

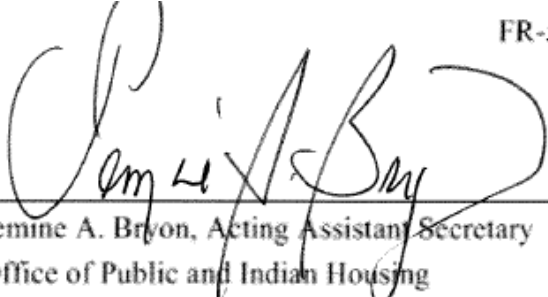


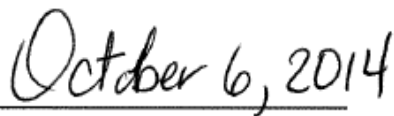
**U.S. Department of Housing and Urban Development**

Public and Indian Housing

Jobs Plus Pilot Program

FR-5800-N-24

  
\_\_\_\_\_  
Jemine A. Bryon, Acting Assistant Secretary  
Office of Public and Indian Housing

  
\_\_\_\_\_  
Date

Jobs Plus Pilot Program

FR-5800-N-24

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## U.S. Department of Housing and Urban Development

**Program Office:** Public and Indian Housing  
**Funding Opportunity Title:** Jobs Plus Pilot Program  
**Announcement Type:** Initial  
**Funding Opportunity Number:** FR-5800-N-24  
**Primary CFDA Number:** 14.895  
**Due Date for Applications:** **December 17, 2014**

This Notice of Funding Availability (NOFA) announces the availability of funding of approximately \$24 million for the Jobs Plus Pilot program for Public Housing Agencies (PHAs) to develop locally-based approaches to increase earnings and advance employment outcomes for Public Housing residents. The NOFA will fund initiatives to improve employment and earnings outcomes for Public Housing residents through supports such as work readiness, employer linkages, job placement and financial literacy. Of the \$24 million available, \$9 million is made available from the ROSS appropriations to support the services element of the Jobs-Plus Pilot program.

To help applicants with the electronic application registration and submission process, the Department advises applicants to use the checklists, user guides, and other help features located at SAM.gov and Grants.gov websites. Both websites provide access to instructions and answers to frequently asked questions which are updated periodically.

For more information, please see the FY14 Notice of the Department's Fiscal Year (FY) 2014 NOFAs for Discretionary Programs also known as the annual "General Section" to all of HUD's program Notices of Funding Availability (NOFA).

### **Additional Overview Information:**

1. Incorporation of the General Section. HUD publishes a General Section each fiscal year that contains *mandatory requirements* for all applicants to HUD's competitive grant programs including this NOFA. Applicants must meet all of the requirements of the General Section in addition to the requirements of this NOFA to be considered and to receive funding. The full title of the General Section is General Section for Fiscal Year 2014 Discretionary Programs. It can be found on Grants.gov and on HUD's Funds Available webpage at [http://portal.hud.gov/hudportal/HUD?src=/program\\_offices/administration/grants/fundsavail](http://portal.hud.gov/hudportal/HUD?src=/program_offices/administration/grants/fundsavail).

2. OMB Approval Number(s): 2577-0281

## **I. Funding Opportunity Description.**

### **A. Program Description and Requirements.**

## **1. Purpose of the Program**

The purpose of the Jobs Plus Pilot program is to develop locally-based, job-driven approaches to increase earnings and advance employment outcomes through work readiness, employer linkages, job placement, educational advancement technology skills, and financial literacy for residents of public housing. The place-based Jobs Plus Pilot program addresses poverty among public housing residents by incentivizing and enabling employment through income disregards for working families, and a set of services designed to support work including employer linkages, job placement and counseling, educational advancement, and financial counseling. Ideally, these incentives will saturate the target developments, building a culture of work and making working families the norm.

These grants will employ several principles of the President's Job Driven training checklist to ensure that public housing residents are connected to a program that is using evidence-based practices that work for job seekers and employers.

- **Labor Market Data:** Successful programs will first consider the data in their local community – where are the jobs and what industries offer the most opportunities for residents to achieve long-term employment and progression along a career pathway.
- **Career Pathways:** Successful programs will also promote a seamless progression across work-based training and education, so individuals' are obtaining new training and credentials.
- **Work Experience:** Successful programs will support learning opportunities with employers – including on-the-job training, internships and pre-apprenticeships and Registered Apprenticeships – as training paths to employment.
- **Access to Training:** Successful programs will break down barriers to accessing job-driven training and hiring for any public housing resident who is willing and able to work, including access to job supports and relevant guidance.
- **Key Partnerships:** Finally, a successful Jobs Plus Pilot program is collaboratively designed and implemented by high-performing local housing authorities, residents of public housing developments, Workforce Investment Boards (WIBs) and American Job Centers (also known as One Stop Career Centers), local businesses and employers, and other organizations that provide supportive services within that community.

Other suggested partners include higher education institutions, philanthropic organizations, human service agencies, vocational rehabilitation agencies, business-related and other non-profit organization and community and faith based organizations.

## **2. Background**

HUD, the Rockefeller Foundation, and the Manpower Demonstration Research Corporation (MDRC), through a public-private partnership, designed and supported the Jobs Plus program model between 1998 and 2003. HUD has issued two separate evaluation reports related to the demonstration in 2005 and 2010. The evaluation endeavored to identify and document the most promising approaches to increasing employment among families in public housing. Each evaluation showed continued positive effects for residents when the program was well implemented. More information on the findings of such studies can be found at <http://www.mdrc.org/project/jobs-plus-community-revitalization-initiative-public-housing-families#featured-content> and the Jobs Plus "How To" Guide- Helping Public Residents Find and Keep Jobs .

## **3. Jobs Plus Requirements**

The Jobs Plus Pilot program consists of the following three core components:

### **1. Employment-Related Services**

### **2. Financial Incentives - Jobs Plus Earned Income Disregard (JPEID)**

### **3. Community Supports for Work**

Of these three components, the Jobs Plus Earned Income Disregard (JPEID) must be funded by Jobs Plus appropriations. The remaining two components, including the staffing, services, administrative and technical assistance expenses of the Jobs Plus Pilot, may be paid for by funding made available from the ROSS program, the remaining Jobs Plus funding, and/or in-kind services provided as match or leverage.

To support these components, all applicants must establish and maintain a working relationship with a local Workforce Investment Board (WIB) and/or a local American Job Center (formerly known as One-Stop Center) and submit an MOU reflective of this relationship and the roles and responsibilities between the two entities with their application. (see Thresholds section)

## **1. Employment-Related Services**

Successful applicants must partner with the Department of Labor Workforce Investment Boards (WIBs) and American Job Centers (AJCs) to offer multiple employment-related services for residents with a range of employment needs.

Program services provided on site should include but need not be limited to the following:

- Career exploration/job readiness workshops
- Job search and job placement assistance
- Work experience including on-the-job training, internships and pre-apprenticeships and Registered Apprenticeships
- Facilitated connections to education and training opportunities
- Rapid re-employment assistance in the event of job loss
- Proactive post-placement job retention support and career advancement coaching
- Access to computers, phones, fax, and copy machines and other supplies, for participants' employment-related uses as well as adequate training on how to use these technologies.

To facilitate these employment services, applicants may consider having dedicated, on-site, workforce system staff to perform job developer and case manager functions. Job developers and case managers typically work in American Job Centers across the country and provide workforce development expertise.

Job developers work directly with the business community to identify and create employment opportunities. In addition, if they are not AJC staff, they act as liaisons with local employment agencies such as DOL's WIBs/One Stop and Job Plus participants. Job developers may be grantee staff or WIB/AJC staff who are experienced in using labor market information to assist individuals in career planning activities. The job developer should also be well versed in assisting individuals in obtaining appropriate employment.

Case managers and training staff work one-on-one with participants to guide them through the employment process and help participants develop skills which will advance their current employment or achieve other employment related goals. In addition, they facilitate linkages to supportive services such as transportation, child care, health and mental health and other services that support continued employment. Case managers may be grantee staff or staff provided by other Jobs Plus partners. Case managers should have the ability to assess residents' skills and challenges and then develop an Individualized Training and Services Plan (ITSP) for each resident. The ITSP will be used to establish participants' employment goals and service strategies, and track their progress.

Grantees are also encouraged to establish organizational partnerships for high quality referrals to community-based services that are primarily provided by other providers, to address barriers to work for program participants, as identified through the development of the ITSP, such as domestic violence counseling, health and mental health services, and linkages to other public benefits.

## **2. Financial Incentives – Jobs Plus Earned Income Disregard (JPEID)**

A key feature of Jobs Plus is that it provides financial rent incentives to residents participating in the program to "make work pay." Grantees must implement the Jobs Plus Earned Income Disregard (JPEID)

for all program participants. Rent incentives through the JPEID will be reimbursed to the PHA via Jobs Plus appropriations. Applicants should be sure to account for these costs in your program budget. Any other compensation to the PHA for lost rent revenues, such as by the standard EID calculation in the Operating fund, will be offset manually to prevent overpayment of HUD funds to grant recipients. Further guidance will be available at the time of the award.

- 2(a) Eligibility. All targeted residents in a Jobs Plus development are eligible to receive the JPEID benefit, but they must sign up for the Jobs Plus program, even if they do not actively participate in other Jobs Plus activities. Residents who previously used up some or all of their lifetime EID eligibility are eligible to receive the full JPEID benefit.
- 2(b) Term Length. The JPEID is in effect for a continuous period of the Jobs Plus grant, beginning when a participant first increases earned income over baseline.
- 2(c) Disregarded Amount. The JPEID excludes 100 percent of incremental earned income for the entire period of the Jobs Plus program.

Calculation of the JPEID. Once the JPEID is triggered, baseline income will not change for the duration of the term of the grant (so participants who enroll early may benefit from the JPEID for longer than residents who enroll later.) To facilitate reimbursements for rent revenue losses due to the JPEID, grantees must calculate and document a participant's Family Rent both with and without the JPEID and be able to provide these calculations to HUD as a requisite for drawing reimbursement funds. The difference between the two amounts is the value of the JPEID. As with any government benefit, an increase in earned income may result in the reduction or loss of other benefits that an individual was previously receiving. Grantees, through case management or other means, must be prepared to help residents understand what the overall financial impact of an increase in earned income and the JPEID will be. Further guidance on JPEID will be available at the time of the award.

In addition to facilitating the JPEID, it is expected that grantees will encourage residents to take advantage of other financial work incentives they may be entitled to such as the earned income tax credit (EITC).

### **3. Community Support for Work**

Leadership, resident participation and empowerment and building relationships – between residents and from the development into the community – that will lead to sustained support for work during and beyond the period of the Jobs Plus program are key functions of community support for work.

A robust engagement strategy for involving the residents of the targeted development is critical to the success of these grants. Engagement is more than signing up. Creating a working community requires sustained involvement in the program and ultimately ownership of the program yielding continued benefits for both participants and future residents of the development beyond the grant period.

Program outreach should be directed towards residents at all points on the employment spectrum – from unemployed individuals with no work history, through working (but likely underemployed) families with a substantial work history. Outreach should also be tailored to different audiences within the development(s), including young adults, women, middle-aged adults, parents, older adults, etc. Unless targeting only one particular sub-group, the application narrative should include strategies to target this wide range of potential participants, as well as strategies for retention of all types of program participants.

These strategies should include the use of residents as Community Coaches. Community Coaches can perform a variety of activities, including marketing the various aspects of the Jobs Plus program, getting information about job opportunities into the informal flow of information among resident social networks in the development(s) and helping to shape program offerings and outreach efforts based upon their intimate knowledge of the needs and strengths of the community. The application narrative should include how the Community Coaches will be recruited, trained, compensated, and included in the structure of the program.

