U.S. Department of Housing and Urban Development

Community Planning and Development

HUD Community Compass Technical Assistance and Capacity Building Program
FR-5900-N-06
Application Due Date: 09/25/2015

(signature)   8/7/2015

Nani A. Coloretti   Date

Deputy Secretary

(signature)   8-6-2015

Harriet Tregoning   Date

Principal Deputy Assistant Secretary
  for Community Planning and Development

HUD Community Compass Technical Assistance and Capacity Building Program
FR-5900-N-06
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U.S. Department of Housing and Urban Development

Program Office:	Community Planning and Development
Funding Opportunity Title:	HUD Community Compass Technical Assistance and Capacity Building Program
Announcement Type:	Initial
Funding Opportunity Number:	FR-5900-N-06
Primary CFDA Number:	14.259
Due Date for Applications:	**09/25/2015**

Through this NOFA, HUD is announcing the availability of approximately $44.9 million to fund Community Compass, HUD's integrated technical assistance (TA) and capacity building initiative. Community Compass is designed to help HUD's customers navigate complex housing and community development challenges by equipping them with the knowledge, skills, tools, capacity, and systems to implement HUD programs and policies successfully. The goal of Community Compass is to empower communities by providing effective technical assistance and capacity building so that successful program implementation is sustained over the long term. Community Compass technical assistance and capacity building activities include needs assessments, direct TA, development of tools and training, self-directed and group learning, data analysis and research activities, and regulatory and policy implementation support.

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 or HUD's Funds Available page, http: //portal.hud.gov /hudportal /HUD?src= /program_offices /administration /grants /fundsavail.

2. OMB Approval Number(s):   2506-0197

I. Funding Opportunity Description.

A. Program Description.

1. Purpose.

Through this NOFA, HUD is announcing the availability of approximately $44.9 million for Community Compass, HUD's integrated technical assistance (TA) and capacity building initiative. The goal of Community Compass TA is to equip HUD's customers with the skills, tools, and knowledge to ensure effective program delivery and efficient stewardship of federal funds. To achieve this goal, Community Compass TA is designed to build the long-term operational systems and skill sets of customers so that once the TA ends, improved performance is sustained.

Recognizing that HUD's customers often interact with a variety of HUD programs as they deliver housing or community development services, Community Compass brings together technical assistance investments from across HUD program offices, including the offices of Community Planning and Development, Fair Housing and Equal Opportunity, Housing, and Public and Indian Housing. Applicants are encouraged to procure subcontractors and consultants to demonstrate expertise across a wide-range of HUD programs as well as in specific skills and policy areas. Community Compass is centrally managed by HUD Headquarters with involvement of the HUD regional and field offices.

a. TA focus areas - Table of Categories, Programs and Topics, and Funding Sources

HUD expects to focus TA in the program and topic areas listed for each category in the table below. The table also notes the funding source(s) for each category. HUD recognizes that there is often overlap among these categories, programs, and topics, and applicants are encouraged to demonstrate experience working across categories as applicable.

TA assignments may not be limited to the program and topics listed in the table. HUD may direct successful applicants to provide TA related to other HUD programmatic or policy areas based on emerging priorities and the identified needs of HUD's customers.

Table of Categories, Programs and Topics, and Funding Sources

CATEGORY	PROGRAMS AND TOPICS	TA FUNDING SOURCE
AFFORDABLE HOUSING, MIXED FINANCE, AND HOME OWNERSHIP	• HOME Investment Partnerships Program (HOME), including financial management of HOME grants • Recapitalization and preservation of affordable multifamily housing, including the Rental Assistance Demonstration (RAD) • Choice Neighborhoods • Housing counseling grant requirements, oversight and agency capacity building	Departmental TA
COMMUNITY DEVELOPMENT AND DISASTER RECOVERY	• Community Development Block Grant (CDBG) • CDBG Disaster Recovery (CDBG-DR) • CDBG National Disaster Recovery (CDBG-NDR) • Section 108 Loan Guarantee Program • Community and regional planning, including consolidated plans and the e-con Planning Suite	Departmental TA

	• Comprehensive neighborhood revitalization	
HOMELESSNESS HOUSING AND SERVICES	• Continuum of Care (CoC) program, including governance and CoC systems performance measurement • Emergency Solutions Grants (ESG) program • Centralized or coordinated assessment system (commonly referred to as coordinated entry) • Data reporting, analysis, and management, including use of the Homeless Management Information System (HMIS) • Homeless subpopulations: chronic homeless, veterans, families with children, youth and victims of domestic violence • Innovative national collaborations that: promote community-wide commitment to the goal of ending homelessness; support efforts by nonprofit providers and State and local governments to quickly rehouse homeless individuals and families; promote access to, and effective use of, mainstream programs; and/or optimize self-sufficiency among individuals and families experiencing homelessness. • Maximizing the use of mainstream resources • Retooling transitional housing • Rapid re-housing • Under-performing program recipient, subrecipient, or project	McKinney-Vento TA
HOMELESSNESS NATIONAL DATA ANALYSIS PROJECT	• Data reporting, analysis, and management • Homeless Management Information System (HMIS), including operation of the HMIS Data Lab	McKinney-Vento National Data Analysis Project
PUBLIC HOUSING OPERATIONS AND PROGRAMS	• Financial management and board governance • Asset management and development • Energy Performance Contracts • Housing Choice Vouchers • Physical Needs Assessments • Public housing authority (PHA) Repositioning/Regional Planning • Recovery of at-risk or troubled PHAs	Departmental TA
	• Recovery of PHAs in HUD Administrative Receivership	PHA Administrative Receivership & Recovery

NATIVE AMERICAN HOUSING AND COMMUNITY DEVELOPMENT	• Indian Housing Block Grant • Native Hawaiian Block Grant • Native American Housing Assistance and Self Determination Act (NAHASDA)	NAHASDA TA
	• Native American HUD Veterans Assisted Supportive Housing (VASH) program	Departmental TA
SUPPORTIVE HOUSING AND SERVICES	• Violence Against Women Act (VAWA) implementation • HUD-VASH • Housing Opportunities for Persons With AIDS (HOPWA) • Section 202 Supportive Housing for the Elderly, • Section 811 Supportive Housing for Persons with Disabilities and Section 811 Project Rental Assistance • Multifamily housing Service Coordinator and Family Self Sufficiency (FSS) programs • Jobs Plus Initiative	Departmental TA
FAIR HOUSING AND CROSS-CUTTING REQUIREMENTS	• Affirmatively Furthering Fair Housing • Section 3 of the Housing and Urban Development Act of 1968 • Uniform Relocation Act Assistance and Section 104 (d) of the Housing and Community Development Act of 1974 • Energy efficiency in affordable housing	Departmental TA

b. Community Compass Eligible Activities

In order to assist HUD customers, successful applicants may be tasked to perform any of the following eligible activities. The eligible activities described below are subject to any restrictions or limitations imposed by the source of funding. For example, McKinney-Vento TA is subject to the requirements at Section 405 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11361b.) and 24 CFR 578.101. As another example, direct TA for PHA Recovery and Sustainability and related activities is to be used for public housing under the United States Housing Act of 1937 (not Section 8).

i. Needs Assessments. Needs assessments of customers will determine the nature and scope of technical assistance and capacity building needed. In some instances, self-assessment by the customer or a field office assessment may provide a satisfactory basis for determining the scope and scale of technical and capacity building assistance. In other cases, successful applicants will conduct on-site or remote needs assessments to collect information about the capacity gaps of the identified customer. The needs assessment may involve the use of multiple types of information collection and analysis, such as the Consolidated Plan, Public Housing Annual Plan, Indian Housing Plan, Tribal Performance Assessments, Analysis of Impediments to fair housing choice (AI), Point-In-Time Counts of the homeless, HMIS data, Continuum of Care application information, HUD monitoring results, energy audits, annual financial audits, funds obligation and expenditures, and CPD maps. Needs assessments may also assist customers with quantifying the impact of affordable housing and community and economic development initiatives and identifying local market conditions so that program resources may be better targeted and leveraged.

ii. Direct TA and Capacity Building Engagements. Successful applicants may be tasked to work onsite

and/or remotely with HUD's customers, such as grantees, Continuums of Care, NAHASDA-eligible Indian tribes and tribal entities, and public housing authorities. An engagement may consist of TA to multiple HUD programs and/or for multiple issue areas or to a single program or issue area. Direct TA includes PHA Recovery and Sustainability and related activities, and successful applicants may be tasked with assisting HUD or its administrative and judicial receivers in order to build capacity to improve PHA operations and performance long term. Direct TA may also include: assistance with maximizing the investment of other federal and local funds in conjunction with HUD funds and peer to peer networking, as is currently provided under the National Resource Network model; furthering innovative practices; the operation of one or more virtual help desks; or addressing questions and issues raised by HUD's customers.

