFA competition.

Further Detail on FY 2020 Funding: The Further Consolidated Appropriations Act, 2020 provided up to **$91,125,000** for awards made in support of technical assistance activities. These funds are divided amongst the following funding sources.

1. **Departmental TA:** Up to $27.125 million
   o **Office of Community Planning of Development:** $6,000,000
   o **Office of Public and Indian Housing:** up to $9,410,000
      ▪ This amount includes up to $2.125 million for **Targeted TA to PHAs under a Federal Monitor**

- o **Office of Housing:** $3,300,000
- o **Cross- program requirements, programs, and initiatives:** $8,415,000

2. **CARES Act TA:** Up to $25 million
   - o This amount includes up to $20 million for TA to ESG CARES Act recipients. Eligible applicants must have experience in providing health care services to homeless populations.
   - o This amount also includes up to $5 million in awards to support capacity building for CDBG CARES Act recipients.

3. **McKinney-Vento TA:** $15 million
4. **National Homeless Data Analysis Project (formerly HMIS TA):** $4.5 million
5. **Youth Homelessness TA:** $10 million
6. **Public Housing Administrative Receivership and Recovery (PHA Recovery) TA:** $1 million
7. **Native American Housing and Community Development TA:** $7 million

   - o National Organization: This amount includes $2 million for a national organization as authorized under section 703 of NAHASDA.
   - o Tribal HUD-VASH TA: Not more than $1 million of this amount from FY 2020 funding may be used to support utilization, outreach, and capacity building with recipients participating in the Tribal HUD-VASH program.
   - o Native Hawaiian TA: Additionally, as funds become available, HUD may also award up to approximately $350,000 for training and technical assistance for the Native Hawaiian Housing Block Grant recipient and its subrecipients, subject to the availability of funds.

8. **National Fair Housing Training Academy:** $1.5 million

Further Detail on FY 2021 Funding and How to Apply: Funding for FY 2021 is contingent upon the availability of FY 2021 federal appropriations, and we reserve the right to award FY 2021 funds based on this single NOFA competition.

Your application must identify the funding source(s) for which you are applying in FY 2020, as well as the funding source(s) for which you are applying in FY 2021. You must include this information in your Application Summary to ensure we are able to align applications with the appropriate funding years and source areas.

The total funding for any award made pursuant to this NOFA is contingent upon the availability of funds, which may not have been appropriated at the time of this announcement.

B. Number of Awards.

HUD expects to make approximately 23 awards from the funds available under this NOFA.

This figure may change based on the total funding available.

Upon the receipt of FY 2021 funding, we anticipate issuing 23 additional awards.

We reserve the right to reject all proposals, make no awards under this announcement, or make fewer or more awards than anticipated.

C. Minimum/Maximum Award Information

The maximum award amount per project period is an estimate based on the amount of FY 2020 funding available and the expected number of awards. You should determine your funding request based on the guidance provided in NOFA section IV.B.1.a.3. "The amount of funding you are requesting under this NOFA."

We will not provide more than $20,000,000 to a single applicant for a single funding year.

Estimated Total Funding:
$ 91,125,000
Minimum Award Amount:
$ 250,000
Per Project Period
Maximum Award Amount:
$ 20,000,000
Per Project Period

D. Period of Performance

TA assignments may be delegated by HUD on a demand-response basis throughout the term of the cooperative agreement.

Estimated Project Start Date:
01/01/2021
Estimated Project End Date:
01/01/2024
Length of Project Periods:
Other
Length of Periods Explanation of Other:
36-month project period

E. Type of Funding Instrument.

Funding Instrument Type:
CA (Cooperative Agreement)
HUD will have significant involvement in the management of the cooperative agreement throughout the period of performance of the award. This means we will identify capacity building and TA needs; assign tasks and the method of providing TA; and review and approve proposed work plans, products, time frames, reports, vouchers, and other items related to administration of the cooperative agreement. HUD Field and Area Offices will play an integral role in this review and approval process. We will assign work to successful applicants on a demand-response basis. Successful applicants must share final deliverable(s) with us, in addition to the HUD customer.

F. Supplementation.

For this NOFA, sub-section "F. Supplementation" is Not Applicable

III. Eligibility Information.

A. Eligible Applicants.

State governments
County governments
City or township governments
Special district governments
Public and State controlled institutions of higher education
Public housing authorities/Indian housing authorities
Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education
Nonprofits without 501(c)(3) status with the IRS, other than institutions of higher education
Private institutions of higher education
For profit organizations other than small businesses
Small businesses
Others (see text field entitled "Additional Information on Eligibility" for clarification)

Information on Eligible Applicants

In addition to the list above, eligible applicants include:

- NAHASDA-eligible Indian tribes as defined at Section 4(13) of NAHASDA
- TDHEs as defined at Section 4(22) of NAHASDA
- National or regional organizations representing Native American housing interests
- Metropolitan Planning Organizations, Councils of Government, or other regional planning entities

HUD will not evaluate applications from ineligible applicants.

B. Ineligible Applicants.
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. Outstanding civil rights matters must be resolved to HUD's satisfaction prior to grant award, provided that all applicable legal processes have been satisfied.

2. Timely Submission of Applications. Applications submitted after the deadline stated within this NOFA 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.

3. Applicant Eligibility - Applications from applicants that do not meet the criteria described in NOFA section III.A. "Eligible Applicants" will not pass threshold review and will not be scored.

4. Contractor/Consultant Restriction - An organization that applies under this NOFA is prohibited from being listed as a contractor or consultant on any other application under this NOFA. Contractors and consultants may be included in multiple applications only if they themselves do not apply. An applicant organization that is included as a contractor or consultant within another application will be ineligible to receive an award. That applicant's application will not pass threshold review and will not be scored.

5. Narrative Responses - You must submit a narrative response to each of the three Rating Factors. If you do not submit narrative responses to the three rating factors, your application will not pass threshold review and will not be scored.

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.

- Outstanding Delinquent Federal Debts
- Debarments and/or Suspensions
- Pre-selection Review of Performance
- Sufficiency of Financial Management System
- False Statements
- Mandatory Disclosure Requirement
- Prohibition Against Lobbying Activities
- Equal Participation of Faith-Based Organizations in HUD Programs and Activities

F. Program-Specific Requirements Affecting Eligibility.

- The maximum total points for an application are 102 points. The minimum total points for an application to be considered for funding is 75. However, if no eligible applicants or an insufficient number of eligible applicants for a particular funding source score at least 75 points, we may award funds from that funding source to an applicant scoring below 75 points. We will rank the applications by funding year requested.
- An applicant's score and the funding year(s) requested in the application are applicable for both the FY 2020 and the FY 2021 funding decisions. We will create a ranked fundable applicants list for each funding year requested (i.e., a FY 2020 ranked list, and a FY 2021 ranked list). We will use the standard referenced in NOFA section V.B.5. to determine fundable applicants for both FY 2020 and FY 2021.
- You must maintain access to at least one staff member, contractor, or consultant who has a detailed working knowledge of HUD's online tools that support grantees and their partners in assessing current conditions, planning for the future, and designing programs using HUD funds and potentially other resources.
- While there is no penalty to applicants demonstrating experience within a specific region, successful applicants may be deployed across the United States and its insular areas as HUD deems necessary.

- We may task two or more successful applicants to collaborate as a team to provide TA or perform other eligible activities included in this NOFA. We may select an applicant to conduct overall coordination for the TA providers.
- Successful applicants must comply with all applicable program statutes, regulations, policies, and award provisions.
- Successful applicants will be required to provide information on the results, impacts, and outcomes of their capacity building and TA activities.
- Availability of stated capacity throughout the duration of the period of performance:
    - You must actively maintain staff/consultants/contractors that have the knowledge and experience described in your application.
    - If you decline or delay assignments or fail to deliver acceptable TA or successfully complete activities in your stated areas of knowledge/experience, we reserve the right to terminate your cooperative agreement early and recapture funds awarded to you consistent with 2 CFR Part 200. We may also consider declined or delayed assignments or unacceptable TA engagements and activities when making funding decisions, as well as during future HUD TA NOFA competitions.

- If you receive an award, you must operate within the structure of the "demand-response system" when applicable (see NOFA section I.A.4. "Program Definitions" for a definition of "demand-response system"). Under the demand-response system, you must:
    - Promptly respond to assignments or requests from the POTAC/GTM or GTR.
    - Coordinate TA plans and activities with other TA providers that have additional experience or skills or that have assisted or are providing assistance to HUD customers in the same jurisdiction or geographic area using TA funds. The coordination may include conference calls, virtual meetings, and/or in-person meetings.
    - Attend and/or conduct joint training sessions, workshops, or conferences with other TA providers, as may be requested by the POTAC/GTM or GTR.
    - Conduct work only when tasked or assigned by HUD (POTAC/GTM, GTR, or Cooperative Agreement Officer or designee).
    - Provide TA plans, requests for reimbursement, performance reports, deliverables, and trainings in formats prescribed by HUD.

- Successful applicants should be able to make a plan and then adapt as needed to changing circumstances such as pivoting from in-person to virtual capacity building engagements.
- Successful applicants must be prepared to contribute to and participant in virtual hosting platforms. They must be ready to learn and master virtual modalities using various tools available centrally through TA funded resources and/or be prepared to purchase them in support of implementing specific TA work plan assignments.
- Successful applicants may be required to obtain the necessary facilities (e.g., a HUD Field Office training room, a hotel conference room, etc.) to deliver TA to HUD customers under the TA award. For instance, you may be tasked to obtain hotel space to host a National Fair Housing Training Academy training.
- Successful applicants must obtain access to relevant HUD systems and other HUD tools to assist in the management of award requirements.

