

DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

[Docket No. FR-4187-N-01]

Fiscal Year 1997 Notice of Funding Availability for Community Outreach Partnership Centers (COPC)

AGENCY: Office of the Assistant Secretary for Policy Development and Research, HUD.

ACTION: Notice of Funding Availability (NOFA) for Fiscal Year 1997.

SUMMARY: This NOFA announces the availability of Fiscal Year 1997 funding to make grants to establish and operate Community Outreach Partnership Centers (COPC).

Available funding. Approximately \$7.5 million to implement the fourth year of this demonstration program.

Eligible applicants. Public and private nonprofit institutions of higher education.

Purpose. To assist in establishing or carrying out research and outreach activities addressing the problems of urban areas. Funding under this demonstration program shall be used to establish and operate Community Outreach Partnership Centers (COPC).

The NOFA contains information concerning: (1) the principal objectives of the competition, the funding available, eligible applicants and activities and factors for award; (2) the application process, including how to apply and how selections will be made; and (3) a checklist of application submission requirements.

DATES AND INSTRUCTIONS FOR OBTAINING APPLICATIONS:

Application kits may be requested on or after March 25, 1997.

Applications must be physically received by the Office of University Partnerships, in care of the Division of Budget, Contracts, and Program Control, in Room 8230 by 4:30 p.m. Eastern Standard Time on June 19, 1997.

Facsimiles of applications will not be accepted. The above-stated application deadline is *firm* as to *date, hour* and *place*. 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 materials to avoid any risk of loss of eligibility brought about by unanticipated delays or other delivery-related problems. Applicants hand-delivering applications are advised that considerable delays may occur in attempting to enter the building because of security procedures.

ADDRESSES: To obtain a copy of the application kit, contact: HUD USER, ATTN: COPC, P.O. Box 6091, Rockville,

Maryland 20850. Requests for application kits must be in writing, but requests may be faxed to: 301-251-5747 (this is not a toll-free number). Requests for application kits must include the applicant's name, mailing address (including zip code), telephone number (including area code) and must refer to "Document FR-4187." The application kit is also available on the Internet from the Office of University Partnerships Clearinghouse. The Clearinghouse can be accessed from the World Wide Web at: <http://oup.org>; or from a Gopher Server at: <gopher://oup.org:89>

FOR FURTHER INFORMATION CONTACT: Jane Karadbil, Office of University Partnerships in the Office of Policy Development and Research, Department of Housing and Urban Development, 451 Seventh Street, S.W., Room 8110 Washington, DC 20410, telephone (202) 708-1537. Hearing or speech-impaired individuals may call HUD's TTY number (202) 708-0770, or 1-800-877-8399 (Federal Information Relay service TTY). Other than the "800" number, these are not toll-free numbers. Ms. Karadbil can also be contacted via the Internet at Jane_R_Karadbil@hud.gov. An information broadcast via satellite will be held on April 30, 1997 for potential applicants to learn more about the program and preparation of an application. For more information about attending the broadcast, please contact Ms. Karadbil.

SUPPLEMENTARY INFORMATION:

Paperwork Reduction Act Statement

The information collection requirements contained in this notice have been approved by the Office of Management and Budget (OMB) under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520) and assigned OMB control number 2528-0180. *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.*

Promoting Comprehensive Approaches to Housing and Community Development

HUD is interested in promoting comprehensive, coordinated approaches to housing and community development. Economic development, community development, public housing revitalization, homeownership, assisted housing for special needs populations, supportive services, and welfare-to-work initiatives can work better if linked at the local level. Toward this end, the Department in recent years has developed the

Consolidated Planning process designed to help communities undertake such approaches.

In this spirit, it may be helpful for applicants under this NOFA to be aware of other related HUD NOFAs that have recently been published or are expected to be published in this fiscal year. By reviewing these NOFAs with respect to their program purposes and the eligibility of applicants and activities, applicants may be able to relate the activities proposed for funding under this NOFA to the recent and upcoming NOFAs and to the community's Consolidated Plan. Attached to this NOFA, as Appendix A, is a list of HUD's NOFAs that the Department has published or expects to publish this fiscal year.

