

DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

[Docket No. FR-4181-N-01]

Public and Indian Housing Drug Elimination Program; Notice of Funding Availability—FY 1997

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

ACTION: Public and Indian Housing Drug Elimination Program Notice of Funding Availability (NOFA) for Fiscal Year (FY) 1997.

SUMMARY: This NOFA announces HUD's FY 1997 funding of \$250,649,052 under the Public and Indian Housing Drug Elimination Program (PHDEP) for use in reducing/eliminating drug-related crime. Hereafter, the term housing authority (HA) shall include public housing agencies (PHAs) and Indian housing authorities (IHAs).

In the body of this document is information concerning the purpose of the NOFA, applicant eligibility, available amounts, selection criteria, financial requirements, management, and application processing, including how to apply, how selections will be made, and how applicants will be notified of results.

DATES: Applications must be received at the local HUD Field Office on or before *Friday, August 8, 1997, at 3:00 pm, local time*. 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 materials to avoid any risk of loss of eligibility brought about by any unanticipated or delivery-related problems. A FAX is not acceptable.

ADDRESSES:

(a) *Application Kit:* An application kit may be obtained, and assistance provided, from the local HUD Field Office with delegated public housing responsibilities over an applying public housing authority, or from the Area Offices of Native American Programs (AONAPs) having jurisdiction over an Indian housing authority making an application, or by calling HUD's Drug Information and Strategy Clearinghouse (DISC) on (800) 578-3472. The application kit contains information on all exhibits and certifications required under this NOFA. Applicants requiring additional information may use the funding cross-reference under HUD's

Business and Community Partner HomePage on the Internet's World Wide Web (<http://www.hud.gov/bushome.HTML>).

(b) *Application Submission:* An applicant shall submit only one application per housing authority under each NOFA. Joint applications are not permitted under this program with the following exception: housing authorities under a single administration (such as housing authorities managing another housing authority under contract or housing authorities sharing a common executive director) shall submit a single application, even though each housing authority has its own operating budget. Applications (*Original and Three Identical Copies of the Original Application*) must be received by the deadline at the local HUD Field Office with responsibilities over the applying public housing authorities, Attention: Director, Office of Public Housing or, in the case of Indian housing authorities, to the local HUD Administrator, AONAPs with jurisdiction over the applying Indian housing authorities, as appropriate. A complete listing of these offices is provided in Appendix "A" of this NOFA. It is not sufficient for an application to bear a postage date within the submission time period. Applications submitted by facsimile are not acceptable. Applications received after the deadline date of *Friday, August 8, 1997, at 3:00 pm, Local Time, Will Not be Considered*.

FOR FURTHER INFORMATION CONTACT: For questions concerning the PHDEP contact: the local HUD Field Office, Director, Office of Public Housing or the National Office of Native American Programs (NONAPs)/local Administrator, AONAPs (Appendix "A" of this NOFA), HUD's DISC on (800) 578-3472 and/or Malcolm (Mike) E. Main in the Office of Crime Prevention and Security, Office for Community Relations and Involvement, Office of Public and Indian Housing, Room 4112, on (202) 708-1197, extension 4232.

For questions concerning the Federally Assisted Housing Low-Income Housing Drug Elimination Program (AHDEP), and/or other Federally Assisted Housing Low-Income Housing programs contact Michael E. Diggs, Office of Multifamily Housing Programs, Office of Housing, Room 6130 on (202) 708-0614, extension 2514. A separate NOFA will be published by the Office of Multifamily Housing Programs, Office of Housing for AHDEP and other programs. The address for the above Headquarters persons is: Department of Housing and Urban Development, 451 Seventh Street, SW, Washington, DC

20410. Hearing-or-speech impaired persons may call (800) 877-8339. (Federal Information Relay Service TTY). Except for the "800" number, these telephone numbers are not toll-free.

SUPPLEMENTARY INFORMATION:

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 the near future. 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.

The related NOFAs HUD is publishing elsewhere in this issue of the **Federal Register** are: the Federally Assisted Housing Drug Elimination NOFA, the Drug Elimination Technical Assistance NOFA, and the Safe Neighborhoods Grants NOFA.

To foster comprehensive, coordinated approaches by communities, the Department intends for the remainder of FY 1997 to continue to alert applicants to upcoming and recent NOFAs as each NOFA is published. 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 on NOFA coordination may be considered for FY 1998.

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

Coordination With Local Law Enforcement Agencies

In addition to working closely with residents and local governing bodies, it

is critically important that housing authorities establish ongoing working relationships with Federal, State and local law enforcement agencies in their efforts to address crime and violence in and around their housing developments. The Department firmly believes that the war on crime and violence in public and Indian housing can only be won through the concerted and cooperative efforts of housing authorities and law enforcement agencies working together in cooperation with housing authority residents and local governing bodies. As such, the Department expects housing authorities to demonstrate in their PHDEP grant applications and anti-crime plans how they propose to establish or enhance their working relationships and cooperation with law enforcement agencies.

Under the revised Public Housing Management Assessment Program (PHMAP) published on December 30, 1996 (61 FR 68894), Indicator #8, Security, calls for housing authorities to establish cooperative systems for tracking crime and reporting incidents of crime to police authorities to improve law enforcement and crime prevention. The Department encourages housing authorities participating in PHDEP to not only establish and implement such systems, but to engage in ongoing dialogue and special cooperative efforts with their local law enforcement agencies as a means of developing and putting into effect needed anti-crime initiatives at housing developments.

Operation Safe Home

Operation Safe Home was announced jointly by Vice President Albert Gore, former HUD Secretary Henry G. Cisneros, former Treasury Secretary Lloyd Bentsen, Attorney General Janet Reno, and representatives of the Office of National Drug Control Policy (ONDCP) at a White House briefing on February 4, 1994. Operation Safe Home is a major Departmental initiative focusing on violent and drug-related crime within public housing authorities. As such, it is a holistic enforcement approach which combines aggressive law enforcement interdiction efforts with a housing authority's crime prevention and intervention initiatives. Operation Safe Home is structured to combat the level of violent crime activities occurring within public and assisted housing, and enhance the quality of life within such complexes via three simultaneous approaches:

- Strong, collaborative law enforcement efforts focused on reducing the level of violent crime activities occurring within public and assisted housing;

- Collaboration between law enforcement agencies and public housing managers and residents in devising methods to prevent violent crime; and
- The introduction of HUD, DOJ and other agency initiatives specifically geared to preventing crime.

For more information on Operation Safe Home, contact Lee Isdell, Office of the Inspector General, Department of Housing and Urban Development, Room 8256, 451 Seventh Street, SW., Washington, DC. 20410, telephone (202) 708-0430, fax number (202) 401-2505, Internet E:mail www.hud.gov/oig/oigindex.html. A telecommunications device for hearing or speech impaired persons (TDD) is available at (202) 708-0850. (These are not toll-free telephone numbers.)

Operation Weed and Seed

Operation Weed and Seed, conducted through the U.S. Department of Justice, is a comprehensive, multi-agency approach to combatting violent crime, drug use, and gang activity in high-crime neighborhoods. The goal is to "weed out" crime from targeted neighborhoods and then to "seed" the targeted sites with a wide range of crime and drug prevention programs, and human services agency resources to prevent crime from reoccurring. Operation Weed and Seed further emphasizes the importance of community involvement in combatting drugs and violent crime. Community residents need to be empowered to assist in solving crime-related problems in their neighborhoods. In addition, the private sector needs to get involved in reducing crime. All of these entities, Federal, State, and local government, the community and the private sector should work together in partnership to create a safer, drug-free environment.

The Weed and Seed strategy involves four basic elements:

- Law enforcement must "weed out" the most violent offenders by coordinating and integrating the efforts of Federal, State, and local law enforcement agencies in targeted high-crime neighborhoods. No social program or community activity can flourish in an atmosphere poisoned by violent crime and drug abuse.

- Local municipal police departments should implement community policing in each of the targeted sites. Under community policing, law enforcement should work closely with the housing authority and residents of the community to develop solutions to the problems of violent and drug-related crime. Community policing serves as a "bridge" between the "weeding" (law

enforcement) and "seeding" (neighborhood revitalization) components.

After the "weeding" takes place, law enforcement and social services agencies, the private sector, and the community must work to prevent crime and violence from reoccurring by concentrating a broad array of human services—drug and crime prevention programs, drug treatment, educational opportunities, family services, and recreational activities—in the targeted sites to create an environment where crime cannot thrive.

Federal, State, local, and private sector resources must focus on revitalizing distressed neighborhoods through economic development and must provide economic opportunities for residents.

For further information on Operation Weed and Seed, contact the U.S. Department of Justice, Office of Justice Programs, 366 Indiana Avenue, Room 304S, N.W., Washington, D.C., 20531 on (202) 616-1152, FAX number: (202) 616-1159, or Internet E:mail: mcwhorte@ojp.usdoj.gov.

Specific activities undertaken pursuant to Operation Safe Home and Operation Weed and Seed may be eligible for PHDEP funding if they meet the funding criteria outlined in this NOFA. All activities must relate to one of the four selection criteria. Selection Criterion 4, in section I.(d)(4) of this NOFA, below, identifies areas of collaboration between applicants and Federal, State, Tribal and local law enforcement agencies.

In this FY 1997 NOFA, the Department is focusing attention on three specific characteristics of the PHDEP program. First, the PHDEP program has proven to be one of the Department's most successful tools in assisting housing authorities in leveraging commercial, cash, non-profit and other local government resources for the purpose of reducing or eliminating drug-related crime. One of the other important characteristics of the PHDEP is that a large number of PHDEP activities are implemented in community facilities that are owned and operated by housing authorities. Finally, HUD wants to emphasize that a comprehensive anti-crime strategy in housing authorities should include effective administration of housing authority screening, leasing and eviction policies. Bearing these issues in mind, housing authorities applying for PHDEP funds are strongly encouraged:

- To use PHDEP resources to establish collaborative relationships with, and increase over and above existing levels, the efforts of local

municipal police departments and/or other law enforcement agencies, local social and/or religious organizations, and other public and private nonprofit organizations who provide community-wide services to offer substance abuse prevention, intervention, treatment, aftercare, education, assessment, and referral programs and services.

- To include in their comprehensive anti-crime strategies a discussion of how the proposed PHDEP drug and crime prevention activities will be coordinated with larger Empowerment and Enterprise Zone strategies and Welfare Reform efforts, especially in the areas of training and employment of PHA residents. The PHDEP application may include specific opportunities for resident employment and training with such activities as contracting or hiring of residents as security guard personnel, housing authority police officers, and for referrals to employment and training opportunities. The applicant must demonstrate how the employment and training qualifies as an eligible activity. PHDEP applicants should coordinate with Federal, Tribal, State and local agencies to increase employment and training opportunities for low-income residents, and thereby decrease drug-related crime. Many communities are already developing and providing such services, and housing authorities are strongly encouraged to provide community facility space to allow the provision of these services for residents living "in and around" public and Indian housing authorities.

- To increase the use of housing authority community facilities, and bring back a community focus to housing authority properties. Expenses related to community policing; police mini-stations; and resident training, substance abuse prevention, intervention, treatment, structured aftercare, and other human resources programs that comply with the requirements of this program *Are Eligible Program Expenses*. The Department encourages applicants to use housing authority community facilities in all eligible PHDEP activities. Community policing, resident training, substance abuse prevention, intervention and treatment (dependency, structured aftercare, and support systems) are all activities most effectively implemented in housing authority community facilities. While all PHDEP activities must be carried out "in and around" housing authorities, often the use of the community facilities is taken for granted, and not considered when planning effective implementation of PHDEP activities. The Department encourages applicants

to consider current and future use of their community facilities for eligible activities, and to incorporate a strategy regarding facilities for on-site service delivery.

- As applicable, to incorporate "One Strike and You're Out" elements in applications to ensure PHAs have available the broadest range of tools for making and maintaining a safe residential community. "One Strike and You're Out" activities in applications may be eligible program expenses but to qualify as eligible activities, they must be included in the plan to address the crime problem in public housing developments required under Selection Criterion 2 in section I.(d)(2). Factors related to the One Strike initiative, such as screening applicants and lease enforcement, are examined under Selection Criterion 3 in section I.(d)(3) of this NOFA. As a part of the Public Housing Management Assessment Program (PHMAP), PHA performance will be measured, in part, by PHMAP indicator #8, "Security", which was included in the revised PHMAP rule published on December 30, 1996 (61 FR 68894). Any successful, comprehensive anti-crime strategy in public housing should address the elements of the PHMAP security indicator: tracking and reporting crime-related problems, screening applicants, enforcing lease requirements, and stating and achieving anti-crime strategies/goals in appropriate HUD grant programs.

Any application that proposes any of the above activities must relate the activity directly to one or more of the four selection criteria in section I.(d) of this NOFA.

In addition, the Department is very concerned about PHDEP program performance by grantees because of practices such as: lack of implementation of the approved PHDEP grant plan/timetables; inconsistent draw down of funds based upon the approved plan; inadequate tracking and measuring of performance regarding the reduction/elimination of crime in housing authorities and developments(s). With funding of some grantees provided for over seven years, tracking and measuring performance is necessary, and requirements for performance and outcome measurements are outlined in this NOFA. Applicants with previous unsatisfactory PHDEP, or other grant program, performance will be at a disadvantage with respect to the third selection criterion, the capability of the applicant to carry out the plan, at section I.(d)(3), below, of this NOFA.

Paperwork Reduction Act Statement

The information collection requirements contained in this Notice have been approved by the Office of Management and Budget under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520), and assigned OMB control number 2577-0124, which expires October 31, 1999. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a valid control number.

I. Purpose and Substantive Authority

(a) *Authority*. These grants are authorized under Chapter 2, Subtitle C, Title V of the Anti-Drug Abuse Act of 1988 (42 U.S.C. 11901 *et. seq.*), as amended by section 581 of the National Affordable Housing Act of 1990 (NAHA), approved November 28, 1990, Pub. L. 101-625, and section 161 of the Housing and Community Development Act of 1992 (HCDA 1992) (Pub. L. 102-550, approved October 28, 1992).

(b) *Allocation amounts*. (1) *Fiscal Year 1997 Funding*. The Departments of Veterans Affairs and Housing and Urban Development, and Independent Agencies Appropriations Act, 1997, (approved September 26, 1996, Pub. L. 104-204), (97 App. Act) appropriated \$290 million for the Drug Elimination Program. Of the total \$290 million appropriated, \$1 million will fund drug information clearinghouse services; \$10 million will fund drug elimination technical assistance, contracts and other assistance training, program assessments, and execution for or on behalf of public housing agencies and resident organizations (including the cost of necessary travel for participants in such training); \$10 million shall be used in connection with efforts to combat violent crime in public and assisted housing under the Operation Safe Home Program administered by the Inspector General of HUD; and \$16.875 million for the Federally Assisted Low-Income Housing Drug Elimination Program, which is administered by the Office of Housing and is made available through a separate NOFA. Additionally, a funding amount of \$39,000 in FY 1997 funds is being awarded to the Randolph County Housing Authority, Randolph County, IL, a successful FY 1996 PHDEP grantee which was mistakenly denied this amount in FY 1996 funding for eligible law enforcement activities; \$1,524,501 is being awarded to the Chicago Housing Authority, Chicago, IL., which was mistakenly denied this amount in FY 1996 funding for treatment activities; \$8,400 is being

awarded to the Tulsa Housing Authority which was incorrectly denied a project expense in its FY 1995 application, and finally \$400,100 is being awarded to the Philadelphia Housing Authority, Philadelphia, PA, which was incorrectly denied this amount for an eligible law enforcement expense in its FY 1996 application. In addition, \$496,053 of prior PHDEP carryover and recovery program funds will be made available under the FY 1997 PHDEP NOFA. Accordingly, the total funding available, to remain available until expended, for funding under this FY 1997 PHDEP NOFA is \$250,649,052. HUD is not funding the Youth Sports Program (YSP) for FY 1997, although YSP-type activities under programs to reduce/eliminate drug activities are eligible program expenses under section I.(c)(6) of this NOFA.

(2) *Maximum Grant Award Amounts.* HUD is distributing grant funds under this NOFA on a national competition basis. Maximum grant award amounts are computed on a sliding scale, using an overall maximum cap, depending upon the number of housing authority units. The unit count includes rental, Turnkey III Homeownership, Mutual Help Homeownership and Section 23 leased housing bond-financed projects, although units in the Turnkey III Homeownership, Mutual Help Homeownership and Section 23 bond-financed programs are counted only if they have not been conveyed. Applicants should note that in determining the unit count for PHA-owned or IHA-owned rental housing, a long-term vacancy unit, as defined in 24 CFR 950.102 or 990.102, is still included in the count. Eligible projects must be covered by an annual contributions contract (ACC) during the period of the grant award. For information and specific guidance regarding PHA/IHA unit count contact the local HUD Field Office; or Headquarters, Joan Dewitt, Director, PIH Finance and Budget Division, on (202) 708-1872, extension 4035, and/or Deborah Lalancette, Director, NONAP, Housing Management on (303) 675-1600, extension 3300.

