



U.S. Department of Housing  
and Urban Development

## Section 4 Capacity Building for Community Development and Affordable Housing

CPD-2600-DC-0007

Applications are due by 11:59:59 PM ET. Eastern Time on 07/06/2026.

Community Planning and Development

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# BEFORE YOU BEGIN

If you are a good candidate for this funding opportunity, register in the required systems and review the application materials. If you are already registered, confirm that your information is current and active.

## **SAM.gov Registration**

You must have an active and up-to-date account with [SAM.gov](https://sam.gov), at the time of application and throughout the life of any award.

To register, go to [SAM.gov Entity Registration](https://sam.gov) and click Get Started. From the same page, you can also click the Entity Registration Checklist for the information you will need to register.

It can take several weeks to register in [SAM.gov](https://sam.gov), so get started now if you are planning to apply. [SAM.gov](https://sam.gov) also provides each organization with a unique entity identifier (UEI). A valid UEI is required to apply for funding.

See [Section VI.B](#). Submission Methods.

## **Find the Application Package**

Use the Grants Search at [Grants.gov](https://grants.gov) and search for opportunity number CPD-2600-DC-0007 . The application package has all the online forms you need to apply. You also need to access the Download Instructions link and review the content before you apply.

If you have other technical difficulties using Grants.gov, contact the Support Center on [Grants.gov](https://grants.gov).

To get updates on changes to this notice of funding opportunity (NOFO), click Subscribe from the View Grant Opportunity page on [Grants.gov](https://grants.gov).

### **Application Deadline**

Applications are due by 11:59:59 PM ET. Eastern Time on 07/06/2026.

### **HUD Listserv**

To get **email alerts** about current and future funding opportunities, **subscribe** to [HUD's Funding Opportunities listserv](#).

# I. BASIC INFORMATION

I. Basic Information

A. Summary

B. Agency Contact(s)

## I. BASIC INFORMATION

See [Contact and Support](#) section of this NOFO.

### A. Summary

**Federal Agency Name:**

United States Department of Housing and Urban Development (HUD)

**HUD Program Office:**

Community Planning and Development

**Announcement Type:**

Initial

**Program Type:**

Discretionary

**Paperwork Reduction Act Information:**

Not Applicable

**Due Date for Intergovernmental Review:**

See [Section VI.C.1.](#)

#### Key Facts

**Opportunity Name:**

Section 4 Capacity Building for Community Development and Affordable Housing

**Opportunity Number:**

CPD-2600-DC-0007

**Federal Assistance Listing(s):**

14.252

#### Key Dates

**Application Due Date:**

**11:59:59 PM Eastern Time on:**

07/06/2026

**Anticipated Award Date:**

08/13/2026

**Estimated Performance Period Start Date:**

09/14/2026

**Estimated Performance Period End Date:**

09/13/2030

### 1. NOFO Summary

As authorized by the HUD Demonstration Act of 1993 (Pub. L. 103-120, 107 Stat. 1148, 42 U.S.C. 9816 note), as amended, the Section 4 Capacity Building for Community Development and Affordable Housing program (Section 4) enhances access for low-income families and persons to affordable housing including a pathway for homeless populations to self-

sufficiency and stable housing. Under this competition, the Section 4 also prioritizes projects in Opportunity Zones, broadens access for rural and small towns, and promotes better accountability in ensuring the program expands and achieves intended outcomes.

This NOFO makes available \$84,000,000 (\$42,000,000 in FY 2024 and \$42,000,000 in FY 2025 funds) to carry out eligible activities related to community development and affordable housing projects and programs for Section 4, of which at least \$10,000,000 (\$5,000,000 for each FY) shall be made available for rural capacity building activities. Additionally, Section 4 program grantees shall collectively invest not less than \$2,000,000 (\$1,000,000 for each FY) of funds in targeted capacity building activities to benefit Native Hawaiian, American Indian, and Alaska Native communities and populations in areas including, but not limited to, rural areas. This minimum investment is separate from the required investment for rural capacity building activities described above.

Awards will be made by fiscal year, with separate grant agreements for each (FY 2024 and FY 2025).

As required by Public Law 103-120, 107 Stat.1148, 42 U.S.C. 9816 note, this funding opportunity is limited to Enterprise Community Partners Inc., Local Initiatives Support Corporation and Habitat for Humanity International as the only eligible applicants for this NOFO.

## 2. Funding Details

### Type of Funding Instrument

G (Grant)

### Available Funds

Funding of approximately **\$84,000,000** is available through this NOFO.

Additional funds may become available for award. Use of these funds is subject to statutory constraints. All awards are subject to the selection process contained in this NOFO.

### Estimated Number of Awards

3 awards from [available funding](#)

### Length of Performance Period:

48-month project period and budget period

Length of Periods Explanation:

48-month period of performance for project and budget periods.

## B. Agency Contact(s)

See [Contact and Support](#) section of this NOFO.

## II. ELIGIBILITY

### II. Eligibility

#### A. Eligible Applicants

#### B. Eligible Applications

#### C. Cost Sharing or Matching

## II. ELIGIBILITY

### A. Eligible Applicants

If your organization is not an eligible applicant, your application won't be reviewed or scored, and you won't receive funding from HUD.

#### 1. Eligible Entity Types:

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

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

#### Additional Information on Eligibility

You cannot apply as an individual.

[Faith-based organizations](#) may apply just like any other organization. [HUD does not have any policies or practices that unfairly target these institutions.](#)

#### 2. Restrictions

##### a. Statutory and Regulatory Requirements

You must meet the current [General Statutory and Regulatory Eligibility Requirements](#). If you do not meet these requirements, your application won't be scored, and you won't receive funding from HUD. This is a threshold requirement for all HUD funding.

##### b. Resolution of Civil Rights Matters

If you have any outstanding or unresolved judgments for violating civil rights laws, you must settle them before you apply. If you don't, settle the civil rights law violations before you apply, your application won't be scored, and you won't receive funding from HUD. This is a threshold requirement for all HUD funding.

Only the three organizations listed in Section I. A. of this NOFO are eligible for the Section 4 program. Any other applicants will be identified as ineligible.

Eligible applicants must be nonprofit organizations having 501 (c) (3) status with the IRS identified in Section 4 of the HUD Demonstration Act of 1993 (Public Law 103-120, 107 Stat. 1148, 42 U.S.C. 9816 note), as amended, and the FY 2024 and FY 2025 Appropriations. Specifically, these three organizations are the only applicants eligible for this competition and are located at the following addresses:

- Enterprise Community Partners, Inc. 70 Corporate Center 11000 Broken Land Parkway, Suite 700 Columbia, MD 21044
- Local Initiatives Support Corporation (LISC) 501 Seventh Avenue, 7th Floor New York, NY 10018
- Habitat for Humanity International 121 Habitat Street Americus, GA 31709

### B. Eligible Applications

1. An application from an [eligible entity](#) is considered for funding if it meets basic [threshold](#)

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[requirements](#) and passes [merit review](#).

2. Your application must support the [goals](#) of this NOFO.

3. Awards made under this NOFO will not be used to conduct activities that subsidize or facilitate illegal racial preferences or other forms of illegal discrimination, including activities where race or intentional proxies for race will be used as a selection criterion for employment or program participation.

### C. Cost Sharing or Matching

This Program requires [cost sharing or matching](#), as described below.

In accordance with Section 4(c) of the HUD Demonstration Act of 1993, each dollar awarded must be matched by three dollars in cash or in-kind contribution obtained from private sources. The types of documentation accepted by HUD will be determined at the time the organization enters into a grant agreement. All match funds, including in-kind contributions, shall conform to the requirements of 2 CFR 200.306. Match funds must clearly be connected to the delivery of the proposed Section 4 program eligible activities or the resulting outputs of those activities.

In addition to the required matching funds, applicants are encouraged to secure leverage from private sector and/or non-federal public resources. Leverage funds are calculated over and above any match contributions.

# III. PROGRAM DESCRIPTION

## III. Program Description

### A. Purpose

### B. Goals and Objectives

### C. Authority

### D. Unallowable Costs

### E. Indirect Costs

## III. PROGRAM DESCRIPTION

### A. Purpose

The program enhances the capacity and ability of Community Development Corporations (CDCs) and Community Housing Development Organizations (CHDOs) to carry out community development and affordable housing activities that benefit low-income persons, homeless, physically disabled persons, first responders and veterans. Additionally, this program provides a set-aside for rural capacity building activities and a set aside to benefit Native Hawaiian, American Indian, and Alaska Native communities and populations in areas including, but not limited to, rural areas.

### B. Goals and Objectives

1. Applicable Goals and Objectives from HUD's Strategic Plan: This NOFO supports HUD's mission and Administration's priorities in reducing barriers to housing supply. The goals, objectives, and measures applicable to this NOFO are included in Appendix I. Consider this information in your application and when tracking the success of your project, if selected for award. HUD will monitor compliance during the award performance period.

#### 2. Other Program Goals

- Promote and enhance the capacity and ability of Community Development Corporations (CDCs) and Community Housing Development Organizations (CHDOs) by providing technical and financial assistance through National Organizations. These National Organizations will build the capacity of the CDCs and CHDOs to provide affordable housing and community development that will benefit low income households, homeless, physically disabled persons, first responders and veterans in urban, rural and tribal communities.
- Promote and enhance the capacity and ability of CDCs and CHDOs to utilize the benefits of investments in Opportunity Zones.
- Promote and enhance activities that directly lower the cost-of-living and provide price relief for American families, including by creating new housing units, assisting and creating businesses, and creating well-paying jobs.

### C. Authority

The Section 4 program is authorized by Section 4 of the HUD Demonstration Act of 1993 (Public Law 103-120, 107 Stat. 1148, 42 U.S.C. 9816 note), as amended. Funding for this program is provided by the Consolidated Appropriations Act, 2024 (Public Law 118-42, approved on March 09, 2024) and the Full-Year Continuing Appropriations and Extensions Act, 2025' (Public Law 119-4, approved on March 15, 2025).

### D. Unallowable Costs

\* Prohibition on Fees or Profit. No fee or profit may be paid to any recipient or subrecipient of an award under this Section 4 NOFO.

Contractor and Subrecipient Rate Determination: Prior to beginning work on an activity, the grantee must have a contract with any hired contractors and subrecipients. In addition to the requirements laid out at 2 CFR 200.331, the contract with any contractor or subrecipient must

clearly state the work expected to be performed, the expected performance outputs (deliverables) from that work, the period of performance for the contract, the expected number of hours of work, and the hourly rate of pay to be applied. The contract must establish if the hourly rate of pay is a "fully-loaded" or "unloaded" rate. "Fully-loaded" rates are rates that include the wage rate, fringe benefits, and overhead for the contractor or subrecipient as clearly stated in the contract, while "unloaded" rates only include the hourly wage rate.