iii. Develop and Maintain Tools and Products. Tools and products developed will use adult learning principles to assist HUD customers with understanding complex program statutes and regulations, as well as the other Federal requirements (e.g., Davis-Bacon wage rates, Section 3, civil rights compliance, environmental justice and environmental standards, accessibility for persons with disabilities) that often apply to these programs. HUD is increasingly employing virtual training and technical assistance as a cost-effective way to reach diverse audiences and address the constantly changing needs of customers and program requirements. These products might take the form of web-based courses or trainings, videos, interactive tools, and webinars. Tool and product development may also include the creation of templates, desk guides, and tool kits and curricula that improve program management and operations, evaluation, and performance measurement. Where appropriate, HUD program and other Federal requirements, such as affirmatively furthering fair housing, will be integrated into comprehensive products that will serve the technical assistance needs of a broad range of program partners. All products and tools developed will comply with Section 508 accessibility requirements.

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

v. Knowledge Management. Knowledge management includes the development, operation, maintenance, and/or hosting of websites to support the technical assistance, capacity building, and training needs of a diverse set of HUD customers. This may include integrated learning or curriculum management systems; databases of resources, tools, and information; development of interactive tools to assist with program design and management; providing information on HUD grantees, including awards, expenditures, action plans, and environmental reviews; and tracking of technical assistance engagements and resource development.

vi. Data analysis, reporting, and performance measurement. This activity includes technical assistance and training that helps customers with analyzing data, using data to inform and revise plans and strategies, understanding data trends, using performance measurement and reporting tools, creating data-sharing partnerships and agreements, and collecting and reporting accurate and valid data regarding programs, activities, and beneficiaries.

Under McKinney-Vento National Data Analysis Project, this activity includes:

- Preparation of Volumes 1 and 2 of the Annual Homeless Assessment Report (AHAR) using established research parameters.
- Operation of the HMIS Data Lab, which enables the testing of data collection methods, reporting frameworks, database structure, etc. prior to HUD establishing implementation deadlines and requirements. Conducting these activities prior to publishing deadlines and requirements will maximize the validity of HMIS data collection and reporting as well as regular and ad hoc data analysis or data calls requested by HUD. Upon completion of the testing, training materials will be

developed and delivered to grantees. The HMIS Data Lab will use actual data collected in a local HMIS, but no identifying data will be submitted to HUD. The aggregate data provided to HUD may be used for a variety of purposes, such as understanding the scope and impact of changes to data collection or reporting requirements set by HUD, the level of effort and practicability of implementing the changes for grantees and HMIS administrators, and identifying and prioritizing tools, products and training modules to assist grantees implement required changes. The HMIS Data Lab may also include a component dedicated to distributing reporting modalities, mobile applications for data collection, maintenance and support of reporting tools using data CSV and/or XML and related products, training modules and customer support.

vii. NAHASDA Allocation Formula Administration and Negotiated Rulemaking and Consultation Support. Support for administration of the Indian Housing Block Grant Allocation Formula and related formula negotiated rulemaking, as eligible TA activities under NAHASDA TA, includes administration of the allocation formula, assistance with formula determinations, census challenges, notification letters, data correction and reports, as well as consultation assistance to the Department for all negotiated rulemaking with Indian tribes and any other required tribal consultation.

2. Changes from Previous NOFA.
- Funding amounts are different from FY 2014 NOFA, based on current year Appropriations and available carry-over funding.
- Applicants are not required to submit the form HUD 424CBW Detailed Budget Worksheet.
- Applicants are required to indicate the TA funding sources for which they would like to be considered for award as part of the one-page Application Summary.
- Applicants are required to submit an approved indirect cost rate proposal, if applicable.
- Under 2 CFR 200.414(f), applicants that have never received a negotiated indirect cost rate, except those described in Appendix VII to 2 CFR Part 200—States and Local Government and Indian Tribe Indirect Cost Proposals, paragraph D.1.b, may elect to charge a de minimis rate of 10 percent of modified total direct cost, which may be used indefinitely.
- Applicants are allowed to submit an optional list of staff qualifications as part of the Appendix.
- Applicants are required to submit two letters of reference.
- The Rating Factor information, including what applicants must provide in their narrative response, is different from the FY 2014 NOFA.

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. Technical Assistance -- Guidance which enables HUD's customers to overcome a lack of specific skills or knowledge of the associated HUD programs and, by doing so, results in the successful performance and compliance of those programs.

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

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

i. Customers -- Recipients of HUD funding including state and local grantees, public housing agencies, owners and managers of HUD-assisted housing, Continuums of Care (CoCs), non-profit grantees, Homeless Management Information System (HMIS) Leads, HUD-approved housing counseling agencies and counselors, states, tribal organizations, Indian tribes, tribally designated housing entities (TDHEs), FHA-approved multifamily lenders, and residents and participants in HUD-funded programs.

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

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

l. Government Technical Monitor (GTM) -- The individual designated to provide technical monitoring, advice, and assistance to aid the GTR in the technical direction and evaluation of a successful applicant's performance. The GTM provides programmatic expertise and input to proposed technical assistance work plans, status reports, invoices, and products. In some offices, a POTAC fulfills this role rather than a GTM.

m. Government Technical Representative (GTR) -- The individual who is responsible for the technical direction and evaluation of a successful applicant's performance. The GTR is responsible for review and approval of work plans, status reports, invoices, and products.

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

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

p. Program Office Technical Assistance Coordinator (POTAC) -- The individual who coordinates TA activities for the programs within an office. The POTAC provides, or designates subject matter experts

(SMEs) to provide, technical monitoring, advice, and assistance to aid the GTR in the technical direction and evaluation of a successful applicant's performance. In some offices, a GTM fulfills this role rather than a POTAC.

q. Outcomes -- Results achieved or benefits derived from the technical assistance or capacity building, such as changes in customer's management or operation of HUD-funded programs and activities.

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

B. Authority.

This program is authorized under: Consolidated and Further Continuing Appropriations Act, 2015 (Public Law 113-235, approved December 16, 2014), the Native American Housing Assistance and Self-Determination Act of 1996 (25 U.S.C. 4101 et seq.), Section 6(j)(3) of the United States Housing Act of 1937 (42 U.S. C. 1437d(j)(3)) and Section 17 and 18 of the Annual Contributions Contract (HUD 53012A 7/95), and McKinney-Vento Homeless Assistance Act, 42 U.S.C. 11361b and 42 USC 11408.

II. Award Information.

A. Available Funds.

HUD is making available through this NOFA **$44,900,000** for HUD Community Compass Technical Assistance and Capacity Building 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.

HUD estimates awarding the following amounts under the TA funding sources listed below. Applicants must indicate the TA funding source(s) for which they wish to be considered as part of their one-page application summary.

1. **Departmental TA: $20.5 million**
   - This includes approximately $7 million each for programs and initiatives under the Office of Community Planning and Development and the Office of Public and Indian Housing and $2.8 million for programs under the Office of Housing. Approximately $3.2 million will be used for cross-program requirements, programs, and initiatives.
   - $500,000 will be used to provide technical assistance on the Native American HUD-VASH program.
2. **McKinney-Vento TA: $10 million**
3. **McKinney-Vento National Data Analysis Project (formerly HMIS TA): $7 million**
4. **Public Housing Administrative Receivership and Recovery (PHA Recovery): $2 million**
5. **Native American Housing Assistance and Self Determination Act (NAHASDA) TA: $5.4 million**, including:
   - A minimum of $3.5 million for national or regional organizations representing Native American housing interests, including $2 million for a national organization as authorized under section 703 of NAHASDA;
   - A minimum of $200,000 for training and technical assistance for Native Hawaiian Housing Block Grant recipient and its subrecipients; and
   - $1.7 million open to all other eligible applicants.

These funds are made available under the Consolidated and Further Continuing Appropriations Act, 2015 (Public Law 113-235, approved December 16, 2014) and from technical assistance carryover funds provided in annual appropriations between 2006 and 2013 (Public Laws 109-115; 110-5; 110-161; 111-8; 111-117; 112-10; 112-55; and 113-6).

