



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

Community Planning and Development

Veterans Housing Rehabilitation and Modification Pilot Program

FR-6700-N-39

08/31/2023

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**Program Office:**

Community Planning and Development

**Funding Opportunity Title:**

Veterans Housing Rehabilitation and Modification Pilot Program

**Funding Opportunity Number:**

FR-6700-N-39

**Assistance Listing Number (formerly CFDA Number):**

14.278

**Due Date for Applications:**

08/31/2023

**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. You, as a prospective applicant, 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.

In accordance with [Title 24 part 4, subpart B](#) of the Code of Federal Regulations (CFR), during the selection process (which includes HUD's NOFO development and publication and concludes with the award of assistance), HUD is prohibited from disclosing covered selection information. Examples of impermissible disclosures include: 1) information regarding any applicant's relative standing; 2) the amount of assistance requested by any 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, direct questions regarding the specific requirements of this NOFO to the agency contact identified in section VII.

**Paperwork Reduction Act Statement.** In accordance with the Paperwork Reduction Act of 1995 (44 U.S.C. 3501- 3520) (PRA), the Office of Management and Budget (OMB) approved the information collection requirements in this NOFO. 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. This NOFO identifies its applicable OMB control number, unless its collection of information is excluded from these requirements under [5 CFR part 1320](#).

**OMB Approval Number(s):**

2506-0213

**I. FUNDING OPPORTUNITY DESCRIPTION****A. Program Description****1. Purpose**

The purpose of the Veterans Housing Rehabilitation and Modification Pilot Program (VHRMP) is to explore the potential benefits of awarding grants to nonprofit organizations to rehabilitate

and modify the primary residence of veterans who are low-income and have disabilities. The funds made available under this program will be awarded competitively.

A number of America's veterans who are low-income and have disabilities are in need of adaptive housing to help them regain or maintain their independence, are unable to fund significant home repairs, or are burdened by utility costs. In partnership with the U.S. Department of Veterans Affairs, HUD designed the VHRMP to test a new approach to address these challenges in accordance with section 1079 of the Carl Levin and Howard P. "Buck" McKeon National Defense Authorization Act for Fiscal Year 2015 (Public Law 113-291, §1079, enacted December 19, 2014, as amended by Public Law 114-92, §1081(b)(4), November 25, 2015). The VHRMP provides competitive grants of up to \$1 million each to nonprofit organizations that provide nationwide or statewide programs that primarily serve veterans and/or low-income individuals. The grants may be used to modify or rehabilitate eligible veterans' primary residences or to provide grantees' affiliates with technical, administrative, and training support in connection with those services. The performance goals and required output and outcome measures for these grants are discussed in section VI.C.6 of this NOFO.

In the FY 2023 competition of VHRMP grants, HUD will award up to \$6,445,980 with \$1 million in funding provided under the Consolidated Appropriations Act, 2023 (Public Law 117-328, approved December 29, 2022) as well as \$4 million in funding provided under the Consolidated Appropriations Act, 2022 (Public Law 117-103, approved March 15, 2022), and \$1,445,980 remaining VHRMP funding provided under the Consolidated Appropriations Act, 2018 (Public Law 115-141, approved March 23, 2018).

## **2. HUD and Program-Specific Goals and Objectives**

This NOFO supports [HUD's Strategic Plan for Fiscal Years \(FY\) 2022-2026](#) to accomplish HUD's mission and vision. Each of the five goals in the [Strategic Plan](#) include what HUD hopes to accomplish, the strategies to accomplish those objectives, and the indicators of success. However, of the five goals only those applicable to this NOFO are identified below.

You are expected to align your application to the applicable strategic goals and objectives below. Use the information in this section to describe in your application the specific goals, objectives, and measures that your project is expected to help accomplish. If your project is selected for funding, you are also expected to establish a plan to track progress related to those goals, objectives, and measures. HUD will monitor compliance with the goals, objectives, and measures in your project.

### **Applicable Goals and Objectives from HUD's Strategic Plan**

#### **1. Strategic Goal 1: Support Underserved Communities**

Fortify support for underserved communities and support equitable community development for all people.

#### **2. 1A: Advance Housing Justice**

Fortify support for vulnerable populations, underserved communities, and Fair Housing enforcement.

#### **3. 1B: Reduce Homelessness**

Strengthen Federal, State, Tribal, and community implementation of the Housing First approach to reducing the prevalence of homelessness, with the ultimate goal of ending homelessness.

#### **4. 1C: Invest in the Success of Communities**

Promote equitable community development that generates wealth-building for underserved communities, particularly for communities of color.

**5. Strategic Goal 2: Ensure Access to and Increase the Production of Affordable Housing**

Ensure housing demand is matched by adequate production of new homes and equitable access to housing opportunities for all people.

**6. 2A: Increase the Supply of Housing**

Enhance HUD's programs that increase the production and supply of housing across the country.

**7. 2B: Improve Rental Assistance**

Improve rental assistance to address the need for affordable housing.

**8. Strategic Goal 3: Promote Homeownership**

Promote homeownership opportunities, equitable access to credit for purchase and improvements, and wealth-building in underserved communities.

**9. 3A: Advance Sustainable Homeownership**

Advance the deployment of tools and capital that put sustainable homeownership within reach.

**10. 3A ♦ Major Initiative: Expand Homeownership Opportunities**

Promote financing for innovative ownership models to increase the availability of affordable housing.

**11. 3B: Create a More Accessible and Inclusive Housing Finance System**

Advance new policy, programs, and modernization initiatives that support a more equitable housing finance system. Promote the preservation and creation of affordable housing stock.

**12. Strategic Goal 4: Advance Sustainable Communities**

Advance sustainable communities by strengthening climate resilience and energy efficiency, promoting environmental justice, and recognizing housing's role as essential to health.

**13. 4A: Guide Investment in Climate Resilience**

Invest in climate resilience, energy efficiency, and renewable energy across HUD programs.

**14. 4B: Strengthen Environmental Justice**

Reduce exposure to health risks, environmental hazards, and substandard housing, especially for low-income households and communities of color.

**15. 4C: Integrate Health and Housing**

Advance policies that recognize housing's role as essential to health.

**3. Changes from Previous NOFO**

Applicants are required to submit narratives responding to Affirmative Marketing and Advancing Racial Equity per the instructions in Section IV.B. of this NOFO.

Points for Affirmatively Furthering Fair Housing, Experience Promoting Racial Equity, Climate Mitigation, and Environmental Justice have been included in Rating Factor 3, Soundness of Approach, to reflect the Administration's policy priorities. Instructions can be found in Section V.A. of this NOFO.

**4. Definitions**

a. Standard Definitions

**Affirmatively Furthering Fair Housing (AFFH)** means taking meaningful actions, in addition to combating discrimination to 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 opportunities, 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 program participant's activities and programs relating to housing and urban development.

**Assistance Listing number** refers to the unique number assigned to each Federal assistance program publicly available in the Assistance Listing, which is managed and administered by the General Services Administration. The Assistance Listing number was formerly known as the Catalog of Federal Domestic Assistance (CFDA) number.

**Authorized Organization Representative (AOR)** is a person authorized to legally bind your organization and submit applications via Grants.gov. The AOR is authorized by the E-Business Point of Contact (E-Biz POC) in the System for Award Management (see E-Biz POC definition). An AOR may include an Expanded AOR and/or a Standard AOR.

*Expanded Authorized Organization Representative* is a user in Grants.gov who is authorized by the E-Biz POC to perform the functions of a Standard AOR, initiate and submit applications on behalf of your organization, and is allowed to modify organization-level settings and certifications in Grants.gov.

*Standard Authorized Organization Representative* is a user in Grants.gov who is authorized by the E-Biz POC to initiate and submit applications in Grants.gov. A Grants.gov user with the Standard AOR role can only submit applications when they are a Participant for that workspace.

**Consolidated Plan** is the document submitted to HUD that serves as the comprehensive housing affordability strategy, community development plan, and submission for funding under any of the Community Planning and Development formula grant programs (e.g., CDBG, ESG, HOME, and HOPWA). This Plan is prepared in accordance with the process described in [24 CFR part 91](#). 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](#) for 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 above and in [2 CFR 200.1](#).

**Cooperative agreement** has the same meaning defined at [2 CFR 200.1](#).

**Deficiency**, with respect to the making of an application for funding, is information missing or omitted within a submitted application. Examples of deficiencies include missing documents, missing or incomplete information on a form, or some other type of unsatisfied information requirement. Depending on specific criteria, a deficiency may be either Curable or Non-Curable.

***A Curable Deficiency*** is missing or incomplete application information that 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.

***A Non-Curable Deficiency*** is missing or incomplete application information that cannot be corrected by an applicant after the submission deadline. A non-curable deficiency is a deficiency that is a threshold requirement, or a deficiency that, if corrected, would change an applicant's score or rank versus other applicants. If an application includes a non-curable deficiency, the application may receive an ineligible determination, or the non-curable deficiency may otherwise adversely affect the application's score and final funding determination.

**E-Business Point of Contact (E-Biz POC)** is 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 Authorized Organization Representative definition). There can only be one E-Biz POC per unique entity identifier (see definition of Unique Entity Identifier below).

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

**Environmental Justice** means investing in environmental improvements, remedying past environmental inequities, and otherwise developing, implementing, and enforcing laws and policies in a manner that advances environmental equity and provides meaningful involvement for people and communities that have been environmentally underserved or overburdened, such as Black and Brown communities, indigenous groups, and individuals with disabilities. This definition does not alter the requirements under HUD's regulations at [24 CFR 58.5\(j\)](#) and [24 CFR 50.4\(l\)](#) implementing [Executive Order 12898](#). E.O. 12898 requires a consideration of how federally assisted projects may have disproportionately high and adverse human health or environmental effects on minority and/or low-income populations. For additional information on environmental review compliance, refer to: [https://www.hud.gov/program\\_offices/comm\\_planning/environment\\_energy/regulations](https://www.hud.gov/program_offices/comm_planning/environment_energy/regulations).

**Equity** has the meaning given to that term in Section 2(a) of Executive Order [13985](#) and means the consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as 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, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality.

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

(1)



(a) 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

(b) 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](#), and this NOFO, 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 in [2 CFR 200.1](#).

**Federal Financial Assistance** has the same meaning defined at [2 CFR 200.1](#).

**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.

**Historically Black Colleges and Universities (HBCUs)** are any historically Black college or university that was established prior to 1964, whose principal mission was, and is, the education of Black Americans, and that is accredited by a nationally recognized accrediting agency or association determined by the Secretary of Education to be a reliable authority as to the quality of training offered or is, according to such an agency or association, making reasonable progress toward accreditation. [A list of accredited HBCUs can be found at the U.S. Department of Education's website.](#)

**Minority-Serving Institutions (MSIs)** are

(1) a part B institution (as defined in [20 U.S.C. 1601](#));

(2) a Hispanic-serving institution (as defined in [20 U.S.C. 1101a\(5\)](#));

(3) a Tribal College or University (as defined in [20 U.S.C. 1059c](#));

(4) an Alaska Native-serving institution or a Native Hawaiian-serving institution (as defined in [20 U.S.C. 1059d\(b\)](#));

(5) a Predominantly Black Institution (as defined in [20 U.S.C. 1059e](#));

(6) an Asian American and Native American Pacific Islander-serving institution (as defined in [20 U.S.C. 1059g](#)); or

(7) a Native American-serving nontribal institution (as defined in [20 U.S.C. 1059f](#)).

