

FY 2022/2023 Community Compass

Technical Assistance and Capacity Building Program NOFO

Supplemental Frequently Asked Questions (FAQs)

Contents

In Rating Factor 2, p.58 , there is a bullet that says “Identify the eligible activity” followed by a second bullet that says “Identify the Community Compass eligible activity(ies) listed in Section I.A.1.c. of this NOFO (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; NHDAP four projects; and NAHASDA allocation formula administration and negotiated rulemaking).” Can you please explain the difference between these two bullets?..... 4

Are county governments eligible to apply for this NOFO? 4

For 3A Training and 3B Product – do the examples provided have to be considered as a published training/product on a website that anyone can access, or can the trainings/product be considered Technical Assistance tools that we developed for TA Providers to use while providing technical assistance to communities? 4

On the Applicant Summary Form under section “List the TA Focus Areas/Topics Represented in the Application,” the drop down has CPD-SN: Continuum of Care (CoC) Program and CPD-SN: Emergency Solutions Grant Program (ESG) listed as two separate options. However, on page 73/Appendix I of the NOFO there is a Note that says ESG and CoC may be address in one scored, program response. What option should we choose on the Applicant Summary if we are going to address both programs in one scored response? 4

Are you accepting non-Federal reviewers for the FY22/23 Community Compass NOFO? 5

In Section V, you reference we have to use one of the programs or topics listed in the 2nd column of Appendix I for 1.A., B., 2 and 3. Are you saying that if one of our four scored responses pertains to PIH, the options that we pick are: Departmental TA and PHA Administrative Receivership and Recovery TA; Public housing cap fund, or RAD or one bullet from the 2nd column only? 5

Under Cross-cutting there is a 2 CFR Part 200 bullet. If we do a lot of procurement training/direct TA would it qualify under that since that is driven by Part 200?..... 5

As a category B applicant, can we use a contractor and pay them with funds from this grant if the contractor is not making a profit based on the funding restrictions set forth in Section IV, Subsection F?..... 5

I am having trouble with the application submission process on grants.gov, who should I contact for help?..... 5

Would we be able to limit our participation in this program to providing TA to specific state-based HUD Customers?..... 6

Would we be able to contract with our partners to provide TA?..... 6

My organization has experience providing TA for YHDP and we want to apply to provide YHDP TA as a direct applicant. Will we be able to provide YHDP TA if we apply as a Category B applicant? If so, does it matter which Focus Area we apply under e.g., Addressing the Housing Needs of Diverse Populations, or Place-Based Initiatives? 6

Page 59. SUBFACTOR 3.A.: Designing Effective Training states, “For each of the scored programs or cross-cutting topics described in subfactors 1.A. and 1.B., you must describe one engagement that demonstrates your organization’s effective use of instructional design principles (see definition of instructional design) and capacity to deliver culturally competent training.” Is HUD asking for *one* example that demonstrates, both the “effective use of instructional design principles and [the] capacity to deliver culturally competent training;” or, is HUD asking for *one* example that demonstrates the “effective use of instructional design principles,” and *one* example that demonstrates the “capacity to deliver culturally competent training.” Can they be separate, or must they be the same engagement? 7

Can you confirm that both training engagements *and* products (3A and 3B) must have been completed within the last five years? 7

HUD asks applicants to describe engagements for 3A. Is there a minimum number of training engagements HUD would like to see in this response? Is there a maximum? 7

HUD asks for four example products for 3B. May we submit more than four? 7

Rating Factor 3B, Page 60 says “See Section V.B.4. Review Types for specifics on how the products will be evaluated.” On Page 61 at V.B.4., the text reads, “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.” Can HUD please provide more specifics on how products will be scored for Factor 3B? 8

Page 51: If applying for VAWA, letters of support are required. Can you please provide guidance regarding who the letter should be addressed to and expected/desired content in the letter? 8

Page 35, Grants.gov Lobbying Form certification description states that “the minimum award for the NOFO is \$250,000.” Page 25 states that the minimum award is \$100,000. Can you please confirm which is correct? 8

1.C. Experience Form. In previous years, the instruction stated that a “0” (zero) was to be put into all cells that didn’t have a number greater than zero. Should a zero be entered when there are no years of experience resulting in every cell having an entry? 8

