

DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

[Docket No. FR-4011-N-01]

Office of the Assistant Secretary for Community Planning and Development; NOFA for Technical Assistance for the John Heinz Neighborhood Development Program

AGENCY: Office of the Assistant Secretary for Community Planning and Development, HUD.

ACTION: Notice of funding availability for FY 1996.

SUMMARY: This NOFA announces the availability of \$132,978 for technical assistance funding under the John Heinz Neighborhood Development Program. These funds are to be used to provide Technical Assistance to eligible neighborhood development organizations.

In the body of this NOFA is information concerning:

(a) The purpose and background of the NOFA, and the funding level provided through this NOFA;

(b) Eligible applicants and activities, factors for award and statutory and cooperative agreement requirements; and

(c) The application requirements and steps involved in the application process.

DATES: Completed applications must be submitted no later than 4:30 p.m. Eastern Time on September 11, 1996. HUD reserves the right to extend the deadline date through notification in the Federal Register. In the interest of fairness to all competing applicants, an application will be treated as ineligible for consideration if it is not physically received by the deadline date and hour. Applicants should take this requirement into account and make early submission of their materials to avoid any risk of losing eligibility brought about by unanticipated delays or other delivery related problems.

ADDRESSES: Completed applications (one original and two copies) should be submitted to: Processing and Control Branch, Office of Community Planning and Development, U.S. Department of Housing and Urban Development, 451 Seventh Street, SW, Room 7251, Washington, DC 20410, by mail or hand-delivery. When submitting your application, please refer to FR-4011, and include your name, mailing address (including zip code), and telephone number. HUD, however, will not accept faxed applications.

FOR FURTHER INFORMATION CONTACT: Ophelia H. Wilson or Stella Hall, Office

of the Deputy Assistant Secretary for Grant Programs, Office of Community Planning and Development, U.S. Department of Housing and Urban Development, 451 Seventh Street, SW, Room 7220, Washington, DC 20410; telephone (202) 708-2186. (This is not a toll-free number.) For hearing- and speech-impaired persons, this number may be accessed via TTY (text telephone) by calling the Federal Information Relay Service at 1-800-877-8339. However, written inquiries are preferred and may be mailed or faxed to: (202) 708-3363.

SUPPLEMENTARY INFORMATION:

Paperwork Reduction Act Statement

The information collection requirements contained in this notice have been submitted to the Office of Management and Budget (OMB) for a temporary extension of the control number, in accordance with the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520) and 5 CFR 1320.13. A notice requesting public comment on this extension will be published in the Federal Register. When assigned, the OMB control number will be published by a separate notice in the Federal Register. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a valid control number.

I. Background; Purpose; Authority; Amount Allocated

(A) Background

The purpose of the John Heinz Neighborhood Development Program (NDP) is to support eligible neighborhood development activities using cooperative efforts and monetary contributions from local sources. The Federal funds are incentive funds to promote neighborhood development initiatives and to encourage neighborhood organizations to become more self-sufficient in their development activities. The objectives of the program are: (1) To help neighborhood development organizations increase their capacities to carry out larger or more complex activities, in cooperation with private and public institutions; and (2) to assist neighborhood development organizations to achieve long-term financial support for their activities. The activities must benefit low-income persons within the neighborhood.

This program is also designed to help neighborhood development organizations address the needs of their neighborhood while furthering the following HUD values:

- A Commitment to Community;
- A Commitment to Support Families;
- A Commitment to Economic Lift;
- A Commitment to Reciprocity and to Balancing Individual Rights and Responsibilities; and
- A Commitment to Reducing the Separations by Race and Income in American Life.

(B) Purpose

The purpose of this NOFA is to obtain contractor services to provide technical assistance to nonprofit neighborhood-based organizations to assist them in:

- (1) Making better use of available resources by coordinating the delivery of services and programs available;
- (2) Developing strategic plans for the physical and economic revitalization of local neighborhoods;
- (3) Coordinating the delivery of social and human services to bolster the physical and economic revitalization that is occurring, or is proposed to occur, in local neighborhoods;
- (4) Designing and implementing programs to maintain, rehabilitate and construct affordable housing; create small business development opportunities; work with employers to create job and job training opportunities; create or support stay-in-school and youth mentoring programs; and
- (5) Plan, promote or finance neighborhood improvement efforts.

(C) Authority

Section 123 of the Housing and Urban-Rural Recovery Act of 1983 (42 U.S.C 5318 note) (Section 123) authorized the John Heinz Neighborhood Development Program. The program is governed by regulations contained in 24 CFR part 594.

