

# DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

[Docket No. FR-4021-N-01]

## Office of the Assistant Secretary for Public and Indian Housing; NOFA for Public and Indian Housing Economic Development and Supportive Services (EDSS) Grants

**AGENCY:** Office of the Assistant Secretary for Public and Indian Housing, HUD.

**ACTION:** Notice of Funding Availability.

**SUMMARY:** This NOFA announces a total of \$30.8 million in grant funds. A total of \$53,000,000 was set-aside from the Community Development Block Grant (CDBG) appropriation for an economic development and supportive services program. This NOFA announces grants to public housing agencies and Indian housing authorities (collectively HAs) that are in partnership with non-profit or incorporated for-profit agencies to (1) provide economic development opportunities and supportive services to assist residents of public and Indian housing to become economically self-sufficient, particularly families with children where the head of household would benefit from the receipt of supportive services and is working, seeking work, or is preparing for work by participating in job-training or educational programs, and (2) to provide supportive services to assist the elderly and persons with disabilities to live independently or to prevent premature or unnecessary institutionalization. The grants will be up to three years in duration.

Additionally, of the \$53 million, \$8 million is set-aside for the Bridges to Work Demonstration Program, \$9.2 million is set-aside for the Section 8 Family Self-Sufficiency (FSS) Program, and \$5 million is set-aside for Housing's Neighborhood Network and Resident Initiatives programs. These set-asides will be announced by separate notice. The set-aside for the FSS Program was already announced by notice of funding availability published in the Federal Register on July 26, 1996 (61 FR 39262).

In the body of this document is information concerning the purpose of the NOFA, eligibility, available amounts, and application processing, including how to apply and how selections will be made.

**DATES:** Application kits will be available September 3, 1996. The application deadline will be 3:00 p.m., local time, on October 15, 1996.

**ADDRESSES:** An application kit may be obtained from the local HUD Office of

Public Housing/Office of Native American Programs with delegated responsibilities over an applicant Public Housing Agency/Indian Housing Authority (See Appendix for listing), or by calling the HUD Resident Initiatives Clearinghouse toll free number 1-800-955-2232. Telephone requests must include your name, mailing address, or post office address (including zip code), and should refer to document FR-4021-N-01. This NOFA cannot be used as the application.

**FOR FURTHER INFORMATION CONTACT:** Marcia Y. Martin, Office of Community Relations and Involvement (OCRI), or Tracy Outlaw, Office of Native American Programs (ONAP), Department of Housing and Urban Development, 451 Seventh Street, SW, Washington, DC 20410; telephone numbers (OCRI) (202) 708-4214; and ONAP (202) 755-0088. Hearing-or-speech-impaired persons may contact the Federal Information Relay Service on 1-800-877-8339 or 202-708-9300 for information on the program. (With the exception of the "800" number, these are not toll free numbers.)

### 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 review under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520). 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. The OMB control number, when assigned, will be announced by a separate notice in the Federal Register.

#### I. Purpose and Substantive Description

##### A. Authority

Omnibus Consolidated Rescissions and Appropriation Act of 1996 (Pub. L. 104-134, approved April 26, 1996).

##### B. Allocation Amounts

The maximum grant amount that a Housing Authority (HA) may receive under this grant program is \$1,000,000. A HA may submit one application under the Economic Development and Supportive Services grant category and/or one application under the Supportive Services grant category to assist the Elderly and/or Persons with Disabilities. The maximum number of applications that an HA may submit is two.

##### C. Overview and Policy

The purpose of this funding is to assist residents of public and Indian

housing, the elderly, and persons with disabilities to become self-sufficient and to live independently or to prevent premature or unnecessary institutionalization. Funding in this NOFA is limited to certain statutorily eligible persons and future NOFAs will address the other available uses of the remaining funding.

The EDSS grant program is administered by the Department's Office of Community Relations and Involvement in the Office of Public and Indian Housing, with assistance from a network of Community Relations and Involvement Specialists (CRIS) in HUD's Field Offices.

### D. Definitions

(1) *Supportive Services* means new or significantly expanded services essential to providing eligible residents assistance to become economically self-sufficient, particularly families with children where the head of household would benefit from the receipt of supportive services and is working, seeking work, or is preparing for work by participating in job-training or educational programs. Supportive services may include:

(a) Childcare, of a type that provides sufficient hours of operation and serves appropriate ages as needed to facilitate parental access to education and job opportunities;

(b) Employment training and counseling (e.g., job training (such as Step-Up programs), preparation and counseling, job search assistance, job development and placement, and continued follow-up assistance after job placement);

(c) Computer skills training;

(d) Homeownership training and counseling;

(e) Education (e.g., remedial education, literacy training, assistance in the attainment of certificates of high school equivalency, two-year college assistance, four-year college assistance, trade school assistance, youth leadership skills and related activities (activities may include peer leadership roles training for youth counselors, peer pressure reversal, life skills, goal planning);

(f) Youth mentoring of a type that mobilizes a potential pool of role models to serve as mentors to public housing youth. Mentor activities may include after-school tutoring, drug abuse treatment, job counseling or mental health counseling.

(g) Transportation costs, as necessary to enable any participating family member to receive available services to commute to his or her training or

supportive services activities or place of employment;

(h) Personal welfare (e.g., family/parental development counseling, parenting skills training for adult and teenage parents, substance/alcohol abuse treatment and counseling, and self-development counseling, etc.);

(i) Supportive Health Care Services (e.g., outreach and referral services); and

(j) Any other services and resources, including case management, that are determined to be appropriate in assisting eligible residents.

(2) *Supportive Services for the elderly and for persons with disabilities* means new or significantly expanded services determined to be minimally necessary and essential to enable eligible residents to live independently and to prevent premature or unnecessary institutionalization, that include:

(a) Meal service adequate to meet nutritional need;

(b) Personal assistance (which may include, but is not limited to, aid given to eligible residents in grooming, dressing, and other activities which maintain personal appearance and hygiene);

(c) Housekeeping aid;

(d) Transportation services;

(e) Non-medical supervision, wellness programs, preventive health screening, monitoring of medication consistent with State law;

(f) Non-medical components of adult day care;

(g) Personal emergency response systems and other requested supportive services essential for achieving and maintaining independent living; and

(h) Any other services and resources, including case management, that are determined to be appropriate in assisting eligible residents.

