participating families to achieve economic independence and selfsufficiency. Effective delivery of supportive services is a critical element in a successful program.

(a) Program Coordinator Role.

HAs administering the FSS program use program coordinating committees (PCCs) to assist them to secure resources for and implement the FSS program. The program coordinating committee is made up of representatives of local government, job training and employment agencies, local welfare agencies, educational institutions, child care providers, nonprofit service providers, and businesses.

An FSS program coordinator works with the PCC, and with local service providers to assure that program participants are linked to the supportive services they need to achieve selfsufficiency. The FSS program coordinator may ensure, through case management, that the services included in participants' contracts of participation are provided on a regular, ongoing and satisfactory basis, and that participants are fulfilling their responsibilities under the contracts.

(b) Staffing Guidelines.

Under normal circumstances, a fulltime FSS program coordinator should be able to serve approximately 50 FSS participants, depending on the coordinator's case management functions.

(c) Eligibility of HAs.

All HÅs funded under the FY 94 NOFA that wish to obtain funding for another year do not need to re-apply. HUD will automatically fund the FY 94 recipients at 103 percent of the FY 94 amount unless the HA submits a new application or notifies HUD not to fund the HA for an FSS Service Coordinator. All HAs which did not receive FSS coordinator funding in FY 94 and that currently administer a rental voucher and certificate program of less than 1,500 total rental vouchers and certificates and that received FY 1992 FSS incentive award funding, or FY 1993 and later rental voucher or certificate funding (other than renewal funding), and as a result are required to administer an FSS program of at least 25 FSS slots are eligible to apply. HAs with less than 1,500 total rental vouchers and certificates and with FSS programs of fewer than 25 slots may also apply, if they apply jointly with one or more other eligible HAs so that between or among the HAs they administer at least 25 FSS slots. If eligible applicants apply jointly, their combined total program size may exceed 1,500 total rental vouchers and certificates, but the \$40,000 maximum amount that may be

requested still applies. Joint applicants must specify a lead coapplicant which will receive and administer the FSS program coordinator funding. A state or regional (i.e., multi-county jurisdiction) HA that administers a program of more than 1,500 rental vouchers and certificates may apply if it is required to administer an FSS program of fewer than 1,500 FSS slots.

HUD has limited eligibility under this NOFA to HAs with less than 1,500 total Section 8 rental vouchers and certificates and to state and multicounty regional HAs that are required to administer FSS programs of at least 25 but fewer than 1,500 FSS slots, because the \$17.3 million appropriated for FSS program coordinators is insufficient to fund all HAs administering FSS programs. HUD determined that HAs administering large Section 8 programs are more likely than smaller HAs to have access to other resources for FSS program administration. State HAs indicated an interest in FY 94 in submitting applications for funding under the FSS Service Coordinators NOFA regardless of the 600 total program size limitation in FY 94. In response, HUD has decided to allow a state or multi-county regional HA that administers an FSS program in more than one location to submit an application if the state or multi-county regional HA is required to administer an FSS program of at least 25 but fewer than 1,500 FSS slots.

HUD is requiring that applicants under this NOFA administer FSS programs of at least 25 FSS slots (based on FY 1992 FSS incentive award funding or FY 1993 and later rental voucher and certificate funding (other than renewal funding)) to ensure that the limited program coordinator funds are used in a cost-effective manner. The Department expects that FSS programs of less than 25 FSS slots can be managed within HA resources.

(2) Eligible Applicants With HUD Approved Exceptions to Mandatory Minimum Size

If HUD has approved either a full or partial exception to implementing an FSS program of the mandatory minimum size for an eligible applicant with less than 1,500 rental vouchers and certificates, solely because of a lack of funds for reasonable administrative costs, the approval of the exception is hereby automatically rescinded, since funding for an FSS program coordinator is now available under this NOFA.

(C) FSS Service Coordinators Allocation Amounts

For FY 1995, the HUD Appropriations Act made \$17.3 million available for HA administrative fees for Section 8 FSS Service Coordinators. Of this amount, up to \$8.7 million will be provided to those HAs that received FY 94 funds in response to the NOFA published on August 29, 1994. This is the second fiscal year of funding for FSS Service Coordinators. All HAs that received funding for FSS Service Coordinators funding under the FY 94 NOFA will receive 103 percent of the amount awarded under the FY 94 NOFA without submitting a new application in response to this NOFA, unless the HA notifies the HUD Office that it does not want additional funding. Any previously funded HA has the flexibility to submit a new application in response to this NOFA in order to change the funded amount up to the maximums established in this NOFA. Any other HA with less than 1,500 total rental vouchers and certificates may submit an application for initial funding under this subprogram.

An eligible HA may apply for a maximum of \$40,000 to support up to one FSS program coordinator for one year. An eligible state HA or multicounty regional HA may apply for a maximum of \$40,000. HUD may fund applications at less than the requested amount, based on the HUD Office

application review.

(D) FSS Service Coordinators Application Submission Requirements

Each application for funding under this NOFA must contain the following items:

(1) Request for FSS Service Coordinator Funds

All applications must contain the following information stated in a letter from the Executive Director of the HA to the Director of the Office of Public Housing in the local HUD Office or to the Administrator of the Native American Programs Office (see sample letter format, Attachment 6A):

(a) The total number of currently enrolled FSS families.

(b) The total number of required FSS slots (based on FY 1992 incentive award funding and FY 1993 and later rental voucher and certificate funding).

(c) The annual salary proposed for the FSS program coordinator, plus any fringe benefits. Do not include costs of training, transportation, clerical support, equipment, supplies, or other administrative costs or overhead. The service coordinator salary should be set as follows: