applicant that is located in a Federal Empowerment Zone or Enterprise Community. Every applicant is encouraged to demonstrate how its program activities will enhance citizen involvement in the development of the locality's Consolidated Plan. Further, HUD is interested in supporting activities of applicants that have demonstrated capacity to engage citizens in planning and program implementation initiatives that benefit neighborhoods, but have not previously participated in this program.

(1) The degree of economic distress within the neighborhood served by the applicant and the extent to which the proposed activities will benefit persons of low-income residing in the neighborhood. The degree of economic distress is based on the percentage of poverty within the neighborhood area, as determined from the 1990 U.S. Census data. Applicants with the highest poverty level relative to their population will be given higher points.

(25 points)
(2) The record of past performance and staff capability in carrying out one or more of the activities specified under Section I.C(3), Eligible Activities, of this NOFA, and in promoting fair housing, equal employment opportunity, and minority-owned business entrepreneurial opportunities. (20 points)

(3) The quality of the management/business plan submitted for accomplishing the activities proposed by the applicant, including the budget and budget narrative, fundraising plan and matching ratio, and evidence of a sound financial management system. (25 points)

(4) The extent of neighborhood residents' participation in the activities of the applicant; the level of coordination with local governments, which may be evidenced through a certification from the Chief Executive Officer of the unit of local government; and the extent of participation of a neighborhood development funding organization in the proposed activities. (20 points)

(5) The extent to which the applicant has developed a strategy to increase its capacity to carry out larger or more complex project activities and to address its long-term financial and organizational development needs. (10 points)

E. Determination of Ratio for Federal Contribution

The Secretary will determine the ratio by which Federal funds will be used to match monetary contributions made to each eligible applicant that is selected for funding under this NOFA. The ratio will be based on the degree of economic distress. Neighborhoods indicating the greatest degree of economic distress will be assigned higher ratios under this factor than those with lesser degrees of economic distress.

F. Environmental Reviews

HUD will conduct the appropriate environmental review and comply with all the environmental requirements in 24 CFR Part 50 before award of a grant. Grantees will be expected to adhere to all assurances applicable to environmental concerns as contained in the RFGA and grant agreements.

II. Application Submissions Process

A. Obtaining Application

For an application kit, call: American Communities at 1–800–998–9999 or fax your request to (301) 251–5747. (This is not a toll-free number). Speech- or hearing-impaired persons may request an application by contacting the TDD number: (202) 708–2565 (not a toll-free number), as listed under the "For Further Information Contact" heading in this NOFA.

Faxed requests for application kits must include the applicant's name, mailing address (including zip code), and telephone number (including area code), and must refer to FR–3855. The RFGA contains the application, forms, and other information regarding the application process and the administration of the program, including relevant provisions from OMB Circulars A–110 and A–122. (This NOFA summarizes major provisions of the RFGA.)

B. Application Submission

An original and three copies of an application must be submitted to: Processing and Control Branch, Office of Community Planning and Development, Department of Housing and Urban Development, 451 Seventh Street, SW, Room 7255, Washington, DC 20410. HUD will accept only one application per neighborhood organization. Responses to the application kit must be limited to 50 pages, single-spaced, exclusive of the following required forms: Cover Page, Standard Form-424, Assurance Form SF-424B, Applicant/ Recipient Disclosure Update Report HUD-2880, Drug-Free Workplace Certification, Articles of Incorporation and Bylaws, Audit Report and Miscellaneous Materials. All pages and attachments must be numbered consecutively, in arabic numbers. Reviewers are not required to read beyond the 50-page maximum.

C. Application Deadline

Applications may be requested beginning February 24, 1995. Applications must be submitted no later than 4:30 p.m. (Eastern Time), by the date specified in the application kit. The application deadline will be firm as to date and hour. In the interest of fairness to all competing applicants, the Department will treat as ineligible for consideration any application that is received after the deadline. Applicants should take this practice into account and make early submission of their materials to avoid any risk of loss of eligibility brought about by unanticipated delays or other deliveryrelated problems.

III. Checklist of Application Submission Requirements

A. Preapplication Determination of Eligibility

Before preparing an application, the applicant should carefully check the eligibility requirements described in Section I.C, Eligibility, of this NOFA. Applicants that are uncertain whether the city or urban county in which they are located meets the current minimum standards of physical and economic distress (used in determining which cities and urban counties were potentially eligible applicants under the **Urban Development Action Grant** Program) are advised to consult the following two notices published by the Department in the **Federal Register**: (1) "Urban Development Action Grant: Revised Minimum Standards for Small Cities" (52 FR 37876, October 9, 1987); and (2) "Urban Development Action Grant; Revised Minimum Standards for Large Cities and Urban Counties" (52 FR 38174, October 14, 1987).

Any applicant that needs additional help in determining its eligibility should contact the nearest Department of Housing and Urban Development Field Office (Community Planning and Development Division). If assistance is needed, the city or county community development office serving a neighborhood organization should be able to provide an applicant with the HUD Field Office contact number. If unable to obtain a local contact, the **HUD** Headquarters contact for this information is Mrs. Stella Hall, telephone number (202) 708-2186, or contact the TDD number: (202) 708-0564. (These are not toll free numbers.)

B. Application Checklist

Each application must contain the following, as required by the RFGA.

(1) A signed copy of Standard Form SF-424;