Application for Federal Assistance SF-424

Version 02

* 1. Type of Submission:	* 2. Type of Application:	* If Revision, select appropriate letter(s):
○ Preapplication	● New	
● Application	○ Continuation	* Other (Specify)
○ Changed/Corrected Application	○ Revision	

* 3. Date Received: 06/05/2007
4. Applicant Identifier:

5a. Federal Entity Identifier:
* 5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:
7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name: Cankdeska Cikana Community College

* b. Employer/Taxpayer Identification Number (EIN/TIN): 45-0350756
* c. Organizational DUNS: [redacted]

d. Address:

* Street1: Box 269
Street2:
* City: Fort Totten
County:
* State: ND: North Dakota
Province:
* Country: USA: UNITED STATES
* Zip / Postal Code: 58335

e. Organizational Unit:

Department Name:
Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: Mr.
* First Name: Harold
Middle Name: J.
* Last Name: McCowan
Suffix:

Title: Vice President of Technology

Organizational Affiliation:

* Telephone Number: [redacted]
Fax Number: 701-766-1350

* Email: [redacted]

OMB Number: 4040-0004
Expiration Date: 01/31/2009

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9. Type of Applicant 1: Select Applicant Type:

U: Tribally Controlled Colleges and Universities (TCCUs)

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

US Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.519

CFDA Title:

Tribal Colleges and Universities Program

*** 12. Funding Opportunity Number:**

FR-5100-N-11

* Title:

Tribal Colleges and Universities

13. Competition Identification Number:

TCUP-11

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Spirit lake reservation and benson county nd

*** 15. Descriptive Title of Applicant's Project:**

Ag Science Building

Attach supporting documents as specified in agency instructions.

OMB Number: 4040-0004
Expiration Date: 01/31/2009

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16. Congressional Districts Of:

* a. Applicant: 1
* b. Program/Project: ND

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date: 10/01/2007
* b. End Date: 09/30/2010

18. Estimated Funding ($):

* a. Federal	599,309.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	599,309.00

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

○ a. This application was made available to the State under the Executive Order 12372 Process for review on .

○ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

● c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)**

○ Yes ● No

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☑ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: Dr.
* First Name: Cynthia
Middle Name:
* Last Name: Lindquist
Suffix:

* Title: President

* Telephone Number: [redacted]
Fax Number: 701-766-1121

* Email: [redacted]

* Signature of Authorized Representative: Harold McCowan
* Date Signed: 06/05/2007

Authorized for Local Reproduction

Standard Form 424 (Revised 10/2005)
Prescribed by OMB Circular A-102

OMB Number: 4040-0004
Expiration Date: 01/31/2009

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*** Applicant Federal Debt Delinquency Explanation**

The following field should contain an explanation if the Applicant organization is delinquent on any Federal Debt. Maximum number of characters that can be entered is 4,000. Try and avoid extra spaces and carriage returns to maximize the availability of space.

Attachments

AdditionalCongressionalDistricts

File Name	Mime Type

AdditionalProjectTitle

File Name	Mime Type

Attachments Form

Instructions: On this form, you will attach the various files that make up your grant application. Please consult with the appropriate Agency Guidelines for more information about each needed file. Please remember that any files you attach must be in the document format and named as specified in the Guidelines.

Important: Please attach your files in the proper sequence. See the appropriate Agency Guidelines for details.

1) Please attach Attachment 1	1508-Detailed_Budget.doc	Mime Type: application/msword
2) Please attach Attachment 2	7491-Project_Abstract.doc	Mime Type: application/msword
3) Please attach Attachment 3	9041-hud_grant_07.doc	Mime Type: application/msword
4) Please attach Attachment 4	3059-HUD-96010_v4_TCUP_2007.xls	Mime Type: application/vnd.ms-excel
5) Please attach Attachment 5	608-ag_floor_plan_1.jpg	Mime Type: image/jpeg
6) Please attach Attachment 6		
7) Please attach Attachment 7		
8) Please attach Attachment 8		
9) Please attach Attachment 9		
10) Please attach Attachment 10		
11) Please attach Attachment 11		
12) Please attach Attachment 12		
13) Please attach Attachment 13		
14) Please attach Attachment 14		
15) Please attach Attachment 15		

