

Historically Black Colleges and Universities 2011 National Conference

FY10 Notice of Funding Availability (NOFA) Review



PD&R

Historically Black Colleges and Universities Grant Purpose

To expand the role and effectiveness of HBCUs in addressing community development needs in their localities, including neighborhood revitalization, housing, and economic development, principally for persons of low- and moderate-income, consistent with the purpose of the Title I of Housing and Community Development Act of 1974, as amended.



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Eligible Applicants

HBCUs that meet the definition of Historically Black Colleges and Universities as determined by the Department of Education in 34 CFR 608.2 in accordance with that Department's responsibilities under Executive Order 13256, dated February 12, 2002. Applicants must be institutions of higher education accredited by a national or regional accrediting agency recognized by the U.S. Department of Education.



Eligible Activities

Examples of eligible activities include, but are not limited to:

- Acquisition of real property.
- Clearance and demolition.
- Rehabilitation of residential structures.
- Public facilities improvements.
- Economic development activities.
- CBDO assistance.
- Public service activities.
- Fair housing services.



Program Requirements

- Grant requests cannot exceed \$800,000 for a 3-year period for Previously Funded applicants or \$500,000 for Previously Unfunded applicants.
- Only one application from an institution or a campus from an institution is allowed.
- Activities in the application must be eligible.



Program Requirements (continued)

- **Previously Unfunded** : Applicants that have never received an HBCU grant or have not received a grant since FY 2000.
- **Previously Funded**: Applicants that have received funding in FY 2001 through FY 2009.



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Selection Factors

Factor I: Capacity of the Applicant and Relevant Experience (**25 points**)

Subfactor Ia: Knowledge and Experience

- **First Time Applicants – 25 points**
- **Previously Funded – 10 points**
 - Clearly identified key project team members and titles.
 - Provided knowledge and experience for project staff.
 - Experience provided is recent and relevant.



Selection Factors

Subfactor 1b: Past Performance

- **Previously Funded ONLY – 15 points**
 - Provided a list of all previous HBCU grants, including dollar amounts, date of completion, or scheduled date of completion.
 - Provided a detailed list outlining the achievements of specific tasks, measurable objectives, and outcomes as they relate to the timeline in past grant(s).
 - Documented leveraged funds are consistent with or more than the amount originally proposed.
 - Included a list outlining timeliness and completeness of complying with the program's report requirements.



Selection Factors

Factor 2: Need/Extent of Problem (10 points)

- Addressed the extent and urgency of need(s) and indicated importance of meeting the need(s).
- Described needs and importance of meeting needs, using current data specific to the target area, not just nationally but also locally.
- Reliable data sources can be found at www.ffiec.gov



Selection Factors

Factor 3: Soundness of Approach (43 points)

Subfactor 3a: Quality of the Work Plan (24 points)

- **3a.1: Specific Activities (20 points)**
 - Described every proposed activity in measurable terms.
 - All proposed activities meet at least one CDBG national objective, and a description is provided as to how this will be accomplished.
 - Described all measurable outcomes of each proposed activity.
 - Outlined major tasks (in sequential order) to successfully implement and complete the proposed project activities.
 - Outlined timeframes to accomplish tasks at 6-month intervals, up to 36 months.
 - Identified staff members described in the response to Factor 1.



Selection Factors

Subfactor 3a: Quality of the Work Plan (24 points)

- **3a.2: Activity Related to Factor 2 (4 points)**
 - Discussed in detail how each proposed activity will expand the role of the institution in the targeted area.
 - Proposed activities are relevant and appear to successfully address the needs described in Factor 2.
 - Proposed activities do not duplicate other activities. If activities are duplicative, the applicant provides an explanation.



Selection Factors

Subfactor 3b: Involvement of Faculty and Students (2 points)

- Described specific activities that demonstrate how applicant plans to integrate both the faculty and students into project activities.



Selection Factors

Subfactor 3c: Involvement of the Community (3 points)

- Described in detail how the community will be involved in the proposed project.
- Identified the specific roles that individuals will and have played in the proposed project.
- Community involvement shown to be diverse and representative of the target population.



Selection Factors

Subfactor 3d: Economic Opportunities for Low- and Very-Low-Income Persons **(2 points)**

- Proposed to provide opportunities to train and employ Section 3 residents of the project area.
- Proposed to award substantial contracts to Section 3 contractors.



Selection Factors

Subfactor 3e: HUD Policy Priorities (2 points)

- Please note: This is not a subjective subfactor. All reviewers must give the same score.
- Applicants must provide detailed information on how they will undertake activities related to one of these priorities:
 - Job Creation/Employment.
 - Sustainability.
- Applicants may not respond to any HUD priorities other than these two.



HUD Policy Priority Activities

Job Creation/Employment. To receive the full 2 points under this policy priority, an applicant must respond to at least two of the activities listed below and explain how success will be measured during the grant performance period:

- Identify number of jobs to be created for low- and moderate-income persons during the performance period of your grant (Subgoal 4A).
- Identify number and types of supportive services that will be created under this grant to enable individuals to obtain training, jobs and to retain those jobs/employment opportunities (Subgoal 3C).



