



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

Policy Development and Research

Eviction Protection Grant Program

FR-6500-N-79

09/08/2021

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**Program Office:**

Policy Development and Research

**Funding Opportunity Title:**

Eviction Protection Grant Program

**Funding Opportunity Number:**

FR-6500-N-79

**Primary CFDA Number:**

14.537

**Due Date for Applications:**

09/08/2021

**Overview**

The U.S. Department of Housing and Urban Development (HUD) issues this Notice of Funding Opportunity (NOFO) to invite applications from eligible applicants for the program and purpose described within this NOFO. Prospective applicants should carefully read all instructions in all sections to avoid sending an incomplete or ineligible application. HUD funding is highly competitive. Failure to respond accurately to any submission requirement could result in an incomplete or noncompetitive proposal.

During the selection process HUD is prohibited from disclosing 1) information regarding any applicant's relative standing, 2) the amount of assistance requested by an applicant, and 3) any information contained in the application. Prior to the application deadline, HUD may not disclose the identity of any applicant or the number of applicants that have applied for assistance.

For Further Information Regarding this NOFO: Please direct questions regarding the specific requirements of this Notice of Funding Opportunity (NOFO) to the office contact identified in Section VII.

***Paperwork Reduction Act Statement.** The information collection requirements in 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 NOFO will identify its applicable OMB control number unless its collection of information is excluded from these requirements under 5 CFR part 1320.*

**OMB Approval Number(s):**

2528-0331

**I. FUNDING OPPORTUNITY DESCRIPTION.**

**A. Program Description.**

**1. Purpose**

**a. Program Description.**

The overall purpose of the Eviction Protection Grant Program is to support experienced legal service providers, not limited to legal service corporations, in providing legal assistance at no cost to low-income tenants at risk of or subject to eviction. HUD's Office of Policy Development

and Research is making available grant funds to non-profit or governmental entities to provide services in areas with high rates of evictions or prospective evictions, including rural areas. This grant program plays an integral role in helping individuals and families, including people of color who are disproportionately represented among those evicted, people with limited English proficiency and people with disabilities, avoid eviction or minimize the disruption and damage caused by the eviction process.

## Background

Eviction has long created housing instability for renter households, particularly for Black and Hispanic women and families with children. In 2016, according to the Eviction Lab, there were more than 2.3 million eviction filings and almost 900,000 court-ordered evictions (<https://evictionlab.org/national-estimates/>). In addition to those evicted through a legal judgment, researchers estimate a larger number of renter households are evicted informally, outside the court system. The risk of eviction is not limited to large cities. For example, an analysis of evictions found that in 2016, evictions occurred among 1 in 9 renter households in Richmond, VA, 1 in 13 in Tulsa, OK, and 1 in 21 in Albuquerque, NM. Small cities and rural areas had similar rates: 1 in 9 renter households experienced eviction in Muskegon, MI, 1 in 13 in Wilmington, DE, 1 in 8 in Houlton, WI, and 1 in 9 in Centreville, IL (with a population of 5,000) ([Statement before the U.S. House of Representatives Committee on Financial Services](#)).

Landlords do not pursue evictions equally across households. While the national eviction filing rate was 1 in 20; for Black renters, it was 1 in 11. People of color, women, and families with children are more likely to be evicted. A study found that almost 15 percent of American children born in large cities between 1998 and 2000 had experienced an eviction by age 15. The percentage was approximately 29 percent for children living in deep poverty. (Lundberg and Donnelly. 2019. [A Research Note on the Prevalence of Housing Eviction Among Children Born in U.S. Cities](#). *Demography*, 56(1), 391–404). Among tenants at risk of eviction, Hispanic tenants in predominantly white neighborhoods were roughly twice as likely to be evicted as those in predominantly non-white neighborhoods. Hispanic tenants were also more likely to get evicted when they had a non-Hispanic landlord. (Greenberg, Gershenson, and Desmond. 2016. [Discrimination in Evictions](#), *Harvard Civil Rights-Civil Liberties Law Review*, 51, 115 – 158).

The risk of eviction has likely worsened during the Covid-19 pandemic. HUD's analysis of the Census Bureau's Household Pulse Survey for Week 31 (May 26 – June 7, 2021) found 7.11 million renter households were behind on their rent. It also found 1.19 million households reported eviction was "very likely" in the next two months, with an additional 2.04 million households reporting eviction was "somewhat likely." By comparison, the 2017 American Housing Survey found 2.77 million renter households were behind on their rent and approximately 308,000 renter households thought it was "very likely" they would be evicted in the next two months. Approximately 2.98 million thought eviction was "somewhat likely." Both surveys have wide confidence intervals associated with weighted estimates, but a simple comparison suggests missed rent payments and risk of eviction has worsened during the pandemic. These trends also suggest a potential for a rise in evictions as local and national moratoria expire.

The high rates of evictions have significant long-term consequences, particularly among children. Eviction has been linked to homelessness, substandard housing conditions, job instability, school instability, and depression. An eviction record can negatively affect credit and future housing options. (Desmond, Matthew. *Unaffordable America: Poverty, housing, and eviction*. Fast Focus, 22-2015. University of Wisconsin-Madison, Institute for Research on Poverty, 4). The national, state, and local moratoria in place during the pandemic provided critical protections for housing-insecure tenants across the country. However, as moratoria expire and unpaid rental obligations become due, millions of individuals and families face the risk of eviction and the myriad negative outcomes that accompany informal and formal eviction actions.

While states may have different processes, the eviction process typically begins with the landlord notifying the tenant of the intent to evict. The landlord may then file an eviction notice, which results in renters receiving a notice to appear in civil court. Without legal representation, most renters do not appear in court, which results in a default eviction judgment. Renters who receive an eviction judgment must leave their home by the specified date or the landlord may file to have law enforcement officers forcibly remove them and their belongings. Alternatively, the landlord and tenant may enter into a mediated agreement.

A formal notice of eviction is only one mechanism by which individuals and families experience involuntary displacement. Landlords may undertake informal evictions (some of which are unlawful), such as changing the locks, telling the tenants to leave, withholding maintenance services, and shutting off utilities. These actions frequently result in tenants moving to avoid further conflict and having a formal eviction on their record, which can inhibit them from finding a new home. The Milwaukee Area Renters Study examined formal evictions, informal evictions, landlord foreclosures, and building condemnations, all different forms of “involuntary displacement” between 2009 and 2011. The study found 1 in 8 renters (13 percent) were involuntarily displaced from housing in the two years prior to the survey. Forty-eight percent were informal evictions and 24 percent were formal evictions.

One of the leading interventions to prevent evictions is providing legal assistance to at-risk tenants. Research shows that legal representation helps tenants remain housed while also delivering financial savings to the jurisdictions. For example, a [study](#) in Baltimore found that an annual investment of \$5.7 million in a right to counsel program in Baltimore would yield \$35.6 million in benefits or costs avoided to the city and state. (Stout Risius Ross, LLC. May 8, 2020. [\*The Economic Impact of an Eviction Right to Counsel in Baltimore City\*](#)).

A right to counsel in eviction proceedings has consistently been found to significantly reduce evictions ([Eviction Right to Counsel Resource Center](#)). A study in Minnesota found fully represented tenants win or settle their cases 96 percent of the time and clients receiving limited representation win or settle their cases 83 percent of the time. These figures compare with just 62 percent of tenants without any representation. Tenants with full representation were twice as likely to stay in their homes or get twice as much time to move, left court without an eviction record, and were four times less likely to use homeless shelters (Grundman & Kruger, 2018, [Legal Representation in Evictions - Comparative Study](#)). An analysis of California’s Shriver Housing Pilot Projects found clients with full representation were significantly less likely to end their cases by default (8 percent) than were self-represented defendants (26 percent) and on

average had more days to move, were ordered less often to pay holdover damages, landlord attorney fees, and other costs (NPC Research, 2017).

Research has shown a range of services, such as alternative dispute resolution, court navigation, and legal records management, can help renters avoid eviction and remain stably housed (Benfer, Green, and Hagan. July 2020. Approaches to Eviction Prevention, working paper). A dispute resolution pilot program in Baltimore found 81 percent of the landlords and tenants who choose to participate reached a settlement. Michigan recently expanded its Eviction Diversion Program, which offers tenants an alternative to housing court, from a pilot to a statewide program. Equal Justice Works fellowships bring these resources to rural communities in the state. New York City implemented a pilot program in which navigators guided tenants through the court process, resulting in none of the tenants experiencing a forcible eviction. (Sandefur & Clark. 2016. [\*Roles Beyond Lawyers Summary, Recommendations and Research Report of an Evaluation of the New York City Court Navigators Program and its Three Pilot Projects\*](#), American Bar Foundation). Sealing records, so that landlords do not use a tenant's prior rental history in evaluating rental applications, can reduce the effects of an eviction on future housing.

Tenants can also reduce their risk of eviction by learning about their rights and available services, making education and outreach critical components for positive outcomes. For example, [\*Philadelphia's Eviction Prevention Project\*](#), provides tenant rights workshops, a tenant hotline for legal service referrals, and court help services in addition to legal representation.

