- 110-point maximum includes *10 Bonus Points* that will be given if the applicant can show evidence of clear and precise measures of performance in carrying out its plan to improve its public and Indian housing communities (e.g., measures proposed for creating new RCs).
- (1) Describe the Goals and Objectives of the NRO/RRO/SRO (Maximum Points: 35):
- A high score (Maximum Points: 35) is received where the NRO/RRO/SRO provides a detailed plan clearly describing the proposed methods for accomplishing the overall goals and objectives of organizing and training RCs/RMCs/ROs in the TOP initiatives. Applicants should also provide a description of the proposed training, identify selected trainers, and submit support letters from selected trainers.
- A medium score (Maximum Points: 15) is received where the NRO/RRO/SRO provides a general outline of proposed methods for accomplishing the goals and objectives of organizing and training RCs/RMCs/ROs in the TOP initiatives.
- A score of zero (0 points) is received where the NRO/RRO/SRO does not clearly state the goals and objectives of the TOP initiative.
- (2) Evidence of Support by NRO/RRO/ SRO Board of Directors and the Local Housing Authority (Maximum Points: 10):
- A high score (Maximum Points: 10) is received where the NRO/RRO/SRO provides documentation that shows support from its board of directors, as evidenced by a board resolution, minutes of meetings, and letters of support. The applicants should also provide a letter of support from each HA where the applicant proposes to train residents.
- A medium score (Maximum Points: 5) is received where the NRO/RRO/SRO provides documentation of support that is limited to minutes of meetings.
- Low score (Maximum Points: 2) is received where the NRO/RRO/SRO fails to provide documentation of support, but support is mentioned.
- (3) Evidence of Prior Resident Training Experience. This factor can be demonstrated by the support of the RCs/RMCs/ROs and the local HAs. The letters of support should indicate the success and quality of prior training. (Maximum Points: 30):
- A high score (Maximum Points: 30) is received where the applicant provides documentation that shows support by the residents (i.e., letters of support, board resolutions, and minutes of meetings) and support letters from the HA.

- A medium score (Maximum Points: 15) is received where the applicant provides documentation that is limited to minutes of meetings.
- Low score (Maximum Points: 5) is received where the applicant fails to provide documentation of support by the development's residents and the HA, but support is mentioned.
- (4) Evidence of the Capability to Provide Local Training. The applicant should demonstrate the ability to sustain the training and technical assistance through provision of local or on-site trainers and to coordinate these activities throughout the grant period. The applicant should also demonstrate that the residents will have access to continued training and technical assistance through the local provider after the completion of the grant period. (Maximum Points: 15):
- A high score (Maximum Points: 15) is received where the applicant provides a detailed plan clearly showing its capability to identify and provide local training and to coordinate activities of the local training provider.
- A medium score (Maximum Points: 5) is received where the applicant provides a general description of its capability to identify and provide local training.
- A score of zero (0 points) is received where the applicant does not clearly state its capability to identify and provide local training.
- (5) Capability of Handling Financial Resources. This factor can be demonstrated through previous experience, adequate financial control procedures, or similar evidence, or by an explanation of how such capability will be obtained. (Maximum Points: 10):
- A high score (Maximum Points: 10) is received where the NRO/RRO/SRO provides evidence of having 2 or more years of experience in handling financial resources and has adequate accounting procedures in place.
- A medium score (Maximum Points: 5) is received where the NRO/RRO/SRO provides evidence of having less than 2 years of experience in handling financial resources or has provided a plan for developing financial controls that are adequate.
- A score of zero (0 points) is received where the NRO/RRO/SRO has no experience in handling financial matters and does not submit evidence that shows that an adequate accounting system is in place or under development.

## N. HA Notification

HUD will send a notification to the HAs associated with the applications selected for funding.

## **II. Application Process**

A. Actions Preceding Application Submission

Consistent with this NOFA, HUD may direct a HA to notify its existing RCs/RMCs/ROs, as well as NROs, SROs, and RROs, of this funding opportunity. It is important for residents to be advised that, even in the absence of a RC/RMC/RO, the opportunity exists to establish a RC/RMC/RO before applying for funding. If no RC/RMC/RO exists for any of the developments, HUD encourages a HA to post this NOFA in a prominent location within the HA's main office, as well as in each development's office.

## B. Application Submission and Development

(1) Submission. An application kit is required as the formal submission to apply for funding. The kit includes the overview of the TOP program, application requirements, forms, certifications, assurances, worksheets, selection criteria, workplan and budget information. An application may be obtained by writing the Resident Initiatives Clearinghouse, P.O. Box 6091, Rockville, MD 20850, or by calling the toll-free number: 1-800-955-2232. Requests for application kits must include your name, mailing address (including zip code), and telephone number (including area code), and should refer to document FR-3828. Applications may be requested beginning March 1, 1995. Each RC/ RMC/RO and NRO/RRO/SRO must submit its application to the local HUD Field Office or, in the case of an IHA, to the appropriate HUD Office of Native American Programs, listed in the Appendix to this NOFA.

Each applicant must submit the original and 2 copies of its application. The Appendix lists addresses of HUD Field Offices that will accept a completed application. All applications must be received by the local HUD Field Office no later than 3:00 p.m. (local time) on the deadline date listed in the application kit. In the interest of fairness to all competing applicants, any application that is received after the deadline date and time will be considered ineligible. 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. HUD will date-stamp incoming applications to evidence (timely or late) receipt, and, upon request, will provide an acknowledgment of receipt. Facsimile