- We reimburse grantees on a monthly basis. Advance payments are not permitted.

National Fair Housing Training Academy:

- For the National Fair Housing Training Academy funding, the Office of Fair Housing and Equal Opportunity anticipates providing high-quality, in-person and virtual trainings throughout the Nation. The training sessions could take place in venues outside the Washington, D.C., area. You should consider this when determining the capacity to provide NFHTA training.

G. Criteria for Beneficiaries.

This program has eligibility criteria for beneficiaries.

A selected applicant who provides TA cannot also be a beneficiary of that TA or of other activities carried out under the cooperative agreement. Direct beneficiaries of TA must be HUD customers.

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 CFDA Number and CFDA Description on the first page of the Application Package, and the Funding Opportunity Title and the Funding Opportunity Number match the Program and NOFA 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 NOFA and forms necessary for a complete application. The Instruction Download may include Microsoft Word, Microsoft Excel 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 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 HUD does not receive your written request at least 15 days before the application deadline and if you do not demonstrate good cause. An email request for a waiver received by HUD 15 days before the application is due will also be considered. If HUD waives the requirement, HUD must receive your paper application before the deadline of this NOFA. To request a waiver you must contact:
 Name:
Technical Assistance

Email:
communitycompass@hud.gov

HUD Organization:
CPD

Street:

451 7th Street SW

City:

Washington

State:

DC DISTRICT OF COLUMBIA

Zip:

20410

B. Content and Form of Application Submission.

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

Submission of an application that is otherwise sufficient, under the wrong CFDA and Funding Opportunity Number is a curable deficiency.

1. Content.

Forms/Assurances/Certifications	Submission Requirement	Notes/Description
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	HUD will provide instructions to grantees on how the form is to be submitted.	HUD instructions to grantees are provided by webcast, To view the webcast, click here.

Forms/Assurances/Certifications	Submission Requirement	Notes/Description
Application for Federal Assistance (SF424)	Submission is required for all applicants by the application due date.	This form is required for all applicants. Box 18.a. of the SF424 must contain your **total combined FY 2020 and FY 2021 funding request**, which must not exceed $40,000,000. This total funding request amount must be the same as the total funding request amount included in your application summary. The funding request in box 18.a. will serve as the maximum level of funding we may award to you.
Applicant Summary, Interest, Capacity & Experience Workbook	Submit via Grants.gov as part of the application package.	This Excel workbook contains detailed instructions and three required forms that must be completed by the applicant: (1) Application Summary (2) Capacity and Interest, and (3) Experience of Staff, Contractors, and Consultants (subfactor 1.C.). This workbook does not count towards the total 50-page limit for the narrative responses to the Rating Factors. *Please see Sections IV.B.1.a, IV.B.1.b, and IV.B.1.c for more information on completing the three forms.* The forms are PRA-approved; applicants must use only the HUD-provided versions of the forms. All forms may be used to inform award decisions based on HUD's anticipated TA needs, but only Experience of Staff, Contractors, and Consultants is scored.
Certification for a Drug-Free Workplace (HUD-50070)	Submit via Grants.gov as part of the application package.	This form is required for all applicants. Follow the instructions provided in the form.

Forms/Assurances/Certifications	Submission Requirement	Notes/Description
Grants.gov Lobbying Form certification	Submit via Grants.gov as part of the application package.	The Lobbying Form certification must be submitted by applicants who are requesting more than $100,000 in this NOFA; as the minimum award for this NOFA is $250,000, all applicants to this NOFA must submit the Lobbying Form. The Lobbying Form certification can be found in the NOFA application kit on Grants.gov. Even if you are not required by 24 CFR Part 87 to submit an SF-LLL, you must still submit a Lobbying Form certification.
2020-2021 Community Compass Application Organization Template	Submit via Grants.gov as part of the application package (optional).	Applicants may use this template to help organize its funding application based on the instructions in the 2020/2021 Notice of Funding Availability (FR-6400-N-06). Use of this template is optional, but recommended.

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

a. Application summary, submitted as .xls or .xlsx format.

This Excel form is contained within the *Applicant Summary, Interest, Capacity & Experience Workbook* available on Grants.gov as part of the application package. The application summary will not be scored but must be submitted as part of your application package.

You must include the following information in your application summary:

1. **Applicant Organization Legal Name.** This should match the name provided on your SF-424.
2. **Description of applicant organization.** You must provide a brief description of your organization in no more than 350 words. This description may appear in the announcement of the awards if you are funded through this NOFA. Each description must contain: Organizational history; purpose and mission; years of service; housing, health, education, economic development, workforce development, and related supportive services provided; and agency web address for additional information.
3. **The amount of funding you are requesting under this NOFA.** You must identify three amounts, each rounded to a whole dollar: (1) Total funding requested (FY 2020 and FY 2021 combined), (2) FY 2020 funding requested, and (3) FY 2021 funding requested. Even if you are seeking funding from multiple funding sources, the amounts above

should reflect the total FY 2020, FY 2021, and combined requests, not separate amounts for each funding source. Your FY 2020 and FY 2021 funding requests must not exceed $20,000,000 each, and your total funding request must not exceed $40,000,000.

  Example:

Total Funding Request Amount ($) (same as SF 424)	$35,000,000
FY 2020 Funding Request	$15,000,000
FY 2021 Funding Request	$20,000,000

Since FY 2021 funding is contingent upon the availability of FY 2021 federal appropriations, you should assume for the purposes of your application summary that FY 2021 funding levels and funding sources will be similar to the FY 2020 funding listed in NOFA section II.A. "Available Funds."

The total funding requested must be the same as the amount included on your SF424; when the amounts do not match, the amount listed on the SF424 will be used as the requested amount. You should determine your funding requests based on the number of available personnel, the range and quality of their skills and knowledge, and your ability to successfully execute multiple assignments from HUD simultaneously over a three-year period. The total federal funding requested in box 18.a. of your SF424 will serve as the maximum level of funding we may award to you.

4. **The funding source(s) for which you wish to be considered in FY 2020 and FY 2021.** Funding sources include: Departmental, McKinney-Vento, National Homeless Data Analysis Project, Youth Homelessness, Public Housing Administrative Receivership and Recovery, Targeted TA to PHAs under a Federal Monitor, Native American Housing and Community Development, Native Hawaiian Housing Block Grant (NHHGB) (should funds become available through recapture), and National Fair Housing Training Academy. This information will not be used for scoring, but it will help us to determine your preferences and may inform award decisions. You are not guaranteed to receive funds under the funding source(s) for which you indicate a preference, and you must submit only one application, regardless of the number of funding sources identified in your application summary.

Example:

Funding Source Requested by Fiscal Year	2020, 2021, Both or N/A?
Departmental-CPD	Both
Departmental-PIH	FY 2021
Departmental-Targeted TA to PHAs under Federal Monitor	N/A
Departmental-Housing	FY 2020
Departmental-Cross-Cutting	Both
CARES Act TA- ESG	FY 2020
CARES Act TA- CDBG	FY 2020
McKinney-Vento	N/A

National Homeless Data Analysis Project	N/A
Youth Homelessness	N/A
Public Housing Administrative Receivership and Recovery	N/A
Native American Housing and Community Development	FY 2020
Native Hawaiian Housing Block Grant	N/A
National Fair Housing Training Academy	N/A

Note: If we determine that you will receive funding from multiple funding sources under this NOFA, we may replicate your SF424 submission in our application review system to allow the system to issue you multiple awards, if necessary. Replicating or copying your SF424 will not impact the scoring or review process and will facilitate processing awards from multiple funding sources for a single applicant.

5. **Whether your organization is designated as any of the following:**
    1. A disadvantaged business [e.g., 8(a) business]
    2. A small business as defined by the U.S. Small Business Administration
    3. A faith-based organization
    4. Historically Black College or University
    5. National organization as authorized under section 703 of NAHASDA (25 U.S.C. 4212)

6. **Whether you are a new applicant.** A "new applicant" is defined as an applicant that has not performed work as a direct awardee under the Community Compass program in the five years prior to the publication date of the NOFA.

7. **The four programs or cross-cutting topics addressed in your subfactors 1.A., 1.B., and Rating Factors 2 and 3 responses.** Your scored Rating Factor responses, except for subfactors 1.C. and 1.D., are organized around four (4) programs or cross-cutting topics. You should select the four (4) programs or cross-cutting topics you chose as scored responses for subfactors 1A and 1B, and Rating Factors 2 and 3 in your application. Select the HUD Office first, and then select the program or cross-cutting topic in the adjacent field**.**

8. **Indirect Cost Rate.** You must indicate your indirect cost rate as described in section IV.F. of this NOFA.

9. **Eligible activities.** You must indicate the number of eligible activities you have completed in the five years prior to the publication date of the NOFA. Should you receive funding under this NOFA, we may use this information to direct engagements. The eligible activity categories are described in NOFA section I.A.1.c. "Community Compass Eligible Activities," and your application summary should address all eligible activities except for Administrative and Coordination.

b. Capacity and interest form submitted as .xls or .xlsx.