Legal assistance paired with resources offered through other service providers may further expand resolution options for clients at risk of eviction. Other resources include providing apartment search assistance for tenants who are being displaced and assisting recently evicted tenants in navigating the transition process, such as requests to transfer children's schools or retain their home school, employment applications, and healthcare related needs. A study in Vermont found that giving a household rental assistance of \$2,000 (i.e., the median amount of rent due for eviction cases caused by unpaid rent) prevented 42 percent of evictions. (Peter Beck, January 2019. [\*Eviction in Vermont: A Closer Look, Vermont Legal Aid\*](#)). Similarly, the Milwaukee study found that access to emergency housing aid reduced the eviction rate by 15 percent. A New York Times analysis found evicted families often had money judgments of less than \$600, indicating that a small amount of financial assistance could prevent the significant disruptions caused by eviction.

Currently, insufficient resources prevent every tenant at risk of or subject to eviction from receiving legal representation. The Eviction Protection Grant Program supports the full range of services that work with legal representation to help individuals and families avoid eviction or minimize the disruption and damage caused by the eviction process.

**b. Objectives and Priorities of this NOFO.** The objectives and priorities of this NOFO include but are not limited to:

1. Distributing federal financial support to nonprofit and governmental entities to provide legal assistance, at no cost, to low-income renters facing eviction or at risk of eviction in areas with high rates of evictions or risk of evictions.

2. Providing eviction protection services to historically underserved populations, including people of color, persons with limited English proficiency, and persons with disabilities.
3. Ensuring a proportionate distribution of funding amounts for rural areas, including Tribal lands, to the extent possible.
4. Building the evidence base for the activities most effective at preventing evictions and/or mitigating negative outcomes that result from evictions.

**2. Changes from Previous NOFO.**

Not applicable

**3. Definitions.**

a. Standard Definitions

**Affirmatively Furthering Fair Housing (AFFH).** Affirmatively Furthering Fair Housing (AFFH) means taking meaningful actions, in addition to combating discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics. Specifically, affirmatively furthering fair housing means taking meaningful actions that, taken together, address significant disparities in housing needs and in access to opportunity, replacing segregated living patterns with truly integrated and balanced living patterns, transforming racially and ethnically concentrated areas of poverty into areas of opportunity, and fostering and maintaining compliance with civil rights and fair housing laws. The duty to affirmatively further fair housing extends to all of a program participant’s activities and programs relating to housing and urban development.

**Assistance Listings** means a unique number assigned to identify a Federal Assistance Listing, formerly known as the CFDA Number.

**Federal Financial Assistance** means assistance that entities received or administer in the form of:

- 1) Grant;
  2. Cooperative agreements (which does not include a cooperative research and development agreement pursuant to the Federal Technology Transfer Act of 1986, as amended (15 U.S.C. 3710a));
  3. Loans;
  4. Loan guarantees;
  5. Subsidies;
  6. Insurance;
  7. Food commodities;
  8. Direct appropriations;
  9. Assessed or voluntary contributions; or
  10. Any other financial assistance transaction that authorizes the non-Federal entity's expenditure of Federal funds.
- b. Federal Financial Assistance does not include:
  1. Technical assistance, which provides services in lieu of money; and



2. A transfer of title to federally owned property provided in lieu of money, even if the award is called a grant.

**Authorized Organization Representative (AOR)** is the person authorized to submit applications on behalf of the organization via Grants.gov. The AOR is authorized by the E-Biz point of contact in the System for Award Management. The AOR is listed in item 21 on the SF-424.

**Consolidated Plan** is a document developed by states and local jurisdictions. This plan is completed by engaging in a participatory process to assess their affordable housing and community development needs and market conditions, and to make data-driven, place-based investment decisions with funding from formula grant programs. (See 24 CFR part 91 HUD's requirements regarding the Consolidated Plan and related Action Plan).

**Contract** means, [for the purpose of Federal financial assistance](#), a legal instrument by which a recipient or subrecipient purchases property or services needed to carry out the project or program under a Federal award. For additional information on contractor and subrecipient determinations see 2 CFR 200.331.

**Contractor** means an entity that receives a contract as defined in 2 CFR 200.1.

**Deficiency** is information missing or omitted within a submitted application. Examples of deficiencies include missing documents, information on a form, or some other type of unsatisfied information requirement (e.g., an unsigned form, unchecked box.). Depending on specific criteria, deficiencies may be either curable or non-curable.

- *Curable Deficiencies* may be corrected by the applicant with timely action. To be curable the deficiency must:
- Not be a threshold requirement, except for documentation of applicant eligibility;
- 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.
- *Non-Curable Deficiencies* cannot be corrected by an applicant 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.

**DUNS Number** is the nine-digit Dun and Bradstreet Data Universal Number

System identification number assigned to a business or organization by Dun & Bradstreet and provides a means of identifying business entities on a location-specific basis. OMB removed duplicate recipients based on recipient Data Universal Number System (DUNS) numbers, from Dun & Bradstreet (D&B). At this time all Federal financial assistance recipients are required to register for DUNS numbers.

**E-Business Point of Contact (E-Biz POC)** A user registered as an organization applicant who is responsible for the administration and management of grant activities for his or her organization. The E-Biz POC is likely to be an organization's chief financial officer or authorizing official. The

E-Biz POC authorizes representatives of their organization to apply on behalf of the organization (see Standard AOR and Expanded AOR). There can only be one E-Biz POC per DUNS Number.)

**Eligibility requirements** are mandatory requirements for an application to be eligible for funding.

**Federal award**, has the meaning, depending on the context, in either paragraph (1) or (2) of this definition:

- (1)(i) The Federal financial assistance that a recipient receives directly from a Federal awarding agency or a subrecipient receives indirectly from a pass-through entity, as described in 2 CFR §200.101; or
  - ii. The cost-reimbursement contract under the Federal Acquisition Regulations that a non-Federal entity receives directly from a Federal awarding agency or indirectly from a pass-through entity, as described in 2 CFR §200.101.
2. The instrument setting forth the terms and conditions. The instrument is the grant agreement, cooperative agreement, other agreement for assistance covered in paragraph (2) of the definitions of Federal financial assistance in 2 CFR §200.1, or the cost-reimbursement contract awarded under the Federal Acquisition Regulations.
3. Federal award does not include other contracts that a Federal agency uses to buy goods or services from a contractor or a contract to operate Federal Government owned, contractor operated facilities (GOCOs).
4. See also definitions of Federal financial assistance, grant agreement, and cooperative agreement.

**Grants.gov** is the website serving as the Federal government's central portal for searching and applying for Federal financial assistance throughout the Federal government. Registration on Grants.gov is required for submission of applications to prospective agencies unless otherwise specified in this NOFO.

**Non-Federal Entity (NFE)** means a state, local government, Indian tribe, Institution of Higher Education (IHE), or non-profit organization that carries out a Federal award as a recipient or subrecipient.

**Point of Contact (POC)** is the person who may be contacted with questions about the application submitted by the AOR. The POC is listed in item 8F on the SF-424.

**Recipient** means an entity, usually but not limited to non-Federal entities, that receives a Federal award directly from HUD. The term recipient does not include subrecipients or individuals that are beneficiaries of the award.

**Small business** is defined as a privately-owned corporation, partnership, or sole proprietorship that has fewer employees and less annual revenue than a corporation or regular-sized business. The definition of "small"—in terms of being able to apply for government support and qualify for preferential tax policy—varies by country and industry. The U.S. Small Business Administration defines a small business according to a set of standards based on specific industries. {[e-CFR Title 13-Chapter I – Part 121](#)}

**Subaward** means an award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a Federal award received by the pass-through entity. It does not include payments to a contractor or payments to an individual that is a beneficiary of a Federal program. A subaward may be provided through any form of legal agreement, including an agreement that pass-through entity considers a contract.

**Subrecipient** means an entity, usually but not limited to non-Federal entities, that receives a subaward from a pass-through entity to carry out part of a Federal award but does not include an individual that is a beneficiary of such award. A subrecipient may also be a recipient of other Federal awards directly for a Federal awarding agency.

**System for Award Management (SAM)** means the Federal Repository into which an entity must provide information required for the conduct of business as a recipient. Registration with SAM is required for submission of applications via Grants.gov. You can access the website at <https://www.sam.gov/SAM/>. There is no cost to use SAM.

**Threshold Requirements** are an eligibility requirement that must be met for an application to be reviewed. Threshold requirements are not curable, except for documentation of applicant eligibility and are listed in Section III.D Threshold Eligibility Requirements. Similarly, there are eligibility requirements under Section III.E, Statutory and Regulatory Requirements Affecting Eligibility.

**Unique Entity Identifier** means the identifier required for SAM registration to uniquely identify business entities.

#### **4. Program Definitions**

**At risk of eviction.** A tenant is at risk of eviction when the household is one of the following:

- (1) has been given one or more formal or informal warnings by an Evicting Party,
- (2) has been notified by formal or informal means that the Evicting Party has commenced or intends to commence formal or informal eviction actions through the courts, self-help, or other means, or
- (3) is being harassed, threatened, discriminated against, neglected or treated differently than other tenants or other protected classes under the Fair Housing Act or tenants by the Evicting Party or the Evicting Party's agents in a manner that appears calculated to result in the tenant's vacating of the property.

**Evicting Party** is a landlord, owner of a residential property, or other person or entity, including corporations, companies, associations, firms, partnerships, societies, joint ventures, joint stock companies, franchises and individuals, that has or purports to have a legal right to pursue eviction or possessory action.