High Rate Contractors and Consultants: Section 4 program funds may not be used, directly or indirectly, to pay or provide reimbursement for payment of the salary of a contractor or subrecipient at more than the "unloaded" hourly equivalent of the rate paid under for the OPM General Schedule Grade 15, Step 10 (based on the locality of the consultant, contractor, or subrecipient's primary work address) without prior written approval from HUD. For more information on OPM's General Schedule, please see the Office of Personnel Management (OPM) website at <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/2024/general-schedule> and <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/2025/general-schedule> .

Additionally, Section 4 program funds may not be used, directly or indirectly, to pay or provide reimbursement for payment of the salary of a contractor or subrecipient at more than the "loaded" rate of \$150 an hour without prior written approval from HUD. If the grantee believes there is sufficient need or cause for hiring a contractor or subrecipient at a high rate, it may submit a request to HUD and a written justification for review and consideration, and it must receive HUD's approval prior to commencing services with the high-rate contractor, consultant, or subrecipient. In all cases, the grantee must receive approval from HUD before commencing any Section 4 program work with a high-rate contractor or subrecipient.

## E. Indirect Costs

If you expect to charge [indirect costs](#) to the award, submit the Indirect Cost Information for Award Applicant/Recipient form (HUD-426) with your application.

If you expect to charge indirect costs to the award, submit the Indirect Cost Information (HUD426) with your application. Page 10 of 48 Applicants are required to provide documentation identifying the federally negotiated indirect cost rate from the cognizant agency that shows the approved rate or provide an attachment that states that the de minimis rate of 15% Modified Total Direct Costs (MTDC) will be used.

## F. Program History

For more information on the Section 4 program follow the link: <https://www.hud.gov/hud-partners/community-section-4>

The following changes were made to the FY 2024-2025 NOFO Sections:

**Section III. Program Description** – This section is updated to reflect the following requirements and goals have been removed:

- a. Strategic Plan requirements removed
- b. Civil Rights Goals removed

**Section IV. Application Contents and Format** - This section is updated to reflect the following form added and removed:

- a. Opportunity Zones form (HUD 2996) added
- b. HUD no longer requires attachments related to Civil Rights and Equity and the Rural Partners Networks forms (HUD-426 and HUD-426.1).
- c. Promise Zones form (HUD 50153) removed

**Section V. Application Review** - This section is updated to reflect the following requirements and documents have been removed:

- a. The NOFO Civil Rights and Equity Toolkit removed
- b. Merit – Civil rights, AFFH, and equity requirements removed
- c. Merit – Rural Underserved Communities and Rural Partners Networks priorities (HUD-426 and HUD 426.1) removed
- d. Merit – Climate changes and environmental justice priority removed
- e. Merit -Promise Zones form (HUD 50153) removed

The following requirement(s) and form(s) has been added:

- a. Merit – Options available to incorporate Section 3 requirements, as appropriate
- b. Merit – Opportunity Zones form (HUD 2996) added

**Section VII. Post award Requirements and Administration** - This section is updated to reflect the following requirement(s) have been removed and/or revised:

- a. Removed requirements related to DEI, climate change, and environmental justice
- b. Rename NEPA to "NOFO Impact Determination Related to the Environment"

The following requirement(s) and text has been added:

- a. Added requirements related to implementing current and future Executive Orders
- b. Added standard text for Remedies for Noncompliance

**Appendix** - This section is updated to reflect the following requirements and tools documents have been added:

- a. Added notice of a HUD's plan to implement new grant management and reporting tool
- b. Added requirements to report recipient and subrecipient performance and financial activities using new tools when they are released
- c. Added provisions to terminate for noncompliance

This section is also updated to reflect the following definitions and requirements have been removed:

- a. Removed definitions related equity, climate change, environmental justice, underserved communities, Rural Partner Network, promise zones
- b. Removed requirements related to the Strategic Plan Goals

## G. Other Information

\* Eligible Activities and Priorities. Funds may only be used to conduct the following activities:

1. Training, education, support, and advice to enhance the technical and administrative capabilities of CDCs and CHDOs. This may include building the capacity of CDCs and CHDOs to:

- Navigate the housing and community development resources provided by the Federal Government and assist in directing Federal investments to areas with high needs specific to low income persons, homeless, physically disabled persons, first responders and veterans;
- Provide training best practices for utilizing Opportunity Zones as incentives for community investment;
- Cooperatively plan for the use of available resources in a comprehensive and holistic manner; more specifically in accordance with EO 14296, providing direct technical assistance to beneficiaries that can provide services to the National Center for Warrior Independence to help veterans earn back their self-sufficiency. and
- Assist in evaluating performance under these community planning and coordination efforts and in linking plans with neighboring communities to foster regional planning.

2. Pass-through grants, housing financing, loans, predevelopment assistance, or other financial assistance to CDCs and CHDOs to increase their capacity to carry out community development and affordable housing activities that benefit low-income families, including low-income families that contain homeless persons, physically disabled persons, first responders and veterans.

3. Such other activities as may be determined by the grantees in consultation with the Secretary or his or her designee.

At this time, eligible program activities allowed under the third listed eligible activity only include HUD reviewed and approved reasonable administrative activities directly related to the grantee's management of its Section 4 program. Some examples of reasonable administrative activities specific to the management of the Section 4 program include the preparation of Section 4 action plans and activities, preparation of Section 4 program reports, and management of the implementation of the first and second eligible activities.

Any Section 4 funded activity that results in the creation of intangible property, including but not limited to the creation of curriculum, trainings, data or research findings is subject to the rules at 2 CFR 200.315. In accordance with 2 CFR 200.315, the Federal awarding agency reserves a royalty-free, nonexclusive and irrevocable right to reproduce, publish, or otherwise use the work for Federal purposes, and to authorize others to do so.

**Program Priorities.** Activities undertaken as part of, or as a result of, capacity building efforts described in this section should build pipelines and support the implementation of other HUD housing and community development programs such as Opportunity Zones, the National Center for Warrior Independence facilities, voucher programs to support homeless veterans specifically in Los Angeles Metropolitan and around the Nation, in addition to issues related to comprehensive neighborhood revitalization activities.

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Through these activities, grantees are encouraged to align with and support projects that create opportunities for investments focused on job growth, economic recovery, and neighborhood revitalization. Additionally, grantees are encouraged to consider how CDCs and CHDOs may align investments with regional planning for sustainable economic development if such efforts are underway in the jurisdiction.

# IV. APPLICATION CONTENTS AND FORMAT

## IV. Application Contents and Forms

### A. Standard Forms, Assurances, and Certifications

#### B. Budget

### C. Narratives and Other Attachments

#### D. Other Application Content

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## IV. APPLICATION CONTENTS AND FORMAT

Applications must include three main elements: a) standard forms, assurances, and certifications; b) budget; and c) narratives and other attachments. The content, forms, and format for each element are included in this section.

You may use this section as a checklist to ensure you submit a complete application.

If you don't provide the required documents in the correct format, your application is incomplete.

Do not submit password protected or encrypted files.

1. All applicants should include the applicant's name, UEI number, and page number on each page of the narrative. The page limit does not include the Indirect Cost rate determination, HUD Form 4130 Multi-Year Budget, or any of the other required documents that are provided as attachments.

2. Prohibition of Materials Not Required. Materials other than what is requested in this NOFO are prohibited. Reviewers will not consider resumes, charts, letters, or any other documents attached to the application that are not specified or requested in this NOFO.

3. Additional Information on the Section 4 program and Frequently Asked Questions. HUD may provide a summary of Frequently Asked Questions. Please check the Section 4 program webpage on the HUD website at [Section 4 and Rural Capacity Building Programs | HUD.gov / U.S. Department of Housing and Urban Development \(HUD\)](https://www.hud.gov/Section4andRuralCapacityBuildingPrograms)

Element	Submission Form
Standard Forms, Assurances, and Certifications	Upload using each required form.
Budget	Use the required budget form.
Narratives and Other Attachments	Insert each in the Attachments form.

40 pages is the total maximum length of all narratives.

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

4. Applicants should include a one-page abstract with the application. The abstract should address the following:

- Grantee Name
- Grantee Address
- Project Name
- Project Director

- Project Director Contact Information
- Purpose
- Activities to be performed
- SMART Goals (Program Level and Project Level)
- Expected Targets
- Deliverables and Expected Outcomes
- Subrecipient Activities
- Requested Amount for each Fiscal Year included in this Two-Year NOFO
- Cost Share Match
- Leverage
- Approved Indirect Cost Rate

Applicants intending to apply for the tribal set aside must provide a succinct narrative describing how the funds will be implemented. The page limit does not apply to the abstract. Information contained in the abstract will not be rated.

### A. Standard Forms, Assurances, and Certifications

You must properly complete and submit with your application the standard forms, assurances, and certifications identified below. You can find all forms in the application package or review them and their instructions at [Grants.gov Forms](#). You can also [read more about standard forms](#) on HUD's Funding Opportunities page.

Forms/Assurances/ Certifications	Submission Requirement	Notes/Description
Application for Federal Assistance (SF-424)	Required with the application	Page limit: Not applicable File name: SF-424
Applicant and Recipient Assurances and Certifications (HUD 424-B)	Required with the application	Page limit: Not applicable File name: HUD-424B
Applicant/Recipient Disclosure/Update Report (HUD-2880)	Required with the application	Page limit: Not applicable File name: HUD-2880

Forms/Assurances/ Certifications	Submission Requirement	Notes/Description
Certification Regarding Lobbying	Required with the application	Page limit: Not applicable File name: Lobbying Certification form
Disclosure of Lobbying Activities (SF-LLL)	If applicable, Required with the application	Page limit: Not applicable File name: SF-LLL
Certification for Opportunity Zone (HUD-2996)	If applicable, required with the application	Page limit: Not applicable File name: HUD-2996 Form location: download instructions

## B. Budget

You must submit a budget with your application to support your project narrative.

At a minimum, your budget must indicate direct and any indirect costs.

Your budget should clearly identify costs that are associated with each funding year this two-year NOFO.

Applicants are required to provide documentation identifying the federally negotiated indirect cost rate from the cognizant agency that shows the approved rate or provide an attachment that states that the de minimis rate of 15% Modified Total Direct Costs (MTDC) will be used. Refer to Section III.E Indirect Cost Rate, for full details on this requirement.

Budget Form/Document	Submission Requirement	Notes/Description
HUD Form(s) 4130 Multi-Year Budget	Required with the application; one form for each fiscal year is required	Page limit: Not Applicable File name: HUD Form 4130
Indirect Cost Information Certification (HUD-426)	If applicable, this document is required with the application and after award	Page limit: Not Applicable File name: ICR Doc. Form location: download

Budget Form/Document	Submission Requirement	Notes/Description
		instructions

### C. Narratives and Other Attachments

If applicable, you must upload narrative and other attachments in [Grants.gov](https://www.grants.gov) using the Attachments Form. When using the Attachments Form, you can upload PDF, Word or Excel formats.