B. Number of Awards.

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

C. Minimum/Maximum Award Information.

The applicant awarded funding for Native Hawaiian Housing Block Grant Program TA may receive less than the minimum award amount.

The maximum award amount is an estimate based on the amount of funding available and the expected number of awards. Applicants should determine their funding request based on the criteria described in IV.B.Content and Form of Application Submission.

Estimated Total Funding: $44,900,000
Minimum Award Amount: $250,000 Per Project Period
Maximum Award Amount: $15,000,000 Per Project Period

D. Period of Performance.

Projects may be assigned by HUD on a demand-response basis throughout the term of the cooperative agreement.

Estimated Project Start Date: 12/31/2015
Estimated Project End Date: 12/30/2018
Other
Multiple assignments within the three-year term of the cooperative agreement.

E. Type of Funding Instrument.

Funding Instrument Type: Cooperative Agreement

HUD will have significant involvement in the management of the cooperative agreement throughout the period of performance of the award. This means that HUD will identify capacity building and technical assistance needs, assign tasks and the method of providing technical assistance, and review and approve proposed work plans, products, reports, vouchers, and other items related to administration of the cooperative agreement. HUD will assign work to successful applicants on a demand-response basis.

F. Supplementation.

Not Applicable

III. Eligibility Information.

A. Eligible Applicants.

Eligible applicants under the NOFA include:

State governments
County governments
City or township governments
Special district governments
Public and State controlled institutions of higher education

Public housing authorities/Indian housing authorities
Native American tribal organizations (other than Federally recognized tribal governments)
Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education
Nonprofits without 501(c)(3) status with the IRS, other than institutions of higher education
Private institutions of higher education
For profit organizations other than small businesses
Small businesses
Others (see text field entitled "Additional Information on Eligibility" for clarification)

Additional Information on Eligibility:

In addition to the list above, eligible applicants include: NAHASDA-eligible Indian tribes as defined at Section 4(13) of NAHASDA; tribally designated housing entities (TDHEs) as defined at Section 4(22) of the NAHASDA; and national or regional organizations representing Native American housing interests.

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) 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 does not require an applicant to leverage resources through cost sharing or matching.

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

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:

- Organizations that submit an application under this NOFA are prohibited from being a subcontractor or consultant on any other application under this NOFA. However, subcontractors and consultants may be included in multiple applications, so long as they themselves do not submit an application. Applicants that are included as a subcontractor or consultant on another application will be considered ineligible for award.
- The minimum score for an application to be considered for funding is 75 except when HUD determines that no eligible applicants for a funding source scored at least 75 points. In that case, HUD may award funds to an applicant scoring below 75 points.
- Awardees tasked to provide technical assistance to HOME grantees or CHDOs must have at least 1 staff, subcontractor, or consultant that is a Certified HOME Program Specialist who passed the Regulations Training exam with a score of 80 or higher and who has at least five years of demonstrated experience administering a HOME program, including finance and underwriting, or providing direct TA on HOME regulations. Applicants must include the name(s) of the Certified HOME Program specialist in the staff qualifications and/or sub-contractor/consultant list.
- Under the McKinney-Vento National Data Analysis Project, awardees may be tasked with the

operation of the HMIS Data Lab. To ensure the highest level of confidence in the validity of the data and value of the analysis, the HMIS Data Lab will utilize data from a local HMIS where the participation level is at least 95 percent of the housing and service providers in the Continuum of Care (CoC), excluding victim service providers as defined by the Violence Against Women Act. Additionally, in order to mitigate concerns regarding conflicts of interest, successful applicants assigned to operate the HMIS Data Lab must enter into an agreement with HUD stating they will not market or otherwise sell or license the HMIS software outside of their CoC or HMIS implementation area.

1. Statutory and Regulatory Requirements.

In accordance with 24 CFR 58.34(a)(3) or (a)(9), 58.35(b)(3), and 50.19(b)(3), (b)(9), or (b)(13), 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.

Applicants must be in compliance with the following requirements:

- 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.

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:

- Applications from applicants that do not meet the eligible applicant criteria described in Section III.A. Eligible Applicants will not meet threshold and will not be reviewed by the panel.
- Any applicant whose organization and/or staff are listed as subcontractors or consultants on another application will not be eligible for an award. The application will not pass threshold and will not be reviewed by the panel.

3. Compliance with Nondiscrimination and Related Requirements.

- Applicants must be in compliance with all applicable fair housing and civil rights laws and affirmatively furthering fair housing. Please refer to Section III. C.3. of the FY 2015 General Section.
- Under Section 808(e)(5) of the Fair Housing Act, HUD has a statutory duty to affirmatively further fair housing. Successful applicants will affirmatively further fair housing through activities as may be directed by HUD under the demand-response system. Applicants should indicate any applicable fair housing expertise in the narratives submitted in response to the rating factors indicated in Section V of this NOFA. The requirements of Section 3 of the Housing and Urban Development Act of 1968 (Section 3) do not apply to funding under this NOFA since no Section 3 covered activity will be undertaken with these TA funds. This does not affect grantees' existing responsibilities to affirmatively further fair housing or provide training, employment, and other economic opportunities pursuant to Section 3 that result from their receipt of other HUD funding.

- Please note that Indian tribes and their Tribally Designated Housing Entities (TDHEs) as defined in Sections 4(13) and 4(22) of NAHASDA are not subject to the requirement to affirmatively further fair housing. Tribal entities awarded NAHASDA TA funding will not be required to comply with requirements relating to affirmatively furthering fair housing.

4. Other Requirements.

Successful applicants must also follow all program requirements listed below:

- Successful applicants will be deployed as HUD deems necessary across the country.
- HUD may task two or more successful applicants to collaborate as a team in providing technical assistance or performing other eligible activities included in this NOFA. HUD may select an applicant to conduct overall coordination for TA providers.
- Successful applicants must comply with all applicable program statutes, regulations, policies, and award provisions.
- Successful applicants may be required to provide information on the results, impacts, and outcomes of their capacity building and TA activities.
- Successful applicants must operate within the structure of the 'demand-response system.' See I.A.3 Terms and Definitions for definition of demand-response system. Under the demand-response system, TA providers are required to:
  - Promptly respond to assignments or requests from the POTAC/GTM or GTR.
  - Coordinate TA plans and activities with other TA providers with additional expertise or skills or that have assisted or are providing assistance to HUD customers in the same jurisdiction or geographic area using other technical assistance funds. The coordination may include conference calls, virtual meetings, and/or in person meetings.
  - Attend and/or conduct joint training sessions, workshops, or conferences with other TA providers as may be requested by a POTAC/GTM or GTR.
  - Conduct work only when tasked or assigned by HUD (POTAC/GTM, GTR, or Cooperative Agreement Officer or designee).
  - Provide work plans, vouchers, reports, deliverables, and trainings in format prescribed by HUD.

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. 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:

Lauren Deigh

Office of Technical Assistance and Management

Community Planning and Development

Department of Housing & Urban Development

451 7th Street SW, Room 7218

Washington, DC 20410, DC 20410

Email: communitycompass@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
HUD Facsimile Transmittal HUD96011 Third Party Documentation Facsimile		
HUD Applicant Recipient Disclosure Report (HUD) 2880 Applicant/Recipient Disclosure/Update Report	HUD will provide instructions to grantees on how the form is to be submitted.	HUD will provide instructions to grantees on how the form is to be submitted.
Acknowledgment of Application Receipt (HUD2993), if applicable	HUD will provide instructions to grantees on how the form is to be submitted.	HUD will provide instructions to grantees on how the form is to be submitted.
Disclosure of Lobbying Activities (SF-LLL), if applicable. **Please note:** Tribes applying for funding under this NOFA are not required to submit this information.		If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the applicant shall complete and submit the SF-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. Applicants must furnish an executed copy of the Certification Regarding Lobbying prior to award.

Standard Form 424 (SF-424 Application of Federal Assistance)		The funding request amount must be the same as the funding request amount included in the one-page summary. Applicants should determine their funding request amount based on the number of available personnel and the range and quality of their skills and knowledge; as well as the applicant's ability to successfully execute multiple assignments from HUD simultaneously over a three-year period.
Faith-Based EEO Survey (SF424 Supplement, Survey on Ensuring Equal Opportunities for Applicants), if applicable	Applicants applying electronically may submit the survey with the application as part of an appendix or as a separate document. Hard copy submissions should include the survey in a separate envelope.	Non-profit private organizations, not including private universities, are encouraged to submit the survey with their applications. Submission of the survey is voluntary.