Project Abstract

Project Title: Ag Science Bulding
Cankdeska Cikana Community College
Box 269
Fort Totten, ND 58316

Project Period: October 1, 2007 to September 30, 2010

Funding Requested: $600,000 Federal share

Contact/Project Director: Harold McCowan
[redacted] fax: 701.766-1350
[redacted]

Project Description:

The project will provide an opportunity for the college to complete a critical expansion of its facility by providing a new building to house the agricultural science programs. This expansion will provide increased opportunities for students in both the types of agricultural classes offered and in the student experience in courses. The facility will be built at the CCCC campus located in Fort Totten, ND on the Spirit Lake reservation.

CCCC provides an educational program leading to Associate of Arts, Associate of Science, or Associate of Applied Science. The college also offers one year certificates in career and technical education programs. CCCC is fully accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools. North Central is recognized as an accreditation agency by the Department of Education.

CCCC proposes to construct an agricultural science building to house its agricultural courses. These current use shared space classrooms. As these classrooms are shared with other departments, the opportunity for student application is limited to items which can be stored away at the end of class. By creating a sole use facility, student learning and application will not be dictated by class periods. The facility will include lecture and lab classroom space and a garage area for equipment (i.e., tractors, seeders, etc.)

This project will facilitate student pursuit of ag careers which will increase the Tribe's ability to effectively utilize its land base for production. Further, students will provide outreach to the community by teaching community members how to plant and care for home gardens.

The specific objectives are:

Objective 1: By the end of the project, the college will increase the physical facility by 5,000 square feet.

Objective 2: Within one year after completion of the facility, the college will increase its outreach to community members by providing home gardening instruction to 20 families per year.

Objective 3: By the end of the first year after the project, CCCC will assist 20 low income families in planting a home garden.

Objective 4: By the end of the first year after the project, enrollment in the agricultural science program will increase by 20%.

Rating Factor Narrative

Introduction - Cankdeska Cikana (Little Hoop) Community College (CCCC) was established in 1974 as a Tribally Controlled Community College serving the residents and communities on and near the Spirit Lake Reservation in east central North Dakota. The College's name, Cankdeska Cikana (Little Hoop), is the Dakota name of [redacted] the recipient of two Purple Hearts, died November 29, 1944 while serving as a rifleman with the 11th Infantry at Lorraine, France. [redacted] son, [redacted] serves as Chairman of the Board of Regents.

The College operates via a Tribal charter with its own by-laws. It is independent and autonomous in its administration and operations. The Spirit Lake Tribe appoints four tribal members to the College Board of Regents representing the four communities of the Reservation. The college is a two year degree granting institution and is fully accredited by the North Central Commission on Higher Learning. It is a federally supported two year land-grant institution providing services primarily to the reservation and adjacent area. The college is a charter member of the American Indian Higher Education Consortium and the North Dakota Association of Tribal Colleges. More than 90% of its yearly enrollment is low income students.

The College's Philosophy reflects traditional Dakota values. The Dakota way of thinking is based upon the circle and its meaning in relation to the sacred hoop of life. The circle stands for the togetherness of a people united in peace. The circle represents the totality of learning in a lifetime. CCCC operates upon the philosophy symbolized by the circle. It stands within the circle of the Spirit Lake Reservation and, through the power of learning, strives to maintain the Dakota way of thinking.

The Community - Located in east central North Dakota, the Spirit Lake reservation was established by a Treaty between the United States Government and the Sisseton Wahpeton

Dakota Band of Indians in 1867. The Spirit Lake reservation covers approximately 405 square miles with two thirds of the 245,141 acres being privately held fee land.