### **Other Requirements**

## **Collaboration with Local Agencies**

The comprehensive nature of the Jobs Plus Pilot model requires that PHAs establish partnerships with American Job Centers and other key social service agencies within the community. HUD and DOL have developed a toolkit and webinar which describes effective strategies for establishing partnerships between PHAs and WIBs/AJCs (see “From the Ground Up: Creating Partnerships between Public Housing Authorities and Workforce Investment Boards” at <https://www.workforce3one.org/view/5001417448285409284/info>) The toolkit provides several models for partnership that prospective applicants may want to consider.

In addition to strengthening program planning and implementation, cooperation among Jobs Plus program partners will also help to minimize “red tape” for participants seeking work-related supportive services and ultimately lead to the sustainability of the program.

Applicants must describe formal partnerships (defined as partners that will receive reimbursements for services provided under this grant) and informal partnerships (defined as partnerships that will not receive reimbursements for services provided under this grant). For each partner identified, applicants must describe the nature of the partnership (formal or informal), the role of the partner agency and a description of the services to be provided by the partner agency, as well as the amount of grant funding that formal partners will receive. Applicants are asked to demonstrate how they currently engage, and/or plan to engage, with local partners and other important local stakeholders and the system of accountability between Jobs Plus program partners that will be in place to ensure outcomes.

Partners should include:

- Workforce Investment Boards/American Job Centers;
- Local welfare agencies;
- Employment and training organizations;
- Vocational training providers;
- Community colleges and four-year educational institutions
- Other supportive services agencies that can either provide direct services or referrals to services that are critical for supporting successful employment.

In addition to employment, training and educational supports, grantees will have the flexibility to provide other supportive services based on resident needs and local capacity. HUD expects that all services that are generally available to residents of the community will be leveraged in-kind from partners. Grant funds should only be used to procure services that are *not* already available (either by service type or amount). Examples of the types of services that may be provided by grant funds, formal partners or the program’s referral network include but are not limited to the following:

- Child care services and/or after school programs
- Transportation assistance
- Financial literacy workshops
- Legal services (e.g. expungement)
- Domestic violence prevention services
- Services for formerly incarcerated/returning citizens
- Life Skills
- Other applicable local business support

Applicants should be prepared to demonstrate in their NOFA application how the partners intend to structure the governance of the proposed partnerships. Governance includes identifying who will have the authority to make day to day decisions about the staffing of the program, how policy decisions about financing and support will be made, and who will be responsible for coordinating successful working relationships between partners. In addition, grantees will be required to track residents’ participation in program services and provide individual and aggregate reports to HUD and should include in their

partnership agreements mechanisms to obtain information critical to this tracking from partner agencies.

### **Eligible Activities**

Eligible Activities include:

- Staff such as Service Coordinators or other service related personnel (salary and fringe of either Jobs Plus-specific staff or partner staff dedicated in whole or in part to providing Jobs Plus-related services)
- Services, such as job development and placement services, work readiness including assistance with purchasing books, training materials, uniforms, test fees, work-related tools, interview clothing, required immunizations or health testing (e.g. TB test) or other hiring pre-requisites, etc., education, job training and counseling, job search skills, tutoring, mentoring, literacy, financial literacy and/or coaching, , computer and internet access/on-site computer labs and training on computer use and online technologies, counseling, work readiness health screening, transportation, and child care.
- Rent incentives
- Technical assistance/Consultants
- Administrative costs such as rental of office space and related utilities, office supplies and equipment, postage, etc.
  - Lease or rental of space for Jobs Plus activities is an eligible use of administrative funds, but 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 Jobs Plus funds; and
    - 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.
- Data collection/tracking and related software
- Staff training/development/conferences/participating in learning networks and associated travel
- NOTE: All program expenses must be approved by HUD and be within statutory and regulatory limitations (e.g., 2 CFR Part 200).
- NOTE ALSO: HUD reserves the right to approve or disapprove any activity and may adjust grant budget amounts accordingly within individual grants and across this grant pilot program.

### **B. Authority.**

Funding for this program is authorized by the Consolidated Appropriations Act, 2014, Pub. L. No. 113-76, 128 Stat. 5, enacted January 17, 2014.

## **II. Award Information.**

### **A. Available Funds.**



HUD is making available through this NOFA **\$24,000,000** for Jobs Plus Pilot Program.

Additional funds may become available for award under this NOFA as a result of HUD's efforts to recapture unused funds, use carryover funds, or because of the availability of additional appropriated funds. Use of these funds will be subject to statutory constraints. All awards are subject to the applicable funding restrictions described in the General Section and to those contained in this NOFA.

This includes \$15 million appropriated in FY14 for Jobs Plus and an additional \$9 million made available from the FY14 ROSS program appropriations to support the services element of the Jobs Plus program. HUD will make the final determination regarding the amount from Jobs Plus and the amount from ROSS that will comprise each individual grant.

#### **B. Number of Awards.**

HUD expects to make approximately 8 awards from the funds available under this NOFA.

#### **C. Maximum Award Information.**

Estimated total funding for the Jobs Plus Pilot Program is \$24 million. Minimum award amounts are subject to budget request and maximum award amounts are \$3 million.

Estimated Total Funding:	\$24,000,000
Minimum Award Amount:	\$10,000 Per Project Period
Maximum Award Amount:	\$3,000,000 Per Project Period

#### **D. Period of Performance.**

The grant term is 4 years.

Estimated Project Start Date:	04/01/2015
Estimated Project End Date:	03/31/2019

48-month project with four 12-month budget periods

#### **Additional Information on Project Periods**

#### **E. Type of Funding Instrument.**

Funding Instrument Type: Grant

All Jobs Plus funds will be provided through a grant agreement and HUD's Line of Credit Control System (LOCCS).

#### **F. Supplementation.**

Not Applicable.

### **III. Eligibility Information.**

#### **A. Eligible Applicants.**

Eligible applicants under this NOFA include:

Others (see text field entitled "Additional Information on Eligibility" for clarification)

Additional Information on Eligibility:

Eligible applicants are PHAs that operate one or more public housing developments (as designated for asset management purposes) that meet the criteria outlined in this NOFA. A list of developments that meet the criteria is provided in [Appendix B] however, the mere appearance of a development on this list does not necessarily mean that the development is appropriate for a Jobs Plus program.

#### Criteria for Eligible Developments

- Minimum development size of 250 households (excluding elderly-only households)
- At least 50 percent of the households (excluding elderly-only households) contain no member showing earned income in PIC
- Because Jobs Plus is a place-based program, units to be served must be within a ¼ mile radius of each other. This requirement may disqualify developments on the Eligible Development list if the AMP is for scattered sites that are not within the required radius.
- Developments that belong to PHAs that are considered troubled in PHAS or are on the PHARS list or that are in receivership are not eligible to participate.

NOTE: HUD will review no more than one application for each eligible PHA.

Non-profit organizations, resident associations, and for-profit organizations are **not eligible** to apply for funding under this NOFA.

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

HUD does not award grants to individuals nor will HUD evaluate an application from an ineligible applicant. Additionally, if for-profit firms are eligible they are not allowed to earn a fee (i.e., make a profit from the project).

In accordance with 2 CFR 25.200, all applicants must have an active Data Universal Numbering System (DUNS) number ([www.dnb.com](http://www.dnb.com)) and have an active registration in the System for Award Management (SAM) ([www.sam.gov](http://www.sam.gov)) **before submitting an application**. Getting your DUNS number and SAM registration can take up to four weeks; therefore, you should start this process or check your status early.

#### **B. Cost Sharing or Matching.**

Federal sources are generally not allowed to be used as cost share or match unless otherwise permitted by a program's authorizing statute.

This Program requires an applicant to leverage resources through cost sharing or matching as described below.

All applicants are required to have in place a firmly committed match contribution equivalent to 25 percent (25%) of their total grant amount requested. Commitments beyond 25% will be considered leverage. The match/leverage may be provided as a cash or in-kind donation. All providers listed as providing match/leverage are required to provide a letter attesting to match/leverage signed by a person authorized to make the commitment. Applicants who do not demonstrate the minimum match will not receive further consideration for funding.

#### **C. Other.**

You must refer to Section III of the General Section for information on the following eligibility requirements. These requirements may, where applicable, determine whether your application is reviewed or make your application ineligible for funding:

- Resolution of civil rights matters;
- Compliance with nondiscrimination and other requirements, including but not limited to:

- compliance with all applicable fair housing and civil rights laws;
- affirmatively furthering fair housing;
- Delinquent Federal debts;
- Financial management systems that meet Federal standards;
- Debarment and/or suspension from doing business with the Federal Government;
- False statements;
- Do Not Pay review and compliance with the Improper Payments Elimination and Recovery Improvement Act of 2012;
- Standards of ethical conduct/code of conduct;
- Prohibition against lobbying activities; and
- Conflicts of interest.

**1. General Section: Threshold Requirements.** Please note that the requirements listed in Section III.C.2 of the General Section ("Threshold Requirements") apply to this NOFA unless otherwise specified below.

a. Consistency with the Consolidated Plan and Analysis of Impediments (AI) to Fair Housing Choice. Under HUD's regulations at 24 CFR 91.2(d), an applicant's PHA Plan includes a certification by the appropriate state or local official that the PHA Plan is consistent with the applicable Consolidated Plan for the jurisdiction in which the PHA is located and must describe the manner in which the applicable contents of the PHA Plan are consistent with the Consolidated Plan. To the extent that the Jobs Plus Pilot Program is addressed or should be addressed in the PHA Plan, it must be certified to be consistent with the Consolidated Plan. Successful applicants will be required to include the Jobs Plus Program in the next amendment to the PHA Plan and that Plan must be certified to be consistent with the Consolidated Plan.

**2. General Section: Compliance with Nondiscrimination and Other Requirements.** Please note that the requirements listed in Section III.C.3 of the General Section ("Compliance with Nondiscrimination and Other Requirements") apply to this NOFA unless otherwise specified below.

**a. Affirmatively Furthering Fair Housing.** Applicants should note that this requirement, which is listed in Section III.C.3.b of the General Section, has been modified under this NOFA. Section III.C.3.b of the General Section generally requires applicants to submit a statement (unless otherwise stated in the program NOFA) describing how it is going to carry out the proposed activities in a manner that is in compliance with Section 808(e)(5) of the Fair Housing Act, which requires the Department to affirmatively further the purposes of the Fair Housing Act in its housing and urban development Programs. Applicants under this NOFA do not have to include a statement on Affirmatively Furthering Fair Housing (AFFH) in their application; instead, successful applicants are required to undertake the following AFFH activities:

- (1) Ensure that each participant receives training and information on rights and remedies available under the federal, state, and local fair housing and civil rights laws and a copy of the housing discrimination complaint form.
- (2) Ensure that each participant is told how to file a fair housing complaint and given the toll-free number for the Housing Discrimination Hotline: 800-669-9777.
- (3) Ensure that affirmative outreach is conducted to reach families in demographic categories that would ordinarily be least likely to apply for inclusion in this program without targeted outreach and/or would ordinarily be least likely to participate without special effort on the part of the PHA.
- (4) Mobility Counseling: If the family is currently living in a high poverty census tract in the PHA's jurisdiction, ensure that the family is provided with an explanation of the advantages of moving to an area that does not have a high concentration of low-and very low-income people and information on housing search and other geographic mobility services.
- (5) Make available to all participants information on housing opportunities available throughout the region

which will provide them with greater opportunities for employment, job training, highly ranked schools and varied cultural amenities, and how to access such opportunities through support organizations in the area.

(6) Seek out fair housing training that will assist the Jobs Plus personnel in fulfilling fair housing responsibilities. Fair housing training may be available through the local Fair Housing Initiatives Program (FHIP) agency or the Fair Housing Assistance Program (FHAP) agency. A listing of FHIPs and FHAPs can be found at [www.hud.gov/offices/fheo/partners/FHIP/fhip.cfm](http://www.hud.gov/offices/fheo/partners/FHIP/fhip.cfm) (FHIP) and [www.hud.gov/offices/fheo/partners/FHAP/agencies.cfm](http://www.hud.gov/offices/fheo/partners/FHAP/agencies.cfm) (FHAP).