**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.

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

**Racial Equity** is the elimination of racial disparities, and is achieved when race can no longer predict opportunities, distribution of resources, or outcomes – particularly for Black and Brown persons, which includes Black, Latino, indigenous, Native American, Asian, Pacific Islander, and other persons of color.

**Promise Zones (PZs)** are high poverty areas in select urban, rural and tribal communities designated from 2014-2016 where the federal government partners with local leaders to increase economic activity, improve educational opportunities, leverage private investment, reduce violent crime, enhance public health and address other priorities identified by the community. [See Promise Zones.](#)

**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.

**Resilience** is a community's ability to minimize damage and recover quickly from extreme events and changing conditions.

**Small business** is defined as a privately-owned corporation, partnership, or sole proprietorship that has fewer employees and less annual revenue than 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. See [13 CFR 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 the 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 from a federal awarding agency.

**System for Award Management (SAM)** is 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 eligibility requirements that must be met for an application to be reviewed, rated, and ranked. Threshold requirements are not curable, except for documentation of applicant eligibility, which are listed in Section III.D., Threshold Eligibility Requirements.

Similarly, there are eligibility requirements under Section III.E., Statutory and Regulatory Requirements Affecting Eligibility.

**Underserved Communities** has the meaning given to that term in Section 2(b) of Executive Order [13985](#) and refers to populations sharing a particular characteristic, as well as geographic communities, that have been systematically denied a full opportunity to participate in aspects of economic, social, and civic life, as exemplified by the list in the definition of “equity” above.

**Unique Entity Identifier (UEI)** means the identifier assigned by SAM to uniquely identify business entities. As of April 4, 2022, the Federal government has transitioned from the use of the DUNS Number to the use of UEI, as the primary means of entity identification for Federal awards government-wide.

b. Program Definitions.

(1) **Affiliate** - (1) a local public or private nonprofit housing organization which is a subordinate organization (i.e., chapter, local, post, or unit) of a central organization and covered by the group exemption letter issued to the central organization under Section 501(c)(3) or 501(c)(19) of the Internal Revenue Code; (2) a local public or private nonprofit housing organization with which the applicant has an existing relationship (e.g., the applicant has provided technical assistance or funding to the local housing organization); or (3) a local public or private nonprofit housing organization with which the applicant does not have an existing relationship, but to which the applicant will provide necessary technical assistance and mentoring as part of funding under the application.

(2) **Eligible veteran** - The term "eligible veteran" means a veteran as defined by 38 U.S.C. 101 who is low-income and has a disability as defined under Section 3 of the Americans with Disabilities Act (42 U.S.C. 12102).

(3) **Letter of Firm Commitment** - A letter of firm commitment from an applicant’s partner organization by which the partner (a) agrees to perform an activity specified in the application, (b) demonstrates the financial capacity to deliver the resources necessary to carry out the activity, and (c) commits the resources to the activity, either in cash or through in-kind contributions. It is irrevocable, subject only to approval and receipt of an FY 2022 VHRMP grant. Each letter of commitment must include the partner organization's name and applicant's name, reference VHRMP, and describe the proposed total level of commitment and responsibilities, expressed in dollar value for cash or in-kind contributions, as they relate to the proposed program. The commitment must be written on the official letterhead of the participating organization, must be signed by an official of the organization legally able to make commitments on behalf of the organization, and must be dated no earlier than the date of publication of this NOFO. In documenting a firm commitment, the applicant's partner must:

1. Specify the authority by which the commitment is made, the amount of the commitment, the proposed use of funds, and the relationship of the commitment to the proposed investment. If the committed activity is to be self-financed, the applicant's partner must demonstrate its financial capability through a corporate or personal financial statement or other appropriate means; and
2. Affirm that the firm commitment is contingent only upon the receipt of VHRMP funds and state a willingness on the part of the signatory to sign a legally binding agreement

(conditioned upon HUD's environmental review and approval of a property, where applicable) upon award of the grant.

(4) **Low-Income** - The term "low-income" means not having income that is more than 80 percent of the median income for an area, as determined by the Secretary.

(5) **Matching Contributions** - "Matching contributions" means contributions that meet the matching requirements in 2 CFR 200.306, which may include in-kind contributions but do not include leveraged resources, as described in section V.A.1 of this NOFO.

(6) **Nonprofit Organization** - an organization that is:

1. Described in section 501(c)(3) or 501(c)(19) of the Internal Revenue Code of 1986; and
2. Exempt from tax under section 501(a) of such Code.

(7) **Primary Residence** - a single-family house, a duplex, or a unit within a multiple-dwelling structure that is the principal dwelling of an eligible veteran and is owned by:

1. The eligible veteran;
2. The eligible veteran's spouse, child, grandchild, parent, or sibling;
3. A spouse of the eligible veteran's child, grandchild, parent, or sibling; or
4. Any individual related by blood or affinity whose close association with the eligible veteran is the equivalent of a family relationship.

(8) **Secretary** - The Secretary of Housing and Urban Development.

(9) **Section 3 Business Concern** - means a "Section 3 Business Concern" as defined by 24 CFR 75.5.

(10) **Section 3 Project** - means a "Section 3 Project" as defined by 24 CFR 75.5.

(11) **Section 3 Worker** - means a "Section 3 Worker" as defined by 24 CFR 75.5.

(13) **Underserved Communities** - populations sharing a particular characteristic, as well as geographic communities, that have been systematically denied a full opportunity to participate in aspects of economic, social, and civic life, as exemplified by the list in the preceding definition of "equity."

(12) **Veteran** - a person who is a "veteran" as defined by 38 U.S.C. 101.

(13) **Veterans Service Organization** - any organization recognized by the Secretary of Veterans Affairs for the representation of veterans under 38 U.S.C. 5902. Recognized VSOs include those organizations that are "federally chartered and/or recognized or approved by the Secretary of Veterans Affairs for purposes of preparation, presentation, and prosecution of claims under laws administered by the Department of Veterans Affairs." For the directory of Veterans Service Organizations, visit <https://www.va.gov/vso/>.

## **B. Authority**

This NOFO is authorized by section 1079 of the Carl Levin and Howard P. "Buck" McKeon National Defense Authorization Act for Fiscal Year 2015 (Public Law 113-291, §1079,

December 19, 2014, as amended by Public Law 114-92, §1081, November 25, 2015; 38 U.S.C. 2101 note) and is funded by the Consolidated Appropriations Act, 2023 (Public Law 117-328, approved December 29, 2022), the Consolidated Appropriations Act, 2022 (Public Law 117-103, approved March 15, 2022), and the Consolidated Appropriations Act, 2018 (Public Law 115-141, approved March 23, 2018).

## **II. AWARD INFORMATION**

### **A. Available Funds**

Funding of approximately **\$6,445,980** is available through this NOFO.

Additional funds may become available for award under this NOFO consistent with Section VI.A.2.e., Adjustments to Funding. 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 6 awards from the funds available under this NOFO.

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

Estimated Total Funding:

\$6,445,980

Minimum Award Amount:

\$700,000

Per Budget Period

Maximum Award Amount:

\$1,000,000

Per Budget Period

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

Estimated Project Start Date:

02/05/2024

Estimated Project End Date:

02/08/2027

Length of Project Periods:

36-month project period and budget period

Length of Periods Explanation of Other:

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

Funding Instrument Type:

G (Grant)

## **III. ELIGIBILITY INFORMATION**

### **A. Eligible Applicants**

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

### **Additional Information on Eligibility**

To be eligible for a VHRMP grant, each applicant must meet both of the following criteria: (1) The organization must be described in section 501(c)(3) or 501(c)(19) of the Internal Revenue Code of 1986 (26 U.S.C. 501(c)(3) or 501(c)(19)) and be exempt from tax under section 501(a) of such Code (26 U.S.C. 501(a)); and (2) The organization must provide nationwide or statewide programs that primarily serve veterans or low-income individuals.

#### Faith-based organizations

(1) Faith-based organizations may apply for this award on the same basis as any other organization, as set forth at [24 CFR 5.109](#), and subject to the protections and requirements of 42 U.S.C. 2000bb et seq., HUD will not, in the selection of recipients, discriminate against an organization based on the organization's religious character, affiliation, or exercise.

(2) A faith-based organization that participates in this program will retain its independence and may continue to carry out its mission consistent with religious freedom and conscience protections in Federal law, including the Free Speech and Free Exercise Clauses of the Constitution, 42 U.S.C. 2000bb et seq., 42 U.S.C. 238n, 42 U.S.C. 18113, 42 U.S.C. 2000e-1(a) and 2000e-2(e), 42 U.S.C. 12113(d), and the Weldon Amendment, among others. Religious accommodations may also be sought under many of these religious freedom and conscience protection laws, particularly under the Religious Freedom Restoration Act.

(3) A faith-based organization may not use direct financial assistance from HUD to support or engage in any explicitly religious activities except where consistent with the Establishment Clause and any other applicable requirements. Such an organization also may not, in providing services funded by HUD, discriminate against a beneficiary or prospective program beneficiary on the basis of religion, religious belief, a refusal to hold a religious belief, or a refusal to attend or participate in a religious practice.

### **B. Ineligible Applicants**

Individuals, foreign entities, sole proprietorship organizations, and other entities that do not meet the criteria in Section III.A of this NOFO are not eligible to compete for, or receive, awards made under this announcement.

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

This Program requires cost sharing or matching as described below.

Recipients will be required to provide matching contributions as provided under section 1079(b)(6) of the Carl Levin and Howard P. "Buck" McKeon National Defense Authorization Act for Fiscal Year 2015. Specifically, each recipient must contribute towards the housing modification and rehabilitation services provided to eligible veterans an amount equal to not less than 50 percent of the grant award received. Recipients may meet this requirement through in-kind contributions. All matching contributions (including matching funds and in-kind contributions) must meet the requirements of 2 CFR 200.306. Matching contributions being provided by the grant recipient must be evidenced with written documentation of the cash and/or in-kind contribution sources and amounts in the application. Each matching contribution that is

to be made by an affiliate or other third party must be evidenced in the application by a Letter of Firm Commitment that meets the definition found in Section I.A.3.b (Program Definitions) of this NOFO.

Leveraged resources, as described in Section V.A.1 of this NOFO, will not count as matching contributions.

## **D. Threshold Eligibility Requirements**

Applicants who fail to meet any of the following threshold eligibility requirements are deemed ineligible. Applications from ineligible applicants are not rated or ranked and will not receive HUD funding.

### **1. Resolution of Civil Rights Matters**

Outstanding civil rights matters must be resolved before the application submission deadline. Applicants with unresolved civil rights matters at the application deadline are deemed ineligible. Applications from ineligible applicants are not rated or ranked and will not receive HUD funding.

a. An applicant is ineligible for funding if the applicant has any of the charges, cause determinations, lawsuits, or letters of findings referenced in subparagraphs (1) – (5) that are not resolved to HUD’s satisfaction before or on the application deadline date for this NOFO.