The reservation population is 6,689. Of these, 5,426 are enrolled members of the Spirit Lake Dakota Tribe; 360 are Indians from other tribes; and 903 are non-Indians (Bureau of Indian Affairs, Department of Interior, Labor Force Report, 2003). Unlike the neighboring non-Indian community and the state, the reservation population is very young. The age distribution is contrasted with the nearest county and the state in the following chart.

Age Group	Spirit Lake	Ramsey County	North Dakota
Under 18	49.6%	25.0%	25.0%
18-64	47.6%	56.2%	60.3%
65 and over	2.8%	18.8%	14.7%

Source: US Census

The small percent of population 65 and over attests to the high mortality rate of the Spirit Lake reservation.

The poverty rate on the reservation is very high. The median household income for the reservation population is $21,857 as compared to $35,600 for Ramsey County residents (US Census). The unemployment rate for the reservation is 61% and half of all employed individuals live below the poverty level (Bureau of Indian Affairs, Department of Labor, Spirit Lake Labor Force Report, 2003). The unemployment rate for Ramsey County in 2004 was 4.10% and for North Dakota 5.4% (ND Job Service). The US Census reports, 47% of the Spirit Lake population lives below the poverty level as compared to 12% for the State of North Dakota.

The Spirit Lake community shares with other Tribes a history of social, economic, health, and educational hardships. The assimilation policies have fostered family and community traumas that perpetuate unhealthy lifestyles. Historically, jobs largely occurred in government, education, medical, and administrative sectors. As these usually required a minimum of a four year degree, most were closed to Native people. Tribal initiatives in manufacturing and gaming do not provide entry level employment at a level consistent with the need.

Rating Factor 1: Capacity of the Applicant and Relevant Experience

a. Knowledge and Experience

(1) Knowledge and experience of proposed project director and staff

Cankdeska Cikana Community College project will utilize expertise in three areas to ensure the project is operated in a manner consistent with Federal guidelines. Further, the lines of responsibility spelled out in the following sections will provide a framework for operation of the project. The management of this project will include three areas: Ongoing operations, financial management and technical construction. The following individuals will have major responsibilities in this project.

Ongoing Operations – The Project Director will be Harold McCowan. [redacted]

Financial Management – [redacted] will serve as the financial manager of this project. [redacted] is the college's chief financial officer. [redacted] has a Bachelor's Degree in Accounting from Moorhead State University. [redacted] has nine years of fund accounting for Federal programs. In addition, [redacted] has three years experience as a private sector business owner/manager.

Technical Construction – The College will utilize the services of [redacted] for the engineering and technical construction area. [redacted] is the current owner of [redacted] and has more than twenty years experience in the field. [redacted] has assisted the college and other tribal entities in several projects of comparable size. [redacted] has provided similar services in each of the projects undertaken by the college over the past five years.

(2) Key project team members, titles, roles and relevant experience

Management Oversight -- The College Board of Regents provides overall oversight and establishes the appropriate policies and institutional direction. Day to day administration of the college is vested in the President. The President has the authority to bind the college in formal agreements and obligation of college resources. [redacted], has a Ph. D. in educational leadership. [redacted] is a member of the Spirit Lake Nation. [redacted] has extensive experience in planning, management, and grant writing.

[redacted] was named as one of the ten outstanding [redacted] in government by Good Housekeeping magazine in 1999. [redacted] is a Bush Leadership Fellow. [redacted] prior experience includes serving as the Executive Director, North Dakota Indian Affairs Commission; Senior Advisor to the Director of Indian Health Service; staff for the North Dakota Health Task Force; faculty member, UND School of Medicine and Health Sciences; and Tribal Health Director/ Planner.

During [redacted] tenure as President, the College has completed a major evaluation and assessment process culminating in a ten year accreditation from North Central Association of Colleges and Schools. Under [redacted] administration, the college has developed a strategic plan and an institutional development plan. A system of institutional accountability has been developed and implemented. Inherent in this system is a grants oversight component. Each director provides the President a review copy of all reports prior to submission to funding agencies. Under [redacted] direction, the administrative staff monitors grant programs for compliance with funding agencies and institutional policies.