The maximum grant awards are as follows, although, as discussed below, in section I.(b)(4) of this NOFA (Reduction of Requested Grant Amounts and Special Conditions), the Department may adjust the amount of any grant award. These estimates of the maximum grant awards are based on the amount of funds available in FY 1997.

For housing authorities with 1-1,250 units: The *Minimum* grant award amount is \$50,000 or a *Maximum* grant award cap of \$300.00 per unit;

For housing authorities with 1,251-24,999 units: The *Maximum* grant award is a maximum grant award cap of \$260.00 per unit;

For housing authorities with 25,000-49,999 units: The *Maximum* grant award is a maximum grant award cap of \$230.00 per unit; and

For housing authorities with 50,000 or more units: The *Maximum* grant award is a maximum cap of \$200.00 per unit; up to, but not to exceed, a *Maximum* grant award of \$35 million.

An applicant shall not apply for more funding than is permitted in accordance with the maximum grant award amount as described above. Any application requesting funding that exceeds the maximum grant award amount permitted will be rejected and will not be eligible for any funding unless a computational error was involved in the FY 1997 PHDEP funding request. Section IV of this NOFA provides guidance regarding curable and noncurable deficiencies in the application. A computational error will be considered a curable deficiency in the application. Section III.(d) (Checklist of Application Requirements) of this NOFA requires applicants to compute the maximum grant award amount for which they are eligible. In accordance with sections I.(b)(2)(i) through (iii) of this NOFA, applicants are required to validate/confirm the housing authorities unit count with the local HUD Field Office prior to submission of the application. The amount computed in this way must be compared with the dollar amount requested in the application to make certain the amount requested does not exceed the maximum grant award. Units identified after the application deadline date will not be accepted as part of the unit count.

(3) *Reallocation.* All awards will be made to fully fund an application, except as provided in section I.(b)(4) of this NOFA (Reduction of Requested Grant Amounts and Special Conditions) below.

(4) *Reduction of Requested Grant Amounts and Special Conditions.* HUD may approve an application for an amount lower than the amount requested, withhold funds after approval, take other remedies that may be legally available, and/or the grantee will be required to comply with special conditions added to the grant agreement, in accordance with 24 CFR 85.12 (PHAs), and 24 CFR 950.135 (IHAs) as applicable, and the requirements of this NOFA, or where:

(i) HUD determines the amount requested for one or more eligible

activities is unreasonable or unnecessary;

(ii) The application does not otherwise meet applicable cost limitations established for the program;

(iii) The applicant has requested an ineligible activity;

(iv) Insufficient amounts remain in that funding round to fund the full amount requested in the application and HUD determines that partial funding is a viable option;

(v) The applicant failed under previous PHDEP grants to drawdown grant funds according to its plan, budget, and timetable, and/or failed to submit HUD required performance and financial reports in a timely manner. In addition, reports did not demonstrate satisfactory outcomes that reduced/eliminated drug-related crime; or

(vi) The applicant has demonstrated an inability to manage other HUD grants.

(c) *Eligibility.* Funding under this NOFA is available only for housing authorities. Although section 161 of the Housing and Community Development Act of 1992 (Pub. L. 102-550, approved October 28, 1992) makes public housing resident management corporations (RMCs) eligible for PHDEP funding, the 97 App. Act limited the funds appropriated "for grants to public and Indian housing agencies." RMCs may continue to receive funding from housing authority grantees, as sub-grantees, to develop security programs and substance abuse prevention programs involving site residents as they have in the past. The Department has determined that the term "in or around" means within, or adjacent to, the physical boundaries of a public or Indian housing development. The effect of this definition is to make certain that program funds and program activities are targeted to benefit, as directly as possible, the residents of public and Indian housing developments, the intended beneficiaries of the program under the authorizing statute. The definition is also consistent with, but not as strictly limited as, the use of "around" in Federal criminal law, which makes it a Federal crime to dispense drugs within 1,000 feet of public housing property. An application for funding under this program may be for one or more of the eligible activities. Every application must describe how the proposed activities relate to the selection criteria in Section I.(d), below, of this NOFA, and how the proposed activities will reduce or eliminate drug-related crime. Concerning the definition of "drug-related crime", the 97 App. Act provides that the term "drug-related crime", as defined in 42 U.S.C.

11905(2), shall also include other types of crime as determined by HUD. Accordingly, for purposes of this NOFA, the term "drug-related crime" as defined in 42 U.S.C. 11905(2) shall also include other crimes as reported under the FBI's Uniform Crime Reporting Program (UCR) system. These crimes are divided into two sections, Part I and Part II crimes. Part I crimes are: criminal homicide, forcible rape, robbery, aggravated assault (to include domestic violence—use of a weapon or by means likely to produce death or great bodily harm), burglary-breaking or entering, larceny-theft (except motor vehicle theft), motor vehicle theft, and arson. Part II crimes are other assaults, forgery and counterfeiting, fraud, embezzlement, vandalism, weapons (carrying, possessing), prostitution and commercialized vice, sex offenses (except forcible rape, prostitution and commercialized vice), drug abuse violations, gambling, offenses against the family and children, driving under the influence, liquor laws, drunkenness, disorderly conduct, vagrancy, all other offenses, suspicion, and offenses related to curfew and loitering laws and runaways.

The following is a listing of eligible activities under this program and guidance as to their parameters:

(1) *Employment of Security Personnel.* Employment of security personnel is permitted under this section.

Employment of security personnel is divided into two categories: Security personnel services, and housing authority police departments.

(i) *General requirements.* The following requirements apply to all employment of security personnel activities funded under this NOFA:

(A) *Compliance.* Security guard personnel and public housing authority police departments funded by this NOFA must meet, and demonstrate compliance with, all relevant Federal, State, Tribal or local government insurance, licensing, certification, training, bonding, or other similar law enforcement requirements.

(B) *Law enforcement service agreement.* The applicant and the local law enforcement agency, and if relevant, the contract provider of security personnel services, are required to enter into a law enforcement service agreement, in addition to the housing authority's cooperation agreement, that describes the following:

(1) The activities to be performed by security guard personnel or the public housing authority police department; the scope of authority, written policies, procedures, and practices that will govern security personnel or public

housing authority police department performance (i.e., a policy manual as described in section I.(c)(1)(i)(C), below, of this NOFA); and how security guard personnel or the public housing authority police department shall coordinate activities with the local law enforcement agency;

(2) The types of activities that the approved security guard personnel or the public housing authority police department are expressly prohibited from undertaking.

(C) *Policy manual.* Security guard personnel services and public housing authority police departments funded under this NOFA shall be guided by a policy manual that directs the activities of its personnel and contains the policies, procedures, and general orders that regulate conduct and describe in detail how jobs are to be performed. The policy manual must exist before execution of the grant agreement. The housing authority shall ensure all security guard personnel and housing authority police officers are trained, at a minimum, in the following areas that must be covered in the policy manual: use of force, resident contacts, enforcement of HA rules, response criteria to calls, pursuits, arrest procedures, reporting of crimes and workload, feedback procedures to victims, citizens' complaint procedures, internal affairs investigations, towing of vehicles, authorized weapons and other equipment, radio procedures internally and with local police, training requirements, patrol procedures, scheduling of meetings with residents, reports to be completed, record keeping and position descriptions on all personnel, post assignments, monitoring, and self-evaluation program requirements.

(D) *Data management.* A daily activity and incident complaint form approved by the housing authority must be used by security personnel and officers funded under this NOFA for the collection and analysis of criminal incidents and responses to service calls. Security guard personnel and housing authority police departments funded under this NOFA must establish and maintain a system of records management for the daily activity and incident complaint forms that appropriately ensures the confidentiality of personal criminal information. Management Informational Systems (MIS) (computers, software, and associated equipment) and management personnel in support of these activities are eligible for funding.

(ii) *Security Personnel Services.* Contracting for, or direct housing authority employment of, security

personnel services in and around housing development(s) is Permitted under this program. Contracts for security personnel services must be awarded on a competitive basis.

(A) *Eligible services—over and above.* Security guard personnel funded by this program must perform services that are over and above those usually performed by local municipal law enforcement agencies on a routine basis. Eligible services may include patrolling inside buildings, providing personnel services at building entrances to check for proper identification, or patrolling and checking car parking lots for appropriate parking decals.

(B) *Employment of residents.* Housing authorities are Permitted and encouraged to demonstrate in plans the employment of qualified resident(s) as security guard personnel, and/or to contract with security guard personnel firms that demonstrate in a proposed contract a program to employ qualified residents as security guard personnel. An applicant's program of eliminating drug-related crime should promote "welfare to work" in housing authorities and development(s).

(iii) *Employment of Personnel and Equipment for HUD Authorized Housing Authority Police Departments.* Funding for equipment and employment of housing authority police department personnel is Permitted for housing authorities that already have their own public housing authority police departments. The below-listed eleven (11) housing authorities have been identified by HUD as having eligible public housing police departments/agencies under the FY 1997 PHDEP:

Baltimore Housing Authority and
Community Development, Baltimore,
MD
Boston Housing Authority, Boston, MA
Buffalo Housing Authority, Buffalo, NY
Chicago Housing Authority, Chicago, IL
Cuyahoga Metropolitan Housing
Authority, Cleveland, OH
Housing Authority of the City of Los
Angeles, Los Angeles, CA
Housing Authority of the City of
Oakland, Oakland, CA
Philadelphia Housing Authority,
Philadelphia, PA
Housing Authority of the City of
Pittsburgh, Pittsburgh, PA
Waterbury Housing Authority,
Waterbury, CT
Virgin Islands Housing Authority,
Virgin Islands

(A) On September 22, 1995, the Department issued Notice PIH 95-58 (Guidelines for Creating, Implementing and Managing Public Housing Authority

Police Departments in Public Housing Authorities). This notice identifies the prerequisites for creating public housing police departments and provides guidance regarding technical assistance to housing authorities to assist in making decisions regarding public housing security, analysis of security needs, and performance measures and outcomes.

(B) Housing authorities that have established their own public housing authority police departments, but are not included on this list, may file a written request to be recognized by the Department as a public housing authority police department by contacting the Office of the Deputy Assistant Secretary for Community Relations and Involvement, Public and Indian Housing, Department of Housing and Urban Development, Room 4126, 451 Seventh Street, SW., Washington, DC 20410. This request must be submitted and approved by the Department prior to the submission of the FY 1997 PHDEP application. Hearing-or-speech impaired persons may call (800) 877-8339. (Federal Information Relay Service TTY.) Except for the "800" number, these telephone numbers are not toll-free.

(C) An applicant seeking funding for this activity must describe the current level of local law enforcement agency baseline services being provided to the housing authority/development(s) proposed for assistance. Local law enforcement baseline services are defined as ordinary and routine services provided to the residents as a part of the overall city and county-wide deployment of police resources, to respond to crime and other public safety incidents, including: 911 communications, processing calls for service, routine patrol officer responses to calls for service, and investigative follow-up of criminal activity.

(D) Applicants for funding of housing authority public housing authority police department officers must have car-to-car (or other vehicles) and portable-to-portable radio communications links between public housing authority police officers and local municipal law enforcement officers to assure a coordinated and safe response to crimes or calls for services. The use of scanners (radio monitors) is not sufficient to meet the requirements of this section. Applicants that do not have such links must submit a plan and timetable for the implementation of such communications links, which is an activity eligible for funding. A housing authority funded under the FY 1994, 1995, and/or 1996 PHDEP for public housing police departments shall

demonstrate in its plan what progress has been made in implementing its communications links. The Department will monitor results of the housing authority's plan and timetable.

(E) Public housing authority police departments funded under this program that are not employing a community policing concept must submit a plan and timetable for the implementation of community policing. A housing authority funded under the FY 1994, 1995, and/or 1996 PHDEP for public housing police departments shall demonstrate in its plan what progress has been made in implementing its community policing program. The Department will monitor results of the housing authority's plan and timetable.

(1) Community policing has a variety of definitions; however, for the purposes of this program, it is defined as follows: Community policing is a method of providing law enforcement services that stresses a partnership among residents, police, schools, churches, government services, the private sector, and other local, State, Tribal, and Federal law enforcement agencies to prevent crime and improve the quality of life by addressing the conditions and problems that lead to crime and the fear of crime.

(2) This method of policing involves a philosophy of proactive measures, such as foot patrols, bicycle patrols, motor scooters patrols, KOBAN activities (community police officers who operate through community-based facilities in housing authorities [e.g., community center, police mini station] providing human resource activities as described in section I.(c)(6) of this NOFA with inner-city youth who demonstrate high risk behaviors which can lead to drug-related crime), and citizen contacts. For additional information regarding KOBAN community policing contact Malcolm (Mike) E. Main, (202) 708-1197, extension 4232. This concept empowers police officers at the beat and zone level and residents in neighborhoods in an effort to: Reduce crime and fear of crime; assure the maintenance of order; provide referrals of residents, victims, and the homeless to social services and government agencies; assure feedback of police actions to victims of crime; and promote a law enforcement value system on the needs and rights of residents.

(F) Housing authority police departments funded under this program that are not nationally or state accredited must submit a plan and timetable for such accreditation. Housing authorities may use either their State accreditation program, if one exists, or the Commission on

Accreditation for Law Enforcement Agencies (CALEA) for this purpose. Use of grant funds for public housing police department accreditation activities *is permitted*. Housing authorities receiving grants under section I.(c)(1)(iii) of this NOFA (public housing police departments) are required to hire a public housing police department accreditation specialist to manage the accreditation program. Housing authority police departments must submit a plan and timetable in order to be funded for this activity. Any public housing police department funded under the FY 1994, 1995, and/or 1996 PHDEP shall demonstrate in its plan what progress has been made in implementing its accreditation program and the projected date of accreditation. The Department will monitor results of the housing authority's plan and timetable.

(G) Housing authorities that have been identified by HUD in section I.(c)(1)(iii), (public housing police departments) above, of this NOFA as having authorized public housing police departments *are permitted* to use PHDEP funds to purchase or lease any law enforcement clothing or equipment, such as, vehicles, uniforms, ammunition, firearms/weapons, police vehicles; including cars, vans, buses, and protective vests, or any other equipment that supports their crime prevention and security mission. Housing authorities not identified by HUD in Section I.(c)(1)(iii), above, of this NOFA as having an authorized public housing police department *are not permitted to use PHDEP funds* to directly purchase any clothing or equipment for use by local municipal police departments and/or other law enforcement agencies.

(2) *Reimbursement of Local Law Enforcement Agencies for Additional (Supplemental—Over and Above Baseline Services) Security and Protective Services.*

(i) Additional (supplemental) security and protective services *Are Permitted* under this program, but such services must be over and above the local police department's current level of baseline services. Housing authorities are required to identify the level of local law enforcement services that they are required to receive pursuant to their local cooperation agreements, as well as the current level of services being received. For purposes of this NOFA, local police department baseline services are defined as ordinary and routine services, including patrols, police officer responses to 911 communications and other calls for service, and investigative follow-up of

criminal activity, provided to HA residents as a part of the overall deployment of police resources by the local jurisdiction in which the HA is located.

In addition to providing reimbursement to local law enforcement agencies for an increase over current baseline services to housing authorities, funds may be used in a manner consistent with the requirements of this NOFA for the equipment and employment of a local police division or bureau dedicated exclusively to providing law enforcement services (over and above local law enforcement baseline services) to a housing authority. For convenience of reference, the particular eligible activity of the equipment and employment of a local police division or bureau dedicated exclusively to providing law enforcement services (over and above local law enforcement baseline services) to a housing authority is referred to as an HA-dedicated police division/bureau. All of the requirements of this section I.(c)(2) apply to this activity. In addition, specific requirements for an HA-dedicated police division/bureau appear at section I.(c)(2)(viii), below.

(ii) An applicant seeking funding for activities under this section I.(c)(2) of the NOFA must first define the local police department's current level of baseline services to the HA residents. The description of baseline services must include the number of officers and equipment and the actual percent of their time assigned to the housing authority's development(s) proposed for funding. The applicant must then demonstrate in its plan to what extent the proposed funded activity will represent an increase over and above these baseline services.