This Excel form is contained within the *Applicant Summary, Interest, Capacity & Experience Workbook* available on Grants.gov as part of the application package. This chart indicates capacity and interest in each program or cross-cutting topic in the "Technical Assistance Focus Areas" table in Appendix I. This Excel form is available on Grants.gov as part of the application package. The capacity and interest chart will not be scored but must be submitted as part of your application package. This chart may inform award decisions based on HUD's anticipated TA needs. Please note that, if you receive an award, you are not guaranteed to receive assignments related to each of the programs in which you expressed capacity or interest. Assignments to successful applicants will be determined by HUD based on need, applicant experience, and availability. See form for instructions on completing the capacity and interest chart.

c. Experience of staff, contractors, and consultants and their qualifications within each program or cross-cutting topic in the "Technical Assistance Focus Areas" table in Appendix I, including any applicable certifications, submitted as .xls or .xlsx.

This Excel form is contained within the *Applicant Summary, Interest, Capacity & Experience Workbook* available on Grants.gov as part of the application package. See subfactor 1.C. for detailed instructions on completing this form. This information will be scored as part of your Rating Factor 1 response and must be submitted as part of your application package. This information will also be used to inform award decisions based on HUD's anticipated TA needs. Complete the form according to instructions and do not truncate, remove, or alter field restrictions in any way. Any other versions will not be considered, the applicant will receive a subfactor 1.C. score of "0" for improper completion and/or manipulation of the PRA-approved form.

d. Narrative responses addressing Rating Factors 1-3, submitted as one file in .pdf format.

The narrative response to the Rating Factors should be submitted as one file. This file excludes your response to subfactor 1.C. Experience of Staff, Contractors, and Consultants, which must be submitted using the required form. In your narrative, each of the four scored program-specific responses should be clearly and consistently labeled, for subfactors 1.A., 1.B., and Rating Factors 2 and 3. For example, if Response/Topic 1 is PIH-Receivership in subfactor 1.A., it should also be the first scored response for subfactor 1.B., and Rating Factors 2 and 3). As detailed under NOFA section III.D. "Threshold Requirements," any applicant that does not submit a narrative response addressing each of the three Rating Factors will not be eligible for an award, and the application will not be reviewed by the panel. See required information for Rating Factors in NOFA section V.A. "Review Criteria." The *2020-2021 Community Compass Application Organization Template* has been provided as an attachment to this NOFA. You may use this template to help organize your funding application based on the instructions found throughout this NOFA.

e. Indirect Cost Rate attachment.

Applicants selected for funding pursuant to this NOFA may charge indirect costs to the award. As explained in section IV.F of this NOFA, if you want to charge indirect costs against the award, your application must include an attachment labeled "Indirect Costs" that clearly states the rate, the applicable distribution base, and, if applicable, a letter or other documentation from

the cognizant agency showing the negotiated rate. The indirect cost rate attachment does not count toward the 50-page limit for the narrative responses to the Rating Factors.

f. Code of Conduct attachment.

You must develop and maintain a written code of conduct in accordance with 2 CFR 200.318, unless you are a state. If you already have a code of conduct on file with HUD, you do not need to resubmit a new code unless the information on file has changed. To determine whether HUD has your code of conduct on file, you must visit the following website: https://www.hud.gov/program_offices/spm/gmomgmt/grantsinfo/conductgrants. If you are not listed on that website, you must include your code of conduct with your NOFA application as an attachment labeled "Code of Conduct." If you are listed on that website but your code of conduct has changed since you last submitted it to HUD, you must include your most up-to-date code of conduct as an attachment. If you are listed on that website and your code of conduct has not changed since you last submitted it to HUD, you do not need to include your code of conduct with your NOFA application. The code of conduct does not count toward the 50-page limit for the narrative responses to the Rating Factors.

g. Organizational chart.

You should submit an organizational chart representing key individuals who will be responsible for managing and executing a TA cooperative agreement. The organizational chart does not count toward the 50-page limit for the narrative responses to the Rating Factors.

A complete submission will consist of the application signed by an authorized official of your organization and contain all relevant sections of the application as described in this NOFA.

2. Format and Form.
Narratives and other attachments to your application must follow the following format guidelines.
Page Limit for the 3 Rating Factor Narrative Responses. The file that you submit as a narrative response to Rating Factors 1-3 (excluding 1.C.) must total no more than 50 pages in length. We will count the pages, any pages beyond 50 will be removed from the end and not reviewed.

Margins, Font Size, Text Color. Your narrative responses to the Rating Factors must adhere to the following requirements:

    a. 8.5 by 11-inch paper size
    b. 12-point font
    c. An easily readable font such as Times New Roman, Courier New, or Arial
    d. Black text
    e. At least 0.5-inch margins

Clarity, Organization. Your narrative responses to the Rating Factors must be clear, concise, well organized, and free of grammatical errors. One Rating Factor should not include

information that belongs in another Rating Factor; criteria addressed in the incorrect Rating Factor may not be scored.

Prohibition on Materials Not Specifically Requested. You may not submit documents other than what is specifically requested by HUD in this NOFA. We will not consider résumés, photos, or any other documents that were not specifically requested.

Restrictions on Information Added to Narrative Responses. You may not include any pictures, graphics, or text boxes in your narrative responses to Rating Factors 1-3. We will not score information provided in those formats. You may use tables and graphs in your narrative responses if they help to organize information.

Treatment of Tables of Contents. If you include a Table of Contents or other reference section in any of your three Rating Factor narrative response files, that text will count towards your 50-page limit for the narrative responses to Rating Factors 1-3.

You must submit only one application in response to this NOFA. If you submit multiple applications, we will only review the last timely application received.

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

1. SAM Registration Requirement.
Applicants must be registered with https://www.sam.gov/SAM before submitting their application. In addition, Applicants must maintain an active SAM registration with current information while they have an active Federal award or an application or plan under consideration by HUD.

2. DUNS Number Requirement.
Applicants must provide a valid DUNS number, registered and active at https://www.sam.gov/SAM, in the application. DUNS numbers may be obtained for free from Dun & Bradstreet.

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 EBiz 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

09/21/2020

Applications must be received no later than the deadline.

Submit your application to Grants.gov unless a waiver has been issued allowing you to submit your application in paper form. 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 timestamps 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 applications be submitted at least **48 hours before the deadline** and during regular business hours to allow enough time to correct errors or overcome other problems.

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 as 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 Notice of Funding Awards 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 NOFA deadline date that does not meet the Grace Period requirements will be marked late and will not be received by HUD for funding consideration. Improper or expired registration and password issues are not causes that allow HUD to accept applications after the deadline.

4. Corrections to Deficient Applications.
HUD will not consider information from applicants after the application deadline. Before the deadline, HUD may contact the applicant to clarify information submitted.

HUD will uniformly notify applicants of each curable deficiency. A curable deficiency is an error or oversight that, if corrected, would not alter, in a positive or negative fashion, the review and rating of the application. See curable deficiency in the definitions section (Section I.A.3.).

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 representative by email. This email is the official notification of a curable deficiency. Each applicant must provide accurate email addresses for receipt of these notifications and must monitor their email accounts to determine whether a deficiency notification has been received. The applicant must carefully review the request to cure a deficiency and must provide the response in accordance with the instructions contained in the deficiency notification.

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 - XXXXXXXXXX). 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 DUNS number as having a curable deficiency. Failure to correct the deficiency and meet the requirement to have a DUNS number and active registration in SAM will render the application ineligible for funding.

5. Authoritative Versions of HUD NOFAs. The version of these NOFAs as posted on Grants.gov are the official documents HUD uses to solicit applications.

6. Exemptions. Parties that believe the requirements of the NOFA 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.

1. An organization may not provide TA or capacity building to itself, and it may not provide TA to another organization with which it contracts or sub-awards funds to carry out activities under the TA award.

2. No fee or profit may be paid to any recipient, contractor, or consultant of an award under the Community Compass program.

3. Compensation Restrictions:
    o Community Compass TA award recipients cannot charge more than Level IV of the Federal Executive Schedule annually for an individual's compensation even if the individual earns more than the capped amount. Effective January 2020, the salary limitation for Executive Level IV is $170,800. The compensation cap does not require TA award recipients to limit the amount paid to individuals funded on Community Compass grants; an individual's remaining compensation over the cap must be paid from an alternate source of organizational funds. The requirement applies to all Community Compass TA award recipients' staff, consultants, and contractors. If the salary cap amount for Level IV of the Federal Executive Schedule, authorized by law, increases, if adequate funds are available in active awards, and if the salary cap increase is consistent with the TA award recipient's compensation policy, TA award recipients are permitted to use Community Compass funds to cover the increased salary amount. However, additional funds will not be provided to cover these costs.
    o HUD will determine whether compensation is reasonable and customary for the skill set provided and the area(s) being served.

4. Additional restrictions are described at 2 CFR Part 200. Other restrictions may apply to the use of funds under a specific funding source.

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 new rate and documentation.
Applicants other than state, county 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 you have never received a negotiated indirect cost rate and elect 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 you choose 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.
State, county 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 has never received a negotiated indirect cost 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 you choose 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.

1. Application, Assurances and Certifications.

Standard Form 424 (SF-424) Application for Federal Assistance Programs is the government-wide form required to apply for Application 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 SF424D (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 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 SF424 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 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, and those applicable to applicants other than federally recognized Indian tribes. All program specific certifications and assurances are included in the program Instructions Download on Grants.gov.