**3. General Section: Policy Priorities/Other Requirements.** The goals and design of the Jobs Plus Program meet the priority of promoting economic development and economic resilience. Therefore applicants do not need to provide additional language addressing this NOFA policy priority.

Also, please note that the requirements listed in Section III.C.4 of the General Section ("Other Requirements") apply to this NOFA unless otherwise specified below.

a. No Debarments and/or Suspensions. Applicants should note that this requirement, which is listed in Section III.C.4.c of the General Section does not apply directly to eligible applicants under this NOFA. However, no person employed by or contracted with the applicant that appears on the Excluded Parties Listing System (EPLS) may be paid pursuant to funding under this NOFA. For access to the EPLS, see <https://www.sam.gov/portals/SAM/>. Grantees should review the EPLS system prior to employing or contracting with grant funds.

b. Conducting Business in Accordance with Ethical Standards/Code of Conduct. Applicants shall continue to maintain a written code of conduct in the PHA administrative plan that prohibits the solicitation or acceptance of gifts or gratuities, in excess of a nominal value, by any officer or employee of the PHA, or any contractor, subcontractor, or agent of the PHA. The PHA's administrative plan shall state PHA policies concerning PHA administrative and disciplinary remedies for violation of the PHA code of conduct. The PHA shall inform all officers, employees, and agents of its organization of the PHA's code of conduct.

c. Environmental Requirements. In accordance with 24 CFR 58.34(a)(3)(4) and (9), 24 CFR 58.35(b)(2), and 24 CFR 50.19(b)(3)(4), (9), and (12), activities funded under this NOFA are categorically excluded from environmental review under the National Environmental Policy Act of 1969 (42 U.S.C. 4321) and are not subject to environmental review under related laws and authorities.

d. Limited English Proficiency (LEP). For assistance in ensuring that information regarding the Jobs Plus Pilot Program is available to LEP populations, successful applicants should consult the Final Guidance to Federal Financial Assistance Recipients Regarding Title VI, Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons published on January 22, 2007, in the Federal Register (72 FR 2732).

e. Physical Accessibility. Note that all meetings must be held and services provided in facilities that are physically accessible to persons with disabilities. Where physical accessibility is not achievable, successful applicants must give priority to alternative methods of product or information delivery that offer programs and activities to qualified individuals with disabilities in the most integrated setting appropriate in accordance with HUD's implementing regulations for section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794) at 24 CFR part 8. In addition, all notices of and communications during all training sessions and public meetings shall be provided in a manner that is effective for persons with hearing, visual, and other communication-related disabilities or provide other means of accommodation for persons with disabilities consistent with section 504 of the Rehabilitation Act of 1973 and HUD's section 504 regulations. See 24 CFR Section 8.6.

#### 4. Threshold Requirements

General Section: Threshold Eligibility Requirements. All applicants requesting funding under the Jobs

Plus program must be in compliance with the threshold requirements found in the FY2014 General Section Applications that do not meet one or more of these threshold requirements, and applications that were received after the deadline (see Section IV.C of the FY2014 General Section), will be considered ineligible for funding.

#### Non-General Section/Program Threshold Requirements.

1. MOU. Applicants must establish and maintain a working relationship with local Workforce Investment Board and/or local American Job Center (formerly known as One-Stop Center). In order to meet the threshold requirement, the applicant must submit documentation of this relationship in the form of a Memorandum of Understanding (MOU) between the Housing Authority and the local Workforce Investment Board or American Job Center/One-Stop Center or. The MOU must identify roles and responsibilities of the signatory agencies.
2. Match. Applicants who do not demonstrate the minimum match will not receive further consideration for funding.
3. Rent Incentives . Applicants that request more than 60% of their grant be used for rent incentives will be rejected. For more information, please see Rating Factor 3c Soundness of Approach: Detailed Budget.

#### **Other:**

Corrections to Deficient Applications. Applicants will have 7 calendar days in which to provide missing information requested by HUD. Instructions on submission of cures for deficiencies will be provided by HUD. See Section V.B.2 of FY2014 General Section for additional information on the process to be followed for corrections to deficient applications.

Technical Assistance. HUD encourages PHAs and partners to seek technical assistance in implementing a successful Jobs Plus program. Technical assistance is an eligible use of funds and should be accounted for in the budget; however HUD reserves the right to approve all technical assistance and providers for the PHA. Further guidance will be issued upon grant award.

Data Sharing. Applicants must agree to share any and all data gathered as part of the Jobs Plus program with HUD or HUD designees upon HUD's request. This includes, but is not limited to, data on program management, outcomes, participants and expenditures.

## **IV. Application and Submission Information**

### **A. Obtaining an Application Package.**

An electronic copy of the Application Package and Application Instructions for this NOFA can be downloaded from Grants.gov at <http://www.grants.gov/applicants/apply-for-grants.html>.

An applicant demonstrating good cause may request a waiver from the requirement for electronic submission. If you receive a waiver, your paper application must be received by HUD before the deadline of this NOFA. To request a waiver and receive a paper copy of the application materials, you should contact:

Anice Chenault

Email: [JobsPlus@hud.gov](mailto:JobsPlus@hud.gov)

Waiver requests must be submitted no later than 15 days prior to the application deadline date. The subject line of the email message should be FY 2014 Jobs Plus NOFA Waiver Request. If an applicant is granted a waiver, then the approval will provide instructions for submitting paper copies to the appropriate HUD office(s). See Section IV.B of the General Section ("Paper Application") and Section IV.A.3 of the General Section ("Waiver of Electronic Submission Requirements") for more information.

## B. Content and Form of Application Submission.

To assure you have the correct Application Package and Application Instructions, you must check that the CFDA number, the Opportunity Title, and the Funding Opportunity Number on the first page of your Application Package match those listed in the Overview of this NOFA. Your application will only be considered for the competition indicated on your submission.

### Forms and Other Application Submission Information

(See also "Guidance for Locating and Completing Forms," below the chart)

Item	Description/Special Instructions
Form SF_424 - Required	This is the Standard Federal form "Application for Federal Assistance." See Section IV.B.2.b of this NOFA ("SF_424") for more information. HUD may contact an applicant to clarify items on this form, and will be treated as a curable deficiency (see Section V.B.2 of this NOFA (Corrections to Deficient Applications) for more information).
HUD_2993 - If applicable.	This is the "Acknowledgment of Application Receipt" and is only applicable if a waiver of the electronic application requirement is granted for the applicant. NOTE: HUD does not anticipate approving any waivers.
SF_LLL - If applicable.	This is the "Disclosure of Lobbying Activities" form. This form is only applicable if your agency has used or intends to use non-federal funds for lobbying activities. . See Section IV.B.2.c ("SF-LLL") of this NOFA for more information. HUD may contact an applicant to clarify items on this form, and will be treated as a curable deficiency (see Section V.B.2 of this NOFA ("Corrections to Deficient Applications") for more information).
HUD_2880 - If applicable.	Applicant Recipient Disclosure Report. the answer to Part I Thresholds Determination Question is "YES". The answer to Part I Threshold Question 2 is "YES" if you are applying for more than \$200,000 in the first year of THIS APPLICATION. However, if the applicant identified in box 8a of the SF-424 is applying for other awards so the total is in excess of \$200,000 then you must mark the box "YES". Most applicants for Jobs Plus will answer "YES" to Part 1 Threshold Question 2. If you answered YES to Question 2, you must fill in the rest of the form (Parts II and III) even if the answers are "N/A". If you answer "NO" to EITHER QUESTION, you will not need to fill out the rest of the form, but you still must send it in. It will be considered signed as a result of your electronic application submission.
HUD_96011 - Required.	This is the "Third Party Documentation Facsimile Transmittal" form and it MUST be used as the cover sheet for any faxes submitted in conjunction with an electronic application. This form must be included in the application even if faxes are not sent. See Section IV.B.2.e of this NOFA ("HUD_96011") for more information.
Map of Units in Target Population	All applicants must include a map showing the minimum number of eligible households within a ¼ mile radius. Scale and radius must be marked on the map. This may be requested as a deficiency, however, if not provided, the application may not be considered for funding.

MOU between PHA and WIB and/or AJC/One-Stop	This is a required threshold. If it is missing from the application, it cannot be requested as a deficiency.
Jobs Plus Narratives	As noted in the Jobs Plus NOFA, the written narrative must address the rating factors noted in Section V of the NOFA. Narratives are required for Rating Factor 1, 2 and 3. If narratives or other required submissions for the rating factors are missing from the application, they cannot be requested as a deficiency. Your application will be reviewed based on the material submitted.
Executive Summary	Please include an Executive Summary of the proposed program. Please do not exceed three (3) pages
Implementation Schedule	Part of Rating Factor 3
Detailed Program Budget	Part of Rating Factor 3 - Applicant's own format
Jobs Plus Summary Budget	Part of Rating Factor 3 - Form provided
Budget Narrative	Part of Rating Factor 3
Match/leverage commitment letters	See Rating Factor 4 for instructions
Letter for Promise Zones Bonus Points	If applicable - see General Section for more information

## 2. Guidance for Locating and Completing Forms.

### Guidance for Locating and Completing Forms

a. a. General. Please note that the application consists of the "application download" and the "instructions download." Forms referred to as "electronic" are part of the application download in grants.gov, and forms referred to as "attachments" are part of the instructions download in grants.gov. Use only the forms included in the Grants.gov application download and instructions download for this funding opportunity to avoid using outdated forms. See Section IV.B.1.a of the 2014 General Section ("Application Download") for more information.

b. SF 424.

Boxes in yellow are mandatory fields.

Question 2 – All applicants should select the “new” box on question 2, “type of application.”

Question 5a. – The Federal Identifier requested in 5a. is the PHA number of each applicant PHA (e.g., MD035 or AK002).

Question 5b – you may leave this blank.

Question 8.d – When entering the applicant zip code in 8.d., enter the 9 digit zip code.

Questions 10, 11, 12 and 13 are pre-populated. Do not add or change anything.

Question 14 – you may leave blank and do not need to attach anything.

Question 15 – PHA discretion. Suggest using the name of your PHA and Jobs Plus.

Question 16 – if the location of the applicant's office and the location of the program/project are within the same Congressional District, you should include the same answer for both parts. Question 17 – use the

dates indicated in the preamble of the NOFA or estimate

Question 18 – Complete 18.a. which will be the amount requested from HUD in this application. . The dollar amount entered in 18.a. must be the total requested under this NOFA. 18.b. should reflect the total match and leverage that you and your partners are committing to the program. No funding amount should be reported in 18.b. through 18.f. The total, 18.g. will populate a cumulative figure.

Question 19 – answer c. Program is not covered by E.O. 12372.

Do not add attachments to the SF\_424. Use the Attachments Form in the electronic application to submit attachments.

c. SF-LLL. If this form is not applicable to your agency, do not include it in your submission

d. HUD\_96011. If faxes will not be sent with your application, enter "1" for the number of pages. See the 2014 General Section for more information.

e. HUD2880 Applicant Recipient Disclosure Report - the answer to Part I Thresholds Determination Question is "YES". The answer to Part I Threshold Question 2 is "YES" if you are applying for more than \$200,000 in the first year of THIS APPLICATION. However, if the applicant identified in box 8a of the SF-424 is applying for other awards so the total is in excess of \$200,000 then you must mark the box "YES". Most applicants for Jobs Plus will answer "YES" to Part 1 Threshold Question 2. If you answered YES to Question 2, you must fill in the rest of the form (Parts II and III) even if the answers are "N/A". If you answer "NO" to EITHER QUESTION, you will not need to fill out the rest of the form, but you still must send it in. It will be considered signed as a result of your electronic application submission.

