II. Application Process

- (a) An application package may be obtained from the field office in the following geographic locations:
- Eastern Woodland Office of Native American Programs, Housing and Community Development Division, 77 West Jackson Blvd., Chicago, Illinois 60604–3507, Telephone: (312) 353– 1282, (all states east of the Mississippi River, plus Iowa and Minnesota)
- Southern Plains Office of Native American Programs, CPD Branch, Murrah Federal Bldg., 200 N.W. 5th Street, Oklahoma City, OK 73102– 3202, Telephone: (405) 231–4101, (Louisiana, Kansas, Oklahoma, and Texas, except West Texas)
- Northern Plains Office of Native American Programs, Housing and Community Development Division, CPD Staff, First Interstate Tower North, 633 17th Street, Denver, CO 80202–3607, Telephone: (303) 672– 5462, (Colorado, Montana, Nebraska, North Dakota, South Dakota, Utah and Wyoming)
- Southwest Office of Native American Programs, Region IX, CPD Division, Two Arizona Center, Suite 1650, 400 N. Fifth Street, Phoenix, Arizona 85004–2361, Telephone: (602) 379– 4156, (Arizona, New Mexico, Southern California, West Texas)
- Office of Native American Programs, CPD Division, Program Management Team, (San Francisco), Phillip Burton Federal Bldg. and U.S. Courthouse, 450 Golden Gate Ave., P.O. Box 36003, San Francisco, CA 94102– 3448, Telephone: (415) 556–9200, (Northern California and Nevada)
- Northwest Office of Native American Programs, CPD Division, Federal Office Building, 909 First Avenue, Suite 300, Seattle, WA 98104–1000, Telephone: (206) 220–5185, (Idaho, Oregon, Washington)
- Alaska Office of Native American Programs, 949 E. 36th Avenue, Suite 401, Anchorage, AK 99508–4399, Telephone: (907) 271–4633 (Alaska)
- (b) Completed applications must be submitted to the appropriate field office, listed above, from which application information and packages were obtained.

The Telecommunications Device for the Deaf (TDD) number is (202) 708– 2565. (This is not a toll-free number.)

(c) Applications must be received by the appropriate field office no later than the 3:00 P.M. on the deadline date, *May* 14, 1995.

III. Application Submission Requirements and Checklist

- (a) General. An applicant shall submit only one application. The ICDBG grant amount requested shall not total more than the grant ceiling. An application may include an unlimited number of eligible projects, e.g., housing or public facilities. Each project within an application will be rated separately.
- (b) *Demographic data*. Applicants may submit data that are unpublished and not generally available in order to meet the requirements of this section. The applicant must certify that:
- 1. Generally available, published data are substantially inaccurate or incomplete;
- 2. Data provided have been collected systematically and are statistically reliable:
- 3. Data are, to the greatest extent feasible, independently verifiable; and
- 4. Data differentiate between reservation and BIA service area populations, when applicable.
- (c) Publication of community development statement. Applicants shall prepare and publish or post the community development statement portion of their application according to the citizen participation requirements of 24 CFR 953.604.
- (d) Application Submission. Applicants shall submit an application to the appropriate field office. The application shall include:
 - 1. Standard Form 424;
- 2. Community Development Statement which includes:
- A. Components that address the relevant selection criteria;
- B. A brief description or an updated description of community development needs;
- C. A brief description of proposed projects to address needs, including scope, magnitude, and method of implementing the project.
- D. A schedule for implementing the project (form HUD–4125);
- E. Cost information for each separate project, including specific activity costs, administration, planning, and technical assistance, total HUD share (form HUD–4123);
 - 3. Certifications (form HUD 4126)
- 4. Applicant/Recipient Disclosure/ Update Report (form HUD 2880), as required under subpart C of 24 CFR part 12, Accountability in the Provision of HUD Assistance.
- 5. A map showing project location, if appropriate;
- 6. If the proposed project will result in displacement or temporary relocation, include a statement that identifies A. the number of persons

- (families, individuals, businesses and nonprofit organizations occupying the property on the date of the submission of the application (or date of initial site control, if later); B. the number to be displaced or temporarily relocated; C. the estimated cost of relocation payments and other services; D. the source of funds for relocation; and E. the organization that will carry out the relocation activities;
- (e) Pre-award requirements. 1. Successful applicants may be required to provide supporting documentation concerning the management, maintenance, operation, or financing of proposed projects before a grant agreement can be executed. Applicants will normally be given no less than thirty (30) calendar days, to respond to such requirements. In the event that no response or an insufficient response is made within the prescribed time period, the field office may determine that the applicant has not met the requirements and the grant offer may be withdrawn. The field offices shall require supporting documentation in those instances where:

A. Specific questions remain concerning the scope, magnitude, timing, or method of implementing the project; or

B. The applicant has not provided information verifying the commitment of other resources required to complete, operate, or maintain the proposed project.

2. Grant amounts allocated for applicants unable to meet pre-award requirements will be awarded in accordance with Part I (f) 5 of this NOFA

3. New projects may not be substituted for those originally proposed in the application.

4. If the required conditions are not met within the prescribed time, HUD may unilaterally rescind the grant award.

IV. Procedural Error and Appeals

With respect to any claims of procedural error that may be made by unsuccessful applicants, please note that a procedural error is, by definition, an error in process. An example is a point calculation error which would, if corrected, raise the total point award for a project over the cut-off point for funding. Rating panel judgements made within the provisions of this NOFA and the program regulations (24 CFR part 953) are not subject to claims of procedural error. If a field office makes a procedural error in the application review and rating process which, when corrected, would result in the award of sufficient points to warrant the funding