



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

Public and Indian Housing

Juvenile Reentry Assistance Program (JRAP)

FR-5900-N-09

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*9/23/15*

Date

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*9/23/15*

Date

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TABLE OF CONTENTS

- I. [Funding Opportunity Description.](#)
- II. [Award Information.](#)
- III. [Eligibility Information.](#)
  - A. Eligible Applicants.
  - B. Cost Sharing or Matching.
  - C. Other.
- IV. [Application and Submission Information.](#)
  - A. Obtaining an Application Package.
  - B. Content and Form of Application Submission.
  - C. DUNS Number and SAM Registration.
  - D. Application Submission Dates and Times.
  - E. Intergovernmental Review.
  - F. Funding Restrictions.
  - G. Other Submission Requirements.
- V. [Application Review Information.](#)
  - A. Criteria.
  - B. Review and Selection Process.
  - C. Anticipated Announcement and Award Dates.
- VI. [Award Administration Information.](#)
  - A. Award Notices.
  - B. Administrative, National and Departmental Policy Requirements.
  - C. Reporting.
- VII. [Agency Contact\(s\).](#)
- VIII. [Other Information.](#)
- IX. [Appendix.](#)

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

**Program Office:** Public and Indian Housing  
**Funding Opportunity Title:** Juvenile Reentry Assistance Program (JRAP)  
**Announcement Type:** Initial  
**Funding Opportunity Number:** FR-5900-N-09  
**Primary CFDA Number:** 14.897  
**Due Date for Applications:** **January 4, 2016**

This Notice of Funding Availability (NOFA) announces the availability of approximately \$1.75 million for the Juvenile Re-entry Assistance Program (JRAP) to support successful transition to the community by reducing barriers to public housing, employment, and/or educational opportunities. This NOFA provides funding for Public Housing Authorities (PHAs) who have established a partnership with a legal aid organization, university legal center, public defender's office, or other legal service organization that is a non-profit and has experience providing legal services to juveniles (including expungement and/or sealing the juvenile and/or adult criminal records) for 1) current public housing resident youth up to 24 years old who have a criminal record and/or 2) former household members (who are youth up to 24 years old) of current public housing residents who, but for their criminal record, would be living in public housing. These services must be in accordance with state law. In this program, expunging/sealing/correcting is not allowed for criminal records of makers of methamphetamine on public housing property, for criminal records of sex offenders on the lifetime sex offender registry, and for criminal records where the crime was domestic violence or a Part I Violent Crime (defined in Section I.A.3). Further, other services eligible under this program are prohibited for individuals who were convicted of the same criminal violations listed above.

**FOR FURTHER INFORMATION CONTACT:** Please direct questions regarding the specific program requirements of this Program Notice of Funding Availability (NOFA) to the agency contact identified in Section VII. Please direct questions regarding the FY 2015 General Section to the Office of Strategic Planning and Management, Grants Management 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 Federal Relay Service at 1-800-877-8339.

### **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 various competitive grant programs, including this NOFA. Applications must meet all of the requirements of the General Section in addition to the requirements of this NOFA to be considered and potentially receive funding. The full title of the General Section is the General Section to the Fiscal Year 2015 NOFAs for Discretionary Programs. Copies are available at [Grants.gov](http://Grants.gov) or HUD's [Funds Available](http://Funds Available) page, [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): 2577-0283

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

### **A. Program Description.**

#### **1. Purpose.**

On any given day, approximately 60,000 youth (up to age 24) are confined in juvenile detention and correctional facilities, with hundreds of thousands more on probation. This type of justice system often results in hardships or collateral consequences on adolescents' lives. Moreover, it affects their prospects for long-term success in adulthood, including their ability to successfully integrate into and thrive in their communities.

Criminal records, both juvenile and adult, have a significant impact on an individual's ability to obtain academic degrees, find work, and secure affordable housing. Barriers to housing, education, employment, health care, and insurance, as well as serious immigration consequences are chief among the tangible consequences. Social, emotional and psychological consequences such as trauma, and a sense of shame and humiliation, are also of significant concern. A criminal offense on one's record keeps an individual from fully realizing his or her potential.

Juvenile reentry strategies too often do not include legal services, and the legal aid community often lacks resources to independently address expungement and collateral consequences. As a response, the Department of Housing and Urban Development (HUD) and the Department of Justice (DOJ) are joining forces through the JRAP program to expand the opportunities of: 1) current public housing resident youth up to 24 years old who have a criminal record and/or 2) former household members (who are youth up to 24 years old) of current public housing residents who, but for their criminal record would be living in public housing. Services provided through this program must be in accordance with state law. Note, in this program, expunging/sealing/correcting is not allowed for criminal records of makers of methamphetamine on public housing property, for criminal records of sex offenders on the lifetime sex offender registry, and for criminal records where the crime was domestic violence or a Part I Violent Crime (defined in Section I.A.3). Further, other services eligible under this program are prohibited for individuals who were convicted of the same criminal violations listed above.

DOJ transferred through an Interagency Agreement approximately \$1.75 million to HUD for the specific purpose of helping the above population to improve chances for reentry, reduce recidivism and address the challenges the youth face while trying to reintegrate into their communities.

JRAP seeks to alleviate the collateral consequences associated with a criminal record by assisting the target youth described above. The program provides grant funding to PHAs who have established a partnership with a legal aid organization, university legal center, public defender's office, or other legal service organization that is a non-profit and has experience providing legal services to juveniles. The JRAP program focuses on 1) expunging/sealing/correcting juvenile and adult criminal records for the target youth, and 2) providing other services that will assist the target youth to mitigate/prevent collateral consequences (e.g., development of collateral consequences checklists, dissemination of information/resources on collateral consequences, reinstate a driver's license, etc.). See Section III.C.1 for Eligible Program Activities. Through this focus, JRAP aims to provide target youth with a second-chance at success, as originally intended by the establishment of the juvenile court, and as intended by the Second Chance Act. Through this program, target youth will have increased opportunities to pursue education, find work, and secure affordable housing.

The funds are authorized by the Second Chance Act, which was designed to improve outcomes for people returning to communities after incarceration. This NOFA details the manner in which the funds will be competed. Eligible applicants are Public Housing Authorities (PHAs) that have established a partnership with a legal aid organization, university legal centers public defender's office, or other legal service organization that is a non-profit and has experience providing legal services to juveniles.