We are applying specifically for YHDP funding, so would we answer 'Yes' for the question ‘Are you applying for assistance for a specific project or activity?’ 8

Can you clarify if we will submit the Advancing Racial Equity narrative as a part of File #7? Can you also clarify that File 7 will be a PDF of all required supporting document merged into one document? Does it require a table of contents to clearly label documents included (if it’s one document) or would a face sheet in between documents suffice? Can you describe how this will be scored? 9

In our narrative for the NHDAP program area, can our RF2, RF3A, and RF3B responses include a mix of engagements from the 4 specific NHDAP projects and HMIS TA, or are we limited to engagements that related to the four NHDAP projects? 9

Is there information on other interested applicants or a way to get connected to potential prime partners? 9

Can you please confirm if applicants should submit one HUD 2880 form for the entire application, or is the requirement that an applicant completes one HUD 2880 for each funding source, irrespective of the funding year? 9

We are a new applicant. Our expertise is implementation of and compliance with the VAWA Act and gender-based violence; we plan to apply as a Category B applicant. When we complete the “Funding Areas” questions found in the application spreadsheet “Applicant Summary Form” do we include “Cross: Violence Against Women Act (VAWA)” AND “Cross: Gender-Based Violence and Homelessness. “Is VAWA included in the Category B gender-based violence (GBV), housing, and homelessness TA focus area? 10

In the narrative response requirements for Subfactor 1A, there are three bullet items. The second item says: “Describe TA needs within each program or focus area based on existing gaps and/or needs related to National Homeless Data Analysis Project (NHDAP) projects.” Does this apply to all our responses, even if we are not seeking funding for NHDAP or HMIS? For example, if we choose Section 3 as a program area, do we need to describe TA needs for Section 3 in relation to NHDAP projects? . 10

Our organization has only 5 years of experience on the program or topic for which it is requesting the funding. However, there are staff members with 5+ years of experience in programs or topics for which the organization is requesting funding. Can the organization still be considered to apply? 11

Our organization will need to build in a dedicated staff person to manage this program should we be awarded. Is their salary fringe etc. allowed to be included in the budget? 11

What is HUD signaling with listing “Thriving Communities” on the program focus area table? Can applicants expect to need the same types of partnerships as they did for the Thriving Communities NOFO- will this be the same TA under Community Compass? 11

What does the funding request signify to HUD? 11

I am a Category B applicant applying to deliver VAWA TA, should I only complete the VAWA column on the 1.C. Experience Form or should I fill in information for all programs/topics for which my organization has experience? What about the Interest & Capacity Form should I only complete it for the topics for which I am requesting funding? 12

We are facing technical issues with SAM.gov with renewing our entity registration. This is one of the pre-requisites to apply for the grant application. We have opened an incident request with the FSD support staff, but it is taking longer. We are working on getting our documentation in place in the meantime, but our concern is that entity renewal can take up to 10 business days. A one-week extension will give us the time needed to ensure we are able to apply. Can you please accommodate this request? 12

In Rating Factor 2, p.58 , there is a bullet that says “Identify the eligible activity” followed by a second bullet that says “Identify the Community Compass eligible activity(ies) listed in Section I.A.1.c. of this NOFO (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; NHDAP four projects; and NAHASDA allocation formula administration and negotiated rulemaking).” Can you please explain the difference between these two bullets?

As you described, on page 58 there are bullet points listing characteristics of engagement descriptions that will receive up to 4 points. The fifth bullet, "Identify the eligible activity" should be replaced by the sixth bullet, "Identify the Community Compass eligible activity..." as these are duplicative. Applicants may ignore responding to the fifth bullet in this section and should only respond to the sixth bullet in its place. The NOFO was updated February 9, 2023, to correct this typographical error. Make sure you subscribe to this announcement for updates on grants.gov.

Are county governments eligible to apply for this NOFO?

Per section III.A.—Eligible Applicants—County governments are eligible to apply for this NOFO.

For 3A Training and 3B Product – do the examples provided have to be considered as a published training/product on a website that anyone can access, or can the trainings/product be considered Technical Assistance tools that we developed for TA Providers to use while providing technical assistance to communities?

