

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

Funding Opportunity Announcement Title:

Healthy Homes Production Program (HHP) - FR-6800-N-44

Older Adults Modification Home Modification Grant Program - FR-6800-N-69

Lead Hazard Reduction Grant Program - FR-6800-N-13

Lead Hazard Reduction Capacity Building Program - FR-6800-N-31

Radon Testing and Mitigation Demonstration Grant Program - FR-6700-N-80

Healthy Homes Weatherization Cooperation Demonstration Grant Program - FR-6800-N-62

Lead Technical and Healthy Homes Technical Studies Grant Program - FR-6800-N-15

Lead Safe and Healthy Homes Fund Demonstration Grant Program - FR-6800-N-nn

HUD Program Office/Agency: Office of Lead Hazard Control and Healthy Homes
Other:

HUD Program Office/Agency Point of Contact (person completing this form):
Brenda Reyes

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.

Grants are issued by the Department of Housing and Urban Development (HUD) Office of Lead Hazard Control and Healthy Homes (OLHCHH) to accomplish the public purpose of support or stimulation authorized by Federal statutes (sections 1011, 1051, and 1052 of Title X of the Housing and Community Development Act of 1992 ([https://uscode.house.gov/view.xhtml?req=\(title:42%20section:4852%20edition:prelim\)](https://uscode.house.gov/view.xhtml?req=(title:42%20section:4852%20edition:prelim))), [https://uscode.house.gov/view.xhtml?req=\(title:42%20section:4854%20edition:prelim\)](https://uscode.house.gov/view.xhtml?req=(title:42%20section:4854%20edition:prelim)), and [https://uscode.house.gov/view.xhtml?req=\(title:42%20section:4854a%20edition:prelim\)](https://uscode.house.gov/view.xhtml?req=(title:42%20section:4854a%20edition:prelim)), respectively); and sections 501 and 502 of the Housing and Urban Development Act of 1970 ([https://uscode.house.gov/view.xhtml?req=\(title:12%20section:1701z-1%20edition:prelim\)](https://uscode.house.gov/view.xhtml?req=(title:12%20section:1701z-1%20edition:prelim)) and [https://uscode.house.gov/view.xhtml?req=\(title:12%20section:1701z-2%20edition:prelim\)](https://uscode.house.gov/view.xhtml?req=(title:12%20section:1701z-2%20edition:prelim)), respectively). Under section 503(b)(2)(C) of title 31 of the U.S. Code ([https://uscode.house.gov/view.xhtml?req=\(title:31%20section:503%20edition:prelim\)](https://uscode.house.gov/view.xhtml?req=(title:31%20section:503%20edition:prelim))), as created by section 202(b) of the Chief Financial Officers Act of 1990 (<https://uscode.house.gov/statviewer.htm?volume=104&page=2839>), the Office of Management and Budget (OMB) established general management policies for executive agencies relating to grants, including its Uniform

administrative requirements, cost principles, and audit requirements for Federal awards, title 2 of the Code of Federal Regulations (CFR) part 200 (<https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200>), which HUD applied to its awards (including grants and cooperative agreements) to non-Federal entities in adopting 2 CFR 2400.101, Applicable regulations (<https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200>). In particular, 2 CFR 200.204, Notices of funding opportunities (<https://www.ecfr.gov/current/title-2/section-200.204>), requires, for discretionary grants and cooperative agreements that are competed, that HUD, as a Federal awarding agency, must announce specific funding opportunities by providing the specific information in a public notice. With OMB having published a revision to 2 CFR 200 on April 22, 2024 (89 FR 30046-30208, <https://www.federalregister.gov/d/2024-07496>), the OLHCHH will be choosing to apply the revised guidance starting on July 1, 2024 (i.e., not earlier than the June 21, 2024, earliest date the revision allows) to enhance administrative and monitoring consistency among its grants executed in or before fiscal year 2024 and grants executed in or after fiscal year 2025.

The OLHCHH requires information from some of its grantees and contractors on project-specific actions that will be taken to ensure the quality and validity of data that they collect and analyze. The OLHCHH specifically requires this from grantees conducting research or significant evaluation activities. This includes grantees funded under the Office's Lead Technical Studies or Healthy Homes Technical Studies Grant Programs, and may be required of other grant programs, such as the Healthy Homes and Weatherization Cooperation Demonstration grant program as well as by the Office's contractors conducting research and evaluation activities under the Office's direction.