To foster comprehensive, coordinated approaches by communities, the Department intends for the remainder of FY 1997 to continue to alert applicants of HUD's NOFA activity. In addition, a complete schedule of NOFAs to be published during the fiscal year and those already published appears under the HUD Homepage on the Internet, which can be accessed at <http://www.hud.gov/nofas.html>. Additional steps to better coordinated HUD's NOFAs are being considered for FY 1998.

To help in obtaining a copy of your community's Consolidated Plan, please contact the community development office of your municipal government.

I. Purpose and Substantive Description

A. Authority

This competition is authorized under the Community Outreach Partnership Act of 1992 (42 U.S.C. 5307 note; hereafter referred to as the "COPC Act"). The COPC Act is contained in section 851 of the Housing and Community Development Act of 1992 (Pub.L. 102-550, approved October 28, 1992) (HCD Act of 1992). Section 801(c) of the HCD Act of 1992 authorizes \$7.5 million for each year of the 5-year demonstration to create Community Outreach Partnership Centers as authorized in the COPC Act. The COPC Act also required HUD to establish a national clearinghouse to disseminate information resulting from research and outreach conducted at the centers.

COPC is administered by the Office of University Partnerships (OUP) in the Office of Policy Development and Research. OUP is responsible for five of the Department's grant programs for institutions of higher education—Community Outreach Partnership Centers program, Joint Community

Development program, Community Development Work Study program, Hispanic-serving Institutions Work Study program, and the Doctoral Dissertation Grant program. In addition, OUP is responsible for a variety of new outreach initiatives to involve these institutions in local community development, public housing, and revitalization partnerships.

B. Allocation and Form of Award

The competition in this NOFA is for up to \$7.5 million to fund the fourth year of the COPC program authorized as indicated above.

Under this NOFA, HUD will fund two kinds of grants—New Grants and Institutionalization Grants. New Grants will be awarded to institutions of higher education to begin or expand their applied research and outreach activities. Institutionalization Grants will be awarded to certain COPC grantees to help ensure that their COPC activities are institutionalized as an integral part of the teaching, research, and service missions of their colleges and universities. There will be two separate competitions within this year's funding. To institutionalize their COPC functions, up to \$1.4 million will be set aside for a competition among the grantees awarded two-year grants in FY 1995. Up to \$6.1 million will be used to fund new COPC grantees. HUD has administratively determined that FY 1995 grantees are only eligible for Institutionalization Grants, not for New Grants. (FY 1994 and FY 1996 COPC grantees are not eligible for either kind of grant, nor are universities that received Joint Community Development Program grants.) If any funds set-aside for Institutionalization Grants are not awarded, they will be used instead as part of the funding for New Grantees, funding these grantees in rank order based on the rating factors. (Program requirements for Institutionalization Grants are the same as for New Grants, except as noted in Section IV of this NOFA, below.) It is estimated that approximately 15 COPC awards to new grantees can be made with the \$6.1 million available.

Each New Grant will be for a three-year period of performance (i.e., applicants must complete their proposed activities within three years). The maximum size of any New Grant will be \$400,000, while the minimum will be \$250,000. Both amounts are over the three year grant period. Applicants must submit an application within this range or they will be disqualified. Several applicants were disqualified last year because they asked for \$400,000 for each of the three years of the grant

period. Each Institutionalization Grant will be for a one-year period, with a maximum grant size of \$100,000. Applicants for Institutionalization Grants will be disqualified if they request more than the maximum allowable amount.

C. Description of Competition

The Congress has mandated that the Department carry out "a 5-year demonstration to determine the feasibility of facilitating partnerships between institutions of higher education and communities to solve urban problems through research, outreach and the exchange of information."

The COPC Act stipulates that grants are to go to public and private institutions of higher education to establish and operate COPCs. These COPCs shall: "(A) Conduct competent and qualified research and investigation on theoretical or practical problems in large and small cities; and (B) Facilitate partnerships and outreach activities between institutions of higher education, local communities, and local governments to address urban problems."

Grants under the COPC program must focus on the following specific problems: "problems associated with housing, economic development, neighborhood revitalization, infrastructure, health care, job training, education, crime prevention, planning, community organizing, and other areas deemed appropriate by the Secretary."

Furthermore, the COPC Act states: "The Secretary shall give preference to institutions of higher education that undertake research and outreach activities by bringing together knowledge and expertise in the various social science and technical disciplines that relate to urban problems."