Forms for your package include the HUD standard forms outlined below:

## C. Application Submission Dates and Times.

### Application Deadline.

Submit your application to Grants.gov unless a waiver has been issued allowing you to submit your application in paper form. Instructions on submitting your application to Grants.gov are contained within the Application Package you downloaded from Grants.gov.

The application deadline is 11:59:59 p.m. Eastern time on **December 17, 2014**.

Applications must be received no later than the deadline. Please refer to the General Section for more information about timely receipt of applications.

Applications must be received no later than the deadline. Please refer to the General Section for more information about timely receipt of applications.

Your application must be **both received and validated** by Grants.gov. Your application is “received” when Grant.gov provides you a confirmation of receipt and an application tracking number. **If you do not see this confirmation and tracking number, your application has not been received.**

After your application has been received, your application still must be validated by Grants.gov. During this process, your application may be “validated” or “rejected with errors.” To know whether your application was rejected with errors and the reason(s) why, you must log into Grants.gov, select “Applicants” from the top navigation, and select “Track my application” from the drop-down list. If the status is “rejected with errors,” you have the option to correct the error(s) and resubmit your application before the Grace Period ends. **If your application was “rejected with errors” and you do not correct these errors, HUD will not review your application.** If your status is “validated” your application will be forwarded to HUD by Grants.gov.



**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 one day beyond the application deadline to submit a corrected application that is received and validated by Grants.gov. Any application submitted during the grace period that does not meet the criteria above will not be considered for funding. There is no grace period for paper applications. See the General Section for more information about the grace period.

If you are required to submit supporting documentation you may either scan and attach these documents to your electronic application package or submit them via fax. If supporting documents are submitted by fax, you must use the HUD-96011 Facsimile Transmittal Form as a cover page; this form is located in your Application Package. You must send any faxes to the toll-free number **800-HUD-1010**. If you cannot access the toll-free number or experience problems using that number you may use **215-825-8798** (this is not a toll-free number). If you or any other parties submitting documents for this application do not use the form HUD-96011 that came with your application as the fax cover page, the documents cannot be matched to the application. Consequently, these documents will not be considered when the application is evaluated. Additionally, if your fax machine creates a cover page, you must turn this feature off.

**Amending a Validated Application:** If you resubmit an application that was previously validated by Grants.gov, all documents faxed in support of the application must be faxed again using the form HUD-96011. You must fax the materials after the resubmitted application has been validated by Grants.gov. All faxed materials must be received by the applicable deadline.

#### **D. Intergovernmental Review.**

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

#### **E. Funding Restrictions.**

##### **Ineligible Activities.**

Funds under this Jobs Plus NOFA may not be used for performance of routine PH or HCV program functions.

#### **F. Other Submission Requirements.**

##### **Lead Based Paint Requirements**

Not Applicable.

### **V. Application Review Information**

#### **A. Review Criteria.**

##### **A.1. Rating Factors.**

**Threshold Requirements.** Applicants that meet all of the General Section and Non General section threshold requirements listed on this NOFA will be eligible to be scored and ranked, based on the total number of points allocated for each of the rating factors described below in this section.

**Award Factors.** Each of the factors is weighted as indicated by the number of points that are assigned to it. The maximum score that can be attained is 100. Applicants should be certain that each of these factors is adequately addressed. To the extent feasible, include all the needed information with the response to each rating factor. If the response to a particular rating factor cites information provided in the response to another factor, clearly indicate where the information is located so that the information can be

easily located by the reviewer. In order to be awarded full points for each rating factor, you must provide comprehensive, high-quality responses to each of the requested items in each factor.

**Capacity (Max 15 pages)**

**Maximum Points: 36**

HUD will evaluate the extent to which the applicant demonstrates past performance and the organizational resources necessary to successfully implement the proposed activities in accordance with the proposed implementation schedule. HUD's evaluation of the applicant's capacity may include a capacity and past performance review by the local PIH Field Office.

**Managerial, Technical, and Administrative Capacity.**

a. Team Make-up, Roles/Responsibilities (up to 10 points)

i. Describe the roles/responsibilities and the knowledge/experience of the proposed project director and key staff, including the day-to-day managers, job developers, community outreach workers, resource coordinators and consultants, in planning, managing, and implementing the program in accordance with the implementation schedule for which funding is being requested.

b. Past Performance with Similar Programs (up to 10 points)

i. Provide a description demonstrating that the proposed team has the managerial, technical, and/or administrative capability necessary to implement “evidence-based” strategies that are designed to improve employment opportunities and increase earned income for low income individuals.

ii. Include a description of recent, relevant experience of the applicant team in implementing service coordination, employment training and placement programs and/or resident engagement initiatives. Include the goals and measured outcomes of those endeavors. Specifically include joint initiatives between the PHA and the local WIB/One-Stop or American Job Center, if any.

c. Capacity to Manage Multi-Year, Multiple Funding-Source Programs and Collaboration (up to 10 points)

i. Provide a description that demonstrates the proposed team’s experience with, and capacity to, administer large, multi-year programs with multiple sources of funding.

ii. Provide a description of the applicant’s experience with and capacity to manage a project involving a collaboration of many partners, particularly any experience managing a collaboration where some partners are supported with grant funding and other partners are providing cash or in-kind support. How does the applicant propose to create and maintain common goals, commitment to outcomes, and accountability across the partnership? Describe the proposed governance structure of the collaboration in detail.

d. Section 3 (up to 3 points)

i. Provide a description of the PHA’s Section 3 initiatives and results over the past five years. For example, what innovative approaches did the agency use to meet the regulatory requirements of Section 3? How many residents have been hired by the agency, subrecipients, or contractors? How many Section 3 residents were retained beyond the initial project? What type of training opportunities were provided to Section 3 residents? How were Section 3 residents notified about training and employment opportunities?

ii. Describe how the PHA will connect Jobs Plus participants to employment opportunities, including training positions, either within the PHA or with your subrecipients and contractors. For example, what incentives will the PHA provide to subrecipients and contractors to hire or retain

Jobs Plus participants? How will subrecipients and contractors be monitored for compliance, and what sanctions will be imposed for noncompliance?

e. Working with Residents (up to 3 points)

i. Describe your experience with working with residents as team members and leaders including a traditional resident council as well as other experience.

**Do not submit job descriptions or resumes. Do not submit Social Security Numbers of any personnel or consultants.**

### **Need (Max 5 pages)**

**Maximum Points: 6**

HUD will assess the extent to which the applicant can document the need for the program. The application should include qualitative and quantitative information that demonstrates that the proposed project will meet the documented needs of current public housing residents of the target site.

1) Provide a socio-economic and demographic description of the residents residing in the target site. Include the number of work-able adults (people between 18-64 who are mentally and physically able to become employed) and the current rate of unemployment (individuals and households reporting zero earned income on their latest rent re-certification.) If you plan to target a specific sub-group of residents (e.g. women, young adults, etc.), you must provide a rationale for targeting the proposed sub-group, including the socio-economic status of the residents within that sub-group and the specific needs of the sub-group. (up to 2 points)

2) Indicate what other programming the PHA has been operating to provide employment-related services to public housing residents in the proposed target site, the goals and outcomes from these programs and how the Jobs Plus program will enhance or replace the existing programming. (up to 2 points)

3) Provide a description of the local employment market of the proposed target site(s) including information on the number and types of jobs available. Describe the skills that residents in order to pursue in-demand jobs in the applicant's community including the type of education or training required to pursue such employment opportunities, what to study and where to apply for jobs. Describe the barriers to employment faced by the residents to be served by the Jobs Plus program. (up to 2 points)

### **Soundness of Approach**

**Maximum Points: 54**

This factor addresses the soundness of the proposed approach and the quality and feasibility of the proposed work plan. The proposed approach must clearly present an achievable strategy for increasing residents' income through the three core elements of Jobs Plus-- employment-related services, financial incentives and community support for work.

a. **Program Activities and Implementation Plan (maximum of 20 pages)** Applicants need to provide a work plan with the following information

#### **1) Outreach and Engagement (up to 10 points)**

o How will participants be recruited? How will you outreach to those least likely to participate in the program?

o What retention methods will be employed?

o List goals for outreach "touches" and enrollments. (Harlem Children's Zone established that "saturation" in that program was 65% of the neighborhood participating in the program)

#### **2) Career/Employment/Training Services (up to 10 points)**

What services will be offered to participants and by whom (the PHA or partners)? PLEASE NOTE: An

MOU regarding a partnership to implement the Jobs Plus program between the PHA and the local WIB or local /One-Stop/American Job Center (formerly known as the One-Stop Center) is a Threshold requirement for the application to receive consideration.

- o What work-enabling supportive services will be offered to residents?
- o What special efforts will be made to help ensure success of those least likely to succeed without such efforts?
- o How does the applicant plan to include financial literacy/financial coaching into the program design?
- o How does the applicant plan to include computer/digital literacy in the program?
- o How will the PHA work with participants to not only become employed, but to move toward living wage work and work with benefits that might enable residents to become fully self-sufficient and able to afford market rent in the community and thus ready to leave public housing?
- o How will the proposed team establish and maintain relationships with local employers to create employment and work-based learning opportunities for participants and hold employers accountable for longevity and advancement in employment?
- o What is the employer engagement strategy entail and what are the specific commitments employers are making to the project?
- o List program goals for key outcomes for program participants, including the percentage of participants who will obtain employment, percent increase in quarterly employment rates and percent increase in both the number of residents increasing earned income and the dollar amount of that increase.

**3) Financial incentives/JPEID (up to 10 points)**

- o How does the PHA plan to administer and implement the JPEID?
- o How will the PHA work with the accounting/rent calculation and/or on-side managerial staff to ensure that all staff understand how the JPEID will be administered and the intrinsic value of the Jobs Plus program?
- o How will the PHA explain JPEID to residents and encourage program participation?
- o How will the PHA track the impact of JPEID on PHA rental income?
- o Provide the projected number of residents (both those actively participating in Jobs Plus programming and those that simply enroll in JPEID) accessing JPEID, as well as the projected dollar amount to be expended on JPEID (the Jobs Plus demo found that approximately a quarter of program funds were expended on rent incentive).

**4) Community Supports for Work (up to 10 points)**

- o Describe the PHA's vision for the Community Supports for Work component of the program
- o How will residents be hired, trained, and employed as Community Coaches?
- o What role will partners play in Community Supports for Work?
- o How will the Community Supports for Work lead to a sustainable program?
- o List proposed outcomes and goals for this pillar of the program.

**b. Program schedule (4 points) (no page limit)**

Provide a proposed program schedule that documents the activities, timeframes, deliverables, and key partners required to implement the strategies described in the Activities and Implementation Plan section within the grant period of performance. Include timeframes for accomplishing all start-up activities immediately following the start of the grant period of performance that ensure that the PHA will begin serving participants no later than 6 months after the grant start date.

**c. Detailed Budget (no page limit), Summary Budget (no page limit) and Budget Narrative (5 page limit) (up to 10 points)**

Applicants must submit:

- 1) a detailed Jobs Plus program budget in their own preferred format,
- 2) a completed Jobs Plus Summary Budget Form (HUD-50144), and
- 3) a narrative of no more than five pages summarizing the specific activity costs (listed in the Work

Plan), as well as costs related to program administration, salaries, program planning, technical assistance, JPEID rent incentives, and other costs that are to be paid with grant funds or match/leverage. The budget should reflect program expenditures to be supported by grant funds, as well as cash and in-kind items and services. For a \$3 million grant (the maximum award) the minimum required match would be \$750,000.

