

Request for Approval under the Generic Solution for Solicitation for Competitive Discretionary Funding Opportunity Announcements

Funding Opportunity Announcement Title: Community Development Block Grant (ICDBG) Program for Indian Tribes and Alaska Native Villages (ICDBG)

HUD Program Office/Agency: Office of Public and Indian Housing
Other:

HUD Program Office/Agency Point of Contact (person completing this form):
Hilary C. Atkin

Alignment with Information Collection Package: (Check one)

- Funding Opportunity for Existing Program.
 Funding Opportunity for New Program.

Purpose

Briefly describe the program. Include specific statutes and regulations. Explain the information to be collected to clearly describe to OMB the requirements and burden on the respondents. The description must align with and provide detail on the information included in the parent supporting statement. For example, if the respondent burden table below shows 50 burden hours for project summary, provide additional detail elaborating on what the respondents are required to provide to meet that requirement. For existing programs, the information included here may resemble the information you would have submitted in question number 1 in your existing/previously approved ICR. Also, include and clearly label any exceptions to the activities described in the parent supporting statement. If revising an approved collection, highlight key changes to the collection.

Title I of the Housing and Community Development Act of 1974 (P.L. 93-383) authorizes Indian Community Development Block Grants (ICDBG) and requires that grants be awarded on a competitive basis. The purpose of the ICDBG program is to develop viable Indian and Alaska Native communities by creating decent housing, suitable living environments, and economic opportunities primarily for low and moderate income persons. Consistent with this objective, not less than 70 percent of the expenditures are to benefit low and moderate income persons. Eligible applicants include Federally-recognized tribes, which includes Alaska Native communities, and tribally authorized tribal organizations. Eligible categories of funding include housing rehabilitation, land acquisition to support new housing, homeownership assistance, public facilities and improvements, economic development, and microenterprise programs. For a complete description of eligible activities, please refer to 24 CFR § 1003, subpart C.

HUD is authorized to reserve a portion of ICDBG funds for Imminent Threat (IT) grants. IT grants are intended to alleviate or remove imminent threats to community health or safety. The problem to be addressed must be an existing emergency or an emergency that would exist if the problem were not addressed. The grants must address problems of an urgent nature that were not evident at the time of the ICDBG single-purpose funding grant cycle, or that require immediate action. The amount of funds reserved for IT grants each year is stated in the ICDBG Notice of Funding Opportunity (NOFO). IT grants are awarded on an as-needed basis until all funds are expended. The ICDBG program regulations are at 24 CFR Part 1003. The ICDBG program requires eligible applicants to submit information to enable HUD to select the best projects for funding during annual competitions. Additionally, the information submitted is essential for HUD in monitoring grants to ensure that grantees are complying with applicable statutes and regulations and implementing activities as approved.

ICDBG applicants must submit a complete application package which includes an Application for Federal Assistance (SF-424), Applicant/Recipient Disclosure/Update Report (HUD-2880), Assurances for Construction Programs (SF-424D), Implementation Schedule (HUD-4125), Cost Summary (HUD-4123), Certification of Consistency with Promise Zone Goals and Implementation (HUD- 50153), Applicant and Recipient Assurances and Certifications (HUD 424-B), Certification Regarding Lobbying form, and Disclosure of Lobbying Activities (SF-LLL). If the applicant has a waiver of the electronic submission requirement and is submitting a paper application, an Acknowledgement of Application Receipt (HUD-2993) must also be submitted. If the applicant is a tribal organization, a resolution from the tribe stating that the tribal organization is submitting an application on behalf of the tribe must also be included in the application package.

The NOFO rating factors are specified by the regulation as Capacity, Need, Soundness of Approach, Leveraging, and Comprehensiveness/Coordination. Applications are received via Grants.gov, in most cases. Applicant files and review materials are stored in HUD Sharepoint, which is only accessible to HUD staff. ONAP's Performance Tracking Database and GEMS system are used to track applicant records, scores, and process grant agreements. The ICDBG competition is run regionally, with six Area ONAPs managing the competition for their regions. Applications are scored using NOFO criteria and funded in rank order until the funding is exhausted or no fundable applications remain.

If there is a fundable application with a curable deficiency, ONAP will reach out to the applicant using the pre-award process specified in the NOFO to correct the deficiency.

After HUD has made selections, HUD will finalize specific terms of the award and budget in consultation with the selected applicant. If HUD and the selected applicant do not finalize the terms and conditions of the award in a timely manner, or the selected applicant fails to provide requested information, an award will not be made to that applicant. HUD may adjust the funding for an application to ensure funding diversity, geographic diversity, and alignment with HUD administrative priorities. If an applicant turns down an award offer, or if HUD and an applicant do not finalize the terms and conditions of the award in a timely manner, HUD may withdraw the award offer and make an offer of funding to another eligible application.

Post-award reporting requirements are contained under another PRA approval. OMB Control Number: 4040-0014

Changes Since Previous Approval (include changes since OMB previous approval):

If programs, the information included here may resemble the information in question 5 in your existing/previously approved ICR.

This is a new child IC. This information was previously included in PRA approval number 2577-0191 that is expiring on 12/31/24. The information is being moved to this child IC with nonsubstantial changes and does not change the burden.

Announcement Dates (Start and End Dates for Applications):

Type of Collection (Federal Award Instrument): (Check all that apply)

- Grant
- Cooperative agreement
- Other:

How will information collected be submitted to the HUD Office/Agency? (Check all that apply)

- Grants.gov
- esnaps.hud.gov
- Other:

Does the HUD Office/Agency need to collect information beyond the scope of the supporting statement for the generic ICR? Yes No

If yes, will the HUD Office/Agency submit a regular ICR package?

