

**Choice Neighborhoods
Implementation Grant**

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

**OMB Approval No.
2577-0269
(exp. 4/30/2018)**

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

Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions to reduce this burden, to the Reports Management Officer, Paperwork Reduction Project, to the Office of Information Technology, US. Department of Housing and Urban Development, Washington, DC 20410-3600. When providing comments, please refer to OMB Approval No. 2577-0269. HUD may not conduct and sponsor, and a person is not required to respond to, a collection of information unless the collection displays a valid control number.

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

**CHOICE NEIGHBORHOODS FY2017 IMPLEMENTATION GRANT
APPLICATION CHECKLIST/TABLE OF CONTENTS**

NARRATIVE EXHIBITS

Page Number

Exhibit A: SUMMARY INFORMATION

A Executive Summary _____

Exhibit B: THRESHOLD REQUIREMENTS

B.1 Partnership Narrative _____

B.2 Separability _____

Exhibit C: CAPACITY

C.1 Overall Leadership Capacity of Lead Applicant _____

C.2 Neighborhood Implementation Entity Capacity _____

C.3 Housing Implementation Entity Capacity _____

C.4 People Implementation Entity Capacity _____

C.5 Overall Community Involvement _____

Exhibit D: NEED

D Need- Design Deficiencies _____

Exhibit E: NEIGHBORHOOD NARRATIVE

E Neighborhood Narrative _____

Exhibit F: NEIGHBORHOOD STRATEGY

F.1 Overall Neighborhood Strategy _____

F.2 Critical Community Improvements Plan _____

F.3 Public Safety Strategy _____

Exhibit G: HOUSING STRATEGY

G.1 Overall Housing Strategy _____

G.2 Phasing and Mixed-Income Development _____

G.3 Property Management _____

- G.4 Design _____
- G.5 Green Building _____

Exhibit H: PEOPLE STRATEGY

- H.1 Resident Needs Assessment _____
- H.2 Supportive Services and Programs _____
- H.3 Case Management _____
- H.4 Supportive Services Sustainability _____
- H.5 Education Strategy _____

Exhibit I: SOUNDNESS OF APPROACH

- I.1 Planning Process _____
- I.2 Community Engagement _____
- I.3 Anchor Institution Engagement _____
- I.4 Organizational Framework for Implementation _____

ATTACHMENTS

- 1: Key Eligibility Threshold Data Form (HUD-53233) _____
- 2: Application Data Form: Existing Units, Occupancy, Vacancy (HUD-53234) _____
- 3: Application Data Form: Planned Units (HUD-53234) _____
- 4: RAD Certification _____
- 5: Severe Distress of Targeted Project Cert. (HUD-53232) _____
- 6: Eligible Neighborhoods Documentation – Eligible Neighborhoods Data _____
- 7: Eligible Neighborhoods Documentation – Substandard Housing Documentation _____
- 8: Partnership Certifications _____
- 9: Site Control Documentation _____
- 10: Location of Housing Documentation/Map _____
- 11: Consistency with PHA/MTW _____
- 12: Consistency with Consolidated Plan or Indian Housing Plan _____
- 13: One-for-One Replacement Certification (HUD-53238) _____
- 14: Resident and Community Involvement Certification (HUD-53231) _____
- 15: Grant Sizing Worksheet (HUD-53235) _____
- 16: Extraordinary Site Costs Certification (HUD-53237) _____
- 17: Choice Neighborhoods Budget Form (HUD-53236) _____
- 18: Housing Sources and Uses _____
- 19: City and Neighborhood Maps _____
- 20: Photographs _____
- 21: Neighborhood Investment Map _____
- 22: Capacity – Lead Applicant Implementation Documentation _____
- 23: Capacity – Neighborhood Implementation Entity Documentation _____
- 24: Capacity – Housing Implementation Entity Documentation _____
- 25: Capacity – People Implementation Entity Documentation _____
- 26: Capacity – Overall Community Involvement Documentation _____
- 27: Capacity – References _____
- 28: Need – Immediate Project Capital Needs _____

- 29: Need – Structural Deficiencies Documentation _____
- 30: Need – Design Deficiencies Documentation _____
- 31: Need – Part I Violent Crimes Documentation _____
- 32: Market Analysis _____
- 33: Letter regarding proposed PBVs from PHA _____
- 34: Current Site Plan _____
- 35: Conceptual Site Plan Design _____
- 36: Building Elevations _____
- 37: Schematic Drawings _____
- 38: Land Use Approvals _____
- 39: Federally Qualified Health Center _____
- 40: Anchor Institution Engagement _____
- 41: Organizational Chart _____
- 42: Program Schedule _____
- 43: CDBG Leverage Documentation _____
- 44: Neighborhood Investment Documentation (HUD-53239) _____
- 45: Housing Leverage Documentation (HUD-53239) _____
- 46: People Leverage Documentation (HUD-53239) _____
- 47: Previous Participation Certification (HUD-2530) _____
- 48: Preference Points _____
- 49: Housing Choice Voucher Application (includes HUD-52515) _____
- 50: Standard Forms _____