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

a. One-page application summary, submitted in .pdf, .doc, or .docx format. While the application summary will not be scored, it is a submission requirement. The summary must include the following information:

> **i. The amount of funding the applicant is requesting under this NOFA.** The request should be stated in whole dollar amount. The amount must be the same as the amount included on the Form SF-424. When the amounts do not match, the amount listed on the SF-424 will be used as the requested amount. Applicants should determine their funding request amount based on the number of available personnel and the range and quality of their skills and knowledge; as well as the applicant's ability to successfully execute multiple assignments from HUD simultaneously over a three-year period.

> **ii. The TA funding source(s) for which the applicant wishes to be considered.** Funding sources include: Departmental TA, McKinney-Vento TA, McKinney-Vento National Data Analysis Project, Public Housing Administrative Receivership and Recovery, and NAHASDA TA. This information will not be used for scoring, but will help HUD in determining preferences of applicants and may inform award decisions. Please note that applicants are not guaranteed to receive funds under the funding source for which they have indicated a preference. All Community Compass NOFA applicants may be awarded funding from any of the funding sources included in this NOFA, if they meet the minimum score to be considered for funding and all eligibility requirements.

> **iii.. Whether or not the applicant organization is designated as any of the following**:

> > • a disadvantaged business (e.g., 8(a) business);
> > • a small business as defined by the U.S. Small Business Administration; or,
> > • a national or regional organization representing Native American housing interests.

b. Narrative response addressing Rating Factors 1-3, submitted as .pdf, .doc, or .docx format. See required information for Rating Factors in Section V. A. Review Criteria.

c. Two (2) Letters of Reference, submitted as .pdf. Letters must be on letterhead from the organization receiving or benefiting from the technical assistance, signed by the head of the organization or their designee

(i.e. Executive Director, Department Director, CEO, etc.), dated after the NOFA is published, and no longer than 2 pages. Letters do not count toward the 50-page limit for the narrative response to the Rating Factors.

d. List of applicant's staff and their qualifications, including any applicable certifications, submitted as .xls or xlsx. In addition to the list of staff and their qualifications, applicants must include the name(s) of any the HOME Program Regulations – Certified Specialist subcontractors or consultants that have passed the Regulations Training exam with a score of 80 or higher and that have at least 5 years of experience in administering a HOME program, including finance and underwriting; or providing direct TA on HOME regulations. Applicants may also identify staff that have passed other Administration and Rental Housing Compliance certification courses. This list does not count toward the 50-page limit for the narrative response to the Rating Factors.

e. List of subcontractor firms and consultants, and any applicable certifications and qualifications, submitted as .xls or .xlsx. Applicants must include a list of all subcontractors (firm names only) and consultants with whom the applicant has entered into an agreement to participate in an award under this NOFA with a brief qualifications statement for each subcontractor firm and consultant. If the applicant does not have an agreement with any subcontractors or consultants, indicate None on the list.

HUD encourages applicants that wish to be considered for McKinney-Vento TA funding to consider including organizations serving youth and/or organizations serving victims of domestic violence as subcontractors or consultants.

HUD encourages applicants that wish to be considered for ONAP TA funding to consider including organizations serving Native youth and/or organizations with established Native youth suicide prevention programs as subcontractors or consultants

Applicants must list Certified HOME Program Specialist subcontractors or consultants that have passed the Regulations Training exam with a score of 80 or higher and that have at least 5 years of experience in administering a HOME program, including finance and underwriting; or providing direct TA on HOME regulations. Applicants must also identify subcontractors and consultants that have passed the HOME Administration and Rental Housing Compliance certification courses. This list does not count toward the 50-page limit for the narrative response to the Rating Factors.

f. If applicable, **a copy of your approved indirect cost rate proposal**. Refer to section VI.A.8. for further explanation.

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

2. Format and Form
Narratives and other attachments to your application must follow the following format guidelines:

a. Page Limitation, Font Size and Format for Naming Files. Narratives addressing Factors 1-3 must be no more than 50 pages in length on 8.5 by 11 inch paper, using a 12-point font with at least 0.5 inch margins.HUD will not review more than 50 pages total for all rating factors. This page limit excludes the one-page application summary, letters of reference, list of subcontractors and consultants, spreadsheet of applicant's staff and their qualifications, and all other required HUD forms. See the FY 2015 General Section for guidance on the format for the naming of the files for the narratives.

b. Clarity and organization. HUD will consider the degree to which the narrative response to rating factors is clear, concise, well organized, and free of grammatical errors. Applications must clearly label responses by the Rating Factor to which they pertain.

c. Prohibition on Materials Not Specifically Requested. Applicants should not submit materials other than what is specifically requested by HUD in this NOFA, including resumes, graphs, or photographs. Reviewers will not consider resumes, photos, or any other documents attached to the

application not specifically requested by HUD. Reviewers will consider the two (2) letters of reference as identified in Section V.A.1.d. Past Performance.

d. Applicants must submit only one application in response to this NOFA. HUD will only review the last timely application received if an applicant submits multiple applications.

C. DUNS Number and SAM Registration.

Please refer directly to Section IV.C of the General Section, available at Grants.gov or HUD's Funds Available page, 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 **[Insert 45 days from date of publication]**. 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 not subject to Executive Order 12372, Intergovernmental Review of Federal Programs.

F. Funding Restrictions.

1. An organization may not provide technical assistance or capacity building to itself. An organization may not provide assistance to another organization with which it contracts or sub-awards funds to carry out activities under the TA award.
2. No fee or profit may be paid to any recipient or contractor of an award under the Community Compass program. HUD will determine whether the salary rates are reasonable and customary for the skill set provided and the area(s) being served.
3. HUD has established a $250,000 minimum funding amount for successful applicants, with the exception of applicants awarded funding to provide technical assistance for the Native Hawaiian Housing Block Grant recipient and its subrecipients.
4. Additional restrictions are described at 2 CFR 200. Other restrictions may apply to the use of funds under a specific funding source.

G. Other Submission Requirements.

1. Lead Based Paint Requirements.

Not Applicable

V. Application Review Information.

A. Review Criteria.

1. Rating Factors.

The maximum number of points that can be awarded to any application is 100. The minimum score for an application to be considered for funding is 75 except when HUD determines that no eligible applicants for a funding source scored at least 75 points. The program is not subject to bonus points.

Please note that HUD's use of the term "applicant" in the rating factors refers to the applicant's full team, including staff, subcontractors, and consultants. In order to qualify as a member of the applicant's team, applicants must have an agreement with subcontractors or consultants in place at the time of application submission.

Rating Factor 1: Capacity of the Applicant	Maximum Points: 45

Rating Factor 1 includes four sub-factors:

    a. Experience and Expertise in TA Programs and Topics (16 points)

    b. Eligible Activities (13 points)

    c. Award Management (8 points)

    d. Past Performance (8 points)

a. Experience and Expertise in TA Programs and Topics (16 points)

For this sub-factor, applicants should refer to the **Table of Categories, Programs and Topics, and Funding Sources** in Section I.A.1.a. of this NOFA. This sub-factor evaluates an applicant's experience and expertise in the categories and programs and topics in which HUD expects to focus its TA. Applicants must choose <u>one or more</u> of the categories and describe their **experience and expertise** in at least one of the programs and topics listed in that category. While applicants are only required to describe their experience and expertise for one category and one program or topic, applicants that address more than one category, or more than one program or topic within a category, will receive more points (see the Scoring description below). Applicants should describe their experience and expertise in all of the categories and programs and topics for which they have relevant experience and expertise. Please note that applicants must describe experience and expertise relevant to a program or topic that is listed. A description of experience and expertise that relates only to the category broadly will not receive points. Applicants that wish to be considered for McKinney-Vento TA funding or McKinney-Vento National Data Analysis Project funding must describe their experience and expertise in program(s) or topics listed in the Homelessness Housing and Services category.