Key team members will include the following individuals:

[redacted], CCCC President with responsibilities in the following areas:

- Authorizing official for the institution including signing grant documents.
- Entering into contract with successful bidders on behalf of the college
- Oversight responsibility for grant management functions

Harold McCowan, Project Director with responsibilities in the following areas:

- Institutional liaison with architect in developing final drawing and construction plans
- Reviewing bid documents prior to release and serving as institutional contact for prospective bidders
- Providing answers to prospective bidders
- Chairing the bid opening including notification of time and place to bidders, college administrators, the Board of Regents, the architect and Spirit Lake TERO
- Monitoring construction activities on a daily basis
- Initiating purchase orders/reimbursements based on invoices submitted by contractors
- Maintaining communication channels with bidders and monitoring progress of work
- Serving as institutional liaison with funding agency and tribal agencies
- Maintaining program files related to the project.

[redacted] Financial Management

- Receiving bids from contractors
- Reviewing disbursement documents and ordering release of payments to contractors
- Maintaining fiscal files and preparing financial reports

b. Past Performance

Institutional Experience -- Cankdeska Cikana Community College has, since its inception, operated grant programs funded by Federal, State, Tribal and private sector sources. This history of outside funding and related accountability needs has helped shape a college structure well able to operate and administer the proposed project. Over the past 20 years, the college has developed an organizational structure compatible with its functions as well as policies and procedures appropriate to its major functions including personnel, finance and general administration. The policies meet or exceed Federal requirements.

The College funding sources include the Department of Interior, Bureau of Indian Affairs; the Department of Education; Department of Health and Human Services; Department of Housing and Urban Development; Department of Agriculture; the National Science Foundation; the Environmental Protection Agency; and the National Aeronautics and Space Administration.

In the area of construction, the college has completed four major additions. These projects were:

- A [redacted] project added a vocational classroom/shop area with funding from USDA and the American Indian College Fund (AICF) in 2002.
- A [redacted] project added a library expansion, new faculty offices and interior renovations to the existing structure with funding from AICF during 2000.

- A [redacted] project erected a log building used for a cultural center with funding from USDA and AICF in 2001 and
- An [redacted] classroom addition with a science lab included $400,000 from HUD.

The college is currently in the final stages of an administrative wing construction project. This project included $600,000 from HUD coupled with [redacted] from Shakopee Foundation. All major construction has been completed. The first walk-through has been completed. A final list of items yet to be completed or to be modified was generated and is now being completed

(1) Prior HUD/TCUP grants -- award, amount expended and obligated as of now

CCCC has had two prior HUD grants. In the first grant, the college received $400,000 as part of a project to construct a new classroom addition including a science lab. A total of $400,000 was awarded and expended. The goal of this project was the construction of a 5,700 square foot classroom wing.

The college's second grant was awarded for completion of an administrative facility. The college was awarded $600,000 for this project. The project will be completed within the three year project period.

(2) Description of achievement of specific tasks, measurable objectives and specific outcomes consistent with project management plan

Project 1 – All objectives and tasks were accomplished within the approved time period. The measurable objective for this project was the addition of 5,700 square feet of space. It has been completed.

Project 2 -- This project's objectives cover the three year grant period ending September 30, 2007. It funds a new administrative office area for the college. The objectives for the project are:

Objective 1: By the end of the third year of the project, 100% of the electrical entry service will be moved to a new mechanical room.

Objective 2: By the end of the project, the college will recover two rooms currently housing offices for use as classrooms

Objective 3: By the end of the project, the college will increase course offerings by 10% over academic year 2003-04 course offerings.

Objectives 1 and 2 have been fully met. The college will not meet objective 3 until the fall 2007 term. In the fall of 2003, 58 classes were offered. The schedule for fall 2007 lists 70 classes.