(D) Amount Allocated

This NOFA announces the availability of \$132,978 from the John Heinz Neighborhood Development Program to provide technical assistance (TA) to nonprofit neighborhood-based development organizations. A Cooperative Agreement will be for a period of up to 12 months. However, HUD reserves the right to terminate the award in accordance with provisions contained in OMB Circulars A-102, A-110, and 24 CFR part 85 any time after 6 months.

In cases where an applicant selected for funding under this NOFA currently is providing TA under an existing HUD Office of Community Planning and Development (CPD) TA grant/cooperative agreement, HUD reserves the right to adjust the start date of funding under this NOFA to coincide

with the conclusion of the previous award, or to incorporate the remaining activities from the previous award into the new agreement, adjusting the funding levels as necessary.

(E) General Program Requirements

(1) Statutory Requirements.

Applicants must comply with any applicable statutory and regulatory requirements under the John Heinz Neighborhood Development Program (42 U.S.C. 5138 note and 24 CFR part 594).

(2) Profit/Fee. No increment above cost and no fee or profit may be paid to any recipient or subrecipient of an award under this NOFA. (This is in accordance with paragraph 2.19(e) in HUD Handbook 2210.17 (Rev. 2, January 23, 1992).)

(3) Statement of Work. After selection for funding, but prior to award, the applicant must ensure that any deletions, additions, or enhancement to the Statement of Work submitted in the application are incorporated into the approved grant, including details of how the approved Statement of Work will be accomplished. Following a task-by-task format, the approved Statement of Work must:

(a) Delineate the tasks and sub-tasks. Indicate the sequence in which the tasks are to be performed, noting areas of work that must be performed simultaneously.

(b) Identify specific numbers of quantifiable end products and program improvements the TA provider aims to deliver by the end of the cooperative agreement period.

(4) Certifications and Assurances.

After selection for funding, but prior to award, the applicant must submit signed copies of the following Assurances and Certifications:

(a) Drug-Free Workplace Certification;

(b) Certification Regarding Lobbying; Applicant/Recipient Disclosure Update Report;

(c) Certification and Disclosure Regarding Payments to Influence Certain Federal Transactions (where applicable).

(5) Project Management and Staff Allocation Plan. After selection for funding, but prior to award, the applicant must submit a Project Management and Staff Allocation Plan for carrying out the activities proposed in the Statement of Work. The Project Management and Staff Allocation Plan submission should cover the proposed period of performance.

(6) Financial Management and Audit Information. After selection for funding, but prior to award, the 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, and OMB Circular A-133 for other nonprofit organizations. The information should include the name and telephone number of the independent auditor, cognizant Federal auditor, or other audit agency as applicable.

(7) Demand/Response Delivery System. An awardee must operate within the structure of the demand/response system described in this section of the NOFA. The awardee must also coordinate its plan with the HUD Headquarters Government Technical Representative (GTR) and each Field Office within whose jurisdictions the awardee is operating, when applicable.

Under the demand/response system, the TA provider will be required to:

(a) Market the availability of their services to existing grantees and other eligible participants.

(b) Obtain approval for the technical assistance delivery plan from the HUD Headquarters Government Technical Representative with oversight for the Cooperative Agreement.

(c) Work cooperatively with other TA providers to ensure that clients are provided with the full range of TA services needed and available. TA providers are expected to be knowledgeable about the range of services available from other providers; make referrals and arrange visits by other TA providers, when appropriate; and carry out TA activities concurrently, when it is cost-effective and in the interests of the client to do so. HUD may direct the TA provider to conduct joint activities.

(d) When conducting training sessions as part of its TA activities, the provider will be expected to:

(1) Make provision for professional videotaping of the workshops/courses as directed by the GTR and ensure their production in a professional and high-quality manner suitable for viewing by other CPD clients; and

(2) Design the course materials as step-in packages, so that a Field Office or other TA provider may separately give the course on its own; and arrange for joint delivery of the training with Field Office participation when so requested by the HUD Headquarters GTR or the Field Office.

(e) Report to the HUD Headquarters GTR with oversight for the Cooperative Agreement. At a minimum, this

reporting shall be on a quarterly basis, unless otherwise specified in the approved TA action plan.

(f) When approved or requested by HUD Headquarters, HUD Field Offices staff will serve as active participants in the delivery of technical assistance by funded providers, serving in such roles as Cooperative Agreement Officers, GTRs, Coordinators, etc., as needed.