Applicants must provide the following in their response:

A clear description of their experience **and** expertise, as defined below:

- **Experience** is defined as working directly with a program or topic area, as a TA provider, consultant, practitioner, administrator, evaluator, or in another role in which the applicant (staff, subcontractor, or consultant team members) assisted the customer to, or worked directly to develop, implement, advise, analyze, evaluate, or oversee the program or topic area. This experience includes developing products, tools, curricula, websites, or other resources for a particular program or policy area. **To demonstrate experience, applicants must clearly identify how the experience was gained, including the capacity in which the experience was gained (e.g., as a TA provider, program administrator, evaluator, etc.); the time period during which the experience was gained; the responsibilities held and/or activities performed; and the major accomplishments and outcomes achieved.**

- **Expertise** is defined as substantive content knowledge of a program or policy areas and understanding of the program rules and regulations, current challenges as well as best practices with implementation of the program or policy, and changes over time in the program or policy area which would affect how HUD's customers use or implement the program or policy. **To demonstrate expertise, applicants' responses should demonstrate their understanding of program rules, policies, requirements or challenges, and describe relevant training, qualifications and special certifications (e.g., certified HOME Program Specialist).** Applicants should fully describe their expertise in this section but may reference information included in the list of subcontractor firms and consultants and list of applicant's staff, as described in Section IV.B.1.d and IV.B.1.e of this NOFA.

Additionally:

- Applicants must clearly state which category(ies) and program(s)/topic(s) correspond with the description of their experience and expertise.
- Applicants may consolidate their narrative by describing expertise and experience that crosses programs/topics and categories, so long as each category and program/topic area addressed is clearly identified. For example, an applicant may wish to describe its role providing TA to a single entity in multiple programs, such as HOME, CDBG, and the eCon Planning Suite, but would need to identify both Affordable Housing Financing and Community Development as the TA Categories being addressed, and HOME, CDBG, and eCon Planning Suite as the programs/topics described.
- Experience or expertise in programs or topics not listed may be described if the experience directly relates to one of the program or topic areas. For example, applicants may describe experience or expertise with the Neighborhood Stabilization Program if they describe its relevance to one or more of the programs or topics listed in the table.
- HUD is interested in selecting applicants with broad and diverse experience and expertise as well as applicants with more targeted and deep experience and expertise, in order to more efficiently respond to the range of TA needs across HUD's customers. Applicants will be rated higher if they:
    - Demonstrate experience **and** expertise with programs or topics in more than one of the categories. HUD will make an exception for applicants that only list experience and expertise within the Native American Housing and Community Development category.
    - Demonstrate experience **and** expertise in more than one program or topic (e.g., describing experience and expertise in both HOME and RAD) within a category.

Scoring: This sub-factor is worth 16 points. Points for this sub-factor will be awarded as follows:

- **The degree to which the applicant clearly demonstrates experience and expertise** relevant to at least one TA program or topic area. (10 points)
    - **The description of experience will be scored based on**: the description of how the experience was gained, including the capacity in which the experience was gained (e.g., as a TA provider, program administrator, evaluator, etc.); the time period during which the experience was gained; the responsibilities held and/or activities performed; and the major accomplishments and outcomes achieved. Experience that is more recent (i.e., within the last five years) will receive more points than experience gained longer ago (i.e., more than five years ago).
    - **The description of expertise will be scored based on**: the degree to which the applicant demonstrates expertise relevant to at least one program area, including knowledge of program rules, requirements, policies, and/or priorities, and relevant training, qualifications and special certifications (e.g., certified HOME Program Specialist).
- **The breadth, or diversity, of an applicant's experience and expertise**, measured by the applicant demonstrating **experience and expertise** in more than one of the categories. The maximum points will be awarded for applicants that demonstrate experience and expertise in three or more categories. The exception is for applicants describing experience and expertise in the Native American Housing and Community Development category. Those applicants will receive full points if they demonstrate strong experience and expertise in a relevant program or topic area within this category. (3 points)
- **The depth of the applicant's experience and expertise within a TA Category**, measured by the applicant demonstrating experience and expertise in more than one of the programs and topics for a particular category. The maximum points will be awarded for applicants that demonstrate experience and expertise in three or more programs and topics within a particular category. For the McKinney-Vento National Data Analysis Project, applicants must demonstrate experience and

expertise in both of the topics in that category, and one in the homelessness housing and services category. (3 points)

b. Eligible Activities. (13 points)

Please describe one or more recent TA engagements conducted within the past 3 years (between January 2012-July 2015) in which the applicant conducted one or more of the eligible activities described in Section I. A.1.b., Community Compass Eligible Activities. The eligible activities are:

- Needs Assessments;
- Direct TA and Capacity Building Engagements;
- Develop and Maintain Tools and Products;
- Self-Directed and Group Learning;
- Knowledge Management;
- Data analysis, reporting, and performance measurement; and
- NAHASDA Allocation Formula Administration and Negotiated Rulemaking Support.

Applicants must include the following for each TA engagement described in their response:

   i.   The challenge, gap, or issue that the TA was designed to address

   ii. The recipient(s) or customer(s) of the TA

   iii. The time period during which the TA was provided (must be between January 2012 - July 2015)

   iv. How the TA was provided, including any challenges encountered in providing the TA

   v. The accomplishments or results of the TA

Scoring: This sub-factor is worth 13 points. Points will be only be awarded if the TA provided through the engagement meets the definition of at least one of the Community Compass Eligible Activities. If the TA described is not a Community Compass Eligible Activity, the applicant will receive zero points for this sub-factor. No points will be awarded for descriptions of TA engagements that occurred prior to January 2012.

Points will be awarded as follows:

- The degree to which the applicant provides a clear description of the challenge, gap, or issue that the TA was designed to address, identifies the recipient or customer of the TA, and states the time period during which the TA was provided. (4 points)
- The degree to which there is a clear and logical relationship between the gap, issue, or challenge identified and the TA provided. (3 points)
- The degree to which there is a clear and logical relationship between the description of the TA provided and the description of the accomplishments or results. (3 points)
- The extent to which the applicant demonstrates past experience performing more than one of the Community Compass eligible activities, either as part of the same TA engagement or through multiple TA engagements. Applicants must describe i.-v. for each TA engagement described in order to receive points for this criterion. Applicants that describe past experience with more than one eligible activity will receive more points, with the maximum points awarded to applicants that describe i.-v. for four or more Community Compass Eligible Activities. (3 points)

c. Award Management (8 points)

Describe the existing capacity of the applicant's organization to manage a federal financial award and cooperative agreement.

Applicants must provide the following in their response:

i. The required qualifications and experience (e.g., position description) of the person(s) who would have responsibility for the areas described below, should the applicant receive an award:

- Financial management of the award;
- Management of assignments, work plans, and reporting to HUD; and
- Compliance with Federal and HUD requirements.

ii. The applicant's quality control and oversight processes for managing financial awards, responding to assignments, and reporting TA outcomes, including the following:

- Developing work plans or scopes of work in accordance with the requirements of the assignment and ensuring they are submitted on time and with few errors;
- Developing cost-effective budgets for assignments, work plans, or tasks;
- Preparing and submitting reports on time and with few errors; and
- Managing invoicing and accounts payable and receivable, including the submission of invoices or vouchers in a timely manner and with appropriate documentation.

iii. The applicant's policies and procedures for procurement, management, oversight, and timely payment of subcontractors or consultants.

Scoring: This sub-factor is worth 8 points. Points will be awarded as follows:

- The degree to which the applicant describes the qualifications and experience of the person(s) responsible for managing the financial aspect of awards and the assignments, invoices, and reporting, and the relevance of those qualifications and experience to carrying out financial and award management activities in compliance with federal and HUD requirements. (3 points)
- The degree to which the applicant's quality control and oversight processes demonstrate that the applicant would be able to prepare and submit timely and accurate work plans, including budgets, that are responsive to the assignment from HUD and timely and accurate invoices or vouchers with relevant documentation to support costs. (3 points)
- The degree to which the applicant describes policies and procedures for procuring, managing, and paying subcontractors and consultants, demonstrating that the applicant would procure qualified subcontractors and consultants, manage them efficiently, pay them in a timely fashion, and comply with federal procurement requirements. (2 points)

d. Past performance (8 points)

Applicants must submit two (2) letters of reference from customers to whom the applicant provided technical assistance within the past two years (July 1, 2013 – June 30, 2015). Letters of reference must be on letterhead from the organization receiving or benefiting from the technical assistance, signed by the head of the organization or their designee (i.e. Executive Director, Department Director, CEO, etc.), dated after the NOFA is published, and no longer than 2 pages each.

Letters must include:

i. A description of the services or technical assistance provided;

ii. A description of results or accomplishments from the services or technical assistance provided;

iii. A testament to the customer's experience working with the applicant, including whether the work was completed on time, with a high level of quality, and in a way that was responsive to customer needs.

The letters of reference will not be counted as part of the application page limit and should be attached at

the end of the application.