(3) *Activity of Daily Living (ADL)* means an activity regularly necessary for personal care and includes eating (may need assistance with cooking, preparing or serving food, but must be able to feed self); dressing (must be able to dress self, but may need occasional assistance); bathing (may need assistance in getting in and out of the shower or tub, but must be able to wash self; grooming (may need assistance in washing hair, but must be able to take care of personal appearance); getting in and out of bed and chairs, walking, going outdoors, using the toilet; and household management activities (may need assistance in doing housework, grocery shopping or laundry, or getting to and from one location to another for activities such as going to the doctor and shopping, but must be mobile. The mobility requirement does not exclude persons in wheelchairs or those

requiring mobility devices). Each of the Activities of Daily Living noted above includes a requirement that a person must be deficient in his or her ability to perform at a specified minimal level (e.g., to satisfy the eating ADL, must be able to feed him/herself). The determination of whether a person is deficient in this minimal level of performance must include consideration of those services that will be performed by a person's spouse, relatives or other attendants to be provided by the individual. For example, if a person requires assistance with cooking, preparing or serving food plus assistance in feeding him/herself, the individual would meet the minimal performance level and thus satisfy the eating ADL, if a spouse, relative or attendant provides assistance with feeding the person. The Activities of Daily Living are relevant only with regard to determination of a person's eligibility to receive services under the EDSS program. (See 24 CFR part 700, Congregate Housing Services Program)

(4) *Economic Development activities* means new or expanded activities essential to facilitate economic uplift and provide access to the skills and resources needed for self-development and business development. Economic development activities may include:

(a) Entrepreneurship Training (literacy training, computer skills training, business development planning).

(b) Entrepreneurship Development (entrepreneurship training curriculum, entrepreneurship courses)

(c) Micro/Loan Fund. A strategy for establishing a revolving micro loan fund. A loan fund must be included as part of a comprehensive entrepreneurship training program.

(d) Developing credit unions. A strategy to establish onsite credit union(s) to provide financial and economic development initiatives to HA residents. The credit union shall support the normal financial management needs of the community (i.e., check cashing, savings, consumer loans, micro-businesses and other revolving loans).

(5) *Eligible residents* means residents of a participating HA, including the elderly and persons with disabilities.

(6) *Secretary* means the Secretary of Housing and Urban Development.

(7) *Service Coordinators* means, for purposes of this NOFA, any person who is responsible for:

(a) Assessing the training and supportive service needs of eligible residents;

(b) Working with service providers to coordinate the provision of services and

to tailor the services to the needs and characteristics of eligible residents;

(c) Monitoring and evaluating the delivery, impact, effectiveness and outcomes of supportive services under this program;

(d) Coordinating this program with other self-sufficiency, education and employment programs;

(e) Performing other duties and functions that are appropriate to assist eligible public housing residents to become self-sufficient;

(f) Performing other duties and functions to assist the elderly and persons with disabilities remain independent, and to prevent premature or unnecessary institutionalization.

(g) Mobilizing other national and local public/private resources and partnerships.

(8) *Congregate services* means supportive services that are provided in a congregate setting at a conventional HA development for the elderly and for persons with disabilities.

(9) *Elderly person* means a person who is at least 62 years of age.

(10) *Person with disabilities* means a household composed of one or more persons, at least one of whom is an adult who has a disability. A person who:

(a) Has a disability as defined in section 223 of the Social Security Act,

(b) Is determined, pursuant to regulations issued by the Secretary, to have a physical, mental, or emotional impairment which (I) is expected to be of long-continued and indefinite duration, (II) substantially impedes his or her ability to live independently, and (III) is of such a nature that such ability could be improved by more suitable housing conditions, or

(c) Has a developmental disability as defined in section 102 of the Developmental Disabilities Assistance Bill of Rights Act. Such a term shall not exclude persons who have the disease of acquired immunodeficiency syndrome or any conditions arising from the etiologic agent for acquired immunodeficiency syndrome.

(11) *Stipend* means monetary assistance provided to eligible residents to minimally cover resident costs while participating in the supportive services/economic development activities. Pursuant to 24 CFR 913.106 and 950.102 (for IHAs), stipends are excluded from income for rent purposes. The stipend amount shall be determined by each HA. Stipends shall not be construed as salaries and should not be included as income for calculation of rents, and are not subject to conflict of interest requirements.

(12) *Commitment* means documented evidence in the form of a written obligation (on appropriate letterhead) specifying:

(a) The dollar amount and source of funds or types of resources promised for the program, and their use in the program;

(b) The date of availability and duration of funds or other types of resources;

(c) The authority by which the commitment is made (such as board resolution, grant award notification);

(d) The signature of the appropriate executive officer authorized to commit the resources.

#### *E. Eligibility*

(1) *Eligible Applicants.* Funding for this program is limited to public and Indian housing authorities that evidence a partnership with non-profit or incorporated for-profit agencies for the purposes of providing economic development and/or supportive services activities that assist eligible participants under this program to become self-sufficient, to live independently, and to avoid premature or unnecessary institutionalization. The Department is in full support of economic uplift and the creation of opportunities that give public and Indian housing residents, the elderly and persons with disabilities access to the skills and resources that move them toward self-sufficiency, economic independence, and independent living and that are made available through partnerships and comprehensive strategies among HAs, resident groups, and local public and private organizations.

Evidence of a partnership shall be in the form of a Memorandum of Agreement/Understanding (MOA/MOU) which outlines each partner's responsibilities and commitment to provide funding or services to the partnership and to the residents served under this program. Non-profit agency partners may include Resident Management Corporations (RMCs)/Resident Councils (RCs)/Resident Organizations (ROs) as well as City-wide and Jurisdiction-wide Organizations (City-wide and Jurisdiction-wide Organizations shall consist of members of RMCs/RCs/ROs who reside in housing developments that are owned and operated by an HA within the HA's jurisdiction), Indian Housing Authorities Resident Organizations (ROs), Area Agencies on Aging, Local Offices on Aging, Agencies serving persons with disabilities, Independent Consultants, Technical Assistance Providers, Community Development Corporations (CDCs),

Community Action Agencies, Neighborhood Housing Services, Universities, other State/Regional Associations, Labor Unions and Churches. For-profit organizations may include banking institutions. Activities under this NOFA may be provided by the HA and the partner agency directly or may be subcontracted to other local agencies/organizations.

Eligible participants include residents of public and Indian housing, including the elderly and persons with disabilities.

To be eligible for supportive services under this NOFA, elderly individuals must be deficient in one or more Activities of Daily Living (ADL).

(2) *Eligible Activities.* Program funds may be used for the following activities:

(a) The provision of economic development activities and supportive services that are appropriate to assist eligible residents to become economically self-sufficient, to continue to live independently, to avoid premature or unnecessary institutionalization; but only if the HA demonstrates:

(i) Firm commitments of funding or services from other sources;

(ii) That the proposed activity is part of a comprehensive strategy that promotes self-sufficiency and independent living, and prevents premature or unnecessary institutionalization.

(b) The employment of service coordinators.

(3) *Eligible Costs.* Activities that may be funded and carried out by an HA include, but are not limited to the following:

(a) Supportive services. Costs that include appropriate services (see Section I.D(1)–(2) of this NOFA); Technical Assistance (T/A) Contractor fees;

(b) Economic development activities. Costs that include appropriate training program activities (see Section I.D(3) of this NOFA); Micro-loan fund; Technical Assistance (T/A) Contractor fees; Developmental costs for establishing credit unions (to include consulting and training costs by other financial institutions, banks, credit unions).

(c) Administrative costs. No more than 15 percent (15%) of the total grant may be used for administrative costs. Costs that include liability insurance costs directly related to training, utility costs (telephone, fax, light, gas), Postage, Printing, Copier, Accounting, initial equipment purchase (i.e., desks, chairs, computer equipment, tools, etc.).