Funds will be administered and directly monitored by HUD, with reports to the DOJ Office of Juvenile Justice and Delinquency Prevention.

## **2. Changes from Previous NOFA.**

N/A

### **3. Definitions.**

- a. Eligibility Requirements – Eligibility requirements are those requirements that must be met for an application to be eligible for funding. Deficiencies in meeting an eligibility requirement may be categorized as either curable or non-curable.
- b. Threshold Requirement – Threshold requirements are a category of eligibility requirements. A threshold requirement is a requirement that must be met in order for an application to be reviewed. Threshold requirements are not curable.  
Threshold requirements are listed in Section III.C.2. of both the 2015 General Section and in this Program NOFA.  
Applicants must ensure their application package addresses all threshold requirements. Please check your application carefully!
- c. Deficiency – Deficiencies are not the same as errors. Errors are never curable except as permitted under Section IV.C.2. Deficiencies are items of missing or omitted information within a submitted application. Deficiencies typically involve missing documents, information on a form, or some other type of unsatisfied information requirement (e.g., an unsigned form, unchecked box, etc.). Depending on specific criteria, deficiencies may be either curable or non-curable.
- d. Curable Deficiency – A curable deficiency is a specific type of deficiency that applicants may correct with timely action. To be curable the deficiency must:
- Not be a threshold requirement;
  - Not influence how an applicant is ranked or scored versus other applicants; and
  - Be remedied within the time frame specified in the notice of deficiency.
- e. Non-Curable Deficiency – An applicant cannot correct a non-curable deficiency after the submission deadline. Non-curable deficiencies are deficiencies that if corrected would change an applicant’s score or rank versus other applicants. Non-curable deficiencies may result in an application being marked ineligible, or otherwise adversely affect an application’s score and final determination.
- f. Program Definitions.
- i. Collateral consequences – The constellation of unanticipated, serious, and harmful impacts that can result when a young person is adjudicated, arrested, or otherwise comes in formal contact with the justice system.
- ii. Correcting records – Correcting a record refers to the process by which a person’s juvenile and/or criminal record is obtained, reviewed for accuracy and completion (e.g., accurate arrest charges and final dispositions), and inaccurate or incomplete records are corrected in the appropriate state databases via the established process in each jurisdiction.
- iii. Expungement – Refers to the removal, sealing, or isolation of all records on file with justice system agencies related to a youth's formal contact with the justice system.
- iv. Legal aid organization – An established Legal Aid organization that affords assistance, counsel, and representation in court to litigants unable to afford legal representation and access to the court system.
- v. Legal assistance - Includes assistance to juveniles and young adults up to the age of 24 who have come in contact with the juvenile or adult justice system.
- vi. Legal service organization – A community based non-profit organization public or private non-profit organization of demonstrated effectiveness that is representative of a community or significant segments of a community, and provides educational or related services to individuals in the community. These organizations include: law school clinics, bar associations, private non-profit entities who provide legal services, and legal aid or state wide legal services.
- vii. MOU-partner - legal aid organization, university legal center, public defender’s office, or other legal service organization that is a non-profit and has experience providing legal services to juveniles, with whom the applicant has partnered under a MOU.
- viii. Part I Violent Crimes - Part I Violent Crimes shall have the same meaning used by the United States

Department of Justice Bureau of Justice Statistics and the Uniform Crime Report. Aggravated assault, rape, murder, and robbery are classified as Part I Violent Crimes.

ix. Reentry – a process that begins at confinement decision (pre or post adjudication) and includes the assessment, services, and release planning that occurs in the facility and the services and supervision youth receive upon reentry, and ends with his or her successful reintegration into the community.

x. Sealing of record – Refers to the practice of sealing or, in some cases, making unavailable court records that would otherwise be publicly accessible as public records; or the process of removing from general review the records pertaining to a court case. This NOFA gives deference to each jurisdiction's definition of “sealing of records,” however. This deference entails an understanding that, in some jurisdictions, once a record is sealed, the contents of the records may still be available for review by state and governmental actors.

xi. Target youth - 1) current public housing resident youth up to 24 years old who have a criminal record and/or 2) former household members (who are youth up to 24 years old) of current public housing residents who, but for their criminal record would be living in public housing

xii. University legal center – A law school or university program/clinic (often known as “law school clinics”), usually staffed by students overseen by a supervising attorney, at which free legal advice, services, information, and representation are provided to the general public.

xiii. Youth– all people who are no more than twenty-four (24) years of age.

## **B. Authority.**

Funding for the JRAP program is authorized pursuant to Section 211 of the Second Chance Act, Pub. L. No. 110-199.

## **II. Award Information.**

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

HUD is making available through this NOFA **\$1,750,000** for Juvenile Reentry Assistance Program (JRAP).

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.

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

HUD expects to make approximately 18 awards from the funds available under this NOFA.

### **C. Minimum/Maximum Award Information.**

Estimated Total Funding:	\$1,750,000
Minimum Award Amount:	\$10,000 Per Project Period
Maximum Award Amount:	\$100,000 Per Project Period

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

Estimated Project Start Date:	04/01/2016
Estimated Project End Date:	09/30/2017

Other

18-month project and budget period

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

Funding Instrument Type: Grant

### **F. Supplementation.**

N/A

## **III. Eligibility Information.**

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

Eligible applicants under the NOFA include:

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

Additional Information on Eligibility:

Eligible applicants are only Public Housing Authorities (PHAs) who have established a partnership with a legal aid organization, university legal center, public defender's office, or other legal service organization that is a non-profit and has experience providing legal services to juveniles.

HUD does not award grants to individuals. HUD will also not evaluate applications from ineligible applicants.

All applicants must have an active Data Universal Numbering System (DUNS) number (<http://fedgov.dnb.com/webform>) and have an active registration in the System for Award Management (SAM) ([www.sam.gov](http://www.sam.gov)) before submitting an application. Getting a DUNS number and completing SAM registration can take up to four weeks; therefore applicants should start this process or check their status early.

See also Section IV.B below for necessary content and form of the application.