(3) List detailing the date of completion, in the original 3 year period, if not completed, why and when

Project 1: TCUP-ND-02-001 Classroom addition

Original Project Period 09-25-02 to 09-25-04 with extension to 12-25-05

Timeline for the classroom addition was as follows:

- Bids /received-September 8, 2004
- Completed footings and foundation –October 13, 2004
- Building enclosed–December 15, 2004
- Building connection opened-December 30, 2004
- Electrical and Mechanical completed-February 28, 2005
- Finishes completed-March 31, 2005
- Substantial completion-April 15, 2005
- All work completed-April 30, 2005

The college received one extension through 12/31/05 on this project due to turnover among key administrators and weather delays. The grant was officially closed on 4/27/05 (per email from [redacted]

Project 2: TCUP-ND-04-411 Administrative addition

For the second grant, the project period is 09-08-04 to 09-08-07.

Timelines for the project were:

- Complete environmental Assessment March 15, 2005
- Prepare final construction plans March 15, 2006
- Bid process completed and contractors selected April 21 2005
- Pre construction meeting May 18, 2006
- Site preparation and foundation completed September 1, 2006
- Walls and roof completed December 15, 2006
- Interior walls and rooms finished – April 15, 2007
- Final inspection – May 1, 2007
- Punch list completed -- May 15, 2007
- Building occupied – May 1, 2007

(4) Comparison of the amount of leveraged funds and/or resources to the amount actually leveraged

Project 1: In addition to the funds committed by HUD, the college obtained funding from other sources in the amount of [redacted]. This included the following sources and amounts: Internal [redacted] AICF & AIHEC Enrichment [redacted] USDA $234,861.

Project 2: In addition to the funds committed by HUD, the college obtained other funding in the amount of [redacted] from the Shakopee foundation. In addition, the college provided a [redacted] in-kind contribution.

(5) Detailed description of compliance with reporting requirements including timeliness of submission, completeness, narrative and financial information required by grant.

Project 1 -- Before the work started, CCCC sent to [redacted] a detailed description of the time line of the project. The semi annual 269 was submitted January 20, 2005. The second and final 269 was submitted on April 7, 2005. As well as the 269s, a *Closeout Certification, Property Statement and Inventions, Patents and Copyrights Statement* were sent.

Project 2 – The project operated under a management plan approved by HUD. All quarterly reporting requirements for the current project have been submitted. The quarterly reports included financial documents, a narrative, the management plan with the status of each item, and a narrative of funds leveraged in the period. The next quarterly report is due June 30, 2007. For this project, 269s were submitted 8/29/05, 10/7/05, 1/9/06, 4/5/06, 7/11/06, 10/11/06, 1/8/07, and 4/10/07.

Rating Factor 2: Need/Extent of Problem

Cankdeska Cikana Community College occupies a fully accessible concrete block facility located in Fort Totten, ND. The 32,500 square foot facility includes classrooms, administrative and faculty offices, and a student lounge. A classroom wing with a science lab and three large classrooms is connected to the east side of the main facility. The Valerie Merrick Library is connected to the main campus by an enclosed walkway providing an additional 3,600 square feet. At the north end of the campus, the college has a two level log building which provides space for independent study and small group activities. A vocational education carpentry classroom is located in a separate building on the south edge of campus.

The main facility was constructed in the 1956 as a Bureau of Indian Affairs elementary school. It is a concrete block and brick facility. When the elementary student body outgrew the facility, a new school was constructed. The college was granted an indefinite lease from the Bureau of Indian Affairs in 1984. The office area and east wing are elevated 3 feet over the height of the north wing. A wheelchair lift provides access between the levels.

The college has chosen to continue to maintain its original facility rather than seek a new one. An engineering report found the main building to be structurally sound and with continuing maintenance will continue to be useful. At today's prices, building a comparable size facility would cost more than $4 million. New buildings are connected to the main facility via hallways.

(1) Need – Historical Perspective

The journals of French fur trader, Pierre Esprit Radison detail the first known contact between European people and the Dakota. In 1660, he encountered the Dakota near Lake Pepin on the present day border between Minnesota and Wisconsin. He identified these people as Nadonseronona or "Nation of the Beef" (buffalo). The Dakota were living on the prairie south of a forested region. The major staple of buffalo was supplemented by a small amount of sown corn and items common to hunting and gathering society including game, fish and plant products.