Document	Submission Requirement	Notes/Description
Abstract	Required with the application	See Section IV.4 File Name: Abstract 1-page limit
Response to 5 Rating Factors	Required with the application	See <a href="#">Section V.B</a> File name: Rating Factor Narrative
Nonprofit Status – Documentation	If applicable, this document is required with the application	Page limit: Not applicable File Name: Nonprofit Status Acceptable Content 40-page limit
Code of Conduct	If not included in <a href="#">HUD's eLibrary</a> , this document is required with the application	Page limit: Not applicable File name: Code of Conduct <a href="#">Acceptable Content</a>

### D. Other Application Content

Document	Submission Requirement	Notes/Description
Negotiated HUD Form(s) 4130	The applicant must provide document once the notification of the award is made	Page limit: Not applicable File name: HUD Form 4130
A signed Indirect Cost Form	The applicant must provide document once the notification of the awards is made	Page limit: Not applicable File name: ICR Doc

A signed HUD Form 1044	HUD will send the form to applicant for signature and processing	Page limit: Not applicable File name: HUD Form 1044
A signed Grant Agreement	HUD will send the form to applicant for signature and processing	Page limit: Not applicable File name: Grant Agreement

## 1. Technical Application Errors

HUD will contact you to fix a technical error with your timely application after the due date. Technical errors, if corrected, do not affect (positive or negative) your merit rating under this NOFO. Examples of technical errors include, but are not limited to: inconsistencies in funding requests; a missing or incomplete form or certification; failure to submit an otherwise sufficient application under the correct Assistance Listings number or Funding Opportunity Number in Grants.gov; improper signature on a form or certification; and missing or inappropriate eligibility documentation.

HUD will send notice to the [authorized organization representative](#) to fix a technical error. You must respond timely and appropriately to HUD's notice (see [submission requirements](#)).

Your application is not eligible for funding if you fail to fix the error to HUD's satisfaction by the due date in HUD's notice. HUD will not review information submitted after the due date in HUD's notice.

# V. APPLICATION REVIEW INFORMATION

## V. Application Review Information

### A. Threshold Review

### B. Merit Review

### C. Risk Review

### D. Selection Process

### E. Award Notices

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## V. APPLICATION REVIEW INFORMATION

### A. Threshold Review

**When you apply:** Your application is reviewed to make sure it meets the threshold requirements of this NOFO. If your application has a [technical error](#), HUD will allow you to [correct it](#). If you fail to meet **any** of the threshold requirements, your application is **not** eligible for HUD funding. If you do meet the threshold requirements, your application moves to [Merit Review](#) (the next step).

#### 1. Timely Application Submission

Late applications are not evaluated and not eligible for funding. See deadlines in [Section VI](#).

#### 2. Complete Application

If your application is timely, HUD will confirm completeness. Your application is considered for funding if it is complete and responsive to the requirements in this NOFO. If your application is incomplete, HUD will ask you to fix any [technical errors](#). Otherwise, incomplete and nonresponsive applications are not considered for funding.

#### 3. Eligible Applicant

Upon receipt, HUD will confirm whether you are an [eligible applicant](#). Applications from ineligible applicants do not proceed to [merit review](#) and are not eligible for HUD funding.

Only the three organizations listed in Section I. A of this NOFO are eligible for the Section 4 program. All other applicants are not eligible for funding.

### B. Merit Review

If your application meets the threshold requirements, a panel will review and score its merits. The panel may include HUD employees and non-employees. They will evaluate your application based on the following criteria. The results of the evaluation are shared with senior HUD officials who make the [final decisions about funding](#) consistent with this NOFO.

#### Merit Review Summary

Criterion	Total number of points = 100
Rating Factor 1: Capacity to Execute	__1__ point
Rating Factor 2: Description of Problem	__10__ points
Rating Factor 3: Proposed Approach	__38__ points
Rating Factor 4: Leverage	__11__ points
Rating Factor 5: Measuring Results	__40__ points
Total	__100__ points
Total Points Possible	100 points

The maximum number of points awarded for a Section 4 program application is 100 for Rating Factors 1 through 5 (Five Factors). The minimum score for an application to be considered for funding is 75 points.

Points are assigned based on your narrative responding to the Five Factors. The narrative must present the activities that will be carried out with Section 4 funds during the four-year

terms of both the FY 2024 and FY 2025 grant agreements. Submissions should provide recent (within the last five years) and relevant (relative to the proposed activities to be carried out with this award) examples to support the proposal, where appropriate. Submissions should also be as specific as possible when describing the communities, populations, and organizations they propose to serve, and the specific outcomes expected as a result of the activities.

## 1. Rating Factors

Your application must include a response to the following criteria.

### Rating Factors Details

Criterion	Max points = 100
<b>Rating Factor 1: Capacity to Execute</b>	1__ max point
<p>You must describe the capacity of the applicant and its organizational experience relevant to the Section 4 Capacity Building program. You should list position summaries of key principal staff that will manage the Section 4 Capacity Building program and funds, and of any persons and organizations firmly committed to the management of program delivery and applicable activities, including key contractors or sub-recipients, if applicable. Other than names and position titles, please do not use any Personally Identifiable Information (PII). See the definition of PII at 2 CFR 200.1. HUD will consider the extent to which the application demonstrates that the organization has sufficient management and financial capacity and experience in the form of:</p> <ol style="list-style-type: none"> <li>1. Knowledgeable organizational, management, and financial staff skilled in managing large federal grants;</li> <li>2. Knowledgeable staff, or the ability to procure qualified experts or professionals, with the knowledge, skills, and abilities to manage the delivery and scale of the proposed Section 4 eligible activities in the proposed service areas in a timely and effective manner;</li> <li>3. Experience in conducting Section 4 eligible capacity building activities to CDCs and CHDOs in urban, rural and tribal settings; and</li> <li>4. Experience targeting capacity building activities and other housing and community development activities toward areas with significant needs; and</li> <li>5. Experience working with and knowledge of other Federal housing and community development programs at HUD and at other agencies.</li> <li>6. Knowledgeable staff, and experience and familiarity with federal nondiscrimination requirements, to include fair housing planning.</li> </ol>	

Criterion	Max points = 100
<b>Rating Factor 2: Description of Problem</b>	10__ max points
<p>You must describe your understanding of the capacity building needs of CDCs and CHDOs in the specific geographies where you plan to use Section 4 Capacity Building program funds, including urban, rural, and tribal areas, and in Opportunity Zones. The narrative must explain the nature and extent of the need in relation to the eligible activities and priorities identified in Section III.G. of this NOFO and must support the description of the needs with credible, reliable, and quantitative information. HUD will consider the extent to which the application demonstrates that the organization has sufficient knowledge and understanding of the needs of CDCs and CHDOs by its explanation of:</p> <p><b>1. Need for Capacity Building (7 points).</b> Specifically, this sub-factor will be assessed on the applicant's identification and explanation of:</p> <p><i>The Needs of CDCs and CHDOs:</i> Explain the specific capacity building needs of CDCs and CHDOs, as related to their ability to successfully address the specific community needs, such as identifying additional affordable rental and home ownership needs in urban, rural, or tribal areas, financing and/or construction aids, and in utilizing the benefits of Opportunity Zones. Engagement with the Department of Interior and the Department of Housing and Urban Development as it pertains to locating the rural and tribal areas where housing shortages are particularly severe; federal land, land transfers, lease agreements, and capacity building directly related to infrastructure and development readiness should be considered when identifying sustainable and affordable housing solutions.</p> <p><b>2. Data Quality (3 points).</b> The explanation of community needs and CDC and CHDO needs must be supported by objective information and/or data. Some examples of quality sources include, but are not limited to, the most recent Census, (within 5 years) American Housing Surveys, local or state Consolidated Plans, HUD program reports available through the HUD Exchange or HUD USER websites, or other demonstrably relevant, recent, and reliable data sources. For the purpose of demonstrating the specific needs of CDCs and CHDOs, you may also use data collected through the organization's own valid, recent, reliable, and replicable means of collection. If you use your own created data source, it must provide a brief explanation of the research methods used for the data collection and analysis.</p>	
<b>Rating Factor 3: Proposed Approach</b>	38__ max

Criterion	Max points = 100
	points
<p>Applicants will be evaluated on the overall quality of the proposed approach to build the capacity of CDCs and CHDOs based on the needs identified in Factor 2. HUD will consider the connection between the specific identified capacity building need, the priorities and eligible activities of this program, the applicant's proposed activities, and the cost-effectiveness of those proposed activities. You must present your proposed plan for building the capacity of CDCs and CHDOs based on the needs identified in Factor 2.</p> <p>You should include activities and implementation process plans that address navigating the increased Federal housing and community development resources and helping direct those resources toward HUD specifically designated communities in need.</p> <p>To assess this factor, HUD will consider the extent to which the application proposes a sound approach to building the capacity of CDCs and CHDOs. Specifically, your narrative must address the following sub-factors:</p> <p><b>1. Description of Activities (8 points):</b> You must describe the eligible activities you propose to conduct and address the capacity building needs of CDCs and CHDOs as identified under Rating Factor 2. The application must clearly describe:</p> <p><i>a. Strategic Plan</i> - Explain the strategic vision and plan for the proposed Section 4 Capacity Building program. You must clearly label the response in the narrative as the strategic plan for its Section 4 program, so HUD can clearly identify it.</p> <p><i>b. Proposed Activities</i> - You must explain its approach to capacity building by stating its proposed eligible activities (defined in Section III.G. of this NOFO) and how those activities are feasible and meet the capacity building needs of CDCs and CHDOs. Be sure to identify how the proposed activities will be implemented. For example, if the applicant proposes to conduct a series of training, indicate if the training will be done in person or virtually, and if it will be recorded for later distribution. All training must be accessible to persons with disabilities. Trainings and materials for print will only be offered in English, as it is the official language of the United States. You should also identify and explain the extent to which they have coordinated or plan to coordinate (e.g., through a memorandum of agreement or letters of participation) with other known partners, contractors, or subrecipients to directly lead any of the proposed work activities.</p> <p><i>c. Rationale and Effectiveness of Approach</i> - Describe how you determined that your proposed activities will be cost-effective and how the activities will</p>	