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

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

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

#### **Match:**

In order to be considered for funding, all applicants are required to have in place at the time of grant application a firmly committed match contribution equivalent to 25% of the total grant amount requested. The purpose of the match is to ensure that each applicant's Juvenile Reentry program is comprised of services that meet the needs of the program. Match resources must directly contribute to the Juvenile Reentry Assistance Program and can be cash or in-kind donation. For each commitment of match, whether cash or in-kind, a letter that firmly commits the resources must be on-file with the applicant (i.e., do not submit them with the application) and available for review upon request. The letters must be signed and dated by the organization committing the match, and be on organizational letterhead. Applicants must include a table in the application with the following information summarizing the match commitments you have secured. Below is an example table:

Agency	Brief Description of Cash or In-Kind Resource Committed	Amount of match
Organization A	2 workshops on collateral consequences for juveniles who have been in the juvenile justice system (participants: youth, their parents/guardians, schools, etc.)	\$7,000
Organization B	Counseling for participants regarding legal rights and their responsibilities in searching for employment.	\$8,000
Organization C	Drop-out prevention counseling; mentoring and tutoring services; college/career readiness counseling	\$10,000
Total		\$25,000

### C. Other.

All applicants must also refer to Section III of the General Section for information on HUD-wide eligibility requirements. These requirements may determine whether your application is reviewed or make your application ineligible for funding.

Program specific eligibility criteria for this competition includes:

#### 1. Statutory and Regulatory Requirements.

None

#### 2. Threshold Requirements.

Only applications that meet all threshold requirements established in the General Section and Program NOFA will be evaluated. In addition to the threshold criteria outlined in the General Section, including the Resolution of Outstanding Civil Rights Matters (prior to application deadline), the following threshold requirements must be met:

The JRAP does not contain additional Threshold Requirements. However, applicants should be sure to respond to the Other Requirements in Section III.C.4. because they must be met in order to be rated.

#### 3. Compliance with Nondiscrimination and Related Requirements.

This section incorporates the following from the FY2015 General Section: Compliance with Nondiscrimination and Related Requirements (Section III.C.3).

#### 4. Other Requirements.

Section III.C.4 of the General Section is hereby incorporated, as applicable, into this NOFA.

In order to be rated, applicants must meet the following other requirements:

**a. Partnership - MOU.** As noted above, in order to be an eligible applicant, PHAs must have established a partnership with a legal aid organization, university legal center, public defender's office, or other legal service organization that has experience providing legal services to juveniles. The intent of the partnership is to bring together the PHA, which has the population in need of the services provided by JRAP, and the legal service organization, which has the expertise and capacity to provide/coordinate the expunging/related services needed. This partnership must be formalized by a Memorandum of Understanding (MOU) that explicitly covers the JRAP and is signed by both parties and dated after the publication date of this NOFA but on or before the due date for applications. The MOU must be included in the application.

**b. Partnership - Non-profit status documentation.** The MOU-partner agency (whether a legal aid organization, university legal centers, public defender's office, or other legal service organization) must be a nonprofit. Under this NOFA, nonprofits are entities that are classified as such in accordance with section 501(c) of the Internal Revenue Code or have been designated as such by their state government. A nonprofit organization can be organized for the following purposes: charitable, religious, educational, scientific, or other similar purposes in the public interest. To obtain tax-exempt status, qualified organizations must file an application with the Internal Revenue Service (IRS) and receive designation as such by the IRS. For more information, go to [www.irs.gov](http://www.irs.gov). Entities that are in the process of applying for tax-exempt status, but have not yet received nonprofit designation from the IRS by the application deadline date, will not be considered to meet the criteria for the partner agency. In order to show that the partner agency is a nonprofit, provide in your application either their IRS determination letter to prove their 501(c) status or the letter from the state government to prove their nonprofit status.

**c. Match. See Section III.B for Match requirements.**

## **5. Program Requirements.**

i. Beneficiaries of this program (i.e., target youth) are: 1) current public housing resident youth up to 24 years old who have a criminal record and/or 2) former household members (who are youth up to 24 years old) of current public housing residents who, but for their criminal record would be living in public housing.

ii. In this program, expunging/sealing/correcting is not allowed for criminal records of makers of methamphetamine on public housing property, for criminal records of sex offenders on the lifetime sex offender registry, and for criminal records where the crime was domestic violence or a Part I Violent Crime. Further, other services eligible under this program are prohibited for individuals who were convicted of the same criminal violations listed above.

iii. The PHA can retain no more than 7 percent of the grant. That maximum 7 percent can only be used for grant administration costs including, but not limited to, outreach, monitoring, and reporting. The balance (no less than 93 percent) of the grant funds must be contracted to the non-profit legal aid organization, university legal center, public defender's office, or other legal service organization (with whom it has partnered under the MOU) in order to provide the expunging/sealing/correcting services and other related services

iv. This section incorporates the following from the FY2015 General Section: Other Requirements (Section III.C.4).

## **6. Eligible Program Activities. Eligible program activities are listed below and are categorized as either required or optional.**

**a. Required program activities.** Your JRAP must include the following activities. Grant funds may be used to pay for these eligible program activities or the activities may be provided through match.

i. Expunging, sealing, or correcting criminal records or securing certificates of rehabilitation, dependent

on state jurisdiction;

ii. Monitoring the provision of services where appropriate;

iii. Tracking and reporting to HUD on the program and its performance measures

iv. Evaluating the overall success of the program.

v. Salaries and benefits of PHA staff and/or MOU-partner staff (depending on the activity) to perform the above activities. HUD recognizes that staffing needs – and as a result, proposals – will vary depending on local needs, as well as current staffing and expertise. For example, the PHA may wish to have a staff person responsible for overseeing the contract with the MOU-partner, doing outreach, tracking data and reporting to HUD. The MOU-partner, for example, may include a full-time attorney position (possibly with one support staff) or may include teams of specialists who work on the project part-time (a team might consist of a lead attorney who specializes in expungement and other reentry issues, and other attorneys who specialize in employment, education, housing, family, or public benefits law).