(iii) Equipment and personnel funded under this NOFA shall be used exclusively for the housing authority's crime prevention and comprehensive security efforts, which must be conducted in connection with the establishment of a law enforcement mini-station facility and/or presence on the funded premises or scattered site developments of the housing authority. Housing authorities are permitted to purchase, but must demonstrate accountability for, communications and security equipment to improve collection, analysis, and use of information about drug-related crime in their development(s), such as surveillance equipment (e.g., Closed Circuit Television (CCTV), software, cameras, monitors, components and supporting equipment), computers accessing national, Tribal, State or local government security networks and

databases, facsimile machines, telephone equipment, bicycles, and motor scooters, or other communications and security equipment. The communications and security equipment must be used in connection with the establishment of law enforcement mini-station(s) and/or other law enforcement facility(s) on the funded premises or scattered site developments of the housing authority. The communication and security equipment shall be the property of, and maintained by, the housing authority.

(iv) The local law enforcement agency shall collect its police officer's PHDEP-funded activity (not just hours of work) information for the housing authority. The local law enforcement agency must use a housing authority-approved activity form for the collection, analysis and reporting of activities by officers funded under this NOFA.

(v) Expenditures for activities under this section must not be incurred by the housing authority (grantee) and funds will not be released by the local HUD Field Office until the grantee and the local law enforcement agency execute a contractual agreement, with an operational plan, for the additional (supplemental) law enforcement services. The agreement must state that the funding to be provided by the HA for additional services is over and above the police agency's approved budget and that the PHDEP funds will not be used to replace funds for law enforcement services in the local government's approved budget. The local police department or law enforcement agency shall be reimbursed in accordance with this contractual agreement.

(vi) The Department advocates and strongly encourages local community policing collaborations, between housing authorities and local police departments and agencies, regarding reduction/elimination of drug-related crime to improve safety and security for residents in housing authorities. For additional background on community policing strategy, see the discussion at section I.(c)(1)(iii)(E) of this NOFA.

(vii) The Department advocates and strongly encourages housing authorities to work closely with local police departments to permit the admission to public housing of police officers and other security personnel, whose visible presence may serve as a deterrent to drug-related crime. Section 519 of the Cranston-Gonzalez National Affordable Housing Act (42 U.S.C. 1437a-1) permits housing authorities to allow police officers and other security personnel not otherwise eligible for occupancy to reside in public or Indian

housing dwelling units under a plan that will increase security for residents while minimizing both the reduction of available dwelling units and loss of housing authority income. HUD's final rule implementing section 519 is located at subpart E of 24 CFR part 960. For assistance regarding this program, contact the local HUD Field Office and/or the Office of the Deputy Assistant Secretary for Public and Assisted Housing Operations, Linda Campbell, Director, Marketing and Leasing Management Division, (202) 708-0744 and/or Malcolm (Mike) Main, (202) 708-1197, extension 4232.

(viii) *HA-dedicated police division/bureau.* The following additional requirements apply to an application proposing to establish an HA-dedicated police division/bureau, which is a police division or bureau of the local law enforcement agency, consisting of full-time officers, dedicated *exclusively* to providing law enforcement services to a housing authority:

(A) To be an eligible activity for funding under this NOFA, an HA-dedicated police division must first be recognized by HUD. Local governments who wish to establish an HA-dedicated police division must file a written request to be recognized by the Department by contacting the Office of the Deputy Assistant Secretary for Community Relations and Involvement, Public and Indian Housing, Department of Housing and Urban Development, Room 4126, 451 Seventh Street, SW., Washington, DC 20410. This request must be submitted to and approved by HUD prior to the submission of the FY 1997 PHDEP application. Hearing-or-speech impaired persons may call (800) 877-8339. (Federal Information Relay Service TTY.) Except for the "800" number, these telephone numbers are not toll-free.

(B) The HA and the local law enforcement agency must have executed a written law enforcement service agreement that includes: a short (up to two years) and long (up to three years) range operational plan that identifies the strategy, number of law enforcement personnel and the equipment that will be dedicated exclusively to providing law enforcement services to the HA's developments; specific performance measurements; procedures for communications and coordination with the housing authority; job descriptions of the officers; and the local government's and the housing authority's roles and responsibilities.

(viii) In order to assist housing authorities to develop and administer relevant, fair, and productive law enforcement service contracts with local

police departments for the delivery of effective security services to the housing authority residents, a sample contract for law enforcement services is provided with the application kit. A sample model law enforcement contract is provided in the application kit and also may be obtained by calling HUD's DISC, on 1-800-578-3472.

(3) *Physical Improvements to Enhance Security.*

(i) Physical improvements that are specifically designed to enhance security *are permitted* under this program. These improvements may include (but are not limited to) the installation of barriers, speed bumps, lighting systems, fences, surveillance equipment (e.g., Closed Circuit Television (CCTV), software, fax, cameras, monitors, components and supporting equipment) bolts, locks; and the landscaping or reconfiguration of common areas so as to discourage drug-related crime in the housing authorities and development(s) proposed for funding.

(ii) An activity cost that is funded under any other HUD program, such as the modernization program at 24 CFR part 968, shall not also be funded by this program. Housing authorities are encouraged to fund physical security improvements under their approved modernization programs whenever possible since the PHDEP program is designed essentially to fund "soft" costs rather than "hard" costs. The applicant must demonstrate program compliance, accountability, financial and audit controls of PHDEP funds and prevent duplication of funding any activity. Housing authorities shall not co-mingle funds of HUD multiple programs such as: CIAP, CGP, OTAR, ED/SS, TOP, HOPE projects, Family Investment, Elderly Service Coordinator, and Operating Subsidy.

(iii) *Funding is not permitted* for physical improvements that involve the demolition of any units in a development.

(iv) *Funding is not permitted* for any physical improvements that would result in the displacement of persons.

(v) *Funding is not permitted* for the acquisition of real property.

(vi) *Funding is permitted* for purchase or lease of house trailers used for eligible community policing, educational, employment, and youth activities.

(vii) All physical improvements must also be accessible to persons with disabilities. For example, some types of locks, buzzer systems, and doors, are not accessible to persons with limited strength or mobility, or to persons who are hearing impaired. All physical

improvements must meet the accessibility requirements of 24 CFR part 8.

(4) *Employment of Investigators.*

(i) Employment of and equipment for one or more individuals *is permitted* under this program to:

(A) Investigate drug-related crime "in or around" the real property comprising any housing authority's development(s); and

(B) Provide evidence relating to any such crime in any administrative or judicial proceedings.

(ii) Housing authorities that employ investigators funded by this program must meet and demonstrate compliance with all relevant Federal, Tribal, State or local government insurance, licensing, certification, training, bonding, or other similar law enforcement requirements.

(iii) The housing authority (grantee), and the provider of the investigative services are required to enter into and execute a written agreement that describes the following:

(A) The nature of the activities to be performed by the housing authority investigators, their scope of authority, reports to be completed, established policies, procedures, and practices that will govern their performance (i.e., a Policy Manual as described in section I.(c)(1)(i)(C) of this NOFA) and how housing authority investigators will coordinate their activities with local, State, Tribal, and Federal law enforcement agencies; and

(B) The types of activities that the housing authority investigators are expressly prohibited from undertaking.

(iv) Under this section, reimbursable costs associated with the investigation of drug-related crimes (e.g., travel directly related to the investigator's activities, or costs associated with the investigator's testimony at judicial or administrative proceedings) may only be those directly incurred by the investigator.

(v) Housing authority investigator(s) shall report on drug-related crime and other part I and part II crimes in the housing authority and developments. Housing authorities shall establish, implement and maintain a system of records management that ensures confidentiality of criminal records and information. Housing authority-approved activity forms must be used for the collection, analysis and reporting of activities by housing authority investigators funded under this section. Management Informational Systems (MIS) (Computers, software, hardware, and associated equipment) and management personnel are encouraged and are eligible program expenses in support of a housing authority's crime

and workload data collection activity and its crime prevention and security mission.

(vi) *Funding is permitted* for housing authority investigator(s) to use PHDEP funds to purchase or lease any law enforcement clothing or equipment, such as vehicles, uniforms, ammunition, firearms/weapons, or vehicles; including cars, vans, buses, protective vests, and any other supportive equipment, to support the activities of the investigators.

(vii) Expenditures for activities under this section will not be incurred by the housing authority (grantee) and funds will not be released by the local HUD Field Office until the grantee has met all of the above requirements.

(5) *Voluntary tenant patrols.* Active voluntary tenant patrol activities, to include purchase of uniforms, equipment and related training, *are permitted* under this section. For the purposes of this section, the elimination of drug-related crime within and around the housing authority/development(s) requires the active involvement and commitment of residents and their organizations.

(i) The provision of training and equipment (including uniforms) for use by voluntary tenant patrols acting in cooperation with officials of local law enforcement agencies is permitted under this program. Members must be volunteers and must be residents of the housing authority's development(s). Voluntary tenant patrols established under this program are expected to patrol in the housing authority's development(s) proposed for assistance, and to report illegal activities to appropriate housing authority staff, and local, State, Tribal, and Federal law enforcement agencies, as appropriate. Housing authorities are required to obtain liability insurance to protect themselves and the members of the voluntary tenant patrol against potential liability for the activities of the patrol under this program. The cost of this insurance is an eligible program expense.

(ii) The housing authority (grantee) and cooperating local law enforcement agency, and the members of the voluntary tenant patrol are required, prior to expending any grant funds, to enter into and execute a written housing authority/local municipal police department agreement that describes the following:

(A) The nature of the activities to be performed by the voluntary tenant patrol, the patrol's scope of authority, assignment, the established policies, procedures, and practices that will govern the voluntary tenant patrol's

performance and how the patrol will coordinate its activities with the law enforcement agency;

(B) The types of activities that a voluntary tenant patrol is expressly prohibited from undertaking, including, but not limited to, the carrying or use of firearms or other weapons, nightstick, clubs, handcuffs, or mace in the course of their duties under this program;

(C) The initial and follow-up voluntary tenant patrol training the members receive from the local law enforcement agency (training by the local law enforcement agency is required before putting the voluntary tenant patrol into effect); and

(D) Voluntary tenant patrol members must be advised that they may be subject to individual or collective liability for any actions undertaken outside the scope of their authority and that such acts are not covered under a housing authority's liability insurance.

(iii) Uniforms, communication and related equipment eligible for funding under this program shall be reasonable, necessary, justified and related to the operation of the voluntary tenant patrol and must be otherwise permissible under local, State, Tribal, or Federal law.

(iv) Under this program, bicycles, motor scooters, all season uniforms and associated equipment (voluntary tenant patrol uniforms and equipment must be identified with specific housing authority/development(s) identification and markings) to be used, exclusively, by the members of the housing authority's voluntary tenant patrol are *eligible items*.

(v) PHDEP grant funds shall not be used for any type of financial compensation, such as any full-time wages or salaries for voluntary tenant and/or patrol participants. Funding for housing authority personnel or resident(s) to be hired to coordinate this activity is permitted.

(6) *Programs to reduce/eliminate the use of drugs (prevention, intervention, treatment, short/long range structured aftercare and individual support systems)*. Programs that reduce/eliminate drug-related crime "in or around" the premises of the housing authority/development(s), including substance abuse prevention, intervention, and referral programs, and programs of local social and/or religious and other organizations that provide treatment services [contractual or otherwise] for dependency/remission, and structured aftercare/support system programs, are *permitted* under this program. The applicant must establish a confidentiality policy regarding medical and disability-related information. For

purposes of this section, the goals of this program are best served by focusing resources directly upon housing authority residents and families. Successful strategies (best practices) have incorporated substance abuse prevention, intervention and treatment (dependency/remission and short and long term aftercare) activities into a "continuum of care" approach that assists persons that are using or are at-risk of using drugs and/or committing drug-related crime by providing alternative activities, such as; education, training and employment development opportunities. The applicant's goal must be to reduce/eliminate drug-related crime through a program designed to provide education, training and employment opportunities for residents. Such programs create a prime opportunity for housing authorities to leverage resources and bring additional Federal, State and local resources into the housing authority community. While housing authorities provide space and other infrastructure, other public or private agencies can provide staff and other resources with limited cost or no cost. Applicants are encouraged to use the PHDEP resources in this fashion. A community-based approach requires a culturally appropriate strategy. Curricula, activities, and staff should address the cultural issues of the local community, which requires familiarity and facility with the language and cultural norms of the community. As applicable, this strategy should discuss cultural competencies associated with Hispanic, African-American, Asian, Native American or other racial or other ethnic communities. Applicants are encouraged to develop a substance abuse/sobriety (remission)/treatment (dependency) strategy to facilitate substance abuse prevention, intervention, treatment, and structured aftercare efforts, that include outreach to community resources, youth activities, and that facilitate bringing these resources onto the premises, or providing resident referrals to treatment programs or transportation to out-patient treatment programs away from the premises. *Funding is permitted* for reasonable, necessary and justified purchasing or leasing (whichever can be documented as the most cost effective) of vehicles for grant administration, resident youth and adult education, and training and employment opportunity activities directly related to reducing/eliminating drug-related crime. Based upon the current Diagnostic and Statistical Manual (DSM) of Mental Disorders, of the American Psychiatric Association dated May 1994, as it

applies to substance abuse, dependency and structured aftercare, related activities and programs are *eligible* for funding under this program. For additional information regarding the DSM Manual contact APPI, 1400 K Street, NW., Suite 1100, Washington, DC 20005 on 1 (800) 368-5777 or World Wide Web site at <http://www.appi.org>. *Funding is permitted* for reasonable, necessary and justified program costs, such as meals, beverages and transportation, incurred only for training, education and employment activities, as set forth in OMB Circular A-87, directly related to reducing/eliminating drug-related crime.

(i) *Prevention*. Prevention programs that will be considered for funding under this part should provide a comprehensive prevention approach for the housing authority resident(s) that addresses the individual resident and his or her relationship to family, peers, and the community and that reduces/eliminates drug-related crime. Prevention programs should include activities designed to identify and change the factors present in housing authorities that lead to drug-related crime, and thereby lower the risk of drug usage. Many components of a comprehensive approach, such as refusal and restraint skills training programs or drug, substance abuse/dependency, family counseling, may already be available in the community of the applicant's housing developments.

(A) *Educational Opportunities*. The causes and effects of illegal drug/substance abuse must be discussed in a culturally appropriate and structured setting to educate young people with the working knowledge and skills they need to reject illegal drugs, which has been identified by the Office of National Drug Control Policy as one of the top five goals and objectives to address in their 10-Year Strategy Commitment. Grantees may contract (in accordance with 24 CFR 85.36) with professionals to provide such knowledge and skills with training programs or workshops. The professionals contracted to provide these services shall be required to base their services upon the needs assessment and program plan of the grantee. These educational opportunities may be a part of resident meetings, youth activities, or other gatherings of public and Indian housing residents.

(B) *Family and Other Support Services*. For purposes of this section, the term "supportive services" means services to provide housing authority families with access to prevention, educational and employment

opportunities, such as: Child care; employment training; computer skills training; remedial education; substance abuse counseling; assistance in the attainment of certification of high school equivalency; and other services to reduce drug-related crime. In addition, substance abuse and other prevention programs must demonstrate that they will provide directly, or otherwise make available, services designed to distribute substance/drug education information, to foster effective parenting skills, and to provide referrals for treatment and other available support services in the housing development or the community for housing authority families.

(C) *Adult and Youth Services.* Prevention programs must demonstrate that they have included groups composed of young people as a part of their prevention programs. These groups should be coordinated by adults with the active participation of youth to organize youth leadership, sports, recreational, cultural and other activities involving housing authority youth. The dissemination of information designed to reduce drug-related crime, such as, prevention programs, employment opportunities; employment training; literacy training; computer skills training; remedial education; substance abuse and dependency/remission counseling; assistance in the attainment of certification of high school equivalency; and other appropriate services and the development of peer leadership skills and other prevention activities must be a component of youth services.

(D) *Economic and Educational Opportunities for Resident Adult and Youth Activities.* Prevention programs must demonstrate a capacity to provide housing authority residents the opportunities for interaction with or referral to established higher education or vocational institutions with the goal of developing or building on the residents' skills to pursue educational, vocational and economic goals. Programs such as computer learning centers for both adults and youth, employment service centers coordinated with Federal, Tribal, State and local employment offices, and micro-business centers *are eligible* under this program. The application should demonstrate that the proposed activities will provide housing authority residents the opportunity to interact with private sector businesses in their immediate and surrounding communities for the same desired goals. Economic and educational opportunities for residents and youth activities should be discussed in the context of "welfare to work" and

related Federal, Tribal, State and local government efforts for employment training, education and employment opportunities related to "welfare to work" goals. Limited educational scholarships *are permitted* under this section. No one individual award may exceed \$500.00, and there is a total maximum cap scholarship program award of \$25,000. Educational scholarship FY 1997 PHDEP funds must be obligated and expended during the term of the grant. The applicant must demonstrate in its plan and timetable the scholarship strategy; the financial and audit controls that will be used; and projected outcomes. Student financial assistance *is permitted* for individual public housing scholarship activities. These activities must be reasonable, necessary and justified.