Requiring certain grantees and contractors to use quality assurance plan (QAP) templates to summarize their quality assurance activities helps to ensure that the activities are sufficiently thorough and well-integrated into project activities. It also standardizes the presentation of these activities, which facilitates more efficient and effective review by OLHCHH staff.

Because HUD may disseminate findings from grant- and contract-supported research and evaluation projects, the QAP requirements help the OLHCHH to ensure adherence with the Department's Information Quality Guidelines (67 Federal Register 69642-69651; November 18, 2002. <https://www.federalregister.gov/d/02-29195>). The Information Quality Guidelines fulfill the requirements of Section 515 of the Treasury Department Appropriations Act, 2001 (<https://www.congress.gov/bill/106th-congress/house-bill/4577/text>), which requires OMB (https://www.whitehouse.gov/wp-content/uploads/legacy_drupal_files/omb/assets/OMB/fedreg/reproducible2.pdf), and, thereafter, federal agencies to issue implementing guidelines for ensuring and maximizing the quality, objectivity, utility, and integrity of information they disseminate.

Since the last renewal of this information collection request (2539-0015), the OLHCHH has added a number of grant programs and increased its funding announced in its NOFOs as being available for its grant programs; these have increased the number of respondents. The OLHCHH has ended some of its grant programs, and no longer will require pre-applications for certain programs, offsetting that increase, leaving, in essence, as discussed below, only the cost of living increase to account for the overall increased applicant and grantee burden.

- Programs which have been added include the Older Adults Home Modification Program, Radon Testing and Mitigation Demonstration in Public Housing program, Lead Risk Assessment Demonstration in Public Housing program, Lead Hazard Reduction Capacity Building program, and Healthy Homes and Weatherization Cooperation Demonstration program,
- Programs for which no new NOFOs are being issued include the Lead Hazard Reduction Program for High Impact Neighborhoods program, Asthma Interventions in Public and Assisted Multifamily Housing program, and Healthy Homes Production for Tribal Housing program.
- Programs that have continued include the Lead-Based Paint Hazard Reduction program, the Lead Hazard Reduction Demonstration program, the Healthy Homes Production program, the Lead Technical Studies program, and the Healthy Homes Technical Studies program.

During the period that this ICR will, if approved, cover, one or more grant programs may be added and one or more may be ended; the burden estimates here are conservatively high.

Short summary of OLHCHH programs:

- The Healthy Homes Production Program enables grantees to address multiple housing-related hazards in a comprehensive fashion, instead of one hazard at a time.
- The Older Adults Modification Home Modification Grant Program funding will help grantees provide adaptive home adjustments through maintenance and repair projects on the primary residence of eligible, low-income senior renters and homeowners who are at least 62 years old.
- The Lead Hazard Reduction Grant Program assists states, cities, counties/parishes, Native American Tribes or other units of local government in developing and implementing comprehensive programs to identify and control lead-based paint hazards in eligible low-income privately-owned rental and owner-occupied housing.
- The Lead Hazard Reduction Capacity Building Program will prepare communities to apply for future rounds of full lead hazard grant program funding. The program will focus on developing the infrastructure to identify and control lead-based paint hazards in privately-owned rentals or owner-occupied housing.
- The Radon Testing and Mitigation Demonstration Grant Program will test public housing units and mitigate identified elevated radon levels.
- The Healthy Homes Weatherization Cooperation Demonstration Grant Program demonstrates strategies for effective cooperation between HUD's HHP and DOE's Weatherization Assistance Program to maximize program efficiencies and benefits in low-income communities.
- The Lead Technical and Healthy Homes Technical Studies Grant Program is to gain knowledge to improve the efficacy and cost-effectiveness of methods for evaluation and control of residential lead-based paint hazards.

Burden for applicants:

Information collected in applications:

Applicants for grants must respond to the Notice of Funding Opportunity (NOFO) for the fiscal year published in the Federal Register in order to receive a grant award. The NOFOs for Lead Hazard Control and Healthy Homes programs are generally issued on an annual basis (the list of NOFOs is posted at https://www.hud.gov/program_offices/cfo/gmomgmt/grantsinfo/fundingopps). Applicants submit their applications packages electronically through Grants.gov, an e-government initiative managed by the Department of Health and Human Services under OMB governance (<https://www.grants.gov/support/about-grants-gov>).