**b. Optional program activities.** Your JRAP may include the following activities:

**i. Grant funds may be used to pay for salaries and other costs associated with these eligible program activities or the activities may be provided through match:**

A. Developing a collateral consequences checklist;

B. Disseminating information to youth, their parents and guardians, schools, and other stakeholders regarding collateral consequences for juveniles who have been in the juvenile justice system;

C. Modifying or resolving conflicting financial obligations from the criminal justice system;

D. Helping with improper eviction proceedings and fair housing complaints;

E. Creating and/or modifying child support orders and other family law services that help stabilize individuals and families;

F. Litigating violations of the Fair Credit Reporting Act;

G. Providing guidance regarding readmission to school, and college applications;

H. Providing advocacy to occupational licensing agencies;

I. Counseling regarding legal rights and obligations in searching for employment, and the most effective way to talk to prospective employers about criminal justice involvement;

J. Helping families understand education laws and school discipline policies and support readmitting school-age youth in school when appropriate;

K. Proposing alternatives to expulsion, suspension, and reliance on the criminal justice system for non-violent behavioral issues;

L. Helping at-risk youth and their families access public benefits, including appropriate medical and mental health services, Head Start, Temporary Assistance to Needy Families, the Supplemental Nutrition Assistance Program, Housing Choice Vouchers, and the National School Lunch program;

M. Reinstating revoked and suspended drivers licenses;

N. The following activities are eligible program activities/costs as they may be necessary to implement the required and/or optional activities listed above:

1. Administrative costs (e.g., printing/copying costs for program/outreach materials, etc.)

2. Travel

3. Training

4. Proportional share of other fixed costs, like office space rent. Office space may be leased or rented only under the following conditions: (1) 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; (2) No repairs or renovations of the property may be undertaken with JRAP funds; and (3) 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.

5. Court or administrative filing fees

6. Any necessary sub-contract services from your MOU-partner.

ii. Match funds (not grant funds) may be used to pay for activities designed to assist target youth in pursuing education, finding work, and securing affordable housing not otherwise addressed by the eligible activities above.

## 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](http://www.grants.gov) at <http://www.grants.gov/applicants/apply-for-grants.html>. Unless an applicant received a waiver for good cause, applications must be submitted electronically via Grants.gov except Continuum of Care applications. The Continuum of Care application is submitted through HUD's e-snaps system.

An applicant demonstrating good cause may request a waiver from the requirement for electronic submission. Applicants that cannot submit their applications electronically and must seek a waiver of the electronic grant submission requirements must submit a waiver request so that the request is received at least 15 days before the application deadline. If HUD waives the requirement, 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:

Ronald Ashford

Department of Housing and Urban Development

Division of Public and Indian Housing

451 7th Street SW

Washington, DC 20410

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

### B. Content and Form of Application Submission.

To ensure that the correct Application Package and Application Instructions are used, applicants must verify that the CFDA number and CFDA Description on the first page of the Application Package downloaded from Grants.gov, as well as the Opportunity Title, and the Funding Opportunity Number match the Program and NOFA to which they are applying. Applications will only be considered for the competition indicated in boxes 11, 12, and 13 on the SF-424 submitted in the application.

#### 1. Content

Forms for your package include the forms outlined below:

Forms / Assurances / Certifications	Submission Requirement	Notes / Description
-------------------------------------	------------------------	---------------------

<b>Executive Summary</b>	Provide a brief Executive Summary of your application, not to exceed 1 page.	
<b>Bonus Points</b>	Respond to Section V.A.3	
<b>Partnership documentation (MOU and 501 c letter)</b>	Respond to the requirements in Sections III.C.4.a and III.C.4.b.	
<b>Narratives</b>	Narratives as described and titled in the Rating Factors. V.A.1.a; V.A.1.b; V.A.1.c; V.A.1.d; and V.A.1.e	
<b>Budget</b>	Detailed budget as described in Rating Factor V.A.1.a	
<b>Schedule</b>	Respond to Section V.A.1.d.iv	
<b>HUD 96011 Fax Transmittal Form</b>	Use instructions provided with this form and in the General Section	
<b>SF424 Application for Federal Assistance</b>	<p>In completing the SF424, "Type of Application." New applicants should select "new."</p> <p>The Federal Identifier requested in 5a. is the PHA number of each applicant (e.g., MD035 or AK002).</p> <p>In block 8.d of the form, you must include a 9 digit number for your organization's zip code (zip plus 4).</p> <p>Questions 10, 11, 12 and 13 are pre-populated. Do not add anything or change anything.</p> <p>Question 14 - You should identify the city or State affected by the program. You do not need to attach anything</p>	

	<p>additional.</p> <p>Question 15 - you can create your own title - for example, "Anytown PHA – Juve Re."</p> <p>Question 16 - if the location of the applicant's office and the location of the neighborhood that you will be serving is within the same Congressional District, you should include the same answer for both parts.</p> <p>Question 17 - you may estimate 04/01/16 - 9/30/17. The actual dates will be determined at grant agreement.</p> <p>NOTE: Do not add attachments to the SF 424. Use the Attachments form in the electronic application to submit attachments.</p>	
Match	Respond to the requirements in Sections III.C.4.c (which incorporates Section III.B).	

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

**2. Format and Form**

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

- i. Applications should contain no more than 20 pages of narratives (including the Executive Summary). There is no page limit for attachments (non-narratives).
- ii. Narrative pages must be double-spaced. Single-spaced pages will be counted as two pages;
- iii. Margins for narrative pages should be no less than one inch. Narrative pages with margins smaller than one inch will be counted as two pages;
- iv. Use 12-point, Times New Roman font for narrative pages;
- v. Pages (narratives and attachments) should be sized to 8.5 x 11-inches.
- vi. HUD will not consider the information on any excess pages, which may result in a lower score.

**C. DUNS Number and SAM Registration.**

Please refer directly to Section IV.C of the General Section, available at [Grants.gov](http://Grants.gov) or HUD's [Funds Available](http://Funds Available) page, [http:// portal.hud.gov /hudportal /HUD?src= /program offices /administration /grants /fundsavail](http://portal.hud.gov/hudportal/HUD?src=/program_offices/administration/grants/fundsavail).

**D. Application Submission Dates and Times.**

The application deadline is 11:59:59 p.m. Eastern time on **01/04/2016** Applications must be received no later than the deadline. Please refer to the General Section for more information about timely receipt of applications.

Submit your application to Grants.gov unless a waiver has been issued allowing you to submit your application in paper form or you are applying for the Continuum of Care program. The Continuum of Care application is submitted through HUD's e-snaps system. Instructions for submitting your application to Grants.gov are contained within the Application Package you downloaded from Grants.gov. Instructions for submitting your paper application will be contained in the waiver of electronic submission.

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.