(ii) *Intervention.* The aim of intervention is to provide housing authority residents' substance abuse/dependency remission services, and assist them in modifying their behavior and maintaining remission, and in obtaining early substance abuse, treatment and structured aftercare, if necessary.

(iii) *Substance Abuse/Dependency Treatment.*

(A) Treatment funded under this program should be "in or around" the premises of the housing authority/development(s) proposed for funding. The Department has defined the term "in or around" to mean within, or adjacent to, the physical boundaries of a public or Indian housing development. The intent of this definition is to make certain that program funds and program activities are targeted to benefit, as directly as possible, public and Indian housing developments, the intended beneficiaries of PHDEP. The goals of this program are best served by focusing its resources directly upon the residents of housing authorities and development(s). The applicant must establish a confidentiality policy regarding medical and disability-related information.

(B) Funds awarded under this program shall be targeted towards the development and implementation of sobriety maintenance, substance-free maintenance support groups, substance abuse counseling, referral treatment services and short or long range structured aftercare, or the improvement of, or expansion of, such program services for housing authority residents.

(C) Each proposed drug program must address, but is not limited to, the following goals:

(1) Increase resident accessibility to treatment services;

(2) Decrease drug-related crime "in or around" the housing authority/development(s) by reducing and/or eliminating drug use among residents; and

(3) Provide services designed for youth and/or adult drug abusers and recovering addicts, e.g., prenatal and postpartum care, specialized family and parental counseling, parenting classes, or other supportive services such as domestic or youth violence counseling.

(D) Independent approaches that have proven effective with similar populations will be considered for funding. Applicants must consider in the overall strategy the following criteria:

(1) Formal referral arrangements to other treatment programs in cases where the resident is able to obtain treatment costs from sources other than this program.

(2) Family/youth counseling.

(3) Linkages to educational and vocational training and employment counseling.

(4) Coordination of services from and to appropriate local substance abuse/treatment agencies, HIV-related service agencies, mental health and public health programs.

(E) As applicable, applicants must demonstrate a working partnership with the Single State Agency or local, Tribal or State license provider or authority with substance abuse program(s) coordination responsibilities to coordinate, develop and implement the substance dependency treatment proposal.

(F) Applicants must demonstrate that counselors (contractual or otherwise) meet Federal, State, Tribal, and local government licensing, bonding, training, certification and continuing training recertification requirements.

(G) The Single State Agency or authority with substance abuse and dependency programs coordination responsibilities must certify that the proposed program is consistent with the State plan; and that the service(s) meets all Federal, State, Tribal and local government medical licensing, training, bonding, and certification requirements.

(H) *Funding is permitted* for drug treatment of housing authority residents at local in-patient medical (contractual or otherwise) treatment programs and facilities. PHDEP funding for structured in-patient drug treatment under PHDEP funds is limited to 60 days, and structured drug out-patient treatment, which includes individual/family aftercare, is limited to 6 months. The applicant must demonstrate how individuals that complete drug treatment will be provided employment

training, education and employment opportunities related to "welfare to work," if applicable.

(I) *Funding is permitted* for detoxification procedures designed to reduce or eliminate the short-term presence of toxic substances in the body tissues of a patient.

(J) *Funding is not permitted for maintenance drug programs.*

Maintenance drugs are medications that are prescribed regularly for a short/long period of supportive therapy (e.g. methadone maintenance), rather than for immediate control of a disorder.

(K) All activities described in this section I.(c)(6) of the NOFA to reduce/eliminate the use of drugs and reduce/eliminate drug-related crime should demonstrate efforts to coordinate with Federal, Tribal, State and local employment training and development services, "welfare to work" efforts, or other new "welfare reform" efforts related to education, training and employment of housing authority residents receiving Federal, Tribal, State or local assistance, in public and Indian housing authorities/development(s).

(L) *Funding is Permitted* to contractually hire organizations and/or consultant(s) to conduct independent assessments and evaluations of the effectiveness of the PHDEP program.

(7) *Resident management corporations (RMCs), resident councils (RCs), and resident organizations (ROs).* Funding under this program is permitted for housing authorities RMCs and incorporated RCs and ROs to develop security and substance abuse prevention programs involving site residents. Such programs may include (but are not limited to) voluntary tenant patrol activities, substance abuse education, intervention, and referral programs, youth programs, and outreach efforts. For the purposes of this section I.(c)(7), the elimination of drug-related crime within housing authorities/developments requires the active involvement and commitment of public housing residents and their organizations. To enhance the ability of housing authorities to combat drug-related crime within their developments, Resident Councils (RCs), Resident Management Corporations (RMCs), and Resident Organizations (ROs) will be permitted to undertake program management functions specified in this part, notwithstanding the otherwise applicable requirements of 24 CFR parts 950 and 964. In order to implement the approved activity, the housing authority shall be the grantee and enter into a sub-contract with the RMC/RC/RO setting forth the amount of funds, applicable terms, conditions,

financial controls, payment mechanism schedule, performance and financial report requirements, special conditions, including sanctions for violation of the agreement, and monitoring.

Expenditures for activities under this section will not be incurred by the housing authority (grantee) and/or funds will not be released by the local HUD Field Office until the grantee has met all of the above requirements. Activities described in this section of the NOFA should demonstrate efforts to coordinate with Federal, Tribal, State and local employment training and development services, "welfare to work" efforts, or other new but related "welfare reform" efforts related to education, employment training and employment of housing authority residents receiving Federal, Tribal, State or local assistance.

(8) *FY 1997 PHDEP program performance measurements and outcomes in reducing and eliminating drug-related crime in housing authorities.* HUD will evaluate an applicant's performance under previous PHDEP grant(s). The local HUD Field Office will evaluate the applicant's: financial controls; audit compliance; program performance; drawdown of funds; performance and financial reporting; grant agreement special condition compliance; accomplishment of stated goals and objectives in reducing and eliminating drug-related crime; and program adjustments made in response to previous ineffective and/or unsatisfactory grant performance. If the evaluation discloses a pattern under past PHDEP grants of ineffective or unsatisfactory grant performance with no corrective measures attempted, and with a lack of positive outcomes, it will result in a deduction of points from the FY 1997 PHDEP application under Selection Criterion 3, below. Since this is a competitive program, HUD does not guarantee continued funding of any previously funded PHDEP grant(s) or future PHDEP grants.

(9) *PHA-owned housing.* Funding may be used for the activities described in Sections I.(c)(1) through (7) (eligible activities) of this NOFA, to eliminate drug-related crime in housing owned by public housing agencies that is not public housing assisted under the United States Housing Act of 1937 and is not otherwise federally assisted (for example, housing that receives tenant subsidies under Section 8 is federally assisted and would not qualify, but housing that receives only State, Tribal or local assistance would qualify), but only if they meet all of the following:

(i) The housing is located in a high intensity drug trafficking area

designated pursuant to section 1005 of the Anti-Drug Abuse Act of 1988; and

(ii) The PHA owning the housing demonstrates, on the basis of information submitted in accordance with the requirements of sections I.(d)(1), below, of this NOFA, that drug-related crime at the housing has a detrimental affect on or about the housing.

The High Intensity Drug Trafficking Areas (HIDTAs) are areas identified as having the most critical drug trafficking problems that adversely impact the rest of the country. These areas are designated as HIDTAs by the Director, Office of National Drug Control Policy (ONDCP), pursuant to the Anti-Drug Abuse Act of 1988. As of April 1997 the following areas were confirmed by the ONDCP as designated HIDTAs:

- New York City HIDTA: consists of the city of New York and all the municipalities therein and Nassau, Suffolk, and Westchester Counties (in New York), and Union, Hudson, Essex, Bergen, and Passaic Counties and all municipalities therein (in New Jersey);
- Washington, DC—Baltimore, MD HIDTA: consists of Washington, DC; the city of Baltimore, and Baltimore, Howard, Anne Arundel, Prince George's, Montgomery and Charles Counties (in Maryland); and the city of Alexandria and Arlington, Fairfax, Prince William, and Loudoun Counties (in Virginia) and all municipalities therein;
- Miami HIDTA: consists of the city of Miami and the surrounding areas of Broward, Dade, and Monroe Counties and all municipalities therein;
- Houston HIDTA: consists of the city of Houston and surrounding areas of Harris, and Galveston Counties and all municipalities therein;
- Lake County HIDTA: consists of Lake County, Indiana, and all municipalities therein;
- Gulf Coast HIDTA: consist of Baldwin, Jefferson, Mobile, and Montgomery Counties (in Alabama); Caddo, East Baton Rouge, Jefferson, and Orleans Parishes (in Louisiana); and Hancock, Harrison, Hinds, and Jackson Counties (in Mississippi) and the municipalities therein;
- Midwest HIDTA: consists of Muscatine, Polk, Pottawattamie, Scott and Woodbury Counties (in Iowa); Cherokee, Crawford, Johnson, Labette, Leavenworth, Saline, Seward, and Wyandotte Counties (in Kansas); Cape Girardeau, Christian, Clay, Jackson, Lafayette, Lawrence, Ray, Scott, and St. Charles Counties, and the City of St. Louis, MO (in Missouri); Dakota,

- Dawson, Douglas, Hall, Lancaster, Sarpy, and Scott's Bluff Counties (in Nebraska); Clay, Codington, Custer, Fall River, Lawrence, Lincoln, Meade, Minnehaha, Penninton, Union, and Yankton Counties (in South Dakota); and all municipalities therein;
- Rocky Mountains HIDTA: consists of Adams, Arapahoe, Denver, Douglas, Eagle, El Pasco, Garfield, Jefferson, La Plata, and Mesa Counties (in Colorado); Davis, Salt Lake, Summit, Utah, and Weber Counties (in Utah); Laramie, Natrona, and Sweetwater Counties (in Wyoming) and all municipalities therein;
 - Southwest Border HIDTA: consists of San Diego and Imperial Counties (in California), and all municipalities therein; Yuma, Maricopa, Pinal, Pima, Santa Cruz, and Cochise Counties, (in Arizona) and all municipalities therein; Bernalillo, Hidalgo, Grant, Luna, Dona Ana, Eddy, Lea, and Otero Counties, (in New Mexico) and all municipalities therein; El Paso, Hudspeth, Culberson, Jeff Davis, Presidio, Brewster, Pecos, Terrell, Crockett Counties (in West Texas) and all municipalities therein; exar, Val Verde, Kinney, Maverick, Zavala, Dimmit, La Salle, Webb, Zapata, Jim Hogg, Starr, Hildago, Willacy and Cameron Counties (in South Texas) and all municipalities therein;
 - Northwest HIDTA: consists of King, Pierce, Skagit, Snohomish, Thurston, Whatcom and Yakima Counties (in the State of Washington) and all municipalities therein;
 - Los Angeles HIDTA: consists of the city of Los Angeles and surrounding areas of Los Angeles, Orange, Riverside, and San Bernadino Counties, and all municipalities therein; and
 - Puerto Rico/U.S. Virgin Islands HIDTA: consists of the U.S. territories of Puerto Rico and the Virgin Islands.

For further information on HDTAs contact Rich Yamamoto, at the ONDCP, Executive Office of the President, Washington, DC 20500 on (202) 395-6755, and/or La'Wan A. Sweetenberg on (202) 395-6603, fax (202) 395-6721.

(10) *Ineligible Activities.* PHDEP funding *is not permitted* for any of the activities listed below, unless otherwise specified in this NOFA.

(i) *Funding is not permitted* under this NOFA for costs incurred before the effective date of the grant agreement (Form HUD-1044), including, but not limited to, consultant fees related to the development of an application or the actual writing of the application.

(ii) *Funding is not permitted* under this NOFA for the purchase of

controlled substances for any purpose. Controlled substance shall have the meaning provided in section 102 of the Controlled Substance Act (21 U.S.C. 802).

(iii) *Funding is not permitted* under this NOFA for compensating informants, including confidential informants. These should be part of the baseline services provided and budgeted by local law enforcement agencies.

(iv) *Funding is not permitted* under this NOFA for the direct purchase or lease of any law or military enforcement clothing or equipment, such as vehicles, including cars, vans, buses, uniforms, ammunition, firearms/weapons, protective vests, and any other supportive equipment. Exceptions are set forth in sections I.(c)(1)(iii)(G) and I.(c)(4)(vi) (public housing police departments, and investigator activities) of this NOFA. In addition, funds may be used to contract for the equipment and employment of a HA-dedicated police division under section I.(c)(2) of this NOFA.

(v) *Funding is not permitted* under this NOFA for any wages or salaries for voluntary tenant patrol participants. Housing authorities *are permitted* to fund housing authority/resident coordinator(s) to be hired for this activity. Staffing must be reasonable, necessary and justified. Excessive staffing *is not permitted*.

(vi) *Funding is not permitted* under this NOFA for the costs of constructing any facility space in a building or unit, although *funding is permitted* for the costs of retrofitting/modifying existing building space owned by the housing authorities for eligible activities/programs such as: community policing mini-station operations, adult/youth education, and employment training facilities. The goal of this funding is to reduce/eliminate drug-related crime and form partnerships with Federal, Tribal, State and local government resources. Program costs *are permitted* if shared among other HUD programs. The applicant must demonstrate the use of program compliance, accountability, financial and audit controls of PHDEP funds and controls to prevent duplicate funding of any activity. Housing authorities shall not co-mingle funds of multiple programs such as CIAP, CGP, OTAR, TOP, ED/SS, Family Investment Center, Elderly Service Coordinators, and Operating Subsidy. House trailers of any type that are not designated as a building *are eligible items* for purchase or lease for specific community policing, educational, employment, and youth activities.

(vii) *Funding is not permitted* under this NOFA for organized fund raising,

advertising, financial campaigns, endowment drives, solicitation of gifts and bequests, rallies, marches, community celebrations and similar expenses.

(viii) *Funding is not permitted* under this NOFA for the costs of entertainment, amusements, or social activities and for the expenses of items such as meals, beverages, lodgings, rentals, transportation, and gratuities related to these ineligible activities. However, under section I.(c)(6) of this NOFA, funding *is permitted* for reasonable, necessary and justified program costs, as defined in OMB Circular A-87, such as meals, beverages and transportation, incurred only for prevention programs, employment training, education and youth activities directly related to reducing/eliminating drug-related crime.

(x) *Funding is not permitted* under this NOFA for the costs (such as, court costs, attorneys fees) related to screening or evicting residents for drug-related crime. However, housing authority investigators funded under this program may participate in judicial and administrative proceedings as provided in Section I.(c)(4), Employment of Investigator(s), of this NOFA.

(xi) Although participation in activities with Federal drug interdiction or drug enforcement agencies *is encouraged*, the transfer of PHDEP grant funds to any Federal agency *is not permitted* under this NOFA.

(xii) *Funding is not permitted* under this NOFA for establishing councils, resident associations, resident organizations, and resident corporations since HUD funds these activities under a separate NOFA. (xiii) Indirect costs as defined in OMB Circular A-87 *are not permitted under this program*. Only direct costs are permitted.

(xiv) PHDEP grant funds shall not be used to supplant existing positions/activities. For purposes of the PHDEP program supplanting is defined as "taking the place of or to supersede".

(xv) The PHDEP is targeted by statute at controlled substances as defined at section 102 of the Controlled Substances Act (21 U.S.C. 802). Since alcohol is a legal substance, alcohol exclusive activities and programs *are not eligible* for funding under this NOFA. When an individual's condition meets medical criteria for more than one substance abuse disorder, multiple diagnoses will generally be made, which may include alcohol.

(d) *Selection Criteria.* HUD will review each application that it determines meets the requirements of this NOFA and evaluate it by assigning

points in accordance with the selection criteria. An application for funding under this program may be for one or more eligible activities.

An applicant shall submit only one application under each NOFA. Joint applications are *not permitted* under this program with the following exception: Housing authorities under a single administration (such as housing authorities managing another housing authority under contract or housing authorities sharing a common executive director) shall submit a single application, even though each housing authority has its own operating budget.

The number of points that an application receives will depend on the extent to which the application is responsive to the information requested in the selection criteria. An application must receive a score of at least 70 points out of the maximum of 100 points that may be awarded under this competition to be eligible for funding.