II. Eligible Applicants

An eligible applicant must meet the criteria listed below:

All applicant organizations must have demonstrated experience in providing technical assistance in a geographic area larger than a single city or county and must propose to serve an area larger than a single city or county.

A consortium of organizations may apply but HUD will require that one organization be designated as the legal applicant, where legally feasible. Where one organization cannot be so designated for all proposed activities, HUD may execute more than one cooperative agreement with the members of a consortium.

The TA provider may propose assistance using in-house staff, consultants, subcontractors and subrecipients, and networks of private consultants or local organizations with requisite experience and capabilities. Whenever possible, applicants should make use of technical assistance providers located in the Field Office jurisdictions receiving services. This draws upon local expertise and persons familiar with the opportunities and resources available in the area to be served, while reducing travel and other costs associated with delivering the proposed technical assistance services.

Eligible applicants may be:

(1) Public and private nonprofit or for-profit groups, including educational institutions qualified to provide technical assistance on the John Heinz Neighborhood Development Program; or

(2) Public and private nonprofit intermediary organizations that provide services (in more than one community) to neighborhood development organizations to support neighborhood development or social or economic community revitalization efforts. An intermediary will be considered as a primarily single-State technical assistance provider if it can document that more than 50 percent of its past activities in working with nonprofit and other organizations on neighborhood revitalization efforts (production of housing, social service delivery, job creation, or job training, or revitalization of deteriorating neighborhoods), or delivery of technical assistance to these

groups, was confined to the geographic limits of a single State.

III. Eligible Activities

Funding under this NOFA is available to provide technical assistance to eligible neighborhood development organizations to plan, develop, administer, implement, and evaluate eligible activities (see 24 CFR 594.10), or to coordinate effectively eligible activities with other federally, State-, locally, or privately funded community development activities.

IV. Factors for Award

(A) *Rating Factors.* Applicants will be evaluated competitively and ranked against all other applicants that have applied. The factors and maximum points for each factor are provided below. The maximum number of points is 100.

Rating of the "applicant" or the "applicant's organization and staff," unless otherwise specified, will include any subcontractors, consultants, subrecipients, and members of consortia that are firmly committed to the project.

1. *Potential effectiveness of the application in meeting the needs of nonprofit neighborhood-based development organizations (40 points).* In rating this factor, HUD will consider the extent to which the proposal:

- (a) Identifies high priority needs and issues to be addressed.
- (b) Outlines a clear and effective plan for addressing those needs.
- (c) Identifies creative and promising ways to assist organizations in carrying out eligible program activities.

(d) Identifies specific numbers of quantifiable end-products and services the TA provider aims to deliver by the end of the cooperative agreement period to assist nonprofit neighborhood organizations build capacity (e.g., number of organizations that will build capacity through leveraging resources both outside of and within the community and through the development of new partnerships with national foundations, nonprofit corporations, public and private organizations, and local or State governments, to find feasible ways to obtain resources to support their neighborhood revitalization efforts), and identifies the number of organizations that will be linked with a national technical assistance provider to receive further technical assistance.

2. *Soundness of approach (20 points).* In rating this factor, HUD will consider the extent to which the proposal:

- (a) Provides a cost-effective plan for designing, organizing, and carrying out the proposed technical assistance

within the established budget and time frames.

(b) Demonstrates an effective and creative plan for working with other TA providers in each Field Office jurisdiction in which the applicant will operate.

3. *Capacity of the applicant and relevant organizational experience (30 points).* In rating this factor, HUD will consider the extent to which the proposal demonstrates:

(a) Recent, relevant, and successful experience of the applicant's organization and staff in providing technical assistance to nonprofit neighborhood-based (grassroots) organizations.

(b) The experience and competence of key personnel in managing complex, multi-faceted or multi-disciplinary programs that required coordination with other TA entities.

(c) The applicant has a working knowledge of, and established relationships with, key public bodies and private organizations involved in CPD programs nationally.

(d) The applicant has sufficient personnel or access to qualified experts or professionals to deliver the proposed level of technical assistance in a timely and effective fashion.

4. *Transferability of results (10 points).* In rating this factor, HUD will consider the extent to which the applicant proposes a feasible, creative plan that uses state of the art technology to transfer models and lessons learned to clients in other HUD programs.