Like other native people, colonization led to forced confinement to the reservation and led to two major changes in the lives of the Dakota. First, the people were unable to follow game or harvest in traditional places and did not have the skills or economic resources to become farmers. Second, without animal skins, the Dakota were unable to meet the very basic shelter and clothing needs plunging the Tribe into poverty. Once self-sufficient people, the Dakota became dependent on government rations as the primary food source.

The Spirit Lake reservation became home to about 1,500 members of the Sisseton and Wahpeton bands and the 500 Yanktonai already in the Fort Totten area. The early efforts to move from a hunting/gathering lifestyle to an agrarian one were undermined by drought and a grasshopper invasion. Following a short period of federal dependency, agriculture increased from 1883 to 1889. Dakota people were working communal fields with some success. Again, unfavorable conditions, inexperience, and increasing reliance of federal assistance led to almost total dependence on governmental assistance. Gradually, the Spirit Lake land based began to be leased or purchased by non-Indians. Although a few Tribal members persisted in private farming ventures, they were the exception.

Today, the number of non-Indian farmers has declined due to out migration and retirement. An estimated 5,000 acres of land is idle with another 12,000 in the Cropland Reserve Program. Fewer than 10 Indian owned farms and ranches continue.

The reservation system replaced the active life of the Dakotah with a sedentary one. Once self-sufficient people, the Dakotah became dependent on government rations as the primary food source. Rations were frequently of poor quality and often did not arrive in a timely manner. Abruptly, the Dakota diet was transformed from largely meat and berries to one heavy in flour. Over time, the commodity food program replaced the ration program, but this program continued to be largely starches. More importantly, both the ration and commodity foods were for predetermined types and quantities. The only choice available was to take or not take the products offered. Today's commodity food and the food stamp programs offer consumer more choices and greater flexibility; however, many families fail to make healthy choices.

Current perspective – Unfortunately, the high incidences of heart disease and diabetes today are at least partially attributable to the sedentary lifestyle and poor nutritional habits. In the spring of 2005, Cankdeska Cikana Community College commissioned a survey of its staff and students. Respondents included 160 of the college's 220 students and 42 of the 47 staff. Women represented a two to one majority. The average age overall was 33.9 years with the average age for students being 30.9 years. More than 80% of the students were Native Americans and almost 70% of staff was Native Americans. As the students and the majority of staff are drawn from the reservation, the college believes this group is representative of the reservation community except that it does not include children.

Although the survey only included the college population, an argument can easily be made that the community's status will be similar or worse than the respondents. The survey group was relatively young (33.7 years) and had a lower percentage of older individuals. The college group is also better educated than many of the adult Tribal members (34% of tribal members have not completed high school or a GED).

Key findings from the survey relative to chronic diseases indicate:

- 9.4% are diabetic and an additional 3% report having gestational diabetes (The ND State Health Department estimates the North Dakota rate of diabetes as 6%)
- 41.6 years was the average age when diabetes was diagnosed
- 27.3% report high cholesterol
- 19.3% have high blood pressure and 42.4% of these were not on medication for high blood pressure
- The average Body Mass Index (BMI) was high at 30.2 (meaning the average was at the obese level with 25% of the youngest group--age 17 to 24--having BMIs over 30. (The

National Institute of Diabetes and Digestive and Kidney Diseases estimates 30.5% of all Americans are obese.)

- The average consumption of fruits and vegetable consumption (excluding potatoes) per day was 3.27 servings (5 servings are recommended).[1]

What emerged from the CCCC survey was evidence for concern in regard to the health status of the Spirit Lake community. There is a high incidence of serious health conditions in a relatively young population. This incidence likely is linked to an elevated obesity level and high risk behaviors including poor dietary habits.

Beyond the health issue, the long term economic health of the Spirit Lake Nation dictates a need to more effectively use its land base to produce food for tribal consumption and to produce saleable agricultural products.