COPC programs must combine research with outreach, work with communities and local governments and address the multi-dimensional problems that beset urban areas. Single purpose applications are not eligible. Applications must be multifaceted and address three or more urban problems, as described in selection factor #1. The scope of applications for Institutionalization Grants is covered elsewhere below.

To be most effective during the term of the demonstration, the funded research must have a clear near-term potential for solving specific, significant urban problems. The selected institutions must have the capacity to apply their research results and to work with communities and local institutions, including neighborhood

groups, in applying these results to specific real-life urban problems.

The five key concepts of the COPC program are:

(1) The program should provide outreach, technical assistance, applied research, and empowerment to neighborhoods and neighborhood-based organizations based on what the residents decide is needed, not based on what the institution thinks is appropriate for that neighborhood;

(2) Community-based organizations should be partners with the institutions throughout the life of the project, from planning to implementation;

(3) The applied research should be related to the outreach activities and be usable in these activities within the grant period or shortly after it ends, rather than research without practical application;

(4) The assistance to neighborhoods should be provided primarily by the faculty, students, or to a limited extent, by neighborhood residents or community-based organizations funded by the university; and

(5) The program should be part of the institution's broader effort to meet its urban mission, and be supported by senior officials, rather than just the work of a few faculty members. Proposed activities should not duplicate those of other entities in the community and should be appropriate for an institution of higher education to undertake in light of its teaching, research, and service missions.

D. Eligible Applicants

Applicants for this competition must be public or private nonprofit institutions of higher education granting two- or four-year degrees and accredited by a national or regional accrediting agency recognized by the U.S. Department of Education. Consortia of eligible institutions may apply, as long as one institution is designated the lead applicant. Each institution may be part of only one consortium or submit only one application or it will be disqualified. HUD will hold an institution responsible for ensuring that neither it nor any part of the institution, including specific faculty, participates in more than one application. Applicants must submit proposals that address the problems of urban areas (see rating factor 1, for further enumeration of these problems).

Different campuses of the same university system are eligible to apply, even if one campus has already received COPC funding. Such campuses are eligible as separate applicants only if they have administrative and budgeting

structures independent of other campuses in the system.

E. Program Requirements

Grantees must meet the following program requirements:

1. *Responsibilities.* In accordance with section 851(h) of the HCD Act of 1992, each COPC shall:

“(a) Employ the research and outreach resources of its sponsoring institution of higher education to solve specific urban problems identified by communities served by the Center;

(b) Establish outreach activities in areas identified in the grant application as the communities to be served;

(c) Establish a community advisory committee comprised of representatives of local institutions and residents of the communities to be served to assist in identifying local needs and advise on the development and implementation of strategies to address those issues;

(d) Coordinate outreach activities in communities to be served by the Center;

(e) Facilitate public service projects in the communities served by the Center;

(f) Act as a clearinghouse for dissemination of information;

(g) Develop instructional programs, convene conferences, and provide training for local community leaders, when appropriate; and

(h) Exchange information with other Centers.

The clearinghouse function in (f) above refers to a local or regional clearinghouse for dissemination of information and is separate and distinct from the functions in (h) above, which relate to the provision of information to the University Partnerships Clearinghouse, which is the national clearinghouse for the program.

2. *Cap on Research Costs.* No more than 25 percent of the total project costs (Federal share plus match) can be spent on research activities.

3. *Match.* Grantees must meet the following match requirements. Note, as shown in the selection factors (II.A.(2)), applicants will receive points for providing matching funds above those required.

(a) *Research Activities.* 50 percent of the total project costs of establishing and operating research activities.

(b) *Outreach Activities.* 25 percent of the total project costs of establishing and operating outreach activities.

This non-Federal share may include cash or the value of non-cash contributions, equipment and other allowable in-kind contributions as detailed in 24 CFR Part 84, and in particular Section 84.23 entitled “cost sharing or matching.”

In order to avoid confusion about the calculation of the match, an example is provided.

