Area Offices that will accept the

completed application.

The application must be physically received by 3 p.m., local time, on June 15, 1995. This application deadline is firm to date and hour. 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 applications to avoid any risk of loss of eligibility brought on by unanticipated delays or other delivery-related problems. Facsimile and telegraphic applications are not authorized and shall not be considered.

III. Checklist of Application Submission Requirements

The Application Kit will contain a checklist of all application submission requirements to complete the application process.

A. Applications for Supportive Services Only must contain the

following information:

(1) Name and address (or P.O. Box) of the HA. Name and telephone number of contact person (in the event further information or clarification is needed during the application review process);

(2) ŠF–424Å, Budget Information, Non-Construction Programs, and SF– 424B, Assurances, Non-Construction

Programs;

(3) A description of the need for supportive services by eligible residents;

(4) A description of the supportive services that are to be provided over at least a 5-year period after the initial receipt of funding under this NOFA, and how the supportive services will enhance education and job opportunities for residents;

(5) Evidence of a firm commitment of assistance from one or more sources ensuring that the supportive services will be provided for at least 5 years following receipt of funding under this NOFA. Evidence shall be in the form of a letter or resolution. A cost allocation plan shall be submitted outlining the

commitment;

(6) A description of public or private sources of assistance that can reasonably be expected to fund or provide supportive services, including evidence of any intention to provide assistance expressed by State and local governments, private foundations, and other organizations (including profit and nonprofit organizations);

(7) A description of the plan for continuing operation of the FIC, and the provision of services to families for at least 5 years following receipt of funding under this NOFA; (8) A certification from an appropriate service agency (in the case of FSS, the certification may be from the Coordinating Committee) that:

(a) The provision of supportive services is well designed to provide families better access to educational and employment opportunities; and

(b) There is a reasonable likelihood that such services will be funded or provided for the entire 5-year period, at least, after the initial receipt of funding under this NOFA;

(9) A description of assistance for

which the HA is applying;

(10) A narrative on the location of the FIC facility. Provide the precise location of the facility to be used for FIC, and indicate its accessibility to residents, including distance from the development(s), and transportation necessary to receive services;

(11) Evidence that the HA has control of the FIC site. If the facility is off-site, the HA shall include copies of the negotiated lease and the terms, including any option to lease, indicating that the facility is available to the HA for use as a FIC for not less than 3 years, and preferably, for 5 years or more;

(12) A certification that the HA is implementing a FSS program, if applicable. IHAs, without FSS programs, that have established counseling programs such as those found in Mutual Help (MH) should provide similar certification, if applicable;

(13) A certification that funds used to pay for a Service Coordinator are not duplicate expenses from any other

program, including FSS;

(14) A description of the resident involvement in the planning and implementation phases of this program;

(15) A description of the services that HA residents will be employed to

provide;

(16) Letters of commitment. The letters should identify all commitments for additional resources to be made available to the program from the applicant and other State, local, or private entities. The description shall include, but is not limited to, the commitment source, source committed, availability and use of funds, and other conditions associated with the loan, grant, gift, donation, contribution, etc. Commitments from State or local agencies may include, but are not limited to, vocational, adult, and bilingual education; Job Training Partnership Act (JTPA) and Family Support Act of 1988 job training programs; child care; and social services assistance, counseling or drug addiction services. Commitments may include inkind contributions, on-site journeymen

or equivalent instructors, transportation, or other resources for use by participants of the FIC;

(17) Certification that efforts were made to use or obtain other resources to fund or provide the services proposed;

(18) Certification of the extent to which the HA will commit to its FIC part of its formula allocation of Comprehensive Grant/Comprehensive Improvement Assistance (CGP/CIAP) Program funds for CGP/CIAP eligible activities that result in employment, training, and contracting opportunities for eligible residents;

(19) A project budget, timetable and narrative;

(20) Certification that FIC funding will not duplicate any other HUD funding, including CGP funding;

(21) Equal Opportunity Requirements. The HA must certify that it will carry out activities assisted under the program

in compliance with:

(a) The requirements of the Fair Housing Act (42 U.S.C. 3601–3619) and implementing regulations at 24 CFR parts 100, 107, 109, 110, and 121; and Executive Order 11063 (Equal Opportunity Housing implementing regulations at 24 CFR part 107; and Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) (Nondiscrimination in Federally Assisted Programs) and implementing regulations issued at 24 CFR part 1;

(Note: Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d–2000d–4), which prohibits discrimination on the basis of race, color or national origin in federally assisted programs, and the Fair Housing Act (42 U.S.C. 3601–3620), which prohibits discrimination based on race, color, religion, sex or national origin in the sale or rental of housing, do not apply to Indian housing authorities (IHAs) established by exercise of a Tribe's powers of self-government. Title VI and the Fair Housing Act (24 CFR parts 1 and 100) shall not be applicable to the development or operation of projects by such IHAs.)

(b) The prohibitions against discrimination on the basis of age under the Age Discrimination Act of 1975 (42 U.S.C. 6101–07) and implementing regulations at 24 CFR part 146; the prohibition against discrimination against individuals with a disability under section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and implementing regulations at 24 CFR part 8; and the requirements of Executive Order 11246 and the implementing regulations issued at 41 CFR chapter 60;

(c) The requirements of section 3 of the Housing and Urban Development Act of 1968, 12 U.S.C. 1701u, and implementing regulations at 24 CFR part

135; and