**Legal assistance**, for purposes of this NOFO, is not limited to services provided by legal professionals, certified in accordance with state laws. Legal assistance includes activities undertaken pre-trial, during trial, post-trial, as part of alternative dispute resolution, and to avoid litigation. Such activities may not require legal representation, such as outreach to inform tenants of their legal and fair housing rights, assistance in understanding eviction procedures and completing forms, efforts to lessen the negative consequences of an eviction, and other eligible services provided to tenants at risk of or subject to eviction set forth in Section III.F.6 of this

NOFO.

**Low-income** means family income must be less than or equal to 80% of local area median income (AMI). The total family income, not just the income of the head of the household, will be used to determine low-income eligibility. The income limits for low-income households are based on the number of persons in the household and are shown for each part of the country and adjusted annually. See [HUD's Income limits website](#) as of the publication of this NOFO.

**Rural.** For purposes of this NOFO, a rural area is defined as a statistical geographic entity delineated by the Census Bureau that does not meet the definition of an urbanized area. An urbanized area is a statistical geographic entity delineated by the Census Bureau, consisting of densely settled census tracts and blocks and adjacent densely settled territory that together contain at least 50,000 people. For more information about urbanized areas, including maps, FAQs, and reference manuals, please refer to the [Census Bureau website](#).

**Subject to eviction.** A tenant is subject to eviction when:

- (1) the tenant has been notified that they will be removed from the property by a sheriff, marshal or other law enforcement or private agent enforcing a civil eviction order or engaging in self-help on behalf of the Evicting Party,
- (2) the tenant has been notified that they will be removed from the property by the Evicting Party or its agent, or
- (3) the Evicting Party has begun the eviction process pursuant to local law.

**Tenant** means a person or persons who reside in a property intended for or used for residential use, including any house, building, apartment, mobile home, or manufactured housing community, or similar dwelling, who does not own the home.

## **B. Authority.**

Funding for HUD's Eviction Protection Grant Program is provided by the Consolidated Appropriations Act, 2021, Division L, Title II - HUD Appropriations Act, 2021, provision on legal services regarding evictions (Pub. L. No. 116-260, approved December 27, 2020).

## **II. Award Information.**

### **A. Available Funds**

Funding of approximately **\$ 20,000,000** is available through this NOFO. Additional funds may become available for award under this NOFO, because of HUD's efforts to recapture funds, use carryover funds, or because of the availability of additional appropriated funds. Use of these funds is subject to statutory constraints. All awards are subject to the funding restrictions contained in this NOFO.

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

HUD expects to make approximately 20 awards from the funds available under this NOFO.

The precise number of awards under this NOFO, which will be between 10 and 20 awards, will depend on the number of eligible proposals received and the estimated need for eviction protection services based on demographic information in the applicants' proposed target service areas. A portion of funding under this NOFO will be made available to applicants serving tenants

in rural areas.

For information on the methodology used to make award determinations under this NOFO, see Section V.B.

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

Estimated Total Funding:

\$ 20,000,000

Minimum Award Amount:

\$ 1,000,000

Per Project Period

Maximum Award Amount:

\$ 3,000,000

Per Project Period

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

Estimated Project Start Date:

10/15/2021

Estimated Project End Date:

10/15/2023

Length of Project Periods:

24-month project period and budget period

Length of Periods Explanation of Other:

The period of performance for grants awarded under this program will be 24 months.

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

Funding Instrument Type:

G (Grant)

## **III. Eligibility Information.**

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

00 (State governments)

01 (County governments)

06 (Public and State controlled institutions of higher education)

12 (Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education)

13 (Nonprofits without 501(c)(3) status with the IRS, other than institutions of higher education)

07 (Native American tribal governments (Federally recognized))

02 (City or township governments)

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

### **Additional Information on Eligibility**

The following entities, if a non-profit or governmental entity, are eligible:

- A State or local Public Defenders Office
- Public Defenders association
- A clinical law program at an accredited law school
- A State bar association
- Legal Service and Legal Aid providers

Eligible applicants must have in-house staff, contractors, or consultants, who are legal service providers, as defined under applicable state law, with at least three years of experience.

#### **B. Ineligible Applicants.**

Applicants that do not meet the criteria of Section III.A. are ineligible.

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

#### **C. Cost Sharing or Matching.**

This Program does not require cost sharing or matching.

#### **D. Threshold Eligibility Requirements.**

Applicants who fail to meet any of the following threshold eligibility requirements will be deemed ineligible. Applications from ineligible applicants will not be evaluated.

**1. Resolution of Civil Rights Matters.** Outstanding civil rights matters must be resolved before the application deadline. Applicants, who after review are confirmed to have civil rights matters unresolved at the application deadline, will be deemed ineligible. Their applications will receive no further review, will not be rated and ranked, and they will not receive funding.

- a. Applicants having any of the charges, cause determinations, lawsuits, or letters of findings referenced in subparagraphs (1) – (5) that have not been resolved to HUD’s satisfaction before or on the application deadline date are ineligible for funding. Such matters include:
  1. Charges from HUD concerning a systemic violation of the Fair Housing Act or receipt of a cause determination from a substantially equivalent state or local fair housing agency concerning a systemic violation of a substantially equivalent state or local fair housing law proscribing discrimination because of race, color, religion, sex, national origin, disability or familial status;
  2. Status as a defendant in a Fair Housing Act lawsuit filed by the Department of Justice alleging a pattern or practice of discrimination or denial of rights to a group of persons raising an issue of general public importance under 42 U.S.C. 3614(a);
  3. Status as a defendant in any other lawsuit filed or joined by the Department of Justice, or in which the Department of Justice has intervened, or filed an amicus brief or statement of interest, alleging a pattern or practice or systemic violation of Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Section 109 of the Housing and Community Development Act of 1974, the Americans with Disabilities Act or a claim under the False Claims Act related to fair

- housing, non-discrimination, or civil rights generally including an alleged failure to affirmatively further fair housing;
4. Receipt of a letter of findings identifying systemic non-compliance with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Section 109 of the Housing and Community Development Act of 1974; or the Americans with Disabilities Act; or
  5. Receipt of a cause determination from a substantially equivalent state or local fair housing agency concerning a systemic violation of provisions of a state or local law prohibiting discrimination in housing based on sexual orientation, gender identity, or lawful source of income.
- b. HUD will determine if actions to resolve the charge, cause determination, lawsuit, or letter of findings taken before the application deadline date will resolve the matter. Examples of actions that may be sufficient to resolve the matter include, but are not limited to:
1. Current compliance with a voluntary compliance agreement signed by all the parties;
  2. Current compliance with a HUD-approved conciliation agreement signed by all the parties;
  3. Current compliance with a conciliation agreement signed by all the parties and approved by the state governmental or local administrative agency with jurisdiction over the matter;
  4. Current compliance with a consent order or consent decree;
  5. Current compliance with a final judicial ruling or administrative ruling or decision; or
  6. Dismissal of charges.

**2. Timely Submission of Applications.** Applications submitted after the deadline stated within this NOFO that do not meet the requirements of the grace period policy will be marked late. Late applications are ineligible and will not be considered for funding. See Section IV. D. Application Submission Dates and Times.

### **E. Statutory and Regulatory Requirements Affecting Eligibility.**

#### **Eligibility Requirements for Applicants of HUD's Grants Programs**

The following requirements affect applicant eligibility. Detailed information on each requirement is posted on [HUD's Funding Opportunities Page](#).

- Active Prime and Sub Recipient registration with SAM.gov
- Outstanding Delinquent Federal Debts
- Debarments and/or Suspensions
- Pre-selection Review of Performance
- Sufficiency of Financial Management System
- False Statements
- Mandatory Disclosure Requirement
- Prohibition Against Lobbying Activities
- Equal Participation of Faith-Based Organizations in HUD Programs and Activities

### **F. Program-Specific Requirements.**

1. The Eviction Protection Grant Program requires that eligible applicants be nonprofit or governmental entities that will provide legal assistance (including assistance related to

pretrial activities, trial activities, post-trial activities and alternative dispute resolution) at no cost to eligible low-income tenants at risk of or subject to eviction. A proportion of the grant funds will be provided to entities that provide legal assistance to eligible tenants living in rural areas.

2. Grantees must be in compliance with, and not in default under, any applicable state or other licensing and certification requirements for providing the services covered by this NOFO. All persons providing legal services must comply with applicable state and local laws.
3. Grantees must comply with all fair housing and civil rights laws. (See Section VI.B of this NOFO.)
4. Grantees must collect, maintain, and provide to HUD the data necessary to document and evaluate grant program outputs and outcomes.
5. Grantees must cooperate fully with any research or evaluation sponsored by HUD or another government agency associated with this grant program, including preservation of project data and records and compiling requested information in formats provided by the researchers, evaluators or HUD. This may include the compiling of certain relevant local demographic and participant data. Participant data must be subject to the Privacy Rule of the Health Insurance Portability and Accountability Act of 1996 (HIPAA). HIPAA and the Privacy Rule can be found at [www.hhs.gov/ocr/privacy/](http://www.hhs.gov/ocr/privacy/).
6. The Eviction Protection Grant Program is designed to provide legal assistance, including assistance related to pretrial activities, trial activities, post-trial activities and alternative dispute resolution, to eligible low-income tenants at risk of or subject to eviction. Such services are not limited to legal representation following filing of a claim of eviction, and may include assistance to tenants to avoid negative impacts associated with eviction, outreach efforts on tenants' rights to avoid potential evictions, and other eligible services.