(d) Service Coordinator(s)/Case Manager(s) Salary.

(e) Home counseling assistance.

(f) Other program costs. Costs that include advertisement, training stipends, travel stipends (for program participant travel costs); vehicle lease (to transport participants to appropriate services/training). The purchase of a vehicle under this program is prohibited.

Each applicant must submit a narrative budget, timetable, and list of milestones outlining the economic development activities and supportive services proposed for the three-year period. Milestones shall include the targeted population to be served, including the number of participants to be served, types of services, dollar amounts and the outcomes to be achieved over the three-year period.

(4) *Ineligible Costs.*

(a) Payment of wages and/or salaries to participants of supportive services and/or training programs, except that grant funds may be used to hire a resident(s) to coordinate/provide services (i.e., service coordinators, counselors, etc.) and or to coordinate/provide training program activities;

(b) Purchase or rental of land or buildings or any improvements to land or buildings;

(c) Building materials and construction costs; and

(d) The purchase of any vehicle(s) (car, van, bus, etc.).

#### *F. Other Program Requirements*

(1) *Resident Involvement.* The Department has a longstanding policy of encouraging HAs to promote resident involvement, and to facilitate cooperative partnerships with residents to achieve specific and mutual goals. Therefore, residents must be included in the planning and implementation of this program. The HA shall develop a process that assures that the duly elected RC/RMC/RO representatives and residents are fully briefed and have an opportunity to comment on the proposed content of the HA's application in response to this NOFA. The HA shall give full consideration to the comments and concerns of the residents. The process shall include:

(a) Informing the targeted residents regarding the preparation of the application, and providing for residents to assist in the development of the application, as appropriate.

(b) Once a draft application has been prepared, the HA shall make a copy available for reading in the management office; provide copies of the draft to any duly elected resident organization representing the residents of the HA involved; and provide adequate opportunity for comment by the residents of the development and their

representative organizations prior to making the application final.

(c) Provide to any duly elected resident organization representing the development a summary of the resident comments and its response to them, and notify residents of the development(s) that this summary and response are available for reading in the management office.

(d) After HUD approval of a grant, notify residents of the development, and any representative organizations of approval of the grant; notify the residents of the availability of the HUD approved implementation schedule in the management office for reading; and develop a system to facilitate a regular resident role in all aspects of program implementation.

(2) *Training/Employment/Contracting of HA Residents.*

(a) For IHAs, see § 950.175 of the Indian Preference Rule.

(b) Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) (section 3) requires that programs of direct financial assistance administered by HUD provide, to the greatest extent feasible, opportunities for job training and employment to lower income residents in connection with projects in their neighborhoods. For purposes of training and employment, the recipient, contractors and subcontractors shall direct their efforts to provide, to the greatest extent feasible, training and employment opportunities generated from the expenditure of section 3 covered assistance to section 3 residents in the following priority:

(i) Residents of the housing development or developments for which the section 3 assistance is expended (category 1 residents);

(ii) Residents of other housing developments managed by the HA that is expending the section 3 covered assistance (category 2 residents);

(iii) Participants in HUD Youthbuild programs being carried out in the metropolitan area (or nonmetropolitan county) in which the section 3 covered assistance is expended (category 3 residents); and (iv) other section 3 residents. Therefore, at a minimum each HA and each of its contractors and subcontractors receiving funds under this program shall, to the greatest extent feasible, employ HA residents to provide services.

(c) For purposes of the requirements under section 3, to the greatest extent feasible means that the HA shall:

(i) Attempt to recruit HA residents to serve as service coordinators, trainers, counselors, etc. from the appropriate areas through local advertising media,

signs placed at the targeted areas, and community organizations and public or private institutions operating within the development area. The HA shall include in its outreach and marketing efforts, procedures to attract the least likely to apply for this program, *i.e.*, low-income households headed by women, the elderly and persons with disabilities; and

(ii) Determine the qualifications of HA residents when they apply, either on their own or on referral from any source, and employ HA residents if their qualifications are satisfactory and there are openings. If the HA is unable to employ residents determined to be qualified, those residents shall be listed for the first available openings.

(3) *Resident Compensation.* Residents employed to provide services funded under this program or described in the application shall be paid at a rate not less than the highest of:

(a) The minimum wage that would be applicable to the employees under the Fair Labor Standards Act of 1938 (FLSA), if section 6(a)(1) of the FLSA applied to the resident and if the resident were not exempt under section 13 of the FLSA;

(b) The State or local minimum wage for the most nearly comparable covered employment; or

(c) The prevailing rate of pay for persons employed in similar public occupations by the same employer.

(d) For IHAs, see 24 CFR 950.172 (which pertains to the Davis-Bacon Act).

(4) *Treatment of Income.* Annual Income does not include the earnings and benefits to any resident resulting from the participation in a program providing employment training and supportive services in accordance with the Family Support Act of 1988, section 22 of the U.S. Housing Act of 1937 (42 U.S.C. 1437 *et seq.*), or any comparable Federal, State, or local law during the exclusion period. For purposes of this paragraph, the following definitions apply:

(a) Comparable Federal, State or local law means a program providing employment training and supportive services that—

(i) Is authorized by a Federal, State or local law;

(ii) Is funded by the Federal, State or local government;

(iii) Is operated or administered by a public agency;

(iv) Has as its objective to assist participants in acquiring employment skills.

(b) Exclusion period means the period during which the resident participates in a program described in this section, plus 18 months from the date the

resident begins the first job acquired by the resident after completion of such program that is not funded by public housing assistance under the U.S. Housing Act of 1937 (42 U.S.C. 1437 *et seq.*). If the resident is terminated from employment without good cause, the exclusion shall end.

(c) Earnings and Benefits means the incremental earnings and benefits resulting from a qualifying employment program or subsequent job.

(5) *Audit Findings and Equal Opportunity Requirements.* To be eligible under this NOFA, a HA cannot have unaddressed, outstanding Inspector General audit findings or fair housing and equal opportunity monitoring review findings or Field Office management review findings relating to discriminatory housing practices that are unresolved. In addition, the HA must be in compliance with civil rights laws and equal opportunity requirements. A HA will be considered to be in compliance if:

(a) As a result of formal administrative proceedings, there are no outstanding findings of noncompliance with civil rights laws or the HA is operating in compliance with a HUD-approved compliance agreement designed to correct the area(s) of noncompliance;

(b) There is no adjudication of a civil rights violation in a civil action brought against it by a private individual, or the HA demonstrates that it is operating in compliance with a court order, or implementing a HUD-approved tenant selection and assignment plan or compliance agreement, designed to correct the area(s) of noncompliance;

(c) There is no deferral of Federal funding based upon civil rights violations;

(d) HUD has not deferred application processing by HUD under Title VI of the Civil Rights Act of 1964, the Attorney General's Guidelines (28 CFR 50.3) and HUD's Title VI regulations (24 CFR 1.8) and procedures (HUD Handbook 8040.1) [PHAs only] or under Section 504 of the Rehabilitation Act of 1973 and HUD regulations (24 CFR 8.57) [PHAs and IHAs];

(e) There is no pending civil rights suit brought against the HA by the Department of Justice; and

(f) There is no unresolved charge of discrimination against the HA issued by the Secretary under section 810(g) of the Fair Housing Act, as implemented by 24 CFR 103.400.