In Subfactor 3B, the NOFO requires a product related to the programs or cross-cutting topics described in rating factor 1. The NOFO does not specify requirements for products to be published to a website or specify the end-user of the product. Applicants should keep in mind that each scored response will be reviewed by a team of HUD program experts, so each response should offer a full picture of an applicant's ability to build the capacity of HUD grantees, including effective design of instructional materials that meet the specific needs of a customer.

On the Applicant Summary Form under section “List the TA Focus Areas/Topics Represented in the Application,” the drop down has CPD-SN: Continuum of Care (CoC) Program and CPD-SN: Emergency Solutions Grant Program (ESG) listed as two separate options. However, on page 73/Appendix I of the NOFO there is a Note that says ESG and CoC may be address in one scored, program response. What option should we choose on the Applicant Summary if we are going to address both programs in one scored response?

You can choose either option from the dropdown on the Applicant Summary form—CPD-SN: Continuum of Care (CoC) Program or CPD-SN: Emergency Solutions Grant Program (ESG). You can be more specific in your actual narrative response to indicate that both topics are covered. HUD’s established process for

application intake and reviewer assignments has already accounted for this situation, your application will be routed to the appropriate program-specific review team.

Are you accepting non-Federal reviewers for the FY22/23 Community Compass NOFO?

HUD does not accept non-Federal reviewers for the FY22/23 Community Compass NOFO.

In Section V, you reference we have to use one of the programs or topics listed in the 2nd column of Appendix I for 1.A., B., 2 and 3. Are you saying that if one of our four scored responses pertains to PIH, the options that we pick are: Departmental TA and PHA Administrative Receivership and Recovery TA; Public housing cap fund, or RAD or one bullet from the 2nd column only?

No, you are not choosing from the Funding Sources column to align your narrative responses. You select from the second column labeled "Program or Cross-Cutting Topic." See Appendix I for specifics.

Under Cross-cutting there is a 2 CFR Part 200 bullet. If we do a lot of procurement training/direct TA would it qualify under that since that is driven by Part 200?

Yes, procurement TA can qualify under 2 CFR 200 or under the program which the procurement supports. For example, if you have experience supporting procurement under CDBG grants you could also address it as part of a response aligned to the CDBG program. You must determine which categorization best fits your procurement skills, is it cross-program or concentrated to one HUD program.

As a category B applicant, can we use a contractor and pay them with funds from this grant if the contractor is not making a profit based on the funding restrictions set forth in Section IV, Subsection F?

You can use a contractor on your team as a Category B applicant.

I am having trouble with the application submission process on grants.gov, who should I contact for help?

Unfortunately, HUD is unable to advise on technical issues related to the grants.gov platform. Section IV.D.2.—Grants.gov Customer Support—of the NOFO, provides detailed resources for resolving issues related to grants.gov functionality. Please see the excerpt below for ease of reference.

Grants.gov provides customer support information on its website at <https://www.grants.gov/web/grants/support.html>. If you have difficulty accessing the application and instructions or have technical problems, contact Grants.gov customer support center by calling (800) 518-GRANTS (this is a toll-free number) or by sending an email to support@grants.gov. The customer support center is open 24 hours a day, seven days per week, except Federal holidays. Individuals who are deaf or hard of hearing, or who have speech and other communication disabilities may use a relay

service to reach Grants.gov Customer Support. To learn more about how to make an accessible telephone call, visit the webpage for Federal Communications Commission.

Would we be able to limit our participation in this program to providing TA to specific state-based HUD Customers?

Section III.F. of the NOFO notes the following requirement: "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." If an assignment is made, all award recipients are required to respond to assignments for grantees across the United States.

Would we be able to contract with our partners to provide TA?

As an applicant to the NOFO, your team may be composed of contractors, consultants, and/or subrecipients. The composition of your team is detailed in Subfactor 1.C. Please note that the NOFO states: "...applying organizations are prohibited from being listed as a contractor, consultant, or subrecipient on any other application under this NOFO. Contractors, consultants, and subrecipients may be included in multiple applications only if they themselves do not apply. Category A applicant organizations included as a contractor, consultant, or subrecipient in another application are ineligible to receive an award. That applicant's submission will not pass threshold review and will not be scored." You should ensure that the team you submit meets this requirement.