Assume that the total project cost for a COPC was \$500,000, with \$125,000 for research and \$375,000 for outreach. Note that this project meets the requirement that no more than one-quarter of the total project costs be for research. The total amount of the required match would be \$156,250. The research match would be \$62,500 (\$125,000×50 percent) and the outreach match would be \$93,750 (\$375,000×25 percent). The Federal grant requested would be \$343,750 (\$500,000 minus the match of \$156,250). In calculating the match, administrative costs should be applied to the appropriate attributable outreach or research component.

4. *Administrative.* The grant will be governed by the provision of 24 CFR Part 84 (Grants and Agreements with Institutions of Higher Education, Hospitals and other Nonprofit Organizations), A-122 (Cost Principles for Nonprofit Organizations), and A-133 (Audits of Institutions of Higher Education and other Nonprofit Institutions), as implemented at 24 CFR part 45. No more than 20% of the Federal grant funds may be used for planning and program administrative costs. Overhead costs directly related to carrying out activities under research and outreach need not be considered planning and program administrative costs, since those costs are eligible under that section. The 20% limitation imposed under this program applies only to Federal funds received through this grant, not to matching funds.

F. Eligible Activities

Eligible activities include:

1. Research activities which have practical application for solving specific problems in designated communities and neighborhoods, including evaluation of the effectiveness of the outreach activities. Such activities may not total more than one-quarter of the total project costs contained in any grant made under this NOFA (including the required 50 percent match).

2. Outreach, technical assistance and information exchange activities which are designed to address specific urban problems in designated communities and neighborhoods. Such activities must total no less than three-quarters of the total project costs contained in any grant made under this NOFA (including the required 25 percent match).

Examples of outreach activities include, but are not limited to:

(a) Job training and other training projects, such as workshops, seminars and one-on-one and on-the-job training;

(b) Design of community strategies to resolve urban problems of communities and neighborhoods;

(c) Innovative use of funds to provide direct technical expertise and assistance to local community groups and residents to assist them in resolving local problems such as homelessness, housing discrimination, and impediments to fair housing choice;

(d) Technical assistance in business start-up activities for low-and moderate-income individuals and organizations, including business start-up training and technical expertise and assistance, mentor programs, assistance in developing small loan funds, business incubators, etc;

(e) Technical assistance to local public housing authorities on welfare-to-work initiatives and physical transformations of public or assisted housing;

(f) Assistance to communities to improve consolidated housing and community development plans and remove impediments to design and implementation of such plans; and

(g) Assistance to communities to improve the fair housing planning process.

3. Funds for faculty development including paying for course time or summer support to enable faculty members to work on the COPC.

4. Funds for stipends for students (which cannot cover tuition and fees) when they are working on the COPC.

5. Activities to carry out the “Responsibilities” listed under Section I.E.1 of this NOFA. These activities may include leases for office space in which to house the Community Outreach Partnership Center, under the following conditions:

a. The lease must be for existing facilities;

b. No repairs or renovations of the property may be undertaken with Federal funds; and

c. Properties in the Coastal Barrier Resource System designated under the Coastal Barrier Resources Act (16 U.S.C. 3501) cannot be leased with Federal funds.

G. Ineligible Activities

Grants funds cannot be used for:

1. Research activities which have no clear and immediate practical application for solving urban problems or do not address specific problems in designated communities and neighborhoods.

2. Any type of construction, rehabilitation, or other physical development costs.

3. Costs used for routine operations and day-to-day administration of regular

programs of institutions of higher education, local governments or neighborhood groups.

II. Rating Factors/Selection Process for New Grantees

A. Rating Factors

HUD will use the following criteria to rate and rank applications for New Grants received in response to this NOFA. Several modifications have been made to the factors, as they were issued last year. These modifications are described below. Selection factors for Institutionalization Grants are described below in Section IV of this NOFA.

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 sub-contractors, consultants and sub-recipients which are firmly committed to the project.

(1) (5 points) The demonstrated research and outreach resources available to the applicant for carrying out the purposes of the COPC Act. In rating this factor, HUD will consider the extent to which the applicant's organization and staff have recent, relevant and successful experience in:

(a) Undertaking research activities in specific communities which have clear near-term potential for practical application to significant urban problems associated with affordable housing, fair housing, economic development, neighborhood revitalization, infrastructure, health care, job training, education, crime prevention, planning and community organizing, and

(b) Undertaking outreach activities in specific communities to solve or ameliorate significant urban problems. Under this factor, HUD will also evaluate the capability of the applicant to provide leadership in solving community problems and in making national contributions to solving long-term and immediate urban problems. In assessing this factor, HUD will look at past and current relevant projects of the applicant with community-based organizations or local governments.