Criterion	Max points = 100
<p>enable your beneficiaries to carry out specific housing and community development activities. To receive full credit, you must explain why your proposed activities were selected for the FY 2024 and FY 2025 Section 4 program and why they represent the best approach to meet the identified CDC and CHDO needs. You should explain how your proposed approach and activities differs from prior years (if applicable), how your proposal is responsive to performance metrics or evaluations of prior year Section 4 efforts, and how your proposal addresses any recent changes in the needs of CDCs, CHDOs, or the communities you serve.</p> <p><b>2. Implementation Process Plan to Conduct Activities (20 points):</b></p> <p>Describe a plan for how you will design, organize, implement, and manage the proposed capacity building activities, including how you will operate under the requirements of the Section 4 Capacity Building program. HUD will evaluate the extent to which you present and support a detailed and well-planned approach for conducting eligible program activities that address the capacity building needs of CDCs and CHDOs, as identified in Rating Factor 2. To receive full credit, explain how you will implement and manage your proposed activities by describing:</p> <p><i>a. Implementation Process:</i></p> <p><i>Method and Process for Activity Delivery:</i> What is the method and process that will be used to implement the proposed activities, including an explanation for how you will determine where to direct Section 4 grant funds? For example, if you propose to run an internal Request for Proposal (RFP) process to select beneficiaries, then provide a summary of that plan and how it is connected to the proposed time frame.</p> <p><i>Proposed Beneficiaries:</i> How will eligible beneficiaries (CDCs and CHDOs) be identified and selected? If you already know the eligible beneficiaries that you will serve, list them by name and geographic location. Current and future beneficiaries must possess a UEI number and be citizens of the United States to receive benefits under Section 4 Capacity Building grant. Explain how your criteria for selecting CDCs and CHDOs will allow you to target the specified communities with the greatest need. You may also discuss why your proposed activities are best suited for the CDCs and CHDOs representing the targeted communities.</p> <p><i>Geographic Area Determinations:</i> Explain the process and factors that you will use to determine the geographic locations where program funds will be allocated based on the identified needs in Factor 2. You do not have to identify precise locations at application; however, if you have already determined the geographic areas where you will work, then you must</p>	

Criterion	Max points = 100
<p>indicate them in the narrative, and explain how and why they were selected. You may also provide broad geographic areas that you propose to target, if your areas have not already been pre-selected. You may use this section to provide details related to activities in Opportunity Zones.</p> <p><i>b. Budget:</i> Provide a budget using HUD Form-4130(s) showing the individual costs of managing and delivering the proposed FY 2024 and 2025 Section 4 grant program. The funding for each funding year in the two-year NOFO should be over a four-year timeline, i.e. four years for FY 2024 and four years for FY 2025. On the budget forms, address the following areas, as applicable, for each year of the program:</p> <p><i>Applicant Organization Administration Costs:</i> List applicable grant management administration costs related to Personnel (Direct Labor); Fringe Benefits; Travel (just for grant management administration); Equipment (only items &gt; \$5,000 depreciated value); Supplies (only items &lt; \$5,000 depreciated value); Contractors and Consultants for Administration; and Indirect Costs related to Administration.</p> <p><i>Eligible Activities to Eligible Beneficiaries:</i> List applicable activity delivery costs related to the provision of the first and second eligible activities in Section III.G of this NOFO (training, financial assistance, etc.). You must provide a breakdown of the expected costs associated with each eligible activity. This should cover the direct labor costs from the applicant's staff; fringe benefits; travel; contractors and consultants specific to the execution of the activity, to include sub-recipients and the estimated or known hourly rate; financial assistance to beneficiaries (as applicable); equipment (only items &gt; \$5,000 depreciated value for each activity delivery); supplies (only items &lt; \$5,000 depreciated value for each activity delivery); and indirect costs.</p> <ul style="list-style-type: none"> <li>• <i>Match:</i> Section 4 program applicants must apply their expected match amounts to the budget in relation to each activity. You should put any other funding sources you intend to pursue, in your budget as "Other Funding Sources."</li> <li>• <i>Grand Totals:</i> The HUD funding total must equal the requested amount.</li> </ul> <p><i>c. Budget Narrative</i> - The budget narrative must go beyond the detailed budget to explain the assumptions used to develop each budget line item and clearly connect the budget line items to the proposed program design and the individual activity costs. To receive full credit, all items listed on the budget form must be discussed. You should make it clear in your narrative how you will track and account for the set aside totals for rural and tribal activities for each funding year awarded. To the extent possible, projected</p>	

Criterion	Max points = 100
<p>cost estimates from outside sources, including match and other funding sources, should be included in the budget and narrative</p> <p><i>d. Schedule</i> - Provide a schedule and description that shows how the plan and the proposed activities are expected to be completed each year of the four-year grant period. The distribution of work explained in the schedule must be consistent with the year-to-year budget provided in this application.</p> <p>As a reminder, the schedule and the budget narrative are included in the 40-page limit for the written application narrative.</p> <p><b>3. Rural Geographic Coverage (10 points):</b> Identify the method and criteria you will use to select rural geographic areas where you expect to focus your proposed FY 2024 and FY 2025 Section 4 Capacity Building rural program activities. If the exact rural locations are known, you must describe how you reviewed and selected these areas.</p> <p>To receive full credit for this sub-factor, the narrative must include:</p> <ul style="list-style-type: none"> <li>• A description of how you will determine the rural areas you will serve, and an explanation of how the selection process aligns with the rural needs discussed in Factor 2; or</li> <li>• A list of the rural areas you will serve, if known, with an explanation of the selection process and how it aligns with the rural needs discussed in Factor 2.</li> </ul>	
<b>Rating Factor 4: Leverage</b>	11__ max points
<p>HUD will evaluate your ability to secure leverage from public and/or private sector resources other than Section 4 funding to perform eligible activities and to sustain your proposed Section 4 Capacity Building program. HUD will evaluate how you will acquire and apply private match dollars to meet the 3:1 statutory requirement. You must keep in mind that leveraged resources are considered additional resources above and beyond the statutorily required 3:1 match requirement and cannot be counted towards the statutory match requirement.</p> <p>The following sub-factors will be assessed:</p> <p><b>1. Leverage Ratio (4 points):</b> To receive four points, you should demonstrate an expected leverage ratio of at least ten-to-one. If you demonstrate a lesser ratio, you shall be awarded the points to your documented leverage. To demonstrate your ability to leverage for this NOFO, you should include your</p>	

Criterion	Max points = 100
<p>actual results in leveraging Section 4 Capacity Building assisted projects in Federal FY 2022-2023 (October 1, 2022 - September 30, 2023).</p> <p><b>2. Match Sources (2 points):</b> Describe the process for how match sources will be considered, explored, and pursued for the FY 2024 and FY 2025 grant award(s). Weight should be given to use of public-private partnerships in capacity building activities.</p> <p><b>3. Use of Match Funds (3 points):</b> Explain how you and your beneficiaries will use the match funding to support their proposed Section 4 Capacity Building program activities and build the capacity of CDCs and CHDOs.</p> <p><b>4. Use of In-Kind Program Support (2 points):</b> Explain how you and your beneficiaries will utilize both in-kind program support, such as community volunteer activities or pro bono program support</p>	
<p><b>Rating Factor 5: Measuring Results</b></p>	40__ max points
<p>This factor addresses how you propose to achieve results and conduct program evaluation, and reflects HUD's goal to embrace high standards of ethics, performance management, and accountability for its grants programs.</p> <p>You must provide an effective plan to evaluate and measure the performance of its proposed Section 4 Capacity Building program activities. You must identify specific performance outputs and outcomes that show the improved capacity of CDCs and CHDOs. You are expected to consistently identify and maintain the distinction between outputs and outcomes as defined in this NOFO. Organizations awarded Section 4 funds will be accountable for producing the stated outputs from this application, and also for achieving positive outcomes for eligible beneficiaries who increase their organizational capacity to serve their communities.</p> <p>To assess this factor, HUD will consider the extent to which your performance plan is reasonable, consistent with the activities proposed in Factor 3, and demonstrates expected improved organizational development of eligible beneficiaries.</p> <p><b>1. Performance Plan with Expected Performance Outputs and Outcomes (16 points):</b> You must provide a description of your performance plan. To receive full credit your performance plan must include the following:</p> <ol style="list-style-type: none"> <li>1. The overarching Section 4 program performance goals;</li> <li>2. Specific planned outputs with numeric goals;</li> <li>3. Specific planned outcomes, with numeric goals; and</li> </ol>	

Criterion	Max points = 100
<p>4. A timeline for the achievement of performance outputs and outcomes. Planned outputs and outcomes may be taken from the list of examples below, or applicants may propose other quantifiable output or outcome measures that apply to the activities proposed in Factor 3. The performance plan must clearly demonstrate how eligible beneficiaries improved skills, technical capabilities, and ability to undertake community development and affordable housing activities will be identified and measured.</p> <p>Possible Outputs from the Implementation of Section 4 Activities (not an exhaustive list)</p> <ul style="list-style-type: none"> <li>• General Outputs for all Activities: <ul style="list-style-type: none"> <li>• Number of individuals served</li> <li>• Number of low-income families served; including those containing- <ul style="list-style-type: none"> <li>○ homeless persons and and persons on a pathway to self-sufficiency</li> <li>○ persons with physical disability;</li> <li>○ first responders and;</li> <li>○ veterans.</li> </ul> </li> <li>• Number of CDCs/CHDOs, Tribes, and local governments served</li> <li>• Number of organizations served (used in rare occasions like at an open training at a conference)</li> <li>• Number of HUD Regions served Number of states served</li> <li>• Additional units of affordable housing produced or preserved as a result of increased local capacity</li> <li>• Number of new Public-Private Partnerships formed</li> <li>• Number of veteran organizations served</li> </ul> </li> <li>• Eligible Activity 1: Training and Education Output Possibilities (4 points) <ul style="list-style-type: none"> <li>• Number of engagements/trainings offered</li> <li>• Number of peer-to-peer learning events</li> <li>• Number of publications created, and their projected reach</li> <li>• Number of curricula developed, and their projected reach</li> </ul> </li> <li>• Eligible Activity 2: Financial Assistance Output Possibilities (12 points) <ul style="list-style-type: none"> <li>• Number of individuals receiving financial assistance to attend training</li> </ul> </li> </ul>	

Criterion	Max points = 100
<ul style="list-style-type: none"> <li>• Dollar amount of financial assistance provided to individuals to attend training</li> <li>• Number of grants awarded</li> <li>• Dollar amount of grants awarded</li> <li>• Median award amount of grants</li> <li>• Number of grant applications received</li> <li>• Number of loans made</li> <li>• Dollar amount of loans made</li> <li>• Median loan amount</li> <li>• Number of loan applications received</li> <li>• Number of units of new affordable housing produced</li> <li>• Number of rehabilitated, repaired, or preserved units of affordable housing</li> <li>• Number of other financial assistance activities               <ul style="list-style-type: none"> <li>○ Dollar amount invested in other financial activities</li> <li>○ Number of paid jobs created within the beneficiary organization(s).</li> </ul> </li> </ul> <p>Expected Outcomes for Eligible Beneficiaries that Result from Receiving Section 4 Funding (not an exhaustive list)</p> <ul style="list-style-type: none"> <li>• Jobs               <ul style="list-style-type: none"> <li>• Number of jobs created from the beneficiary's work</li> <li>• Median job salary created from the beneficiary's work</li> <li>• Number of jobs created for veterans</li> </ul> </li> <li>• Housing               <ul style="list-style-type: none"> <li>• Number of housing units in the development process by the beneficiary</li> <li>• Number of new housing units created by the beneficiary</li> <li>• Number of housing units preserved, repaired, or rehabilitated by the beneficiary</li> </ul> </li> <li>• Business               <ul style="list-style-type: none"> <li>• Number of businesses assisted by the beneficiary</li> <li>• Number of veteran businesses assisted by beneficiary</li> </ul> </li> </ul>	