Assurances. By submitting your application, you provide assurances that, if selected to receive an award, you will comply with U.S. statutory and public policy requirements, including, but not limited to civil rights requirements.

2. Lead Based Paint Requirements.

When providing education or counseling on buying or renting housing that may include pre-1978 housing, applicants must inform clients of their rights under the Lead Disclosure Rule (24 CFR part 35, subpart A), and, if the focus of the education or counseling is on rental or purchase of HUD-assisted pre-1978 housing, the Lead Safe Housing Rule (subparts B, R, and, as applicable, F - M).

V. Application Review Information.
A. Review Criteria.

1. Rating Factors.
Availability of Capacity: If you receive funding under this NOFA you must actively maintain staff/consultants/contractors throughout the period of performance of your cooperative agreement that have the knowledge and experience described in your application and included in your scored experience form.

Organization: To aid in the review of your application, you must organize your response by HUD Office and program or cross-cutting topic, clearly labeling each section and numbering each response,1-4 (e.g., "1: Public and Indian Housing-Public Housing, Rental Assistance Demonstration/RAD"). You should respond to subfactors 1A, 1B, and Rating Factors 2, and 3 for each program or topic selected. One Rating Factor should not include information that belongs in another Rating Factor; criteria addressed in the incorrect Rating Factor may not be scored.
The *2020-2021 Community Compass Application Organization Template* has been provided as an attachment to this NOFA. You may use this template to help organize your funding application based on the instructions above.

Objective of Narrative Responses: The overall objective of your narrative response is to describe a full picture of your organization's program knowledge and experience, with detailed accounts of past engagements which demonstrate the soundness of your approach and how results were achieved. Your scored narrative responses, with the exception of subfactors 1.C. and 1.D., are organized around four (4) programs or cross-cutting topics; each response must align across subfactors 1.A., 1.B., and rating factors 2, and 3, and be associated with one of the programs and cross-cutting topics identified in the "Technical Assistance Focus Areas" table in Appendix I. To be clear, the four programs selected for subfactor 1.A. must be the same four programs selected for subfactor 1.B.; the four past engagements described in Rating Factor 2, must align with the four **scored** programs described in subfactors 1.A. and 1.B.; and the four Rating Factor 3 responses **must** align with the four **scored** programs described in subfactors 1.A. and 1.B and **may,** but are not required to align with the four past engagements described in Rating Factor 2.

Overview for Subfactors 1.A. and 1.B. and Rating Factors 2 and 3: The four topics you select to be scored in subfactor 1.A., must align with subsequent responses to subfactor 1.B. and Rating Factors 2 and 3. Your selections should reflect the programs/cross-cutting topics in which you have the most extensive knowledge and experience, as well as the programs/cross-cutting topics in which you are most interested in providing TA or carrying out other activities under Community Compass. You may provide additional program knowledge (subfactor 1.A.) and program experience (subfactor 1.B.) after addressing the four **scored** responses but they will not be scored and does count towards your 50-page limit. HUD will only score the first four responses, and any additional unscored responses may be used to make award decisions. Failure to properly align scored, program-specific, narrative responses across subfactors 1.A., 1.B. and Rating Factors 2 and 3, will result in the misaligned response(s) being assessed a score of **zero (0).**

If you do not have knowledge of and/or experience in the programs or cross-cutting topics in the table, you must describe knowledge and/or experience in similar programs or cross-cutting topics including but not limited to housing, health, education, economic development, or workforce development. You must describe how this knowledge and/or experience qualifies you to provide TA under the Community Compass program. To aid in the review of your application, each response must clearly identify the similar HUD Office and program or cross-cutting topic to which it aligns in the Technical Assistance Focus Areas" table in Appendix I.

You may provide four separate responses to multiple programs or cross-cutting topics within one HUD Office (e.g., descriptions of your knowledge of Resident Opportunities and Self Sufficiency, Moving to Work, Rental Assistance Demonstration, and Choice Neighborhoods in Public and Indian Housing), but you are encouraged to provide responses across HUD Offices to demonstrate your programmatic breadth.

The exception is for applicants **only seeking funding from the Office of Public and Indian Housing-Native American Programs** you **must** only provide scored responses to programs within that office or cross-cutting topics from the cross-office category of the Technical Assistance Focus Areas" table in Appendix I.

The review criteria for the two funding years included in this NOFA are included in the Table below.

FY 2020/2021 NOFA Points			
Rating Factor 1: Capacity of the Applicant			**Points**
A	Program Knowledge		14
B	Program Experience		14
C	Experience of Staff, Contractors, and Consultants		8
D	Administrative and Award Management	Staff Qualifications	15
		Operating Policies and Procedures	
		Monitoring and Oversight Protocols	
Rating Factor 1 Total			51
Rating Factor 2: Soundness of Approach			**Points**
A	Engagement Descriptions		29
Rating Factor 2 Total			29
Rating Factor 3: Achieving Results			**Points**
A	Tracking Customer Performance and Results		12
B	Problem-Solving to Achieve Results		8

Rating Factor 3 Total	20
Preference Points: Historically Black College or University	2
TOTAL	102

Rating Factor 1: Capacity of the Applicant　　　　　　　**Maximum Points:** 51

Rating Factor 1 includes four (4) subfactors:

- **1.A. Program Knowledge** (14 points)
- **1.B. Program Experience** (14 points)
- **1.C. Experience of Staff, Contractors, and Consultants** (8 points)
- **1.D. Administrative and Award Management** (15 points)

Note: As stated in NOFA section III.E. "Program Specific Requirements," if you receive funding under this NOFA you must actively maintain staff/consultants/contractors throughout the period of performance of your cooperative agreement that have the knowledge and experience described in your application, including the knowledge described in subfactor 1.A.,the experience described in subfactor 1.B, and the experience listed in the Experience form. If you decline or delay assignments or fail to deliver acceptable TA or successfully complete activities in your stated areas of knowledge and experience, we reserve the right to terminate your cooperative agreement early and recapture funds awarded to you consistent with 2 CFR Part 200.339.

Office-Specific Experience Priorities:

When responding to subfactor 1.B., you should consider the HUD Office-specific experience **priorities** in Appendix II; these experience priorities will be used to inform award decisions based on HUD's anticipated TA needs.

Program-Specific Minimum Experience Requirements:

When responding to subfactors 1.B and 1.C., you must consider the program-specific experience **requirements** in Appendix III. You will not be eligible to receive funding to provide TA in a program if you do not meet the relevant requirements.

SUBFACTOR 1.A.: PROGRAM KNOWLEDGE (14 points)

This subfactor evaluates your knowledge of the programs and cross-cutting topics in the "Technical Assistance Focus Areas" table in Appendix I. You must describe your knowledge in four of the programs or cross-cutting topics listed in that table. This sub-factor measures the program knowledge of your organization, which includes your staff, contractors, and consultants. **For subfactor 1.A., you must seek to answer the question: "What do I know?"**

In subfactor 1.A, you must address the four scored responses first; the responses should match the information provided in your Application Summary form. You may provide responses to programs or cross-cutting topics in more than four areas, but they will not be scored. HUD will only score the first four responses, and any additional responses will not be scored but may be

used to make award decisions. Please see the Overview above, in Section V.A.1 for additional details on structuring your response.

Narrative Response (14 points):

In your response, you must:

- Demonstrate your understanding of common issues facing the program (e.g., shortage of funding, subsidy layering, complicated technology, lack of regulations, applicability of cross-cutting Federal requirements, etc.) and common barriers to implementing or complying with the program, as well as possible strategies for overcoming those issues and barriers
- Describe TA needs within each program based on gaps that currently exist, and/or needs related to National Homeless Data Analysis Project (NHDAP) activities
- Reference within the context of your response any applicable laws, regulations, rules, requirements, and policies for the selected program

SUBFACTOR 1.B.: PROGRAM EXPERIENCE (14 points)

This subfactor evaluates your organization's experience in the programs and cross-cutting topics in the "Technical Assistance Focus Areas" table in Appendix I. You must provide an overview of your program experience and/or the TA you have conducted in four of the programs and cross-cutting topics listed in that table. **For subfactor 1.B., you must seek to answer the question: "What have I done with what I know?"**

You should consider the office-specific experience **priorities** included in Appendix II and must consider the program-specific experience **requirements** in Appendix III when responding to this subfactor.

Except for the program-specific experience requirements found in Appendix III, you may only include program experience in the five years prior to the publication date of this NOFA.

Please see the Overview above, in Section V.A.1 for additional details on structuring your response.

Narrative Response (14 points):

In your response, you must:

- Speak to the overall program experience your organization will bring to the Community Compass program.
- Describe how your organization has gained its program experience, and in what capacity (e.g., as a TA provider, program administrator, evaluator, etc.)?
- When was that program experience gained?
- What major accomplishments and outcomes resulted from this program experience? To the extent possible, you must quantify your accomplishments and outcomes.
    - If the program experience you describe in subfactor 1.B includes development of tools and products that are available to view online, you must include website links.

SUBFACTOR 1.C.: EXPERIENCE OF STAFF, CONTRACTORS, AND CONSULTANTS FORM (8 points)

This subfactor evaluates the breadth and depth of your TA team (i.e., staff, contractors, and consultants), as measured by the experience of your individual team members. Your response to subfactor 1.C. must be submitted using Experience of Staff, Contractors, and Consultants form," which can be found on Grants.gov as part of the application package.