The total grant will be made up of funds from both Jobs Plus appropriations and ROSS appropriation. ROSS funds, by statute, may *not* be used to pay for rent incentives. All other eligible activities in the grant may be paid from either Jobs Plus or ROSS funds. For this reason, *no more than 60% of the total grant funds requested may be requested for Rent Incentives*, or, in other words, a minimum of 40% of the budget must be for activities *other than* rent incentive. However, please do not interpret this requirement to mean that 60% of the funds *should* be reserved for rent incentive. HUD reserves the right to adjust the grant budgets and HUD will make the final determination regarding the amount from each source that will make up the individual final grant awards. Any applications with budgets requesting more than 60% of total grant funds for rent incentives will be rejected and not considered for funding. THIS IS A THRESHOLD REQUIREMENT.

**Match/Leveraging No Page Limit** **Maximum Points: 4**

Match/Leverage – both financial and in-kind – is an essential element of Jobs Plus. Jobs Plus grant dollars enable grantees to leverage other local, state and federal resources to catalyze significant change in employment outcomes for public housing residents. Federal sources are generally not allowed to be used as match or leverage unless otherwise permitted by that program’s authorizing statute. HUD encourages applicants to create a comprehensive continuum of committed resources that support the proposed program. To receive points under this rating factor, leveraged resource commitments must directly contribute to the Jobs Plus program. Please include a table in your response to this rating factor with the following information summarizing the leverage commitments you have secured:

Agency	Brief Description of Cash/In-Kind to be Provided	Amount of Match/Leverage
Q Agency	Adult Literacy	\$120,000
Y Agency	Asset Building and GED	\$50,000
Total		\$170,000

HUD will use the ratio of grant funds requested to the dollar value of documented, committed resources leveraged from other sources.

Leverage Ratio	Points Awarded
1:1.5 or higher	4
1:1.25 and 1:1.49	3
1:1 and 1:1.24	2
1:0.75 and 1:0.99	1
Less than 1:0.25	0

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In order to count toward Supportive Services leverage rating factor points, resources can be financial and/or in-kind.

Match/leverage must be firmly committed, which means that the amount of match resources and their dedication to Jobs Plus funded activities must be explicit, in writing, and signed by a person authorized to make the commitment. The letters of commitment/MOUs must indicate the total dollar value of the commitment; include a calculation to show how the value of the commitment was derived; be dated between the publication date of this NOFA and the application deadline for this NOFA; and indicate how the commitment will relate to the proposed program. If the commitment is in-kind, the letters should explain exactly what services or material will be provided. The commitment must be available at time of award. Applicants proposing to use their own, non-Jobs Plus grant funds to provide match or leverage, in whole or in part, must also have a letter of commitment indicating the type of match/leverage (cash or in-kind), the source of the match/leverage, the value of the match/leverage, and how the match/leverage will be used.

Resources/in-kind services that can be committed include: in-kind services provided to the applicant; funds from federal sources that by statute allow those funds to be used for matching purposes, including, for example, Community Development Block Grant (CDBG) funds; funds from any state or local government sources, and funds from private contributions. PHA Operating and Capital Funds may be used as match, if used for purposes eligible under the respective grant program.

In-kind contributions. In-kind contributions may be in the form of staff time, donated materials, or services. All assistance provided to meet this requirement must be identified by their dollar equivalent based upon accepted salary or regional dollar values. When an individual donates his/her time in a professional capacity to supervise members, train or engage in member development, provide technical assistance on a project, evaluate a project, oversee project quality, or provide pro bono work on a permanent or temporary basis, the time involved is an in-kind contribution. For materials, the items must be donated to the applicant. Donated materials can include physical items such as computer equipment and supplies, materials for projects, and other marketing materials. They can also be in the form of office and meeting space or the use of a vehicle.

In-kind calculation/derivation. For in-kind contributions, the commitment letter must indicate how the dollar amount of the in-kind resource commitment was derived/calculated. Resource commitment documents that simply give a dollar figure for proposed services will not be counted. An example of a good Supportive Services commitment would be: "Q Agency will reserve 10 slots in the Adult Literacy Program for residents of the targeted XYZ public housing development's Jobs Plus program, valued at \$3000 per slot. Therefore, the total leveraged value over four years will be \$120,000 (10 slots multiplied by \$3000 per slot, multiplied by 4 years = \$120,000)." Another example would be: "Y Organization is committed to providing at least 10 hours of professional staff time per week on-site at the targeted ABC public housing community's Jobs Plus program to conduct asset building services, including opening accounts, providing ongoing non-cash account services, and providing financial education. The value of this service is equal to \$30,000 for 10 hours a week of staff time at \$15/hr for 200 weeks in total." If an agency commits to provide multiple services in the same letter, for example, both a job readiness workshop and an afterschool program, both derivations/calculations should be present in the letter or detailed in the application.

The value of volunteer time and services shall be computed by using the normal professional rate for the local area or the national minimum wage rate (\$7.25) multiplied by the number of staff to be provided to the grant, multiplied by the total number of hours, multiplied by the number of years the commitment will be provided. (Example: (\$7.25 per hour) x (2 volunteers) x (50 total hours per year) x (3 years) = \$2,175.00)

The value of any donated material, equipment, building space, or lease, shall be provided in a letter from the organization making the donation stating the value of the contribution and the duration of the commitment. (Example: community center space monthly rent valued at: \$1000 per month x 12 months x 4 years = \$48,000).

a. Types of Supportive Services Resources. Supportive services resources may include, but are not limited to, the following. All must be related to the activities of the Jobs Plus program.

- The value of a building or space in a building donated for Jobs Plus purposes;
- The value of a lease on a building or space in a building donated for Jobs Plus purposes;
- Other infrastructure for Jobs Plus purposes;
- Time and services contributed by volunteers;
- Staff salaries and benefits of service providers (PHA staff time may not be counted);
- The value of supportive services provided by a partner agency
- TANF.
  - Existing and newly generated TANF cash benefits (for individuals) will not be accepted as a resource for leverage.
  - Existing and newly generated non-cash services provided by TANF agencies may be accepted as a resource for leverage.

Wages projected to be paid to residents through jobs or projected benefits (e.g., health/insurance/retirement benefits) related to projected resources to be provided by the Jobs Plus program may not be counted.

## **A.2. NOFA Priorities.**

This Program does not award NOFA priority points.

Promote Economic Development and Economic Resilience: One of HUD’s goals is to build strong, resilient, and inclusive communities. Strong communities provide job opportunities for all including low-income residents. The goals and design of the Jobs Plus Program automatically meet the priority of promoting economic development and economic resilience. Therefore applicants do not need to provide additional language addressing this NOFA priority.

## **A.3. Bonus Points**

HUD encourages activities in communities with Preferred Sustainability Status (PSS) and/or Promise Zones (PZ). HUD will award two (2) points for qualified activities supporting either designation or both. In no case will HUD award more than two bonus points for these activities. The criteria and documentation that must be provided to receive these points are detailed in Section V of the General Section. These points will be considered only if the application meets or exceeds the Program's minimum fundable score based on the rating factors of this NOFA.

## **B. Reviews and Selection Process.**

**Review Types.** Two types of reviews will be conducted. First, HUD will review each application to determine whether it meets threshold eligibility requirements. Second, HUD will review and assign scores to applications that meet threshold eligibility requirements.

**Ranked Order.** Once scores have been assigned, applications will be funded in ranked order with a minimum score of 75 required in order to be funded.

**Corrections to Deficient Applications.** The General Section (see Section V.C.2; "Corrections to



Deficient Applications") provides the procedures for corrections to deficient applications. For timely completion of the review process, this NOFA establishes a 7 calendar day window for applicants to correct deficiencies; that is, clarifications or corrections of technical deficiencies in accordance with information provided by HUD in the email notification of a technical deficiency must be received by HUD within 7 calendar days of the date of the HUD email notification.

**Unacceptable Applications.** After the technical deficiency correction period, HUD will disapprove applications that it determines are not acceptable for processing (e.g., applications that fail the threshold requirements of the General Section or of this NOFA, or that do not correct technical deficiencies required for funding).

### **C. Anticipated Announcement and Award Dates.**

It is anticipated that award announcements will take place in the spring of 2015.

## **VI. Award Administration Information.**

### **A. Award Notices.**

Successful applicants will receive an award letter from HUD. The award letter will provide instructions about the steps grantees must take in order to access funding and begin implementing grant activities; funding will be provided via a grant agreement and through the LOCCS system.

Unsuccessful applicants will receive a denial letter from HUD that will state the basis for the decision. Unsuccessful applicants may request an applicant debriefing. (See Section VI.A.5 of the General Section ("Debriefing") for additional information regarding a debriefing.) Applicants requesting to be debriefed must follow the instructions provided in the rejection letter.

### **B. Administrative and National Policy Requirements.**

Certain Administrative and National Policy Requirements apply to all HUD programs, including this NOFA. For a complete list of these requirements, see Section VI.B. of the General Section.

1. **Economic Opportunities for Low- and Very Low-Income Persons (Section 3).** Recipients of funding under this NOFA must comply with Section 3 of the Housing and Urban Development Act of 1968 (Section 3), 12 U.S.C. 1701u (Economic Opportunities for Low- and Very Low-Income Persons in Connection with Assisted Projects), and the Department's regulations at 24 CFR part 135.

The Section 3 regulations at 24 CFR part 135, subparts B and E, impose certain reporting requirements on recipients, including the submission of an annual report, using form HUD60002 on HUD's online system at [www.hud.gov/section3](http://www.hud.gov/section3).

2. **HUD's Strategic Goals.** HUD is committed to ensuring that programs result in the achievement of HUD's strategic mission. The Jobs Plus program and this Jobs Plus NOFA support the Department's strategic goal of utilizing housing as a platform for improving quality of life.

### **C. Reporting.**

Please refer to Section VI of the General Section for a description of the general reporting requirements applicable to this NOFA.

#### **1. Performance Reports.**

##### **Grantee Reporting and Program Evaluation**

All Jobs Plus Pilot program grantees will be required to report to HUD on a regular basis on grant progress and program activities using a standardized format that will be provided to grantees at the time



that a grant agreement is established. In addition to regular reporting, grantees will be required to participate in an independent evaluation of the Jobs Plus Pilot Program to be funded by HUD.

### **a. Grantee Reporting**

Grantees will be required to report to HUD on grant progress and activities in two ways:

1. Grantees will be required to submit a quarterly report to HUD identifying specific program outputs and metrics (e.g. number of individuals enrolled into the program, number of individuals who completed an ITSP, number of households accessing the JPEID, etc.). Standardized quarterly reporting requirements will be provided to grantees at the time that a grant agreement is established.
2. Grantees will be required to submit an annual narrative report to HUD that describes program operations over the past year, including elements such as: current set of program partners and the health of the partnership, challenges encountered and strategies deployed to address challenges, and plans for the upcoming year. A standardized format for the annual narrative report will be provided to grantees at the time that a grant agreement is established.

### **b. Program Evaluation**

HUD intends to sponsor an independent evaluation of the Jobs Plus Pilot Program. As a condition of the receipt of financial assistance under this NOFA, all grantees will be required to cooperate with HUD, and any contractors affiliated with HUD, in the conduct of the evaluation. It is expected that, at a minimum, evaluation activities will include speaking with the independent evaluation team to share insights about program operations and implementation and/or enrolling program participants into an outcomes evaluation. Further information regarding the specific components of the evaluation will be shared with grantees at the time that a grant agreement is established.

**c. SF-425.** Grantees must also submit a completed Federal Financial Report, SF-425 on an annual basis.

**2. Racial and Ethnic Data.** HUD requires that funded recipients collect racial and ethnic beneficiary data. It has adopted the Office of Management and Budget's Standards for the Collection of Racial and Ethnic Data. In view of these requirements, funded recipients should use Form HUD\_27061, Racial and Ethnic Data Reporting Form (HUD Race Ethnic Form on Grants.gov), or a comparable form.

## **VII. Agency Contact(s).**

HUD staff will be available to provide clarification on the content of this NOFA. Please note that HUD staff cannot assist applicants in preparing their applications.