Applicants must complete certain of the following submissions, as specified in the grant program's NOFO:

Collections applying to all programs:

- Standard Form (SF) 424 (SF 424) Application for Federal Assistance (OMB Approval 4040-0004)
- SF 424B Applicant and Recipient Assurances and Certifications (OMB Approval 4040-0007)
- SF LLL Disclosure of Lobbying Activities (OMB Approval 4040-0013)
- Form HUD-2880 Applicant/Recipient Disclosure/Update Report (OMB Approval 2501-0044)
- Form HUD-2991 Certification of Consistency with the Consolidated Plan (OMB Approval 2501-0044)
- Form HUD-2993 Acknowledgement of Application Receipt (OMB Approval 2501-0044)
- Form HUD-424-B Applicant and Recipient Assurances and Certifications (OMB Approval 2501-0044)
- Form HUD-424-CBW Grant Application Detailed Budget Worksheet (OMB Approval 2501-0044)
- Form HUD-50070 Certification for a Drug-Free Workplace (OMB Approval 2501-0044)
- Project Abstract Summary (OMB Approval 4040-0019)
- Program specific requirements and rating factors (OMB Approval 2539-0015)
- Form HUD-96008 Work Plan Development Worksheet With Minimum Benchmark Performance Standards for 36-Month Period of Performance (OMB Approval 2539-0015)
- Form HUD-96009 Work Plan Development Worksheet With Minimum Benchmark Performance Standards for 42-Month Period of Performance (OMB Approval 2539-0015)

- Form HUD-96009-A Work Plan Development Worksheet With Minimum Benchmark Performance Standards for 48-Month Period of Performance (As noted in the two items above, OMB Approval 2539-0015 covered forms HUD-96008 and HUD-96009, for 36- and 42-month grants, respectively; form HUD-96009-A is for 48-month grants and is found as an additional tab in the forms' attached spreadsheet, with two additional grant quarter columns for the 6-month-longer grant period for this form than for the 42-month grants form. OMB approval of this form is pending; no OLHCHH FY 2024 NOFOs will require submission of the form for 48-month grants. (The burden estimate regarding the form HUD-96009-A is an intentional overestimate in assuming that the form will be used starting with FY 2024 OLHCHH NOFOs. The narrative responses to the rating factors incorporate currently relevant portions of the substance of former forms HUD-96012, HUD-96013, HUD-96014, and HUD-96015, which will no longer be used as stand-alone forms; forms HUD-96011 and HUD-96016 are no longer applicable.)

If related policy preferences apply:

- Form HUD-50153 Certification of Consistency with Promise Zone Goals and Implementation (OMB Approval 2501-0044)
- Rural Partners Certification form (OMB Approval 2501-0044)

For research grant programs:

- Quality Assurance Plan (OMB Approval 2539-0015)

Program specific requirements, rating factors, and narratives:

The required narrative responses to the rating factors, which may include three or more of the following, as specified in each NOFO: Capacity of the Applicant and Relevant Organizational Experience, Justification of Applicant Need, Need for the Research, Soundness of Approach, Budget, and Achieving Results and Project Management, and, in addition, for some NOFOs, justifications for preference points and/or bonus points. The program narrative incorporates currently relevant portions of the substance of formerly used forms HUD-96012 (Factor 1 -- Capacity and Experience), HUD-96013 (Factor 2 -- Need/Extent of the Problem), HUD-96014 (Factor 3 -- Soundness of Approach), and HUD-96015 (Factor 4 -- Leveraging Resources), which will no longer be used as stand-alone forms; formerly used forms HUD-96011 (Third Party Documentation Facsimile Transmittal) and HUD-96016 (Factor 5 -- Healthy Homes Demo Need/Extent of the Problem) are no longer applicable.

To specify their quarterly performance and financial benchmarks for the application review, applicants will use form HUD-96008 if their grant's period of performance is 36 months, form HUD-96009, if 42 months, or form HUD-96009-A, if 48 months, using the particular form (in its own spreadsheet tab) applicable to the duration of the period of performance of their grant. Applicants will enter their proposed target quantities or dollars for the whole grant in a cell in each pertinent row of the spreadsheets applicable to the period of performance of the grant. The forms' spreadsheets have been revised to reduce the amount of effort required of grant applicants by having them need to enter only their overall grant target for a specified topic (e.g., target number of housing units made lead safe or healthy), and having the spreadsheet cells' formulas calculate the corresponding quarterly benchmarks for use in application review. The forms are attached to this supporting statement as individual tabs in a consolidated spreadsheet file; the file also has the forms' Paperwork Reduction Action Statement and the information collection Warning Statement and Certification in an additional tab cited by each form's tab.