In the form, you must list your individual staff, contractors, and consultants. You should indicate whether a staff member, consultant, or contractor has experience in each identified program/topic. Only those contractors and consultants with whom you have entered into a formal agreement to participate in an award under this NOFA should be listed. Although the formal agreements are not required to be submitted as part of your NOFA application, if selected for funding, potential awardees may be required to furnish documentation as part of the administrative process.

The experience form requires you to indicate the numbers of years of experience for each staff member, consultant, and contractor. This NOFA will allow 10 months or more to be rounded up to 1 year. For instance, if a staff member has nine months of experience, that staff person would be considered to have zero years of experience; a staff person with 11 months of experience would be considered to have one year of experience.

To maximize the assessment of breadth, you will find that the programs and cross-cutting topics on the Experience form are grouped differently than the TA Focus Areas Table in Appendix I. We have created subgroupings, focusing on unduplicated years of experience by program. Data entered into these columns will be used to generate your breadth score.

Years of unduplicated experience must be reported for each HUD program area identified in the form, and total years calculated should appear reasonable based on average life expectancy. For example, if Jane Doe has 5 years of experience with CDBG entitlements (2011-2016) and 8 years (2008-2016) with CDBG Disaster Recovery programs, the applicant would include 5 and 8 under the relevant program topics. Then, for the total years for the CDBG program, the applicant would include 8 years to represent unduplicated years. It is unreasonable for one consultant to have 130 years of experience in "CDBG Programs." If it is determined that you falsely inflated or inaccurately totaled an individual's years of experience in a specific category, a value of zero will be used in place of the individual's stated experience in the respective category. Please see the form instructions for examples on correctly calculating experience. HUD reserves the right to make the final determination regarding the years of experience claimed in this subfactor.

Please note: The Experience form also includes a category labeled "Additional" which contains highly specific skills and experience. The information you enter for this category will not be used to generate your score for subfactor 1.C., but may be used to inform award decisions and, if funded, future TA assignments.

You need not indicate experience in every program/cross-cutting topic in the form, but if your form includes experience in more than one HUD Office (breadth), or more than one program/topic within a HUD Office (depth), you will receive more points (see the scoring

description below, with an exception for applicants only seeking funding from the **Office of Public and Indian Housing- Native American Programs**).

- **Breadth (5 points):** Measured by years of experience in more than one HUD Office. You will receive more points if your form includes individuals that have experience in more HUD Offices. The exception is for applicants that describe the experience in the **Office of Public and Indian Housing- Native American Programs** category only; the applicant's breadth score will be equally weighted on the depth score (e.g. 2 points for depth = 4 points for breadth).
- **Depth (3 points):** Measured by the years of experience in more than one of the programs/topics for a particular office. You will receive more points for experience in more programs/topics within a HUD Office.

In addition to identifying the years of experience for individuals, you must complete the "Qualifications Narrative" for each person in the form. You must include a description of:

- How the individual gained the experience, including the capacity in which the experience was gained (e.g., as a TA provider, program administrator, evaluator, etc.)
- The period during which the experience was gained
- The responsibilities held and/or activities performed
- The major accomplishments and outcomes achieved
- Relevant training, certifications, and/or qualifications

You should consider the office-specific experience **priorities** included in Appendix II and must consider the program-specific experience **requirements** in Appendix III when responding to this subfactor.

The Qualifications Narrative for each person will not be used to determine your score for subfactor 1.C., but the information in the Qualifications Narratives may be used to inform award decisions based on HUD's anticipated TA needs.

SUBFACTOR 1.D.: ADMINISTRATIVE AND AWARD MANAGEMENT (15 points)

Subfactor 1.D. includes three parts:

- **Staff Qualifications** (6 points)
- **Operating Policies and Procedures** (3 points)
- **Monitoring and Oversight Protocols** (6 points)

This subfactor is not organized by program/cross-cutting topic. You should only provide one (1) response to the criteria in subfactor 1.D.

In addition to delivering high-quality TA to HUD's customers, we are seeking applicants who demonstrate the administrative capacity to effectively manage a federal award. In subfactor 1.D., you are expected to demonstrate your organization's staffing and effective control structure as contemplated at 2 CFR part 200.400, to assure proper and effective operation of award requirements and reduce risk against non-compliance. You must also demonstrate your organization's internal controls over federal awards and reasonable assurance of compliance with 2 CFR part 200.303.

Staff Qualifications (6 points)

In this section, you must identify who will be responsible for key components of award management and their relevant qualifications. You must demonstrate that you have sufficient key management and administrative staff to effectively manage a federal financial award.

You must describe the qualifications, experience, and responsibilities of personnel that will be responsible for the following components of award management:

- Compliance with federal/state/local requirements, including financial and performance reporting
- Management of staff/contractors/consultants and multiple work assignments of varying complexity
- Oversight of product development and TA delivery, including development of project scope, timeline, budget, and quality and accuracy of TA
- Administrative tasks such as billing and bookkeeping; sorting reports, invoices, and financial files for quick access; and communicating with others, including the project team and awarding entity (e.g., HUD), in relation to the overall budget of the award and any potential variances in the budgeted costs
- Monitoring and performance measurement and evaluation

The table below provides an example of how you could provide the required information.

Name	Role	Qualifications/Experience	Responsibilities

Operating Policies and Procedures (3 points)

In this section, you must describe how your organization's policies will help implement federal award requirements and retain highly-qualified staff. You must include a description of your organization's written policies for:

- Managing multiple projects and awards, including periods of performance and spending
- Collecting and reporting on expenditures and performance measures
- Coordinating activities with multiple organizations
- Employee retention and succession planning, including overcoming unforeseen circumstances, such as the departure of essential staff or if it is determined that the assigned staff has inadequate skills needed to complete a current TA engagement or activity. Such procedures must demonstrate the ability to ensure continuity in the delivery of the TA or other activity.
- Continuous professional development for staff, consultants, and contractors to ensure continued knowledge of award administrative requirements, including new laws, policies, and procedures

Monitoring and Oversight Protocols (6 points)

In this section, you must describe your organization's protocols to ensure the effectiveness of your operating policies, successful award management, and mitigation of the occurrence of fraud, waste, and abuse.

You must describe your organization's protocols for monitoring and overseeing the Community Compass award effectively, including:

- Ensuring acceptable work and products were provided before submitting invoices to HUD and paying contractors and/or consultants
- Managing and monitoring the performance of contractors and consultants and the ability to comply with award requirements, including the "Administrative, National and Department Policy Requirements for HUD recipients" in Section VI.B. of this NOFA, and the terms, conditions, and specifications of contracts or other formal agreements
- Financial processes for managing federal awards and monitoring award expenditures; refer to your existing accounting and personnel policies and procedures that include necessary management controls

Rating Factor 2: Soundness of Approach   **Maximum Points:** 29

Rating Factor 2 focuses on the skills needed to successfully plan and execute a TA engagement or another relevant activity. These skills apply *across different HUD programs*. Therefore, even though Rating Factor 2 instructs you to describe engagements in specific programs, Rating Factor 2 is not measuring your substantive knowledge of or experience in a particular program. Instead, Rating Factor 2 is measuring your ability to effectively plan and execute an engagement, regardless of the program.

You must describe four engagements completed within the last five years of the publication date of this NOFA. Each engagement **must** align with the four **scored** programs or cross-cutting topics you described in subfactors 1.A. and 1.B.

Please see the Overview above, in Section V.A.1 for additional details on structuring your response.

When possible, you must describe engagements with HUD customers. If you have not provided TA to or conducted other relevant activities with a HUD customer in any of the listed programs or cross-cutting topics within the last five years, you may describe engagements with a non-HUD entity, but the engagements must still fall within the programs or cross-cutting topics in the "Technical Assistance Focus Areas" table or be in similar programs or cross-cutting topics. An engagement does not have to be a HUD-funded engagement.

The engagements must be one or more of the Community Compass eligible activities listed in NOFA section I.A.1.c., except for Administrative and Coordination.

You will receive **up to 4 points** for engagement descriptions that:

- Describe engagements that were completed within 5 years of the publication date of this NOFA
- Identify the period of performance and type of entity assisted (e.g., PHA)

- Cover at least one program or cross-cutting topic in the "Technical Assistance Focus Areas" table in Appendix I, or cover a similar program or cross-cutting topic that qualifies you to provide TA or conduct other activities under the Community Compass program
- Include one or more of the Community Compass eligible activities listed in Section I.A.1.c. of this NOFA (i.e., needs assessments; direct TA and capacity building; tools and products; self-directed and group learning; knowledge management; data analysis, reporting, and performance measurement; and NAHASDA allocation formula administration and negotiated rulemaking)

You will receive **up to 25 points** for the extent to which you demonstrate an ability to effectively plan and execute an engagement. The engagement must:

- Clearly describe the entity's capacity issues or needs and the process you used to identify the needs
- Describe the potential impact of failing to address the identified issues
- Describe the approach taken to address the entity's identified capacity issues or needs, including the composition of the team
- Describe use of existing resources and, if applicable, development of new resources that can be used to support other customers with similar capacity issues
- Define the performance measures you used to evaluate the effectiveness of the approach and the outcomes achieved
- Describe measures taken to ensure the sustainability of the approach
- Demonstrate collaborative approaches to programs and/or policy areas, across HUD and other federal, state, and/or local agencies, where coordination is essential (e.g., housing, health, education, economic development, and workforce development)

Rating Factor 3: Achieving Results   **Maximum Points:** 20
Rating Factor 3 includes two (2) sub-factors:

- **3.A. Tracking Customer Performance and Results** (12 points)
- **3.B. Problem-Solving to Achieve Results** (8 points)

You must describe four engagements you have completed within the last five years of the publication date of this NOFA. Each engagement **must** align with the four **scored** programs or cross-cutting topics you described in subfactors 1.A. and 1.B, and **may**, but are not required to, align with the four past engagements described in Rating Factor 2.