Eligible services for which grant funds may be used include:

- Legal representation in relation to legal filings and court proceedings, including negotiation, mediation, or arbitration, and the provision of limited representation and counsel and advice.
- Navigation and assistance responding to actions by the Evicting Party related to the court process or to avoid a court process, such as assistance filing forms.
- Collaboration with courts, judges, and other parties to create and promote eviction diversion programs that reduce the burden of eviction cases on the courts.
- Assistance with filing fair housing complaints related to eviction.
- Assistance to tenants navigating the transition process in connection with vacating the rental property, including paperwork to arrange school transfers or enable students to remain at their current school, arrangements for continuation of healthcare, access to resources to obtain stable housing, etc.
- Assistance to tenants to avoid or reduce the negative impacts of a potential eviction, such as referrals to other service providers like case workers to obtain rental assistance, counselors for housing or financial counseling, Emergency Rental Assistance Program (ERAP) programs, health care services, and related stabilizing measures.



- Education and outreach to tenants at risk of or subject to eviction regarding their rights related to eviction, available resources, and the eviction process.

Funding rental assistance is not an eligible activity.

These examples are not exhaustive. Additional details on allowable funding uses, administrative costs and non-allowable expenses will be provided in the HUD grant agreement.

### **G. Criteria for Beneficiaries.**

This program has eligibility criteria for beneficiaries. The beneficiary must meet all three of the following criteria:

1. Is low income, as defined in Section I.A.4;
2. Is a tenant, as defined in Section I.A.4; and
3. Is at risk of or subject to eviction, as defined in Section I.A.4.

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

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

#### **Instructions for Applicants.**

You must download both the Application Instructions and the Application Package from Grants.gov. You must verify that the Assistance Listing Number and Assistance Listing Description on the first page of the Application Package, and the Funding Opportunity Title and the Funding Opportunity Number match the Program and NOFO to which you are applying.

The Application Package contains the portable document forms (PDFs) available on Grants.gov, such as the SF-424 Family. The Instruction Download contains official copies of the NOFO and forms necessary for a complete application. The Instruction Download may include Microsoft Word, Microsoft Excel and additional documents.

An applicant demonstrating good cause may request a waiver from the requirement for electronic submission, for example, a lack of available Internet access in the geographic area in which your business offices are located. Lack of SAM registration or valid DUNS Number is not good cause. If you cannot submit your application electronically, you must ask in writing for a waiver of the electronic grant submission requirements. HUD will not grant a waiver if HUD does not receive your written mailed, shipped, or emailed request at least 15 calendar days before the application deadline and if you do not demonstrate good cause. If HUD waives the requirement, HUD must receive your paper application before the deadline of this NOFO. To request a waiver, you must contact:

Name:

Email:

madlyn.wohlmanrodriguez@hud.gov

HUD Organization:

Street:

City:

State:

Zip:

Contact Madlyn Wohlman Rodriguez,  
 HUD  
 Office of Policy Development and Research  
 Room 8226  
 451 7<sup>th</sup> Street SW, Washington, DC 20410  
 madlyn.wohlmanrodriguez@hud.gov

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

You must verify that boxes 11, 12, and 13 on the SF-424 match the NOFO for which you are applying. If they do not match, you have downloaded the wrong Application Instruction and Application Package.

Submission of an application that is otherwise sufficient, under the wrong Assistance Listing and Funding Opportunity Number is non curable unless otherwise stated in Threshold requirements.

**1. Content.**

<b>Forms/Assurances/Certifications</b>	<b>Submission Requirement</b>	<b>Notes/Description</b>
Application for Federal Assistance (SF424)	Submission is required for all applicants by the application due date.	
Disclosure of Lobbying Activities (SFLLL), if applicable	HUD will provide instructions to grantees on how the form is to be submitted.	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.

Forms/Assurances/Certifications	Submission Requirement	Notes/Description
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 instructions to grantees are provided by webcast, To view the webcast, click here.
HUD Detailed Budget Worksheet Form HUD 424 CBW	Must be submitted with your application	Amounts on HUD_424_CBW must be consistent with requested and matched amounts on lines 18b-f of the SF424, Application for Federal Assistance.

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

1. One-page application summary that contains a brief description of the proposed project and the total funds requested. Information contained in the abstract will not be considered in the evaluation and scoring of your application and will not be counted towards the page maximum. Any information you wish to be considered in scoring of the application must be provided under the appropriate rating factor response.

2. Response to Rating Factors. A narrative statement of no more than 25 pages addressing the rating factors for award. The narrative statement must clearly identify its response in relation to each rating factor (see V.A.1). The application must be formatted as per section IV.B.2. Any narrative in excess of the 25-page limit will not be read. As discussed in V.A.1., the budget submission does not count against the page limit and must be submitted as an appendix. The points you receive for each rating factor will be based on the portion of your narrative statement that you submit in response to that particular factor, supplemented by any permitted supplemental materials referenced in your narrative response to the rating factor.

3. Supporting materials. Include as appendices the following materials to support your responses to the rating factors. These will not be counted toward the 25-page limit:

- (a) Resumes for up to 5 key personnel; no individual resume shall exceed 3 pages. Submitting pages in excess of page limits will not disqualify an applicant; however, HUD will not consider the information on any excess pages. This exclusion may result in a lower score (Required).
- (b) Detailed information on partner organizations related to Rating Factor 3(2)(b), including resumes for up to 3 key personnel of partners. The supplemental narrative may not exceed 4 pages and no individual resume may exceed 3 pages (Optional).
- (c) Timeline supporting the Project Strategy (Optional).
- (d) Budget submission (display of all anticipated costs during the 2-year performance period, including an indirect cost rate) (Required). See Section VI for more information on the budget

setting process.

## **2. Format and Form.**

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

25 Pages maximum length of narratives

- On 8-1/2 x 11-inch page
- Minimum 12-point font
- Minimum margin width of 1-inch on all sides
- Minimum of single line spacing
- Number the pages of the narrative

## **C. System for Award Management (SAM) and Dun and Bradstreet Universal Numbering System (DUNS) Number.**

### **1. SAM Registration Requirement.**

Applicants must be registered with <https://www.sam.gov/> before submitting their application. Applicants must maintain current information in SAM on immediate and highest-level owner and subsidiaries, as well as on all predecessors that have been awarded a Federal contract or grant within the last three years, if applicable. Information in SAM must be current for all times during which the applicant has an active Federal award or an application or plan under consideration by HUD.

### **2. DUNS Number Requirement.**

Applicants must provide a valid DUNS number, registered and active at <https://www.sam.gov/> in the application. DUNS numbers may be obtained for free from Dun & Bradstreet.

### **3. Requirement to Register with Grants.gov.**

Anyone planning to submit applications on behalf of an organization must register at [grants.gov](https://www.grants.gov/) and be approved by the E-Biz POC in SAM to submit applications for the organization. Registration for SAM and [grants.gov](https://www.grants.gov/) is a multi-step process and can take four (4) weeks or longer to complete if data issues arise. Applicants without a valid registration cannot apply through [grants.gov](https://www.grants.gov/). Complete registration instructions and guidance are provided on [grants.gov](https://www.grants.gov/).

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

### **Application Due Date Explanation**

The application deadline is 11:59:59 PM Eastern Standard time on

09/08/2021

Applications must be received no later than the deadline, or, if HUD has issued you a waiver allowing you to submit your application in paper form, by HUD no later than the deadline.

Submit your application to [Grants.gov](https://www.grants.gov/) unless a waiver has been issued allowing you to submit your application in paper form. Instructions for submitting your paper application will be contained in the waiver of electronic submission.

"Received by [Grants.gov](https://www.grants.gov/)" means the applicant received a confirmation of receipt and an

application tracking number from Grants.gov. Grants.gov then assigns an application tracking number and date-and timestamps each application upon successful receipt by the Grants.gov system. A submission attempt not resulting in confirmation of receipt and an application tracking number is not considered received by Grants.gov.

Applications received by Grants.gov must be validated by Grants.gov to be received by HUD.

"Validated by Grants.gov" means the application has been accepted and was not rejected with errors. You can track the status of your application by logging into Grants.gov, selecting "Applicants" from the top navigation, and selecting "Track my application" from the dropdown list. If the application status is "rejected with errors," you must correct the error(s) and resubmit the application before the 24-hour grace period ends. Applications in "rejected with errors" status after the 24-hour grace period expires will not be received by HUD. Visit Grants.gov for a complete description of processing steps after applying.

HUD strongly recommends you submit your applications at least **48 hours before the deadline** and during regular business hours to allow enough time to correct errors or overcome other problems.

**Grants.gov Customer Support.** Grants.gov provides customer support information on its website at <https://www.grants.gov/web/grants/support.html> . Applicants having difficulty accessing the application and instructions or having technical problems can receive customer support from Grants.gov by calling (800) 518-GRANTS (this is a toll-free number) or by sending an email to [support@grants.gov](mailto:support@grants.gov). The customer support center is open 24 hours a day, seven days per week, except Federal holidays. The phone number above may also be reached by individuals who are deaf or hard of hearing, or who have speech disabilities, through the Federal Relay Service's teletype service at 800-877-8339.

You can verify the contents of your submitted application to confirm Grants.gov received everything you intended to submit. To verify the contents of your submitted application:

- Log in to Grants.gov.
- Click the Check Application Status link, which appears under the Grant Applications heading in the Applicant Center page. This will take you to the Check Application Status page.
- Enter search criteria and a date range to narrow your search results.
- Click the Search button. To review your search results in Microsoft Excel, click the Export Data button.
- Review the Status column, to view more detailed submission information, click the Details link in the Actions column.
- To download the submitted application, click the Download link in the Actions column.