Criterion	Max points = 100
<ul style="list-style-type: none"> <li>• Number of businesses created through the beneficiary's work</li> </ul> <p><b>2. Utilization of Opportunity Zones (5 points):</b> You should provide evidence, in the performance plan described in subsection 1 above, of planned activities that enhance local partners' knowledge of, and ability to utilize, investments in Opportunity Zones within their operational areas.</p> <p>Possible Outputs to demonstrate this subfactor can include (not an exhaustive list):</p> <ul style="list-style-type: none"> <li>• Trainings provided to CDCs and CHDOs on utilization of Opportunity Zones</li> <li>• Materials, Briefings, or Playbooks generated that outline leading practices in Opportunity Zones</li> <li>• Individuals trained in Opportunity Zone utilization</li> <li>• Grants awarded for planning and implementation of Opportunity Zone development strategies</li> <li>• Loans made for planning and implementation of Opportunity Zone utilization strategies</li> </ul> <p>Expected Outcomes to demonstrate this subfactor can include (not an exhaustive list):</p> <ul style="list-style-type: none"> <li>• Number of entities that take advantage of the benefits provided by Opportunity Zones areas</li> <li>• Number of communities that generate strategic plans that target Opportunity Zone development</li> <li>• Number of CDCs or CHDOs that generate strategic investment strategies that target Opportunity Zone development</li> <li>• Jobs <ul style="list-style-type: none"> <li>○ Number of jobs created within Opportunity Zone areas</li> </ul> </li> <li>• Housing <ul style="list-style-type: none"> <li>○ Number of new housing units created within Opportunity Zone areas</li> <li>○ Number of housing units preserved, repaired, or rehabilitated within Opportunity Zone areas</li> </ul> </li> <li>• Business <ul style="list-style-type: none"> <li>○ Number of businesses created within Opportunity Zone areas</li> <li>○ Number of businesses assisted within Opportunity Zone areas</li> </ul> </li> </ul>	

Criterion	Max points = 100
<p><b>3. Performance Evaluation Plans (6 points):</b> This sub-factor of the performance plan assesses the extent to which you clearly describe how you will evaluate the effectiveness of the organization's Section 4 Capacity Building program. Your plan must include two types of evaluation:</p> <ol style="list-style-type: none"> <li><i>Internal Evaluation of the Applicant's Management of the Section 4 Capacity Building Program:</i> Describe how you will assess your own internal operations for managing the Section 4 Capacity Building program grant award.</li> <li><i>Evaluation of Section 4 Program Effectiveness and Delivery:</i> Describe how you will evaluate the effectiveness of your proposed program and the eligible activities presented in Factor 3 within the award's period of performance.</li> </ol> <p><b>4. Past Performance (13 points):</b> In rating this sub-factor, HUD will assess your past performance in administering other HUD Section 4 Capacity Building grants, including meeting all match requirements. In rating this sub-factor, HUD will also evaluate the timely commitment and disbursement of Section 4 Capacity Building program grant funds, to include the completion of the FY 2020 grant award, the return of any unspent FY 2020 funds or the extension of a FY 2020 grant award.</p> <p><i>Program Outcomes and Outputs Achieved.</i> HUD will evaluate the extent to which you demonstrated successful program performance within the last three years. Grant performance should have been timely, cost-effective, and resulted in positive outcomes for CDCs and CHDOs to improve their ability to provide affordable housing and community development. Using information available from the previous five Section 4 Capacity Building grant awards, describe how Section 4 Capacity Building program activities contributed to, or resulted in, the achievement of program outcomes using the list of quantifiable measures listed under element 1 of Factor 5 of this NOFO. You should include, as applicable, increases and improvements in affordable housing and community development program accomplishments as a result of building the capacity of CDCs and CHDOs.</p> <ol style="list-style-type: none"> <li><i>Past Administrative Performance.</i> HUD will evaluate your response to the following elements within this sub-factor: <ul style="list-style-type: none"> <li><b>Section 4 Program Grant and Organizational Management:</b> HUD will evaluate the extent to which you have demonstrated effective, sound, and responsible grant management of previous Section 4 grant awards. HUD will consider the past performance of current Section 4 Capacity Building grantees that includes, but is not limited to, financial, monitoring, and other information in HUD's files, and your past performance in meeting all match</li> </ul> </li> </ol>	

Criterion	Max points = 100
<p>requirements.</p> <ul style="list-style-type: none"> <li>• <b>Timely Expenditure and Disbursement of Section 4 Grant Funds.</b> You will describe the timeliness of expenditure and disbursement of Section 4 Capacity Building program funds for the FY 2020 through FY 2023 grant awards, using information that is collected from LOCCS no later than 30 days before the published due date of the FY 2024 and FY 2025 Section 4 NOFO. The description must include the following information for each of the Section 4 Capacity Building program grants awarded for the Fiscal Years 2020-2023 awards: <ul style="list-style-type: none"> <li>• The amount of your Section 4 Capacity Building program grant awards from HUD for each of the previous four grant awards;</li> <li>• The amount and percentage of the Section 4 Capacity Building program funds committed to eligible activities as evidenced by a HUD-approved work plan for each grant award;</li> <li>• The amount and percentage of Section 4 Capacity Building program funds disbursed, <i>as indicated in LOCCs no later than 30 days before the published due date of FY 2024 and FY 2025 Section 4 NOFO</i>, for each of the previous three grant awards; and</li> <li>• The balance of funds remaining undisbursed for each of your Section 4 Capacity Building program's previous three fiscal year grant awards</li> </ul> </li> </ul> <p>If you have previous awards, it is expected that you will have spent a portion of all the open grant awards, using the benchmark expectation of 25 percent of an award expended after each year of each award. To determine this rate, HUD will calculate the ratio of the amount of Section 4 Capacity Building program grant awarded each year to the amount of Section 4 Capacity Building program grant funds committed and disbursed.</p> <p>1. Maximum points will be assigned using the following schema:</p>	
Grant Year (s)	
FY 2020	100%
FY 2021	Greater than 75%
FY 2022 - FY 2023	Greater than 25%

This NOFO does not offer any preference points.

## 2. Other Factors

Your application must respond to the following additional criteria.

### a. Budget

The panel will evaluate but not approve the budget. The panel will assess whether the budget aligns with planned program activities and objectives. Panel members will consider whether the budget and the requested performance period are fully justified and reasonable in relation to the proposed project.

## C. Risk Review

Before making any awards, HUD will evaluate each applicant's likelihood of successfully carrying out the project. Here's what HUD looks at:

### Past Performance:

- Government-wide performance data, as noted in [2 CFR 200.206\(a\)](#)
- Public sources like news reports, Inspector General findings, Government Accountability Office reports, and complaints proven to have merit
- History of managing Federal awards (if applicable), including on-time reporting, meeting planned goals, and following previous award rules. And, the extent to which any previously awarded amounts will be expended prior to future awards
- Reports from past audits, including those performed under 2 CFR part 200, subpart F—Audit Requirements
- History of finishing activities on time and using any promised matching or leveraged funds

### Organizational Health:

- Financial stability
- Quality of management systems and ability to meet the management standards in 2 CFR part 200
- Ability to follow all required laws and rules
- Capacity, including staffing structures and capabilities

### Results:

- Ability to promote self-sufficiency and economic independence
- Number of people served or targeted for assistance

Timely set up in DRGR and obligation of all funds in a HUD approved action plan.

- The nature of and resolution of any monitoring findings; and
- The nature of and resolution of any publicly available audit findings.

HUD evaluates the integrity of the applicant as reflected in government-wide websites, information in HUD's files, the federal Do Not Pay portal, public information and information received during HUD's Name Check Review process and incorporates the risk assessment criteria laid out in 2 CFR 200.206. If this integrity evaluation results in an adverse finding, HUD reserves the right to take any of the remedies provided in 2 CFR 200.206 and HUD reserves the right to impose specific grant conditions in accordance with 2 CFR 200.208

1. **Review Types.** Two types of reviews will be conducted. First, HUD will review each application to determine whether it meets threshold eligibility requirements. If an application does not meet threshold eligibility requirements, HUD will not assess the application with respect to the Five Factors for award. Second, HUD will review and assign scores to eligible applications using the Five Factors for Award noted under Rating Factors, Section V.B.1
2. **Threshold Eligibility Requirements.** All applicants must be in compliance with the threshold requirements found in this NOFO and the eligibility requirements listed in Section III of this NOFO in order to be reviewed, scored, and ranked. Applications that do not meet these requirements and applications that were received after the deadline (see Section VI. A of this NOFO) will be considered ineligible for funding.
3. **Rating.** HUD will rate all eligible applications that meet the Threshold Requirements against the criteria in Rating Factors 1 through 5 and assign a rating score. The maximum total rating score for the five Rating Factors is 100 points.
4. **Minimum Rating Score.** Applicants must receive a total rating score of 75 points or more for Rating Factors 1 through 5) to be eligible for funding. HUD will reject any application that does not meet the minimum rating score requirements.
5. **Ranked Order.** HUD will place eligible applications that meet the minimum rating score requirements in ranked order. Applicants scoring 75 or more points will be considered for funding in ranked order up to the amount requested, or in a lesser amount if sufficient funds are not available. Meeting the minimum score of 75 points does not guarantee a funding award will be made. HUD reserves the right to adjust funding to meet urgent policy priorities.
6. **Tie Scores.** If two or more applications have the same score, the applicant with the highest score for Rating Factor 5 of this NOFO, ("Achieving Results and Program Evaluation"), or with lower indirect cost rates, will be ranked higher. If a tie remains, the applicant with the highest score for Rating Factor 3 of this NOFO, ("Soundness of Approach"), will be ranked higher.
7. **Grant Award Adjustments.** Successful applicants selected to receive a grant award that is less than they applied for are required to participate in the negotiation process to create an updated program budget and plan reflecting the actual award offer. In cases where HUD cannot successfully conclude negotiations on an updated program budget and plan, or if the selected applicant fails to provide HUD with requested information as part of the negotiation process in the required time frame, an award will

not be made to that applicant. In such an instance, HUD may offer an award to and negotiate with another applicant.

