

The public reporting burden for this collection of information for the Choice Neighborhoods Program is estimated to average fifteen minutes, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information and preparing the application package for submission to HUD.

Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions to reduce this burden, to the Reports Management Officer, Paperwork Reduction Project, to the Office of Information Technology, US. Department of Housing and Urban Development, Washington, DC 20410-3600. When providing comments, please refer to OMB Approval No. XXX-XXXX. HUD may not conduct and sponsor, and a person is not required to respond to, a collection of information unless the collection displays a valid control number.

The information submitted in response to the Notice of Funding Availability for the Choice Neighborhoods Program is subject to the disclosure requirements of the Department of Housing and Urban Development Reform Act of 1989 (Public Law 101-235, approved December 15, 1989, 42 U.S.C. 3545).

**CHOICE NEIGHBORHOODS PLANNING GRANT  
APPLICATION CHECKLIST/TABLE OF CONTENTS**

**NARRATIVE EXHIBITS**

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**Exhibit A: SUMMARY INFORMATION**

A Executive Summary

**Exhibit B: THRESHOLD REQUIREMENTS**

B Narrative on Partnership with Planning Coordinator (if any)

**Exhibit C: CAPACITY**

C Capacity Narrative Response

**Exhibit D: NEED**

D Need- Severe Physical Distress of the PH and/or Assisted Housing

**Exhibit E: PLAN**

E.1 Plan – Planning Activities

E.2 Plan – Neighborhood Assets and Needs Assessments

E.3 Plan – Policy Priority – Educational Opportunities Planning

E.4 Plan – Policy Priority – Capacity Building and Knowledge Sharing

E.5 Plan – Resident and Community Involvement

**ATTACHMENTS**

1: Application Data Form: Cover Sheet

2: Application Data Form: Existing Units, Occupancy, Vacancy

3: Budget

4: Eligible Applicants Documentation

5: Binding Contract with Planning Coordinator for Planning Grants

6: Eligible Neighborhoods Documentation – Eligible Neighborhoods Map

7: Eligible Neighborhoods Documentation – Substandard Housing Documentation

8: Eligible Neighborhoods Doc –Severe Distress of Targeted Project Certification

9: Resident Involvement Certification

10: Need - Structural Deficiencies Documentation

11: Need - Design Deficiencies Documentation

- 12: Need - Part I Violent Crimes Documentation \_\_\_\_\_
- 13: Need - School Form and Supporting Documentation \_\_\_\_\_
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- 15: City and Neighborhood Maps \_\_\_\_\_
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- 17: Choice Neighborhoods Application Certifications – Planning Grants \_\_\_\_\_
- 18: Application for Federal Assistance (SF-424) \_\_\_\_\_
- 19: Disclosure of Lobbying Activities (SF-LLL) \_\_\_\_\_
- 20: Applicant/Recipient Disclosure/Update Report (HUD-2880) \_\_\_\_\_
- 21: Facsimile Transmittal (HUD-96011) \_\_\_\_\_