(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 (including sexual orientation and gender identity), national origin, disability or familial status;

(2) Status as a defendant in a Fair Housing Act lawsuit filed by the United States 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, Violence Against Women 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; Violence Against Women Act; 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 are marked late. Late applications are ineligible and are not considered for funding. See Section IV. D. Application Submission Dates and Times.

3. The application must receive a minimum rating score of 75 points to be considered for funding.
4. HUD will only fund eligible applicants as defined in this NOFO under Section III.A.

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

### **Eligibility Requirements for Applicants of HUD's Financial Assistance Programs**

The following requirements affect applicant eligibility. Detailed information on each requirement is found in the [“Eligibility Requirements for Applicants of HUD's Financial Assistance Programs” document on HUD's Funding Opportunities page.](#)

- Universal Identifier and System for Award Management (SAM.gov) Requirements
- Outstanding Delinquent Federal Debts
- Debarments or Suspensions, or both
- Mandatory Disclosure Requirement
- Pre-selection Review of Performance
- Sufficiency of Financial Management System
- False Statements
- Prohibition Against Lobbying Activities

In addition, each applicant under this NOFO must have the necessary processes and systems in place to comply with the Award Term in Appendix A of [24 CFR part 170](#) if the applicant receives an award, unless an exception applies as provided in [2 CFR170.110](#).

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

Each recipient under the VHRMP shall modify or rehabilitate the primary residence of an eligible veteran at no cost to such veteran (including application fees) or at a cost such that the



eligible veteran pays no more than 30 percent of his or her income in housing costs during any month. "Housing costs" means the total of any mortgage loan principal and interest, real estate taxes, and insurance for the residence, plus any loan principal and interest or other costs the eligible veteran must pay for the modification and rehabilitation.

For purposes of calculating income under VHRMP, the recipient must adopt and use one of the following standards: (1) Calculate income as provided by 24 CFR 5.609, including the new safe harbor provided by 5.609(c)(3); (2) Calculate income as provided for determining "adjusted gross income" for reporting under the IRS Form 1040 series for individual Federal annual income tax purposes.

Grant awards under this NOFO will be subject to the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at 2 CFR Part 200, as may be amended from time to time.

Only housing that is the primary residence of an eligible veteran may be modified or rehabilitated under this program, and the eligible veteran or his or her family member must certify in writing that the veteran intends the housing to continue to be his or her primary residence for at least five years after the modification or rehabilitation is completed.

Each recipient must establish housing standards which require that all dwelling units rehabilitated and/or modified under the VHRMP program meet all applicable State or local building codes, ordinances, and requirements or, in the absence of a State or local building code, the International Existing Building Code of the International Code Council.

Awardees must ensure that all programs and activities undertaken as eligible activities comply with Section 504 of the Rehabilitation Act of 1973, the Fair Housing Act, and their implementing regulations at 24 CFR parts 8 and 100, respectively. The home modifications shall be made accessible upon request of the beneficiary. If the accessibility features selected are covered by HUD's Section 504 accessibility standards, those features shall comply with the applicable Section 504 standards, although departures are permitted in order to accommodate a beneficiary's specific disability. HUD's Section 504 accessibility standards are the Uniform Federal Accessibility Standards (UFAS), and HUD's Deeming Notice available at <https://www.gpo.gov/fdsys/pkg/FR-2014-05-23/pdf/2014-11844.pdf>.

### **Advancing Racial Equity**

In accordance with Executive Order [13985](#), *Executive Order On Advancing Racial Equity and Support for Underserved Communities Through the Federal Government*, and federal fair housing and civil rights laws, you must submit a narrative demonstrating the following:

- You analyzed the racial composition of the persons or households who are expected to benefit from your proposed grant activities;
- You identified any potential barriers to persons or communities of color equitably benefiting from your proposed grant activities;
- You detailed the steps you will take to prevent, reduce or eliminate these barriers; and
- You have measures in place to track your progress and evaluate the effectiveness of your efforts to advance racial equity in your grant activities.

Note that any actions taken in furtherance of this section must be consistent with federal nondiscrimination requirements.

Narrative for how an applicant will advance racial equity is required and must address the four elements outlined above. Applicants should submit this narrative according to the instructions in Section IV.B. This narrative will be evaluated for sufficiency and will not change the applicant's score or rank as compared with other applicants. If the narrative is deemed insufficient, it will be a "Curable Deficiency" that will be communicated to the applicant for correction with a notice of deficiency.

### **Affirmative Marketing**

You must submit a narrative demonstrating that the housing, services, or other benefits provided under this grant will be affirmatively marketed broadly throughout the local area and nearby areas to any demographic groups that would be unlikely or least likely to apply absent such efforts. Such demographic groups may include, for example, Black and Brown persons or communities, individuals with limited English proficiency, individuals with disabilities, or families with children. Such activities may include outreach through community contacts or service providers or at community centers serving the target population; and marketing on websites, social media channels, television, radio, and print media serving local members of the targeted group. Documentation for this factor consists of a narrative describing the activities that will fulfill the factor requirements.

Narrative for how an applicant will affirmatively market housing, services, or other benefits is required. Applicants should submit this narrative according to the instructions in Section IV.B. This narrative will be evaluated for sufficiency and will not change the applicant's score or rank as compared with other applicants. If the narrative is deemed insufficient, it will be a "Curable Deficiency" that will be communicated to the applicant for correction with a notice of deficiency.

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

This program serves veterans who are low-income and have disabilities as defined by 42 U.S.C. 12102. A veteran is defined at 38 U.S.C. 101. For the purposes of the VHRMP, low-income veterans are veterans whose income does not exceed 80 percent of the area median income, as determined by the Secretary. The veteran must intend to continue making the unit their primary residence for at least five years after the modification or rehabilitation is completed.

## **IV. APPLICATION AND SUBMISSION INFORMATION**

### **A. Obtain an Application Package**

#### **Instructions for Applicants**

All application materials, including the Application Instructions and Application Package, are available through Grants.gov. You must access and review all available application materials. You must submit your application electronically via Grants.gov under the Funding Opportunity Number cited within this NOFO. Your application must list the applicable Funding Opportunity Number.

You can request a waiver from the requirement for electronic submission, if you demonstrate good cause. An example of good cause may include: a lack of available Internet access in the

geographic area in which your business offices are located. However, lack of SAM registration or valid UEI is not a 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 you fail to submit to HUD in writing or via email a request for a waiver at least 15 calendar days before the application deadline. If HUD grants a waiver, a paper application must be received before the deadline for this NOFO. To request a waiver, you must contact:

Name:

Jackie L. Williams

Email:

RHED@hud.gov

HUD Organization:

ORHED

Street:

451 7th Street SW

City:

Washington

State:

DC DISTRICT OF COLUMBIA

Zip:

20410

**Paper Applications:** A paper application will not be accepted from an applicant that has not been granted a waiver of the electronic application submission requirement. If HUD has granted you a waiver, your paper application must be received by HUD on or before the application deadline date.

**Facsimiles and Videos:** HUD will not accept an application, third-party documents or other materials sent by facsimile (fax). Videos cannot be submitted via the Grants.gov system and will not be accepted as a separate submission. Any video submitted as part of an application will not be reviewed.

## **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 a Non-Curable Deficiency, unless otherwise stated under the Threshold requirements section.

### **1. Content**

<b>Forms/Assurances/Certifications</b>	<b>Submission Requirement</b>	<b>Notes/Description</b>
Application for Federal Assistance (SF-424)	Review section IV.G. of this NOFO for detailed submission requirements.	
Applicant and Recipient Assurances and Certifications (HUD 424-B)	Review section IV.G. of this NOFO for detailed submission requirements.	
Applicant/Recipient Disclosure/Update Report (HUD 2880)	Review section IV.G. of this NOFO for detailed submission requirements	
Disclosure of Lobbying Activities (SF-LLL)	Review section IV.G. of this NOFO for detailed submission requirements.	Federally recognized Indian tribes and tribally designated housing entities (TDHEs) established by federally recognized Indian tribes as a result of the exercise of the tribe's sovereign power are excluded from coverage of the Byrd Amendment, but state-recognized Indian tribes and TDHEs established only under state law shall comply with this requirement.
Certification Regarding Lobbying (Lobbying Form)	Review section IV.G. of this NOFO for detailed submission requirements.	
Standard Form 424A (SF-424A):	Applicants must provide a complete and detailed budget	For the budget recorded on form SF-424A, provide a breakdown of the aggregate numbers

<b>Forms/Assurances/Certifications</b>	<b>Submission Requirement</b>	<b>Notes/Description</b>
	for the total performance period of the expected award through the submission of the SF-424A. The data submitted on the SF-424A form will inform the expected financial assistance award for this NOFO.	detailing their allocation to each activity. The budget must also include a yearly breakdown of costs for each activity. In addition to the SF-424A form instructions available on grants.gov, applicants should use <a href="#">Appendix I. HUD's Guidance for Preparing a Budget Request</a> in this NOFO, to complete the SF-424A.

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

An **abstract or summary** with: (a) the dollar amount requested, matching contributions (including matching funds and/or in-kind contributions), and leveraging, if applicable; (b) information that classifies your organization as a nonprofit organization that provides nationwide or statewide programs that primarily serve veterans or low-income individuals; (c) the approximate number of veterans your organization intends to serve using grant funds; (d) a description of the type of work that will be conducted, such as interior home modifications, energy efficiency improvements, and other similar categories of work; (e) a plan for working with the Department of Veterans Affairs and veterans service organizations to identify veterans who are not eligible for programs under chapter 21 of title 38, United States Code, and meet their needs; and (f) a plan of action detailing outreach initiatives. Please note that the abstract or summary is not rated. The 15-page narrative is rated.

Documentation of **matching contributions** being provided by the grant recipient must be evidenced with written documentation of the cash and/or in-kind contribution sources and amounts in the application. Each matching contribution that is to be made by an affiliate or other third party must be evidenced in the application by a Letter of Firm Commitment that meets the definition found in Section I.A.3.b (Program Definitions) of this NOFO. This documentation, which will not be counted in the 15-page limitation.

Documentation of funds pledged in support of Rating Factor 4 - "**Leveraging Resources**," which will not be counted in the 15-page limitation, must be in the form of a "letter of firm commitment" as defined in Section I.A.3.b. (Program Definitions) of this NOFO.

A copy of your organization's IRS ruling providing tax-exempt status under section 501 of the Internal Revenue Code of 1986, as amended.

Applicants must include a response to Advancing Racial Equity that addresses the four-bullets listed in Section III.F. of this NOFO. Applicants must also respond to the Affirmative Marketing prompt in Section III.F. in this NOFO. Both responses are **mandatory** requirements for all applicants and should be included as **separate narratives**. These narratives will be evaluated for sufficiency and will not change the applicant's score or rank as compared with other applicants. If the narratives are deemed insufficient, it will be a "Curable Deficiency" that will be communicated to the applicant for correction with a notice of deficiency.

Fifteen-page **Narrative** response to Factors for Award as described in Section V. of this NOFO.

**Environmental Assurance Statement** that states the following: (Applicant) agrees to assist HUD to comply with 24 CFR part 50 and that it shall: (1) supply HUD with all available, relevant information necessary for HUD to perform for each property any environmental review required by 24 CFR Part 50; (2) carry out mitigating measures required by HUD or select alternate eligible property; and (3) not modify or rehabilitate property, nor commit or expend HUD or local funds for these program activities with respect to any eligible property, until HUD approval of the property is received.