Questions regarding specific program requirements should be directed to the point of contact listed below.

Anice Chenault, JobsPlus@hud.gov

HUD will make available FAQs and/or a webcast regarding the Jobs Plus NOFA; any such information will be available at HUD's Fund's Available webpage located <http://portal.hud.gov/hudportal/HUD?src=/program/offices/administration/grants/funds/available> or on the NOFA-specific page that may be accessed from that page. Applicants may also check HUD's webcast page at <http://portal.hud.gov/hudportal/HUD?src=/press/multimedia/videos>.

Following selection, but prior to award, HUD staff will be available to assist in clarifying or confirming information that is a prerequisite to the offer of an award by HUD.

Grants.gov provides customer support information on its website at [www.grants.gov/contactus/contactus.jsp](http://www.grants.gov/contactus/contactus.jsp). Applicants having difficulty accessing the application and instructions or having technical problems can receive customer support from Grants.gov by calling (800) 518-GRANTS (this is a toll-free number) or by sending an email to [support@grants.gov](mailto:support@grants.gov).

The customer support center is open 24 hours a day, seven days per week, except federal holidays. The

phone number above may also be reached by individuals who are deaf or hard of hearing, or who have speech disabilities, through the Federal Relay Service's teletype service at 800-877-8339.

For assistance with Sam.gov, applicants may contact the Federal Service Desk at 866-606-8220.

Questions concerning the General Section should be directed to the Office of Strategic Planning and Management, Grants Management and Oversight Division at 202-708-0667 (this is not a toll-free number).

Persons with hearing or speech impairments may access these numbers via TTY by calling the toll-free Federal Relay Service at 800-877-8339.

## VIII. Other Information.

HUD is required to comply with the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520). This Act governs the collection of information from the public including responses to this NOFA. HUD may not collect this information, and you are not required to complete these forms unless they display current, valid OMB control number(s). The results of this collection will not be published or be used for statistical purposes.

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 Funds Available web page at [http://portal.hud.gov/hudportal/HUD?src=/program\\_offices/administration/grants/fundsavail](http://portal.hud.gov/hudportal/HUD?src=/program_offices/administration/grants/fundsavail)

## Appendix.

### Appendix A: List of Common Mistakes

**Expired System for Award Management (SAM) Registration.** Please note that SAM registrations must be renewed and revalidated at least every 12 months from the date the applicant last certified and submitted the registration in SAM, and sooner if the applicant's information changes. Getting your SAM registration can take up to four weeks; therefore, applicants should start this process or check their status immediately upon publication of this NOFA.

**Failure to Respond to Deficiency Notice.** Applicants will be notified when corrections or clarifications to their application are needed. The Department will notify applicants of a deficiency in two ways. Initially, the Department will send an email to the person designated in item 8 of the SF424 submitted with the application; and to the person listed in item 21 of the SF424 as authorized representative; and to the person designated in Part I.D of the JP application form). These email notifications will be sent from the Department with confirmation of delivery receipt. The email notifications will be the official notification of the need to cure a technical deficiency. As a courtesy, the Department will also send a fax copy of the email notification to the fax numbers identified for the individuals on the SF424. The fax notification is a courtesy copy only. It is the responsibility of the applicant to provide the Department with accurate email addresses and fax numbers for receipt of these notifications. The Department is not responsible for correcting an email address or fax number that was not entered into the SF424 or JP application correctly. Applicants are responsible for monitoring their email accounts and fax depositories to determine whether a cure letter has been received and for notifying appropriate staff of the receipt of the fax promptly.

**File Attachment Names.** Please note that file attachment names longer than approximately 50 characters can cause problems processing packages in grants.gov. Also, avoid using any special characters (example:

-, &, \*, %, /, #) or spacing in the file names. If you need spaces in the name of your files, use the underscore (example: my\_Attached\_File.pdf) in naming the attachments. Please ensure that your file attachment names meet these criteria; otherwise, your application will be rejected by Grants.gov.

**Not Checking Validation Status.** Please ensure that the application was validated by Grants.gov. In some cases, the application was rejected by Grants.gov, and the applicant did not resubmit before the grace period ended, and the applicant was therefore ineligible for funding. As described in the General Section (Section IV.C.1.a "Electronic Application Deadline") and in this NOFA (Section IV.C "Application Submission Dates and Times"), your application must be "validated" by Grants.gov after it is "received" by Grants.gov. The applicant is responsible for tracking the application, as described in the General Section and in this NOFA.

**Late Applications.** Applicants must successfully submit their applications prior to the deadline date as stated in the NOFA; otherwise, their applications will not be processed. The deadline date for application submission can be found on the first page of this NOFA.

## Appendix B: List of Potentially Eligible PHAs and Developments

### **LIST OF DEVELOPMENTS MEETING SOME OF THE MINIMUM REQUIREMENTS FOR PARTICIPATION IN THE JOBS-PLUS PILOT**

**PLEASE NOTE:** In order to be considered for funding a development must be on this list. However, please refer back to the NOFA in order to meet all NOFA requirements.

The attached list of developments only identifies developments that meet two of the selection criteria listed in the NOFA, namely:

(1) a development must have at least 250 households (excluding elderly-only households);

and

(2) at least 50 percent of the households in the development (excluding elderly-only households) do not have a member showing earned income based on HUD's Inventory Management System/PIH Information Center (IMS/PIC) data.

Please review Additional selection criteria are described in the NOFA. The attached list was based on IMS/PIC data as of 9/29/14.

	PHA Code	PHA	Development Number	Development Name
1	AL001	Housing Authority of the Birmingham District	AL001000001	ELYTON VILLAGE
2	AL001	Housing Authority of the Birmingham District	AL001000004	SOUTHTOWN
3	AL001	Housing Authority of the Birmingham District	AL001000006	CHARLES P MARKS VILLAGE
4	AL001	Housing Authority of the Birmingham District	AL001000007	JOSEPH H LOVEMAN VILLAGE
5	AL001	Housing Authority of the Birmingham District	AL001000009	SMITHFIELD COURT
6	AL001	Housing Authority of the Birmingham District	AL001000011	MORTON SIMPSON VILLAGE
7	AL001	Housing Authority of the Birmingham District	AL001000013	COLLEGEVILLE CENTER
8	AL002	MOBILE HOUSING BOARD	AL002000005	THOMAS JAMES PLACE
9	AL002	MOBILE HOUSING BOARD	AL002000010	R V TAYLOR PLAZA
10	AL005	PHENIX CITY HOUSING AUTHORITY	AL005000001	RIVERVIEW
11	AL006	Housing Authority of the City of Montgomery	AL006000006	GIBBS VILLAGE
12	AL006	Housing Authority of the City of Montgomery	AL006000008	SMILEY COURT
13	AL057	Sylacauga Housing Authority	AL057000021	DREW COURT
14	AL125	HA BESSEMER	AL125000005	SOUTHSIDE HOMES
15	AR024	West Memphis Housing Authority	AR024000001	Courtyard Apts.
16	AR031	Hot Springs Housing Authority	AR031000001	EASTWOOD GARDENS
17	AR034	Trumann Housing Authority	AR034000001	TRUMANN
18	AZ001	City of Phoenix Housing Department	AZ001000003	FRANK LUKE JR
19	CA001	Housing Authority of the City & County of SF	CA001000967	POTRERO TERRACE
20	CA001	Housing Authority of the City & County of SF	CA001000968	SUNNYDALE VELASCO
21	CA002	Housing Authority of the County of Los Angeles	CA002000001	CARMELITOS
22	CA002	Housing Authority of the County of Los Angeles	CA002000002	HARBOR HILLS
23	CA002	Housing Authority of the County of Los Angeles	CA002000008	SOUTH BAY GARDENS
24	CA003	Oakland Housing Authority	CA003000104	LOCKWOOD GARDENS
25	CA003	Oakland Housing Authority	CA003000108	PERALTA VILLAGE
26	CA004	Housing Authority of the City of Los Angeles	CA004000409	HACIENDA VILLAGE
27	CA004	Housing Authority of the City of Los Angeles	CA004000413	NICKERSON GARDENS
28	CA004	Housing Authority of the City of Los Angeles	CA004000419	IMPERIAL COURTS
29	CA005	City of Sacramento Housing Authority	CA005000101	Alder Grove
30	CA005	City of Sacramento Housing Authority	CA005000102	Marina Vista
31	CA007	County of Sacramento Housing Authority	CA007000203	Sun River
32	CA019	Housing Authority of the County of San Bernardino	CA019000130	WILSON STREET
33	CA024	COUNTY OF SAN JOAQUIN HOUSING AUTH.	CA024000241	Sierra Vista Homes
34	CA024	COUNTY OF SAN JOAQUIN HOUSING AUTH.	CA024000244	Sierra Vista Annex - Conway Homes
35	CA043	COUNTY OF BUTTE HSG AUTH	CA043000001	BUTTE COUNTY
36	CO001	Housing Authority of the City and County of Denver	CO001000007	JAMES QUIGG NEWTON
37	CO001	Housing Authority of the City and County of Denver	CO001000008	SUN VALLEY HOMES
38	CT001	Housing Authority of the City of Bridgeport	CT001000044	TRUMBULL GARDENS TOWNHOUSES
39	DC001	D.C Housing Authority	DC001002130	LINCOLN HEIGHTS
40	DC001	D.C Housing Authority	DC001003090	BARRY FARMS DWELLINGS
41	DC001	D.C Housing Authority	DC001004210	GREENLEAF GARDENS
42	DE001	Wilmington Housing Authority	DE001000005	Northeast
43	FL003	TAMPA HOUSING AUTHORITY	FL003000001	NORTH BLVD HOMES
44	FL003	TAMPA HOUSING AUTHORITY	FL003000008	ROBLES PARK VILLAGE
45	FL005	MIAMI DADE PUBLIC HOUSING AND COMMUNITY DEV	FL005000824	Site 140
46	FL005	MIAMI DADE PUBLIC HOUSING AND COMMUNITY DEV	FL005000827	Site 170
47	FL005	MIAMI DADE PUBLIC HOUSING AND COMMUNITY DEV	FL005000828	Site 180
48	FL005	MIAMI DADE PUBLIC HOUSING AND COMMUNITY DEV	FL005000846	Site 351
49	FL005	MIAMI DADE PUBLIC HOUSING AND COMMUNITY DEV	FL005000847	Site 361
50	FL007	Housing Authority of City of Daytona Beach	FL007000002	CAROLINE VILLAGE
51	FL041	HOUSING AUTHORITY OF THE CITY OF FORT PIERCE	FL041000003	SCATTERED SITES
52	GA002	Housing Authority of Savannah	GA002000006	YAMACRAW VILLAGE
53	GA004	Housing Authority of the City of Columbus	GA004000402	B T WASHINGTON APTS
54	GA004	Housing Authority of the City of Columbus	GA004000406	LUTHER C. WILSON HOMES
55	GA007	Housing Authority of the City of Macon	GA007000001	TINDALL HEIGHTS
56	GA007	Housing Authority of the City of Macon	GA007000002	PENDLETON HOMES
57	GA007	Housing Authority of the City of Macon	GA007000004	DAVIS HOMES
58	GA280	FLINT AREA CONSOLIDATED	GA280000001	CHAPEL HILL/PHILLIPTOWN APARTMENTS
59	IL001	The Housing Authority of City of East St. Louis	IL001000002	JOHN DESHIELDS HOMES
60	IL001	The Housing Authority of City of East St. Louis	IL001000003	ROOSEVELT HOMES
61	IL001	The Housing Authority of City of East St. Louis	IL001000006	LANSLOWNE TOWERS
62	IL002	Chicago Housing Authority	IL002002000	ALTGELD GARDENS I
63	IL002	Chicago Housing Authority	IL002013000	DEARBORN HOMES
64	IL002	Chicago Housing Authority	IL002035000	SCATTERED SITES WEST
65	IL002	Chicago Housing Authority	IL002038000	TRUMBULL PARK HOMES
66	IL002	Chicago Housing Authority	IL002040000	WENTWORTH GARDENS
67	IL014	Housing Authority for LaSalle County	IL014000002	ROBERT L. HUGHETT TOWERS II
68	IL022	Rockford Housing Authority	IL022005152	BREWINGTON OAKS & JANE ADDAMS VILLA
69	IL050	Housing Authority of the County of Williamson	IL050000001	SCATTERED SITES
70	IN007	Kokomo Housing Authority	IN007046902	GARDEN SQUARE
71	IN012	Housing Authority of the City of New Albany	IN012000003	PARKVIEW
72	IN017	Indianapolis Housing Agency	IN017000013	Blackburn Terrace
73	IN017	Indianapolis Housing Agency	IN017000014	Hawthorne
74	IN029	Housing Authority of the City of East Chicago	IN029000003	WEST CALUMET COMPLEX
75	KS001	Kansas City, KS Housing Authority	KS001000056	East Highrise
76	KY001	Louisville Metro Housing Authority	KY001000002	BEECHER TERRACE