(2) Importance of meeting need

This project speaks to two areas of need. As previously discussed, the overall level of agricultural activity on the reservation is in decline. As older farmers retire, new farmers are not taking their place. Of equal concern to the tribal community is the inability to capitalize on the land resources of the Tribe. Previously, the tribe or its members derived financial benefit either from farming individual or in the generation of lease income. Lease income has declined due to the retirement or reduced operations of non-Indian farmers who once leased the land. Tribal land use has declined to the point few tribal members have home gardens.

This project furthers the efforts of the college to provide services to tribal members in two areas: 1) developing the knowledge and skills needed to effectively utilize the land base and 2) providing the skills and experience needed to implement household gardens and utilize the produce of these gardens.

[1] McDonald, Dr. Leander, CCCC Health Assessment Results Report, 2005

This project will provide a building to house the agricultural science program and equipment. As a result of this expansion, students will have an opportunity for expanded studies in the agricultural area. Currently, the agriculture program utilizes multiple use classroom(s) in the main building. As these classrooms are shared with other departments, the opportunity for student application is limited to items which can be stored away at the end of class. By creating a sole use facility, student learning and application will not be dictated by class periods. The facility will include lecture and lab classroom space and a garage area for equipment (i.e., tractors, seeders, etc.)

The college has secured funding from the USDA to expand the number of agricultural classes and expand its community gardening activities.

Rating Factor 3: Soundness of Approach

(a) Quality of Work Plan –

(1) Specific Activities – The major activity of this project is the construction of an agricultural science class building. The building will be a pre-engineered metal facility with a maintenance free exterior. The exterior walls and roof will be factory finished steel panels. The personnel doors and overhead door will be pre-finished insulated steel. The windows will be metal clad windows for longevity and maintenance free use. The insulation of the wall will be at an R value of 19 or greater and the ceilings will have an R value of 38 for energy efficiency.

The classroom and offices will be completed with a gypsum wall board with a carpeted floor. The garage area will have a metal liner panel on the walls and ceilings. All rooms will have lighting appropriate to use. The foundation system will be full four foot concrete foundation walls set onto a concrete footing.

The site area will be landscaped for proper drainage with sidewalks for people traffic. The area in front of the overhead door will have a concrete apron to drain moisture away to protect the door from freezing

(a) Proposed activities in measurable terms –

(b) Major tasks and timelines

The major tasks to be undertaken in completing this project are displayed with timelines and responsible personnel on the following chart.

ACTIVITY	PERSON REPONSIBLE	TIMELINE
1. Complete environmental assessment and submit to HUD	Licensed Environmental Specialist with Project Director	October & November 2007
2. Consult with architect on college needs in agricultural science building.	Project director, finance officer, president, instructor and agricultural students	October & November 2007
3. Prepare final plans and construction plans	Architect with input from Project Director, President, & instructor	November, 2007 to January, 2008
4. Submit plans to college for approval	Architect	February, 2008
5. Submit final plans to funding agency	Project Director	March, 2008
6. Develop bid package and release for bids	Project Director, Finance Manager, President and Architect	April, 2008

7. Provide information in response to prospective bidder questions	Project Director with support from Architect	April, 2008 through May, 2008
8. Complete bid process	Project Director, Finance Manager, President with Architect	June, 2008
9. Facilitate pre construction meeting	Project Director, President, Architect, Contractor, TERO	June, 2008
10. Complete site preparation and foundation.	Contractor with oversight by Project Director	July, 2008 to August, 2008
11. Complete punch list for foundation	Director & Architect	August, 2008
12. Disburse funds for foundation component	Project Director, Finance Officer and clerical	August, 2008
13. Complete exterior shell	Contractor	August, 2008 through October, 2008
14. Complete punch list for exterior shell	Director & Architect	October, 2008
15.Disburse funds for exterior shell	Project Director, Finance Officer and clerical	October, 2008
16. Complete roofing	Project Director, Finance Manager, President	March, 2009 to June, 2009