(B) *Selection Process.* Once scores are assigned, all applications will be listed in rank order. Regardless of final scores, HUD may apply the following criteria to select a provider and projects that would best serve program objectives: geographic distribution; and diversity of methods, approaches, or kinds of projects. HUD will select a provider that brings expertise in one or more specialized activity area, to strengthen or supplement the intermediary network in terms of the location (service area), types, and scope of technical assistance provided.

V. Application Process

All information and forms needed to complete and submit an application under this NOFA are contained in the NOFA, except for Standard Form SF 424 and SF 424B. These forms are available from HUD by faxing a request to Ophelia H. Wilson or Stella Hall (fax: (202) 708-3363; or see Section VI of this NOFA for instructions for obtaining the SF 424 forms).

The address for submitting an application is: Processing and Control

Branch, Room 7251, Office of Community Planning and Development, Department of Housing and Urban Development, 451 Seventh Street, SW, Washington, DC 20410. In submitting your application, please refer to FR-4011 and include your name, mailing address (including zip code), and telephone number. The completed application (one original and 2 copies) must be physically received by the Processing and Control Branch, at the above address, no later than 4:30 p.m. Eastern Time on September 11, 1996. HUD reserves the right to extend the deadline date through notification in the Federal Register. HUD will not accept faxed applications. Applications not meeting the format requirements identified in Section VI of this NOFA, Application Submission Requirements, will not be considered for funding.

All applications should be sent to HUD's Washington, DC, Headquarters Office. Only applications that are received on time will receive funding consideration.

VI. Application Submission Requirements

All applicants must submit applications on 8 1/2" by 11" paper, bound in looseleaf binders for easy photocopying. All pages and attachments must be numbered consecutively, in arabic numbers. No tabs or fold-out sheets will be permitted. Items not meeting these specifications will not be reproduced and distributed for review. Applications must use the following format and contain the following items:

- (1) Transmittal Letter.
- (2) OMB Standard Form 424, Request for Federal Assistance and Standard Form 424B, Non-Construction Assurances, signed by a person legally authorized to enter into an agreement with the Department. Fax requests for Standard Forms 424 and 424B to Ophelia Wilson or Stella Hall at (202) 708-3363 (this is not a toll-free number).

(3) A Statement of Work that incorporates all activities to be funded in the application and details how the proposed work will be accomplished. Following a task-by-task format, the Statement of Work must:

(a) Delineate the tasks and sub-tasks involved and how the tasks meet the Factors for Award. Indicate the sequence in which the tasks are to be performed, noting areas of work that must be performed simultaneously.

(b) Identify specific numbers of quantifiable end-products and program improvements the TA provider aims to

deliver by the end of the cooperative agreement period.

(4) Narrative statement addressing the Factors for Award in Section IV of this NOFA. The narrative response should be numbered in accordance with each factor for award identified under Section IV.

(5) Budget-by-task for which funds are requested.

(6) Summary Budget identifying costs by cost category, in accordance with the following:

(i) Direct Labor by position or individual, indicating the estimated hours per position, the rate per hour, estimated cost per staff position, and the total estimated direct labor costs;

(ii) Fringe Benefits by staff position identifying the rate, the salary base the rate was computed on, estimated cost per position, and the total estimated fringe benefit cost;

(iii) Material Costs indicating the item, unit cost per item, the number of items to be purchased, estimated cost per item, and the total estimated material costs;

(iv) Transportation Costs. Where air transportation is proposed, costs should identify each destination, number of trips per destination, estimated air fare, and total estimated air transportation costs. If other transportation costs are listed, the applicant should identify the other method of transportation selected, the number of trips to be made to each destination, the estimated cost, and the total estimated costs for other transportation costs. In addition, applicants should identify per diem or subsistence costs per travel day on the number of travel days included, the estimated costs for per diem/ subsistence, and the total estimated transportation costs;

(v) Equipment Charges, if any. Equipment charges should identify the type of equipment, quantity, unit costs, and total estimated equipment costs;

(vi) Consultant Costs. Indicate the type, estimated number of consultant days, rate per day, total estimated consultant costs per consultant, and total estimated costs for all consultants;

(vii) Subcontract Costs. Indicate each individual subcontract and amount. Each proposed subcontract should include a separate budget that identifies costs by cost categories;

(viii) Other Direct Costs listed by item, quantity, unit cost, total for each item listed, and the total direct costs for the award;

(ix) Indirect Costs, identifying the type of cost, approved indirect cost rate, base to which the rate applies, and total indirect costs.

These line items should total the amount requested. The submission should include the rationale used to determine costs and validation of fringe and indirect cost rates.