	PHA Code	PHA	Development Number	Development Name
77	KY001	Louisville Metro Housing Authority	KY001000003	PARKWAY PL
78	KY001	Louisville Metro Housing Authority	KY001000012	DOSKER MANOR
79	KY001	Louisville Metro Housing Authority	KY001000034	HOPE VI SCATTERED SITES
80	KY002	Housing Authority of Covington	KY002000003	CITY HEIGHTS
81	KY061	Housing Authority of Georgetown	KY061000001	SCROGGIN PARK
82	MA001	Lowell Housing Authority	MA001000001	NORTH COMMON VILLAGE
83	MA002	Boston Housing Authority	MA002000101	CHARLESTOWN
84	MA002	Boston Housing Authority	MA002000106	CATHEDRAL
85	MA002	Boston Housing Authority	MA002000114	ALICE HEYWOOD TAYLOR
86	MA002	Boston Housing Authority	MA002000123	MARY ELLEN MCCORMACK
87	MA006	Fall River Housing Authority	MA006000001	SUNSET HILL
88	MA012	Worcester Housing Authority	MA012000001	Great Brook Valley Apartments
89	MD001	HOUSING AUTHORITY OF THE CITY OF ANNAPOLIS	MD001000002	HARBOR HOUSE APTS
90	MD002	Housing Authority Of Baltimore City	MD002000001	LATROBE HOMES
91	MD002	Housing Authority Of Baltimore City	MD002000002	MCCULLOH HOMES EXT
92	MD002	Housing Authority Of Baltimore City	MD002000003	PERKINS HOMES
93	MD002	Housing Authority Of Baltimore City	MD002000005	DOUGLASS HOMES
94	MD002	Housing Authority Of Baltimore City	MD002000006	GILMOR HOMES
95	MD002	Housing Authority Of Baltimore City	MD002000011	CHERRY HILL HOMES
96	MD002	Housing Authority Of Baltimore City	MD002000021	BROOKLYN HOMES
97	MI004	Hamtramck Housing Commission	MI004000001	COLONEL HAMTRAMCK HOMES
98	MI008	River Rouge Housing Commission	MI008000001	PROJECT UNNAMED
99	MI027	Inkster Housing Commission	MI027000001	LEMOYNE GARDENS
100	MI027	Inkster Housing Commission	MI027000002	LEMOYNE GARDENS
101	MN001	Public Housing Agency of the City of St Paul	MN001000003	EDGERTON HI-RISE
102	MN001	Public Housing Agency of the City of St Paul	MN001000007	RAVOUX HI-RISE
103	MN001	Public Housing Agency of the City of St Paul	MN001000008	DUNEDIN TERRACE
104	MN002	PHA in and for the City of Minneapolis	MN002000003	NORTH
105	MN002	PHA in and for the City of Minneapolis	MN002000004	NORTHEAST
106	MN002	PHA in and for the City of Minneapolis	MN002000005	HIAWATHA
107	MN002	PHA in and for the City of Minneapolis	MN002000006	CEDAR
108	MN002	PHA in and for the City of Minneapolis	MN002000007	HORN
109	MO001	St. Louis Housing Authority	MO001000002	CLINTON PEABODY
110	MO002	Housing Authority of Kansas City, Missouri	MO002000006	THERON B. WATKINS
111	MO007	Housing Authority of the City of Columbia, MO	MO007000001	Jessie Wrench
112	MO013	Housing Authority of the City of Poplar Bluff	MO013000001	POPLAR BLUFF
113	MO017	Independence Housing Authority	MO017000001	PLEASANT HEIGHTS
114	MS076	The Housing Authority of the City of Columbus	MS076000001	WASH TER-T.V. JAMES TER
115	MS077	The Housing Authority of the City of Tupelo	MS077000001	CANAL STREET
116	MT001	Housing Authority of Billings	MT001000001	BILLINGS
117	MT004	Helena Housing Authority	MT004000001	SAMUEL V STEWART HOMES
118	NC003	Housing Authority of the City of Charlotte	NC003000003	SOUTHSIDE HOMES
119	NC005	Housing Authority of the City of New Bern	NC005000002	CRAVEN TERRACE
120	NC007	Housing Authority of the City of Asheville	NC007000001	AMP1 - Central Asheville
121	NC007	Housing Authority of the City of Asheville	NC007000002	AMP2 - South Asheville
122	NC007	Housing Authority of the City of Asheville	NC007000003	AMP3 - West Asheville
123	NC007	Housing Authority of the City of Asheville	NC007000004	AMP4 - North Asheville
124	NC011	Housing Authority of the City of Greensboro	NC011001005	SMITH HOMES
125	NC013	The Housing Authority of the City of Durham	NC013000001	MCDUGALD TER
126	NC015	Housing Authority of the City of Goldsboro	NC015000100	FAIRVIEW APARTMENTS
127	NC015	Housing Authority of the City of Goldsboro	NC015000200	LINCOLN APARTMENTS
128	NC015	Housing Authority of the City of Goldsboro	NC015000400	WEST HAVEN APARTMENTS
129	NC019	Rocky Mount Housing Authority	NC019000001	WestEnd Terrace Community
130	NC019	Rocky Mount Housing Authority	NC019000002	Weeks Armstrong Homes Community
131	NE001	Omaha Housing Authority	NE001000001	SOUTHSIDE TERRACE HOME
132	NH002	Nashua Housing Authority	NH002000062	AREL MANOR
133	NJ002	Newark Housing Authority	NJ002002006	STEPHEN CRANE
134	NJ002	Newark Housing Authority	NJ002002014	BRADLEY COURT
135	NJ003	Elizabeth Housing Authority	NJ003000001	MRVLAVL MANOR
136	NJ005	Trenton Housing Authority	NJ005000002	WILSON HMS
137	NJ005	Trenton Housing Authority	NJ005000003	DONNELLY HOMES
138	NJ010	Housing Authority of the City of Camden	NJ010000001	ABLETT VLG
139	NJ013	Housing Authority of the City of Passaic	NJ013000001	SPEER VLG
140	NJ014	Housing Authority and Urban Redevelopment Age	NJ014000001	STANLEY HOLMES VILLAGE
141	NY001	Syracuse Housing Authority	NY001000071	CENTRAL VILLAGE
142	NY001	Syracuse Housing Authority	NY001000073	JAMES GEDDES
143	NY002	Buffalo Municipal Housing Authority	NY002000010	SHAFFER VILLAGE & LASALLE COURTS
144	NY002	Buffalo Municipal Housing Authority	NY002000030	KENFIELD HOMES
145	NY002	Buffalo Municipal Housing Authority	NY002000031	LANGFIELD HOMES
146	NY005	New York City Housing Authority	NY005001230	DE WITT CLINTON
147	NY005	New York City Housing Authority	NY005010130	WEST BRIGHTON I & II
148	NY005	New York City Housing Authority	NY005010350	SOUTH BEACH
149	NY005	New York City Housing Authority	NY005011660	GERALD J.CAREY GARDENS
150	NY005	New York City Housing Authority	NY005011940	PENNSYLVANIA/WORTMAN AVES
151	NY006	Utica Housing Authority	NY006000001	ADREAN TERR.,ND PETERS, & FX MATTS
152	NY009	Albany Housing Authority	NY009000003	STEAMBOAT SQUARE