## **2. Format and Form**

Narratives and other attachments to your application must follow the following format guidelines. Do not submit password protected or encrypted files.

15 Pages maximum length of narratives

Double spaced 12-point (minimum) Times Roman font on letter sized paper (8 1/2 x 11 inches) with at least 1-inch margins on all sides

All pages of the application must be numbered sequentially.

The application must have a table of contents.

All applicants are required to respond to the following factors in their 15-page narrative (see Section V. of this NOFA for further details.):

- **Rating Factor 1** - Relevant Organizational Experience;
- **Rating Factor 2** - Need and Extent of the Problem;
- **Rating Factor 3** - Soundness of Approach;
- **Rating Factor 4** - Leveraging Resources; and
- **Rating Factor 5** - Achieving Results and Program Evaluation.

Please note that although submitting pages in excess of the page limit will not disqualify your application. HUD will not consider or review the information on any excess pages, and if you place key information on those pages, you may fail to meet a threshold requirement.

## **C. System for Award Management (SAM) and Unique Entity Identifier (UEI)**

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

You must register with <https://www.sam.gov> before submitting their application. You 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 you have an active Federal award or an application or plan under consideration by HUD.

## **2. UEI Requirement**

As of April 4, 2022, entities doing business with the federal government must use the UEI created in SAM.gov. Also, you must provide a valid UEI, registered and active at [www.sam.gov/](http://www.sam.gov/) in the application. For more information, see: <https://www.gsa.gov/about-us/organization/federal-acquisition-service/office-of-systems-management/integrated-award-environment-iae/iae-systems-information-kit/unique-entity-identifier-update>.

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

Anyone planning to submit applications on behalf of an organization must register at Grants.gov and be approved by the E-Biz POC in SAM to submit applications for the organization. Registration for SAM and 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. Complete registration instructions and guidance are provided on Grants.gov.

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

### **1. Application Due Date Explanation**

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

08/31/2023

Submit your application to Grants.gov unless a waiver has been issued allowing you to submit a paper application. Instructions for submitting your paper application will be contained in the waiver of electronic submission.

“Received by 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 timestamp 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.

## **2. Grants.gov Customer Support**

Grants.gov provides customer support information on its website at <https://www.grants.gov/web/grants/support.html>. If you have difficulty accessing the application and instructions or have technical problems, contact Grants.gov customer support center 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. Individuals who are deaf or hard of hearing, or who have speech and other communication disabilities may use a relay service to reach Grants.gov Customer Support. To learn more about how to make an accessible telephone call, visit the [webpage for Federal Communications Commission](#).

### **3. Grants.gov Application Submission**

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.

Take note of the Grants.gov tracking number, as it is needed by the Grants.gov customer support center should 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 publish the extension on Grants.gov.

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.

**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.

### **4. 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.

## **5. 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 but not received and validated by Grants.gov will not be considered for funding. There is no grace period for paper applications.

## **6. 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 reviewed by HUD for funding

consideration. Improper or expired registration and password issues are not sufficient causes to allow HUD to accept applications after the deadline date.

## **7. Corrections to Deficient Applications**

HUD will not consider information from applicants after the application deadline except for curable deficiencies.

HUD will uniformly notify applicants of each curable deficiency. See curable deficiency definition in section I.A of this NOFO. 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.

You 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 - XXXXXXXXXXXXX). 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 UEI as having a curable deficiency. Failure to correct the deficiency and meet the requirement to have a UEI and active registration in SAM will render the application ineligible for funding.

## **8. Authoritative Versions of HUD NOFOs**

The version of this NOFO posted on Grants.gov includes the official documents HUD uses to solicit applications.

## **9. 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 awarded under this NOFO may only be used for the costs of carrying out activities in paragraphs 1, 2, and 3 below. Matching contributions may only be used for activities in paragraph 1. Leveraged resources, as described in section V.A.1 of this NOFO, may only be used for activities in paragraphs 1 and 2.

1. Modification and rehabilitation of the primary residence of an eligible veteran, which may include:

A. making physical modifications, such as installing wheelchair ramps, widening exterior and interior doors, reconfiguring and re-equipping bathrooms (which includes installing new fixtures and grab bars), removing doorway thresholds, installing special lighting, adding additional electrical outlets and electrical service, installing appropriate floor coverings, lowering countertops and cabinets, or taking other measures to:

i. accommodate the functional limitations that result from having a disability, including not only motor impairment but also visual and hearing disabilities cognitive or psychological disabilities such as Traumatic Brain Injury or Post-Traumatic Stress; and any other disability related need for the modification or rehabilitation of the primary residence of an eligible veteran; or

ii. if the residence does not have modifications necessary to reduce the chances that an elderly person will fall in his or her home, reduce the risks of an elderly person from falling;

B. making physical modifications, such as adding a bedroom or bathroom, to allow the veteran's caregiver(s), which may include the parent(s) or other family member(s) of the veteran, to live with the veteran, if the veteran's disability prevents the veteran from living independently;

C. rehabilitating the residence that is in a state of interior or exterior disrepair, including remedying identified safety hazards or ensuring adequate safety features (such as fire prevention, carbon monoxide alarm, etc.);

D. installing energy efficient features or equipment (i.e., features or equipment that help reduce the amount of electricity used to heat, cool, or ventilate the residence, including insulation, weather-stripping, air sealing, heating system repairs, duct sealing, Energy Star appliances, or other measures) if

i. the veteran's monthly utility costs for the residence is more than five percent of the veteran's monthly income; and

ii. an energy audit of the residence indicates that the installation of energy efficient features or equipment will reduce the costs by 10 percent or more;

E. carrying out other modification and rehabilitation activities to address the adaptive housing needs of the veteran, if adequately justified and approved by HUD; and

F. relocating owner- or tenant-occupants of the eligible veteran's primary residence (including paying moving costs and increased housing costs during the relocation) if relocation of the occupants is necessary to complete the eligible modification or rehabilitation activities described above. Temporary relocation of residents must be carried out in compliance with all applicable requirement under the Uniform Relocation Assistance and Real Property Acquisition Policies of Act of 1970 (URA), as implemented by 49 CFR part 24. Temporary relocation must also be carried out in compliance with fair housing and nondiscrimination requirements under the Fair Housing Act.

2. Provision of technical, administrative, and training support to an affiliate of the Recipient in connection with the modification and rehabilitation of eligible veterans' primary residences.

3. Reasonable administrative activities, not to exceed 10% of the grant amount, including required VHRMP reporting and monitoring.

### **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 the new rate and documentation to assure the award agreement incorporates the applicable rate.

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 organization 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 defined at [2 CFR 200.1](#). Costs must be consistently charged as either indirect or direct costs but may not be double charged or

inconsistently charged as both, as described in [2 CFR 200.403](#). Once elected, the de minimis rate must be applied consistently for all Federal awards until the organization chooses to negotiate a rate, which the organization 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. Standard Application, Assurances, Certifications and Disclosures**

#### **Standard Form 424 (SF-424) Application for Federal Assistance**

The SF-424 is the government-wide form required to apply for Federal assistance programs, discretionary Federal grants, and other forms of financial assistance programs. You must complete and submit the form with the other required forms and information as directed in this NOFO.

By signing the forms in the SF-424 either through electronic submission or in paper copy submission (for those granted a waiver), you and the signing authorized organization representative affirm that you both 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 Alaskan native villages and those applicable to applicants other than Federally recognized Indian tribes, or Alaskan native villages.

#### **Assurances (HUD 424-B)**

By submitting your application, you provide assurances that, if selected to receive an award, you will comply with U.S. statutory and other requirements, including, but not limited to civil rights requirements. All recipients and subrecipients of the award 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, Violence Against Women Act, 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 HUD 424-B, which also require compliance with HUD Reform Act requirements and all general federal nondiscrimination requirements in the administration of the federal assistance award.

#### **Applicant Disclosure Report Form 2880 (HUD 2880)**

The form HUD 2880 is required if you are applying for assistance within the jurisdiction of HUD to any project subject to Section 102(d) of the [HUD Reform Act](#). Assistance is provided directly by HUD to any person or entity, but not to subrecipients. It includes assistance for the

acquisition, rehabilitation, operation, conversion, modernization, renovation, or demolition of any property containing five or more dwelling units that is to be used primarily for residential purposes. It includes assistance to independent group residences, board and care facilities, group homes and transitional housing but does not include primarily nonresidential facilities such as intermediate care facilities, nursing homes and hospitals. It also includes any change requested by a recipient in the amount of assistance previously provided, except changes resulting from annual adjustments in Section 8 rents under Section 8(c)(2)(A) of the United States Housing Act of 1937 ([42 U.S.C. 1437f](#)). [See HUD Reform Act regulation for additional information.](#)

## **Code of Conduct**

Both you, as the award recipient, and all subrecipients must have a code of conduct (or written standards of conduct). The code of conduct must comply with the requirements included in the “Conducting Business in Accordance with Ethical Standards” section of the [Administrative, National and Department Policy Requirements and Terms for HUD Financial Assistance Awards](#), as well as any program-specific requirements. These requirements include ethical standards related to conflicts of interest for procurements in [2 CFR 200.318\(c\)](#) and [2 CFR 200.317](#), as well as HUD-specific conflict of interest standards. HUD maintains a list of organizations that have previously submitted written standards of conduct on its [Code of Conduct for HUD Grant Programs webpage](#). But it is your responsibility to ensure that the standards are compliant with the noted requirements and that HUD has the latest version of the written standards. Updated written standards should be submitted with the application. Any updates to your written standards, after the application period, should be submitted as directed by the HUD program contact for this NOFO.

## **Affirmatively Furthering Fair Housing**

With some exceptions for Federally recognized Indian tribes and their instrumentalities, the application must discuss how the applicant will carry out the proposed activities in a manner that affirmatively furthers fair housing in compliance with the Fair Housing Act and its implementing regulations, and how applicants will meet the requirements of the definition of AFFH at 24 CFR 5.151. Applicants may propose activities that are consistent with their jurisdiction’s Analysis of Impediments (AI), an Assessment of Fair Housing (AFH), or other means of fair housing planning that meaningfully supports their AFFH certification.

If the applicant will carry out proposed activities in a jurisdiction with an AFH, the proposed activities should be consistent with the AFH’s fair housing goals and with fair housing strategies specified in the jurisdiction’s Consolidated Plan or Public Housing Agency Plan.

Applicants must describe how their proposed NOFO activities are aligned with AFFH requirements in response to Section V, Rating Factor 3, Soundness of Approach.

## **2. Other Program-Specific Requirements**

### **Standard Form 424A (SF-424A): Budget Information for Non-Construction Programs**

Applicants must provide a complete and detailed budget for the total performance period of the expected award through the submission of the SF-424A. For the budget recorded on form SF-424A, provide a breakdown of the aggregate numbers detailing their allocation to each activity. The budget must also include a yearly breakdown of costs for each activity. In addition to the SF-424A form instructions available on [Grants.gov](#), applicants should use [Appendix I. HUD’s Guidance for Preparing a Budget Request](#) in this NOFO, to complete the SF-424A. The data

submitted on the SF-424A form will inform the expected financial assistance award for this NOFO. All costs charged to awards made as a result of this funding announcement must be allowable, allocable, and supported by adequate documentation, consistent with applicable cost principles.