### **1. Resubmitting an Application.**

Before the submission deadline, applicants who choose to amend an application that has been validated by Grants.gov have several options:

- (1) an applicant may email the new or revised supporting materials to ApplicationSupport@hud.gov; or
- (2) an applicant may fax the additional supporting documents using the form HUD-96011.
- (3) an applicant may resubmit an entire, revised application via Grants.gov containing the new or changed material;

Whichever option is used, all materials must be received by the applicable deadline.

When submitting additional supporting documentation via email, the applicant must enter "Supporting Documentation" plus the Grants.gov application tracking number in the subject line of the email. (e.g., Subject: Supporting Documentation - GRANT12345678). If this information is not included, HUD will not be able to match the response to the application under review and the application may therefore be rejected due to the deficiency.

When submitting additional supporting documentation by fax, the applicant must enter the document name in the box labeled "Name of Document Submitting" in form HUD96011. When submitting a fax, applicants must follow the fax requirements found elsewhere in this notice. If the fax transmittal form from the last application submitted is not the cover page to the applicant's response HUD will not be able to match the response to the application under review and the application may therefore be rejected due to the deficiency.

When resubmitting an application that was previously validated by Grants.gov, all documents faxed in support of the original submission must be either attached to the Grants.gov resubmission or faxed again using the form HUD-96011. If faxing, you must fax the materials, including materials faxed by a third party, after the resubmitted application has been validated by Grants.gov. All faxed materials must be received by the applicable deadline.

### **2. Grace Period for Grant.gov Submissions.**

If an application is received by Grants.gov before the deadline, but is rejected with errors, applicants have a grace period of 24 hours 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.

### **3. Late Applications.**

An application received after the Program NOFA deadline date that does not meet the requirements of the

grace period policy will be marked late, and will not be considered for funding.

## **E. Intergovernmental Review.**

This program is subject to Executive Order 12372, Intergovernmental Review of Federal Programs. Executive Order 12372 allows each state to designate an entity to perform a state review function. To determine if your state has designated a State Point of Contact (SPOC), please go to [http://www.whitehouse.gov/omb/grants\\_spoc/](http://www.whitehouse.gov/omb/grants_spoc/). States not listed on the website have chosen not to participate in the intergovernmental review process and, therefore, do not have a SPOC. If your state has a SPOC, you should contact the SPOC to see if that person/office is interested in reviewing your application before you submit it to HUD.

## **F. Funding Restrictions.**

1. Ineligible Activities/Costs. Grant funds may not be used for ineligible activities. If, upon review, HUD finds that funds have been used for ineligible activities, the grantee may be required to repay those funds, and the remaining grant funds may be recaptured.
2. Reimbursement for Grant Application Costs. Grantees are prohibited from using JRAP grant funds to reimburse any costs incurred in conjunction with preparation of their JRAP application
3. JRAP funds cannot be used to hire or pay for the services of a Contract Administrator.
4. JRAP funds cannot be used for costs incurred on or before grant award date.
5. Administrative funds may only be used to support the JRAP program. A grantee's Central Office Cost Center may not use JRAP administrative funds.
6. Funding Requests in Excess of Maximum Grant Amount. Applicants may only receive up to \$100,000.
7. The PHA can retain no more than 7% of the grant. That maximum 7 percent can only be used for grant administration costs including, but not limited to, outreach, monitoring, and reporting. The balance (no less than 93 percent) of the grant funds must be contracted to the non-profit legal aid organization, university legal center, public defender's office, or other legal service organization (with whom it has partnered under the MOU) in order to provide the expunging/sealing/correcting services and other related services.
8. Cost Control Standards
  - a. Your cost estimates must represent an economically viable plan for designing, planning and carrying out your proposed activities, in accordance with local costs of labor, materials and services.
  - b. Your projected soft costs must be reasonable and comparable to industry standards and in accordance with the applicable policy, statute and/or regulations.
9. Budget Deductions. HUD may delete any unallowable items from your budget and may reduce your grant amount accordingly. HUD will not fund any portion of an application that: (a) is not eligible for funding under specific HUD program statutory or regulatory requirements; (b) does not meet the requirements of this notice; or (c) is duplicative of other funded programs or activities from prior year awards or other selected applicants. Only the eligible portions of an application (excluding duplicative portions) may be funded.

## **G. Other Submission Requirements.**

### **1. Lead Based Paint Requirements.**

Not Applicable

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

## A. Review Criteria.

### 1. Rating Factors.

Applications for this NOFA will be scored on the following rating factors, along with the Bonus Points in Section V.A.3 . The maximum points available for each rating factor are listed with each factor. The maximum overall score that can be attained is 100 points. Applicants must respond to each rating factor in accordance with this section and with Section IV.B. If the response to a particular rating factor cites information provided in the response to another factor, clearly indicate where the information is located to ensure that the information can be easily located by a reviewer.

#### a. Budget

Maximum Points: 10

You may receive up to **10** points by providing a budget (applicants may choose the format) for your JRAP program (see Eligible Program Activities in section III.C) that shows projected funding sources and thoroughly estimates all applicable costs in a clear and coherent format. Your budget will also be evaluated on the extent to which it reflects the plans proposed in the application. The budget should identify what is being funded with JRAP grant dollars and what is being funded with match commitments (Section III.B). You may provide additional description of your budget as needed to provide further detail on costs and/or detail restrictions associated with other sources. If you plan to use grant funds for court or administrative filing fees, you need to provide an explanation of why that would be necessary based on the law of that jurisdiction.

HUD will review budgets to assess how consistent they are with the plans proposed in the application, the grant size amount requirements in Section II.C, the Match indicated in response to Section III.B, Eligible Program Activities in Section III.C.1, Program Requirements in Section III.C.3, and the Funding Restrictions in Section IV.F. Fewer points will be awarded for lack of consistency, lack of detail, or for otherwise not following the criteria above.

#### b. Capacity/Experience

Maximum Points: 25

Each applicant and its MOU-partner will be evaluated for their capacity/past experience.