Scoring: Scores for this section will be based on:

- The timeliness, quality, and responsiveness of the applicant's work as described in the letters of reference. (6 points)
- Demonstrated accomplishments or results from the applicant's work as described in the letters of reference. (2 points)

Rating Factor 2: Soundness of Approach	Maximum Points: 35

Community Assessment and TA Approach. For this Rating Factor, applicants will provide a response based on a fictional community, using the information in the Community Snapshot below. The Snapshot includes a description of a community that includes a City, Continuum of Care (CoC), Public Housing Authority (PHA), and Tribally-Designated Housing Entity (TDHE), with facts about each of these entities. Applicants may need to make assumptions regarding the entities in order to craft a complete response.

Applicants may choose to focus their response around a single entity (i.e., the City, CoC, PHA, or TDHE), more than one of the entities, or the community as a whole. However, applicants that wish to be considered for McKinney-Vento TA and National Data Analysis Project funding must address the CoC Snapshot in their response, applicants that wish to be considered for NAHASDA TA must address the TDHE Snapshot in their response, and applicants that wish to be considered for PHA Administrative Receivership and Recovery TA must address the PHA Snapshot in their response. These applicants may address more than one of the entities, so long as they address the CoC, TDHE, or PHA, as applicable. Applicants that focus their response on the City should address multiple issues presented and not just a single issue or program. Applicants that address multiple issues within an entity or across entities will be scored higher than those addressing single issues or programs within an entity.

Applicants must include the following items in their response:

a. An assessment of the entity's underlying capacity issues, including a description of the impact on the administration of housing and community or economic development programs, and how the issues are interrelated, where applicable.

b. A description of the TA the applicant would deliver to address the capacity issues described in #1, including the rationale for the TA proposed and the major activities included in the TA engagement. The activities proposed should correspond with the eligible activities described in Section I.A.1.b. Community Compass Eligible Activities. The applicant should identify existing HUD TA resources (tools, products, curricula, e.g.) that would be appropriate to include or utilize in the TA approach, and describe how they would be utilized. Additionally, applicants that include TA to the CoC as part of their response should consider alignment with the programs and topics in the Homelessness Housing and Services row in the Table of Categories, Programs and Topics, and Funding Sources in Section I.A.1.a. of this NOFA when designing the TA approach.

c. A description of the skills, experience, and expertise that the TA Provider team members would need in order to deliver the TA. Please note: this is a description of the qualities that would be needed, not the names of specific staff or consultants on the applicant's team.

Scoring: Scores will be based on the applicant's overall response regardless of which or how many of the entities are addressed through the TA. However, applicants that successfully address more than one of the entities in their response will be scored higher, as described below. Additionally, HUD may consider the breadth (i.e., the number of entities included in the response) of an applicant's response in determining award amounts.

Scores for this section will be based on:

(14 points) The applicant's demonstrated understanding of the capacity issues facing the entity or entities, including:

- A description of the capacity issues facing the entity or entities, based on the facts presented in the Community Snapshot. Applicants should describe all the capacity issues facing the entity. Applicants that only address part or some of the capacity issues will receive fewer points. (6 points)
- An explanation of how the capacity issues are interrelated. (3 points)
- An explanation of the potential impact that the identified capacity issues may have on the community's affordable housing and community development, if not addressed. (5 points)

(18 points) The TA approach that the applicant describes to address the capacity issues facing the entity or entities, including:

- The degree to which the TA approach is linked to the capacity issues that the applicant identified and the facts presented in the Community Snapshot. For applicants that include TA to the CoC as part of their response, HUD will consider the extent to which the proposed TA aligns with the programs and topics listed in the Homelessness Housing and Services row in the Table of Categories, Programs and Topics, and Funding Sources in Section I.A.1.a (4 points)
- The degree to which the applicant provides a clear and logical rationale for why the applicant selected this TA approach. (4 points)
- The degree to which the TA approach utilizes existing, relevant HUD TA resources (tools, products, curricula, e.g.). (3 points)
- The degree to which the TA approach would likely result in improved program administration or implementation and is consistent with HUD program requirements.(3 points)
- The degree to which the skills, experience, and expertise of the team are appropriate for the TA approach proposed and the capacity issues of the entity or entities. (4 points)

(3 points) Addressing multiple entities:

- Applicants that successfully address each of the elements described above for more than one of the entities will receive up to 3 points, with maximum points awarded for addressing all 4 of the entities.

Community Snapshot

City

- Mid-sized urban city that receives HOME, CDBG, ESG and HOPWA funding. Due to budget cuts, the department that manages the HOME & CDBG programs was merged with another department. A major employer recently announced its intent to relocate outside of the city.
- The City has traditionally used the majority of its CDBG allocation to fund public facilities and housing activities. This year, the City will devote 65 percent of its allocation to economic development activities in an effort to create and retain jobs. The City also needs to review its housing program since the focus is on homeownership assistance, while the majority of inquiries have been for rehabilitation assistance for older homes in the city. Additionally, the City has decided to apply for a Section 108 loan guarantee to fund needed public improvements and will do so immediately.
- A small portion of the HOME funds that were awarded to the Participating Jurisdiction (PJ) 16 months ago have been committed to projects, and two new nonprofit developers have applied for CHDO funds. They would like to construct homeownership housing and administer a homeowner rehabilitation program in the City's poorest neighborhoods. For the last ten years, the City has been funding the same subrecipients and developers and relies on their experience to ensure that each HOME project meets the HOME requirements at project completion. To quickly commit HOME funds, the City would like the PHA to launch a HOME-funded lease purchase program. Before

signing the written agreement with the PHA, it plans to amend the NSP homebuyer written agreements.

- The majority of the City's affordable multifamily properties were originally developed with HUD mortgages that will mature within the next 2 to 5 years. The City wants to preserve its affordable rental housing units and has requested that project owners submit all rent and tenant information for evaluation. The City is still working to clear last year's inspection report which revealed that 10 percent of units required extensive repairs. The current HUD rent limits would support a rent increase, but the City has yet to send them out to the project owners.
- The City's Health and Family Services Department (DHFS) administers HOPWA and ESG. DHFS commits and expends grant funds rapidly, in part due to a staff person known for processing sub-recipient payments very quickly. One HOPWA project sponsor has been able to ramp up the number of people it serves, according to its reporting, even though its funding level has decreased slightly from past years. The project sponsor has started to consolidate its permanent housing placement (PHP) payments into its supportive service costs to streamline its reimbursement process. The City assumes the project sponsor is using funding more efficiently.

Continuum of Care (CoC)

- Homelessness has steadily decreased in the past three years, but the percent of family and youth homelessness has gone up by about 25 percent each.
- The local CoC covers the City and County's geography. DHFS is the HMIS lead and collaborative applicant for the CoC. CoC Program Recipients include 69 nonprofit organizations and DHFS, which, together, operate 128 projects.
- Together, the biannual Point-In-Time (PIT) count and annual Housing Inventory Count (HIC) identified 468 homeless persons living in the county. On the night of January 24, about 25 percent were unsheltered. Thirty percent were in an emergency shelter, with 40 percent in transitional housing and the remaining 5 percent in permanent supportive housing.
- The local Continuum of Care implemented what it calls a "housing first" model of helping the homeless, but low rates of obtaining and maintaining housing continue.
- The CoC has a coordinated entry system in place for most families and is implementing one for all people experiencing homelessness to be compliant under the McKinney-Vento Homeless Assistance Act. It is facing difficulties determining how to include its domestic violence shelter in the process while protecting client confidentiality. The CoC is uncertain whether its HMIS is adequate and also wants to implement a more effective assessment tool but is not sure which tool to use.
- The CoC doesn't know if its HMIS can provide the types of system-wide performance data that HUD may request under future CoC program competitions.
- The CoC provided one table shell (FAM TH) for the Annual Homeless Assessment Report (AHAR) for 3 years and is ready to submit FAM PH table shell for the next AHAR.
- The CoC is aware that HUD and its Federal partners are encouraging communities to involve all programs serving homeless in their communities in the planning process. It also understands that the U.S. Department of Health and Human Services and the Veterans Administration have certain programs that are now required to use HMIS with little or no funding available to purchase licenses or pay for staff support. The CoC is holding discussions with two large youth providers in the community but is not sure how to integrate the two providers into the HMIS without changing its privacy policy. The CoC is uncertain of the youth programs' privacy and consent requirements.