Please make note of the Grants.gov tracking number as it will be needed by the Grants.gov Help Desk if you seek their assistance.

HUD may extend the application deadline for any program if Grants.gov is offline or not available to applicants for at least 24 hours immediately prior to the deadline date, or the system is down for 24 hours or longer and impacts the ability of applicants to cure a submission

deficiency within the grace period.

HUD may also extend the application deadline upon request if there is a presidentially declared disaster in the applicant's area.

If these events occur, HUD will post a notice on its website establishing the new, extended deadline for the affected applicants. HUD will also include the fact of the extension in the program's Notice of Funding Awards required to be published in the Federal Register.

In determining whether to grant a request for an extension based on a presidentially-declared disaster, HUD will consider the totality of the circumstances including the date of an applicant's extension request (how closely it followed the basis for the extension), whether other applicants in the geographic area are similarly affected by the disaster, and how quickly power or services are restored to enable the applicant to submit its application.

**PLEASE NOTE:** Busy servers, slow processing, large file sizes, improper registration or password issues are not valid circumstances to extend the deadline dates or the grace period.

### **1. Amending or Resubmitting an Application.**

Before the submission deadline, you may amend a validated application through Grants.gov by resubmitting a revised application containing the new or changed material. The resubmitted application must be received and validated by Grants.gov by the applicable deadline.

If HUD receives an original and a revised application for a single proposal, HUD will evaluate only the last submission received by Grants.gov before the deadline.

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

If your application is received by Grants.gov before the deadline, but is rejected with errors, you have a grace period of 24 hours after the application deadline to submit a corrected, received, and validated application through Grants.gov. The date and time stamp on the Grants.gov system determines the application receipt time. Any application submitted during the grace period not received and validated by Grants.gov will not be considered for funding. There is no grace period for paper applications.

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

An application received after the NOFO deadline date that does not meet the Grace Period requirements will be marked late and will not be received by HUD for funding consideration. Improper or expired registration and password issues are not causes that allow HUD to accept applications after the deadline.

### **4. Corrections to Deficient Applications.**

HUD will not consider information from applicants after the application deadline.

HUD will uniformly notify applicants of each curable deficiency. See curable deficiency in the definitions section (Section I.A.3). Examples of curable (correctable) deficiencies include inconsistencies in the funding request and failure to submit required certifications. These

examples are non-exhaustive.

When HUD identifies a curable deficiency, HUD will notify the authorized organization representative identified on the SF 424 Application for Federal Assistance via email. This email is the official notification of a curable deficiency.

Applicants must email corrections of curable deficiencies to [applicationsupport@hud.gov](mailto:applicationsupport@hud.gov) within the time limits specified in the notification. The time allowed to correct deficiencies will be no less than 48 hours and no more than 14 calendar days from the date of the email notification. The start of the cure period will be the date stamp on the email sent from HUD. If the deficiency cure deadline date falls on a Saturday, Sunday, Federal holiday, or on a day when HUD's Headquarters are closed, then the applicant's correction must be received on the next business day HUD Headquarters offices in Washington, DC are open.

The subject line of the email sent to [applicationsupport@hud.gov](mailto:applicationsupport@hud.gov) must state: Technical Cure and include the Grants.gov application tracking number or the GrantSolutions application number (e.g., Subject: Technical Cure - GRANT123456 or Technical Cure - XXXXXXXXXXXX). If this information is not included, HUD cannot match the response with the application under review and the application may be rejected due to the deficiency.

Corrections to a paper application must be sent in accordance with and to the address indicated in the notification of deficiency. HUD will treat a paper application submitted in accordance with a waiver of electronic application containing the wrong DUNS number as having a curable deficiency. Failure to correct the deficiency and meet the requirement to have a DUNS number and active registration in SAM will render the application ineligible for funding.

**5. Authoritative Versions of HUD NOFOs.** The version of these NOFOs as posted on Grants.gov are the official documents HUD uses to solicit applications.

**6. Exemptions.** Parties that believe the requirements of the NOFO would impose a substantial burden on the exercise of their religion should seek an exemption under the Religious Freedom Restoration Act (RFRA).

#### **E. Intergovernmental Review.**

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

#### **F. Funding Restrictions.**

**Funding.** Grantees must use Eviction Protection grant funds only for those activities funded under their grant agreement. Grantees will provide legal assistance (including assistance related to pretrial activities, trial activities, post-trial activities and alternative dispute resolution) at no cost to eligible low-income tenants at risk of or subject to eviction. Grant funds may not be used to pay rent or other costs a tenant owes a landlord. Additional details on allowable funding uses, administrative costs and non-allowable expenses will be provided in the HUD grant agreement.

**Administrative Costs.** Salaries, fringe benefits, and other administrative costs charged against the project or a program element for the sole purpose of administering the grant agreements shall

not exceed 10% of the annual grant award. One hundred percent of the salaries and fringe benefits related to these functions are considered administrative costs. Examples of administrative costs include, but are not limited to: preparation and submission of grant applications, fiscal tracking of grants funds, accounting staff wages and benefits, depreciation of office equipment, insurance, and office supplies.

Salaries and fringe benefits related to the implementation of the project or program element of the grant agreement are not considered administrative costs. For example, the salaries and fringe benefits for staff to conduct work with tenants, coordinate with other organizations serving tenants, and maintain client files, as outlined in the program elements are not administrative costs.

If grant funds are used for the lease or rental of space for program activities, the following conditions must be met:

- The lease must be for existing facilities not requiring rehabilitation or construction except for minimal alterations to make the facilities accessible to and useable by individuals with disabilities;
- No repairs or renovations of the property may be undertaken with grant funds; and
- Properties in the Coastal Barrier Resources System designated under the Coastal Barrier Resources Act (16 U.S.C. 3501) cannot be leased or rented with federal funds.

#### **Indirect Cost Rate.**

Normal indirect cost rules under 2 CFR part 200, subpart E apply. If you intend to charge indirect costs to your award, your application must clearly state the rate and distribution base you intend to use. If you have a Federally negotiated indirect cost rate, your application must also include a letter or other documentation from the cognizant agency showing the approved rate. Successful applicants whose rate changes after the application deadline must submit new rate and documentation.

Applicants other than state and local governments. If you have a Federally negotiated indirect cost rate, your application must clearly state the approved rate and distribution base and must include a letter or other documentation from the cognizant agency showing the approved rate. If your agency does not have a current negotiated rate (including provisional) rate and elects to use the de minimis rate, your application must clearly state you intend to use the de minimis rate of 10% of Modified Total Direct Costs (MTDC). As described in 2 CFR 200.403, costs must be consistently charged as either indirect or direct costs but may not be double charged or inconsistently charged as both. Once elected, the de minimis rate must be applied consistently for all Federal awards until you choose to negotiate for a rate, which you may apply to do at any time. Documentation of the decision to use the de minimis rate must be retained on file for audit.

State and local governments. If your department or agency unit has a Federally negotiated indirect cost rate, your application must include that rate, the applicable distribution base, and a letter or other documentation from the cognizant agency showing the negotiated rate. If your department or agency unit receives more than \$35 million in direct Federal funding per year, you



may not claim indirect costs until you receive a negotiated rate from your cognizant agency for indirect costs as provided in Appendix VII to 2 CFR Part 200.

If your department or agency unit receives no more than \$35 million in direct Federal funding per year and your department or agency unit has developed and maintains an indirect cost rate proposal and supporting documentation for audit in accordance with 2 CFR Part 200, Appendix VII, you may use the rate and distribution base specified in that indirect cost rate proposal. Alternatively, if your department or agency unit receives no more than \$35 million in direct Federal funding per year and does not have a current negotiated rate (including provisional) rate, you may elect to use the de minimis rate of 10% of MTDC. As described in 2 CFR 200.403, costs must be consistently charged as either indirect or direct costs but may not be double charged or inconsistently charged as both. Once elected, the de minimis rate must be applied consistently for all Federal awards until you choose to negotiate for a rate, which you may apply to do at any time. Documentation of the decision to use the de minimis rate must be retained on file for audit.

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

### **1. Application, Assurances and Certifications.**

Standard Form 424 (SF-424) Application for Federal Assistance Programs is the government-wide form required to apply for Application for Federal Assistance Programs, discretionary Federal grants and other forms of financial assistance programs. Applicants for this Federal assistance program must submit all required forms in the SF-424 Family of forms, including SF-424B (Assurances of Non construction Programs) or SF424D (Assurances for Construction Programs). Applications receiving funds for both non-construction programs and construction programs must submit both the SF-424B and SF-424D.

By signing the forms in the SF-424 either through electronic submission or in paper copy submission (for those granted a waiver), the applicant and the signing authorized organization representative affirm that they have reviewed the certifications and assurances associated with the application for Federal assistance and (1) are aware the submission of the SF-424 is an assertion that the relevant certifications and assurances are established and (2) acknowledge that the truthfulness of the certifications and assurances are material representations upon which HUD will rely when making an award to the applicant. If it is later determined the signing authorized organization representative to the application made a false certification or assurance, caused the submission of a false certification or assurance, or did not have the authority to make a legally binding commitment for the applicant, the applicant and the individual who signed the application may be subject to administrative, civil, or criminal action. Additionally, HUD may terminate the award to the applicant organization or pursue other available remedies. Each applicant is responsible for including the correct certifications and assurances with its application submission, including those applicable to all applicants, those applicable only to Federally recognized Indian tribes, or Alaska native villages and those applicable to applicants other than federally recognized Indian tribes or Alaska native villages.