- i. PHA (Applicant) Capacity/Experience (5 points). You may receive up to **5** points for this sub-factor. Include a narrative description that demonstrates that the PHA (Applicant) has recent (within the last 10 years), relevant, and successful experience pertaining to grant administration including, but not limited to, outreach, monitoring, and reporting. Additionally, please note if and how that experience relates to the scope of JRAP.
- ii. MOU-partner Capacity/Experience (20 points). You may receive up to **20** points for this sub-factor. Include a narrative description that demonstrates that the MOU-partner has recent (within the last 10 years), relevant, and successful experience pertaining to having: provided expunging/sealing/correcting and other services (as applicable) that assist target youth to mitigate/prevent collateral consequences (e.g., development of collateral consequences checklists, dissemination of information/resources on collateral consequences, reinstate a driver's license, etc.); coordinated supportive services; worked with/represented at-risk youth and their families; and maintained a substantial caseload. The response should describe and provide data on successes achieved for these areas.
- iii. Fewer points will be awarded for i. and ii. above for lack of capacity/experience, if capacity/experience shown is not comparable to the plans proposed in the application, for lack of detail, or for otherwise not following the criteria above.

### c. Need - Rates of Incarceration and Unemployment

Maximum Points: 10

You may receive up to **10** points for this rating factor. Applicants must include in their application a table showing the rates of incarceration and unemployment within the jurisdiction served by the PHA. The table should highlight the rates relative to the rates in surrounding jurisdictions and at the state level. Applicants should make every attempt to include a section/panel of the table showing disaggregated rates by age group 16 to 24. It is recommended that applicants include in the table or as part of a narrative describing the table the identification of neighborhoods with high rates of incarceration and unemployment and a high concentration of HUD public and assisted households. Applicants should provide a short narrative describing the table and how the information contained in the table will inform the program design and implementation.

Additionally, more points will be given to applicants who can document that the jurisdiction served by the PHA accounts for a disproportionate share of the state's incarcerated population and unemployed. Fewer points will be awarded for lack of detail, or for otherwise not following the criteria above.

### d. Soundness of Approach

Maximum Points: 37

See Section I.A.1 for the program description and purpose of JRAP. This rating factor will evaluate the soundness of the plan you propose in your application in comparison to the JRAP program purpose, eligible program activities, program requirements, and the needs and other considerations indicated in your application.

i. **Existing State Laws (3 points)**. You may receive up to **3** points for this sub-factor. Please describe the existing state laws as they relate to the confidentiality of juvenile records and to the expungement/sealing/correcting of juvenile records. Please also describe what expunging/sealing/correcting services can be provided to youth who have records from adult criminal justice systems. Applicants should also explain how state laws related to expungement/sealing/correcting of criminal records provide opportunities to relieve young people of barriers to employment, education, and housing. Fewer points will be awarded for lack of clarity or for not following the criteria above.

ii. **Statement of the Problem (3 points)**. You may receive up to **3** points for this sub-factor. Describe why you are submitting this application. Describe the collateral consequences that are affecting your target youth. Describe how juvenile criminal (and adult, as applicable) records prevent your target youth from accessing existing community opportunities (e.g., employment, vocational training, education, housing), or from seeking opportunities outside of the community. Define the scope of the problem that the proposed project seeks to impact. Use data wherever possible. Fewer points will be awarded for lack of clarity or for not following the criteria above.

iii. **JRAP Project Plan (26 points)**. You may receive up to **26** points for this sub-factor.

A. Overall Plan (16 points). Describe the JRAP project plan you are proposing, linking it to the state laws and problem (needs) you already identified. Clearly articulate the goals established for this project and connect them to the overarching goals of the NOFA. Describe your project plan, including the Eligible Program Activities the project will include (indicating required vs. optional). Describe how your project will be implemented, including the roles, responsibilities and staffing of the PHA (applicant) and the MOU-partner (see Section III.C.3 program requirements). As needed, make reference to the MOU provided in the application. Describe other partners you would work with, what services they would provide, and to what need they would be responding.

B. Outreach/Engagement (5 points). Describe how you will identify, outreach to and engage the target youth you plan to assist through the JRAP project. Indicate the number of people you estimate would receive services if this proposal is funded. Describe any connections to other resident services

programs that the PHA administers as they relate to your outreach/efforts for JRAP.

C. Community Connections (5 points). Describe how your plan will connect target youth to their community and key partners and services, and how the plan, when implemented, is anticipated to reduce barriers to success for the target youth so that they can have increased opportunities to pursue education, find work, and secure affordable housing.

D. For A-C above, more points will be awarded for plans that are responsive to the NOFA criteria, comprehensive in their approach, show a strong connection/response to the problem/needs identified in the application, and clearly reflect the JRAP program purpose, eligible program activities, and program requirements. Fewer points will be awarded for lack of: comprehensiveness; connection/response to the problem/needs identified in the application; consistency with the JRAP program purpose, eligible program activities, and program requirements; detail or clarity; or for otherwise not following the criteria above.

iv. **Schedule of Project Activities (5 points).** You may receive up to **5** points for this sub-factor. Provide in your application a detailed and feasible schedule for completing all of your proposed activities within the 18-month grant period. See Section III.C.1 for Eligible Program Activities. Fewer points will be awarded for lack of consistency with your proposed project/activities, lack of detail, or for otherwise not following the criteria above.

#### e. Performance Measures/Evaluation

Maximum Points: 10

You may receive up to **10** points for this sub-factor. The JRAP program seeks to improve outcomes for its target youth and encourages applicants to develop JRAP projects that will do so. An explicit goal of JRAP is recidivism reduction. Output or outcome measures of the program could focus on the number of clients made ready or eligible for services or benefits that they would not have otherwise been ready or eligible for without the intervention of civil legal aid. Grantees will be expected to report on grant activities that take place throughout the delivery of legal aid/expungement services. Accordingly, grantees will be expected to collect performance measure data (inputs, outputs, and outcomes) and submit them to HUD. To this end, applicants must demonstrate in their application the ability to collect and report on performance measures. Applicants must describe their plan for tracking and collecting the required data listed below in this rating factor, including ensuring baseline data are collected. Applicants should also describe their plan for tracking and collecting any optional supporting performance measures listed below, as relevant to their JRAP project. Applicants should also describe the effort and resources that would be expended at the activity-level by key personnel (this information would be used in documenting cost-efficiencies across core activities). Fewer points will be awarded for this rating factor for lack of detail or for not responding to the criteria listed in this paragraph.

Required data. These data **must** include:

- i. The number of information/outreach sessions held including the number of participants at each information session and the number of participants completing an assessment form;
- ii. The number of potential participants screened for eligibility
- iii. The number of participants determined to be eligible for expunging/sealing/correcting support;
- iv. The number of petitions filed for expungement, sealing, or corrections.
- v. The number of participants whose records are expunged, sealed, or corrected;
- vi. The number of participants whose drivers licenses have been reinstated;
- vii. The number of participants who have obtained a rehabilitation certificate, if applicable within the

state.