(6) *Additional Requirements.* In addition, grantees must comply with following requirements:

(a) Ineligible contractors. The provisions of 24 CFR part 24 relating to

the employment, engagement of services, awarding of contracts, or funding of any contractors or subcontractors during any period of debarment, suspension, or placement in ineligibility status.

(b) *Applicability of OMB Circulars.*

The policies, guidelines, and requirements of OMB Circular Nos. A-87, A-122 and A-133 with respect to the acceptance and use of assistance by private non-profit organizations.

(7) *Reports.* Each HA receiving a grant shall submit to HUD a semi-annual progress report in a format prescribed by HUD measuring performance and documenting progress in achieving quantifiable program goals (participant evaluation and assessment data and other information, as needed) to determine the effectiveness of the EDSS Program in achieving goals of economic development, self-sufficiency, independent living and the prevention of premature or unnecessary institutionalization.

*G. Ranking Factors*

Each application for a grant award that is submitted in a timely manner, as specified in the application kit, to the local HUD Field Office and that otherwise meets the requirements of this NOFA, will be evaluated. For Public Housing Authority applications received under this program, Ranking Factor C, HA Capability, will be reviewed and scored by the Field Office Secretary's Representative. For Indian Housing Authorities (IHAs) applications received under this program, Ranking Factor C, HA Capability, will be reviewed and scored by the Area ONAP Administrator. Applications for Economic Development and Supportive Services must receive a minimum of 75 points out of a maximum 100 to be eligible for funding. Applications for Supportive Services to assist the elderly and/or persons with disabilities must receive a minimum of 75 points out of a maximum 100 to be eligible for funding. A HA should submit its application to the appropriate local HUD Public Housing Office/Office of Native American Programs (See Appendix to this NOFA). The local Field Office will transfer all eligible applications to a review site for processing by a Grants Management Team. HUD will review and evaluate the application as follows, according to whether the application seeks funds for combination Economic Development and Supportive Services or for Supportive Services to assist the elderly and/or persons with disabilities. Grants will be awarded to the four highest ranked IHA applications nationwide.

All PHA and the remaining IHA applications will be placed in an overall nationwide ranking order and funded until all funds are exhausted.

Applications for Economic Development and Supportive Services activities funds will be scored on the following factors:

(1) *Economic Development and Supportive Services*

(a) *Evidence of Need and Proposal to Address the Need [20 Points].* HUD will award up to 20 points based on evidence of need for the supportive services by eligible residents and how the HA, and its partner agency, will meet the need, and maximize opportunities for self-sufficiency.

(i) A high score (14–20 points) is achieved where the applicant provides a detailed assessment of eligible residents, clearly identifies specific target areas of concern, and documents results to be derived from resident participation in EDSS services.

(ii) A medium score (7–13 points) is achieved where the applicant provides a general assessment of eligible residents and identifies target areas, but does not provide results to be derived from resident participation in EDSS services.

(iii) A low score (1–6 points) is achieved where the applicant merely mentions there is a need for services, but does not clearly address specific areas of concern.

(b) *Program Quality [30 Points].* HUD will award up to 30 points based on the extent to which a HA:

- Provides evidence of a firm commitment from its partner agency ensuring that funding or services identified will be provided for three years following the receipt of funding under this program, and that the services are well designed to support the residents' self-sufficiency efforts. (Even if continued funding from this source is no longer available). [For applicants proposing to develop credit unions the HA, and its partner, shall evidence how the community financial institutions(s) will partner with the HA in establishing and supporting the HA credit union(s) (i.e., written commitments from banks to deposit funds in the credit union(s), support of Community Reinvestment Act)].

- Describes how eligible residents will be recruited for a training program.

- Describes the training and placement activities and the implementation schedule.

- Describes the extent to which the training activities will prepare eligible residents for employment or entrepreneurial opportunities.

- Describes the efforts to provide job development and job placement for successful program participants (specifying the number of jobs that will be created).

- Describes efforts to provide business development, business start-up and business operation for successful program participants.

- If applicable, describes the strategy for establishing a micro-loan fund for business start-up funds as part of a comprehensive training program.

- If applicable, describes the strategy for establishing a credit union as part of a comprehensive training program.

- Describes how program milestones and success will be measured (milestones shall include the number of participants to be served, types of services, and dollar amounts to be allocated over the three-year period).

- Proposes innovative and effective program strategies, and provides reasonably achievable goals and milestones for measuring performance under the program over the three-year period.

(i) A high score (19–30) is received where the applicant:

- Documents through a MOA/MOU with its partner agency a firm commitment from the partner agency to provide funding or services for the entire three-year grant period.

- Designs a training program that:

- Outlines an innovative method for recruiting and sustaining eligible resident participation.

- Outlines the training and placement schedule and how the activities will prepare eligible residents for employment or entrepreneurial opportunities.

- Details efforts to provide job development and job placement for successful program participants (specifying the number and types of jobs that will be created).

- Details efforts to provide business development, business start-up and business operation for successful program participants (if applicable).

- Outlines the strategy for establishing a micro-loan fund for business start-up funds as part of a comprehensive training program (if applicable).

- Outlines the strategy for establishing a credit union as part of a comprehensive training program (if applicable).

- Proposes an innovative and effective program strategy, and provides achievable quantifiable goals and milestones for measuring performance and success under the program.

(ii) A medium score (8–18 points) is received where the HA:

- Documents through a MOA/MOU with its partner agency a firm commitment from the partner agency to provide funding or services for less than the three-year grant period.

- Designs a training program that:
- Provides a general recruitment, training and placement schedule.
- Outlines a general method for recruiting, but does not build in assurances for sustaining resident participation.

- Provides a general training and placement schedule and how the activities will prepare eligible residents for employment or entrepreneurial opportunities.

- Details efforts to provide job development and job placement for successful program participants, but does not commit to specific numbers and types of jobs that will be created.

- Provides a general description of efforts to provide business development, business start-up and business operation for successful program participants (if applicable).

- Outlines a general strategy for establishing a micro-loan fund for business start-up funds as part of a comprehensive training program (if applicable).

- Outlines a general strategy for establishing a credit union as part of a comprehensive training program (if applicable).

- Proposes a reasonable program, and provides achievable quantifiable goals and milestones for measuring performance and success under the program.

(iii) A low score (1–7) is received where the applicant:

- Documents through a MOA/MOU with its partner agency a firm commitment from the partner agency to provide funding or services for up to one year. Does not:

- Outline the method for recruiting eligible residents, and the training and placement schedule.

- Provide a training and placement schedule and how the activities will prepare eligible residents for employment or entrepreneurial opportunities.

- Detail efforts to provide job development and job placement for successful program participants. Does not specify numbers and types of jobs that will be created.

- Provide a description of efforts to provide business development, business start-up and business operation for successful program participants (if applicable).