The scoring of applications under the first two criteria will be done by a panel at the national PHDEP application processing site. Scoring under Selection Criterion 3 will be done by the Field Offices that receive the applications, and scoring under Selection Criterion 4 will be done by the Secretary's Representative for the area of the country from which an application originates. After applications have been scored, Headquarters will rank the applications on a national basis. Awards will be made in ranked order until all funds are expended. HUD will select the highest ranking applications that can be fully funded. Applications with tie scores will be selected in accordance with the procedures in Section I.(e) (Ranking Factors). The terms "housing" and "development(s)" as used in the application selection criteria and submission requirements may include, as appropriate, housing described in Section I.(c)(9) (PHA-Owned Housing), above, of this NOFA. Each application submitted for a grant under this NOFA will be evaluated on the basis of the following selection criteria:

(1) *First criterion: the extent of the drug-related crime associated with drug-related crime problems in the applicant's development or developments proposed for assistance. (Maximum Points: 35)* To permit HUD to make an evaluation on the basis of this criterion, an application must include a description of the extent and nature of drug-related crime, "in or around" the housing authority/development(s) proposed for funding. The description must provide the following information:

(i) *Objective crime data.* The best available objective data on the nature, source, and frequency of drug-related crime "in and around" the housing authority and development(s) proposed for activity in this grant. Such data should consist of verifiable records, and not anecdotal reports. The requirements related to such data may include (but not necessarily be limited to), as appropriate:

(A) The nature and frequency of drug-related crime "in or around" housing authorities/development(s) as reflected by crime statistics and other supporting data from Federal, State, Tribal, or local law enforcement agencies.

(B) Housing authority, police, or other verifiable information from records on the types and sources of drug-related crime in the housing authority's development(s) proposed for assistance.

(C) Verifiable, descriptive data as to the types of offenders committing drug-related crime associated with drug-related local problems in the applicant's housing authority and development(s) (e.g., age, residence).

(D) The number of lease terminations or evictions for drug-related crime at the housing authority and development(s).

(E) The number of local emergency room admissions for drug use or that result from drug-related crime. Such information may be obtained from police departments and/or fire departments, emergency medical services agencies and hospitals.

(F) The number of police calls for service from housing authorities development(s) that include resident initiated calls, officer-initiated calls, domestic violence calls, drug distribution complaints, found drug paraphernalia, gang activity, graffiti that reflects drugs or gang-related activity, vandalism, drug arrests, and abandoned vehicles.

(G) The number of residents placed in treatment and structured aftercare, the number of residents that successfully completed treatment, and number of residents that successfully completed long range after-care treatment for substance abuse/dependency.

(H) Where appropriate, the statistics should be reported both in real numbers and as an annual percentage of the residents in each development (e.g., 20 arrests in a two-year period for distribution of heroin in a development with 100 residents reflects a 20% occurrence rate). The data should cover the most recent two-year period. If the data from the most recent two-year period is not used, an explanation should be provided. To the extent feasible, the data provided should be compared with data from the prior two

year period to show whether the current data reflects a percentage increase or decrease in drug-related crime during that prior period of time within housing authorities.

(I) A reduction in drug-related crime in the housing authorities and development(s) where previous PHDEP grants have been in effect will not be considered a disadvantage to the applicant.

(J) If funding is being sought for housing owned by public housing agencies that is not public housing assisted under the United States Housing Act of 1937 and is not otherwise Federally assisted, the application should demonstrate that the housing is located in a high intensity drug trafficking area designated pursuant to section 1005 of the Anti-Drug Abuse Act of 1988, and the application must demonstrate that drug-related crime at the housing has a detrimental affect in or around the real property comprising the public or other federally assisted low-income housing. For the purposes of this NOFA in or around means: within, or adjacent to, the physical boundaries of a housing development. (Maximum Points: 25)

(ii) *Other supporting data* on the extent of drug-related crime. To the extent that objective data as described above may not be available, or to complement that data, the assessment may use data from other verifiable sources that have a direct bearing on drug-related crime in the developments proposed for assistance under this program. However, if other relevant information is to be used in place of, rather than to complement, objective data, the application must indicate the reasons why objective data could not be obtained and what efforts were made to obtain it and what efforts will be made during the grant period to begin obtaining the data. Examples of these data include (but are not necessarily limited to):

(A) Surveys of residents and staff in the housing authority and targeted developments surveyed on drug-related crime or on-site reviews to determine drug/crime activity; and government or scholarly studies or other research in the past year that analyze drug-related crime activity in the targeted developments.

(B) Vandalism cost at the housing authority and targeted developments, to include elevator vandalism (where appropriate) and other vandalism attributable to drug-related crime.

(C) Information from schools, health service providers, residents and Federal, State, local, and Tribal officials, and the verifiable opinions and observations of

individuals having direct knowledge of drug-related crime and the nature and frequency of these problems in the developments proposed for assistance. (These individuals may include Federal, State, Tribal, and local government law enforcement officials, resident or community leaders, school officials, community medical officials, substance abuse, treatment (dependency/remission) or counseling professionals, or other social service providers.)

(D) The school dropout rate and level of absenteeism for youth that the applicant can relate to drug-related crime. If crime or other statistics are not available at the development or precinct level the applicant may use other verifiable, reliable and objective data.

(iii) In awarding points, HUD will evaluate the extent to which the applicant has provided the above data that reflects drug-related crime in the developments targeted for activity, both in terms of the frequency and nature of the drug-related crime in the housing authority's development(s) proposed for funding as reflected by information submitted under paragraphs (1)(i)(ii) and (iii) of this section; and the extent to which such data reflects an increase in drug-related crime over a period of two year(s) in the housing authority and development(s) proposed for assistance. (Maximum points: 5)

(iv) In awarding points, HUD will evaluate the extent to which the applicant has analyzed the data compiled under paragraphs (1)(i)(ii) and (iii) of this section, and has articulated its needs, analyzed the data, performance measurements/outcomes, and strategies for reducing drug-related crime in the housing authority and development(s) proposed for assistance. (Maximum points: 5)

(2) *Second criterion: the quality of the plan to address the crime problem in the public or Indian housing developments proposed for assistance, including the extent to which the plan includes initiatives that can be sustained over a period of several years.* (Maximum points: 35) In assessing this criterion, HUD will consider the following factors:

(i) To permit HUD to make an evaluation on the basis of this criterion, an application must include the applicant's plan for addressing drug-related crime. The narrative must demonstrate the relationship between the extent of the crime detailed in Selection Criterion 1, section I.(d)(1) of this NOFA, and the potential crime reduction and elimination of specific drug-related crime described in the implementation of the plan. The narrative must include a description of the applicant's activities for addressing

(solutions and prevention) and the strategy to reduce the specific drug-related crime in each of the developments proposed for assistance under this part. The activities eligible for funding under this program are listed in Section I.(c) of this NOFA, above. The applicant's plan must include all of the activities that will be undertaken to address the problem, whether or not they are funded under this program. If the same activities are proposed for all of the developments that will be covered by the plan, the activities do not need to be described separately for each development. Where different activities are proposed for different developments, these activities and the developments where they will take place must be separately described and the narrative must demonstrate the relationship between the extent of the crime detailed in Selection Criterion 1, section I.(d)(1) of this NOFA, and the potential crime reduction and elimination of specific drug-related crime described in the implementation of the plan.

The description of the plan in the application must include (but not necessarily be limited to) the following information:

(A) A *detailed narrative describing* each activity proposed for PHDEP funding in the applicant's plan, any additional relevant activities being undertaken by the applicant (e.g., law enforcement services, prevention, treatment, aftercare programs for residents provided by an agency other than HUD, and modifications to community facilities), and how the narrative demonstrates the relationship between the extent of the crime detailed in Selection Criterion 1, section I.(d)(1) of this NOFA, and the potential crime reduction and elimination of drug-related crime described in the implementation of the plan, and how all of these activities interrelate. The applicant should specifically address how the activities form a comprehensive strategy relating to drug-related crime. The strategy should include (as applicable) management practices such as "One Strike and You're Out" policy [Refer to Notice PIH 96-16 (HA) Subject: "One Strike and You're Out" Screening and Eviction Guidelines for Public Housing Authorities published April 12, 1996] that improves resident screening and eviction policies and procedures, local law enforcement techniques (such as community policing), and a combination of substance/drug abuse prevention, intervention, referral, and treatment (dependency) and aftercare programs. As applicable, the narrative should demonstrate how the proposed

activities will be coordinated with Federal, Tribal, local, and State Empowerment or Enterprise Zones, "welfare to work" or other welfare reform measures related to specific drug-related crime prevention through employment training, education, and employment opportunities for housing authority residents. In addition, the applicant should demonstrate how its proposed activities will complement, and be coordinated with, current activities.

(B) The narrative must demonstrate how the applicant will provide qualified staff/contractors to manage the proposed PHDEP activities. The applicant must include the portion of the staff's time that will be spent administering this grant, and the skills which qualify him/her for administering the types of proposed activities (management, law enforcement, security personnel, programs to reduce/eliminate drugs such as: intervention, prevention, treatment). The applicant must include a reasonable staffing plan and position descriptions which relate to the proposed activities, and must justify the need for the proposed staff.

(C) If grant amounts are to be used for contracting for/or employment of security guard personnel services in housing authorities/development(s), the application must describe how the requirements of section I.(c)(1)(i) (Employment of Security Personnel) of this NOFA will be met.

(D) If grant amounts are to be used for housing authority police department equipment and personnel, the application must describe how the requirements of Section I.(c)(1)(ii) (Housing Authority Police Departments) of this NOFA will be met.

(E) If grant amounts are to be used for a dedicated district/precinct/zone municipal public housing division and/or bureau, the application must describe how the requirements of Section I.(c)(1)(iii) (dedicated district/precinct/zone municipal public housing division and/or bureau) of this NOFA will be met.

(F) If grant amounts are to be used for reimbursement of local municipal law enforcement agencies for additional security and protective services, the application must describe how the requirements of Section I.(c)(2) (Reimbursement of Local Law Enforcement Agencies) of this NOFA will be met.

(G) If grant amounts are to be used for physical improvements in housing authority/development(s) proposed for funding under Section I.(c)(3) (Physical Improvements) of this NOFA, the application must describe how these

improvements will be coordinated with the applicant's modernization program, if any, under 24 CFR part 950, subpart I, or 24 CFR part 968.

(H) If grant amounts are to be used for employment of investigators, the application must describe how the requirements of Section I.(c)(4) (Employment of Investigators) of the NOFA will be met.

(I) If grant amounts are to be used for voluntary tenant patrols, the application must describe how the requirements of Section I.(c)(5) (Voluntary Tenant Patrol) of this NOFA will be met.

(J) If grant amounts are to be used for a "Program to reduce/eliminate criminal activity/drug use, etc." i.e., prevention, intervention or treatment, structured aftercare programs, to eliminate crime/drug use "in or around" the premises of the housing authority/development(s) as provided in I.(c)(6) of this NOFA, the application should demonstrate the nature of the program, how the program represents a prevention or intervention, treatment and aftercare strategy, and how the housing authority's strategy will achieve and demonstrate the relationship between the extent of the crime detailed in Selection Criterion 1, section I.(d)(1) of this NOFA, and the potential crime reduction and elimination of specific drug-related crime described in the implementation of the plan. The application must include a description of how funding decisions were reached (specifically how costs were determined for each element of each activity in the same format as shown in the application kit) and financial and other resources (including funding under this program, and from other resources) that may reasonably be expected to be available to carry out each activity.

(K) Implementation timetable and performance measurements/outcomes that includes tasks, personnel assignments, deadlines, budget cost/analysis, performance measurements and outcomes, that demonstrate the relationship between the extent of the crime detailed in Selection Criterion 1, section I.(d)(1) of this NOFA, and the comprehensive crime reduction/elimination of specific drug-related crime described in the implementation of the plan, and a PHDEP manager responsible for implementing (achieving identified milestones, measurements, outcomes) each activity in the plan. The applicant shall demonstrate in its application hiring of qualified personnel to manage its activities (full-time, part time, and/or housing authority staff), including a PHDEP manager.

(L) The resources that the applicant may reasonably expect to be available at

the end of the grant term to continue the plan, and how they will be allocated to plan activities that can be sustained over a period of years.

(M) A discussion of how the applicant's plan will serve to provide training and employment or business opportunities for lower income persons and businesses located in, or substantially owned by persons residing within the area of the section 3 covered project (as defined in 24 CFR part 135) in accordance with 24 CFR 761.40 and 24 CFR part 5, subpart A, and how this plan will be coordinated with Federal, Tribal or State "welfare to work" or other employment training and employment creation efforts. Housing authorities are encouraged to hire qualified residents to fill PHDEP positions.

(N) *Program Evaluation.* The plan must specifically demonstrate how the activities funded under this program will be evaluated by the applicant, so that the program's progress can be measured and provide satisfactory outcomes. Performance measurements and outcomes must be developed to demonstrate the relationship between the extent of the crime detailed in Selection Criterion 1, Section I.(d)(1) of this NOFA, and the potential crime reduction/elimination described in the implementation of the plan. The evaluation shall also be used to modify activities to make them more successful or to identify unsuccessful strategies. The evaluation must identify the types of information the applicant will use to measure the plan's success (e.g. tracking changes in identified crime statistics); and indicate each crime or drug indicator to be measured, the activities targeted to reducing that indicator, and the method the applicant will use to gather and analyze this information. Funding is permitted to hire an outside consultant to conduct an independent assessment/evaluation of the effectiveness of the PHDEP program and its goals/outcomes.

(ii) In assessing this criterion, HUD will consider the quality and thoroughness of an applicant's plan in terms of the information requested in Section I.(d)(2)(i), "Quality of the plan," of this NOFA, including the extent to which:

(A) The applicant's plan specifically describes the activities that are being proposed by the applicant, including those activities to be funded under this program and those to be funded or provided from other sources; describes the status and effectiveness of the applicant's current working relationship with local law enforcement agencies, as well as other law enforcement agencies,

including the extent of its participation in any special Federal, State or local law enforcement programs aimed at reducing and preventing crime in and around its housing developments (e.g., Operation Safe Home, Weed and Seed, etc.); demonstrates how such working relationships will be sustained during and after the period of PHDEP funding and will further the objectives of the PHDEP program; describes the potential crime reduction/elimination of specific drug-related crime detailed in Selection Criterion 1, section I.(d)(1) of this NOFA; describes the activities that are successful initiatives such as: improved screening, leasing and eviction, community building, and the training, education and employment of residents, and indicates how these proposed activities provide for a comprehensive approach to reduce/eliminate drug-related crime (as described under Selection Criterion 1, section I.(d)(1) above) in the housing authority/development(s) proposed for funding. (Maximum Points: 12)

(B) The applicant's plan provides a detailed budget narrative that is realistic in terms of time, personnel and other resources. The extent to which plan has supporting documentation (specifically how costs were determined for each element of each activity in the same format as shown in the application kit) for each activity and describes the financial and other resources (under this program and other sources) that may reasonably be expected to be available to carry out each activity. (Maximum Points: 3)

(C) The plan describes how other entities (e.g., Federal, Tribal, and State governments and community organizations) are involved in planning and carrying out the applicant's plan. (Maximum Points: 2)

(D) The plan includes activities, to include resident training and employment training and employment opportunities, that can be sustained over a period of years and identifies resources that the applicant may reasonably expect to be available for the continuation of the activities at the end of the grant term. (Maximum Points: 2)

(E) The applicant's plan will serve to provide training and employment or business opportunities for lower income persons and businesses located in, or substantially owned by persons residing within the area of the section 3 covered project (as defined in 24 CFR part 135) in accordance with 24 CFR 761.40 and 24 CFR part 5, subpart A, and will be coordinated with other Federal, Tribal, State or other efforts to provide education, training, employment training and employment opportunities

for "welfare to work" or related strategies. (Maximum Points: 3)

(F) The applicant's plan contains a description of its process to collect, maintain, analyze and report specific data related to the drug-related crime problems and workload. Specifically this will include Part I and II crimes, as defined by the Uniform Crime Reporting (UCR) system; as well as other police workload data to include, but not limited to, all calls for service at the housing authority and development(s) proposed for funding; the process used to analyze the data according to individual development, patterns over a period of time, by type of crime, etc., and plans to improve the collection and reporting of the data. (Maximum Points: 3)

(G) The applicant's plan includes an evaluation plan with a specific process that measures performance and demonstrates outcomes relative to crime workload and the extent of the crime detailed in Selection Criterion 1, section I.(d)(1) of this NOFA, in the housing authority/development(s) proposed for funding. (Maximum Points: 10)

(3) *Third Criterion: the Capability of the Applicant to Carry out the Plan.* (Maximum Points: 15) In assessing this criterion, HUD will consider the following factors:

(i) The extent of the applicant's successful and effective administrative capability to manage its housing authority, as measured by its performance with respect to operative HUD requirements under the ACC or ACA and the Public Housing Management Assessment Program at 24 CFR part 901. In evaluating administrative capability under this factor, HUD will also consider, and the application must include in the form of a narrative discussion, the following information:

(A) Whether there are any unresolved findings from prior HUD reports (e.g. performance or finance), reviews or audits undertaken by HUD, the Office of the Inspector General, the General Accounting Office, or independent public accountants;

(B) Whether the applicant is operating under court order.