Optional data. The data **may** also include:

- i. The number of participants who have been supported in family court through legal assistance to promote healthy parenting/co-parenting relationships;
- ii. The number of participants who have been provided support in drafting and filing a petition to modify child support orders;
- iii. The number of participants who have been provided with guidance regarding readmission to school and assistance with college applications.
- iv. The number of participants who have obtained part-time and full-time employment.

#### f. Jobs Plus

Maximum Points: 8

You may receive 8 points for this rating factor. PHAs that received a FY2014 Jobs Plus grant are eligible to receive 8 points. There is no extra submission required to receive these points.

## 2. NOFA Priorities.

HUD encourages applicants for funding to undertake programs and projects that contribute to HUD's NOFA Priorities. Applicants that undertake activities that result in achievement of specific NOFA Priorities listed below are eligible to receive priority points in the rating of their application. These points will be awarded only if the application otherwise meets or exceeds the Program's minimum fundable score based on the rating factors of this NOFA.

**Priority points are not available for this program.**

## 3. Bonus Points.

In support of certain inter-agency initiatives, HUD awards bonus points to projects where the preponderance of work will occur in a designated zone, community or region. **These points will be awarded only if the application otherwise meets or exceeds the Program's minimum fundable score based on the rating factors of this NOFA.**

HUD encourages activities in communities with Preferred Sustainability Status (PSS) and/or Promise Zones (PZ), HUD will award two (2) points for qualified activities within a designated zone or area and supporting either or both initiative(s). In no case will HUD award more than two bonus points for these activities.

a. To receive **Preferred Sustainability Status Communities Bonus Points**, applicants must submit form HUD2995, Certification of Consistency with Sustainable Communities Planning and Implementation, signed by the designated Preferred Sustainability Status Community point of contact. Designated PSS Communities Points of Contacts can be found on HUD's website at [http:// portal.hud.gov/ hudportal/ HUD?src=/ program offices/ administration/ grants/ nofa11/ psscontacts](http://portal.hud.gov/hudportal/HUD?src=/program_offices/administration/grants/nofa11/psscontacts).

b. To receive **Promise Zones Bonus Points**, applicants must submit form HUD 50153, Certification of Consistency with Promise Zone Goals and Implementation, signed by the Promise Zone Official authorized to certify the project meets the criteria to receive bonus points. To view the list of designated Promise Zones and persons authorized to certify, please go to [https:// www.hudexchange .info/ promise-zones/ promise-zones- designees/](https://www.hudexchange.info/promise-zones/promise-zones-designees/).

## B. Reviews and Selection Process.

1. HUD’s selection process is designed to ensure that grants are awarded to eligible applicants that submit the most meritorious applications. HUD will consider the information you submit by the application deadline date. After the application deadline date, HUD may not, consistent with its regulations in 24 CFR part 4, subpart B, consider any unsolicited information that you or any third party may want to provide. HUD may verify information provided in your application as needed by sending a written request for clarification. Responses to such inquiries will be required within 2 business days.

**2. Application Screening.**

a. HUD will screen each application to determine if:

- (1) The eligibility criteria in section III.A are met;
- (2) It is deficient, i.e., contains any Technical Deficiencies; and
- (3) It meets the Threshold Requirements listed in section III.C.2 and the Other Requirements listed in Section III.C.4.

b. Corrections to Deficient Applications – Cure Period. The subsection entitled, “Corrections to Deficient Applications,” in section V.B.3 of the General Section is incorporated by reference and applies to this NOFA, except that clarifications or corrections of technical deficiencies in accordance with the information provided by HUD must be submitted within five business days (i.e. excluding Saturday, Sunday, federal holiday, or other day when HUD’s Headquarters offices in Washington, DC, are closed) of the date of the HUD email notification. Examples of curable (correctable) technical deficiencies include, but are not limited to, inconsistencies in the funding request, failure to submit a signature and/or date of signature on a document, etc. See the General Section for instructions on how to submit technical deficiency cure items using the form HUD-96011.

c. Applications that will not be rated or ranked. HUD will not rate or rank applications that do not meet the eligibility requirements (Section III.A), Threshold Requirements (Section III.C.2) or Other Requirements (Section III.C.4) or (for requirements that are curable) are deficient at the end of the cure period stated in this NOFA and in accordance with V.B.3 of the General Section. Such applications will not be eligible for funding or further consideration.

**3. Preliminary Rating and Ranking.**

a. Rating.

- (1) Reviewers will preliminarily rate each eligible application, SOLELY on the basis of the rating factors described in V.A of this NOFA.
- (2) HUD will assign a preliminary score for each rating factor and a preliminary total score for each eligible application.

b. Ranking. After preliminary review, applications will be ranked in score order.

**4. Final Panel Review.**

a. A Final Review Panel will:

- (1) Review the Preliminary Rating and Ranking documentation to:
  - (a) Ensure that any inconsistencies between preliminary reviewers have been identified and rectified; and
  - (b) Ensure that the Preliminary Rating and Ranking documentation accurately reflects the contents of the application.
- (2) Assign a final score to each application and rank them in score order; and
- (3) Recommend for selection the most highly rated applications, subject to the amount of available funding.

5. **Tie Scores.** If two or more applications have the same score and there are insufficient funds to select all of them, HUD will select for funding the application(s) with the highest score for the Soundness of Approach Rating Factor. If a tie remains, HUD will select for funding the Capacity/Experience Rating Factor, then Need. HUD will use this order when preparing its ranking lists.

6. **Remaining Funds.** See Adjustments to Funding in Section VI.

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

## VI. Award Administration Information.

### A. Award Notices.

Following the evaluation process HUD will notify successful applicants of their selection for funding. HUD will also notify all other applicants, whose applications were received by the deadline, that have not been chosen for award. Notifications will be sent by email, delivery receipt requested, to the person designated in item 8F of the SF424 and to the person listed as authorized representative in item 21 of the SF424.