Corrections to Deficient Applications

Applicants will have 14 calendar days from the date HUD notifies the applicant of any technical deficiency to submit the appropriate information in writing to HUD. Notification of a technical deficiency shall be made in writing. Technical deficiencies relate only to items that would not improve the substantive quality of the application relative to the ranking factors such as a failure to submit a required certification.

VII. Other Matters

Environmental Review

A Finding of No Significant Impact with respect to the environment has been made in accordance with HUD regulations in 24 CFR part 50 that implement section 102(2)(C) of the National Environmental Policy Act of 1969 (42 U.S.C. 4332). The finding is available for public inspection during regular business hours in the Office of the General Counsel, Rules Docket Clerk, Room 10276, 451 Seventh Street, SW, Washington, DC 20410. This NOFA funds only technical assistance; therefore, awards under this NOFA are categorically excluded from environmental assessment under the National Environmental Policy Act and are not subject to environmental review under related environmental laws and authorities, in accordance with 24 CFR 50.20(b) and 50.19(g), respectively, of the HUD regulations.

Federalism

The General Counsel, as the Designated Official under section 6(a) of the Executive Order 12612, Federalism, has determined that the policies contained in this notice will not have substantial direct effects on States or their political subdivisions, or the relationship between the Federal government and the States, or on the distribution of power and responsibilities among the various levels of government. As a result, the notice is not subject to review under the Order. The notice merely announces funding for the provision of technical assistance services to nonprofit neighborhood-based development organizations.

Impact on the Family

The General Counsel, as the Designated Official under Executive Order 12606, The Family, has

determined that this notice will have a beneficial, although indirect, impact on family formation, maintenance, and general well-being. The technical assistance provided as a result of an award under this NOFA will promote the ability of eligible applicants to meet the requirements and program objectives of the program. Accordingly, since the impact on the family is beneficial and indirect, no further review is considered necessary.

Documentation and Public Access Requirements; Applicant/Recipient Disclosures: HUD Reform Act

Documentation and public access requirements. Pursuant to Section 102 of the Department of Housing and Urban Development Reform Act of 1989 (42 U.S.C. 3537a) (HUD Reform Act), HUD will ensure that documentation and other information regarding each application submitted pursuant to this NOFA are sufficient to indicate the basis upon which assistance was provided or denied. This material, including any letters of support, will be made available for public inspection for a 5-year period beginning not less than 30 days after the award of the assistance. Materials will be made available in accordance with the Freedom of Information Act (5 U.S.C. 552) and HUD's implementing regulations at 24 CFR part 15. In addition, HUD will include the recipients of assistance pursuant to this NOFA in a Federal Register notice of recipients of HUD assistance awarded on a competitive basis. (See section 102 and 24 CFR part 4, subpart A, as published on April 1, 1996 (61 FR 14448).)

Disclosures. HUD will make available to the public for 5 years all applicant disclosure reports (HUD Form 2880) submitted in connection with this NOFA. Update reports (also Form 2880) will be made available along with the applicant disclosure reports, but in no case for a period less than 3 years. All reports—both applicant disclosures and updates—will be made available in accordance with the Freedom of Information Act (5 U.S.C. 552) and HUD's implementing regulations at 24 CFR part 15.

Prohibition Against Advance Information on Funding Decisions

HUD's regulation implementing section 103 of the Department of Housing and Urban Development Reform Act of 1989 (42 U.S.C. 3537a) (Reform Act), codified as 24 CFR part 4, applies to the funding competition announced today. The requirements of the rule continue to apply until the

announcement of the selection of successful applicants.

HUD employees involved in the review of applications and in the making of funding decisions are restrained by part 4 from providing advance information to any person (other than an authorized employee of HUD) concerning funding decisions, or from otherwise giving any applicant an unfair competitive advantage. Persons who apply for assistance in this competition should confine their inquiries to the subject areas permitted under 24 CFR part 4.

Applicants or employees who have ethics-related questions should contact the HUD Office of Ethics (202) 708-3815 (TDD/Voice) (this is not a toll-free number). Any HUD employee who has specific program questions, such as whether particular subject matter can be discussed with persons outside the Department, should contact the appropriate Field Office Counsel or Headquarters counsel for the program to which the question pertains.

