

Fiscal Year (FY) 2023 HOPE VI Main Street Grant Program – Optional Application Attachments Checklist

The following list of attachments is provided to help applicants organize their funding application based on the instructions provided throughout the Notice of Funding Opportunity (NOFO) for the FY2023 HOPE VI Main Street Grant Program. This is an optional checklist; applicants may choose to attach this checklist with their application, to confirm application completeness. However, completing this optional checklist is not a requirement of application and has no impact on HUD’s funding decisions.

Applicant Name: _____

a. Narrative application attachments.

- Executive Summary*
- Rating Factor 1, Capacity, Narrative*
- Rating Factor 3, Readiness Narrative*
- Rating Factor 4, Appropriateness of the HOPE VI Main Street affordable housing project, Narrative*
- Rating Factor 5, Program Administration and Fiscal Management, Narrative*
- Rating Factor 6, Fair Housing and Equal Opportunity, Narrative*
- Affirmatively Furthering Fair Housing, Narrative*
- Advancing Racial Equity, Narrative*
- Experience Promoting Racial Equity, Narrative*
- Climate Change, Narrative*
- Environmental Justice, Narrative*

b. Other application attachments.

- Match and Leverage Firm Commitment Third-Party Letters or Documents*
- Readiness Certifications and Documents*
- Program Schedule*
- Form HUD-52861, HOPE VI Main Street Application Data Sheet (Note, to stay below 50 characters in a file name that includes a HUD form, the HUD form number may be used. In this case, the file name could be, “HUD-52861.”)*
- 5-Year Cash Flow Pro forma or Equity Sharing Terms*
- Form HUD-52825A, HOPE VI Budget*
- Map of HOPE VI Main Street Area showing location of project sites and HOPE VI Main Street area boundaries. The Main Street Area Map, including identification of all project sites and public transit access points, must be in PDF format on one page.*
- Site Plans, Typical Unit Layouts, Building Elevations, SHPO Letter. The representative Main Street affordable housing unit layout may be limited to one page that contains between one to four-unit styles, depending upon the applicant’s plans.*
- Section 3 plan*
- Code of Conduct (including distribution methodology)*
- Form HUD-2880, Applicant/Recipient Disclosure Report, if applicable*
- SF-LLL, Disclosure of Lobbying Activities, if applicable*
- Lobbying Form, Certification Regarding Lobbying*
- Documentation to support any issues related to your compliance with the threshold eligibility requirements in this NOFO*
- A copy of the governing body's authorization for the signatory to sign the application as an official representative that has the authority to commit the applicant to the terms of this NOFO*
- Form HUD 50153, Certification of Consistency with Promise Zone Goals and Implementation, if applicable*