My organization has experience providing TA for YHDP and we want to apply to provide YHDP TA as a direct applicant. Will we be able to provide YHDP TA if we apply as a Category B applicant? If so, does it matter which Focus Area we apply under e.g., Addressing the Housing Needs of Diverse Populations, or Place-Based Initiatives?

If you want to apply as a Category B applicant interested in providing Youth Homelessness TA, you can align your response with Addressing the Housing Needs of Diverse Populations. Be sure your "Capacity and Interest Form", and your scored Subfactor 1.C. "Experience form" reflects interest, capacity, and experience in Youth Homelessness TA, Addressing the Housing Needs of Diverse Populations, and any other program or cross-cutting topic that aligns with your organization's skills and experience.

Page 59. SUBFACTOR 3.A.: Designing Effective Training states, “For each of the scored programs or cross-cutting topics described in subfactors 1.A. and 1.B., you must describe one engagement that demonstrates your organization’s effective use of instructional design principles (see definition of instructional design) and capacity to deliver culturally competent training.” Is HUD asking for *one* example that demonstrates, both the “effective use of instructional design principles and [the] capacity to deliver culturally competent training;” or, is HUD asking for *one* example that demonstrates the “effective use of instructional design principles,” and *one* example that demonstrates the “capacity to deliver culturally competent training.” Can they be separate, or must they be the same engagement?

Applicants should respond with one engagement description to convey their ability to both use instructional design principles and their capacity to deliver culturally competent training. Each of these can and should be deployed in any engagement.

Can you confirm that both training engagements *and* products (3A and 3B) must have been completed within the last five years?

In responding to Subfactor 3A, applicants must describe engagements completed within the last five years. This requirement does not apply to Subfactor 3B - applicants may submit products completed later than in the last five years in response to this subfactor.

HUD asks applicants to describe engagements for 3A. Is there a minimum number of training engagements HUD would like to see in this response? Is there a maximum?

In responding to Subfactor 3A, applicants must describe a maximum of one engagement completed within the last five years per scored program or cross-cutting topic described in Subfactors 1A and 1B. For Category A applicants, this means a total of four engagements will be described. For Category B applicants, this means a total of one, or up to four, engagements will be described.

HUD asks for four example products for 3B. May we submit more than four?

The criteria for subfactor 3.B. explicitly state, “You must...attach a file or hyperlink to one example product from each of the scored programs or cross-cutting topics...”. The provision of products beyond what was requested in the criteria is not allowed as part of your narrative response. Please see Section IV.B.2., Format and Form-Prohibition on Materials Not Specifically Requested on page 41.

Rating Factor 3B, Page 60 says “See Section V.B.4. Review Types for specifics on how the products will be evaluated.” On Page 61 at V.B.4., the text reads, “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.” Can HUD please provide more specifics on how products will be scored for Factor 3B?

We cannot provide much more detail than what is available in the NOFO. Subfactor 3B is the culmination of your application and the product you share should be reflective of the experience and skills you described throughout your narrative in response to the NOFO criteria.

Page 51: If applying for VAWA, letters of support are required. Can you please provide guidance regarding who the letter should be addressed to and expected/desired content in the letter?

VAWA letters of support should speak to the applicant organization’s credibility and ability to deliver on the claims made in their application, and, therefore, their experience addressing the VAWA implementation issues outlined in the NOFO.

Page 35, Grants.gov Lobbying Form certification description states that “the minimum award for the NOFO is \$250,000.” Page 25 states that the minimum award is \$100,000. Can you please confirm which is correct?

\$100,000 is correct as stated in the NOFO in Section II.C.—Minimum/Maximum Award Information—this was lowered to accommodate funding sources (i.e., HOME Legacy) in this NOFO that are less than \$250,000.

1.C. Experience Form. In previous years, the instruction stated that a “0” (zero) was to be put into all cells that didn’t have a number greater than zero. Should a zero be entered when there are no years of experience resulting in every cell having an entry?

No, the “Capacity and Interest form” directs you to enter a “0” instead of leaving a field blank. The “Experience form” does not require you to enter zero into cells with less than 1 year (i.e., 10 months or more) of experience, you can leave those cells blank.