This means you have options when choosing how to respond to Rating Factor 3: (1) you can tell us a full story from top to bottom building upon the engagements you covered in the previous rating factor; (2) you can use this opportunity to unveil 4 additional engagements, solely focusing on the criteria in Rating Factor 3; or (3) you can choose a combination of options 1 and 2 for your four scored topics in Rating Factor 3. It is up to you; one option is not better than the other. The only requirement is that the responses align with the programs or cross-cutting topics selected for subfactors 1.A. and 1.B.

SUBFACTOR 3.A.: TRACKING CUSTOMER PERFORMANCE AND RESULTS (12 points)

You must describe how you actively track customer performance and results, including the use of qualitative and quantitative data for each of your four program-specific engagements.

You must include the following in your response:

- Identify the period of performance and type of entity assisted (e.g., PHA)
- Types of goals, milestones, and outcomes used for engagements and activities
- How the goals, milestones, and outcomes were identified
- The use of data to track customer progress towards the goals, milestones, and outcomes
- Frequency of evaluation

SUBFACTOR 3.B.: PROBLEM-SOLVING TO ACHIEVE RESULTS (8 points)

You must describe how you use data to identify and address unexpected barriers to achieving the intended results. for each of your four program-specific engagements.

You must include the following in your response:

- The engagement, including the type of entity assisted (e.g., PHA) and the initial goal of the TA or activity
- The barriers you encountered and how those circumstances changed the scope of the engagement or activity
- How you used data to identify the unexpected barriers
- How you adjusted your strategy to ensure that the changing needs of the customer were adequately addressed
- How you used regular meetings, reports from your financial management system, and/or reports to HUD (or another federal agency) to identify progress and challenges and implement additional changes in scope or objective(s)
- How you used data to track objective(s) to completion and report to HUD (or another federal agency), including the frequency of the evaluation
- The final outcomes/accomplishments of the engagement or activity

2. Other Factors.
Preference Points.
HUD encourages activities in support of the Secretary's FY20 Initiatives. HUD may award up to two (2) points for any of the 3 preferences (OZ, PZ or HBCU).
Opportunity Zones.
This program does not offer Opportunity Zone preference points.
 HBCU.
An applicant designated by the U.S. Department of Education as 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
An applicant partnering with a Historically Black College or University (HBCU) will receive up to two (2) Preference Points when the application includes a Letter of Commitment certifying

that an HBCU Partnership is in place and signed by an authorizing official of the HBCU and documentation of the college or university's status as an HBCU.

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;

Other

The number of persons served or targeted for assistance;

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

HUD may reduce scores 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 or 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" document link above.

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, 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.

As required by 2 CFR 200.205, HUD will evaluate the risks to each HUD program posed by each applicant and will conduct due diligence to ensure an applicant's ability to manage federal funds. The results from this evaluation will inform funding decisions. If we determine that an award will be made, special conditions that correspond to the degree of risk assessed may be applied to the award. In evaluating risks, HUD will consider factors found in 2 CFR 200.205, as

well as publicly-available information, including information from your organization's website, media sources, Inspector General or Government Accountability Office reports or findings, or hotline or other complaints that have proved to have merit.

3. Integrity

HUD evaluates the integrity of the applicant as reflected in government-wide websites, information in HUD's files, the Federal "Do Not Pay" website, public information, and information received during HUD's Name Check Review process. If this integrity evaluation results in an adverse finding, we reserve the right to take remedies including:

- Denial of funding, or with a renewal or continuing award, suspension or termination of an award immediately for cause
- Requiring the removal of any key individual(s) from association with management or implementation of the award
- Making provisions or revisions regarding the method of payment or financial reporting requirements

4. Review Types

All members of each review team will consist of HUD staff.

Threshold:

HUD staff will first review each application to determine whether it meets the threshold requirements as described in NOFA section III.D. "Threshold Requirements."

Rating Criteria:

Applications that meet threshold eligibility requirements will then be rated against the rating criteria in the NOFA.

- Program-specific teams will review each of your program-specific responses based on the criteria provided for subfactors 1.A. and 1.B., and rating factors 2 and 3. The four scores will be averaged to generate a score representing all four responses, with a maximum of 77 points.
- An automated breadth and depth score will be generated for subfactor 1.C. for the years of experience you listed based on the mean years of experience reported by all FY 2020/2021 Community Compass NOFA applicants, with a maximum 8 points added to the average score.
  - ONAP exception: The breadth score is weighted on the depth score. See the table below for details.

Depth Score	1	2	3
Weighted Breadth Score	3	4	5

- Subfactor 1.D. will be reviewed by a team of Government Technical Representatives (GTRs). Your responses will be scored based on the criteria provided, with a maximum of 15 points to be added to the average score.

<u>Hypothetical Scoring Example</u>

- You include responses aligned to four programs: HOME, ESG, Public Housing (PH) Capital Fund, and Tribal HUD-Veterans Affairs Supportive Housing (VASH).
- We provide your subfactors 1.A. and 1.B and Rating Factors 2 and 3, responses for each program to program-specific review teams.
- Each team of reviewers scores their assigned narrative responses against the maximum points for each subfactor and rating factor. The resulting scores are:

	Subfactor 1A-max. 16 pts	Subfactor 1B-max. 16 pts.	Rating Factor 2-max 29 pts.	Rating Factor 3-max 16 pts.	Total per team-max. 77 pts.
HOME	13	12	27	15	67
ESG	10	14	28	16	68
PH Capital Fund	16	15	21	12	64
Tribal HUD VASH	14	11	28	13	66

- We then average the four scores to arrive at a final partial application score: **(67 + 68 + 64 + 66) / 4 = 66.25 points**
- Next we add your scores for **Subfactors 1.C. (6 points)** and **1.D.(12 points).**
- The final **total application score** is calculated as such, 66.25 + 6 + 12 = **84.25 points.**

 Minimum Scores:

The minimum overall score for an application to be considered for funding is 75. However, if no eligible applicants or an insufficient number of eligible applicants for a particular funding source score at least 75 points, we may award funds from that funding source to an applicant scoring below 75 points.

 5. Fundable Applicants List

After applications are scored, we will list applications by funding year requested in the applications (i.e., one list for each funding year). The amount awarded to each fundable application (i.e., an application with a score of 75 or more points overall, unless no applicants or an insufficient number of applicants for a particular funding source score 75 points or above) is determined according to section V.B.6. "Funding Decisions." To ensure coverage across HUD's TA priorities, applications may not be funded in ranking/score order.

 6. Funding Decisions

In determining the amount awarded to a successful applicant, we will take into consideration the amount of funds available, the final score assigned to the application by HUD reviewers, and our

overall needs, including establishing a range of subject matter expertise and geographic coverage, as well as your capacity to serve HUD's customers across multiple programs. For prior TA award recipients, we may consider information from a Contracting Officer, GTR, GTM, POTAC, and/or other HUD staff, as appropriate, on past performance, as well as award balances not committed to TA tasks or work plans. These considerations may reduce your award. There may be insufficient funds available to make an award to every application scoring within the fundable range.

7. Corrections to Deficient Applications

You will have 14 calendar days to provide missing information requested by HUD. Instructions on submission of cures for deficiencies will be provided by HUD.

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 SF424.
 HUD may impose special conditions on an award as provided under 2 CFR 200.207:
• Based on HUD's review of the applicant's risk under 2 CFR 200.205;
• 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 successfully complete grant negotiations, HUD may 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 NOFA, 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 NOFA, HUD may select that applicant for funding, subject to the availability of funds.

1. Notifications. An award notification sent to a successful applicant is not an authorization to begin performance. Upon notification that you have been selected for award, we will request additional information from you or may work with you to amend information that you already submitted as part of the application.

2. Negotiation and Administrative and Financial (A&F) Process. After HUD has made selections, HUD will negotiate specific terms of the funding agreement and budget with selected applicants. If HUD and a selected applicant do not successfully conclude negotiations in a timely manner, or a 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 special conditions on an award as provided under 2 CFR 200.207:
• Based on HUD's review of the applicant's risk under 2 CFR 200.205;
• 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.

The A&F process is required for any application that receives funding under this NOFA. Any application that receives funding for both FY 2020 and FY 2021 is required to complete the A&F process only once; however, HUD, at its discretion, may require confirmation of certain certifications and assurances. During the A&F process (which takes place after selection for funding but prior to award), you must submit administrative and financial information to comply with the cooperative agreement provisions. The requirements at 2 CFR Part 200 govern all awards executed pursuant to this NOFA, including commercial/for-profit entities. Non-compliance with the applicable uniform administrative requirements and implementation of those requirements along with the cooperative agreement provisions may cause HUD to impose sanctions or restrictions or terminate your award. Additionally, non-compliance may negatively affect your ability to receive FY 2021 funding under this NOFA.