Public Housing Authority (PHA)

- The PHA operates 5,600 units under an Annual Contributions Contract (ACC). The properties include nine large traditional family sites, eight elderly high rises, and 400 scattered single family homes. On average, occupancy for public housing units is at or below 92 percent, but varies widely from month to month.

- This PHA is one of five PHAs in a 50-mile radius.
- The PHA administers 10,400 Housing Choice Vouchers, including 250 Project-Based Vouchers and 300 Moderate Rehabilitation units, but is underutilizing its vouchers and voucher funding.
- The PHA staff is unsure of how many more vouchers it can afford to distribute, given its current budget and Admin Fee deficit. The recently-hired Executive Director has asked staff to cut costs, given the financial position of the PHA. However, she has asked staff to focus on the most urgent maintenance issues in anticipation of an upcoming REAC inspection.
- The PHA's performance scores for PHAS and SEMAP have been on a downward trajectory that began just after the previous Executive Director left the PHA two years ago.

Tribally Designated Housing Entity (TDHE)

- The TDHE is working on a project to build 8 homes for low-income families by redeveloping a site that was previously a small elementary school. The staff person leading the project recently left for a new job, and the project financing is being held up due to differences in income restrictions for units and other requirements for the different funding sources for the project, which include NAHASDA, a state grant, and LIHTC.
- After a harsh winter and melting snow, recent flooding at the proposed site has further delayed construction. Construction of the 8 homes is particularly pressing as many of the TDHE's existing units are overcrowded.
- The winter also resulted in an inundation of maintenance requests at the TDHE's existing units, including frozen pipes, plumbing issues, and roof repair needs. The TDHE's Executive Director is struggling to find staff to address the requests, and he keeps delaying all but the most urgent.
- The Executive Director of the TDHE was hired last year after leaving his job at a law firm. He has asked his staff to provide an overview of who the TDHE serves and their upcoming projects for the next meeting of the Housing Board of Commissioners, most of whom were newly appointed last month by the Tribal Council. The staff is reviewing old contracts and grants to count the number of people served by the TDHE. However, the records are inconsistent and often incomplete, and it is hard to tell which housing units were built or rehabbed by federal funds and which used state or private funding. The staff has decided to use the data from a previous audit conducted in 2009.

Rating Factor 3: Achieving Results	Maximum Points: 20

Rating Factor 3: Achieving Results includes three sub-factors:

a. Intended Results of TA Approach and Sustainability Over Time (8 points)

b. Tracking Performance and Results (6 points)

c. Problem-solving to Achieve Results (6 points)

a. Intended results of TA approach and sustainability over time. (8 points)

Based on the responses the applicant provided for Rating Factor 2, as well as the information included in the Community Snapshot, applicants should describe the intended results of the TA approach they proposed and how the results could be sustained over time.

Applicants must provide the following in their response:

i. A description of the intended results of the TA approach described in the applicant's response to Rating Factor 2. These can be short-term and longer-term results.

ii. A description of the recommendations that the TA provider would make to the entity or entities in order to sustain the TA results over the long term (e.g., after the period of TA ends).

Scoring: Scores will be based on:

- The degree to which the intended results are linked to the TA approach and capacity issues described in the applicant's response to Factor 2. (4 points)
- The relevance and likely effectiveness of the recommendations for what the entity or entities should do in order to sustain the TA results over the long term. (4 points)

b. Tracking performance and results. (6 points) (Note: this sub-factor does not refer to Rating Factor 2 or the Community Scenario.)

Describe the applicant's processes for tracking performance and measuring progress towards results for TA engagements.

Applicants must include the following in their response:

i. A description of the applicant's performance management processes, including the types of goals, outcomes, and key milestones used for TA engagements, how the goals, outcomes, and milestones are determined, and how progress toward the goals, outcomes, and milestones is tracked.

ii. A description of the applicant's processes or policies for ensuring accountability for achieving goals, outcomes, or milestones, including how often performance or progress is evaluated and the steps taken to improve performance when key milestones, goals, or outcomes are not met.

Scores for this subfactor will be based on:

- The degree to which the applicant describes their processes for performance management, including the types of goals, outcomes, and key milestones used for TA engagements, how the goals, outcomes, and milestones are determined, and how progress toward the goals, outcomes, and milestones is tracked. (3 points)
- The description of the applicant's processes or policies for ensuring accountability for achieving goals, outcomes, and milestones, including the degree to which the processes or policies described would be likely to ensure accountability. (3 points)

c. Problem-solving to achieve results. (6 points) (Note: this sub-factor does not refer to Rating Factor 2 or the Community Scenario.)

Describe a previous TA engagement or project in which the applicant was involved that did not achieve the intended results or only partially achieved the intended results.

Applicants must include the following in their response:

i. A short description of the engagement or project, including the customer or recipient of the TA; the goal of the TA; and a brief explanation of the TA the applicant provided;

ii. A description of the challenges that prevented the intended results from being achieved; and

iii. A proposal for what the applicant could have done differently in order to achieve the intended results.

Scoring: Scores for this section will be based on:

- The degree to which the applicant's explanation demonstrates an understanding of why the TA did not achieve its intended result. (3 points)
- The degree to which the applicant's description demonstrates an ability to consider alternate TA approaches to achieve intended results. (3 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.**

Bonus points are not available for this program.

B. Reviews and Selection Process.

1. Review Types.

Three types of reviews will be conducted. First, HUD will review each application to determine whether it
meets threshold eligibility requirements. Second, applications that meet threshold eligibility requirements
will be reviewed by panels consisting of at least two independent reviewers and a panel manager. The
reviewers will review and assign scores to applications that meet threshold eligibility requirements using the
Rating Factors in Section V.A.1. Third, as required by 2 CFR 200.205, HUD will evaluate the risks to the
program posed by each applicant, including conducting due diligence to ensure an applicant's ability to
manage federal funds. This evaluation is in addition to the evaluation of the applicant's eligibility and
capacity, and the quality of its application. The results from this evaluation will inform funding decisions. If
HUD determines that an award will be made, special conditions that correspond to the degree of risk
assessed may be applied to the award.

 In evaluating risks, HUD may consider the following:

- Financial stability
- Quality of management systems and ability to meet the management standards prescribed in applicable
  parts of 2 CFR 200
- Applicant's record in managing previous HUD awards, cooperative agreements, or procurement
  awards, including:
    - Timeliness of compliance with applicable reporting requirements
    - Conformance to the terms and conditions of previous Federal awards
    - If applicable, the extent to which any previously awarded amounts will be expended prior to
       future awards
- Information available through OMB-designated repositories of government-wide eligibility
  qualification or financial integrity information, such as:
    - Federal Awardee Performance and Integrity Information System (FAPIIS)
    - System for Award Management (SAM)
    - "Do Not Pay"
- Reports and findings from single audits performed under Subpart F – Audit Requirements, 2 CFR Part
  200 and findings and reports of any other available audits
- IRS Tax Form 990
- Applicant organization's annual report
- Publicly available information, including information from the applicant organization's website

- Applicant's ability to effectively implement statutory, regulatory, or other requirements imposed on award recipients

2. Ranked Order.

Once scores have been assigned, applications will be listed in ranked order. The amount awarded to applications ranked within the fundable range (i.e., a score of 75 or more points overall, unless no applicants for a particular funding source score 75 points or above) will be determined according to the factors described below in 4. Funding Decisions. Applications may not be funded in ranked order in order to ensure coverage across HUD's TA priorities.

3. Threshold Eligibility Requirements.

All applicants requesting funding to provide TA or capacity building under the Community Compass program must be in compliance with the eligibility requirements described in this NOFA in Section III. Eligibility Information in order to be reviewed, scored, and ranked. Applications that do not meet one or more of these requirements and applications that were received after the deadline (see Section III.C.2.a. of the FY2015 General Section), will be considered ineligible for funding.

4. Funding Decisions.

In determining the amount awarded to a successful applicant, HUD will take into consideration the amount of funds available, the final score assigned to the application by HUD reviewers, and HUD's overall technical assistance needs, including establishing a range of subject matter expertise and geographic coverage, as well as an applicant's capacity to serve HUD's customers across multiple program or topic areas. For prior awardees, HUD may consider information from a Contracting Officer, Government Technical Representative, Government Technical Monitor, Program Office Technical Assistance Coordinator, and/or other HUD staff as appropriate on past performance, as well as award balances not committed to TA tasks or work plans. These considerations may reduce an applicant's award. There may be insufficient funds available to make an award to every application scoring within the fundable range.