Yes No

How does this collection minimize the burden on small businesses/entities, if applicable?

For existing programs, the information included here may resemble the information in question 5 in your existing/previously approved ICR.

The collection of information does not impact small businesses or other small entities. Some tribal governments may meet the definition of a “small entity”, however; this information collection will not have a significant impact on these entities. HUD has minimized the burden on all applicants and recipients by allowing them to determine the complexity of the program contained in the application and grant.

If the collection requires a systems of records notice (SORN) or privacy impact assessment (PIA), those should be cited and described here.

Consult your Privacy Act Officer before responding to this item. The information included here may resemble the information in question 10 in your existing/previously approved ICR.

There is no assurance of confidentiality. This information is available under the Freedom of Information Act. In addition, the information collected under this request does not include information on individuals.

Sensitive Information:

Is the agency asking any questions of a sensitive nature? If yes, provide additional justification for any questions of a sensitive nature, such as sexual behavior and attitudes, religious beliefs, and other matters that are commonly considered private. Include the reasons justifying why the agency considers the questions necessary, the specific uses to be made of the information, the explanation to be given to persons from whom the information is requested, and any steps to be taken to obtain their consent.

Consult your Privacy Act Officer and the FHEO before responding to this item. For existing programs, the information included here may resemble the information in question 11 in your existing/previously approved ICR.

Yes No

If yes, additional information:

Certification:

I certify the information contained in this document to be true and accurate:

Yes No

Respondent Burden Hours, Formats, and Reporting

Include in the table the collection items and burden amounts associated with responding to a notice of funding opportunity (NOFO) and other pre-award activities. The burden included in this chart must align with the parent supporting statement. If preparing a new form, indicate “new” under the Form Number column. Existing forms number can remain unchanged, but the actual forms need to be updated with the OMB approval number for this generic collection. Also include the burden associated with responding to the rating factors and completing other narratives requested via the NOFO or other pre-award activities.

For existing programs, the information added here may resemble the information you would have submitted in question number 12 in your existing/previously approved ICR. All forms must accompany this Template for submission to OMB for approval. Do not list the required standard forms from the generic support statement; however, please list optional standard forms from the parent supporting statement. For the optional standard forms, do not include burden information, unless the burden is unique to the program.

According to the U.S. Department of Labor, Bureau of Labor Statistics website (<https://www.bls.gov/oes/current/oes130000.htm>) the wage rate category for Business and Financial Operations Occupations in 2023 is estimated to be \$ 43.55 per hour including the wage rate multiplier.

Brief description of information being collected (project summary, charts, narrative response)	Forms number	Number of Respondents	Number of Responses per respondent	Total Annual Responses	Burden hours per responses
Application for Federal Assistance (4040-0004)	SF-424	300	1	300	0
Applicant/Recipient Disclosure/Update Report (2501-0017)	HUD-2880	300	1	300	0
Assurances for Construction Programs (4040-0009)	SF-424D	300	1	300	0
Implementation Schedule (2501-0044 formerly 2577-0191)	HUD-4125	300	1	300	40
Cost Summary (2501-0044 formerly 2577-0191)	HUD-4123	300	1	300	40
Certification of Consistency with Promise Zone Goals and Implementation	HUD-50153	4	1	4	0
Applicant and Recipient Assurances and Certifications (4040-0007)	HUD 424-B	300	1	300	0
Disclosure of Lobbying Activities (4040-0013)	SF-LLL	10	1	10	0
Acknowledgement of Application Receipt (2501-0044)	HUD-2993	300	1	300	0
Certification Regarding Lobbying form (4040-0013)	Lobbying form	300	1	300	0
One-page Narrative	Narrative	300	1	300	2
Workplan and Budget Narrative	Narrative	300	1	300	40
Curable	Response	150	1	150	2
Negotiation	Response	100	1	100	3

TOTAL				3,264	
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Federal Burden Hours, Formats, and Reporting

Include in the table the collection items and burden amounts associated with HUD's review of the collected item for NOFOs and other pre-award activities. Include burden associated with reviewing eligibility as well as rating factors. For existing programs, the information added here may resemble the information you would have submitted in question number 14 in your existing/previously approved ICR.

*GS 13, Step 3 employee, 2024 OPM General Schedule (GS), Rest of U.S. Pay Table \$110,304 annual rate; \$52.85 hourly rate.https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/pdf/2024/RUS_h.pdf

Brief description of information being collected (project summary, charts, narrative responses, etc.)	Forms number	Number of Respondents	Number of Responses per respondent	Total Annual Responses	Burden hours per responses
Application for Federal Assistance (4040-0004)	SF-424	300	1	300	0
Applicant/Recipient Disclosure/Update Report	HUD-2880	300	0	300	0
Assurances for Construction Programs (4040-0009)	SF-424D	300	0	300	.50
Implementation Schedule	HUD-4125	300	1	300	20
Cost Summary	HUD-4123	300	1	300	20
Certification of Consistency with Promise Zone Goals and Implementation	HUD-50153	4	1	4	.50
Applicant and Recipient Assurances and Certifications (4040-0007)	HUD 424-B	300	1	300	0
Disclosure of Lobbying Activities (4040-0013)	SF-LLL	10	1	10	.50
Acknowledgement of Application Receipt	HUD-2993	300	1	300	0
Certification Regarding Lobbying form (4040-0013)	Lobbying Form	300	1	300	0
One Page Narrative	Narrative	300	1	300	1
Workplan and Budget Narrative	Narraative	300	1	300	10
Curable Review		150	1	150	2
Negotiation Review		100	1	100	2
TOTAL				3,264	