3. Budget form. Due to the nature of the Community Compass program and the demand-response system, applicants responding to this NOFA will not know at the time of application the specific activities they will be asked to carry out over the course of the performance period, the location of the engagements, or their duration. Therefore, you will not submit a HUD-424-CBW or any other budget form with its application. A cooperative agreement without a formal budget can be executed if we have other specific information (e.g., the award amount, labor rates, and the activities you have the capacity to carry out).

4. Administrative budget. We require that selected applicants participate in negotiations to determine an administrative budget. The administrative budget must clearly identify the labor, associated indirect costs, travel, and material and supply costs associated with your management of the award. The administrative budget must track the different sources of funding and associate

administrative costs to each source.

5. Maximum administrative and coordination cost limits.

    a. Unless HUD's authorized official or a federal directive specifically provides otherwise, up to fifteen (15) percent of the award made under this NOFA may be used for the purpose of paying administrative and coordination costs. This includes up to five (5) percent of the award for coordination costs and up to ten (10) percent for administrative costs. Specific cost limits by award amount are negotiated between HUD and the selected applicant, before cooperative agreement execution and during the project period. Costs may be denied or modified if it is determined that they are not allowable, allocable, and/or reasonable.

    b. The selected applicant must segregate administrative and coordination costs in separate cost centers.

6. Award Announcements. While we intend to announce all awards at the same time, we may elect to separately announce all awards within one or more funding sources. If we do stagger award announcement by funding source, selected applicants will receive multiple notifications instead of a single notification. Until all awards are announced, we must adhere to requirements set forth in the HUD Reform Act.

B. Administrative, National and Department Policy Requirements for HUD recipients

For this NOFA, the following Administrative, National and Department Policy Requirements and Terms for HUD Financial Assistance Awards apply. (Please select the linked text to read the detailed description of each applicable requirement).

1. Compliance with Non-discrimination and Related Requirements.

Unless otherwise specified, these non-discrimination and equal opportunity authorities and other requirements apply to all NOFAs. 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 (cf. 24 CFR 5.105(a)).

    • Affirmatively Furthering Fair Housing.

    • Economic Opportunities for Low-and Very Low-income Persons (Section 3).

    • Improving Access to Services for Persons with Limited English Proficiency (LEP).

    • Accessible Technology.

2. Equal Access Requirements.

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.

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.

13. Violence Against Women Act.
14. Conducting Business in Accordance with Ethical Standards/Code of Conduct.
15. Environmental Requirements.

In accordance with 24 CFR 58.34(a)(3) and (a)(9), 58.35(b)(3), and 50.19(b)(3), (b)(9), and (b)(13), activities funded under this NOFA 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.

In addition the "Administrative, National and Department Policy Requirements for HUD recipients" listed above, the "Program-Specific Experience Requirements" in Appendix III also apply to applicants.

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, you may be subject to post award reporting requirements reflected in Appendix XII to Part 200-Award Term and Condition 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.

3. Program-Specific Reporting Requirements
- **FFATA Requirements.** You will be required to report certain data in compliance with the Federal Funding Accountability and Transparency Act (FFATA). Additional information about these requirements is available at www.fsrs.gov under the OMB Guidance link.
- **Program Progress.** You will be required to submit Quarterly Performance Reports in a manner specified by HUD, with actual outputs and outcomes achieved and a narrative explanation of any disparity between projected and actual results. Quarterly Performance Reports must comply with requirements described in 2 CFR 200.327-329.
- **Accounting for Costs Separately.** If you receive funds from multiple sources under this NOFA, you will be required to account for costs separately under each award.

D. Debriefing.

For a period of at least 120 days, beginning 30 days after the public announcement of awards under this NOFA, 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 official 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 NOFA.
Questions regarding specific program requirements for this NOFA should be directed to the POC listed below.Name:

Technical Assistance Division

Phone:

Email:

communitycompass@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.

A Finding of No Significant Impact (FONSI) with respect to the environment has been made for this NOFA in accordance with HUD regulations at 24 CFR part 50, which implement section 102(2)(C) of the National Environmental Policy Act of 1969 (42 U.S.C. 4332(2)(C)).

The FONSI is available for inspection at [HUD's Funding Opportunities](#) web page.

Native American Housing and Community Development TA.

Native American Housing and Community Development TA funds awarded under this NOFA are subject to Section 7(b) of the Indian Self-Determination and Education Act (25 U.S. C 450e(b)). Preference in the award of subcontracts for Native American Housing and Community Development TA-funded selected applicants under this NOFA shall, to the greatest extent feasible, be given to Indian organizations and Indian-owned economic enterprises as defined in section 3 of the Indian Financing Act of 1974 (25 U.S.C. 1452). In section 3 of the Indian Financing Act of 1974, "economic enterprise" is defined as any Indian-owned commercial, industrial, or business activity established or organized for the purpose of profit, except the Indian ownership must constitute not less than 51% of the enterprise.

2. 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 NOFA will identify its applicable OMB control number unless its collection of information is excluded from these requirements under 5 CFR part 1320.

3. Web Resources.

- **Affirmatively Furthering Fair Housing**
- **Code of Conduct list**
- **CFDA**
- **Dun & Bradstreet**
- **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](#)
- [NOFA Webcasts](#)
- [Opportunity Zone](#)
- [Procurement of Recovered Materials](#)
- [Promise Zones](#)
- [Section 3 Business Registry](#)
- [State Point of Contact List](#)
- [System for Award Management (SAM)](#)
- [Uniform Relocation Act – Real Property Acquisition and Relocation Requirements](#)
- [USA Spending](#)

APPENDIX

Appendix I: Technical Assistance Focus Areas Table

TECHNICAL ASSISTANCE FOCUS AREAS		
HUD OFFICE	**PROGRAM OR CROSS-CUTTING TOPIC***	**TA FUNDING SOURCE**
OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT	• Community Development Block Grant (CDBG) Entitlement and Non-Entitlement Programs	Departmental TA, CARES Act TA
	• Section 108 Loan Guarantee Program • CDBG-Disaster Recovery grants, including CDBG-NDR grants (TA for CDBG-DR grantees ineligible for a dedicated DR funding source) • Recovery Housing Program (RHP) • HOME Investment Partnerships (HOME) • Housing Trust Fund (HTF)	Departmental TA

	• Rural Housing Assistance Programs	
OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT-SPECIAL NEEDS	• McKinney-Vento Homeless Assistance Act • Housing Opportunities for Persons With AIDS (HOPWA)	Departmental TA
	• McKinney-Vento Homeless Assistance Act ○ Continuum of Care (CoC) Program	McKinney-Vento TA, Departmental TA
	• McKinney-Vento Homeless Assistance Act ○ Emergency Solutions Grant Program (ESG)	McKinney-Vento TA, Departmental TA, CARES Act TA
	• National Homeless Data Analysis Project	National Homeless Data Analysis Project
	• Youth Homelessness	Youth Homelessness TA
OFFICE OF PUBLIC AND INDIAN HOUSING	• Public Housing Capital Fund • Public Housing Operating Fund • Rental Assistance Demonstration (RAD) • Resident Opportunities and Self Sufficiency (ROSS) • Moving to Work (MTW) Demonstration • Choice Neighborhoods • Housing Choice Vouchers • Project-Based Vouchers • ConnectHome • Family Self-Sufficiency (FSS) • Jobs Plus • Mobility Demonstration • Improving PHA Performance • Future of Public Housing-- Repositioning efforts to move to a stable PH platform	Departmental TA

	• Targeted technical assistance to PHAs under the direction of a federal monitor	
	• PHA Receivership and Recovery	PHA Administrative Receivership and Recovery TA
OFFICE OF PUBLIC AND INDIAN HOUSING- NATIVE AMERICAN PROGRAMS	• Indian Housing Block Grant • Title VI Loan Guarantee Program • Section 184 Home Loan Guarantee • Tribal HUD Veterans Affairs Supportive Housing (VASH) • Indian Community Development Block Grant	Native American Housing and Community Development TA
	• Native Hawaiian Housing Block Grant (NHHBG)	Native Hawaiian Housing Block Grant TA
OFFICE OF HOUSING	• Multifamily Housing Programs, including Project-Based Section 8, Supportive Housing for the Elderly (Section 202), and Supportive Housing for Persons with Disabilities (Section 811) • Housing Counseling • Multifamily Housing Preservation, including Rental Assistance Demonstration (RAD) • Multifamily Housing Production Initiatives	Departmental TA
OFFICE OF FAIR HOUSING AND EQUAL OPPORTUNITY	• Affirmatively Furthering Fair Housing (AFFH)	Departmental TA
	• Fair Housing Act (Title VIII of the Civil Rights Act of 1968) • National Fair Housing Training Academy	National Fair Housing Training Academy
CROSS-OFFICE: ENERGY AND ENVIRONMENT, RELOCATION AND REAL	• Lead Hazard Control and Healthy Homes • Smoke-Free Housing	Departmental TA

ESTATE, AND OTHER CROSS-CUTTING REQUIREMENTS	- Knowledge management, including the HUD Exchange - Energy efficiency and high-performance building retrofits for assisted housing properties - Community engagement and economic opportunity programs, including Opportunity Zones and Promise Zones - EnVision Centers** - Benchmarking and utility data analysis - Environmental Reviews for the National Environmental Policy Act (NEPA) and related federal environmental laws and authorities - Uniform Relocation Act (URA) and Section 104(d) requirements - Violence Against Women Act (VAWA) - Economic Opportunities for Low and Very-Low Income Persons (Section 3) - Davis Bacon - NSPIRE and Inspection related Technical Assistance - Partnerships between Continuums of Care (CoCs) and Public Housing Authorities (PHAs) - Disaster, emergency, or infectious disease response for HUD customers**	

*FY 2021 funding for the programs and cross-cutting topics listed in Appendix I is contingent upon the availability of FY 2021 federal appropriations and may also consider other Congressional directives.