HUD may use the results of the risk review to make final funding decisions and/or set specific conditions on the award.

## D. Selection Process

When making award funding decisions, HUD will consider:

- Threshold review results, including eligibility requirements.
- Merit review results.
- Risk review results.

To the extent allowed by law, HUD may also consider:

- The scope of the overall projected impact on the program and administrative goals and priorities in this NOFO.
- Reasonableness of the estimated costs to the government.
- The applicant's readiness to conduct the proposed work.
- Likelihood that the proposed project will result in the benefits expected.
- Broad range of recipients beyond recurrent recipients.
- Geographic dispersion.
- All else being equal, preference for applicants with lower indirect cost rates.
- Applicants with demonstrated success in implementing Gold Standard Science (applicable to research awards).
- Applicants with potential to produce immediate results and potential for longer-term, breakthrough results, based on the goals of this NOFO (applicable to research awards).

To the extent allowed by law, HUD may:

- Fund applications in whole or in part.
- Fund applications at a lower amount than requested.
- Choose to fund no applications under this NOFO.
- Withdraw an award offer and make an offer of funding to another eligible application, if terms and conditions are not finalized or met timely.
- Use additional funds made available after NOFO publication to either fully fund an application or fund additional applications.
- Correct HUD review and selection errors. If HUD commits an error that causes an applicant not to be selected, HUD may make an award to that applicant when and if funding is available.

- Release another NOFO, if funding is available and if HUD does not receive applications of merit.

## E. Award Notices

If your application is successful, HUD will email an award notice to the authorized official representative from the SF-424. HUD will also notify unsuccessful applicants.

The award notice communicates the amount of the award, important dates, and the terms and conditions you need to follow. The notice may also include HUD-imposed award conditions as provided under [2 CFR 200.208](#).

You agree to the award terms and conditions by either drawing funds from HUD's payment system or signing the agreement with HUD. If you do not agree to the award terms and conditions, HUD may select another eligible applicant.

HUD will send written notifications to both successful and unsuccessful applicants. Notifications will be sent by email to the person listed as the Authorized Representative in item 21 of the SF424.

A notification sent to a successful applicant is not an authorization to begin performance or to incur costs. Successful applicants will receive notification of the preliminary award decision and must submit a revised budget and plan for any amount offered that is less than original request, and they must receive final approval for an updated budget and plan (according to the deadlines set in the award notification). Once the updated budget and plan is approved, HUD will send the successful applicant a Federal Award Agreement package to be signed and returned.

HUD will make separate awards under this two-year NOFO for each funding year (FY 2024 and FY 2025). Grantees receiving awards from both funding years will receive a separate grant agreement for each year.

Once the Federal Award Agreement is fully executed, the grantee must submit to HUD an action plan with specific activities and budgets for each initiative it proposes to implement, based on its final approved budget and plan. Section 4 work and program activities cannot commence unless approved as an activity in an action plan. The action plan and activities will show when and how the federal funds and matching funds will be used. The action plan and activities must be sufficiently detailed for monitoring purposes and must identify the performance goals and objectives to be achieved. HUD will approve the action plan and activities or notify the grantee of matters that need to be addressed prior to approval. Multiple action plan activities may be submitted for each grant; as such, action plan activities may be developed for less than the full dollar amount and term of the award, but no HUD-funded costs may be incurred for any work until the action plan activity is approved by HUD. All activities are also subject to the environmental requirements in Section VII. B of this NOFO.

Consistent with the web resources provided in Section III.F of this NOFO and the requirements at 2 CFR 200.112 and 200.318, after selection, but prior to award, applicants selected for funding will be required to provide HUD with an up-to-date copy of their written Code of Conduct. An applicant who previously submitted an application and included a copy of its Code of Conduct will not be required to submit another copy if the applicant is listed in HUD's library of the Code of Conducts for HUD Grant Programs located at

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[https://www.hud.gov/program\\_offices/spm/gmomgmt/grantsinfo/conductgrants](https://www.hud.gov/program_offices/spm/gmomgmt/grantsinfo/conductgrants) unless the information has been revised. Frequently Asked Questions for this Notice of Funding Opportunities (NOFO) will be located at [https://www.hud.gov/program\\_offices/spm/gmomgmt/grantsinfo/fundingopps](https://www.hud.gov/program_offices/spm/gmomgmt/grantsinfo/fundingopps). The executed award notice is not intended as and does not constitute a contract. There are no monetary remedies for the grant recipient under the award notice.

# VI. SUBMISSION REQUIREMENTS AND DEADLINES

## VI. Submissions Requirements and Deadlines

- A. Deadlines
- B. Submission Methods
- C. Other Submissions
- D. False Statements

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## VI. SUBMISSION REQUIREMENTS AND DEADLINES

You must apply electronically, unless you qualify to submit a [paper application](#). See [Find the Application Package](#) to make sure you have everything you need to apply online.

Make sure you are current with [SAM.gov](#) and UEI requirements before applying for the award. See the [Before You Begin](#) section of this NOFO.

### A. Deadlines

#### 1. Application submission deadline:

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

07/06/2026

HUD must receive your application by the deadline. Applications received after the deadline are late. Late applications are not eligible for HUD funding.

If HUD receives more than one application from you, HUD will review only the last submission.

HUD may extend an application due date based on emergency situations such as Presidentially-declared natural disasters. An improper or expired registration and password issues are not causes to allow HUD to accept applications after the deadline date.

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

If [Grants.gov](#) rejects your application before the deadline, you have up to 24 hours after the application deadline to correct and resubmit your application. 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.

### B. Submission Methods

#### 1. Electronic Submission

You must register and submit your application through [Grants.gov](#). See [Before You Begin](#).

For instructions on how to submit in [Grants.gov](#), see the [Quick Start Guide for Applicants](#).

Make sure that your application passes the [Grants.gov](#) validation checks or we may not get it.

[Grants.gov](#) will record the date and time of your application submission. HUD will use this information to determine timely applications.

**Need Help?** See the [Contact and Support](#) section of this NOFO.

#### 2. Electronic Submission Application Waiver

You may request a waiver from the requirement to submit your application electronically. The request must show good cause and detail why you are technologically unable to submit electronically. An example of good cause may include: a valid power or internet service disruption in the area of your business office. Lack of [SAM.gov](#) registration is not good cause.

Use the information in the [Contact and Support](#) section of this NOFO to submit a written request to HUD. You must **submit your waiver request at least 15 calendar days before**

the application deadline.

## C. Other Submission Information

### 1. Intergovernmental Review

This NOFO is not subject to Executive Order [12372](#). No action is needed.

### 2. Technical Application Errors

HUD will contact you to fix a [technical error](#) with your timely application after the due date. Use the following submission requirements to respond to HUD's notice.

#### a. Fix Errors in Electronic Applications

To fix an error in response to a HUD notice, you must email the corrections to HUD at [applicationsupport@hud.gov](mailto:applicationsupport@hud.gov). The subject line of the email to [applicationsupport@hud.gov](mailto:applicationsupport@hud.gov) must state "Technical Fix" and include the [Grants.gov](#) application tracking number (e.g., Subject: Technical Fix - GRANT123456). If you do not email [applicationsupport@hud.gov](mailto:applicationsupport@hud.gov) or if you do not include the appropriate subject line, HUD may mark your application as ineligible.

The HUD notice will allow between 48 hours and 14 calendar days from the date of the HUD notice to fix an error. If the due date to fix an error falls on a Saturday, Sunday, Federal holiday, or on a day when HUD's Headquarters is closed, then the due date moves to the next business day.

#### b. Fix Errors in Paper Applications

You must fix an error in your paper application, in accordance with HUD's notice. If your paper application includes an incorrect UEI, HUD will request you supply the correct UEI.

## D. False Statements

By submitting an application, you acknowledge your understanding that providing false or misleading information on your application, or during any part of the performance phase of an award, can lead to serious consequences. Those consequences include but are not limited to: fines, repayment, restitution, prison time, termination of any HUD award, and being banned from receiving any future HUD award and doing business with the federal government (18 USC 1001, 18 USC 1012, 18 USC 1010, 18 USC 1014, 18 USC 287, 31 USC 3729 et seq., 31 USC 3801-3812, FAR Part 9.4, 2 CFR Part 180, other remedies in your HUD award).

# VII. POST - AWARD REQUIREMENTS AND ADMINISTRATION

## VII. Post-Award Requirements and Administration

- A. Administrative, National and Departmental Policy Requirements and General Terms and Conditions
- B. Environmental Requirements
- C. Remedies for Noncompliance
- D. Reporting

## VII. POST-AWARD REQUIREMENTS AND ADMINISTRATION

Standard post-award requirements are available online at: <https://www.hud.gov/hud-partners/community-section-4> .

### A. Administrative, National and Departmental Policy Requirements, and General Terms and Conditions

You must follow the applicable provisions in the [Administrative, National & Departmental Policy Requirements and Terms for HUD Financial Assistance – 2026](#):

#### Administrative

2. Uniform Relocation Assistance and Real Property Acquisition Policies Act ([42 U.S.C. § 4601 et seq.](#); [49 CFR part 24](#); and applicable program regulations)
3. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards ([2 CFR part 200](#))
6. Eminent Domain
7. Participation in HUD-Sponsored Program Evaluation ([12 U.S.C. 1701z-1](#); 12 U.S.C. 1702z-2; [24 CFR part 60](#); and [FR-6278-N-01](#))
9. Presidential Executive Actions affecting federal financial assistance programs
  - [Executive Order \(EO\) 14332](#) (*Improving Oversight of Federal Grantmaking*)
  - [EO 14303](#) (*Restoring Gold Standard Science*)
  - [EO 14219](#) (*Ensuring Lawful Governance and Implementing the President's "Department of Government Efficiency" Deregulatory Initiative*);
  - [EO 14218](#) (*Ending Taxpayer Subsidization of Open Borders*);
  - [EO 14202](#) (*Eradicating Anti-Christian Bias*);
  - [EO 14205](#) (*Establishment of the White House Faith Office*)
  - [EO 14182](#) (*Enforcing the Hyde Amendment*);
  - [EO 14173](#) (*Ending Illegal Discrimination and Restoring Merit-Based Opportunity*);
  - [EO 14168](#) (*Defending Women From Gender Ideology Extremism and Restoring Biological Truth to the Federal Government*)
  - [EO 14151](#) (*Ending Radical and Wasteful Government DEI Programs and Preferencing*); and
  - [EO 14148](#) (*Initial Rescissions of Harmful Executive Orders and Actions*)

#### Civil Rights and Other Protections

10. The Fair Housing Act ([42 U.S.C. 3601-3619](#)) and Civil Rights laws (24 CFR 5.105(a))
11. Affirmatively Furthering Fair Housing (AFFH) requirements ([42 U.S.C. § 3608\(e\)\(5\)](#) and [24 CFR 5.150 et seq](#))