**Assurances.** By submitting your application, you provide assurances that, if selected to receive an award, you will comply with U.S. statutory and public policy requirements, including, but not limited to civil rights requirements. Applicants and recipients are required to submit assurances

of compliance with federal civil rights requirements. *See, e.g.*, Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments Act of 1972, Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975; *see also* 24 C.F.R. §§ 1.5; 3.115; 8.50; and 146.25. HUD accepts these assurances in the form of the SF-424B and SF-424D, which also require compliance with all general federal nondiscrimination requirements in the administration of the grant.

## V. Application Review Information.

### A. Review Criteria.

#### 1. Rating Factors.

##### 1. Rating Factors.

HUD will review applications in accordance with the requirements of this NOFO. HUD will consider whether your application is clear, concise, and well organized. Each rating factor is reviewed independently. Be sure your response for each rating factor does not include information that belongs with another rating factor. The maximum number of points from the rating factors and preference points that can be awarded to any application for award is 102. The minimum score for an application to be considered for funding is 75, with individual minimum scores for each factor as set forth in the chart below. HUD will select applicants as set forth in V.B. HUD reminds applicants that responses are subject to verification.

Rating Factor		Maximum Points	Minimum Points needed
<b>Rating Factor 1</b>	<b>Capacity of Applicant and Organizational Experience</b>	<b>30</b>	22
	Organizational experience	18	
	Description and expertise of staff	12	
<b>Rating Factor 2</b>	<b>Extent of the Problem</b>	<b>10</b>	8
	Problem statement		
<b>Rating Factor 3</b>	<b>Soundness of Approach</b>	<b>45</b>	35
	Program strategy	15	
	Provision of services	15	
	Clients served	10	
	Program evaluation	5	
<b>Rating Factor 4</b>	<b>Budget Proposal</b>	<b>15</b>	10
	Budget narrative	8	
	Budget worksheet	7	
<b>Preference Points</b>	HBCU	2	
<b>TOTAL</b>		<b>102</b>	75

**RATING FACTOR 1: CAPACITY OF APPLICANT AND ORGANIZATIONAL EXPERIENCE**      **Maximum Points: 30**

This factor addresses the extent to which the applicant has the ability, capacity, and organizational resources necessary to successfully implement applicant's proposed activities in a timely manner. In rating this factor, HUD will consider the extent to which applicant's application demonstrates:

**(1) Organizational experience** (Up to 18 points). HUD intends to award Eviction Protection grants to organizations with at least 3 years' relevant legal and related experience providing services to low-income tenants at risk of or subject to eviction. The applicant must describe the applicant organization's capacity to administer the assistance within the grant period:

(a) Show that the applicant organization has conducted past project(s) similar in scope and complexity to the project proposed or engaged in activities that, although not necessarily similar, are readily transferable to the proposed project and the results. Include any experience managing and reporting on federal grants. (Up to 5 points)

(b) Describe the applicant organization's experience within the last three years in providing eviction-related services or other forms of high-volume or impact-focused legal representation focused on defending fundamental rights that is analogous or transferable to eviction defense, including a discussion of:

(1) the number of tenants receiving informal or formal guidance related to housing stability each year;

(2) the number of eviction protection cases initiated and the number completed each year;

(3) the representation outcomes achieved, including, as available, evictions prevented and other outcomes improving tenants' housing stability, such as extended period before quitting property, avoidance of negative reporting, and any monetary or non-monetary relief each year; and

(4) services provided that may not be considered legal representation that further the program's objectives of helping individuals and families. (Up to 5 points)

(c) Specifically identify experience providing no-cost legal assistance to help low-income people of color, people with limited English proficiency, and people with disabilities avoid eviction or minimize the disruption and damage caused by an eviction claim. (Up to 6 points).

(d) Describe the applicant organization's experience working with populations in rural locations. Include a discussion of how the funds requested through this NOFO will allow the organization to continue or expand work in rural locations. (Up to 2 points).

**(2) Description and expertise of staff** (Up to 12 points). The applicant must describe staff expertise to show that the applicant organization will have sufficient qualified staff available to complete the proposed activities, including new hires and contractors or consultants. The applicant must describe the organization staffing plan including plans to add employees or work with contractors. To receive full points, the staffing plan must:

(a) Demonstrate the organization has available staff with the appropriate training, expertise and experience to provide the full range of services proposed under Rating Factor 3. Describe how staff are equipped to serve the target community, such as language skills and lived experience. (Up to 6 points).

(b) Identify key team members (up to 5 individuals) and their roles in development and delivery

of the proposed program. For the purposes of responding to this sub-factor, ‘key personnel’ is defined as the applicant’s in-house staff, sub-recipients, subcontractors and/or consultants for whom a contract or agreement already exists and who are expected to be tasked with developing and conducting the work. Briefly describe each key staff person's experience as it relates to the proposed project position. This should include housing-related legal experience if the position is for a legal professional. Experience may relate to working with community organizations, disseminating information to the community, mediation, and litigation. Provide resumes, no longer than 3 pages, of the key personnel and job descriptions for planned key personnel, including the person responsible for the financial management of the grant (considered supporting materials). The staffing plan must describe how all key staff positions (legal or otherwise) contribute to the proposed project. (Up to 6 points)

**RATING FACTOR 2: EXTENT OF THE PROBLEM**                      **Maximum Points: 10**

This factor addresses the extent to which there is a need for funding the proposed activities in the area the applicant serves or proposes to serve. HUD is required to prioritize funding to areas, including rural areas, with high rates of low-income tenants at risk of or subject to eviction. The need(s) described must relate to the activities for which funds are being requested under Rating Factor 3.

**Problem statement.** (Up to 10 points). Applicant should describe its geographic target service area for providing eviction protection assistance, state whether the target area is an existing service area for the applicant or constitutes an expansion, and define the need(s) of low-income tenants in that target area for eviction protection services. The target area may be national, state, regional, or local.

(a) The definition of needs must address the current percentage of tenants at risk of eviction and tenants subject to eviction. If available, include data on the eviction rates facing the populations identified in (b). Applicants must reference supporting evidence demonstrating identified need. This may include but is not limited to Census data; state, regional or local data; and other resources. Identify the percentage of tenants subject to eviction that currently receive legal representation in the service area, if available. (Up to 6 points)

(b) Include details on historically underserved populations in the area to be served, as available. These include Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, queer (or sometimes questioning), and other persons (LGBTQ+); persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality. Specify the proportion of eligible beneficiaries the applicant expects to serve in rural areas. If not servicing rural tenants, indicate explicitly. (Up to 2 points).

(c) Address the organization's need to secure or provide language assistance services in languages other than English by describing the target population’s language needs and the actions the applicant will take to make the activities available to persons with such language needs. See DOJ’s Guidance on LEP here:

[https://www.lep.gov/guidance/guidance\\_DOJ\\_Guidance.html](https://www.lep.gov/guidance/guidance_DOJ_Guidance.html) (Up to 2 points).

**RATING FACTOR 3: SOUNDNESS OF APPROACH**                      **Maximum Points: 45**

This factor addresses the soundness, quality, and effectiveness of the proposed work plan to meet the purposes of the grant program.

**(1) Program strategy** (Up to 15 points). Provide a succinct overview of the structure of applicant's proposed program. Identify the methods by which the applicant will serve clients from pre-eviction through post-eviction. The narrative must describe:

- (a) All proposed project activities. The program tasks must include client marketing, client intake, legal representation, other legal services, and referrals to non-legal services.
- (b) A list of team members/staff and partners as identified in Factor 1 who will be responsible and accountable for completing each task.
- (c) The steps to complete the proposed activities required to successfully implement the proposed project.

If the applicant chooses to include a chart providing a timeline for activities as part of the supplemental materials, the content will be included in evaluating this response but will not count toward the page limit.

**(2) Provision of services.** (Up to 15 points)

- (a) Services. Specifically describe how no-cost legal assistance and related services and resources will be provided to low-income individuals with this funding, including how this funding will increase staff resources. Legal assistance includes assistance related to pretrial activities, trial activities, post-trial activities and alternative dispute resolution. In addition to legal representation in an eviction action, services include activities such as those identified in Section III.F.6 under Program-Specific Requirements. The applicant should explain how its proposed mix of services is appropriate for the needs in the target service area.
- (b) Collaborations. Applicants are not required to leverage resources or partner with other organizations. However, applicants may identify collaborations that will better enable them to perform the full range of services needed to assist low-income tenants at risk of or subject to eviction. Such organizations may include those that employ tenant organizers, social workers, or disability advocates; fair housing organizations providing services in advocacy, enforcement, education, and outreach; and other types of organizations that assist low-income tenants in obtaining and maintaining stable housing through education, outreach, and organization. These collaborations may also help organizations establish long-term partnerships and resources that may be maintained after funds have expired. If the applicant intends to work with other organizations, describe the services to be provided by each proposed entity, any formal commitments between the organizations, prior experience working with underserved populations, and prior experiences working with each entity. Include a description of how the coordination will support the proposed program. (a and b together are up to 13 points as collaborations are not required, but if they will be an integral part of providing services, applicant should describe them).

For any partner organizations that will receive federal funds from the proposed grant program, applicant must address the following in a supplemental document that will be included in the appendix and not count toward the 25-page limit. However, the supplemental document shall not exceed 4 pages:

- (i) List and describe sub-contractor organizations, sub-recipients and consultants at all tiers that will provide critical services and activities directly to beneficiaries on applicant's behalf or indirectly through supportive activities and describe the services and activities.