We are applying specifically for YHDP funding, so would we answer 'Yes' for the question ‘Are you applying for assistance for a specific project or activity?’

For Part I—General Applicant Information: You should complete based on the total assistance requested, as noted on the SF 424. You would answer “yes.”

Other Government Assistance Requested/Expected Sources and Use of Funds: You should disclose other government funding sources that may be received for similar work. This information may not be fully

known at the time of application. But the applicant is expected to update the information during the award performance period and after HUD issues TA assignments.

Interested Parties: You should disclose the financial interest of all persons, developers, contractors, and consultants, by funding source requested with the TA application. Again, this information may not be fully known at the time of application, but the applicant is expected to update the information during the award performance period and after TA assignments are issued by HUD.

Can you clarify if we will submit the Advancing Racial Equity narrative as a part of File #7? Can you also clarify that File 7 will be a PDF of all required supporting document merged into one document? Does it require a table of contents to clearly label documents included (if it's one document) or would a face sheet in between documents suffice? Can you describe how this will be scored?

Yes, you should include the Advancing Racial Equity narrative as part of File 7-*Required Supporting Documents*—clearly labeled and submitted as one file along with all other required supporting documents. The NOFO does not specify file type (e.g., .pdf, .doc) nor does it dictate how an applicant should label, face sheets, headers, titles, and table of contents are all acceptable methods of labeling.

This is a general submission requirement; it is not scored as part of the program-specific review criteria. We will check to make sure applicants have satisfied the requirement during application intake.

In our narrative for the NHDAP program area, can our RF2, RF3A, and RF3B responses include a mix of engagements from the 4 specific NHDAP projects and HMIS TA, or are we limited to engagements that related to the four NHDAP projects?

Yes, your NHDAP response can include a mix of engagements from the 4 specific NHDAP projects and HMIS TA (be sure to clearly identify the projects you are covering in your response); however, you should be aware there is a difference between HMIS TA, and the TA connected to the four specific NHDAP projects as described on pages 7-8 of the NOFO.

Is there information on other interested applicants or a way to get connected to potential prime partners?

HUD may not participate in procurement decisions under the Community Compass program, including conducting activities such as connecting potential applicants. Please note that the public can find past award winners of the Community Compass NOFO by searching the [Federal Register](#) . Past award winners may or may not choose to apply for the FY22/23 Community Compass NOFO.

Can you please confirm if applicants should submit one HUD 2880 form for the entire application, or is the requirement that an applicant completes one HUD 2880 for each funding source, irrespective of the funding year?

At the time of application, applicants must complete one HUD 2880 for each funding source requested with the application, irrespective of the funding year. For example, if an applicant is applying for funding from the 2022 Departmental TA source and the 2023 PHA Receivership source, then the applicant must complete and include with its application two HUD 2880 forms (i.e., one for each funding source).

We are a new applicant. Our expertise is implementation of and compliance with the VAWA Act and gender-based violence; we plan to apply as a Category B applicant. When we complete the “Funding Areas” questions found in the application spreadsheet "Applicant Summary Form" do we include “Cross: Violence Against Women Act (VAWA)” AND “Cross: Gender-Based Violence and Homelessness. “Is VAWA included in the Category B gender-based violence (GBV), housing, and homelessness TA focus area?

VAWA has program-specific funding requirements for TA, so it has a line in the Applicant Summary (see snippet below); your VAWA funding request should be captured in the row labeled *Departmental-Cross-Cutting VAWA TA*. The funding request for Cross: Gender-Based Violence and Homelessness, should be captured in the row, above, labeled *Departmental Cross-cutting*.