13. Compliance with Immigration Requirements ([8 U.S.C. § 1601-1646](#); [8 U.S.C. § 1324a](#) ("[Unlawful employment of aliens](#)"); and [Executive Order 14218](#), *Ending Taxpayer Subsidization of Open Borders*)

15. Ensuring, when possible, the consideration of small businesses, minority businesses, women's business enterprises, veteran-owned businesses, and labor surplus area firms consistent with [2 CFR 200.321](#)

16. Equal Participation of Faith-based Organizations in HUD Programs and Activities consistent with [42 U.S.C. 2000bb et seq.](#); [24 CFR 5.109](#); [Executive Order \(EO\) 14202](#), *Eradicating Anti-Christian Bias*; and [EO 14205](#), *Establishment of the White House Faith Office*

17. Accessibility for Persons with Disabilities requirements ([29 U.S.C. § 794](#) and implementing regulations at [24 CFR parts 8](#) and [100](#); [28 CFR part 35](#))

18. Applicable Violence Against Women Act (VAWA) requirements in the Housing Chapter of VAWA ([34 U.S.C. § 12491-12496](#)); [24 CFR part 5, subpart L](#); and program-specific regulations

### **Environmental**

20. Environmental requirements that apply in accordance with [24 CFR part 50](#) or [part 58](#); [42 U.S.C. 4321 et seq.](#)

### **Business Integrity**

21. 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

22. Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment ([41 U.S.C. § 3901](#) and [2 CFR 200.216](#))

23. Waste, Fraud, Abuse, and Whistleblower Protections ([41 U.S.C. § 4712](#))

24. Drug-Free Workplace ([2 CFR part 2429](#))

In addition, if any part or provision of the award agreement or terms of this NOFO are enjoined or held to be void or unenforceable in any jurisdiction, they shall be ineffective as to such jurisdiction and only to the extent of such prohibition or enjoinder and shall not invalidate or affect the legality or enforceability of the remaining provisions and applications of the Agreement and Notice. In the event the enjoinder of such provisions is stayed, dissolved, or reversed, the full terms of the award agreement and NOFO, including such provisions, will automatically become effective. This clause is self-executing and will become effective, binding, and enforceable automatically upon issuance of this NOFO.

These are additional requirements that apply to this NOFO.

14321 (Ending Crime and Disorder on America's Streets); 14224 (Designating English as the Official Language of the United States); 14248 (Preserving and Protecting the Integrity of American Elections); 14296 (Keeping Promises to Veterans and Establishing National Center for Warrior Independence); 14394 (Removing Regulatory Barriers to Affordable Home Construction).

1. Awards made under this NOFO will not be used to conduct activities that subsidize or facilitate illegal racial preferences or other forms of illegal discrimination, including activities where race or intentional proxies for race will be used as a selection criterion for employment or program participation; 14332 (Improving Oversight of Federal Grant making).
2. Awards made under this NOFO will not be distributed in a way that violates or otherwise is used to interfere with constitutional protections guaranteed for speech and religious beliefs and the free exercise of religion.
3. Awards made under this NOFO will not be used to fund, promote, encourage, subsidize or facilitate the use of illicit drugs.
4. Awards made under this NOFO will not be used to fund any project, service provider, or organization that operates illegal drug injection sites or "safe consumption sites" in violation of 21 U.S.C. § 856.
5. All subawards made under this NOFO must comply with 200 CFR 200.332(b), which requires all agreements or contracts made with subrecipients to contain the same terms and conditions as those in the grant agreement. Any conflicting terms and conditions must be approved by HUD.
6. If any part or provision of the grant Agreement or terms of this Notice are enjoined or held to be void or unenforceable in any jurisdiction, they shall be ineffective as to such jurisdiction and only to the extent of such prohibition or injunction and shall not invalidate or affect the legality or enforceability of the remaining provisions and applications of the Agreement and Notice.

## B. Environmental Requirements

### 1. Environmental Review

You must follow these environmental review requirements, including regulations at:

#### [24 CFR part 50](#)

Administrative expenses, technical assistance, training, education, support, and advice to beneficiaries are excluded from environmental review under National Environmental Policy Act (NEPA) and the laws and authorities at 24 CFR 50.4 in accordance with 24 CFR 50.19 (b)(3) and (b) (9). However, acquisition of real property, when authorized by HUD, is subject to environmental review under 24 CFR part 50. Individual project sites to be funded by awards under this NOFO may not be known when the individual grant agreements are awarded and also may not be known when some of the individual sub-grants are made. Selection for funding does not constitute approval of individual project sites. After selection for funding, HUD will perform an environmental review of individual sites in accordance with 24 CFR part 50, as applicable, when the sites are identified. Therefore, in accordance with 24 CFR 50.3(h), the applicant's signature on the application constitutes an assurance to HUD that the applicant agrees to assist HUD in complying with 24 CFR part 50, and will: 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 acquire, rehabilitate, convert, lease, repair, demolish or construct property nor commit or expend HUD or non-HUD funds

for these program activities regarding any eligible property, until HUD has completed the environmental review and HUD approval of the property is received.

EO 14394 (Removing Regulatory Barriers to Affordable Home Construction) applies to this NOFO.

## 2. NOFO Impact Determination Related to the Environment

This NOFO has no significant impact related to the environment. HUD has made a Finding of No Significant Impact (FONSI) as required by HUD regulations at [24 CFR part 50](#), which implement section 102(2)(C) of the National Environmental Policy Act of 1969 (42 USC § 4332(2)(c)). To learn more about this FONSI, go to [HUD's Funding Opportunities](#) web page.

## 3. Lead-Based Paint Requirements

You must follow the lead-based paint rules below if you fund any work on pre-1978 housing. This includes buying, leasing, support services, operating, or work that disturbs painted surfaces.

- [HUD's rules](#) (Lead Disclosure Rule; and Lead Safe Housing Rule).
- EPA's rules ([Renovation, Repair and Painting Rule](#), and [Lead Abatement, Inspection and Risk Assessment Rule](#)).

You must discuss the [Lead Disclosure Rule](#) if you fund education or counseling on buying or renting housing that may have been built before 1978. You must also discuss the Lead Safe Housing Rule if the education or counseling focuses on buying or renting HUD-assisted pre-1978 housing.

## C. Remedies for Noncompliance

HUD may terminate all or a part of your award as described under 2 CFR 200.340 through 200.343 pursuant to the terms and conditions of your award, including, to the extent authorized by law:

- if an award no longer effectuates the program goals or agency priorities; or
- in the case of a partial termination, if HUD determines that the remaining portion of the award will not accomplish the purposes for which the HUD award was made.

HUD may also impose specific conditions on your award or take other remedies as described by 2 CFR 200.339 through 200.343, if you do not comply with your award terms and conditions.

### Appeals Process for Grantees under [2 CFR 200.342](#)

Grantees have the right to object upon the initiation of a remedy for noncompliance. You have the right to appeal the decision within 60 days of receiving notice.

Below is a step-by-step guide to help you navigate the appeals process.

#### Step 1: File a Formal Appeal

- If HUD does not reverse the decision, you can submit a formal appeal within the specified time frame.

- Your appeal should include:
  - A statement of appeal summarizing why the termination was improper.
  - Evidence demonstrating compliance or corrective actions.
  - Any legal or contractual arguments disputing the termination.
  - Submit the appeal to HUD's designated office as listed in the termination notice.

#### Step 2: HUD Review & Decision

- HUD will review your appeal and issue a written response. Possible outcomes:
  - Termination upheld – The decision stands.
  - Termination modified – Partial reinstatement or conditions imposed.
  - Termination reversed – Funding is restored

Regulation: [2 CFR § 200.341](#)

#### Step 3: Further Appeals (Judicial Review or Administrative Hearing)

If you disagree with HUD's final decision, you may seek an administrative hearing or judicial review. For additional guidance contact the program office.

### D. Reporting

HUD requires recipients to submit performance, financial, and program reports as outlined below. You must comply with these reporting requirements to remain eligible for HUD funding. See [Section VII.D.](#) of this NOFO.

Further, the Recipient hereby acknowledges that HUD is in the process of implementing new grants management and reporting tools for all records pertinent to the Federal award.

Recipient agrees to report on grant performance and financial activities (including vendor and cash disbursement supporting details for the Recipient and its Subrecipients) using these new tools when they are released and to satisfy occasional requests for records pertinent to the federal award, consistent with the requirements for recordkeeping, access to records, and reporting laid out in 2 CFR part 200, which may be amended from time to time. HUD will work with the Recipient to support its transition to the new reporting tools. HUD reserves the right to exercise all of its available rights and remedies for any noncompliance with these grants management and financial reporting requirements, to include, without limitation, requiring additional or more detailed financial reports, suspension of disbursements, and all other legally available remedies, to the furthest extent permitted by law.

Report	Description	When
Federal Funding Accountability and Transparency Act (FFATA)	<ul style="list-style-type: none"> <li>• Awards equal to or greater than \$30,000</li> <li>• Data on executive compensation and first-tier subawards</li> </ul>	See <a href="#">2 CFR Appendix A to Part 170(a)(2)(ii)</a>

Report	Description	When
	<ul style="list-style-type: none"> <li>• See <a href="#">Public Law 109-282</a> and <a href="#">2 CFR part 170</a></li> <li>• HUD reports initial prime recipient data to <a href="#">usaspending.gov</a></li> <li>• Submit via <a href="#">SAM.gov</a></li> </ul>	
Reporting on Recipient Integrity and Performance Matters	<ul style="list-style-type: none"> <li>• Total value of all current Federal awards exceeds \$10,000,000 for any period of time during the period of performance of this Federal award</li> <li>• See <a href="#">Appendix XII to 2 CFR 200</a></li> <li>• Submit via <a href="#">SAM.gov</a></li> </ul>	See <a href="#">2 CFR Appendix-XII to Part 200 I.(d)</a>
Progress Report	<ul style="list-style-type: none"> <li>• Summary of progress status</li> <li>• Work to be performed during the next reporting period</li> <li>• Any anticipated risks and plans to mitigate those risks</li> </ul>	Dates: 3/31 and 9/30 during each performance period of the grant.
Federal Financial Report, SF-425	<ul style="list-style-type: none"> <li>• Summary of key financial data</li> <li>• See <a href="#">2 CFR 200.328</a></li> </ul>	See <a href="#">2 CFR 200.328</a> or award terms
Race, Ethnicity, and Other Data Reporting	Recipients that provide HUD-funded program benefits to individuals or families, report data on the race, color, religion, sex, national origin, age, disability, and family characteristics of persons and	3/31 and 9/30 during the performance period of the grant.