(C) If the applicant is designated a "troubled agency" HUD will not consider this status against the applicant provided the applicant substantiates capability with the assignment of housing authority staff employee(s) (Full-time/part-time), and a PHDEP manager, or contractually hires a PHDEP manager.

(D) Whether the applicant has adopted and implemented policies, procedures and practices and can

document that it: Tracks drug-related crime, screens applicants, and enforces lease requirements, for the purpose of ensuring the health, safety/security, and the right to peaceful enjoyment of the premises by residents and housing authority personnel. (Maximum Points Under Paragraph (3)(I) (A) Through (D) of this Section: 4)

(ii) The application must demonstrate, as authorized by applicable Federal, Tribal, State and local law enforcement, the extent to which the applicant has formed a collaboration with the Federal, Tribal, State, and law enforcement officials and courts to gain access regarding the criminal conviction records of applicants for, or tenants of, housing authorities regarding applicant screening, lease enforcement, and eviction. The application demonstrates the extent to which the applicant has implemented effective screening procedures to determine an individual's suitability for public housing (consistent with the requirements of 42 U.S.C. 3604(f), 24 CFR 100.202, 29 U.S.C. 794 and 24 CFR 8.4 which deal with individuals with disabilities); implemented a plan to reduce vacancies; implemented eviction and lease enforcement procedures in accordance with 24 CFR part 966, subpart B, 25 CFR 950.340 and Section 503 of NAHA; or undertaken other innovative management actions to reduce/eliminate drug-related crime in its developments. The application demonstrates that the housing authority has established and implemented effective systems for tracking crime and reporting incidents of crime to local law enforcement agencies, and is effectively cooperating with such agencies to reduce and prevent crime in and around its housing developments. (Maximum Points: 2)

(iii) The application must identify the applicant's participation in HUD grant programs (such as CGP, CIAP, child care, resident management, PHDEP, HOPE VI, Tenant Opportunities Program (TOP), Family Investment Centers (FIC) grants, OTAR, ED/SS) within the preceding three years, and discuss the degree of the applicant's success in implementing and managing (program implementation, timely drawdown of funds, timely submission of required reports with satisfactory outcomes related to the plan and timetable, audit compliance and other HUD reviews) these grant programs. (Maximum Points: 4)

(iv) *The local HUD field office/ AONAPS shall evaluate the extent of the applicant's success or failure in implementing and managing an effective program under previous*

PHDEP grants and/or other grants (preceding three years). This evaluation will be based upon (but not limited to) the relationship between the extent of the crime detailed in Selection Criterion 1, section I.(d)(1) of grants during the preceding years, and outcomes regarding reducing/eliminating drug-related crime described in the implementation of the plans and timetables, a review of how timely the grantee has drawn down PHDEP funds from HUD's Line of Credit Control System (LOCCS) reports compared to the timetable of proposed activities, achievements of proposed strategy regarding crime reduction goals outlined in previous PHDEP and/or other HUD program performance and financial reports, audits, performance outcome measurements as related to reductions in drug and crime activities at previously targeted developments, and HUD reviews. (Maximum Points: 5 Points)

(4) *Fourth criterion: the extent to which tenants, the local Government and the local community support and participate in the design and implementation of the activities proposed to be funded under the application.* (Maximum Points: 15) In assessing this criterion, HUD will consider the following factors:

(i) To permit HUD to make an evaluation based on this criterion, an application must describe what role residents in the targeted developments, applicable community leaders and organizations, and law enforcement agencies have had in planning the activities described in the application and what role they will have in carrying out such activities.

(ii) The application must include a discussion of the extent to which community representatives and Tribal, local, State and Federal government officials, including law enforcement agency officials were actively involved in the design and implementation of the applicant's plan, and will continue to be involved in implementing such activities during and after the period of PHDEP funding. This must be evidenced by descriptions of planning meetings held with community representatives and local government and law enforcement agency officials; letters of commitment to provide funding, staff, or in-kind resources, partnership agreements; and ongoing or planned cooperative efforts with law enforcement agencies designed to complement and further the objectives of PHDEP. This also includes interagency activities already undertaken, participation in local, State, Tribal or Federal anti-drug related crime

efforts, such as: education, training and employment provision components of Welfare Reform efforts, Operation Weed and Seed, Operation Safe Home, local law enforcement initiatives and/or successful coordination of its law enforcement or other activities with local, State, Tribal or Federal law enforcement agencies. In evaluating this factor HUD will also consider the extent to which these initiatives are used to leverage resources for the housing authority community, and are part of the comprehensive plan and performance measures outlined in Selection Criteria Two. (Maximum Points: 5)

(iii) The application must demonstrate the extent to which the relevant governmental jurisdiction has met its local law enforcement obligations under the Cooperation Agreement with the applicant (as required by the grantee's Annual Contributions Contract with HUD). The application must also include a certification by the Chief Executive Officer (CEO) of a State or a unit of general local government in which the developments proposed for assistance are located that the city is meeting its obligations under the Cooperation Agreement with the housing authority, particularly with regard to the current level of baseline local law enforcement services including a cost analysis, deployment of personnel, and provision and analysis of crime data and trends for the targeted developments. If the jurisdiction is not meeting its obligations under the cooperation agreement, the CEO should identify any special circumstances relating to its failure to do so. Whether or not a locality is meeting its obligations under the Cooperation Agreement with the applicant, the applicant must describe the current level of baseline local law enforcement services being provided to the housing authority/development(s) proposed for assistance. (Maximum Points: 4)

(iv) The extent to which housing authority/development residents, and/or an RMC, RC or RO, where they exist, are involved in the planning and development and the implementation of the grant application and plan strategy, and support and participate in the design and implementation of the activities proposed to be funded under the application. The application must include a description of how the residents were involved, a resolution of support from any duly elected resident council or RMC, a summary of resident and resident organization meetings, with supporting documentation that addresses (but is not limited to) subject

matter, names of residents on committees, copies of resident surveys and evaluations, as required by 24 CFR 761.25, and the applicant's response to and action on these comments and suggestions. If there are no resident or resident organization comments, the applicant must provide an explanation of the steps taken to encourage resident participation, even though they were not successful. (Maximum Points: 3)

(v) The extent to which the applicant is already undertaking, or has undertaken, participation in local, State, Tribal or Federal anti-drug related crime efforts, such as educational, training and employment components of Welfare Reform efforts, Operation Weed and Seed, Operation Safe Home, and/or has successfully coordinated its local law enforcement or other activities with local, State, Tribal or Federal law enforcement agencies. In evaluating this factor HUD will also consider the extent to which these initiatives are used to leverage resources for the housing authority community, and are part of the comprehensive plan and performance measures outlined in Selection Criteria 2. (Maximum Points: 3)

(e) *Ranking factors.*

(1) Each application for a grant award that is submitted in a timely manner to the HUD Field Office with delegated public housing responsibilities or, in the case of IHAs, to the appropriate AONAPs, that otherwise meets the requirements of this NOFA, will be evaluated in accordance with the selection criteria specified above.

(2) An application must receive a score of at least 70 points out of the maximum of 100 points that may be awarded under this competition to be eligible for funding.

(3) After applications have been scored, Headquarters will rank the applications on a national basis.

(4) In the event that two eligible applications receive the same score, and both cannot be funded because of insufficient funds, the application with the highest score in Selection Criterion 3 "The capability of the applicant to carry out the plan" will be selected. If Selection Criterion 3 is scored identically for both applications, the scores in Selection Criteria 1, 2, and 4 will be compared in this order, one at a time, until one application scores higher in one of the factors and is selected. If the applications score identically in all factors, the application that requests less funding will be selected to promote the more efficient use of resources.

(5) All awards will be made to fund fully an application, except as provided

in Section I.(b)(4) of this NOFA (Reduction of Requested Grant Amounts and Special Conditions).

(f) *General PHDEP Grant Administration/Management.*

(1) Each grantee is responsible for ensuring that grant funds are administered in accordance with the requirements of 24 CFR part 761, any specific Notices of Funding Availability (NOFAs) issued for these programs, 24 CFR part 85 (as applicable), applicable laws and regulations, applicable OMB circular, HUD fiscal and audit controls, grant agreements, grant special conditions, the grantee's approved budget (SF-424A)/budget revisions, and supporting budget narrative, plan, and activity timetable.

(2) Applicability of OMB Circular and HUD fiscal and audit controls. The policies, guidelines, and requirements of this NOFA, 24 CFR part 761, 24 CFR part 85, 24 CFR part 84, and OMB Circular A-87 apply to the acceptance and use of assistance by grantees under this program; and OMB Circular Nos. A-110 and A-122 apply to the acceptance and use of assistance by private nonprofit organizations (including RMCs, RCs and ROs). In addition, grantees and sub-grantees must comply with fiscal and audit controls and reporting requirements prescribed by HUD, including the system and audit requirements under the Single Audit Act, OMB Circular No. A-128 and HUD's implementing regulations at 24 CFR part 44; and OMB Circular No. A-133. The provisions of 24 CFR 24 apply regarding ineligible contractors relating to employment, engagement of services, awarding of subcontracts during any period of debarment, suspension, or placement in ineligibility status.

(3) *Cost Principles.* Specific guidance in this NOFA, 24 CFR part 761, 24 CFR part 85, 24 CFR part 84, OMB Circular A-87, other applicable OMB cost principles, HUD program regulations, Notices, HUD Handbooks, and the terms of the grant agreement (Form HUD-1044 that includes special conditions and subgrant agreements) will be followed in determining the reasonableness and allocability of costs. All costs must be reasonable, necessary and justified with cost analysis. PHDEP Funds must be disbursed by the grantee within seven calendar days after receipt of drawdown. Grant funds must be used only for PHDEP purposes. Direct costs are those that can be identified specifically with a particular activity or function in this NOFA and cost objectives in OMB Circular A-87. Indirect cost are not permitted in this program. Administrative requirements

for the PHDEP grants will be in accordance with 24 CFR part 85. Acquisition of property or services shall be in accordance with 24 CFR 85.36. All equipment acquisitions will remain the property of the grantee in accordance with 24 CFR 85.32. NONAPs procurement standards are in 24 CFR part 950. Housing authorities shall not co-mingle funds of multiple HUD programs such as: CIAP, CGP, OTAR, Operating subsidy, PHDEP.

(4) *FY 1997 PHDEP Grant Staff Personnel.* Compensation for personnel hired for grant activities, including supervisory personnel, such as a grant program managers, public housing police department accreditation specialist (under section I.(c)(1)(iii)(F) of this NOFA), youth sports coordinators, voluntary tenant patrol program coordinators, and support staff such as counselors, security coordinators, public housing police department CALEA coordinators, and clerical staff, *is permitted* and may include wages, salaries, and fringe benefits. Housing authorities awarded PHDEP funds are required and must demonstrate in their applications plans to employ a PHDEP program manager (Full-time, part-time, contractual). These positions must be described in the applicants' plans. Appropriate PHDEP administrative costs include, but are not limited to: Purchase of computer(s) (hardware/software), printers, office supplies, furniture, HA staff training, and other supportive administrative services. Administrative costs do not include grant management personnel. The grantee must justify the need for the above and relate it to the approved grant activities.

(iii) All grant personnel must be necessary, reasonable and justified. Job descriptions must be provided, in the application, for all grant personnel. Excessive PHDEP staffing is *not permitted*.

(iv) Housing authority staff responsible for management and coordination of PHDEP programs may be compensated with grant funds only for work performed directly for PHDEP grant-related activities and shall document the time and activity involved in accordance with 24 CFR 85.20.

(5) *Grant Agreement.* After an application has been approved, HUD and the applicant shall enter into a grant agreement (Form HUD-1044) setting forth the amount of the grant and its applicable terms, conditions, financial controls, payment mechanism, schedule, measurements/outcomes, monitoring schedule and special conditions, including sanctions for

violation of the agreement. The grant agreement will be effective immediately upon execution of Form HUD-1044 by the Director, Office of Public Housing or Administrator, AONAP and terminate within 24 months.

(6) *Term of Grant Agreement.* Terms of the FY 1997 PHDEP grant agreement shall not exceed 24 months from the execution date of the grant agreement (Form HUD-1044). Grant extensions during the FY 1997 PHDEP round *are not permitted*. Any funds not expended at the end of the FY 1997 PHDEP grant term shall be remitted to HUD.

(7) *Duplication of funds.* To prevent duplicate funding of any activity, the grantee must establish controls to assure that an activity or program that is funded by other HUD programs, or programs of other Federal agencies, shall not also be funded by the PHDEP. The grantee must establish an auditable system to provide adequate accountability for funds that it has been awarded. The grantee is responsible for ensuring that there is no duplication of funds.

(8) *Insurance.* Each grantee shall obtain adequate insurance coverage to protect itself against any potential liability arising out of the eligible activities under this part. In particular, applicants shall assess their potential liability arising out of the employment or contracting of security personnel, law enforcement personnel, investigators, and drug treatment providers, and the establishment of voluntary tenant patrols; evaluate the qualifications and training of the individuals or firms undertaking these functions; and consider any limitations on liability under Tribal, State, or local law. Grantees shall obtain liability insurance to protect the members of the voluntary tenant patrol against potential liability as a result of the patrol's activities under § 761.15(b)(5). Voluntary tenant patrol liability insurance costs are eligible program expenses. Subgrantees shall obtain their own liability insurance.

(9) *Risk Management.* Grantees and subgrantees are required to implement, administer and monitor the PHDEP so as to minimize the risk of fraud, waste, and liability for losses from adversarial legal action.

(10) *Failure to Implement FY 1997 PHDEP Program(s).* If the grant plan, approved budget, and timetable, as described in the approved application, are not operational within 90 days of the grant agreement date, the grantee must report by letter to the HUD Field Office the steps being taken to initiate the plan and timetable, the reason for the delay, and the expected starting date. Any budget/timetable revisions that resulted

from the delay must be included. The HUD Field Office will determine if the delay is acceptable, approve/disapprove the revised plan and timetable, and take any additional appropriate action.

(11) *Sanctions.* HUD may impose sanctions if the grantee:

- (i) Is not complying with the requirements of this part or of other applicable Federal law;
- (ii) Fails to make satisfactory progress toward its PHDEP goals, as specified in its plan/budget and/or revised budget/timetable and as reflected in its semiannual performance and financial status reports;
- (iii) Does not establish procedures that will minimize the time elapsing between drawdowns and disbursements;
- (iv) Does not adhere to grant agreement requirements or special conditions;
- (v) Proposes substantial plan changes to the extent that, if originally submitted, the applications would not have been selected for funding;
- (vi) Engages in the improper award or administration of grant subcontracts;
- (vii) Does not submit reports; or
- (viii) Files a false certification.

(12) HUD may impose the following sanctions:

- (i) Temporarily withhold cash payments pending correction of the deficiency by the grantee or subgrantee;
- (ii) Disallow all or part of the cost of the activity or action not in compliance;
- (iii) Wholly or partly suspend or terminate the current award for the grantee's or subgrantee's program;
- (iv) Require that some or all of the grant amounts be remitted to HUD;
- (v) Condition a future grant and elect not to provide future grant funds to the grantee until appropriate actions are taken to ensure compliance;
- (vi) Withhold further awards for the program; or
- (vii) Take other remedies that may be legally available.

(g) *Periodic Grantee Reports.* In accordance with 24 CFR part 85, grantees are responsible for managing the day-to-day operations of grant and subgrant supported activities. Grantees must monitor grant and subgrant supported activities to assure compliance with applicable Federal requirements and that performance goals are being achieved. Grantee monitoring must cover each program, function or activity of the grant or subgrant.

(1) *Semiannual Grant Performance Status Reporting Requirements.* Grantees are required to provide the local HUD Field Office with a semiannual performance report that

evaluates the grantee's overall performance against its plan and strategies. This report shall include in summary form (but is not limited to) the following: Any change in the reduction/elimination of drug-related crime or other indicators drawn from the applicant's plan/strategy assessment and an explanation of any difference; successful completion of any of the strategy components identified in the applicant's plan/strategy; a discussion of any problems encountered in implementing the plan and how they were addressed; an evaluation of whether the rate of progress meets expectations and outcomes; a written explanation of the grantee's efforts in encouraging resident participation; a description of any other programs that may have been initiated, expanded or deleted as a result of the plan, with an identification of the resources and the number of people/residents involved in the programs and their relation to the plan/strategy. If required reports are not received by the local Field Office in a timely manner, payment of grant funds to the grantee are subject to being suspended.