The information listed above submitted by the applicants will be evaluated by the grant program's application review panel (typically OLHCHH or other HUD staff (such as from the Office of Policy Development and Research), and, sometimes, staff of collaborating agencies, such as the Centers for Disease Control and Prevention or the Environmental Protection Agency) as part of the selection process for grant award. The review is conducted using the OLHCHH's Healthy Homes Grant Management System (HHGMS; OMB approval 2539-0008). During the initial, threshold, review of the applications by OLHCHH, certain information missing from an application (specifically, information whose presence or absence would not affect the application's rating) will be sought from the applicant through an emailed request; the burden for this infrequent occurrence

is accounted for in the burdens for the various forms and for the program narrative, below.

Applicants selected for grant award (estimated at 80 percent of the number of applicants) are notified of their selection by email and that OLHCHH will be negotiating the terms and conditions of the grant in preparation for executing the grant (note the Negotiation segment below). These applicants are required to prepare and submit the following forms to establish the grant program shortly after their grant is executed, for, respectively, having grant reimbursement payments deposited directly in a grantee account, and for appropriate grantee personnel to gain access to HUD's electronic Line of Credit Control System (eLOCCS), through which HUD and the grantee manage the grantee's account.

- SF 1199A, Direct Deposit Sign-Up Form (OMB Approval 1530-0006)
- Form HUD-27054E, eLOCCS Access Authorization Form (OMB Approval 2535-0102)

Award:

Applications that meet all the threshold requirements will be eligible to be reviewed and scored. Applications scoring 75 points or more will be eligible to receive an award. Awards will then be made in rank order within the limits of funding availability; however, for the 2-3 applications with the lowest scores among the highest-ranked applications within the limits of funding availability that differ in score by one point or less, the Application Review Panel will make a funding recommendation based on which application(s) it judges to be most likely to use the grant to help create or significantly expand a sustainable model of inter-program coordination.

Negotiation:

OLHCHH requires that the selected applicants participate in negotiation for execution of the grant, which may involve the applicant's providing documentation in support of its negotiating position to determine the specific terms of the grant's implementation, staffing, subcontracting/subgranting, and budget. If, based on the results of the negotiation, the applicant accepts the terms and conditions of the grant, the applicant must sign the grant agreement by the date specified during the negotiation. In cases where OLHCHH cannot successfully conclude negotiations with a selected applicant or where a selected applicant fails to provide OLHCHH requested information, the grant with that applicant will not be executed. In this instance, OLHCHH may offer an award, and proceed with negotiations, with the next highest-ranking applicant. Applicants are advised that if they are selected for multiple OLHCHH awards, they must ensure they have sufficient resources to provide the promised leveraging for the multiple awards. During negotiations, if the applicant is selected for multiple awards, it will be required to provide alternative leveraged resources, if necessary, before any of the grants can be executed. This is required in order to avoid committing the same leveraged resources to more than one OLHCHH grant.

The Quality Assurance Plan reporting requirement applies to the Lead Technical Studies and Healthy Homes Technical Studies grantees, and to contractors that are conducting research or formal project evaluations. The submitted information is reviewed by OLHCHH staff to ensure that the implementing organizations have incorporated appropriate and sufficient quality assurance/quality control (QA/QC) procedures into their projects. This requirement helps HUD ensure the quality, objectivity, utility, and integrity of the information that is generated by these sponsored projects.

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.

None

Announcement Dates (Start and End Dates for Applications): May 27, 2024 to July 29, 2024

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.

Potential applicants to most Lead Hazard Control and Healthy Homes programs include not-for-profit institutions and for-profit firms located in the U.S, as well as state, local, and tribal governments. (The several Lead Hazard Reduction grant programs are statutorily open only to state and local governments ([https://uscode.house.gov/view.xhtml?req=\(title:42%20section:4852%20edition:prelim\)](https://uscode.house.gov/view.xhtml?req=(title:42%20section:4852%20edition:prelim))), and the radon and lead risk assessment demonstration programs are programmatically, per their appropriations (e.g., Consolidated Appropriations Act, 2024 (P.S. 118-42), Div. F, Ttl. II, sec. 203; <https://www.congress.gov/bill/118th-congress/house-bill/4366/text?format=txt>) and implementing NOFOs, open only to public housing agencies.) The NOFOs include comprehensive guidance, electronic forms, and ready-to-fill tables to facilitate responding to them.