HUD Policy Priority Activities

Job Creation/Employment (continued)

- Identify the number of services that will be created to enable minority- and/or women-owned small businesses to receive training and assistance to improve and/or enhance their business and the quality of services provided and create/increase employment opportunities (Subgoal 3C).
- Identify the job creation/employment strategies that will be developed to improve wages and benefits for low-wage and low-skilled workers (Subgoal 4A).



HUD Policy Priority Activities

Job Creation/Employment Outcome Measures of Success:

- Increase in number of jobs created for low-/moderate-income persons during the grant performance period.
- Increase in number and types of supportive services created under this grant to enable individuals to obtain training, jobs, and to retain those jobs/employment opportunities.



HUD Policy Priority Activities

Job Creation/Employment Outcome Measures of Success (continued):

- Increase in number of services created to enable minority- and women-owned small business owners to receive training and assistance to improve and/or enhance their business and the quality of services provided; and to create/increase employment opportunities (Subgoal 3C).
- Increase in number of job creation/employment strategies developed that improved wages and benefits for low-wage and low-skilled workers.



HUD Policy Priority Activities

Sustainability. HUD's definition of sustainability means ensuring that the land that we build on is clean or will be clean; the investments we make in neighborhoods help residents lead healthy, safe, affordable and productive lives; the buildings we invest in are energy efficient and healthy; and the regions we support are economically strong and provide opportunities for all residents to join in that strong future.



HUD Policy Priority Activities

Sustainability (continued). To receive the full 2 points under this policy priority, an applicant must respond to at least two of the activities listed below and explain how success will be measured during the grant performance period:

- Identify number and types of community assets that will be promoted or preserved; for example, affordable housing, small businesses, fresh food markets, parks, health and wellness centers, public facilities, and quality schools (Subgoal 4A).



HUD Policy Priority Activities

Sustainability (continued)

- Identify number and types of improvements that will impact the health/safety of community, particularly for children and other vulnerable populations, by promoting green and healthy design, construction, rehabilitation, and maintenance of housing and communities (Subgoal 4B).
- Identify type of support and promotion of an energy-efficient, green, and healthy housing market by retrofitting existing housing, and/or supporting energy-efficient new construction proposed by the end of grant performance period (Subgoal 4B).



HUD Policy Priority Activities

Sustainability Outcome Measures of Success:

- Increase in number of affordable housing units constructed and rehabilitated in accordance with green and healthy design principles.
- Increase in number of small/microbusinesses created or expanded that support sustainable, energy-efficient, or green practices.
- Increase in number of parks created or revitalized and/or the amount of square foot/acreage.



HUD Policy Priority Activities

Sustainability Outcome Measures of Success (continued):

- Increase in number of health and wellness centers constructed or renovated.
- Increase in number of public facilities constructed or renovated and the number of community residents served in these facilities.
- Increase in number of existing houses retrofitted to improve energy efficiency.
- Increase in number of new energy-efficient homes constructed, by the end of the grant performance period.



Selection Factors

Subfactor 3f: Budget and Cost Estimates (**10 points**)

- Provided budget narrative that is broken down by line item.
- Administrative costs reflected under appropriate line items.



Selection Factors

Factor 4: Leveraging Resources (10 points)

- Ability of applicant to secure additional resources.
- Funds and/or in-kind donations (that are quantified in \$ amounts).
- Signed commitment letters, memoranda of understanding, and/or agreements outlined in the application to be included in application.



Selection Factors

Factor 4: Leveraging Resources (continued)

- Each letter, memorandum of understanding, and/or agreement must be dated and addressed to Sherone Ivey, Deputy Assistant Secretary for University Partnerships.



Selection Factors

Factor 4: Leveraging Resources (continued)

- A strong commitment letter must also include:
 - The name of the organization and executive officer authorizing the funds/goods and/or services.
 - The cash amount contributed or dollar value of in-kind goods and/or services committed and how the value of the contribution was determined (if a dollar amount and its use are not shown, the value of the contribution will not be scored).
 - A specific description of how each contribution is to be used toward specific proposed activities as outlined in Factor 3.



Selection Factors

Factor 4: Leveraging Resources (continued)

- A strong commitment letter must also include:
 - The date the contribution will be made available and a statement that describes the duration of the contribution; and
 - The signature of the appropriate executive officer authorized to commit the funds and/or goods and/or services.



Selection Factors

Factor 4: Leveraging Resources (continued)

In scoring this factor HUD will rate as follows:

- 15% or more receives 10 points
- 13-14% receives 9 points
- 11-12% receives 8 points
- 8-10% receives 7 points
- 6-7% receives 6 points
- 5% receives 5 points
- Less than 5% or not properly documented receive 0 points



Selection Factors

Factor 5: Achieving Results and Program Evaluation (12 points)

- Described measurable outputs.
- Described measurable outcomes the grant will have on the community in general and the targeted area or population.
- Addressed in detail grant's impact in assisting the university to obtain additional resources after grant period has ended.
- Presented activities in the Logic Model that are consistent with information contained in the narrative statements for Factors 1–3.
- Established interim benchmarks and outputs for each proposed activity.