5. Corrections to Deficient Applications.

Applicants will have 14 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.3. of FY2015 General Section for additional information on the process to be followed for corrections to deficient applications.

C. Anticipated Announcement and Award Dates.

Conditional award announcement expected in October 2015, with awards executed by December 31, 2015 pending the successful completion of the administrative and financial process for successful applicants.

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. Notifications. A notification sent to a successful applicant is not an authorization to begin performance. Upon notification that an applicant has been selected for award, HUD will request additional information to be submitted or may work with the applicant to amend information that was already submitted as part of the application.

2. Debriefings. HUD will not provide or conduct individual debriefing documents or sessions to applicants. HUD will provide a written summary to each applicant. The written summary will be comprised of a Competition Summary and Selection Review Summary. The Competition Summary will, at a minimum, include the number of applications received, reviewed and selected, the overall score range for all applicants, the score range for selected applicants, and the range of award amounts. The Selection Review Summary will include the applicant's final score and the applicant's score for each rating factor. The Selection Review Summary may include final summary comments, if provided by reviewers or panel chairs. The Competition Summary and Selection Review Summary documents will be emailed to the authorized representative whose signature appears on the SF424 and to the point of contact for the application as listed on the SF424.

3. Budget form. Applicants responding to this NOFA to conduct technical assistance, capacity building, and data analysis or research activities under the demand-response model will not know at the time of application the specific activities they will be asked to carry out over the course of the performance period, the location of the engagements, and their duration. Therefore, applicants will not submit a HUD424CBW or any other budget form with their applications. A cooperative agreement without a formal budget can be executed so long as HUD has other specific information (e.g., the award amount, labor rates, and the activities that the applicant has the capacity to carry out). In cases where HUD cannot successfully conclude negotiations on a cooperative agreement with a selected applicant or a selected applicant fails to provide HUD with requested information as part of the negotiation process, an award will not be made to that applicant. In this instance, HUD may offer an award to and proceed to negotiate with another applicant.

4. Fee and profit. No fee or profit may be paid to any recipient or subrecipient of an award under the Community Compass program.

5. Administrative budget. HUD requires that selected applicants participate in negotiations to determine an administrative budget. The administrative budget must clearly identify the labor, associated indirect costs, travel, and material and supply costs associated with the provider's management of the award. The administrative budget must track the different sources of funding and associate administrative costs to each source.

6. **Administrative costs.** Administrative costs mean reasonable direct and associated indirect costs of overall TA award management and evaluation, including:

a. Salaries, wages, benefits and related costs for developing and negotiating the budget, developing systems and schedules for ensuring compliance with the award, preparing reports required under the award, attending HUD-required training, submitting billing information, and management or supervision of persons carrying out the TA activities;

b. Travel costs related to administration of the award;

c. Administrative services performed under third-party contracts or agreements, such as general legal services, accounting services, and audit services;

d. Other costs for goods and services required for the administration of the award, including rental or purchase of equipment, insurance, utilities, office supplies, and rental and maintenance of office space. Rental and maintenance of office space is allowed only under the following conditions:

- The lease must be for existing facilities not requiring rehabilitation or construction except for minimal alterations to make the facilities accessible for a person with disabilities;

- No repairs or renovations of the property may be undertaken with funds provided under this NOFA;
- Properties in the Coastal Barrier Resources System designated under the Coastal Barrier Resources Act (16 U.S.C. 3501) cannot be leased or rented with federal funds.

7. Maximum administrative costs. Administrative costs shall be segregated in a separate cost center within the awardee's accounting system. When developing the administrative budget for the award, the administrative costs are limited depending on the total award amount. Administrative costs associated with the management of the award are capped as listed below:

AWARD AMOUNT	MAXIMUM ADMINISTRATIVE COSTS
$1,000,000 and over	10 percent of award
$250,000-$999,999	15 percent of award

Costs may be denied or modified if HUD determines that they are not allowable, allocable, and/or reasonable. In cases where HUD cannot successfully conclude negotiations with a selected applicant or a selected applicant fails to provide HUD with requested information, an award will not be made to the applicant. In this instance, HUD may offer an award and proceed with negotiations with another applicant.

8. Indirect costs. Indirect costs (also known as "facilities and administrative costs" -- defined at 2 CFR §200.56) represent the expenses of doing business that are not readily identified with a particular cooperative agreement, grant, contract, project function, or activity, but are necessary for the general operation of the applicant organization and the conduct of activities it performs. Refer to 2 CFR 200.413 and 200.414 for additional information on determining if costs charged to the award are direct or indirect.

In general terms, an indirect cost rate is the percentage of an organization's indirect costs to its direct costs and is a standardized method of charging individual programs for their share of indirect costs. There are different types of indirect cost rates, which may or may not be suitable for certain negotiation scenarios and organizations. All rate types are described in 2 CFR, Appendix IV, C.1.

Applicants selected for funding pursuant to this NOFA may charge indirect costs to the award. Applicants with an approved federally negotiated indirect cost rate must submit **with their application** a copy of their approved *Indirect Cost Rate Proposal* to substantiate their request.

Applicants that do not have an approved federally negotiated indirect cost rate may charge a maximum rate of 10 percent of modified total direct costs. 2 CFR 200.414(f) states that nonfederal entities that have never received a negotiated indirect cost rate, except those non-Federal entities described in Appendix VII to Part 200—States and Local Government and Indian Tribe Indirect Cost Proposals, paragraph D.1.b, may elect to charge a de minimis rate of 10 percent of modified total direct costs, which may be used indefinitely. If chosen, this methodology must be used consistently for all federal awards until the entity chooses to submit an indirect cost rate proposal and negotiate for a rate.

If an applicant chooses to negotiate for an indirect cost rate, the applicant must contact the designated cognizant agency for indirect costs. The *cognizant agency for indirect cost rates* is defined at 2 CFR 200.19. For assignments of cognizant agencies see the following:

(a) For Institutions of Higher Education: Appendix III to 2 CFR Part 200—Indirect (F&A) Costs Identification and Assignment, and Rate Determination for Institutions of Higher Education (IHEs), paragraph C.11.

(b) For nonprofit organizations: Appendix IV to 2 CFR Part 200—Indirect (F&A) Costs Identification and Assignment, and Rate Determination for Nonprofit Organizations, paragraph C.12.

(c) For State and local governments: Appendix V to 2 CFR Part 200—State/Local Government-wide Central Service Cost Allocation Plans, paragraph F.1.

(d) For Indian tribes: Appendix VII to 2 CFR 200 Part 200—States and Local Government and Indian Tribe Indirect Cost Proposal, paragraph D.1.

If HUD is the applicant's cognizant agency for indirect costs, the applicant shall submit its *Indirect Cost Rate Proposal* to the following persons and address of the U.S. Department of Housing Urban Development. Approval of the proposal may take several weeks.

Lisa Abell, Budget Director

Office of Community Planning and Development

451 7th Street SW, Room 7236

Washington, DC 20410

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.

After selection for funding, but prior to award, applicants must submit financial and administrative information to comply with the cooperative agreement provisions. The requirements at 2CFR part 200 govern the selection of applicants and all awards executed pursuant to this NOFA, including commercial/for-profit entities.

Prior to award execution, applicants must submit a certification from an Independent Public Accountant or the cognizant government auditor, stating that the applicant's financial management system meets prescribed standards for fund control and accountability. Non-compliance with the applicable uniform administrative requirements and implementation of those requirements along with the cooperative agreement provisions may cause HUD to impose sanctions, restrictions, or terminate the award.

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

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. Additional information about Federal Funding Accountability and Transparency Act (FFATA) requirements is also available at www.fsrs.gov under the OMB Guidance link.

2. Program Progress. Awardees will be required to submit Quarterly Performance Reports in a manner specified by HUD, with actual outputs and outcomes achieved, and a narrative explanation of any disparity between projected and actual results. Quarterly Performance Reports must comply with requirements described in 2 CFR 200.327-329.

3. Accounting for Costs Separately. Applicants awarded funds from multiple sources under this NOFA (i.e. Departmental TA, McKinney-Vento TA, McKinney-Vento National Data Analysis Project, NAHASDA TA,

PHA Administrative Receivership and Recovery) will be required to account for costs separately under each award.

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.

Lauren Deigh, Acting Director of the Technical Assistance Division, Office of Community Planning and Development. Email: communitycompass@hud.gov.

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.

HUD Reform Act. The provisions of the HUD Reform Act of 1989 that apply to the Community Compass NOFA are explained in the General Section.