A small business awarded a grant or contract to conduct research or formal project evaluations is required to submit a QAP (as is any other grantee). Burden reduction is reflected in the formats of the OLHCHH's QAP template. The OLHCHH created the template by streamlining existing QAP formats used by other federal agencies in order to reduce the burden on grantees and contractors, including small businesses.

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.

Not applicable. The collection does not require a SORN nor a PIA.

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:

No questions of a sensitive nature are asked during either the application or post-award process.

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.

Grant Applications: While most of the collection activities are undertaken for all or almost all grant applications, for certain activities, only some applicants undertake them. These are for preparing the Rural Partners Certification form (few OLHCHH applicants will be Rural Partners Network Community Network “Host Entities” or Partner Organizations), the Promise Zone certification (some OLHCHH applicants make this certification), the Empowerment zone (EZ) certification, or urban or rural renewal community (RC) certification (again, some OLHCHH applicants make one or both of these certifications). The estimated costs to applicants are based on an estimated labor rate of \$56.16 (GS-13, Step 5 equivalent for the Office of Personnel Management’s (OPM’s) “Rest of United States” (reflecting the geographic dispersity of applicants to OLHCHH grant programs) General Schedule pay table for 2024 (https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/24Tables/html/RUS_h.aspx), assuming, conservatively, that senior professionals within the applicant organizations will be preparing the applications).

Negotiations: OLHCHH requires that the selected applicants participate in negotiations to determine the specific terms and conditions of the grant and budget. OLHCHH Grant Officers conduct the negotiations for HUD, with support from the Application Review Panel that reviewed an application for which the applicant is selected for award.

Quality Assurance Plans (QAPs): For the Lead Technical Studies and Healthy Homes Technical Studies grantees, and contractors conducting research and evaluation activities, preparation of the QAP, as described above, is performed by applicants for which their grant has been executed (i.e., not all Technical Studies applicants and contract offerors).

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
Work Plan Development Worksheet With Minimum	HUD-96008	34	1	34	0.25

Benchmark Performance Standards for 36-Month Period of Performance (OMB Approval 2539-0015) timeline and performance chart showing the project benchmarks for unit work and LOCCS draws; for 36-month grant period of performance.					
Work Plan Development Worksheet With Minimum Benchmark Performance Standards for 42-Month Period of Performance - Same as above for 42 months.	HUD-96009	236	1	236	0.25
Work Plan Development Worksheet With Minimum Benchmark Performance Standards for 48-Month Period of Performance (OMB approval requested; attached) - Same as above for 48 months.	HUD-96009-A	68	1	68	0.25
Program specific requirements and rating factors (narrative and other attachments) - a narrative description of the full application following the requirements of the NOFO.	N/A	420	1	420	60.00
Negotiation with selected applicants to achieve grant execution (revised narratives, revised attachments, revised budget and/or milestone spreadsheets.	N/A	336	1	336	44.00
Quality Assurance Plan to assure quality of the technical studies grant or contract data collected.	N/A	66	1	66	24.00
Application for Federal Assistance	SF 424 (OMB Approval 4040-0004)	N/A	N/A	N/A	N/A
Applicant and Recipient Assurances and Certifications	SF 424B (OMB Approval 4040-0007)	N/A	N/A	N/A	N/A
Disclosure of Lobbying Activities	SF LLL (OMB Approval 4040-0013)	N/A	N/A	N/A	N/A

Applicant/Recipient Disclosure/Update Report	Form HUD-2880 (OMB Approval 2501-0044)	N/A	N/A	N/A	N/A
Certification of Consistency with the Consolidated Plan	Form HUD-2991 (OMB Approval 2501-0044)	N/A	N/A	N/A	N/A
Acknowledgement of Application Receipt	Form HUD-2993 (OMB Approval 2501-0044)	N/A	N/A	N/A	N/A
Applicant and Recipient Assurances and Certifications	Form HUD-424-B (OMB Approval 2501-0044)	N/A	N/A	N/A	N/A
Grant Application Detailed Budget Worksheet	Form HUD-424-CBW (OMB Approval 2501-0044)	N/A	N/A	N/A	N/A
Certification for a Drug-Free Workplace	Form HUD-50070 (OMB Approval 2501-0044)	N/A	N/A	N/A	N/A
Certification of Consistency with Promise Zone Goals and Implementation	Form HUD-50153 (OMB Approval 2501-0044)	N/A	N/A	N/A	N/A
Certification of consistency with Rural Partners Network Community Network goals and implementation	Rural Partners Certification form (OMB Approval 2501-0044)	N/A	N/A	N/A	N/A
Brief presentation of the essential goals, approach, and method of the proposed project	Project Abstract Summary (OMB Approval 4040-0019)	N/A	N/A	N/A	N/A
Direct Deposit Sign-Up Form	SF 1199A (OMB Approval 1530-0006)	N/A	N/A	N/A	N/A
eLOCCS Access Authorization Form	Form HUD-27054E (OMB Approval 2535-0102)	N/A	N/A	N/A	N/A
TOTAL				N/A	

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.