Funding Source Requested by Fiscal Year	Select "2022," "2023," "Both" or "N/A"
Departmental-CPD	
Departmental-PIH	
Departmental-Housing	
Departmental-Cross-cutting	
Departmental-Cross-Cutting VAWA TA	
McKinney-Vento	
National Homeless Data Analysis Program	
Homeless Management Information Systems (HMIS) TA	
NHDAP - Four Projects: (1) AHAR and HDX, (2) HMIS Data Standards, (3) National HMIS Data Lab, (4) Sage Reporting Repository	
Youth Homelessness	
HOME Legacy TA	
Public Housing Administrative Receivership and Recovery	
Native American Housing and Community Development	
Native Hawaiian Housing Block Grant	
National Emergency Housing Training Academy	

In the narrative response requirements for Subfactor 1A, there are three bullet items. The second item says: “Describe TA needs within each program or focus area based on existing gaps and/or needs related to National Homeless Data Analysis Project (NHDAP) projects.” Does this apply to all our responses, even if we are not seeking funding for NHDAP or HMIS? For example, if we choose Section 3 as a program area, do we need to describe TA needs for Section 3 in relation to NHDAP projects?

Applicants are not required to describe TA needs related to the National Homeless Data Analysis Project (NHDAP) if NHDAP is not one of the scored programs/topics for which they are applying for funding.

Our organization has only 5 years of experience on the program or topic for which it is requesting the funding. However, there are staff members with 5+ years of experience in programs or topics for which the organization is requesting funding. Can the organization still be considered to apply?

The intention of this requirement is to ensure applicants have recent experience in the program/topic for which they are applying. Specifically, the Minimum Experience Requirements section states: “When responding to subfactor 1.B you must describe organizational experience **gained in the last 10 years** for any program or topic for which you are requesting funding.” Put another way, if your organization gained experience 15 years ago, that program experience would not meet the requirement.

Our organization will need to build in a dedicated staff person to manage this program should we be awarded. Is their salary fringe etc. allowed to be included in the budget?

The Community Compass program covers the hourly rate and associated fringe for the time key administrative staff incurs supporting the grant. This is a cost reimbursable grant, it may or may not cover the full salary of the dedicated staff person, but we would cover the actual time spent supporting the grant.

What is HUD signaling with listing “Thriving Communities” on the program focus area table? Can applicants expect to need the same types of partnerships as they did for the Thriving Communities NOFO- will this be the same TA under Community Compass?

As observed, HUD has solicited and awarded Thriving Communities TA resources through a separate TA NOFO with specified eligible activities and beneficiaries and expectations for applicant team partnerships. This is not being replicated or duplicated under this FY22 and FY23 Community Compass NOFO. Thriving Communities was added in the event HUD needs to use Community Compass TA resources to supplement or complement the Thriving Communities TA program. You are not applying to be a Thriving Communities TA Provider through this NOFO and do not need to convey the exact same partnerships from Thriving Communities competition to be considered for funding under CCTA.

What does the funding request signify to HUD?

Outside of the maximum award amount, HUD seeks your input on funding amount to gauge your organization’s capacity and interest for CCTA funding. HUD considers this when totaling award values across applicant organizations. The requested amount is not guaranteed but is a guide that HUD tries not to exceed. So, when an organization indicates an amount less than the award cap from the NOFO, we try not to exceed the applicant organization’s requested amount to honor their capacity.

March 10, 2023

I am a Category B applicant applying to deliver VAWA TA, should I only complete the VAWA column on the 1.C. Experience Form or should I fill in information for all programs/topics for which my organization has experience? What about the Interest & Capacity Form should I only complete it for the topics for which I am requesting funding?

The Applicant Summary form reflects your actual funding request. Your completion of the Capacity & Interest Form and the Subfactor 1.C. Experience Form is not limited to the programs/topics for which you are requesting funding. You should complete the Capacity & Interest form and the Subfactor 1.C. Experience form to fully reflect your organization's capacity, and the breadth and depth of your experience.

We are facing technical issues with SAM.gov with renewing our entity registration. This is one of the pre-requisites to apply for the grant application. We have opened an incident request with the FSD support staff, but it is taking longer. We are working on getting our documentation in place in the meantime, but our concern is that entity renewal can take up to 10 business days. A one-week extension will give us the time needed to ensure we are able to apply. Can you please accommodate this request?

We cannot accommodate the one-week extension request. The issue described does not prevent you from submitting the application on grants.gov? At an agency level, we have been made aware of delays in the processing of UEIs and have been instructed to temporarily relax our policies that prohibit us from processing an application from entities with an inactive or pending UEI. Therefore, you should move forward with submission.