(2) (10 points) The demonstrated commitment of the applicant to supporting research and outreach programs by providing matching contributions for the Federal assistance received. In rating this factor, HUD will provide an increasing number of points for increasing amounts of contributions beyond the statutory 50 percent for research and 25 percent for outreach, up to a maximum of five points. Maximum

points will be awarded for applications that secure 50 percent more than the amount of match required. Because the Department is interested in promoting the institutionalization of COPC projects, up to an additional five points will be awarded for the extent to which matching funds are provided from sources other than the applicant (e.g., funds from the city, including CDBG, other State or local government agencies, public or private organizations, or foundations). Factor 7 has been reduced by five points to compensate for the points added to this factor.

(3) (10 points) The extent of need in the communities to be served by the applicant. The applicant must demonstrate that it is serving areas with substantial low-income populations, low standards of living, and large numbers of empty or abandoned dwellings. HUD will consider the extent to which the proposal clearly delineates a need or needs in the specific communities or neighborhoods, that can be resolved through the activities of a COPC. The applicant must demonstrate how these needs were determined and how the COPC will help resolve these needs.

The applicant should demonstrate a strong familiarity (based on sufficient investigation) with the existing and planned efforts of government agencies, community-based organizations, faith-based institutions, for-profit firms and any other entities to address such needs in the communities to be served, and should demonstrate that the applicant can cost-effectively complement any such efforts to attain measurable impacts.

(4) (5 points) The demonstrated ability of the applicant to disseminate results of research and successful strategies developed through outreach activities to other COPCs and communities served through this demonstration program. In rating this factor, HUD will evaluate the past experience of the applicant's staff and the scope and the quality of the applicant's proposal to disseminate information on COPC research results and strategies to: (a) local communities in its area and (b) other communities and COPCs through the OUP Clearinghouse.

(5) (35 points) The projects and activities that the applicant proposes to carry out under the grant. This factor has three sub-factors: (a) effectiveness of the research strategy (5 points); (b) effectiveness of the outreach strategy (15 points); and (c) work on specific HUD priority activities (15 points).

(a) In rating the effectiveness of the research strategy, HUD will consider:

(i) The extent to which the applicant's proposal outlines a clear research agenda, based on a thorough familiarity with existing research on the subject, that can be successfully carried out within the grant period. (The applicant should demonstrate that the proposed research builds on existing research in the field and does not duplicate research previously completed, or currently underway, by others.); and

(ii) The extent to which the applicant demonstrates how the research to be undertaken will fit into the outreach strategy and activities. For example, an applicant proposing to study the extent of housing abandonment in a neighborhood and then designing a plan for reusing this housing would be able to demonstrate the link between the proposed research and outreach strategies.

(b) In rating the effectiveness of the outreach strategy factor, HUD will consider the extent to which:

(i) The application identifies a clear outreach agenda related to locally-identified needs that can be successfully carried out within the period of this grant. In assessing this sub-factor, HUD will look at whether the agenda includes specific projects, based on the needs identified in Selection Factor 3, with time lines within the grant period.

(ii) The outreach agenda includes design or strengthening and implementation of a community strategy to resolve community and neighborhood problems. Applicants will be expected to have involved the community in designing the strategy and to identify an agenda that they have already worked with the community to design.

Applicants should refer to concepts 1 and 2 of the key concepts of the program, under Section I.C., to understand the kinds of community strategy HUD would fund.

(iii) There is a plan for involving the university in the execution of the outreach strategy; and

(iv) The outreach program provides for on-site or a frequent presence in the communities and neighborhoods to be assisted through outreach activities.

(c) (15 points) HUD Priority Areas.

(i) If all of the applicant's research and outreach agenda is to be in an Empowerment Zone or Enterprise Community, five (5) points will be awarded.

(ii) If some of an applicant's research and outreach agenda is related to public housing transformation, HUD-assisted distressed housing, or Campus of Learners/Neighborhood Networks, five (5) points will be awarded. These

programs are described in more detail in the application kit.