## V. APPLICATION REVIEW INFORMATION

### A. Review Criteria

#### 1. Rating Factors

##### Rating Factors Score Summary Chart:

<b>FY2023 VHRMP Score Summary Chart by Point Value</b>		
<b>Rating Factor 1</b>	<b>Capacity of the Applicant &amp; Relevant Organizational Experience</b>	
	a. Organizational Structure	15 points max
	b. Relevant Partnership Capacity and/or Past Performance Capacity	15 points max
	<b>Subtotal</b>	<b>30 points</b>
<b>Rating Factor 2</b>		
	<b>Need/Extent of the Problem</b>	
	1. Significant Need Among Eligible Veterans Populations	6 points max
	2. Plan to Address a Need Not Already Addressed by an Existing Program	5 points max
	3. Proposal Consistent with Plan in Section IV of the Work Plan	2 points max
	4. Plan to Maximize Coordination with Existing Programs	2 points max
	<b>Subtotal</b>	<b>15 points</b>
<b>Rating Factor 3</b>		
	<b>Soundness of Approach</b>	
	a. Work Plan	15 points max
	b. Timetable	5 points max
	c. Outreach	8 points max

	d. Section 3 Compliance	3 points max
	e. Plan to Affirmatively Further Fair Housing	1 point max
	f. Experience Promoting Racial Equity	1 point max
	g. Climate Mitigation	1 point max
	h. Environmental Justice	1 point max
	<b>Subtotal</b>	<b>35 points</b>
<b>Rating Factor 4</b>	<b>Leveraging Resources</b>	
	1. Leveraged Resources Strategy	10 points max
	<b>Subtotal</b>	<b>10 points</b>
<b>Rating Factor 5</b>	<b>Achieving Results &amp; Program Evaluation</b>	
	1. Evaluation Plan Procedures/Methodology	5 points max
	2. VHRMP Goals	5 points max
	<b>Subtotal</b>	<b>10 points</b>
<b>Factors 1-5</b>	<b>Total</b>	<b>100 points max</b>
<b>NOFO Preference Points</b>	* Choose up to two preferences points for a total of four points maximum	
	a. Historically Black Colleges and Universities (HBCUs)	2 points max
	b. Minority Serving Institutions (MSIs)	2 points max
	c. Promise Zones	2 points max
	<b>Subtotal</b>	<b>4 points total max</b>
	<b>Total Points Possible</b>	<b>104 points max</b>

**Rating Factor 1 - Capacity of the Applicant and Relevant Organizational Experience (30**

points)

This rating factor addresses the extent to which you have the organizational resources necessary to successfully implement your proposed work plan, as further described in Rating Factor 3, within the 36-month award period.

**a. Organizational structure, management capacity, and relevant staff experience (15 points).** HUD will evaluate the experience of your project director, core staff, and any outside consultant, construction contractor, sub-recipient, or project partner as it relates to addressing the housing needs of veterans who are low-income and have disabilities and implementing the activities in your work plan. Specifically, HUD will evaluate your program management structure; the extent to which you can demonstrate your organization's ability to manage the proposed workforce; the specific roles and responsibilities of each program management staff member; the number of years the project director and any other program-relevant senior staff have worked for the organization; experience managing federal awards and compliance requirements; and any program management staffing or skills gaps that exist within your program management structure and your plan to address them.

When responding, provide the dates, job titles, and relevancy of the past experience to the work to be undertaken by the employee or contractor under your proposed VHRMP award. The more recent, relevant, and successful the experience of your team members in relationship to the work plan activities, the greater the number of points you will receive. *Please do not include Social Security Numbers (SSNs) or any other personally identifiable information (as defined in 2 CFR 200.1) besides full name and email address for staff members.*

**b. Relevant partnership capacity and/or experience, and past performance (15 points).**

- Operation of home rehabilitation/modification programs. In particular, please describe any prior experience with modifying housing to address the accessibility needs of people with disabilities.
- Reaching target populations (veterans, low-income people, and people with disabilities) through housing or other community development programs. Please your outreach efforts to reach these target populations and their participation in your programs.
- Management of grants from HUD, other federal, state, local, non-profit or for-profit sources. HUD reserves the right to consider your past performance in meeting performance and reporting goals for any previous HUD award, in particular whether the program achieved its outcomes, and may verify prior experience through HUD field offices as needed.
- Partnerships with relevant stakeholder groups. In particular, please describe any prior experience working with veterans service organizations or the Department of Veterans Affairs.

HUD will evaluate your ability to work with veterans service organizations in resolving issues related to rehabilitation and/or modification of a veteran's primary residence. In evaluating this sub-factor, HUD will take into account your experience in working with veterans service organizations to design and implement programs that address housing and accessibility needs for veterans who are low-income and have disabilities. The more recent, relevant, and successful the experience of your organization and any participating entity, the



greater the number of points you will receive.

HUD will evaluate your performance in any previous grant program undertaken with HUD funds or other federal, state, local, or nonprofit or for-profit organization funds. (*Note: Previous HUD performance-based experience may be verified through HUD's field offices as needed. Other relevant past performance information should be included as part of the application.*) HUD reserves the right to take into account your past performance in meeting performance and reporting goals for any previous HUD award, in particular whether the program achieved its outcomes.

HUD reserves the right to give zero points for Rating Factor 1 if the applicant has been determined to have a pattern or practice of any or all of the following activities related to the management and operation of previous grant awards: (1) mismanagement of funds, including the inability to account for funds appropriately; (2) untimely use of funds received either from HUD or other federal, state, or local programs; and (3) significant and consistent failure to measure performance outcomes.

### **Rating Factor 2 - Need and Extent of the Problem (15 points)**

This factor addresses the extent to which there is a demonstrable need for funding the proposed activities based on the approximate number of veterans being served and the type of work that will be conducted as provided in Section IV.F. of this NOFO. In this section, applicants should describe the geographic areas that they intend to cover. Applicant proposals will be evaluated on the following:

1. Significant Need Among Eligible Veterans Populations (6 points max)
2. Plan to Address a Need Not Already Addressed by Existing Program (5 points max)
3. Proposal Consistent with Plan in Section IV of the Work Plan (2 points max)
4. Plan to Maximize Coordination with Existing Programs (2 points max)

In responding to this factor, applications will be evaluated on the level of need for the proposed activity and the justification in meeting the need. HUD will award higher points for this factor to applicants who convincingly demonstrate how their proposed approach addresses a significant need among the eligible veteran populations. Applicants should specifically discuss how they plan to target assistance among eligible veterans as well as the approach to prioritizing projects and beneficiaries when the needs are greater than resources, given the flexible criteria. Any approach to targeting assistance among eligible veterans must be administered in a nondiscriminatory manner, consistent with federal nondiscrimination requirements at 24 CFR 5.105.

Applicants should specifically address how their proposal addresses a need that is not already met by existing programs for veterans, both those funded by the Department of Veterans Affairs and by other entities. The proposal should be consistent with the Work Plan described in Rating Factor 3(a)(iv) and describe how the applicant will avoid duplication or overlap while maximizing coordination with other existing programs (to the extent that such coordination would be beneficial to the implementing organizations and participants being served).

### **Rating Factor 3 - Soundness of Approach (35 points)**

This factor addresses the overall quality of your proposed work plan, taking into account the eligible activities proposed to be undertaken; the cost-effectiveness of your proposed program; and the linkages between identified needs, the purposes of this program, and your proposed activities and tasks.

**a. Work Plan (15 points).** A clearly defined work plan must be submitted that describes each of the projects and activities you will carry out to further the objectives of this program and address the need identified in Factor 2. Each application submitted must include:

- (i) a plan of action detailing outreach initiatives (see factor 3(c) below);
- (ii) the approximate number of veterans the applicant intends to serve using grant funds;
- (iii) specific descriptions of the type of projects/activities that will be conducted, such as interior home modifications, major home repairs, energy efficiency improvements, and other similar categories of work. Modifications and/rehabilitation activities may include alterations to make a residence accessible and include enhanced accessibility features. Incorporating enhanced accessibility that are unique to the needs of the veteran may enable a veteran with disabilities to better utilize his or her housing and remain in one's home for a longer period of time. Examples include no step-entrances, power operated or proximity-based entry resident entrances into buildings, wider doorways and hallways, installing levers instead of doorknobs, open concept floor plans while still allowing spaces to be closed off for privacy, additional clearance space throughout units, accessible bathrooms on the first floor of multi-level units, bathtub/shower grab bars in all bathrooms, adjustable height shelves and pull-out pantry storage in kitchens; adjustable height closet rods and shelves in closets; and appropriately placed motion activated or "rocker-pad" light switches, or a combination of the two;
- (iv) a plan for working with the Department of Veterans Affairs and [veterans service organizations](#) to identify veterans who are not eligible for programs under chapter 21 of title 38, United States Code, and meet their needs; and
- (v) the budget for your program, broken out by line item. Written projected cost estimates from outside sources are also required.

Applicants must submit their work plan on a spreadsheet showing each type of project to be undertaken and the tasks required to implement the project (to the extent necessary or appropriate), with your associated budget estimate for each activity/task. Your work plan must provide the rationale for your proposed activities and assumptions used in determining your project timetable and budget estimates. Failure to provide your rationale may result in your application receiving fewer points for lack of clarity in the proposed work plan.

**b. Timetable (5 points).** Your timetable must address the measurable short-term and long-term goals and objectives to be achieved through the proposed activities based on annual benchmarks; the method you will use for evaluating and monitoring program progress with respect to those activities; and the method you will use to ensure that the

activities will be completed on time and within your proposed budget estimates.

**c. Outreach (8 points).** Your outreach strategy must include a plan of action detailing outreach initiatives to (i) identify eligible veterans; (ii) engage eligible veterans and Veterans Affairs recognized-Veteran Service Organizations (as described in I. Funding Opportunity Description, Section 4. Program Definitions, pages 9-10) in projects utilizing grant funds. Grantees must include at least one recognized VSO in their outreach strategy; and (iii) reach underserved communities in an effort to promote equity, consistent with Executive Order 13985 on equity.

HUD will evaluate the outreach plan to assess your ability to meet VHRMP outcome and output measures consistent with Rating Factor 5 and the reporting requirements in section VI.C. Grantees must ensure effective communication with individuals with disabilities in all outreach activities, including through the use of appropriate auxiliary aids and services, which includes ensuring that information is provided in accessible formats as needed, *e.g.*, Braille, audio, large type, assistive listening devices, and sign language interpreters, accessible websites and other accessible electronic communications. Grantees must also take steps to ensure meaningful program access for person with Limited English Proficiency (LEP).