(2) *Semiannual Grantee Financial Status Reporting Requirements.* The grantee shall submit, in a timely manner, a semiannual financial status report to the local HUD Field Office. The grantee shall use the SF-269A to report the status of funds for nonconstruction programs. The grantee shall use SF-269A, Block 12, "Remarks," to report on the status of programs, functions, or activities within the program. If required reports are not received by the local Field Office in a timely manner, payment of grant funds to the grantee are subject to being suspended.

(3) *Semiannual Grantee Performance and Financial Status Reporting Period and Due Dates.* The semiannual performance and financial status report shall cover the periods ending June 30 and December 31, and must be submitted to the local HUD Field Office by July 30 and January 31 of each year.

(4) *Final Grantee Performance Status Report.* Grantees are required to provide the local HUD Field Office with a final cumulative performance report that evaluates the grantee's overall performance against its plan. This report shall include in summary form (but is not limited to) the following:

- (i) Any change or lack of change in crime statistics or other indicators drawn from the applicant's plan assessment and an explanation of any difference;
- (ii) Successful completion of overall strategy that reduced/eliminated drug-

related crimes identified in the applicant's plan;

- (iii) A discussion of any problems encountered in implementing the plan and how they were addressed;
- (iv) An evaluation of whether the rate of progress meets expectations;
- (v) A discussion of the grantee's efforts in encouraging resident participation; and
- (vi) A description of any other programs that may have been initiated, expanded or deleted as a result of the plan, with an identification of the resources and the number of people involved in the programs and their relation to the plan.

(vii) A discussion of the grantee's adopted policies, procedures and practices that have produced positive outcomes regarding: tracking drug-related crime, screening of applicants, lease enforcement, and the health, safety/security, and the right to peaceful enjoyment of the premises by residents and housing authority personnel.

(5) *Final Grantee Financial Status Report (SF-269A).* The final report will be a cumulative summary of expenditures to date and must indicate the exact balance of unexpended funds. The grantee shall remit all PHDEP funds, including any unexpended funds, owed to HUD within 90 days after the termination of the grant agreement.

(6) *Final Grantee Performance Status Report and Financial Status Report (SF-269A) Reporting Period.* The final performance and financial status report shall cover the period from the date of the grant agreement, to include any extensions, to the termination date of the grant agreement. The report is due to the HUD Field Office within 90 days after the termination of the grant agreement.

(7) *Grantee Reporting Requirements.* The grantee shall submit all required reports to the HUD Field Office as directed above (for a listing of Field Offices, refer to appendix A).

(8) *HUD Field Office Reporting Requirements to Headquarters.* Field Offices, NONAPs and/or AONAPs shall submit, within 30 days of receipt, a copy of the semiannual performance and financial and all final performance and financial reports to the Office of Crime Prevention and Security at HUD Headquarters. Further instruction will be provided by Headquarters to local HUD Field Offices.

(9) *Audits and Closeouts.* Field Offices will make maximum use of audits under 24 CFR Parts 44 and 45 as applicable in conducting grant closeout.

(10) All grantees will access grant funds through the LOCCS-VRS.

II. Application Process.

(a) *Application kit:* An application kit may be obtained, and assistance provided, from the local HUD Field Office with delegated public housing responsibilities over an applying public housing agency, or from the AONAPs having jurisdiction over the Indian housing authority making an application, or by calling HUD's DISC on (800) 578-3472. The application kit contains information on all exhibits and certifications required under this NOFA.

(b) *Application Submission:* Applications are due on or before Friday, August 8, 1997, at 3:00 pm, local time. Applications (original and three identical copies of the original application) must be received by the deadline at the local HUD Field Office with responsibilities over the applying public housing authorities. 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 materials to avoid any risk of loss of eligibility brought about by unanticipated delays or other delivery-related problems.

Applications (Original and three identical copies of the original application) must be physically received by the deadline at the local HUD Field Office with delegated public housing responsibilities Attention: Director, Office of Public Housing, or, in the case of IHAs, to the local HUD Administrator, AONAPs, as appropriate. It is not sufficient for an application to bear a postage date within the submission time period. Applications submitted by facsimile are not acceptable. Applications received after Friday, August 8, 1997, at 3:00 pm, Local Time, will not be considered. Applications submitted in response to this NOFA are subject to disclosure under the Freedom of Information Act.

III. Checklist of Application Submission Requirements

To qualify for a grant under this program, the application submitted to HUD shall include, in addition to those requirements listed under Section I.(d) (Selection Criteria) of this NOFA, including the plan to address the problem of drug-related crime in the developments proposed for funding, at least the following items:

(a) *Applicant Grant Data Form.* The applicant must accurately complete the form for HUD's application database

entry. The form, with examples, is provided in the application kit.

(b) *Application for Federal Assistance, Standard Form SF-424.* The SF-424 is the face sheet for the application. The applicant must accurately complete and sign the form. The form, with example, is provided in the application kit.

(c) *Standard Form SF-424A Budget Information* (non-construction programs), with attached budget narrative(s) with supporting justification and documentation (specifically showing how costs were determined for each element of each activity in the same format as shown in the application kit). The SF-424A, with attached budget narrative, must be accurately completed and the applicant must describe, as applicable, each major activity proposed for funding, e.g., employment of security personnel (contracted security personnel services and housing authority police departments), reimbursement of local law enforcement services, HA-dedicated police division/bureau, employment/equipment of investigators, voluntary tenant (resident) patrols, programs to reduce drugs/crime, i.e., drug prevention, intervention, and treatment programs. If additional housing authority police are to be employed for a service that is also provided by a local law enforcement agency, the housing authority must provide a cost analysis that demonstrates the employment of housing authority police is more cost efficient than obtaining the service from the local law enforcement agency. Forms, with examples, are provided in the application kit.

(d) Applicants must verify their unit count with the local HUD Field Office/AONAPs prior to submitting the application. In accordance with Sections I.(b)(2) (i) through (iii) of this NOFA, applicants *MUST COMPUTE* the maximum grant award amount for which they are eligible (eligible dollar amount per unit x (times) number of units and compare it with the dollar amount requested in the application to make certain the amount requested does not exceed the permitted maximum grant award. Applicants should note that in determining the unit count for PHA-owned or IHA-owned Rental Housing Program, a unit that is considered to be a long-term vacancy, as defined in 24 CFR 950.102 or 990.102, is still included in the count.

(e) *Standard Form SF-424B, Assurances*, (non-construction programs) for pre-award assurances. The applicant must accurately complete and sign the form. The form and example are provided in the application kit.

(f) *Certifications.* Applications must accurately include the following certifications (certifications are provided in the application kit):

(1) A certification that the applicant will maintain a drug-free workplace in accordance with the requirements of the Drug-Free Workplace Act of 1988, 24 CFR part 24, subpart F. (Applicants may submit a copy of their most recent drug-free workplace certification, which must be dated within the past year.)

(2) Indian Housing Authorities (IHAs) established under State law that are applying for funding under this NOFA are subject to the provisions of Section 319 of the Department of Interior and Related Agencies Appropriation Act for Fiscal Year 1991, 31 U.S.C. Section 1352 (the Byrd Amendment). An IHA established by an Indian tribe as a result of the exercise of its sovereign power is excluded from coverage of the 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 the subject of this NOFA.

A covered applicant must file a certification stating that it has not made and will not make any prohibited payments and, if any payments or agreement to make payments of nonappropriated funds for these purposes have been made, an SF-LLL disclosing such payments must be submitted. The certification and the SF-LLL are included in the application package.

(3) If applying for drug prevention program funding, a certification by the applicant that the applicant has notified and consulted with the relevant Tribal commission, Single State Agency or other local authority with substance program coordination responsibilities concerning its application; and that the proposed substance abuse prevention program has been reviewed by the relevant local Tribal commission, Single State Agency or other authority and is consistent with the Tribal or State prevention plan.

(4) A certification (provided in the application kit) by the Chief Executive Officer (CEO) of a State, Tribe, or a unit of general local government in which the developments proposed for assistance are located that:

(i) Grant funds provided under this program will not substitute for activities currently being undertaken on behalf of the applicant by the jurisdiction to address drug-related crime;

(ii) Any reimbursement of local law enforcement agencies for additional security and protective services to be provided under section I.(c)(2) of this NOFA meets the requirements of that section.

(5) A certification, (An example is provided in the application kit), from the chief of the local law enforcement agency:

(i) *If the application is for employment of security services*, that the law enforcement agency has entered into, or will enter into, an agreement with the applicant and the provider of the security services in accordance with the requirements of section I.(c)(1) (Security guard personnel, and public housing police departments, and section I.(c)(2) (HA-dedicated police division/bureau) of this NOFA;

(ii) *If the application is for employment of investigators*, that the law enforcement agency has entered into, or will enter into, an agreement with the applicant and the investigators, in accordance with the requirements of Section I.(c)(4) (employment of investigators) of this NOFA;

(iii) *If the application is for voluntary tenant (resident) patrol funding*, that the law enforcement agency has entered into, or will enter into, an agreement with the applicant and the voluntary tenant patrol, in accordance with the requirements of section I.(c)(5) (voluntary tenant (resident) patrol) of this NOFA.

(6) A certification (An example is provided in the application kit) by the RMC, RC or RO, or other involved resident group where an RMC, RC or RO does not exist, that the residents participated in the preparation of the grant application with the applicant, and that the applicant's description of the activities and program evaluation that the resident group will implement under the program is accurate and complete.

(7) A certification (an example is provided in the application kit) by the applicant that programs will not violate civil rights laws, and that there is a system in place to protect confidential information.

(8) A certification (an example is provided in the application kit) by the applicant that there is a system in place to protect confidential information regarding law enforcement records, and medical and disability-related information.

(g) *HUD Form 2880, Applicant Disclosures*. The form, with example, is provided in the application kit.

IV. Corrections to Deficient Applications

(a) HUD will notify an applicant, in writing, of receipt of the application and of any curable technical deficiencies in the application. The applicant must submit corrections in accordance with the information specified in HUD's letter within 14 calendar days from the date on HUD's letter notifying the applicant of any such deficiency.

(b) Curable technical deficiencies relate to items that would not have any effect on the applicant's score.

(c) An example of a curable technical deficiency would be the failure of an applicant to submit a required assurance, budget narrative, certification, applicant data form, incomplete forms such as the SF-424 or lack of such items as required signatures, appendixes and documentation referenced in the application or a computational error based on the use of an incorrect number(s) such as incorrect unit counts. These items are discussed in the application kit and samples, as appropriate, are provided.

(d) An example of a non-curable defect or deficiency would be a missing SF-424A (Budget Information).

V. Other Matters

(a) *Non-discrimination and equal opportunity*. The following nondiscrimination and equal opportunity requirements apply:

(1) The requirements of Title VIII of the Civil Rights Act of 1968, 42 U.S.C. 3600-20 (Fair Housing Act) and implementing regulations issued at subchapter A of title 24 of the Code of Federal Regulations, as amended by 54 FR 3232 (published January 23, 1989); Executive Order 11063 (Equal Opportunity in Housing) and implementing regulations at 24 CFR part 107; and title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4) (Nondiscrimination in Federally Assisted Programs) and implementing regulations issued at 24 CFR Part 1;

(2) The Indian Civil Rights Act (ICRA) (Title II of the Civil Rights Act of 1968, 25 U.S.C. 1301-1303) provides, among other things, that "no Indian tribe in exercising powers of self-government shall * * * deny to any person within its jurisdiction the equal protection of its laws or deprive any person of liberty or property without due process of law." The Indian Civil Rights Act applies to any Tribe, band, or other group of Indians subject to the

jurisdiction of the United States in the exercise of recognized powers of self-government. The ICRA is applicable in all cases where an IHA has been established by exercise of Tribal powers of self-government;

(3) The prohibitions against discrimination on the basis of age under the Age Discrimination Act of 1975 (42 U.S.C. 6101-07) and implementing regulations at 24 CFR part 146, and the prohibitions against discrimination against handicapped individuals under section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and implementing regulations at 24 CFR part 8;

(4) The requirements of Executive Order 11246 (Equal Employment Opportunity) and the regulations issued under the Order at 41 CFR Chapter 60;

(5) The requirements of Executive Orders 11625, 12432, and 12138. Consistent with HUD's responsibilities under these Orders, recipients must make efforts to encourage the use of minority and women's business enterprises in connection with funded activities.

(b) *Environmental Impact*. A Finding of No Significant Impact (FONSI) with respect to the environment has been made in accordance with HUD regulations at 24 CFR Part 50 implementing section 102(2)(C) of the National Environmental Policy Act of 1969 (42 U.S.C. 4332). The FONSI is available for public inspection and copying between 7:30 a.m. and 5:30 p.m. weekdays at the Office of the Rules Docket Clerk, 451 Seventh Street, SW, Room 10276, Washington, DC 20410. It is anticipated that many of the eligible activities in this NOFA will only be subject to 24 CFR 50.19 and, except for extraordinary circumstances, will not require an environmental review. However, if activities such as acquisition or capital improvements are proposed, the environmental review will be performed in accordance with 24 CFR part 50 prior to the award of grant funds.

(c) *Federalism Impact*. The General Counsel, as the Designated Official under section 6(a) of Executive Order 12612, *Federalism*, has determined that the policies contained in this NOFA 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 and, therefore, the provisions of this NOFA do not have "Federalism implications" within the meaning of the Order. The NOFA implements a program that encourages housing authorities to develop a plan for

addressing the problem of drug-related crime and other criminal activities associated with drug-related problems, and makes available grants to housing authorities to help them carry out their plans. As such, the program would help housing authorities combat serious drug-related crime problems in their developments, thereby strengthening their role as instrumentalities of the States. In addition, further review under the Order is unnecessary, since the NOFA generally tracks the statute and involves little implementing discretion.

(d) *Family Impact*. The General Counsel, as the Designated Official for Executive Order 12606, *the Family*, has determined that the provisions of this NOFA have the potential for a positive, although indirect, impact on family formation, maintenance and general well-being within the meaning of the Order. This NOFA would implement a program that would encourage housing authorities to develop a plan for addressing the problem of drug-related crime, and to make available grants to help housing authorities to carry out this plan. As such, the program is intended to improve the quality of life of public and Indian housing development residents, including families, by reducing the incidence of drug-related crime.

(e) *Section 102 HUD Reform Act—Accountability in the Provision of HUD Assistance*. Section 102 of the Department of Housing and Urban Development Reform Act of 1989 (42 U.S.C. 3545) (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.

(f) *Catalog of Federal Domestic Assistance.* The Catalog of Federal Domestic Assistance number for the Public and Indian Housing Drug Elimination Program is 14.854.

(g) *Section 103 HUD Reform Act.* Section 103 of the Department of Housing and Urban Development Reform Act of 1989, and HUD's implementing regulation codified at subpart B of 24 CFR part 4, applies to the funding competition announced today. These requirements 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 section 103 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 section 103 and subpart B of 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.

Authority: Sec. 5127, Public Housing Drug Elimination Act of 1988 (42 U.S.C. 11901 et seq.); sec. 7(d), Department of Housing and Urban Development Act (42 U.S.C. 3535(d)).

Dated: April 24, 1997.

Kevin E. Marchman,

Acting Assistant Secretary for Public and Indian Housing.