	PHA Code	PHA	Development Number	Development Name
153	NY018	Plattsburgh Housing Authority	NY018000101	JOHN COLLINS PARK
154	NY028	Schenectady Municipal Housing Authority	NY028000120	EASTSIDE
155	NY028	Schenectady Municipal Housing Authority	NY028000130	YATES
156	OH002	Youngstown Metropolitan Housing Authority	OH002000400	Rockford Village
157	OH003	Cuyahoga Metropolitan Housing Authority	OH003000901	CEDAR CENTRAL
158	OH003	Cuyahoga Metropolitan Housing Authority	OH003000902	OUTHWAITE
159	OH003	Cuyahoga Metropolitan Housing Authority	OH003000903	CARVER PARK
160	OH003	Cuyahoga Metropolitan Housing Authority	OH003000904	KING KENNEDY
161	OH003	Cuyahoga Metropolitan Housing Authority	OH003000905	HOUGH
162	OH003	Cuyahoga Metropolitan Housing Authority	OH003000906	SOUTHEAST
163	OH003	Cuyahoga Metropolitan Housing Authority	OH003000907	EASTSIDE
164	OH003	Cuyahoga Metropolitan Housing Authority	OH003000908	DOWNTOWN
165	OH003	Cuyahoga Metropolitan Housing Authority	OH003000909	NEAR WEST
166	OH003	Cuyahoga Metropolitan Housing Authority	OH003000910	FAR WEST
167	OH003	Cuyahoga Metropolitan Housing Authority	OH003000911	SMALL OR SCATTERED
168	OH004	CINCINNATI METROPOLITAN HOUSING AUTHORITY	OH004000209	WINTON TERRACE
169	OH004	CINCINNATI METROPOLITAN HOUSING AUTHORITY	OH004000210	FINDLATER GARDENS
170	OH004	CINCINNATI METROPOLITAN HOUSING AUTHORITY	OH004000217	MILLVALE - NORTH
171	OH005	DAYTON METROPOLITAN HOUSING AUTHORITY	OH005000002	WENTWORTH
172	OH005	DAYTON METROPOLITAN HOUSING AUTHORITY	OH005000003	WESTDALE
173	OH005	DAYTON METROPOLITAN HOUSING AUTHORITY	OH005000005	PARK MANOR
174	OH005	DAYTON METROPOLITAN HOUSING AUTHORITY	OH005000006	WILKINSON PLAZA
175	OH005	DAYTON METROPOLITAN HOUSING AUTHORITY	OH005000007	DESOTO BASS COURTS
176	OH006	Lucas Metropolitan Housing Authority	OH006000111	WEST 1 - AMP 111
177	OH006	Lucas Metropolitan Housing Authority	OH006000112	WEST 2 - AMP 112
178	OH006	Lucas Metropolitan Housing Authority	OH006000121	EAST 1 - AMP 121
179	OH006	Lucas Metropolitan Housing Authority	OH006000122	EAST 2 - AMP 122
180	OH006	Lucas Metropolitan Housing Authority	OH006000131	CENTRAL 1 - AMP 131
181	OH006	Lucas Metropolitan Housing Authority	OH006000133	CENTRAL 3 - AMP 133
182	OH007	Akron Metropolitan Housing Authority	OH007000028	SUMMIT LAKE
183	OH008	Trumbull Metropolitan Housing Authority	OH008000001	TRUMBULL HOMES
184	OH009	Zanesville Metropolitan Housing Authority	OH009000001	COOPERMILL MANOR
185	OH012	Lorain Metropolitan Housing Authority	OH012000001	LEAVITT HOMES
186	OH012	Lorain Metropolitan Housing Authority	OH012000002	LAKEVIEW PLAZA
187	OH012	Lorain Metropolitan Housing Authority	OH012000003	WILKES-VILLA
188	OH018	STARK METROPOLITAN HOUSING AUTHORITY	OH018000610	JACKSON PARK HOMES
189	OH029	ASHTABULA METROPOLITAN HOUSING AUTHORITY	OH029000002	Woodman/Bardmoor/Southwood Apartments
190	OK002	Housing Authority of the City of Oklahoma City	OK002002001	WILL ROGERS COURTS
191	OK002	Housing Authority of the City of Oklahoma City	OK002002084	SCATTERED SITES
192	OK073	Housing Authority of the City of Tulsa	OK073000003	COMANCHE PARK
193	PA001	Housing Authority of the City of Pittsburgh	PA001000002	BEDFORD DWELLINGS
194	PA001	Housing Authority of the City of Pittsburgh	PA001000009	NORTHVIEW HEIGHTS
195	PA001	Housing Authority of the City of Pittsburgh	PA001000066	OAK HILL PHASE 1B
196	PA002	Philadelphia Housing Authority	PA002000001	JAMES W JOHNSON HOMES
197	PA002	Philadelphia Housing Authority	PA002000010	RAYMOND ROSEN APARTMENTS
198	PA002	Philadelphia Housing Authority	PA002000013	WILSON PARK
199	PA002	Philadelphia Housing Authority	PA002000031	BARTRAM VILLAGE
200	PA002	Philadelphia Housing Authority	PA002000039	WESTPARK APARTMENTS
201	PA002	Philadelphia Housing Authority	PA002000050	NORMAN BLUMBERG APTS
202	PA005	HOUSING AUTHORITY OF THE CITY OF MCKEESPORT	PA005000001	E R CRAWFORD VILLAGE
203	PA008	Harrisburg Housing Authority	PA008000003	JOHN A F HALL MANOR
204	PA009	Reading Housing Authority	PA009000010	GLENSIDE HOMES
205	PA009	Reading Housing Authority	PA009000020	OAKBROOK HOMES
206	PA009	Reading Housing Authority	PA009000030	D.D. EISENHOWER APTS
207	PA011	Bethlehem Housing Authority	PA011000001	Northeast
208	PA011	Bethlehem Housing Authority	PA011000002	Marvine
209	PA011	Bethlehem Housing Authority	PA011000003	Park / Lyn
210	PA013	HOUSING AUTHORITY OF THE CITY OF ERIE	PA013000001	Harbor Homes
211	PA019	JOHNSTOWN HOUSING AUTHORITY	PA019000300	OAKHURST HOMES EXT.
212	PA057	Housing Authority of the County of Luzerne	PA057000001	EXETER GARDENS
213	PA057	Housing Authority of the County of Luzerne	PA057000003	FAIRVIEW PARK-MOUNTAIN T
214	RI001	Housing Authority Providence	RI001000001	CHAD BROWN
215	RI001	Housing Authority Providence	RI001000003	HARTFORD PARK
216	RI001	Housing Authority Providence	RI001000004	MANTON HEIGHTS
217	RI002	Housing Authority of the City of Pawtucket	RI002000001	PROSPECT HEIGHTS
218	RI003	Woonsocket Housing Authority	RI003000002	VETERANS MEMORIAL
219	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005001004	JOSE AGUSTIN APONTE
220	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005001005	DR AGUSTIN STAHL
221	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005002001	EXT MANUEL ZENO GANDIA
222	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005002006	LA MESETA
223	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005003001	VIRGILIO DAVILA
224	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005003006	BRISAS DE BAYAMON
225	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005003010	JARDINES DE CAPARRA
226	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005003018	RES. JUANA MATOS
227	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005003021	LAS PALMAS
228	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005005003	SABANA ABAJO

	PHA Code	PHA	Development Number	Development Name
229	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005005011	TORRES DE SABANA
230	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005005029	COVADONGA
231	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005006017	LUIS PALES MATOS
232	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005008007	COLUMBUS LANDING
233	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005008009	FRANKLIN D ROOSEVELT
234	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005008018	SABALOS GARDENS
235	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005009010	PONCE DE LEON, PONCE
236	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005009014	DR PILA IGLESIAS, PONCE
237	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005009017	ARISTIDES CHAVIER, PONCE
238	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005009019	DR RAFAEL LOPEZ NUSSA
239	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005009020	ERNESTO RAMOS ANTONINI
240	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005009022	LA CEIBA
241	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005009023	LIRIOS DEL SUR
242	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005009024	PERLA DEL CARIBE
243	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005010001	LAS CASAS
244	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005010005	NEMESIO R CANALES
245	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005010006	NEMESIO R CANALES
246	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005010007	LUIS LLORENS TORRES
247	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005010008	LUIS LLORENS TORRES
248	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005010009	LUIS LLORENS TORRES
249	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005010010	VISTA HERMOSA
250	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005010011	VISTA HERMOSA
251	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005010012	VISTA HERMOSA
252	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005010013	ERNESTO RAMOS ANTONINI
253	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005010014	ERNESTO RAMOS ANTONINI
254	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005010015	VILLA ESPANA
255	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005010016	LAS MARGARITAS
256	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005010017	LAS MARGARITAS
257	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005010018	MANUEL A PEREZ
258	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005010019	EXT. MANUEL A. PEREZ
259	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005010021	JUAN C CORDERO DAVILA
260	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005010022	JARDINES SELLES
261	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005010026	ALEJANDRINO
262	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005010027	SAN MARTIN
263	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005010033	VILLA ESPERANZA
264	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005010043	JARDINES DE CUPEY
265	RQ005	PUERTO RICO PUBLIC HOUSING ADMINISTRATION	RQ005010048	MONTE PARK
266	SC001	HOUSING AUTHORITY OF THE CITY OF CHARLESTON	SC001000020	Meeting Street Manor
267	SC001	HOUSING AUTHORITY OF THE CITY OF CHARLESTON	SC001000030	Robert Mills Manor
268	SC002	HOUSING AUTHORITY OF THE CITY OF COLUMBIA	SC002000001	GONZALES GARDENS
269	SC002	HOUSING AUTHORITY OF THE CITY OF COLUMBIA	SC002000002	ALLEN BENEDICT COURT
270	SC002	HOUSING AUTHORITY OF THE CITY OF COLUMBIA	SC002000003	SOUTHEAST HOUSING
271	SC002	HOUSING AUTHORITY OF THE CITY OF COLUMBIA	SC002000004	NORTHEAST HOUSING
272	TN001	Memphis Housing Authority	TN001000002	FOOTE HOMES
273	TN002	Johnson City Housing Authority	TN002000002	SOUTHSIDE
274	TN003	Knoxville's Community Development Corp.	TN003000001	WESTERN HEIGHTS ADDITION
275	TN003	Knoxville's Community Development Corp.	TN003000013	FRANK MONTGOMERY VILLAGE
276	TN003	Knoxville's Community Development Corp.	TN003000025	THE VISTA
277	TN004	Chattanooga Housing Authority	TN004000001	COLLEGE HILL
278	TN004	Chattanooga Housing Authority	TN004000002	EAST LAKE COURTS
279	TN005	Metropolitan Development & Housing Agency	TN005000001	CAYCE PLACE
280	TN005	Metropolitan Development & Housing Agency	TN005000002	NAPIER PLACE
281	TN005	Metropolitan Development & Housing Agency	TN005000003	EDGEHILL APARTMENTS
282	TN005	Metropolitan Development & Housing Agency	TN005000005	CHEATHAM PLACE
283	TN005	Metropolitan Development & Housing Agency	TN005000008	PARTHENON TOWERS
284	TN012	LaFollette Housing Authority	TN012000001	LAFOLLETTE JACKSBORO CARYVILLE
285	TN015	Athens Housing Authority	TN015000001	FORREST HILLS
286	TN017	Lebanon Housing Authority	TN017000001	UPTON HEIGHTS
287	TN020	Murfreesboro Housing Authority	TN020000001	MURFREESBORO HOUSING
288	TN021	Dyersburg Housing Authority	TN021000001	GARDNER HEIGHTS
289	TN029	Gallatin Housing Authority	TN029000001	GALLATIN HOUSING AUTHORITY
290	TN033	Highlands Residential Services	TN033000001	HUDDLESTON/HOLLADAY/SID
291	TN036	Springfield Housing Authority	TN036000001	CARDEN HEIGHTS
292	TN038	Morristown Housing Authority	TN038000001	C. FRANK DAVIS HOMES EXT.
293	TN042	Crossville Housing Authority	TN042000801	CROSSVILLE HOUSING AUTHORITY
294	TN053	McMinnville Housing Authority	TN053000001	HARDAWAY HOMES
295	TN054	Cleveland Housing Authority	TN054000001	SAMUEL MELTON/COOPER ELD.
296	TN060	Newport Housing Authority	TN060000001	COL. C. T. RHYNE HOMES
297	TN076	Elizabethton Housing and Development Agency	TN076000001	ROLLING HILLS ESTATE
298	TX003	Housing Authority of the City of El Paso, TX	TX003000014	Chelsea/Pooley/Guillen/Fr. Pinto/
299	TX004	Housing Authority of Fort Worth	TX004000002	BUTLER PLACE APARTMENTS
300	TX004	Housing Authority of Fort Worth	TX004000003	CAVILE PLACE APARTMENTS
301	TX005	Houston Housing Authority	TX005000004	CLAYTON HOMES
302	TX005	Houston Housing Authority	TX005000005	CUNEY HOMES
303	TX005	Houston Housing Authority	TX005000007	IRVINTON VILLAGE
304	TX006	San Antonio Housing Authority	TX006000001	ALAZAN/GUADALUPE



	<b>PHA Code</b>	<b>PHA</b>	<b>Development Number</b>	<b>Development Name</b>
305	TX006	San Antonio Housing Authority	TX006000004	CASSIANO HOMES
306	TX008	Corpus Christi Housing Authority	TX008000005	LA ARMADA II
307	TX009	Housing Authority of the City of Dallas, Texa	TX009000001	ROSELAND TOWNHOMES, PHASE I
308	TX009	Housing Authority of the City of Dallas, Texa	TX009000008	Hamptons at Lakewest
309	TX010	Housing Authority of the City of Waco	TX010000002	ESTELLA MAXEY
310	TX085	Victoria Housing Authority	TX085000001	CRESTWOOD APTS.
311	VA003	Newport News Redevelopment & Housng Authority	VA003000302	MARSHALL COURTS
312	VA006	Norfolk Redevelopment & Housing Authority	VA006000006	DIGGS PRK
313	VA006	Norfolk Redevelopment & Housing Authority	VA006000010	YOUNG PARK
314	VA007	Richmond Redevelopment & Housing Authority	VA007000001	GILPIN COURT
315	VA007	Richmond Redevelopment & Housing Authority	VA007000004	HILLSIDE CT
316	VA007	Richmond Redevelopment & Housing Authority	VA007000005	CREIGHTON CT
317	VA007	Richmond Redevelopment & Housing Authority	VA007000006	WHITCOMB CT
318	VA007	Richmond Redevelopment & Housing Authority	VA007000007	FAIRFIELD CT
319	VA007	Richmond Redevelopment & Housing Authority	VA007000008	MOSBY CT
320	VA011	Roanoke Redevelopment & Housing Authority	VA011000201	LANSDOWNE PRK
321	WA001	Seattle Housing Authority	WA001000086	High Rise Phase 1 Limited Partnership
322	WA001	Seattle Housing Authority	WA001000087	High Rise Phase 2 Limited Partnership
323	WA001	Seattle Housing Authority	WA001000088	High Rise Phase 3 Limited Partnership