**d. Section 3 Compliance (3 points).** Your work plan must describe your strategy for hiring Section 3 workers, providing training opportunities to Section 3 workers, and awarding contracts to Section 3 business concerns that provide economic opportunities to Section 3 workers residing within the service area or the neighborhood of the project and YouthBuild programs. In accordance with HUD's Section 3 regulations at 24 CFR 75.7, your application will receive up to points based your response to the following inquiries:

- types and amounts of employment, training, and contracting opportunities to be generated as a result of proposed grant activities;
- specific actions to be taken to give Targeted Section 3 workers (as defined at 24 CFR 75.21) and Section 3 business concerns (as defined at 24 CFR 75.5) priority consideration for employment, training, contracting, and other economic opportunities in accordance with HUD's regulations at 24 CFR part 75, subparts A and C;
- written criteria to be used for determining the respective eligibility of individuals and businesses as Targeted Section 3 workers and Section 3 business concerns;
- written procedures to be used for notifying Targeted Section 3 workers and Section 3 business concerns about the availability of training, employment, and contracting opportunities;
- methodology to be used for monitoring subrecipients and contractors to assure compliance with Section 3 requirements;
- strategies for meeting or exceeding the Section 3 benchmarks that HUD may establish as provided by 24 CFR 75.23; and
- contact information and qualifications for staff persons who will be responsible for the day-to-day implementation of Section 3

***\*Note: You may only receive up to 3 points for Section 3 Compliance. This information is reiterated under "Other Factors, Section 3" later in this NOFO.***

**e. Plan to Affirmatively Further Fair Housing (1 point).** Applicants must describe how their proposed activities will align with AFFH requirements. Specifically, applicants must describe how their proposed activities are expected to: 1) address significant disparities in housing need among Veterans who are members of protected class groups; or 2) address disparities in access to opportunity for Veterans who are members of protected class groups. This is a requirement of the NOFO and must be addressed in response to this Rating Factor.

**f. Experience Promoting Racial Equity (1 point).** Applicants must describe their experience and resources to effectively address the needs of underserved communities, particularly Black and Brown communities. This may include experience successfully working directly with such groups, experience designing or operating programs that equitably benefit such groups, or experience successfully advancing racial equity in other ways. This may also include experience soliciting, obtaining, and applying input from such groups when designing, planning, or implementing programs and activities.

**g. Climate Mitigation (1 point).** To receive 1 point, applicants must show how their proposed grant activities will increase energy or water efficiency or reduce carbon emissions in the target community through one or a combination of the following: (1) Achievement of certification through Energy Star or other green rating system; (2) incorporation of low-carbon energy sources such as solar power; (3) participation in voluntary Federal, State, Local or tribal energy efficiency initiatives; or (4) use of materials and construction techniques that reduce carbon emissions. Applications must clearly describe how identified actions measurably reduce the carbon emissions or energy or water consumption of the project below the established baseline for the target community based on facility size and type.

**h. Environmental Justice (1 point).** In accordance with Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, and EO 14008, HUD will award 1 point for applications proposing projects that advance environmental justice in communities that have been historically marginalized and overburdened by pollution and underinvestment in housing, transportation, water and wastewater infrastructure, and health care, as delineated by the Climate and Economic Justice Screening Tool (CEJST) or other HUD-approved definition.

#### **Rating Factor 4 - Leveraging Resources (10 points)**

This factor addresses the extent to which applicants have obtained letters of firm commitment of financial or in-kind resources from other federal, state, local, and private sources. This factor is not a substitution for the matching requirement as provided in Section III.C.

For every VHRMP dollar anticipated, you should provide the specific number of dollars leveraged. In assigning points for this criterion, HUD will consider the level of outside resources obtained in the form of cash or in-kind goods or services that support activities proposed in your application. HUD will award a greater number of points based on a

comparison of the extent of the organization's leveraged funds. The level of outside resources for which commitments are obtained will be evaluated based on their importance to the total program.

Your application must provide evidence of leveraging in the form of letters of firm commitment. Each commitment described in the narrative of this factor must be in accordance with the definition of "letters of firm commitment" in Section I.A.4 of this NOFO. The letter of firm commitment must be on letterhead of the organization committing the financial or in-kind resources, must be signed by an official of the organization legally able to make commitments on behalf of the organization, and must not be dated earlier than the date this NOFO is published.

***Points for this factor will be awarded based on the satisfactory provision of evidence of leveraging and financial sustainability, as described above, and the ratio of leveraged funds to requested VHRMP funds as follows:***

1. Leveraged funds equal 50 percent or more of requested VHRMP funds = 10 points;
2. 40-49 percent = 8 points;
3. 30-39 percent = 7 points;
4. 20-29 percent = 6 points;
5. 9-19 percent = 5 point;
6. Less than 9 percent = 0 points

See the Section IV. D4 of this NOFO for instructions for submitting third-party letters and other documents with your electronic application.

**Rating Factor 5 - Achieving Results and Program Evaluation (10 points)**

This factor evaluates whether you have an effective plan for managing and evaluating the timeliness, compliance, efficiency and effectiveness of your VHRMP program, considering the program goals and performance indicators described in sections I.A. and VI.C of this NOFO. You must clearly identify the outcomes and outputs to be achieved and measured as well as performance measures with timelines. The plan should indicate how the applicant will compare actual achievements with anticipated achievements and make improvements during program implementation, as needed.

Evaluation plan requirements:

a. Evaluation Plan Procedures/Methodology (up to 5 points)

You must describe your procedures for evaluating your VHRMP program, including the frequency and methods you will use to collect data. You must identify the quantifiable output and outcome indicators or measures you will use to evaluate whether your VHRMP program is achieving your goals and addressing the needs identified in your VHRMP application.

b. VHRMP Program Goals (up to 5 points)

You must identify both your primary and secondary VHRMP goals. You must describe how your goals are related to each of the specific needs you identified in Rating Factor 2 "Need/Extent of Problem."

HUD will consider the quality of your performance evaluation plan, compliance and procedures, your process for corrective actions, the relationship of your goals to the needs that you identify, and how you will use your evaluation results to provide measurable outcomes and outputs as required for reporting by HUD in Section VI.C of this NOFO. HUD will also require VHRMP grantees to submit periodic reports on their program achievements and program evaluation results.

HUD will evaluate how well an applicant's monitoring and evaluation plan is designed to provide clear and measurable goals and indicators to implement the VHRMP program. *Under this rating factor, applicants will receive a maximum of 10 points*

## **FY 2023 VHRMP Application**

**Maximum Points: 100**

### **Section 3**

In accordance with HUD's Section 3 regulations at [24 CFR 75.7](#), your application will receive up to 3 points based the quality of Section 3 plans submitted. The program office will consider the following in evaluating the quality of the Section 3 plan: based on the following below.

The inclusion of Section 3 points will be determined “as appropriate for the specific NOFO.” HUD anticipates that program offices/areas will include scoring for Section 3 plans where relevant and exclude Section 3 scoring where the nature of the grant being awarded is incompatible with Section 3 endeavors. If points are included, the applicable program office/area will be responsible for determining how the “quality of Section 3 plans” will be evaluated.

### **2. Other Factors**

#### **Preference Points**

This NOFO supports the following policy initiatives. If your application demonstrates the appropriate information for the policy initiative, your application will receive up to two (2) points for each initiative, and will receive no more than a total of four (4) points. These points are added to your application's overall score.

Promise Zones (PZ) (2 points)

Historically Black Colleges and Universities (HBCUs) (2 points)

Minority-Serving Institutions (2 points)

You may choose to voluntarily commit to address policy initiatives in your application. Addressing these policy initiatives is not a requirement to apply for or receive an award. If you choose to address a voluntary policy initiative in your application, however, you will be required to adhere to the information submitted with your application should you receive an award. The proposed information will be included as a binding requirement of any federal award you receive as a term and condition of that award.

#### **HBCUs**

An applicant partnering with a Historically Black College or University (HBCU) will receive up to two (2) Preference Points when the application includes a Letter of Commitment certifying that an HBCU Partnership is in place and signed by an authorizing official of the HBCU and documentation of the college or university's status as an HBCU. [Click here to view the list of accredited HBCU's.](#)

## Minority-Serving Institutions

Pursuant to Executive Orders [13985](#), [14041](#), [14045](#), and [14031](#), you may receive up to two (2) preference points if you are an applicant designated as a minority-serving institution (MSI) or if your application proposes one or more partnerships with minority-serving educational institutions that have been historically underserved.

An applicant partnering with an [HBCU](#), [Hispanic-Serving Institution](#), [Tribal-controlled postsecondary institution](#), Alaskan Native-serving or Native-Hawaiian-serving institution, Predominantly Black Institution, [Asian and Pacific Islander-serving institution](#), or Native American-serving nontribal institution will receive up to two (2) Preference Points when the application includes a Letter of Commitment certifying that a partnership is in place and signed by an authorizing official of the MSI and documentation of the college or university's status as an [HBCU](#), [Hispanic-serving institution](#), [Tribal-controlled postsecondary institution](#), [Alaska Native-serving or Native-Hawaiian-serving institution](#), [Predominantly Black Institution](#), [Asian and Native American Pacific Islander-serving institution](#), or Native American-serving nontribal institution.

## Promise Zones

HUD encourages activities in Promise Zones (PZ). To receive Promise Zones Preference Points, applicants must submit form HUD-50153, "Certification of Consistency with Promise Zone Goals and Implementation," signed by the Promise Zone Official authorized to certify the project meets the criteria to receive preference points. To view the list of designated Promise Zones and persons authorized to certify, see the [Promise Zone](#) pages on HUD's website.

## 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:

OMB-designated repositories of governmentwide data, as noted in [2 CFR 200.206\(a\)](#)

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

Timely use of funds received from HUD

Timely submission and quality of reports submitted to HUD

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

Promoting self-sufficiency and economic independence

Producing positive outcomes and results

HUD may reduce scores based on the past performance review, as specified under V.A. Review Criteria. Whenever possible, HUD will obtain and review 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 the [Pre-Selection Review of Performance section of the Eligibility Requirements for Applicants of HUD Financial Assistance Programs](#).

## **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:

- (1) Financial stability;
- (2) Quality of management systems and ability to meet the management standards prescribed in this part;
- (3) 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;
- (4) 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
- (5) The applicant's ability to effectively implement statutory, regulatory, or other requirements imposed on non-Federal entities.

## **3. Experience Promoting Racial Equity**

In evaluating applications for funding, HUD will consider the extent to which the application demonstrates that the applicant has the experience and the resources to effectively address the needs of underserved communities, particularly Black and Brown communities. This may include experience successfully working directly with such groups, experience designing or operating programs that equitably benefit such groups, or experience successfully advancing racial equity in other ways. This may also include experience soliciting, obtaining, and applying input from such groups when designing, planning, or implementing programs and activities.

Applicants can demonstrate this experience in response to Section V, Rating Factor 3 of this NOFO.

## **4. Rating and Ranking.**

1. **Technical Deficiencies.** After the VHRMP application deadline date and consistent with regulations in 24 CFR part 4, subpart B, HUD will not consider any unsolicited information you may provide. However, HUD may contact you to clarify an item in your application or to correct a curable technical deficiency. In order not to unreasonably exclude applications from being rated and ranked, HUD may also contact applicants to ensure proper completion of the application. HUD will do so on a uniform basis for all applicants. HUD will not seek clarification of items or responses that improve the substantive quality of your response to any Rating Factor. Examples of curable



(correctable) technical deficiencies include inconsistencies in the funding request or a failure to submit certifications. In each case, HUD will notify you in writing by email in accordance with the instructions found in the Section VI.B of this NOFO. HUD will describe the clarification or technical deficiency and provide instructions for submitting corrections. The time allowed to correct deficiencies will not exceed 14 calendar days or be less than 48 hours from the date of the email notification. Refer to Section VI.B. of this NOFO for more specific guidance and instructions. HUD will rate all eligible applications that meet the threshold requirements against the criteria in Rating Factors 1 through 5. HUD will assign a point score for each Rating Factor. Points will be deducted for incomplete or inadequate responses.