(ii) Detail each of these critical partner entities' qualifications and experience in initiating and implementing relevant services to low-income tenants; and  
(iii) List the key personnel from each of these critical partner entities, their respective roles and responsibilities, their qualifications and experience, and the percentages of time committed for all key personnel identified. Applicant may provide this information in its narrative or in resumes, no longer than 3 pages, on each of up to three key personnel from these critical partner entities (the resumes will not count toward the 4-page limit).

(c) Method of service delivery. Applicants must indicate their methods of service provision, including the extent to which services are expected to be provided remotely and/or in person and the steps taken to provide meaningful access for clients with LEP and to ensure effective communication and provide reasonable accommodations for individuals with disabilities. (Up to 2 points).

**(3) Clients served** (Up to 10 points). Describe the link between the need identified in Rating Factor 2 and the applicant's proposed activities. Provide an estimate of the minimum number of clients applicant expects to serve with the grant funds, recognizing the range of services that can assist tenants at-risk of eviction, and describe the basis for this estimate, including an estimate of the clients to be assisted under each of the services applicant plans to provide. Specifically address:

(a) Rural tenants. Describe how applicant will ensure eligible tenants living in rural areas receive legal assistance with grant funds made available through this NOFO. Describe the share of eligible tenants expected to receive legal assistance with grant funds made available through this NOFO who are living in rural areas compared to urbanized areas. If not servicing rural tenants, indicate explicitly.

(b) Marketing and outreach. Describe the marketing strategy applicant would use to reach the low-income renters the applicant identified in response to Rating Factor 2(b) who are at risk of or subject to eviction, including people with limited English proficiency and people with disabilities.

**(4) Program evaluation** (Up to 5 points).

The applicant should outline its strategy for reporting its program performance during the grant period. At a minimum, applicant is expected to provide: (a) the number of eligible beneficiaries who use any of the services and the services provided to those beneficiaries; (b) demographic characteristics and locational data for beneficiaries; and (c) the outcomes obtained in connection with the services provided. The applicant must describe the specific information the applicant will be able to provide and the strategies the applicant uses to capture the information and measure its outputs and outcomes. To receive the maximum points on this factor, applicant should specify the information it anticipates providing while protecting personally identifiable information.

The Eviction Protection Grant Program is a demonstration. Accordingly, the applicant will be required in the grant agreement to participate in research with HUD's Office of Policy Development and Research (PDR). In addition to collecting and submitting data on the services it provides and associated outcomes, the grantee may be asked to respond to survey questions. For example, HUD may examine the benefits of providing ancillary services in conjunction with

legal support and as part of that examination may seek to survey or interview grantees, partner organizations, and/or beneficiaries. Any such activities will comply with the Paperwork Reduction Act.

#### **RATING FACTOR 4: BUDGET PROPOSAL**

**Maximum 15 points**

HUD will assess the soundness of the planned approach by evaluating the quality, thoroughness, necessity, cost effectiveness, and reasonableness of costs to carry out the project activities, and the rationale for the proposed budget and narrative. The applicant's budget submission must include the applicant's Budget Narrative (up to 8 points) and HUD 424 CBW Budget Worksheet (up to 7 points) for each separate year of funding (2 years).

The applicant's budget narrative and 424 CBW must relate to the tasks in the Program strategy in Factor 3, including identifying key team members/staff and partners as provided in Factor 1, who will be responsible and accountable for completing major tasks. In addition, the budget narrative should:

- (a) Thoroughly estimate and detail a plan for all applicable costs, including direct, indirect, and administrative expenses, and present them in a clear and coherent format. (Up to 4 points)
- (b) Justify the allocation of funds among successfully completed tasks in support of the scope of the proposed project. In particular, the narrative should show enough detail by line and category to provide transparency and linkage between the funds and provision of services. Applicant should specify the allocation of funds across the activities it proposes to provide. (Up to 2 points)
- (c) Describe the organization's capabilities in handling financial resources, disseminating payments to third parties (e.g. contractors), and maintaining adequate accounting and internal control procedures. Include a description of the organization's Financial Management Capacity and its Board's role in financial management or oversight. (Up to 2 points)

All Factor 4 criteria are exempt from the 25-page limit; however, the budget narrative is limited to 4 pages. Under the 424 CBW score, there will be an automatic 5 point deduction (in addition to any other point deductions) if the applicant submits a 424 CB, but not the detailed 424 CBW.

**Maximum Points: 100**

#### **2. Other Factors.**

This program does not offer points for Section 3.

#### **Preference Points**

HUD encourages activities in support of the Secretary's Initiatives. HUD may award no more than two (2) points for any of the three (3) preferences (OZ, PZ or HBCU). Each preference is worth two points and only one preference can apply to any situation, meaning that applicants will ONLY be awarded 2 points for being within an OZ, PZ or involving HBCUs.

#### **Opportunity Zones.**

This program does not offer Opportunity Zone preference points.

#### **HBCU.**

An applicant designated by the U.S. Department of Education as Historically Black College or University (HBCU) will receive up to two (2) preference points when the application includes documentation of the applicant's status as an HBCU. [Click here to view the list of accredited HBCU's](#)

## **Promise Zones**

This program does not offer Promise Zone preference points.

### **B. Review and Selection Process.**

#### **1. Past Performance**

In evaluating applications for funding, HUD will consider an applicant's past performance in managing funds. Items HUD will consider include, but are not limited to:

The ability to account for funds in compliance with applicable reporting and recordkeeping requirements;

Meeting program requirements;

Meeting performance targets as established in the grant agreement;

The applicant's organizational capacity, including staffing structures and capabilities;

Timely completion of activities and receipt and expenditure of promised matching or leveraged funds;

The number of persons served or targeted for assistance;

Producing positive outcomes and results.

Other

Timely use of funds received from funders.

Timely submission and quality of reports submitted to funders,

HUD may reduce scores based on the past performance review, as specified under V.A. Review Criteria. Whenever possible, HUD will obtain past performance information. If this review results in an adverse finding related to integrity of performance, HUD reserves the right to take any of the remedies provided in Section III E., Statutory and Regulatory Requirements Affecting Eligibility, "Pre-selection Review of Performance" document link above.

#### **2. Assessing Applicant Risk.**

In evaluating risks posed by applicants, HUD may use a risk-based approach and may consider any items such as the following:

- Financial stability;
- Quality of management systems and ability to meet the management standards prescribed in this part;
- History of performance. The applicant's record in managing Federal awards, if it is a prior recipient of Federal awards, including timeliness of compliance with applicable reporting requirements, failing to make significant progress in a timely manner, failing to meet planned activities in a timely manner, conformance to the terms and conditions of previous Federal awards, and if applicable, the extent to which any previously awarded amounts will be expended prior to future awards;
- Reports and findings from audits performed under Subpart F—Audit Requirements of this part or the reports and findings of any other available audits; and



- The applicant's ability to effectively implement statutory, regulatory, or other requirements imposed on non-Federal entities.

### **3. Review and Selection Process.**

**Technical Review.** First, a technical sufficiency review will determine whether each application meets the threshold requirements set forth in this NOFO and whether all required forms have been properly submitted. Section IV.D.4 provides the procedures to correct a deficient application.

**General Review.** The second review will evaluate the responses to each Rating Factor outlined above and other relevant information. Applications will be evaluated competitively and ranked against other applicants. HUD will fund applications in rank order until all available program funds are awarded. To be considered for funding, an application must receive a minimum score of 75 points out of a possible 102, receiving the minimum points for each Rating Factor as described in the chart in V.A.1.

**Adjustments to Funding.** Awards will be made in two categories: (1) applicants serving tenants in rural areas and (2) applicants that do not have rural tenants in their target service area. It is anticipated at least two of the awards will go to applicants in the first category. HUD reserves the right to modify the number of grants made in each type to ensure sufficient resources are provided for services in rural areas.

**Ranking.** If two or more applications within a category have the same number of points, the application with the higher points for Rating Factor 3, shall be selected. If there is still a tie, the application with the higher points for Rating Factor 2, shall be selected.

HUD will determine the total award amount for each applicant and reserves the right to reduce the amount of funding requested.

## **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 other applicants, whose applications were received by the deadline, but have not been chosen for award. Notifications will be sent by email to the person listed as the AOR in item 21 of the SF424.

**Negotiation.** After HUD has made selections, HUD will negotiate specific terms of the funding agreement and budget with selected applicants. If HUD and a selected applicant do not successfully conclude negotiations in a timely manner, or a selected applicant fails to provide requested information, an award will not be made to that applicant. In this case, HUD may select another eligible applicant.

HUD may impose special conditions on an award as provided under 2 CFR 200.208:

- Based on HUD's review of the applicant's risk under 2 CFR 200.206;
- When the applicant or recipient has a history of failure to comply with the general or specific

terms and conditions of a Federal award;

- When the applicant or recipient fails to meet expected performance goals contained in a Federal award; or
- When the applicant or recipient is not otherwise responsible.

