this factor. In rating this factor, the Department will consider:

(i) The extent to which the applicant demonstrates the technical feasibility for achieving the objectives within the program period proposed as evidenced by a management plan which:

(A) Clearly delineates staff responsibilities and accountability for

all work required;

(B) Presents a work plan with a clear and feasible schedule for conducting all project tasks; and

(Č) Presents a reasonable and adequate budget as reflected in the budget-by-task and supporting rationale and justification for the budget.

(ii) The extent to which the applicant demonstrates the institutional stability and health in financial and organizational terms sufficient to allow for a sustained focus on community development.

(iii) The extent to which the applicant's Chief Executive Officer demonstrates that the HBCU is committed to forming a CDC and will strongly and vigorously support all

aspects of the program.

(5) Capacity. (maximum points: 20) The extent to which the applicant

The extent to which the applicant demonstrates the capacity to carry out satisfactorily the proposed activities in a timely fashion, including satisfactory performance in carrying out any prior HUD-assisted projects or activities, is examined by this factor. In rating this factor, the Department will consider:

(i) The extent to which the applicant demonstrates the recent and relevant work experience of the staff proposed to undertake the activities described in the

Statement of Work.

(ii) The extent to which the applicant can demonstrate that its past and current projects funded by HUD and/or other Federal or private sector sources are or have been completed on schedule and have met or are meeting goals established for addressing local needs.

(iii) The extent to which the applicant demonstrates that the proposed activities will be carried out in a satisfactory and timely fashion, as evidenced by recent efforts to initiate and/or manage projects of the same or similar type, size, and dollar amount as those proposed in the application.

(h) Bonus Points. Applicants that propose forming a CDC and implementing activities in a Federally-designated Empowerment Zone, Urban Supplemental Empowerment Zone, Enterprise Community, or Urban Enhanced Enterprise Community will receive a maximum of 8 bonus points. Bonus points will be allocated as follows: three points for placing the offices of the CDC in one of the above-

designated zones and five points for carrying out activities within such zones. To receive these bonus points, applicants must submit with the application package a certification from the authorized representative of the unit of local government that: (1) The CDC will place its offices within the zone and/or (2) the CDC's proposed activities will be carried out within the zone.

(i) General Program Requirements.

- (1) Statement of Work. After selection for funding but prior to award, each selected applicant must ensure that any deletions, additions or enhancements to the Statement of Work submitted with the application are incorporated into the approved grant, including how the revised Statement of Work will be accomplished. Following a task-by-task format, the approved Statement of Work must:
- (i) Delineate the tasks and sub-tasks involved in each activity funded under this NOFA.
- (ii) Indicate the sequence in which the tasks are to be performed, noting areas of work which must be performed simultaneously.
- (iii) Identify specific numbers of quantifiable end products and program improvements the selected applicant aims to deliver, through the newly established CDC, by the end of the grant period, e.g., number of persons to be assisted; number of units to be provided, rehabilitated, or built; number of classes to be provided; commercial enterprises to be established, etc.
- (2) Certifications and Assurances. After selection for funding but prior to award, each selected applicant must submit signed copies of the assurance form covering the following Assurances and Certifications: Drug-Free Workplace; Certification Regarding Lobbying; Applicant/recipient disclosure Update Report; Certification and disclosure Regarding Payments to Influence Certain Federal Transactions (where applicable). This form will be provided in the application kit which will be available following publication of this NOFA.
- (3) Project Management and Staff Allocation Plan. After selection for funding but prior to award, each selected applicant must submit a Project Management and Staff Allocation Plan for carrying out the activities proposed in the Statement of Work. The Project Management Plan and Staff Allocation submission must cover the proposed period of performance.
- (4) Financial management and Audit Information. After selection for funding but prior to award, each selected applicant must submit a certification from an Independent Public Accountant

- or the cognizant government auditor, stating that the financial management system employed by the applicant meets prescribed standards for fund control and accountability required by OMB Circular A–110 for institutions of Higher Education and other Non-Profit Institutions. The information should include the name and telephone number of the independent auditor, cognizant Federal auditor, or other audit agency as applicable.
- (5) Local approval. Since eligible activities must take place in a locality, after selection but prior to award, each selected applicant must submit a letter from the chief elected official of the locality (or a resolution by the legislative body of the locality) certifying that the activity(ies) to be undertaken are not inconsistent with the local community development or consolidated plan.
- (6) Reasonable time and cost for establishing the CDC. HUD reserves the right to limit the amount of grant funds awarded under this NOFA that may be used to establish the CDC. Generally, applicants may be limited to not more than 10% of the award amount for activities associated with establishing the CDC. In addition, the time frame for establishing the CDC should not exceed twelve months from the program start

date. HUD may suspend or terminate

the grant if the grantee fails to establish

the proposed CDC at a reasonable cost

and within a reasonable time frame.

II. Application Submission Requirements

Complete application submission requirements are contained in the FY 1995 Historically Black Colleges and Universities Program application package. The application package will request information in sufficient detail for HUD to determine whether the proposed activities are feasible and meet all the requirements of applicable statutes and regulations.

III. Corrections to Deficient Applications

Immediately after the deadline for submission of applications, applications will be screened to determine whether all items were submitted. If the applicant fails to submit certain technical items, or the application contains a technical mistake, such as an incorrect signatory, the Department shall notify the applicant in writing that the applicant has 14 calendar days from the date of the written notification to submit the missing item, or correct the technical mistake. If the applicant does not submit the missing item within the