**This program or cross-cutting topic may not be selected as one of your four scored narrative responses to subfactors 1.A., 1.B, or Rating Factors 2 and 3. This program or cross-cutting topic may be selected as an optional, unscored response to subfactors 1.A. and 1.B.

Appendix II: Office-Specific Experience Priorities Table

OFFICE	EXPERIENCE PRIORITIES
Office of Native	You should describe experience serving Native youth, low-to-moderate income Native households in Indian Country, Native supportive housing, mortgage

American Programs (Native American Housing and Community Development TA)	lending/loan leveraging in Indian Country, and/or infrastructure development in Indian Country.
Office of Special Needs Assistance Programs (McKinney-Vento and Youth Homelessness TA and/or National Homeless Data Analysis Project)	You should describe policies to promote and support racial equity in your organization's staffing and hiring practices, including recruitment efforts and outreach methods. This should include where you advertise and how postings are communicated; and how employees--and subcontractors if applicable--are trained. You should also describe the current racial/ethnic composition of leadership and program staff and your organization's plans to foster deeper benches of leaders within the organization that include staff of color and broad leadership commitment to a racial equity orientation. You should demonstrate an established process of routine engagement of a diverse group of persons with recent lived experience of homelessness to solicit feedback on processes, systems, product development and implementation funded under this NOFA. Examples could include employing persons or subcontracting to organizations with persons with lived expertise in homelessness. Describe, as applicable, how persons are recruited, trained and compensated to do this work and discuss the intentional and meaningful integration of their feedback in the firm's work under this NOFA. You should describe experience building partnerships across different systems (e.g. homeless, criminal justice, foster care, healthcare, affordable housing, etc), as well as experience working across local, state, federal and private funding sources, and how you were successful in achieving common goal(s) within these partnerships. This experience does not have to be homeless-specific but needs to demonstrate strategic systems thinking. You should identify individuals within your firm or subcontractors with at least two years of experience providing direct TA or training on incorporating the voices and increasing the power of consumers within service systems (this experience does not have to be homeless service-specific) OR providing direct TA or training on implementing racial justice frameworks in systems change (this experience does not have to be homeless service-specific).
Office of HIV/AIDS Housing (HOPWA, Office	You should indicate whether you or your contractors or consultants have directly assisted communities in preparing for HOPWA Formula Modernization changes, and how that experience will inform Community Compass TA activities.

of Community Planning and Development- Special Needs)	

Appendix III: Program-Specific Minimum Experience Requirements Table

Program/Cross-Cutting Topic	Program-Specific Experience Requirements for Subfactors 1.B. and 1.C
Community Development Block Grant and Section 108 Loan Guarantee Programs	**Subfactor 1B:** You must describe organizational experience gained in the last 10 years administering a CDBG (Entitlement or State) or Section 108 program at the state, local or federal level, or experience providing TA on the CDBG and/or Section 108 Loan Guarantee programs. If you are seeking funding from **CARES Act TA-CDBG** you must also describe experience coordinating situations such as disaster, emergency, or infectious disease response for HUD customers as part of your CDBG narrative.
	Subfactor 1C: You must identify individuals with at least five years experience administering a CDBG (Entitlement or State) or Section 108 program at the state, local or federal level, or experience providing TA on the CDBG and/or Section 108 Loan Guarantee programs.
CDBG- Disaster Recovery	**Subfactor 1.B.:** You must describe: - Organizational experience gained in the last 10 years administering a CDBG-DR program at the local, state, or federal level, or providing CDBG-DR TA to grantees. You may describe experience in any of these areas: CDBG-DR launch or implementation TA, development and/or delivery of tools and products, design and/or delivery of training on various topics including cross-cutting technical requirements, training on the Disaster Recovery Grant Reporting (DRGR) system, TA on Federal Register Notice requirements, or other types of related CDBG-DR TA. This is not an exhaustive list. - You must describe how you will ensure that staff, contractors, or consultants will be able to provide CDBG-DR TA in various locations with minimal notice.
	Subfactor 1.C. Must identify individuals with at least five years of experience in the last 10 years administering a CDBG-DR program at the state, local, or federal level, or experience providing CDBG-DR TA to grantees.

	• List individuals proficient in other languages, if applicable.
HOME	**Subfactor 1.B.:** You must describe organizational experience gained in the last 10 years administering a HOME program at the state, local, or federal level or experience providing direct TA on the 2013 HOME regulations. Necessary skills include affordable housing finance & development, assembling project financing, underwriting, and monitoring project compliance with the HOME requirements.
	Subfactor 1.C.: You must identify individuals with at least five years of the specialized experience noted for Subfactor 1.B., above.
HOPWA	**Subfactor 1.B.:** You must describe organizational experience gained in the last 10 years administering a HOPWA program at the state, local, or federal level or experience providing direct TA on HOPWA regulations and program design.
	Subfactor 1.C.: You must identify individuals with at least five years of the specialized experience noted for Subfactor 1.B., above.
McKinney-Vento	**Subfactor 1.B.:** You must describe organizational experience gained in the last 10 years administering a CoC or ESG program at the state, local, or federal level OR experience providing direct TA on CoC and ESG regulations and program design. If you are seeking funding from **CARES Act TA-ESG** you must also describe experience coordinating disaster, emergency, or infectious disease response in homeless populations as part of your ESG narrative.
	Subfactor 1.C.: You must identify a minimum of two **staff** members within your organization with at least eight years of experience administering a CoC or ESG program at the state, local, or federal level OR experience providing direct TA on CoC and ESG regulations and program design.
National Homeless Data Analysis Project (NHDAP)	**Subfactor 1.B.:** You must describe organizational experience gained in the last 10 years providing direct TA to customers to analyze data and understand data trends; use data to inform and revise plans and strategies; use performance measurement and reporting tools; create data-sharing partnerships and agreements; collect, report, and use accurate and valid data on programs, activities, and beneficiaries; manage Homeless Management Information Systems (HMIS) effectively; manage standardized data collection for HUD-required reporting; conduct system performance measurement and analysis; and engage in system modeling and resource planning.
	Subfactor 1.C.: You must identify a minimum of two **staff** members within your organization with at least eight years of the specialized experience noted for Subfactor 1.B., above.
Youth Homelessness	**Subfactor 1.B.:** You must describe organizational experience gained in the last 5 years at the state, local, or federal level OR experience providing direct

	TA on the Youth Homelessness Demonstration Program (YHDP) OR direct TA as part of state, local or national initiatives to end youth homelessness.
	Subfactor 1.C.: You must identify individuals, staff or contractors, with at least two years of the specialized experience noted for Subfactor 1.B., above.
Public Housing	**Subfactor 1.B.:** You must describe organizational experience gained in the last 10 years with Public Housing programs, including agency operations, voucher programs, property management operations, and capital investment programs, such as capital improvements and various methods of housing development.
	Subfactor 1.C.: You must identify individuals with at least five years of the specialized experience noted for Subfactor 1.B., above. You must also identify individuals that have passed Administration and Rental Housing Compliance certification courses.
Rental Assistance Demonstration (RAD)	**Subfactor 1.B.:** You must describe finance and underwriting experience of your organization related to RAD conversions and/or PHA repositioning, Public Housing Projects, Mod Rehab Projects, or Section 202 PRAC projects. You must demonstrate a full range of knowledge pertaining to mixed-finance and redevelopment.
	Subfactor 1.C.: You must identify individuals with at least two years of the specialized experience noted for Subfactor 1.B., above.
Community Engagement and Economic Opportunity Projects	**Subfactor 1.C.:** You must identify individuals with at least two years of: • Demonstrated experience coordinating with public, private, and philanthropic sectors on community-driven economic development or neighborhood revitalization projects. • Experience with Promise Zones or Opportunity Zones related to evaluation, capacity-building, developing peer-to-peer learning, and implementation assessments.
Fair Housing	**Subfactor 1.C.:** You must identify individuals with at least two years of demonstrated experience conducting investigations, litigation, and/or education and outreach under the Fair Housing Act and/or state or local laws that HUD has determined to be substantially equivalent to the Fair Housing Act.
National Fair Housing Training Academy	**Subfactor 1.B.:** You must describe demonstrated organizational experience providing training to more effectively enforce the federal Fair Housing Act and/or state or local laws that HUD has determined to be substantially equivalent to the Fair Housing Act. Necessary experience includes marketing training services to potential users, delivery of training courses, ongoing review of courses to ensure accuracy and relevance, and development of new courses and new course delivery methods.
	Subfactor 1.C.: You must identify individuals with the specialized experience noted for Subfactor 1.B., above.

Section 3	**Subfactor 1.B.:** You must describe organizational experience gained in the last 10 years with Section 3, including developing lists of residents and businesses and conducting outreach to intended beneficiaries; developing plans for effective program implementation; monitoring contractors for compliance; and reporting program outcomes.
	Subfactor 1.C.: You must identify individuals with at least five years of experience with Section 3 of the HUD Act of 1968 working with contractors, recipient agencies, eligible residents, and eligible businesses to achieve compliance with the numerical goals and other requirements.