**Adjustments to Funding.** To ensure the fair distribution of funds and enable the purposes or requirements of a specific program to be met, HUD reserves the right to fund less than the amount requested in an application.

a. HUD will fund no portion of an application that:

- (1) Is not eligible for funding under applicable statutory or regulatory requirements;
- (2) Does not meet the requirements of this notice; or
- (3) Duplicates other funded programs or activities from prior year awards or other selected applicants.

b. If funds are available after funding the highest-ranking application, HUD may fund all or part of another eligible fundable application. If an applicant turns down an award offer, or if HUD and an applicant do not successfully complete grant negotiations, HUD may withdraw the award offer and make an offer of funding to another eligible application.

c. If funds remain after all selections have been made, remaining funds may be made available within the current FY for other competitions within the program area, or be held for future competitions, or be used as otherwise provided by authorizing statute or appropriation.

d. If, after announcement of awards made under the current NOFO, additional funds become available either through the current appropriations, a supplemental appropriation, other appropriations or recapture of funds, HUD may use the additional funds to provide additional funding to an applicant awarded less than the requested amount of funds to make the full award, and/or to fund additional applicants that were eligible to receive an award but for which there were no funds available.

**Funding Errors.** If HUD commits an error that when corrected would cause selection of an applicant during the funding round of a Program NOFO, HUD may select that applicant for funding, subject to the availability of funds. If funding is not available to award in the current fiscal year, HUD may make an award to this applicant during the next fiscal year, if funding is available then.

Successful applicants will receive a letter from the Office of Policy Development and Research providing details regarding the effective start date of the grant agreement and any conditions, additional data and information to be submitted to execute the grant. Applicants will then participate in negotiations to determine the specific terms of the grant agreement, budget, work plan, benchmarks, or other requirements. During the negotiation, HUD may share further specific expectations about grantee reporting for the purposes of program evaluation that may be part of the terms and conditions of the grant.

If HUD is not able to successfully conclude negotiations with a selected applicant within a period determined by HUD, an award will not be made. If you accept the terms and conditions of the grant agreement, you must return a signed grant agreement by the date specified. Instructions on how to have the grant agreement account entered into HUD's Line of Credit Control System

(LOCCS) payment system will be provided. In accordance with 2 CFR part 200, subpart F— Audit Requirements, if you expend \$750,000 in federal funds in a single year, you must follow the requirements of the Single Audit Act and must submit your completed audit-reporting package along with the Data Collection Form (SFSAC) to the Single Audit Clearinghouse. The address can be obtained from its website. The SFSAC can be downloaded from: [Single Audit Clearinghouse](#).

## **B. Statutory and Administrative, National and Department Requirements for HUD Recipients**

For this NOFO, the following [Administrative, National and Department Policy Requirements and Terms for HUD Financial Assistance Awards](#) apply. (Please select the linked text to read the detailed description of each applicable requirement).

1. Unless otherwise specified, these non-discrimination and equal opportunity authorities and other requirements apply to all NOFOs. Please read the following requirements carefully as the requirements are different among HUD's programs.
  - Compliance with Fair Housing and Civil Rights Laws, Which Encompass the Fair Housing Act and Related Authorities (cf. 24 CFR 5.105(a)).
  - Affirmatively Furthering Fair Housing.
  - Economic Opportunities for Low-and Very Low-income Persons (Section 3). See 24 CFR part 75.
  - Improving Access to Services for Persons with Limited English Proficiency (LEP) See [https://www.hud.gov/program\\_offices/fair\\_housing\\_equal\\_opp/limited\\_english\\_proficiency](https://www.hud.gov/program_offices/fair_housing_equal_opp/limited_english_proficiency).
  - Accessible Technology. See <https://www.hud.gov/sites/dfiles/OCIO/documents/s508103017.pdf>
2. Equal Access Requirements. See 24 CFR 5.105(a)(2)
3. Ensuring the Participation of Small Disadvantaged Business, and Women-Owned Business.
4. Participation in HUD-Sponsored Program Evaluation.
5. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.
6. Drug-Free Workplace.
7. Safeguarding Resident/Client Files.
8. Compliance with the Federal Funding Accountability and Transparency Act of 2006 (Pub. L.109-282) (Transparency Act), as amended.
9. Accessibility for Persons with Disabilities. See [https://www.hud.gov/program\\_offices/fair\\_housing\\_equal\\_opp/disability\\_overview](https://www.hud.gov/program_offices/fair_housing_equal_opp/disability_overview)
10. Conducting Business in Accordance with Ethical Standards/Code of Conduct.
11. Environmental Requirements, which include compliance with environmental justice requirements under Executive Order 12898.

Compliance with 24 CFR part 50 or 58 procedures is explained below:

In accordance with 24 CFR 50.19(b)(3), (4), and (12) activities funded under this NOFO are exempt or categorically excluded from environmental review under the National Environmental Policy Act of 1969 (42 U.S.C. 4321) and not subject to environmental review under related laws and authorities.

2 CFR 200.216 *Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment*

2 CFR 200.340 *Termination*

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

When providing education or counseling on buying or renting housing that may include pre-1978 housing under your grant you must inform clients of their rights under the Lead Disclosure Rule (24 CFR part 35, subpart A), and, if the focus of the education or counseling is on rental or purchase of HUD-assisted pre-1978 housing, the Lead Safe Housing Rule (subparts B, R, and, as applicable, F - M).

### **C. Reporting.**

HUD requires recipients to submit performance and financial reports under OMB guidance and program instructions.

**1. Recipient Integrity and Performance Matters.** Applicants should be aware that if the total Federal share of your Federal award includes more than \$ 500,000 over the period of performance, you may be subject to post award reporting requirements reflected in Appendix XII to Part 200-Award Term and Condition for Recipient Integrity and Performance Matters.

**2. Race, Ethnicity and Other Data Reporting.** HUD requires recipients that provide HUD-funded program benefits to individuals or families to report data on the race, color, religion, sex, national origin, age, disability, and family characteristics of persons and households who are applicants for, participants in, or beneficiaries or potential beneficiaries of HUD programs in order to carry out the Department's responsibilities under the Fair Housing Act, Executive Order 11063, Title VI of the Civil Rights Act of 1964, and Section 562 of the Housing and Community Development Act of 1987.

**4. Compliance with the Federal Funding Accountability and Transparency Act of 2006 (Pub. L. 109-282) as amended (FFATA).** FFATA requires information on Federal awards be made available to the public via a single, searchable website, which is [www.USASpending.gov](http://www.USASpending.gov). Accordingly, each award HUD makes under this NOFO will be subject to the requirements provided by the Award Term in Appendix A to 2 CFR Part 170, "REPORTING SUBAWARD AND EXECUTIVE COMPENSATION INFORMATION," unless the Federal funding for the award (including funding that may be added through amendments) is not expected to equal or exceed \$30,000. Requirements under this Award Term include filing subaward information in the Federal Funding Accountability and Transparency Act (FFATA) Sub-award Reporting System (FSRS.gov) by the end of the month following the month in which the recipient awards any sub-grant equal to or greater than \$30,000. Each applicant under this NOFO must have the necessary processes and systems in place to comply with this Award Term, in the event that they receive an award, unless an exception applies under 2 CFR 170.110.

### **5. Program-Specific Reporting Requirements**

**Grant Activity Report.** Grantees must comply with all reporting requirements found in the grant agreement. A narrative and quantitative reporting will be expected each quarter, annually, and at the end of the performance period, that will include at a minimum information on clients served, services provided, and outcomes.

## **D. Debriefing.**

For a period of at least 120 days, beginning 30 days after the public announcement of awards under this NOFO, HUD will provide a debriefing related to their application to requesting applicants. A request for debriefing must be made in writing or by email by the authorized organization representative whose signature appears on the SF-424 or by his or her successor in office and be submitted to the POC in Section VII Agency Contact(s), below. Information provided during a debriefing may include the final score the applicant received for each rating factor, final evaluator comments for each rating factor, and the final assessment indicating the basis upon which funding was approved or denied.

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

HUD staff will be available to provide clarification on the content of this NOFO.

Questions regarding specific program requirements for this NOFO should be directed to the POC listed below.

Name:

Madlyn Wohlman Rodriguez

Phone:

202-402-5939

Email:

madlyn.wohlmanrodriguez@hud.gov

Persons with hearing or speech impairments may access this number via TTY by calling the toll-free Federal Relay Service at 800-877-8339. Please note that HUD staff cannot assist applicants in preparing their applications.

## **VIII. Other Information.**

### **1. National Environmental Policy Act.**

A Finding of No Significant Impact (FONSI) with respect to the environment has been made for this NOFO 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 Funding Opportunities](#) web page.

### **2. Web Resources.**

- [Affirmatively Furthering Fair Housing](#)
- [Code of Conduct list](#)
- [Assistance Listing \(formerly CFDA\)](#)
- [Dun & Bradstreet](#)
- [Equal Participation of Faith-Based Organizations](#)
- [Federal Awardee Performance and Integrity Information System](#)
- [FFATA Subaward Reporting System](#)
- [Grants.gov](#)
- [HBCUs](#)
- [Healthy Homes Strategic Plan](#)

- [Healthy Housing Reference Manual](#)
- [HUD's Strategic Plan](#)
- [HUD Grants](#)
- [Limited English Proficiency](#)
- [NOFO Webcasts](#)
- [Opportunity Zone](#)
- [Procurement of Recovered Materials](#)
- [Promise Zones](#)
- [Section 3 Business Registry](#)
- [State Point of Contact List](#)
- [System for Award Management \(SAM\)](#)
- [Uniform Relocation Assistance and Real Property Acquisition Act of 1970 \(URA\)](#)
- [USA Spending](#)

### 3. Program Relevant Web Resources

#### APPENDIX