Report	Description	When
	households funded by this program	
Audited financial statement	Recipient's organizational structure, any sub-grantees or sub-recipients, and how each disbursement of grant funds was applied to an eligible cost throughout the life of the grant to receive disbursements of Federal funds.	No less than annually

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# VIII. CONTACT AND SUPPORT

## VIII. [Contact and Support](#)

### A. [Agency Contact](#)

### B. [Grants.gov](#)

### C. [Sam.gov](#)

### D. [Debriefing](#)

### E. [Applicant Experience Survey](#)

### F. [Other Online Resources](#)

## VIII. CONTACT AND SUPPORT

Individuals who are deaf or hard of hearing, as well as individuals who have speech or communication disabilities may use a relay service. To learn more about how to make an accessible telephone call, visit the webpage for the [Federal Communications Commission](#).

### A. Agency Contact

#### 1. Program and Application Requirements

Name: La Ticia Small

Phone: 202-402-5890

Email: [capacitybuilding@hud.gov](mailto:capacitybuilding@hud.gov)

Note: HUD's assistance is limited by the standards at [24 CFR 4.26](#).

#### 2. Paper Application Waiver Request

Name: Monica Wallace

Email: [capacitybuilding@hud.gov](mailto:capacitybuilding@hud.gov)

Phone: 202.402.2187

HUD Organization: Community Planning and Development

Street: 451 7th Street, Room 7140

City: Washington

DC DISTRICT OF COLUMBIA

20410

**HUD Reform Act.** HUD is prohibited from disclosing [covered selection information](#) during the selection process. The selection process includes NOFO development and publication, and concludes with the announcement of selected recipients of financial assistance. HUD will not assist you with completing your application.

### B. Grants.gov

Grants.gov provides 24/7 support. You can call 800-518-4726 or email [support@grants.gov](mailto:support@grants.gov). Hold on to your ticket number.

### C. SAM.gov

If you need help, you can call 866-606-8220 or live chat with the [Federal Service Desk](#).

### D. Debriefing

After public announcement of awards, HUD will debrief you on your application upon your written request. Submit your written request to the [agency contact for program and application requirements](#) in this NOFO. HUD may limit the information provided to protect the integrity of the competition.

For a period of at least 120 calendar days, beginning 30 calendar days after the public

announcement of awards under this NOFO, if requested, HUD will provide a debriefing related to their application. The Authorized Organization Representative (AOR) or the AOR's successor must submit a written request for debriefing via mail or email to the POC in Section VIII Agency Contact(s) of this NOFO. Information provided during a debriefing may include the applicant's final score 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.

### E. Applicant Experience Survey

You are encouraged to provide feedback on your application experience by completing our [Applicant Experience Survey](#). Your feedback is optional; you are not required to provide personal information. HUD may use your feedback to improve future NOFOs. Your feedback has no impact on funding decisions.

### F. Other Online Resources

You are encouraged to review the [online resources](#) to learn background on some of the NOFO requirements.

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# APPENDIX

[Appendix](#)

[Appendix I Definitions](#)

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## APPENDIX

### Appendix I. Definitions

#### 1. Standard Definitions

For standard definitions not listed below, refer to [2 CFR 200.1](#).

**Authorized Organization Representative (AOR)** is the person with legal authority to: give assurances, make commitments, submit your application, and enter into agreements with HUD. They also have [special permissions](#) to act on behalf of their organization within the Grants.gov system.

**Consolidated Plan** has the same meaning as defined at [24 CFR part 91](#).

**E-Business Point of Contact (E-Biz POC)** is [defined at Grants.gov](#).

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

**Grants.gov** is the website serving as the Federal government's central portal for searching and applying for federal financial assistance.

**Opportunity Zone (OZs)** are defined in [26 U.S.C. 1400Z-1](#). In general, OZs are census tracts located in low-income communities where new investments, under certain conditions, may be eligible for preferential tax treatment.

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

**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](#).

**System for Award Management (SAM)** has the same meaning as in [2 CFR 25.100\(b\)](#).

**Threshold Requirements** are eligibility requirements you must meet before HUD rates your application for funding.

**Unique Entity Identifier (UEI)** has the same meaning as in [2 CFR 25.100\(a\)](#).

#### 2. Program Definitions.

**Capacity Building:** Capacity building is support, investment, or training used to bring an eligible beneficiary to the next level of operational, programmatic, financial, or organizational maturity, so it may more effectively and efficiently implement its mission. It is a process in which eligible beneficiaries improve and retain skills, knowledge, tools, and other resources needed to serve low-income households in local communities with increased or improved affordable housing and community development. It is not a one-time effort to improve short-term effectiveness, but a continuous improvement strategy with the eligible beneficiary toward the creation of a sustainable and effective organization

that serves its community.

**Community Development Corporation (CDC):**

1. A CDC is a nonprofit organization that undertakes eligible Section 4 program activities, as defined in this NOFO and that meets these qualifications:

- a. Is organized under Federal, State or local law to engage in community development activities (which may include housing and economic development activities) primarily within an identified geographic area of operation;
- b. Is governed by a board of directors composed of community residents, business and civic leaders;
- c. Has as its primary purpose the improvement of the physical, economic or social environment of its geographic area of operation by addressing one or more critical problems of the area, with particular attention to the needs of persons of low income;
- d. Is neither controlled by, nor under the direction of, individuals or entities seeking to derive profit or gain from the organization;
- e. Has a tax exemption ruling from the Internal Revenue Service under section 501(c)(3) or (4) of the Internal Revenue Code of 1986 (26 CFR 1.501(c)(3)-1);
- f. Has standards of financial accountability that conform to 2 CFR Part 200.302, "Financial Management" and 2 CFR Part 200.303, "Internal Controls";
- g. Is not an agency or instrumentality of a State or local government; and
- h. "Community" may be a neighborhood or neighborhoods, town, village, county or multi-county area (but not the entire State or territory).

2. An organization that does not qualify under paragraphs (a) through (h) may also be determined to qualify as an eligible entity if:

1. It is a Small Business Administration (SBA) approved Section 501 State Development Company- or an SBA Certified Section 503 Company-under the Small Business Investment Act of 1958, as amended (P.L. 85-699); or
2. The recipient demonstrates to the satisfaction of HUD, through the provision of information regarding the organization's charter and by-laws, that the organization is sufficiently similar in purpose, function, and scope to those entities qualifying under paragraphs (a) through (h) of this definition; or
3. It is a State or locally chartered organization. However, the State or local government may not have the right to appoint more than one-third of the membership of the organization's governing body and no more than one-third of the board members may be public officials or employees of the State or local government entity chartering the organization. Board members appointed by the State or local government may not appoint the remaining two-thirds of the board members.

**Community Housing Development Organization (CHDO):** A CHDO is defined in the HOME Investment Partnerships Program (HOME Program) regulation at 24 CFR 92.2. The HOME Program is authorized by the HOME Investment Partnerships Act at title II

of the Cranston-Gonzalez National Affordable Housing Act, as amended, 42 U.S.C. 12701 et seq.

**Consultant:** An individual who is tasked with providing valuable and pertinent advice generally drawn from a high degree of broad administrative, professional, or technical knowledge or experience. The grantee must determine whether a consultant is a subrecipient or a contractor in accordance with 2 CFR 200.331.

**Family:** Family refers to the definition of "family" in 24 CFR 5.403. Family includes, but is not limited to, the following, regardless of actual or perceived sexual orientation, gender identity, or marital status:

1. A single person, who may be an elderly person, displaced person, person with a disability, near-elderly person, or any other single person; or
2. A group of persons residing together, and such group includes, but is not limited to:
  - a. A family with or without children (a child who is temporarily away from the home because of placement in foster care is considered a member of the family);
  - b. An elderly family;
  - c. A near-elderly family;
  - d. A family with one or more members who is a person with a disability;
  - e. A displaced family; and
  - f. The remaining member of a tenant family.

**Household:** Household means all the persons occupying a housing unit. The occupants may be a family as defined in 24 CFR 5.403.

**Key individual:** Key individual means the principal officer of the organization's governing body (for example, chairman, vice chairman, treasurer and secretary of the board of directors or board of trustees); the principal officer and deputy principal officer of the organization (for example, executive director, deputy director, president, vice president); the program manager; and any other person with significant responsibilities for administration of the activities or resources, such as key personnel.

**Key personnel:** Key personnel means individuals who identified for approval as part of their substantial involvement, contribution to the development and/or execution of a project in a substantive, measurable way, whether or not they receive salaries or compensation under the grant. Consultants may be considered senior/key personnel if they meet this definition.

**Low-income household:** Low-income household means a household having an income equal to or less than the Section 8 very low-income limit established by HUD, which means a household whose income does not exceed 50 percent of the AMI.

**Low-income person:** Low-income person means a member of a family that has an income equal to or less than the Section 8 very low-income limit established by HUD, which means an individual whose income does not exceed 50 percent of the AMI. Unrelated individuals shall be considered as one-person families for this purpose.

**Opportunity Zones:** Opportunity Zones are an economic development tool that allows people to invest in distressed areas in the United States. Their purpose is to spur economic growth and job creation in low-income communities while providing tax benefits to investors. Opportunity Zones are defined in 26 U.S. Code § 1400Z-1 and 26 CFR 1.A. §1.1400Z2(d)-2.

**Outcomes:** Results achieved, or benefits derived from the capacity building activity conducted, typically demonstrated by the eligible beneficiary. Some examples include, but are not limited to, an ability to maintain a full-time paid staff person, increased amount of affordable homes in a beneficiary's portfolio, or success in building the beneficiary's loan portfolio to conduct community development.

**Outputs:** Deliverables such as products, grants made, individuals served, or trainings delivered that are usually quantified by number produced, number delivered, number of attendees, etc. Outputs do not measure a change in a beneficiary's capacity or capabilities.

**Revolving Loan Fund** means a separate fund (with a set of accounts that are independent of other program accounts) established for the purpose of carrying out specific activities which, in turn, generate payments to the fund for use in carrying out the same activities.

**Rural area:** The Census Bureau's urban-rural classification is a delineation of geographic areas, identifying both individual urban areas and the rural area of the nation. The Census Bureau's urban areas represent densely developed territory, and encompass residential, commercial, and other non-residential urban land uses. The Census Bureau delineates urban areas after each decennial census by applying specified criteria to decennial census and other data. Rural encompasses all population, housing, and territory not included within an urban area. For more information about rural and urbanized areas, including maps, FAQs, and reference manuals, please refer to this Census Bureau website- <https://www.census.gov/geo%20/reference/webatlas/uas.html>.

To demonstrate that a beneficiary complies with the rural area requirement, grantees will be expected to implement a review process to confirm that the proposed rural beneficiary is physically located within an eligible rural area or, as a result of Section 4 assistance, will be commencing or expanding service in an eligible rural area. <https://www.hud.gov/hud-partners/community-section-4>