Prohibition Against Lobbying Activities

The use of funds awarded under this NOFA is subject to the disclosure requirements and prohibitions of section 319 of the Department of Interior and Related Agencies Appropriations Act for Fiscal Year 1990 (31 U.S.C. 1352) (the "Byrd Amendment") and the implementing regulations at 24 CFR part 87. These authorities prohibit recipients of Federal contracts, grants or loans from using appropriated funds for lobbying the Executive or Legislative branches of the federal government in connection with a specific contract, grant or loan. The prohibition also covers the awarding of contracts, grants, cooperative agreements, or loans unless the applicant has made an acceptable certification regarding lobbying.

Under 24 CFR part 87, applicants, recipients, and subrecipients of assistance exceeding \$100,000 must certify that no federal funds have been or will be spent on lobbying activities in connection with the assistance.

The Catalog of Federal Domestic Assistance program number is 14.242.

Dated: July 31, 1996.

Andrew Cuomo,

Assistant Secretary for Community Planning and Development.

[FR Doc. 96-20534 Filed 8-7-96; 5:00 pm]

BILLING CODE 4210-29-P

DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

[Docket No. FR-4011-N-02]

Office of the Assistant Secretary for Community Planning and Development; Notice of Proposed Information Collection for Public Comment

AGENCY: Office of the Assistant Secretary for Community Planning and Development, HUD.

ACTION: Notice.

SUMMARY: The proposed information collection requirement described below has been submitted to the Office of Management and Budget (OMB) for emergency review and approval, as required by the Paperwork Reduction Act. The Department is soliciting public comments on the subject proposal.

DATES: *Comments due:* August 19, 1996.

ADDRESSES: Interested persons are invited to submit comments regarding this proposal. Comments must be received within seven (7) days from the date of this Notice. Comments should refer to the proposal by name and should be sent to: Joseph F. Lackey, Jr., HUD Desk Officer, Office of Management and Budget, New Executive Office Building, Washington, DC 20503.

FOR FURTHER INFORMATION CONTACT: Kay F. Weaver, Reports Management Officer, Department of Housing and Urban Development, 451 Seventh Street, SW, Washington, DC 20410, telephone (202) 708-0050. This is not a toll-free number. Copies of available documents submitted to OMB may be obtained from Ms. Weaver.

SUPPLEMENTARY INFORMATION: This Notice informs the public that the Department of Housing and Urban Development (HUD) has submitted to OMB, for emergency processing, a proposed Notice of Fund Availability (NOFA) for Technical Assistance for the John Heinz Neighborhood Development Program. HUD is requesting OMB approval by August 20, 1996.

Under the John Heinz Neighborhood Development Program, HUD will provide up to \$132,978 to obtain contractor services to provide Technical Assistance to eligible neighborhood development organizations. Eligible applicants are: public and private nonprofit or for-profit groups, including educational institutions qualified to provide technical assistance on Community Development Block Grant Programs; or public and private nonprofit intermediary organizations that provide services (in more than one

community) to neighborhood-based organizations to support neighborhood development or social or economic community revitalization efforts.

The information collection is essential so that HUD staff may determine the eligibility, qualifications and capability of applicants to provide technical assistance to nonprofit neighborhood development organizations. HUD will review the information provided by the applicants against the selection criteria contained in the Technical Assistance NOFA in order to rate and rank the applications and select the best and most qualified individual application for funding. The selection criteria are: (1) Effectiveness of the application in meeting the needs of nonprofit neighborhood-based development organizations; (2) Soundness of approach; (3) Capacity of the applicant and relevant organizational experience; and (4) Transferability of results.

The Department has submitted the proposal for the collection of information, as described below, to OMB for review, as required by the Paperwork Reduction Act (44 U.S.C. Chapter 35):

(1) Title of the information collection proposal: NOFA for Technical Assistance for the John Heinz Neighborhood Development Program.

(2) Summary of the collection of information:

Each applicant seeking funding under the Technical Assistance NOFA would be required to submit current information, as listed below:

1. Form S.F. 424—Application for Federal Assistance;
2. Form S.F. 424B—Non-Construction Assurances;
3. Certifications—Concerning Use of Federal Funds for Lobbying and Concerning Drug-Free Workplace; and
4. Narratives for each of the four selection criteria.

(3) Description of the need for the information and its proposed use:

The information collection is essential so that HUD staff may determine the eligibility, qualifications and capability of applicants to provide technical assistance to nonprofit neighborhood-based development organizations eligible under the John Heinz Neighborhood Development Program. HUD will review the information provided by the applicants against the selection criteria contained in the NOFA in order to rate and rank the applications and select the best and most qualified individual application for funding.

(4) Description of the likely respondents, including the estimated number of likely respondents, and