- Outline a strategy for establishing a micro-loan fund for business start-up funds as part of a comprehensive training program (if applicable).

- Outline a strategy for establishing a credit union as part of a comprehensive training program (if applicable).

- Propose a reasonable strategy or achievable quantifiable goals or milestones for measuring performance and success under the program.

(c) *HA Capability [25 Points]*. HUD will award up to 25 points based on the extent and evidence of success the HA, and its partner agency, have had in carrying out other comparable initiatives, and the extent of the involvement of the agency in the development of the application and its commitment of assistance. The commitment of the partner agency may be demonstrated through evidence of intent to provide direct financial assistance or other resources (i.e., in-kind services, training resources, counseling, etc.).

(i) A high score (17–25 points) is received where the applicant and its partner agency demonstrate success in providing similar economic development and supportive services initiatives and have clearly detailed how the initiatives were coordinated and complemented with other programs; and in addition to the MOA/MOU, provide evidence of a strong and committed partnership that clearly identifies the partner agency's commitment of funding or services over three years to the program.

(ii) A medium score (8–16 points) is received where the applicant and its partner agency do not currently provide similar initiatives to those proposed under this application, but clearly demonstrate how the initiatives proposed will be coordinated and complemented with other programs; and in addition to the MOA/MOU, provide evidence of the partner agency's intent to commit funding or services for less than three years to the program.

(iii) A low score (1–7 points) is received where it is unclear if the applicant, and its partner agency, have any experience in providing similar initiatives, and the applicant does not demonstrate how the proposed initiatives will be complemented with other programs; does not provide a MOA/MOU, but states that the partner agency will commit funding or services for up to one year.

(d) *Resident Involvement [20 Points]*. The extent to which the HA demonstrates that it has partnered with residents in the planning phase for the EDSS program and will further include residents in the implementation phase. In addition, the HA shall evidence the extent to which it will contract with or employ residents to provide services. (Evidence of partnerships and

commitments shall be in the form of a resolution or letter.)

(i) A high score (14–20 points) is received where the applicant:

- Describes support by the residents and provides documentation that shows strong support and involvement of the residents in the planning phases of application development; that the HA has sought resident input in identifying resident needs; and will continue their involvement throughout the implementation stages of the program; and

- Provides a letter or resolution documenting its strong commitment to employ residents to provide services, and a narrative describing the specific types of jobs that residents will be employed to provide.

(ii) A medium score (7–13 points) is received where the applicant:

- Provides documentation that residents are in support of the program, and a narrative that does not show their involvement in the application development, but ensures that the residents' role will be increased during the implementation stages of the program; and

- Provides a letter or resolution of commitment to employ residents to provide services, but does not include a narrative describing the specific types of jobs in which residents will be employed.

(iii) A low score (1–6 points) is received where the applicant:

- Provides a narrative statement that residents are in support of the program, but does not document resident support or how the residents will be involved in the planning or implementation stages of the program; and

- Provides a narrative that it will hire residents, but does not provide a letter or resolution or commitment nor describe the specific types of jobs in which residents will be employed.

(e) *Efficient Use of the Grant: Cost Effectiveness of the Grant [5 points]*. HUD will award up to 5 points based on the extent to which the proposed program will result in the lowest total cost per unit in comparison to other applications received under EDSS. HUD is looking for a lower cost per unit rather than a higher cost. Once applications are received the Department will place the proposed amounts in a single list and utilize a threshold range scale to determine the score assignments.

(2) Supportive Services to Assist the Elderly and/or Persons With Disabilities

(a) *Evidence of Need and Proposal to Address the Need [20 Points]*. HUD will award up to 20 points based on the

evidence of need for the supportive services by eligible residents and how the HA, and its partner agency, will meet the need, and maximize opportunities for independent living.

(i) A high score (14–20 points) is achieved where the applicant provides a detailed assessment of eligible residents, clearly identifies specific target areas of concern, and documents results to be derived from resident participation in EDSS services.

(ii) A medium score (7–13 points) is achieved where the applicant provides a general assessment of eligible residents and identifies target areas, but does not provide results to be derived from resident participation in EDSS services.

(iii) A low score (1–6 points) is achieved where the applicant merely mentions there is a need for services, but does not clearly address specific areas of concern.

(b) *Program Quality [30 Points]*. HUD will award up to 30 points based on evidence of firm commitments from the HA and its partner agency that funding or services will be provided for three years following the receipt of funding under this program, and the strategy for meeting the eligible residents' needs (even if continued funding from this source is no longer available). In addition, the HA shall provide reasonably quantifiable achievable goals and milestones for measuring performance under the program over the three-year period (milestones shall include the number of participants to be served, types of services, and dollar amounts to be allocated over the three-year period).

(i) A high score (19–30 points) is received where the applicant:

- Documents through a MOA/MOU with its partner agency a firm commitment from the partner agency to provide funding or services for the entire three-year grant period;
- Provides letters from other participating service providers outlining a commitment to provide services and other resources (i.e., direct financial, staff, training, etc.) over the grant period;

- Provides a detailed and precise description of the location of targeted area, and the coordination and accessibility of additional services and resources; and

- Proposes an innovative and effective program strategy, and provides reasonably achievable quantifiable goals and milestones for measuring performance and success under the program over the three-year period.

(ii) A medium score (8–18 points) is received where the applicant:

- Documents through a MOA/MOU with its partner agency a firm commitment from the partner agency to provide funding or services for less than the three year grant period.

- Provides a letter of support rather than a MOA/MOU from its partner agency regarding a limited commitment to provide services and/or other resources; and

- Provides a description of the location of the targeted area, but the coordination and accessibility of available services and other resources is limited or somewhat unclear;

- Proposes a reasonable program, and provides achievable quantifiable goals and milestones for measuring performance and success under the program.

(iii) A low score (1–7 points) is received where the applicant:

- Documents through a MOA/MOU with its partner agency a firm commitment from the partner agency to provide funding or services for up to one year.

- Merely mentions that its partner agency will commit services and/or other resources to the program, but does not provide a MOA/MOU or letters indicating a commitment;

- Mentions the location of the targeted area, but does not provide details regarding the coordination and accessibility of additional services and resources; and

- Proposes a reasonable strategy, but the achievable quantifiable goals or milestones for measuring performance are unclear.

(c) *HA Capability [25 Points]*. HUD will award up to 25 points based on the extent and evidence of success the HA, and its partner agency, have had in carrying out other comparable initiatives, and the extent of the involvement of the agency in the development of the application and its commitment of assistance. The commitment of the partner agency shall be demonstrated through evidence of intent to provide direct financial assistance or services.

(i) A high score (17–25) points) is received where the applicant and its partner agency demonstrate success in providing similar economic development and supportive services initiatives and have clearly detailed how the initiatives were coordinated and complemented with other programs; and in addition to the MOA/MOU, provide evidence of a strong and committed partnership that clearly identifies the partner agency's commitment of funding or services over three years to the program.

