Civil Rights Act of 1964, the Attorney General's Guidelines (28 CFR 50.3) and the HUD title VI regulations (24 CFR 1.8) and procedures (HUD Handbook 8040.1) or under section 504 of the Rehabilitation Act of 1973 and HUD regulations (24 CFR 8.57); or

(e) There are serious unaddressed Inspector General Audit findings, Fair Housing and Equal Opportunity monitoring review findings, or local **HUD** office management review findings.

II. Application Process

(A) Application Deadline

The due date for submission of applications in response to this NOFA is April 28, 1995. Applications must be postmarked by midnight, or handdelivered to the local HUD Office by 3:00 P.M. on April 28, 1995. A Fax is not acceptable. (See Appendix A for a listing of local HUD Offices.) The abovestated application deadline is firm as to date, hour and place. 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.

(B) Screening Criteria

All PHAs will automatically be notified by the local HUD Office of the receipt of their letter and accompanying documentation and will be informed if they pass the screening criteria. To ensure minimum standards of equity and fairness, the local HUD Office will screen all PHA applications for completeness to determine conformity to the requirements of this announcement. PHAs which do not pass the screening criteria will receive no further consideration for the lottery. PHAs that fail to submit any of the documents accompanying the "Letter of Intent" will not be eligible to participate in the lottery.

The screening criteria are as follows: (i) The PHA submits an application package consisting of a "Letter of Intent," and all required accompanying documentation set forth in section III(A) in a timely fashion in accordance with section II(A) of this NOFA;

(ii) The PHA meets the eligibility requirements set forth in section I(D) of this NOFA.

(C) Selection Criteria

PHAs that meet the eligibility requirements outlined in this NOFA,

and submit all of the required information will pass the screening criteria. PHAs passing the screening criteria will be further reviewed by an independent review panel of at least two individuals in each local HUD Office to give each application a "pass" or "fail" determination in the following criteria:

(i) Proposed funding amount. The Standard Form 424—Application for Federal Assistance requests an amount of funds not to exceed the amount specified in the funding categories for PHAs in section I(C) of this NOFA; and Standard Form 424A—Budget Information—Non-Construction Programs.

(ii) Evidence of Need for Assistance. The PHA provides:

(a) Documentation evidencing the number of elderly/disabled families residing in the PHA that will be served by the grant;

(b) Documentation briefly describing key problem(s)/condition(s) relevant to

the need for the grant;

- (c) If optional supportive services will be provided in the grant, verification of access to pertinent supportive services to address the needs of the residents; and a discussion of the relevant supportive services that will be provided, and the PHA's ability to acquire other sources of funds to assist in the procurement of needed supportive services. (Other sources of funds may be "in-kind" services or other volunteer-type services from the community.)
- (iii) Verification of PHMAP Score. Supporting documentation evidencing either a PHMAP score of at least 60 points, an approved Improvement Plan or MOA:
- (iv) Forms. Submission of the following forms:
 - (1) Drug-Free Workplace Certification, (2) Assurances—Non-Construction
- Programs—Standard Form SF-424B, (3) Applicant/Recipient Disclosure/

Update Report-Form HUD-2880, and (4) Disclosure of Lobbying

Activities—(SF-LLL Form), if applicable (see Section V.G of this NOFA).

(D) Selection Process

Headquarters will select all eligible PHAs to be funded based on a lottery. All PHAs identified by the local HUD Offices as passing the screening and selection criteria identified in this NOFA will be eligible for the national lottery selection process. Local HUD Offices will submit a memorandum with the amount of the grant, name and other basic information of eligible PHAs passing the screening and selection criteria to HUD Headquarters, Office of

Public and Indian Housing, Office of Community Relations and Involvement, Room 4112, Attention: Bertha Jones. HUD will hold the lottery in the Office of Public and Indian Housing at HUD Headquarters, 451 7th street, S.W., Washington, DC 20410, upon receipt of the names of all "passing" PHAs. After Headquarters conducts the lottery, Headquarters will notify the local HUD Offices of the results of the lottery. Local HUD Offices will then notify the PHAs of the results of the Lottery.

III. Checklist of Application **Submission Requirements**

(A) Application Requirements.

Applicants must complete and submit applications in accordance with instructions contained in this NOFA. Each applicant may submit only one application under this announcement. If two or more PHAs are jointly making a request for funds and plan to share a service coordinator, one applicant must act as the "lead PHA" and submit a transmittal letter covering all requests, which must be submitted to HUD together. This insures that all multiple requests are reviewed as one package.

The following is a checklist of the application contents. Interested PHAs must submit a "Letter of Intent" to compete in the lottery. The "Letter of Intent" and supporting documentation described below should not exceed 15 pages, and must be arranged and identified in the application in the order in which it appears below.

Section I—Proposed funding amount.

- (a) The Standard Form 424-Application for Federal Assistance should include the amount of funds being requested not to exceed the amount specified in the funding categories for PHAs in section I(C) of this NOFA
- (b) Standard Form SF-424A—Budget Information—Non-Construction Programs should also be included in Section I.

Section II—Evidence of need for assistance.

- (a) Documentation providing evidence of the number of elderly/disabled families residing in the PHA that are eligible to be served by this grant. Documentation briefly describing key problem(s)/condition(s) relevant to the needs of the elderly and non-elderly disabled residents;
- (b) Description of any optional supportive services that will be provided including the costs associated with providing the supportive services. Applicants should note that a PHA is not required to use any portion of the grant to cover the costs of the supportive