In awarding points for these two sub-factors, HUD will look for evidence of participation, including letters from the responsible entities describing the relationship and work to be undertaken. The level of work to be devoted to these priority areas will be based on the percentage of the COPC grant and matching funds proposed to be spent on them.

(iii) If some of the applicant's work is on activities that affirmatively further fair housing, for example: (a) overcoming impediments to fair housing, such as discrimination in the sale or rental of housing or in advertising, provision of brokerage services, or lending; (b) promoting fair housing through the expansion of homeownership opportunities and improved quality of city services for minorities, families with children, and persons with disabilities; or (c) providing mobility counseling, five (5) points will be awarded.

(6) (15 points) The extent of neighborhood and neighborhood based organization and local government participation in the planning and implementation of the COPC. The points for this factor have been increased from 10 points in last year's NOFA to reflect the addition of subfactor (d). In rating this factor, HUD will consider whether:

(a) One or more community advisory committees, meeting the tests of sub-factors (b) and (c) immediately below, comprised of representatives of local institutions and a balance of the race, ethnic, disability status, gender and income of residents of the communities to be served has been or will be formed to participate in identifying local needs to be addressed by the COPC and to form a partnership with the COPC to develop and implement strategies to address those needs. Applicants will be expected to demonstrate that they have already formed such a committee(s) or secured the commitment of the appropriate persons to serve on the committee(s), rather than just describing generally the types of persons whose involvement they will seek.

(b) There is a plan for involving the community advisory committee(s) in the execution of the research and outreach agenda; and

(c) The outreach agenda includes training projects for local community leaders, for example, to increase their capacity to direct their organizations or undertake various kinds of community development projects.

(d) The research and outreach plans show evidence of consultation and

collaboration with the appropriate local government. This subfactor has been added in order to ensure that COPC activities are part of the broader plans a city has for the neighborhoods affected by the application.

(7) (20 points) The extent to which the proposed COPC will result in the COPC function and activities becoming part of the urban mission of the institution. In reviewing this factor, HUD will consider the extent to which the COPC activities relate to the institution's urban mission, are part of a climate that rewards faculty and student work on these activities, and are reflected in course work. HUD will also look at the extent to which these activities are supported at the highest levels of institutional leadership.

B. Selection Process for New Grantees

Applications for funding under this NOFA will be evaluated competitively and points will be awarded as specified in the Rating Factors section described above. After assigning points based upon the factors all applications will be listed in rank order. Applications will then be funded in rank order until all available funds have been expended. However, in order to be funded, an applicant must receive a minimum score of 70. HUD reserves the right to fund all or portions of the proposed activities identified in each application, based upon the eligibility of the proposed activities.

If two or more applications have the same number of points, the application with the most points for rating factor (7) shall be selected. If there is still a tie, the application with the most points for rating factor (6) shall be selected.

If the amount remaining after funding as many of the highest ranking applications as possible is insufficient for the next highest ranking application, HUD shall determine (based upon the proposed activities) if it is feasible to fund part of the application and offer a smaller grant to the applicant. If HUD determines that given the proposed activities a smaller grant amount would render the activities infeasible, or if the applicant turns down the reduced grant amount, HUD shall make the same determination for the next highest ranking application until all applications with scores of at least 70 points or available funds have been exhausted.

C. Geographic Distribution

HUD reserves the right to make selections out of rank order to provide for a geographic distribution of funded COPCs. The approach HUD will use, if it decides to implement this option, will

be based on combining two adjacent standard HUD regions (e.g., Southwest and Southeast Regions, Great Plains and Midwest Regions, etc.) If the rank order does not yield at least one fundable COPC within each combined region, then HUD may select the highest ranking application from such a combination, as long as the minimum score of 70 is achieved.

It is HUD's intent to fund at least one eligible applicant (see Section I.D. of this NOFA) that serves the colonias, as defined by Section 916(d) of the Cranston-Gonzalez National Affordable Housing Act, as long as the applicant receives a minimum score of 70.

III. Application Content and Review Process

Applicants must complete and submit applications in accordance with instructions contained in the application kit and must include all certifications, assurances, and budget information requested in the kit. Following the expiration of the application submission deadline, HUD will review and rank applications in a manner consistent with the procedures described in this Notice.