Appendix A: HUD, Public Housing, NONAP, and AONAP Office Addresses, Phone Numbers and Office Hours

HUD—New England: Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont

Massachusetts State Office

Office of Public Housing, DHUD—Massachusetts State Office, Thomas P. O'Neill, Jr. Federal Building, 10 Causeway Street, Room 553, Boston, MA 02222-1092, (617) 565-5196, TTY Number: (617) 565-5453, Office hours: 8:30am-5:00pm local time

Connecticut State Office

Office of Public Housing, DHUD—Connecticut State Office 330 Main Street, Hartford, Connecticut 06106-1860, (860) 240-4522, TTY Number: (203) 240-4665, Office hours: 8:00am-4:30pm local time

New Hampshire State Office

Office of Public Housing, DHUD—New Hampshire State Office, Norris Cotton Federal Building, 275 Chestnut Street, Manchester, New Hampshire 03101-2487, (603) 666-7681, TTY Number: (603) 666-7518, Office hours: 8:00am-4:30pm local time

Rhode Island State Office

Office of Public Housing, DHUD—Rhode Island State Office, 10 Weybosset Street, Sixth Floor, Providence, Rhode Island 02903-2808, (401) 528-5351, TTY Number: (401) 528-5364, Office hours: 8:00am-4:30pm local time

HUD—New York, New Jersey

New York State Office

Office of Public Housing, DHUD—New York State Office, 26 Federal Plaza, Suite 3237, New York, New York 10278-0068, (212) 264-6500, TTY Number: (212) 264-0927, Office hours: 8:30am-5:00pm local time

Buffalo State Office

Office of Public Housing, DHUD—Buffalo State Office, Lafayette Court, 5th Floor, 465 Main Street, Buffalo, New York 14203-1780 (551) 846-5755, TTY Number: (716) 551-5787, Office hours: 8:00am-4:30pm local time

New Jersey State Office

Office of Public Housing, DHUD—New Jersey State Office, One Newark Center, 12th Floor, Newark, New Jersey 07102-5260, (201) 622-7900, TTY Number: (201) 645-6649, Office hours: 8:30am-5:00pm local time

HUD—Mid-Atlantic: Pennsylvania, District of Columbia, Maryland, Delaware, Virginia, West Virginia

Pennsylvania State Office

Office of Public Housing, DHUD—Pennsylvania State Office, The Wanamaker Building, 100 Penn Square East, Philadelphia, Pennsylvania 19107-3390,

(215) 656-0579, TTY Number: (215) 597-5564, Office hours: 8:00am-4:30pm local time

District of Columbia Office (Washington, DC)

Office of Public Housing, DHUD—District of Columbia Office, 820 First Street NE., Washington, DC 20002-4502, (202) 275-9200, TTY Number: (202) 275-0967, Office hours: 8:00am-4:30pm local time

Maryland State Office

Office of Public Housing, DHUD—Maryland State Office, City Crescent Building, 10 South Howard Street, 5th Floor, Baltimore, Maryland 21201-2505, (401) 962-2520, TTY Number: (410) 962-0106, Office hours: 8:00am-4:30pm local time

Pittsburgh Area Office

Office of Public Housing, DHUD—Pittsburgh Area Office, 339 Sixth Avenue, Sixth floor, Pittsburgh, Pennsylvania 15222-2515, (412) 644-6428, TTY Number: (412) 644-5747, Office hours: 8:00am-4:30pm local time

Virginia State Office

Office of Public Housing, DHUD—Virginia State Office, The 3600 Centre, 3600 West Broad Street, P.O. Box 90331, Richmond, Virginia 23230-0331, (804) 278-4507, TTY Number: (804) 278-4501, Office hours: 8:00am-4:30pm local time

West Virginia State Office

Office of Public Housing, DHUD—West Virginia State Office, 405 Capitol Street, Suite 708, Charleston, West Virginia 25301-1795, (304) 347-7000, TTY Number: (304) 347-5332, Office hours: 8:00am-4:30pm local time

HUD—Southeast: Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, Tennessee, Caribbean, Virgin Islands

Georgia State Office

Office of Public Housing, DHUD—Georgia State Office, Richard B. Russell Federal Building, 75 Spring Street, S.W., Atlanta, Georgia 30303-3388, (404) 331-4815, TTY Number: (404) 730-2654, Office hours: 8:00am-4:30pm local time

Alabama State Office

Office of Public Housing, DHUD—Alabama State Office, 600 Beacon Parkway West, Suite 300, Birmingham, Alabama 35209-3144, (205) 290-7601, TTY Number: (205) 290-7624, Office hours: 8:00am-4:30pm local time

Kentucky State Office

Office of Public Housing, DHUD—Kentucky State Office, 601 West Broadway, P.O. Box 1044, Louisville, Kentucky 40201-1044, (502) 582-6161, TTY Number: (502) 582-5139, Office hours: 8:00am-4:30pm local time

Mississippi State Office

Office of Public Housing, DHUD—Mississippi State Office, Doctor A.H. McCoy Federal Building, 100 West Capitol Street, Room 910, Jackson, Mississippi 39269-1096, (601) 975-4746, TTY Number: (601) 975-4717, Office hours: 8:00am-4:45pm local time

North Carolina State Office

Office of Public Housing, DHUD—North Carolina State Office, 2306 West Meadowview Road, Greensboro, North Carolina 27407-3707, (919) 547-4000, TTY Number: 919-547-4055, Office hours: 8:00am-4:45pm local time

Caribbean Office

Office of Public Housing, DHUD—Caribbean Office, New San Office Building, 159 Carlos East Chardon Avenue, Room 305, San Juan, Puerto Rico 00918-1804, (809) 766-6121, TTY Number: Number not available, Office hours: 8:00am-4:30pm local time

South Carolina State Office

Office of Public Housing, DHUD—South Carolina State Office, Strom Thurmond Federal Building, 1835 Assembly Street, Columbia, South Carolina 29201-2480, (803) 765-5831, TTY Number: Number not available, Office hours: 8:00am-4:45pm local time

Tennessee Area Office

Office of Public Housing, DHUD—Tennessee Area Office, John J. Duncan Federal Building, 710 Locust Street, S.W., Third Floor, Knoxville, Tennessee 37902-2526, (423) 545-4389, TTY Number: (615) 545-4379, Office hours: 7:30am-4:15pm local time,

Nashville, Tennessee State Office

Office of Public Housing, DHUD—Tennessee State Office, 251 Cumberland Bend Drive, Suite 200, Nashville, Tennessee 37228-1803, (615) 736-5213, TTY Number: (615) 736-5063, Office hours: 7:45am-4:15pm local time,

Florida Area Office

Office of Public Housing, DHUD—Florida Area Office, Southern Bell Towers, 301 West Bay Street, Suite 2200, Jacksonville, Florida 32202-5121, (904) 232-2626, TTY Number: (904) 232-2357, Office hours: 7:45am-4:30pm local time

HUD—Midwest: Illinois, Indiana, Michigan, Minnesota, Ohio, Wisconsin

Illinois State Office

Office of Public Housing, DHUD—Illinois State Office, Ralph H. Metcalfe Federal Building, 77 West Jackson Boulevard, Chicago, IL 60604-3507, (312) 353-5680, TTY Number: (312) 353-7143, Office hours: 8:15am-4:45pm local time

Michigan State Office

Office of Public Housing, DHUD—Michigan State Office, Patrick V. McNamara Federal Building, 477 Michigan Avenue, Detroit, Michigan 48226-2592, (313) 226-6880, TTY Number: (313) 226-7812, Office hours: 8:00am-4:30pm local time

Indiana State Office

Office of Public Housing, DHUD—Indiana State Office, 151 North Delaware Street, Suite 1200, Indianapolis, Indiana 46204-2526, (317) 226-6303, TTY Number: (317) 226-7081, Office hours: 8:00am-4:45pm local time

Grand Rapids, Michigan Area Office

Office of Public Housing, DHUD—Grand Rapids Area Office, Trade Center Building 50 Louis, N.W., Grand Rapids, Michigan 49503-2648, (616) 456-2127, TTY Number: Number not available, Office hours: 8:00am-4:45pm local time

Minnesota State Office

Office of Public Housing, DHUD—Minnesota State Office, Bridge Place Building, 220 South Second Street, Minneapolis, Minnesota 55401-2195, (612) 370-3000, TTY Number: (612) 370-3186, Office hours: 8:00am-4:30pm local time

Cincinnati, Ohio Area Office

Office of Public Housing, DHUD—Cincinnati Area Office, 525 Vine Street, Suite 700, Cincinnati, Ohio 45202-3188, (513) 684-2884, TTY Number: (513) 684-6180, Office hours: 8:00am-4:45pm local time

Cleveland, Ohio Area Office

Office of Public Housing, DHUD—Cleveland Area Office, Renaissance Building, 1350 Euclid Avenue, 500, Cleveland, Ohio 44115-1815, (216) 522-4065, TTY Number: Number not available Office hours: 8:00am-4:40pm local time

Ohio State Office

Office of Public Housing, DHUD—Ohio State Office, 200 North High Street, Columbus, Ohio 43215-2499, (614) 469-5737, TTY Number: Number not available, Office hours: 8:30am-4:45pm local time

Wisconsin State Office

Office of Public Housing, DHUD—Wisconsin State Office, Henry S. Reuss Federal Plaza, 310 West Wisconsin Avenue, Suite 1380, Milwaukee, Wisconsin 53203-2289, (414) 291-3214, TTY Number: Number not available, Office hours: 8:00am-4:30pm local time

HUD—Southwest: Arkansas, Louisiana, New Mexico, Oklahoma, Texas

Texas State Office

Office of Public Housing, DHUD—Texas State Office, 1600 Throckmorton Street, Room 304, P.O. Box 2905, Fort Worth, Texas 76113-2905, (817) 885-5934, TTY Number: (817) 885-5447, Office hours: 8:00am-4:30pm local time,

Houston, Texas Area Office

Office of Public Housing, DHUD—Houston Area Office, Norfolk Tower, 2211 Norfolk, Suite 200, Houston, Texas 77098-4096, (713) 834-3235, TTY Number: Number not available, Office hours: 7:45am-4:30pm local time

San Antonio, Texas Area Office

Office of Public Housing, DHUD—San Antonio Area Office, Washington Square, 800 Dolorosa Street, San Antonio, Texas 78207-4563, (512) 229-6783, TTY Number: (512) 229-6783, Office hours: 8:00am-4:30pm local time

Arkansas State Office

Office of Public Housing, DHUD—Arkansas State Office, TCBY Tower, 425 West

Capitol Avenue, Room 900, Little Rock, Arkansas 72201-3488, (501) 324-5935, TTY Number: (501) 324-5931, Office hours: 8:00am-4:30pm local time

Louisiana State Office

Office of Public Housing, DHUD—Louisiana State Office, 501 Magazine Street, Ninth Floor, New Orleans, Louisiana 70130, (504) 589-7251, TTY Number: Number not available, Office hours: 8:00am-4:30pm local time

Oklahoma State Office

Office of Public Housing, DHUD—Oklahoma State Office, 500 West Main Street, Oklahoma City, Oklahoma 73102, (504) 589-7233, TTY Number: None, Office hours: 8:00am-4:30pm local time

New Mexico State Office

Office of Public Housing, DHUD—New Mexico State Office, 625 Truman Street NE., Albuquerque, NM 87110-6472, (505) 262-6463, TTY Number: (505) 262-6463, Office hours: 7:45am-4:30pm local time,

Great Plains: Iowa, Kansas, Missouri, Nebraska

Kansas/Missouri State Office

Office of Public Housing, DHUD—Kansas/Missouri State Office, Gateway Tower II, 400 State Avenue, Kansas City, Kansas 66101-2406, (913) 551-5488, TTY Number: (913) 551-5815, Office hours: 8:00am-4:30pm local time

Nebraska State Office

Office of Public Housing, DHUD—Nebraska State Office, Executive Tower Centre, 10909 Mill Valley Road, Omaha, Nebraska 68154-3955, (402) 492-3100, TTY Number: (402) 492-3183, Office hours: 8:00am-4:30pm local time

St. Louis, Missouri Area Office

Office of Public Housing, DHUD—St. Louis Area Office, Robert A. Young Federal Building, 1222 Spruce Street, St. Louis, Missouri 63103-2836, (314) 539-6503, TTY Number: (314) 539-6331, Office hours: 8:00am-4:30pm local time

Iowa State Office

Office of Public Housing, DHUD—Iowa State Office, Federal Building, 210 Walnut Street, Des Moines, Iowa 50309-2155, (515) 284-4512, TTY Number: (515) 284-4728, Office hours: 8:00am-4:30pm local time

HUD—Rocky Mountains: Colorado, Montana, North Dakota, South Dakota, Utah, Wyoming

Colorado State Office

Office of Public Housing, DHUD—Colorado State Office, First Interstate Tower North, 633 17th Street, Denver, CO 80202-3607, (303) 672-5376, TTY Number: (303) 672-5248, Office hours: 8:00am-4:30pm local time

HUD—Pacific/Hawaii: Arizona, California, Hawaii, Nevada, Guam, America Samoa
California State Office

Office of Public Housing, DHUD—California State Office, Philip Burton Federal Building/Courthouse, 450 Golden Gate Avenue, PO Box 36003, San Francisco, California 94102-3448, (415) 436-6532, TTY Number: (415) 436-6594, Office hours: 8:15am-4:45pm local time

Los Angeles, California Area Office

Office of Public Housing, DHUD—Los Angeles Area Office, 611 West 6th Street, Los Angeles, California 90017, (213) 894-7122, extension 3504, TTY Number: (213) 894-8047, Office hours: 8:00am-4:30pm local time

Hawaii State Office

Office of Public Housing, Seven Waterfront Plaza, 500 Ala Moana Boulevard, Suite 500, Honolulu, HI 96813-4918, (808) 522-8185, TTY Number: (808) 522-8193, Office hours: 8:00am-4:30pm local time

Sacramento, California Area Office

Office of Public Housing, DHUD—Sacramento Area Office, 777 12th Avenue, Suite 200, PO Box 1978, Sacramento, California 95814-1997, (916) 498-5270, TTY Number: (916) 498-5220, Office hours: 8:00am-4:30pm local time

Arizona State Office

Office of Public Housing, DHUD—Arizona State Office, Two Arizona Center, 400 North 5th Street, Suite 1600, Phoenix, Arizona 85004-2361, (602) 261-4434, TTY Number: (602) 379-4461, Office hours: 8:00am-4:30pm local time

HUD—Northwest/Alaska: Alaska, Idaho, Oregon, Washington

Washington State Office

Office of Public Housing, DHUD—Washington State Office, Seattle Federal Office Building, 909 First Avenue, Suite 200, Seattle, WA 98104-1000, (206) 220-5292, TTY Number: (206) 220-5185, Office hours: 8:00am-4:30pm local time

Oregon State Office

Office of Public Housing, DHUD—Oregon State Office, 400 Southwest Sixth Avenue,

Suite 700, Portland, Oregon 97203-1632, (503) 326-2661, TTY Number: (503) 326-3656, Office hours: 8:00am-4:30pm local time

DHUD National Office of Native American Programs (NONAPs)

NONAP Headquarters

Office of the Deputy Assistant Secretary for National Native American Programs, 1999 Broadway, Suite 3390, Box 90, Denver, CO 80202, Office hours: 8:15am-4:45pm local time, FY 1997 Round PHDEP point of contact: Tracy Outlaw, Telephone (303) 675-1600, extension 3333

NONAPs Area Offices

Eastern/Woodlands—Tribes and IHAs: East of the Mississippi River, including all of Minnesota and Iowa

Eastern/Woodlands HUD Area Office of Native American Programs

Eastern/Woodlands Office of Native American Programs, Ralph H. Metcalfe Federal Building, 77 West Jackson Boulevard, Room 2400, Chicago, IL 60604, (312) 886-3539 or (800) 735-3239, TTY Number: (312) 886-3741 or (800) 927-9275, Office hours: 8:15am-4:45pm local time

Southern Plains—Tribes and IHAs: Louisiana, Missouri, Kansas, Oklahoma, and Texas, except for Isleta Del Sur in Texas

DHUD Area Office of Native American Programs

Southern Plains Office of Native American Programs, 500 West Main Street, Suite 400, Oklahoma City, Oklahoma 73102, (405) 553-7428, TTY Number: (405) 231-4891 or (405) 231-4181, Office hours: 8:00am-4:30pm local time

Northern Plains—Tribes and IHAs: Colorado, Montana, Nebraska, North Dakota, South Dakota, and Wyoming

DHUD Area Office of Native American Programs

Northern Plains Office of Native American Programs, First Interstate Tower North, 633 17th Street, 14th Floor, Denver, CO 80202-3607, (303) 672-5462, TTY Number: (303)

844-6158, Office hours: 8:00am-4:30pm local time

Southwest—Tribes and IHAs: Arizona, California, New Mexico, Nevada, and Isleta Del Sur in Texas

DHUD Area Office of Native American Programs

Southwest Office of Native American Programs, Two Arizona Center, 400 North 5th Street, Suite 1650, Phoenix, Arizona 85004-2361, (602) 379-4156, TTY Number: (602) 379-4461, Office hours: 8:15am-4:45pm local time

or
Albuquerque Office of Native American Programs, Albuquerque Plaza, 201 3rd Street, NW, Suite 1830, Albuquerque, New Mexico 87102-3368, (505) 766-1372, TTY Number: None available, Office hours: 7:45am-4:30pm local time

Northwest—Tribes and IHAs: Idaho, Oregon, and Washington

DHUD Area Office of Native American Programs

Northwest Office of Native American Programs, Seattle Federal Office Building, 909 First Avenue, Suite 300, Seattle, WA 98104-1000, (206) 220-5270, TTY Number: (206) 220-5185, Office hours: 8:00am-4:30pm local time

Alaska—Tribes and IHAs: Alaska

DHUD Area Office of Native American Programs

Alaska Office of Native American Programs, University Plaza Building, 949 East 36th Avenue, Suite 401, Anchorage, Alaska 99508-4399, (907) 271-4633, TTY Number: (907) 271-4328, Office hours: 8:00am-4:30pm local time

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