2. **Threshold Review.** HUD will screen each application to determine if it meets the threshold criteria listed in Section III of this NOFO; and whether it is deficient and subject to corrections of technical deficiencies as described above.
3. **Applications that will not be Funded.** HUD will not rate and rank applications that fail to cure technical deficiencies within the time frame provided by HUD. Further, HUD will not rate, rank or fund applications that fail any of the threshold requirements contained in Section III of this program NOFO.
4. **Rating.** HUD will rate each eligible application that meets the threshold criteria based on the applicant's response to the Rating Factors. HUD will assign a score for each Rating Factor and a total score for each eligible application.
5. **Minimum Rating Score.** Applicants must score a minimum of 10 points under Rating Factor 1(a) and 10 points under Rating Factor 1(b) of this NOFO, "Capacity of the Applicant and Relevant Organizational Experience." Applicants must receive a total score of 75 points or more for Rating Factors 1 through 5. HUD will reject any application that does not meet these minimum rating score requirements.
6. **Ranking.** All eligible applicants will be placed in rank order based on the total application score.
7. **Tie Scores.** If two or more applications have the same score, the applicant with the highest score for Rating Factor 1 ("Capacity of the Applicant and Relevant Organizational Experience") will be ranked higher. If a tie remains, the applicant with the highest score for Rating Factor 3 ("Soundness of Approach"), will be ranked higher.

Experience with performance-based funding requirements. HUD will evaluate your performance in any previous grant program undertaken with HUD funds or other federal, state, local, or nonprofit or for-profit organization funds. (**Note:** Previous HUD performance-based experience may be verified through HUD's field offices as needed. Other relevant past performance information should be included as part of the application.) HUD reserves the right to give zero points for Rating Factor 1, if the applicant has been determined to have a pattern or practice of any or all of the following activities related to the management and operation of previous grant awards: (1) mismanagement of funds, including the inability to account for funds appropriately; (2) untimely use of funds received either from HUD or other federal, state, or local programs; and (3) significant and consistent failure to measure performance outcomes.

## **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 were not chosen for award. Notifications will be sent by email to the person listed as the AOR in item 21 of the SF-424.

### **1. Final Grant**

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. In this case, HUD may select another eligible applicant. HUD may also impose specific conditions on an award as provided under [2 CFR 200.208](#).

### **2. 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 may fund no portion of an application that:

- (1) Is ineligible for funding under applicable statutory or regulatory requirements;
- (2) Fails, in whole or in part, to meet the requirements of this notice;
- (3) Duplicates activities funded by other federal awards; or
- (4) Duplicates activities funded in a prior year.

b. HUD may adjust the funding for an application to ensure funding diversity, geographic diversity, and alignment with HUD administrative priorities.

c. 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.

d. If funds remain after all selections have been made, remaining funds may be made available within the current fiscal year for other competitions within the program area, or be held for future competitions (if allowable in accordance with the applicable appropriation or authorizing statute), or be used as otherwise provided by authorizing statute or appropriation.

e. 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, in accordance with the appropriation, 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.

### **3. 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.

## **B. Administrative, National and Departmental Policy Requirements and Terms for HUD Applicants and Recipients of Financial Assistance Awards**

Unless otherwise specified, the following [Administrative, National and Department Policy Requirements and Terms for HUD Financial Assistance Awards](#) apply. Failure to comply with these requirements may impact your ability to receive or retain a financial assistance award from HUD. Read the requirements carefully as the requirements are different among HUD's programs.

1. Compliance with The Fair Housing Act ([42 U.S.C. 3601-3619](#)) and implementing regulations at [24 CFR part 100 et seq](#)
2. Compliance with Title VI of the Civil Rights Act of 1964, [42 U.S.C. 2000d-2000d-4](#) (Nondiscrimination in Federally Assisted Programs) and implementing regulations at [24 CFR part 1](#)
3. Compliance with the Age Discrimination Act of 1975 ([42 U.S.C. 6101-6107](#)) and implementing regulations at [24 CFR part 146](#)
4. Compliance with Section 504 of the Rehabilitation Act of 1973 ([29 U.S.C. 794](#)) and implementing regulations at [24 CFR part 8](#)
5. Compliance with the Americans with Disabilities Act, [42 U.S.C. 12101 et seq](#)
6. Compliance with Affirmatively Furthering Fair Housing (AFFH) requirements, including those listed on HUD's [Affirmatively Furthering Fair Housing](#) webpage
7. Compliance with Economic Opportunities for Low-and Very Low-income Persons (Section 3) requirements, including those listed at [24 CFR part 75](#)
8. Compliance with Improving Access to Services for Persons with Limited English Proficiency (LEP) requirements, including those listed within [Federal Register Notice, FR-4878-N-02](#) (also see [HUD's webpage](#))
9. Compliance with Accessible Technology requirements, including those listed on in [HUD's Policy on Section 508 of the Rehabilitation Act and Accessible Technology](#)
10. Compliance with Equal Access Requirements (see [24 CFR 5.105\(a\)\(2\)](#) and [5.106](#))
11. Compliance with Ensuring the Participation of Small Disadvantaged Business, and Women-Owned Business requirements at [2 CFR 200.321](#)
12. Compliance with Energy Efficient, Sustainable, Accessible, and Free from Discrimination by Design
13. Compliance with Real Estate Acquisition and Relocation requirements (see [49 CFR part 24](#) and applicable program regulations)
14. Compliance with Participation in HUD-Sponsored Program Evaluation (see [Federal Register Notice, FR-6278-N-01](#))
15. Compliance with OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (see [2 CFR part 200](#))
16. Compliance with Drug-Free Workplace requirements (see [2 CFR part 2429](#), which is HUD's implementation of [41 U.S.C. 701, et seq.](#))
17. Compliance with the requirements related to safeguarding resident/client files
18. Compliance with the Federal Funding Accountability and Transparency Act of 2006 ([2 CFR part 170](#)) (FFATA), as amended

19. Compliance with Eminent Domain
20. Compliance with Accessibility for Persons with Disabilities requirements on [HUD's Disability Overview](#) webpage
21. Compliance with Violence Against Women Act at [24 CFR part 5](#), subpart L and applicable program regulations
22. Compliance with Conducting Business in Accordance with Ethical Standards/Code of Conduct, including [2 CFR 200.317](#), [2 CFR 200.318\(c\)](#) and other applicable conflicts of interest requirements
23. Compliance with the [Build America, Buy America \(BABA\) Act](#) procurement requirements and [implementing guidance available on HUD's dedicated webpage](#)
24. Compliance with System for Award Management and Universal Identifier Requirements at [2 CFR part 25](#)
25. Compliance with [section 106\(g\) of the Trafficking Victims Protection Act of 2000 \(TVPA\), as amended \(22 USC 7104\(g\)\)](#) and implementing regulations at [2 CFR part 175](#) (Award Term for Trafficking in Persons)
26. Compliance with Award Term and Condition for Recipient Integrity and Performance Matters (see [Appendix XII to 2 CFR part 200](#))
27. Compliance with Suspension and Debarment (see [2 CFR part 2424](#) and [2 CFR part 180](#))
28. Compliance with environmental justice requirements under Executive Orders [12898](#) and [14008](#), and OMB Memorandum [M-21-28](#), which implements the Justice40 Initiative, section 223 of Executive Order [14008](#).
29. Compliance with Eliminating Barriers That May Unnecessarily Prevent Individuals with Criminal Histories from Participation in HUD Programs (see [HUD Secretary Fudge's April 12, 2022 memorandum](#))
30. Compliance with equity requirements, which include compliance with racial equity and underserved communities and LGBTQ+ requirements under Executive Orders [13985](#) and [13988](#)
31. Compliance with waste, fraud, and abuse requirements, including whistleblower protections (see [HUD's webpage](#))

**Program-specific exceptions and qualifications:**

1. VHRMP is not a covered housing program under VAWA.
2. The eminent domain requirements are not applicable to activities funded under VHRMP.
3. Compliance with Energy Efficient, Sustainable, Accessible, and Free from Discrimination by Design is explained below:

Housing rehabilitated with HUD funds should (following rehabilitation, if necessary) be well-designed, energy- and water-efficient, sustainable, accessible, and free from discrimination; be resistant to local disaster risks; have healthy indoor air quality; embrace the tenets of accessible design, including concepts of visitability and universal design; and have access to affordable broadband Internet for residents. All feasible substantial rehabilitation should meet a “Green and Resilient Building Standard” and “adhere to Elevation Standards” (as described below) for structures in a 100-year floodplain. When older or obsolete products are replaced as part of rehabilitation work, rehabilitation should use ENERGY STAR-labeled, Water Sense-labeled, or Federal Energy Management Program (FEMP)-designated products and appliances. “Green and Resilient Building Standard” means an industry-recognized standard that (1) has

achieved certification under (i) Enterprise Green Communities, (ii) LEED (New Construction, Homes, Midrise, Existing Buildings Operations and Maintenance, or Neighborhood Development), (iii) ICC-700 National Green Building Standard Green+Resilience; or the (iv) Living Building Challenge, or (v) any other equivalent comprehensive green building program acceptable to HUD, and (2) has achieved a minimum energy efficiency standard, such as (i) ENERGY STAR (Certified Homes or Multifamily High-Rise), (ii) DOE Zero Energy Ready Home; (iii) regional or local certifications such as Earth Craft House, Earth Craft Multifamily; Greenpoint Rated New Home, Greenpoint Rated Existing Home (Whole House or Whole Building label); Earth Advantage New Homes; (iv) Passive House Institute Passive Building or EnerPHit certification from the Passive House Institute US (PHIUS), International Passive House Association. “Adhere to Elevation Standards” means: All structures, as defined at 44 CFR 59.1, designed principally for residential use, and located in an area delineated as a special flood hazard area or equivalent in FEMA’s data sources, that receive assistance for repair of substantial damage, or substantial improvement, as defined at 24 CFR 55.2(b)(10), must be elevated with the lowest floor, including the basement, at least two feet above the 1 percent annual chance floodplain elevation (base flood elevation).

4. Compliance with Uniform Relocation Assistance and Real Property Acquisition Act of 1970 (URA) requirements is explained below.

While the relocation of owner occupants for a project receiving funds pursuant to this NOFO generally do not trigger the applicability of the URA, tenant-occupants who must be temporarily relocated may be entitled to URA benefits and assistance. These benefits and assistance include moving costs and increased housing costs during the relocation. Costs associated with temporary relocations may be provided using VHRMP funds. Moreover, if a tenant-occupant is permanently displaced from the home, as that term is defined by 49 CFR 24.2, then the tenant-occupant may be eligible for permanent relocation assistance.

To the extent HUD determines a requirement enumerated above is incompatible with the statutory purpose or eligible activities of VHRMP grants, HUD will modify or exclude that requirement in the VHRMP grant agreement.