(ii) A medium score (8–16 points) is received where the applicant, and its partner agency do not currently provide similar initiatives to those proposed under this application, but clearly demonstrate how the initiatives proposed will be coordinated and complemented with other programs; and in addition to the MOA/MOU, provide evidence of the partner agency's intent to commit funding or services for less than three years to the program.

(iii) A low score (1–7 points) is received where it is unclear if the applicant, and its partner agency, have any experience in providing similar initiatives, and the applicant does not demonstrate how the proposed initiatives will be complemented with other programs; does not provide a MOA/MOU, but states that the partner agency will commit funding or services for up to one year.

(d) *Resident Involvement [20 Points]*. The extent to which the HA demonstrates that it has partnered with residents in the planning phase for the EDSS program and will further include residents in the implementation phase. In addition, the HA shall evidence the extent to which it will contract with or employ residents to provide services. (Evidence of partnerships and commitments shall be in the form of a resolution or letter.)

(i) A high score (14–20 points) is received where the applicant:

- Describes support by the residents and provides documentation that shows strong support and involvement of the residents in the planning phases of application development; that the HA has sought resident input in identifying resident needs; and will continue their involvement throughout the implementation stages of the program; and

- Provides a letter or resolution documenting its strong commitment to employ residents to provide services, and a narrative describing the specific types of jobs that residents will be employed to provide.

(ii) A medium score (7–13 points) is received where the applicant:

- Provides documentation that residents are in support of the program, and a narrative that does not show their involvement in the application development, but ensures that the residents' role will be increased during the implementation stages of the program; and

- Provides a letter or resolution of commitment to employ residents to provide services, but does not include a narrative describing the specific types of jobs in which residents will be employed.



(iii) A low score (1–6 points) is received where the applicant:

- Provides a narrative statement that residents are in support of the program, but does not document resident support or how the residents will be involved in the planning or implementation stages of the program; and
- Provides a narrative that it will hire residents to employ residents, but does not provide a letter or resolution or commitment nor describe the specific types of jobs in which residents will be employed.

(e) *Efficient Use of the Grant: Cost Effectiveness of the Grant [5 points]*. HUD will award up to 5 points based on the extent to which the proposed program will result in the lowest total cost per unit in comparison to other applications received under EDSS. HUD is looking for a lower cost per unit rather than a higher cost. Once applications are received the Department will place the proposed amounts in a single list and utilize a threshold range scale to determine the score assignments.

## II. Application Submission Process

### A. Application Kit

An application kit is required as the formal submission to apply for funding. The kit includes information and guidance on preparation of a Plan and Budget for activities proposed by the applicant. This process facilitates the execution of the grant for those selected to receive funding. An application may be obtained from the local HUD State/Area Offices with delegated responsibilities over an applying HA (See Appendix for listing), or by calling HUD's Resident Initiatives Clearinghouse toll-free number 1-800-955-2232. Requests for application kits must include your name, mailing address or P.O. Box number (including zip code), and should refer to document (FR-4021-N-01). Applications may be requested beginning [to be specified].

### B. Application Submissions

The original and three copies of the application must be submitted. The Appendix lists addresses of HUD State/Area Offices that will accept the completed application.

The application must be physically received by 3:00 pm, local time, on October 15, 1996. This application deadline is firm as 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 application submission requirements to complete the application process.

#### A. Applications for Economic Development and Supportive Services Activities 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 process);

(2) SF-424A, Budget Information, Non-Construction Programs, and SF-424B, Assurances, Non-Construction Programs;

(3) A budget, timetable and list of milestones proposed for the three-year period. Milestones shall include the number of participants to be served, types of services, and dollar amounts to be allocated over the three-year period;

(4) A description of how the proposed training activities will prepare eligible residents for employment or entrepreneurial opportunities (including innovative strategies);

(5) A description of how training program participants' supportive services needs will be met (including innovative strategies);

(6) A description of how program goals and milestones will be measured, and the baseline indicators against which performance and success will be measured;

(7) A description of efforts to provide business development, business start-up and business operation for successful program participants;

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

(9) A description of the services that HA residents will be employed to provide;

(10) Evidence of a firm commitment from its partner agency ensuring that the funding or services identified will be provided for three years, and that the services proposed are well designed to support the residents' self-sufficiency efforts;

(11) A description of the efforts to provide job placement for successful program participants, specifying the number of jobs that will be created;

(12) A description of how eligible residents will be recruited for training programs; and

(13) A description of the strategy for establishing a micro-loan fund for business start-up funds as part of a comprehensive training program (if applicable).

#### B. Applications for Supportive Services to Assist the Elderly and/or Persons With Disabilities 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 process);

(2) SF-424A, Budget Information, Non-Construction Programs, and SF-424B, Assurances, Non-Construction Programs;

(3) A budget, timetable and list of milestones proposed for the three-year period. Milestones shall include the number of participants to be served, types of services, and dollar amounts to be allocated over the three-year period;

(4) A description of the need for supportive services by eligible residents, and how the HA, and its partner, will meet the need (including innovative strategies);

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

(6) A description of the services that HA residents will be employed to provide; and

(7) Evidence of a firm commitment from one or more partners ensuring that funding or services will be provided for three years, and that the services proposed are well designed to support independent living and/or to prevent premature or unnecessary institutionalization.

(8) A description of how program goals and milestones will be measured, and the baseline indicators against which performance and success will be measured.

### IV. Corrections to Deficient Applications

After the submission deadline date, HUD will screen each application to determine whether it is complete, consistent, and contains correct computations. If an application lacks certain technical items, such as certifications or assurances, or contains a technical error, such as an incorrect signatory, HUD will notify the applicant that it has 14 calendar days from the date of HUD's written notification to cure the technical deficiency. If the applicant fails to submit the missing



material within the 14-day cure period, HUD will disqualify the application.

This 14-day cure period applies only to nonsubstantive deficiencies or errors. Deficiencies capable of cure will involve only items not necessary for HUD to assess the merits of an application against the ranking factors specified in this NOFA. Curable items shall include missing signatures on required Certification Assurances (i.e., Drug-Free Workplace, Non-Construction Programs, Forms SF-424, 2880, etc.). Deficiencies incapable of cure will render an application ineligible, and the application will be removed from the review and scoring process.

#### V. Other Matters

*A. Other Federal Requirements.* In addition to the requirements already set forth in this NOFA, grantees must comply with the following requirements:

(1) *Ineligible contractors.* The provisions of 24 CFR part 24 relating to the employment, engagement of services, awarding of contracts, or funding of any contractors or subcontractors during any period of debarment, suspension, or placement in ineligibility status.

(2) *Applicability of OMB Circulars.* The policies, guidelines, and requirements of OMB Circular Nos. A-87, A-122 and A-133 with respect to the acceptance and use of assistance by private non-profit organizations.

*B. 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 of No Significant Impact is available for public inspection and copying Monday through Friday during regular business hours at the Office of the Rules Docket Clerk, Office of General Counsel, Room 10276, Department of Housing and Urban Development, 451 Seventh Street, S.W., Washington, D.C. 20410.