1. **Adjustments to Funding.** To ensure the fair distribution of funds and enable program purposes/requirements to be met, HUD reserves the right to fund less than the full amount requested in an application.
  - a. HUD will not fund any portion of an application that:
    - (1) Is not eligible for funding under applicable statutory or regulatory requirements;
    - (2) Does not meet the requirements of this notice; or
    - (3) Is duplicative of other funded programs or activities from prior year awards or other selected applicants. Only the eligible portions of an application (excluding duplicative portions) may be funded.
  - b. If funds are available after funding the highest-ranking application, HUD may fund all or part of the next highest-ranking fundable application. If an applicant turns down an award offer, or if HUD and an applicant do not successfully complete grant negotiations for whatever reason, HUD may make an offer of funding to the next highest-ranking application.
  - c. If funds remain after all selections have been made, remaining funds may be made available within the current FY for other competitions within the program area, or be held over for future competitions, or be used as otherwise provided by authorizing statute or appropriation.
  - d. If, subsequent to announcement of awards made under the FY 2015 NOFA, additional funds become available either through the FY 2015 appropriations, a supplemental appropriation or recapture of funds, HUD reserves the right to use the additional funding to provide additional funding to a FY 2015 applicant that was denied the requested amount of funds due to insufficient funds to make the full award, and/or to fund additional applicants that were eligible to receive an award but for which there were no funds available.
2. **Award Announcements.** HUD will make announcements of grants awards after the review process is completed. Grantees will be notified by letter and will receive instructions on what steps they must take in order to access funding and begin implementing grant activities. Applicants who are not funded will also receive a letter.
3. **Debriefings.** Applicants may request a debriefing related to their individual application. HUD will advise applicants of how they can request a debriefing in their notification letter.

### B. Administrative, National and Departmental Policy Requirements.

Certain Administrative, National and Departmental 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. Applicable Requirements.** Unless specifically enumerated in this NOFA, all applicants are subject to the requirements specified in Section III.C. and VI.B of the FY 2015 General Section. Grantees are subject to regulations and other requirements found in 2 CFR part 200.

**2. Environmental Review.** In accordance with 24 CFR 50.19(b)(3), (4), (9), (12), and (13) of HUD regulations, activities assisted under this program are categorically excluded from the requirements of the National Environmental Policy Act and are not subject to environmental review under related laws and authorities.

## **C. Reporting.**

Please refer to Section VI of the General Section for a description of the general reporting requirements applicable to all HUD NOFAs.

**1. Bi-annual Reports.** Grantees will be required to submit bi-annual reports in the format provided by HUD. Reports must be submitted to the Office of Public Housing Investments. At a minimum, reports will focus on the Performance Measures/Evaluation rating factor and will also include financial reporting (grant and match).

**2. Final Report.** Grantees will be required to submit a final report in the format provided by HUD. Reports must be submitted to the Office of Public Housing Investments. At a minimum, reports will focus on the Performance Measures/Evaluation rating factor and will also include financial reporting (grant and match).

**3. Final Audit.** Grantees that expend \$500,000 or more in federal funds in a given program or fiscal year are required to obtain a complete final close-out audit of the grant's financial statements by a Certified Public Accountant (CPA), in accordance with generally accepted government audit standards. A written report of the audit must be forwarded to HUD within 30 days of issuance. Grant recipients must comply with the requirements regarding audits in "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," codified at 2 CFR Chapter 1, Chapter II, Part 200 et al, as applicable.

**4. Racial and Ethnic Data.** HUD requires that funded recipients collect racial and ethnic beneficiary data. HUD has adopted the Office of Management and Budget's (OMB) Standards for the Collection of Racial and Ethnic Data. In view of these requirements, funded recipients should use form HUD27061, Racial and Ethnic Data Reporting Form to collect and report the data. See Section VI.C.2 of the FY2015 General Section.

**5. Section 3 Reporting.** The Section 3 regulations at 24 CFR Part 135, subpart 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). Additional information can be found at [www.hud.gov/offices/fheo/section3/section3.cfm](http://www.hud.gov/offices/fheo/section3/section3.cfm).

## **6. Transparency Act Reporting**

**a. Recipient Reporting to Meet the Requirements of the Federal Funding Accountability and Transparency Act of 2006, (Pub. L.109-282) (Transparency Act), as amended.** Prime Grant Awardee Reporting. Prime recipients of HUD financial assistance are required to report certain subawards in the Federal Government-wide website [www.fhrs.gov](http://www.fhrs.gov) or its successor system for all prime awards listed on the FRSR website. Starting with awards made October 1, 2010, prime financial assistance awardees receiving funds directly from HUD are required to report subawards and executive compensation information both for the prime award and subaward recipients, including awards made as pass-through awards or awards to vendors, if (1) the initial prime grant award is \$25,000 or greater, or the cumulative prime grant award will be \$25,000 or greater if funded incrementally as directed by HUD in accordance with OMB guidance; and (2) the subaward is \$25,000 or greater, or the cumulative subaward will be \$25,000 or greater. For reportable subawards, if executive compensation reporting is required and subaward recipients' executive compensation is reported through the CCR system, the prime recipient is not required to report this information. The reporting of award and subaward information is in accordance with the requirements of

Federal Financial Assistance Accountability and Transparency Act of 2006, as amended by section 6202 of Public Law 110-252, hereafter referred to as the “Transparency Act” and OMB Guidance issued to the Federal agencies on September 14, 2010 (75 FR 55669) and in OMB Policy guidance. Please refer to <https://www.fhrs.gov/> for complete information on requirements under the Transparency Act and OMB guidance.

**b. Compliance with Section 872 of the Duncan Hunter National Defense Authorization Act for Fiscal Year 2009 (Pub. L. 110-417), hereafter referred to as “Section 872”.** Section 872 requires the establishment of a government-wide data system – the Federal Awardee Performance and Integrity Information System (FAPIIS) - to contain information related to the integrity and performance of entities awarded federal financial assistance and making use of the information by federal officials in making awards. OMB is in the process of issuing regulations regarding federal agency implementation of section 872 requirements. A technical correction to the **General Section** may be issued when such regulations are promulgated.

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

## 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.

Questions should be emailed directly to [JRAP@hud.gov](mailto:JRAP@hud.gov).

Eligible applicants are encouraged, though not required, to notify HUD of their intent to apply by emailing [JRAP@hud.gov](mailto:JRAP@hud.gov), with the subject line: Intent to Apply and indicating applicant name and city and state.

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.

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

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).