### **Environmental Review**

Compliance with environmental requirements, including regulations at [24 CFR part 50](#) or [58](#):

Grantees must comply with HUD environmental review requirements. **All VHRMP assistance is subject to the National Environmental Policy Act of 1969 and related Federal environmental authorities and regulations at [24 CFR part 50](#).** Following a recipient’s selection for funding, the recipient must notify HUD of each property it proposes to rehabilitate or modify, and HUD will perform an environmental review of each proposed property in accordance with 24 CFR part 50. The results of the environmental review may require that proposed activities be modified or that proposed sites be rejected. Grantees and their contractors must not undertake any project or activity or commit Federal or non-Federal funds or assistance to a project or activity that could limit reasonable choices or could produce an adverse environmental impact, including modification or rehabilitation of a property, until all required HUD environmental reviews for the property have been completed, and you receive HUD's

approval under 24 CFR part 50. The performance of energy audits and the provision of technical assistance and training are excluded from environmental review requirements in accordance with 24 CFR 50.19(b)(1) and (9).

### **Prohibition on Surveillance**

Compliance with [2 CFR 200.216, Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment](#) is required.

### **Remedies for Noncompliance**

HUD may terminate a Federal award, in whole or in part, for any of the reasons specified in [2 CFR 200.340, Termination](#).

### **Lead-Based Paint Requirements**

When providing housing assistance funding for purchase, lease, support services, operation, or work that may disturb painted surfaces, of pre-1978 housing, you must comply with the lead-based paint evaluation and hazard reduction requirements of HUD's lead-based paint rules (Lead Disclosure; and Lead Safe Housing ([24 CFR part 35](#))); and EPA's lead-based paint rules (e.g., Repair, Renovation and Painting; Pre-Renovation Education; and Lead Training and Certification ([40 CFR part 745](#))).

## **C. Reporting**

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

### **1. Recipient Integrity and Performance Matters**

You should be aware that if the total Federal share of your federal award includes more than \$500,000 over the period of performance, the award will be subject to post award reporting requirements reflected in [Appendix XII to 2 CFR part 200, Award Terms and Conditions 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. These authorities prohibit discrimination in housing and in programs receiving financial assistance from the Department and direct the Secretary to administer the Department's programs and activities in a manner affirmatively to further these policies and to collect certain data to assess the extent of compliance with these policies. Each recipient shall keep such records and submit to the Department timely, complete, and accurate compliance reports at such times, and in such form and containing such information, as the Department may determine to be necessary to enable it to ascertain whether the recipient has complied or is complying with 24 CFR parts 1 and 121. In general, recipients should have available for the Department data showing the demographics of beneficiaries of federally-assisted programs.

Reporting documents apply to the award, acceptance, and use of assistance under the VHRMP and to the remedies for non-compliance, except when inconsistent with HUD's Appropriation Act or other federal statutes or the provisions of this NOFO.

### **3. 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.

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

**Performance Reporting.** All HUD-funded programs, including this program, require recipients to submit, not less than annually, a report documenting achievement of outcomes under the purpose of the program and the work plan in the award agreement. The Disaster Relief Grant Reporting System (DRGR) will be used to collect this information.

1. For each quarter of the Federal fiscal year calendar during the Period of Performance, the Recipient must submit a performance report in DRGR and must include a completed Federal financial report as an attachment to each performance report. During the Period of Performance, the Recipient must submit these reports within 30 days following the end of each quarter of the Federal fiscal year calendar. The Recipient must submit its final performance report and final financial report within 120 days after the Period of Performance. If HUD determines more frequent reporting is necessary for the effective monitoring of the Recipient's performance or use of funds under this Grant Agreement, HUD may require the Recipient to submit its performance and financial reports on a monthly basis.
2. The performance report must contain the information required under 2 CFR 200.329(c)(2), including a comparison of actual accomplishment to the objectives indicated in the approved application, the reasons why established goals were not met, if appropriate, and additional pertinent information including, when appropriate, analysis and explanation of cost overruns or high unit costs.
3. Consistent with the output and outcome measures described below, the performance report must show VHRMP outputs and outcomes the Recipient achieved, compared to the goals stated in the Recipient's application.

**Output Measures.** Output Measures are quantifiable. VHRMP output measures must include:

1. a quantitative measure of outreach activities, e.g., number of eligible (or likely eligible) veterans or their family members who were personally reached; estimated reach of advertising or other mass communications; number of attendees for educational activities such as trainings; level of participation from veteran service organizations; etc.;

2. the number of eligible veterans who were provided assistance;
3. the socioeconomic characteristics of such veterans, including their gender, age, race, and ethnicity;
4. the total number of modifications/rehabilitations provided, categorized by type of modification/rehabilitation (i.e. accessibility, safety features, major home repair, energy efficiency, etc.);
5. the average cost per project (i.e., per home) and per modification/rehabilitation type as listed in paragraph (4) above;
6. the total number, types, and locations of entities contracted under the program to administer the grant funding; and
7. the amount of matching contributions (including matching funds and in-kind contributions) raised with each grant.

**Outcome Measures** are benefits accruing to the program participants and/or communities during or after participation in VHRMP. Quantitative measures are encouraged to the extent available. VHRMP outcome measures must include:

1. a description of the cost savings and other impacts on participants from housing rehabilitation and modification services provided, such as reported time savings, health and safety outcomes, mental wellness or stress levels, ability to engage in previously inaccessible activities, etc. (note: this can be itemized as multiple measures);
2. a description of the outreach initiatives instituted by the Recipient to (i) identify and (ii) engage eligible veterans and their families, and veteran service organizations, in projects utilizing grant funds; for instance, by noting how outreach activities related to ultimate participation levels or other program outcomes;
3. a description of the impact and efficacy of the outreach initiatives; and
4. a description of any other actions taken under the program.

Financial reports must be submitted using the Federal Financial Report (SF-425), or such future collections HUD may require and as approved by OMB and listed on the OMB Web site at <https://www.whitehouse.gov/omb/>.

The performance and financial reports will undergo review and approval by HUD. If a report submission is insufficient, HUD will reject the report in DRGR and identify the corrections the Recipient must make.

No drawdown of funds will be allowed through DRGR while the Recipient has an overdue performance or financial report.

#### **D. Debriefing**

For a period of at least 120 calendar days, beginning 30 calendar 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 AOR 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) of this NOFO. 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:

Jovette G. Bryant

Phone:

877-787-2526

Email:

RHED@hud.gov

Individuals who are deaf or hard of hearing, or who have speech and other communication disabilities may use a relay service to reach the agency contact. To learn more about how to make an accessible telephone call, visit the webpage for the [Federal Communications Commission](#). Note that HUD staff cannot assist applicants in preparing their applications.

## VIII. OTHER INFORMATION

### 1. Compliance of this NOFO with the National Environmental Policy Act (NEPA)

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](#)
- [Assistance Listing \(formerly CFDA\)](#)
- [Climate Action Plan](#)
- [Climate and Economic Justice Screening Tool \(CEJST\)](#)
- [Code of Conduct Requirements and E-Library](#)
- [Environmental Review](#)
- [Equal Participation of Faith-Based Organizations](#)
- [Fair Housing Rights and Obligations](#)
- [Federal Awardee Performance and Integrity Information System](#)
- [Federal Funding Accountability and Transparency Act \(FFATA\) Subaward Reporting System](#)
- [Grants.gov](#)
- [Healthy Homes Strategic Plan](#)
- [Healthy Housing Reference Manual](#)
- [Historically Black Colleges and Universities \(HBCUs\)](#)
- [HUD's Strategic Plan](#)
- [HUD Grants](#)

- [HUD Reform Act](#)
- [HUD Reform Act: HUD Implementing Regulations](#)
- [Limited English Proficiency \(LEP\)](#)
- [NOFO Webcasts](#)
- [Procurement of Recovered Materials](#)
- [Promise Zones](#)
- [Section 3 Business Registry](#)
- [State Point of Contact List](#)
- [System for Award Management \(SAM\)](#)
- [Real Estate Acquisition and Relocation](#)
- [Unique Entity Identifier](#)
- [USA Spending](#)

### 3. Program Relevant Web Resources

## APPENDIX

### Appendix I. HUD's Guidance for Preparing a Budget Request and Narrative

To fill out the budget information requested on the SF-424A, review the general instructions provided for the SF-424A and follow the instructions outlined below. The budget reported on SF-424A must include a yearly breakdown of costs for the entire project period. Specifically, the budget reported on SF-424A should provide a detailed cost breakdown for each line item outlined in the SF-424A by year, including a breakdown of costs for each activity/cost within the line item. The budget must separate out funding that is administered direct the applicant from any funding that will be subcontracted.

#### SF-424A Instructions

##### Section A – Budget Summary

- Grant Program Function or Activity (column a) = grant activity means the type of financial assistance expected under this NOFO: 1) grant/cooperative agreement; 2) non-cash contribution or donation of property; 2) direct appropriation; 4) food commodity; 5) other assistance, including: loan, loan guarantee, interest subsidy, and insurance.
- New or Revised Budget, Federal (column e) = Enter the Total Federal Budget Requested by grant activity for the project period, in rows 1 through 4. In row 5, reflect the sum of the amount for the Federal Total.
- New or Revised Budget, Non-Federal (column f) = Enter Total Amount of any Non-Federal Funds Contributed (if applicable), by grant activity for the project period, in rows 1 through 4. In row 5, reflect the sum of the amount for the Non-Federal Total.
- New or Revised Budget, Total (column g) = Enter Total Budget Proposed by grant activity for the project period in rows 1 through 4. In row 5, reflect the sum of the amount for the Federal and Non-Federal Totals.

##### Section B – Budget Categories

- Enter the total costs requested for each Object Class Category (Section B, number 6) for all years of the total project period.
- If the class categories are not known at the time of application, include the expected budget under row h.
- Unless the program section of the NOFO indicates otherwise, if indirect charges are expected and included on the form, the charges must be calculated based on either the federal-approved negotiated indirect cost rate, or the 10 percent de minimis rate, as allowed by [2 CFR 200.414](#).

#### Section D – Forecasted Cash Needed

- Enter each quarter in the first year of the project period, enter the cash needs anticipated.

#### Section E – Budget Estimates of Federal Funds Needed for Balance of the Project

- Column (b)First = Enter the total federal funds needed for the second year of the project period, for each grant activity. Reflect the sum of funds from all activities for the second year in row 20.
- Column (c)Second = Enter the total federal funds needed for the third year of the project period, for each grant activity. Reflect the sum of funds from all activities for the third year in row 20.
- Column (d)Third = Enter the total federal funds needed for the fourth year of the project period, for each grant activity. Reflect the sum of funds from all activities for the fourth year in row 20.
- Column (e)Fourth = Enter the total federal funds needed for the second year of the project period, for each grant activity. Reflect the sum of funds from all activities for the second in row 20.
- If the NOFO is for a period longer than five years, complete a second SF-424A form and upload it as an attachment to the application (this specific attachment will not be counted towards the page limit). Year 6 information should be included in column (b)First of Section E. Then enter the total for years 1-5 (per the first SF-424A form) in column (c)Second of Section E. The second SF-424A form will compute columns (b) and (c), reflecting total costs for the entire project period. This total should be consistent with the total Federal costs requested on the SF-424, Application for Federal Assistance. A blank SF-424A form can be found at Grants.gov: <https://www.grants.gov/web/grants/forms/sf-424-individualfamily.html#sortby=1>