*C. Executive Order 12612, Federalism.* The General Counsel, as the Designated Official under section 6(a) of 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. This notice announces the availability of funds to HAs to

provide economic development opportunities and supportive services to assist residents of public and Indian housing and other low-income families and individuals to become economically self-sufficient, and, thus could benefit families significantly.

*D. Executive Order 12606, The Family.* The General Counsel, as Designated Official under Executive Order 12606, *The Family*, has determined that this notice has potential for significant impact on family formation, maintenance, and general well-being. The purpose of this notice is to provide economic development opportunities and supportive services to assist residents of public and Indian housing and other low-income families and individuals to become economically self-sufficient. However, because the impact on families is beneficial, no further review is considered necessary.

*E. Section 102 HUD Reform Act: Documentation and Public Access Requirements.* 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. Material 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 its Federal Register notice of all recipients of assistance awarded on a competitive basis. (See 24 CFR 12.14(a) and 12.16(b), and the notice published in the Federal Register on January 16, 1996, for further information on these requirements.)

*F. Section 103 of the HUD Reform Act.* HUD's regulation implementing section 103 of the Department of Housing and Urban Development Reform Act of 1989, 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 limited 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. (This is not a toll-free number.) For HUD employees who have specific program questions, such as whether particular subject matter can be discussed with persons outside HUD, the employee should contact the appropriate Field Office Counsel, or Headquarters counsel for the program to which the question pertains.

Dated: August 8, 1996.

Michael B. Janis,  
General Deputy, Assistant Secretary for Public and Indian Housing.

Appendix—Names, Addresses and Telephone Numbers of the Local HUD Offices and Offices of Native American Programs Accepting Applications for the Economic Development and Supportive Services Grant Program

#### *New England*

##### Connecticut State Office

Attention: Director, Office of Public Housing,  
First Floor, 330 Main Street, Hartford, CT  
06106-1860, Telephone No. (203) 240-4523

##### Massachusetts State Office

Attention: Director, Office of Public Housing,  
Thomas P. O'Neill, Jr. Federal Building, 10  
Causeway Street, Boston, MA 02222-1092,  
Telephone No. (617) 565-5634

##### New Hampshire State Office

Attention: Director, Office of Public Housing,  
Norris Cotton Federal Building, 275  
Chestnut Street, Manchester, NH 03101-  
2487, Telephone No. (603) 666-7681

##### Rhode Island State Office

Attention: Director, Office of Public Housing,  
Sixth Floor, 10 Weybosset Street,  
Providence, RI 02903-3234, Telephone No.  
(401) 528-5351

#### *New York/New Jersey*

##### New Jersey State Office

Attention: Director, Office of Public Housing,  
One Newark Center, Thirteenth Floor,  
Newark, NJ 07102-5260, Telephone No.  
(202) 622-7900

##### New York State Office

Attention: Director, Office of Public Housing,  
26 Federal Plaza New York, NY 10278-  
0068, Telephone No. (212) 264-6500

##### Buffalo Area Office

Attention: Director, Office of Public Housing,  
Lafayette Court 465 Main Street, Buffalo,  
NY 14203-1780, Telephone No. (716) 846-  
5755

#### *Mid-Atlantic*

##### District of Columbia Office

Attention: Director, Office of Public Housing,  
820 First Street, NE, Washington, DC  
20002-4205, Telephone No. (202) 275-  
9200

**Maryland State Office**

Attention: Director, Office of Public Housing,  
City Crescent Building 5th Floor, 10 South  
Howard Street, Baltimore, MD 21201-2505,  
Telephone No. (410) 962-2520

**Pennsylvania State Office**

Attention: Director, Office of Public Housing,  
100 Penn Square East, The Wanamaker  
Building, 105 South Seventh Street,  
Philadelphia, PA 19107-3380, Telephone  
No. (215) 597-2560

**Virginia State Office**

Attention: Director, Office of Public Housing,  
The 3600 Centre 3600 West Broad Street,  
P.O. Box 90331, Richmond, VA 23230-  
0331, Telephone No. (804) 278-4507

**West Virginia State Office**

Attention: Director, Office of Public Housing,  
405 Capitol Street, Charleston, WV 25301-  
1795, Telephone No. (304) 347-7000

**Pittsburgh Area Office**

Attention: Director, Office of Public Housing,  
412 Old Post Office Courthouse, 7th  
Avenue and Grant Street, Pittsburgh, PA  
15219-1906, Telephone No. (412) 644-  
6428

**Southeast/Caribbean****Alabama State Office**

Attention: Director, Office of Public Housing,  
Beacon Ridge Tower, Suite 300, 600  
Beacon Parkway, West, Birmingham, AL  
35209-3144, Telephone No. (205) 290-  
7617

**Caribbean Office**

Attention: Director, Office of Public Housing,  
New San Juan Office Building, 159 Carlos  
Chardon Avenue, San Juan, PR 00918-  
1804, Telephone No. (809) 766-6121

**Georgia State Office**

Attention: Director, Office of Public Housing,  
Richard B. Russell Federal Building, 75  
Spring Street, SW, Atlanta, GA 30303-  
3388, Telephone No. (404) 331-5136

**Kentucky State Office**

Attention: Director, Office of Public Housing,  
601 West Broadway, P.O. Box 1044,  
Louisville, KY 40201-1044, Telephone No.  
(502) 582-5251

**Mississippi State Office**

Attention: Director, Office of Public Housing,  
Doctor A.H. McCoy Federal Building, Suite  
910, 100 West Capitol Street, Jackson, MS  
39269-1016, Telephone No. (601) 965-  
5308

**North Carolina State Office**

Attention: Director, Office of Public Housing,  
Koger Building, 2306 West Meadowview  
Road, Greensboro, NC 27407-3707,  
Telephone No. (910) 547-4001

**South Carolina State Office**

Attention: Director, Office of Public Housing,  
Strom Thurmond Federal Building, 1835  
Assembly Street, Columbia, SC 29201-  
2480, Telephone No. (803) 765-5592

**Tennessee State Office**

Attention: Director, Office of Public Housing,  
251 Cumberland Bend Drive Suite 200,

Nashville, TN 37228-1803, Telephone No.  
(615) 736-5213

**Jacksonville Area Office**

Attention: Director, Office of Public Housing,  
Southern Bell Tower Suite 2200, 301 West  
Bay Street, Jacksonville, FL 32202-5121,  
Telephone No. (904) 232-2626

**Knoxville Area Office**

Attention: Director, Office of Public Housing,  
John J. Duncan Federal Building, Third  
Floor, 710 Locust Street, Knoxville, TN  
37902-2526, Telephone No. (615) 545-  
4384

**Midwest****Illinois State Office**

Attention: Director, Office of Public Housing,  
Ralph Metcalfe Federal Building, 77 West  
Jackson Boulevard, Chicago, IL 60604-  
3507, Telephone No. (312) 353-5680

**Indiana State Office**

Attention: Director, Office of Public Housing,  
151 North Delaware Street, Indianapolis,  
IN 46204-2526, Telephone No. (317) 226-  
6303