Grant Applications: Each grant application received is reviewed by two people (estimated at GS-13, step 5) who constitute the Application Review Panel team for the application. The cost of their review is based on \$64.06 per hour for OPM's Washington, DC - Baltimore (DCB) pay area for 2024 (https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/24Tables/html/DCB_h.aspx).

Negotiations: As noted above, OLHCHH requires that the selected applicants participate in negotiations to determine the specific terms of the grant and budget. OLHCHH Grant Officers (estimated at GS-13, step 5) conduct the negotiations for HUD, with support from the Application Review Panel team that reviewed an application for which the applicant has been selected for award. The cost of their review is based on \$64.06 per hour for OPM's DCB pay area for 2024.

Quality Assurance Plans: As noted above, for the Lead Technical Studies and Healthy Homes Technical Studies grantees, and contractors conducting research and evaluation activities, their Quality Assurance Plans will be reviewed by a qualified senior Governmental Technical Representative (GTR) or Governmental Technical Monitor (GTM) (estimated at GS-14, Step 4). The cost of their review is based on \$73.47 per hour for OPM's DCB pay area for 2024.

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
Benchmark performance standards for 36-month grants - See table above for the description of the form.	HUD-96008	34	1	34	0.50
Benchmark performance standards for 42-month grants - See table above for the description of the form.	HUD-96009	236	1	236	0.75
Benchmark performance standards for 48-month grants - See table above for the description of the form.	HUD-96009-A	68	1	68	1.00
Program specific requirements and rating factors - See table above for the description of the collection.	NA	420	1	420	10.00
Negotiation with selected applicants - See table above for the description of the collection.	NA	336	1	336	24.00
Quality Assurance Plan - See table above for the description of the collection.	NA	66	1	66	6.00
Application for Federal Assistance	SF 424 (OMB Approval 4040-0004)	N/A	N/A	N/A	N/A
Applicant and Recipient Assurances and Certifications	SF 424B (OMB	N/A	N/A	N/A	N/A

	Approval 4040-0007)				
Disclosure of Lobbying Activities	SF LLL (OMB Approval 4040-0013)	N/A	N/A	N/A	N/A
Applicant/Recipient Disclosure/Update Report	Form HUD-2880 (OMB Approval 2501-0044)	N/A	N/A	N/A	N/A
Certification of Consistency with the Consolidated Plan	Form HUD-2991 (OMB Approval 2501-0044)	N/A	N/A	N/A	N/A
Acknowledgement of Application Receipt	Form HUD-2993 (OMB Approval 2501-0044)	N/A	N/A	N/A	N/A
Applicant and Recipient Assurances and Certifications	Form HUD-424-B (OMB Approval 2501-0044)	N/A	N/A	N/A	N/A
Grant Application Detailed Budget Worksheet	Form HUD-424-CBW (OMB Approval 2501-0044)	N/A	N/A	N/A	N/A
Certification for a Drug-Free Workplace	Form HUD-50070 (OMB Approval 2501-0044)	N/A	N/A	N/A	N/A
Certification of Consistency with Promise Zone Goals and Implementation	Form HUD-50153 (OMB Approval 2501-0044)	N/A	N/A	N/A	N/A
Certification of consistency with Rural Partners Network Community Network goals and implementation	Rural Partners Certification form (OMB Approval 2501-0044)	N/A	N/A	N/A	N/A
Brief presentation of the essential goals, approach, and method of the proposed project	Project Abstract Summary (OMB Approval 4040-0019)	N/A	N/A	N/A	N/A
Direct Deposit Sign-Up Form	SF 1199A (OMB	N/A	N/A	N/A	N/A

	Approval 1530-0006				
eLOCCS Access Authorization Form	Form HUD- 27054E (OMB Approval 2535-0102)	N/A	N/A	N/A	N/A
TOTAL				N/A	