IV. Program and Application Requirements for Institutionalization Grants

(a) General Requirements. All requirements of Parts I and III of this NOFA apply also to this part unless otherwise herein noted. The maximum size of any Institutionalization Grant will be \$100,000, and grant requests shall not exceed this amount. The term of the grant will be for one year. If the grantee proposes entirely new activities, it may conduct activities under both grants, until funds from both are fully expended. If the applicant proposes continuation of current activities, it must expend all the funds under the current grant before expending any new funds under an Institutionalization Grant. Current grantees may request a no-cost extension from HUD if necessary to finish expending all their FY 1995 grant funds.

(b) Eligible Applicants. Only institutions awarded COPC grants in FY 1995 are eligible for Institutionalization Grants. These grantees are not eligible for New Grants. Institutionalization Grants to current grantees will be for a one-year period. Current COPC grantees that received grants as consortia must apply again as consortia, with all current member institutions participating in the proposed Institutionalization Grant, and with the same lead applicant as in their current COPC.

(c) Eligible Activities. Instead of proposing a range of activities to be undertaken, applicants should propose activities that will bring their COPC projects to a successful conclusion or could result in securing funding to continue either current or new COPC activities from other sources, such as local governments or foundations.

(d) Rating Factors/Selection Process.

(i) Rating Factors. The selection factors contained in Section II.A. of this NOFA have been modified. Applicants will be required to meet three selection factors (which are simply consolidations of the factors used for new grantees), summarized as "Past Performance," "Proposed Activities," and "Potential for Institutionalization." Each factor and the maximum points assigned to it are described below:

((a)) (30 points) The demonstrated past performance of the applicant, as measured by: the research and outreach resources made available to the applicant under the current COPC grant; the ability of the applicant to provide local leadership and disseminate results of the grant; and the effectiveness of the activities undertaken in the grant.

((b)) (30 points) The effectiveness of the proposed research and outreach activities, as measured by: need for the activities; involvement of the community in these activities; demonstrated commitment of the applicant by providing a matching contribution; and likelihood that these activities can be successfully carried out within the grant period.

((c)) (40 points) The potential of the proposed outreach strategy to ensure institutionalization of the COPC functions at the college or university, as measured by the extent to which the proposed COPC functions will become an integral part of the teaching, research and urban service mission of the institution and the extent to which the COPC activities are supported by the highest levels of institutional leadership. In reviewing this factor, HUD will consider the extent to which the COPC activities are part of and will enhance a broader set of existing or planned activities and will foster a culture that rewards faculty and student work on these activities.

(ii) Selection Process. An applicant must receive a score of at least 70 points in order to be funded. Applications will be rated but not ranked. There is sufficient funding for all eligible applications. Applications requesting over \$100,000 will be ineligible.

V. Corrections to Deficient Applications

After the submission deadline date, HUD will screen each application to

determine whether it is complete. If an application lacks certain technical items or contains a technical error, such as an incorrect signatory, HUD will notify the applicant in writing 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 may disqualify the application.

This 14-day cure period applies only to non-substantive deficiencies or errors. Any deficiency capable of cure will involve only items not necessary for HUD to assess the merits of an application against the factors specified in this NOFA.

VI. Findings and Certifications

Federalism Impact

The General Counsel, as the Designated Official under section 6(a) of Executive Order 12612, *Federalism*, has determined that the policies and procedures 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.

Specifically, the notice solicits participation in an effort to provide assistance to institutions of higher education for establishing and carrying out research and outreach activities addressing the problems of urban areas. The COPCs established under this notice will work with local communities to help resolve urban problems. The notice does not impinge upon the relationships between the Federal government and State or local governments.

Impact on the Family

The General Counsel, as the Designated Official under Executive Order 12606, *The Family*, has determined that this notice will likely have a beneficial impact on family formation, maintenance, and general well-being. The assistance to be provided by the funding under this NOFA is expected to help local residents to become self-sufficient by improving living conditions and standards. Accordingly, since the impact on the family is beneficial, no further review is considered necessary.

Accountability in the Provision of HUD Assistance.