**Michigan State Office**

Attention: Director, Office of Public Housing,  
Patrick V. McNamara Federal Building, 477  
Michigan Avenue, Detroit, MI 48226-2592,  
Telephone No. (313) 226-7900

**Minnesota State Office**

Attention: Director, Office of Public Housing,  
220 Second Street, South Minneapolis, MN  
55401-2195, Telephone No. (612) 370-  
3000

**Ohio State Office**

Attention: Director, Office of Public Housing,  
200 North High Street, Columbus, OH  
43215-2499, Telephone No. (614) 469-  
5737

**Wisconsin State Office**

Attention: Director, Office of Public Housing,  
Suite 1380, Henry S. Reuss Federal Plaza,  
310 West Wisconsin Avenue, Milwaukee,  
WI 53203-2289, Telephone No. (414) 297-  
3214

**Cincinnati Area Office**

Attention: Director, Office of Public Housing,  
Room 9002, Federal Office Building, 550  
main Street, Cincinnati, OH 45202-3253,  
Telephone No. (513) 684-2884

**Cleveland Area Office**

Attention: Director, Office of Public Housing,  
Renaissance Building Fifth Floor, 1350  
Euclid Avenue, Cleveland, OH 44115-  
1815, Telephone No. (216) 522-4058

**Grand Rapids Area Office**

Attention: Director, Office of Public Housing,  
Trade Center Building, 50 Louis, N.W.,  
Grand Rapids, MI 49503-2648, Telephone  
No. (616) 456-2127

**Southeast****Arkansas State Office**

Attention: Director, Office of Public Housing,  
TCBY Tower, 425 West Capitol Avenue,  
Little Rock, AR 72201-3488, Telephone  
No. (501) 324-5931

**Louisiana State Office**

Attention: Director, Office of Public Housing,  
Fisk Federal Building, 1661 Canal Street,  
New Orleans, LA 70112-2887, Telephone  
No. (504) 589-7200

**Oklahoma State Office**

Attention: Director, Office of Public Housing,  
500 West Main Street, Oklahoma City, OK  
73102, Telephone No. (405) 553-7559

**Texas State Office**

Attention: Director, Office of Public Housing,  
1600 Throckmorton, Post Office Box 2905,  
Fort Worth, TX 76113-2905, Telephone  
No. (817) 885-5401

**Houston Area Office**

Attention: Director, Office of Public Housing,  
Norfolk Tower, Suite 200, 2211 Norfolk,  
Houston, TX 77098-4096, Telephone No.  
(713) 834-3274

**San Antonio Area Office**

Attention: Director, Office of Public Housing,  
Washington Square, 800 Dolorosa, San  
Antonio, TX 78207-4563, Telephone No.  
(210) 229-6800

**Great Plains****Iowa State Office**

Attention: Director, Office of Public Housing,  
Federal Building, Room 239, 210 Walnut  
Street, Des Moines, IA 50309-2155,  
Telephone No. (515) 284-4512

**Kansas/Missouri State Office**

Attention: Director, Office of Public Housing,  
Gateway Tower II, Room 200, 400 State  
Avenue, Kansas City, KS 66101-2406,  
Telephone No. (913) 551-5462

**Nebraska State Office**

Attention: Director, Office of Public Housing,  
Executive Tower Centre, 10909 Mill Valley  
Road, Omaha, NE 68154-3955, Telephone  
No. (402) 492-3100

**St. Louis Area Office**

Attention: Director, Office of Public Housing,  
Robert A. Young Federal Building, Third  
Floor, 1222 Spruce Street, St. Louis, MO  
63103-2836, Telephone No. (314) 539-  
6583

**Rocky Mountains****Colorado State Office**

Attention: Director, Office of Public Housing,  
633-17th Street, Denver, CO 80202-3607,  
Telephone No. (303) 672-5440

**Pacific/Hawaii****Arizona State Office**

Attention: Director, Office of Public Housing,  
2 Arizona Center, Suite 1600, 400 North  
Fifth Street, Phoenix, AZ 85004-2361,  
Telephone No. (602) 379-4434

**California State Office**

Attention: Director, Office of Public Housing,  
Phillip Burton Federal Building and U.S.  
Courthouse, 450 Golden Gate Avenue, P.O.  
Box 36003, San Francisco, CA 94102-3448,  
Telephone No. (415) 556-4752

**Hawaii State Office**

Attention: Director, Office of Public Housing,  
Seven Waterfront Plaza, Suite 500, 500 Ala

Moana Boulevard, Honolulu, HI 96813–4918, Telephone No. (808) 522–8175

**Los Angeles Area Office**

Attention: Director, Office of Public Housing,  
1615 W. Olympic Boulevard, Los Angeles,  
CA 90015–3801, Telephone No. (213) 251–7122

**Sacramento Area Office**

Attention: Director, Office of Public Housing,  
777 12th Street, Suite 200, Sacramento, CA  
95814–1997, Telephone No. (916) 551–1351

**Northwest/Alaska**

**Alaska State Office**

Attention: Director, Office of Public Housing,  
University Plaza Building, Suite 401, 949  
East 36th Avenue, Anchorage, AK 99508–4399, Telephone No. (907) 271–4170

**Oregon State Office**

Attention: Director, Office of Public Housing,  
520 Southwest Sixth Avenue, Portland, OR  
97204–1596, Telephone No. (503) 326–2561

**Washington State Office**

Attention: Director, Office of Public Housing,  
Seattle Federal Office Building, Suite 200,  
909 1st Avenue, Seattle, WA 98104–1000,  
Telephone No. (206) 220–5101

**Office of Native American Program Offices**

Serves East of the River (including all of  
Minnesota)

**Eastern Woodlands Office of Native  
American Programs**

Attention: Administrator, Office of Native  
American Programs, Mecalfe Federal  
Building, 77 West Jackson Boulevard,  
Chicago, IL 60604–3507, Telephone No.  
(312) 353–1282 or 800–735–3239

Serves: Louisiana, Missouri, Kansas,  
Oklahoma and Eastern Texas

**Southern Plains Office of Native American  
Programs**

Attention: Administrator, Office of Native  
American Programs, 500 West Main Street,  
Suite 400, Oklahoma City, OK 73102,  
Telephone No. (405) 553–7525

Serves: Colorado, Montana, The Dakotas,  
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**Northern Plains Office of Native American  
Programs**

Attention: Administrator, Office of Native  
American Programs, First Interstate Tower  
North, 633 17th Street, Denver, CO 80202–3607, Telephone No. (303) 672–5462

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**Southwest Office of Native American  
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American Programs, Two Arizona Center,

Suite 1650, 400 North Fifth Street, Suite  
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No. (602) 379–4156

or

**Albuquerque Division of Native American  
Programs**

Albuquerque Plaza, 201 3rd Street, Suite  
1830, Albuquerque, NM 87102–3368,  
Telephone No. (505) 766–1372

or

Office of Native American Programs, HUD  
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**Alaska Office of Native American Programs**

Attention: Administrator, Office of Native  
American Programs, University Plaza  
Building, 949 East 36th Avenue, Suite 401,  
Anchorage, AK 99508–4399, Telephone  
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