Section 102 of the Department of Housing and Urban Development

Reform Act of 1989 (HUD Reform Act) and the final rule codified at 24 CFR part 4, subpart A, published on April 1, 1996 (61 FR 1448), contain a number of provisions that are designed to ensure greater accountability and integrity in the provision of certain types of assistance administered by HUD. On January 14, 1992, HUD published, at 57 FR 1942, a notice that also provides information on the implementation of section 102. The documentation, public access, and disclosure requirements of section 102 are applicable to assistance awarded under this NOFA as follows:

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 five-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 HUD assistance awarded on a competitive basis.

Disclosures. HUD will make available to the public for five 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 three 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, 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 HUD's Ethics Law Division (202) 708-3815. (This is not a toll-free number.)

Byrd Amendment

The Byrd Amendment, which is implemented in regulations at 24 CFR part 87, prohibits applicants for Federal contracts and grants from using appropriated funds to attempt to influence Federal executive or legislative officers or employees in connection with obtaining such assistance, or with its extension, continuation, renewal, amendment or modification. The Byrd Amendment applies to the funds that are subject to this NOFA. Therefore, applicants must file a certification stating that they have

not made and will not make any prohibited payments and, if payments or agreement to make payments of nonappropriated funds for these purposes have been made, a SF-LLL disclosing such payments should be submitted. The certification and the SF-LLL are included in the application package issued pursuant to this NOFA.

Protection of Human Subjects

45 CFR part 46, Subtitle A on the protection of human subjects does not apply to the COPC program because the research activities to be conducted under the program are only incidentally regulated by the Department solely as part of its broader responsibility to regulate certain types of activities whether research or non-research in nature.

Environmental Impact

A Finding of No Significant Impact with respect to the environment has

been made in accordance with HUD regulations at 25 CFR part 50, implementing section 102(2)(C) of the National Environmental Policy Act of 1969 (42 U.S.C. 4332). The Finding of No Significant Environmental Impact is available for public inspection during business hours in the Office of the Rules Docket Clerk, Room 10276, U.S. Department of Housing and Urban Development, 451 Seventh Street, SW, Washington, DC 20410-0500.

Catalog of Federal Domestic Assistance

The Catalog of Federal Domestic Assistance number for this program is 14.511.

Dated: February 10, 1997.

Michael A. Stegman,

Assistant Secretary for Policy Development and Research.

APPENDIX A—HUD NOFAS PUBLISHED AND EXPECTED TO BE PUBLISHED IN FY 1997

Office	Program
Public and Indian Housing	Indian Emergency Shelter Grants.
Public and Indian Housing	Traditional Indian Housing Development.
Public and Indian Housing	Indian HOME Program.
Public and Indian Housing	Indian Community Devt. Block Grant.
Public and Indian Housing	Family Unification.
Public and Indian Housing	Comprehensive Improvement Assistance Program (CIAP).
Public and Indian Housing	Demo/Revitalization/HOPE VI.
Public and Indian Housing	Public Housing Drug Elimination Grant.
Public and Indian Housing	Tenant Opportunity Program.
Public and Indian Housing	Economic Development and Supportive Services.
Public and Indian Housing	Drug Elimination Technical Assistance.
Public and Indian Housing	Family Self-Sufficiency (FSS) Service Coordinators.
Public and Indian Housing	Section 8/Designated Housing.
Public and Indian Housing	Moving to Work Demonstration.
Housing	Drug Elimination—Housing Programs.
Housing	202 Elderly Housing.
Housing	811 Disabled Housing.
Housing	Single Family Counseling.
Housing	Crime/Security.
Fair Housing and Equal Opportunity	Fair Housing Initiatives Program (FHIP).
Community Planning and Development	Historically Black Colleges.
Community Planning and Development	Continuum of Care Homeless Assistance Including:
	Section 1403 Supportive Housing.
	Section 1405 Section 8 SRO.
	Section 1406 Shelter Plus Care.
Community Planning and Development	Youthbuild.
Community Planning and Development	Housing Opportunities for Persons with AIDS (HOPWA)—competitive.
Policy Development and Research	*Community Development Work Study Published March 4, 1997 (62 FR 9898).
Policy Development and Research	Community Outreach Partnership Centers.
Policy Development and Research	Hispanic Serving Institutions.
Lead-based Paint	Lead-based Paint Hazard Reduction.

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