17. Complete roofing punch list	Director & Architect	June, 2009
18. Disburse funds for roofing	Project Director, Finance Officer and clerical	June, 2009
19. Complete interior insulation and utility connections, floor covering and wall finish	Project Director, President, Architect, Contractor, TERO	June, 2009 thru September, 2009
20. Do exterior landscaping	Contractor	September 2009
21. Complete punch list for interior components and landscaping	Director & Architect	September, 2009
22. Complete final inspection	Director & Architect	October, 2009
23. Disburse final payment	Project Director, Finance Officer and clerical	November, 2009

(c) Compatibility with CDBG program objectives

This project addresses the national objective of benefiting low and moderate income persons. The students of CCCC are drawn directly from the reservation community. Based on Federal student aid information, the college knows 90% or more of the students are low income. This project will benefit students in several ways.

1. It will provide a facility for training and education consistent with careers in agriculture;

2. It will provide assistance to community members through student guidance in developing and caring for home gardens; and

3. It will provide greater access to fresh vegetables and fruits to positively impact the diet of community members. In this area, the college will provide supportive information to students and ultimately community members on benefits of garden food for overall health.

(d) Measurable Objectives

Objective 1: By the end of the project, the college will increase the physical facility by 5,000 square feet.

Objective 2: Within one year after completion of the facility, the college will increase its outreach to community members by providing home gardening instruction to 20 families per year.

Objective 3: By the end of the first year after the project, CCCC will assist 20 low income families in planting a home garden.

Objective 4: By the end of the first year after the project, enrollment in the agricultural science program will increase by 20%.

(e) Staff responsibility

Staff responsibility is shown in the earlier staff responsibility section of the Activities chart.

(2) (a) How project activity will address needs identified in Factor 2

The project provides the means to expand the college facility for the agricultural science program. By so doing, the college will be able to increase its service to students and the community through the provision of increased/expanded agricultural coursework. These activities will serve as the catalyst to encourage new enrollment in the agricultural program and allow coursework to specifically target those areas necessary to foster production use of land and the development of home gardens.

In this area, the project provides an opportunity for economic self-sufficiency by facilitating a degree for students who wish to pursue agricultural careers. By so doing, the college not only provides an opportunity for careers, but also furthers the Tribe's goal of increased Tribal use and benefit from the land base.

In community wide impact, as the college provides assistance to community members in planting and the care of family gardens, community members will have access to food which is not only lower cost, but also is healthier than the current diet.

(b) Relate to and not duplicate other activities

By providing an expanded facility, this project will support agricultural coursework and community extension. These functions are currently housed in shared classroom space which does not allow material to be left out at the end of the class period. Other subject related activities such as starting seedlings or studying the impact of sun and water on growing plants cannot be done in the current facility.

b. Involvement of the Faculty and Students – The agricultural science instructor provided input on space needs for the preliminary plan. The instructor and currently enrolled students will provide input on needs and the final design of the building.

Beyond the planning role, this project is expected to generate critical space which will support instruction and student learning in agricultural science classes. It will also provide space to explore and display historic relationships of the Dakotah people as it relates to animals and plants. Historically, Dakotah people relied on plants including berries, roots and wild rice to supplement the game brought in by hunters. All medicine was derived from plant products. Like other bands of Sioux, horses were an important part of Dakotah life and served as the catalyst in transforming the Dakotah lifestyle to one compatible with the plains.

By providing an opportunity for students to study and document the role of plants and animals in the traditional life of the Dakotah, the agricultural science program will become an important element in cultural preservation and documenting the history of food sources. It is expected to lead to increased research in fish and animal life and foster past and present comparisons in the use of plant foods.

c. HUD policy priorities

This project supports the HUD Policy Priority b: Improving Our Nations Communities. Specifically it addresses part 3 making communities more livable. It will provide expanded opportunities for services to community members to

- Promote decent affordable housing. By providing vocational and academic courses, the college assists low income people (usually HUD tenants) in developing marketable skills which lead to economic self-sufficiency. Cankdeska Cikana Community College provides an educational program with opportunities for individuals to address pre college deficiencies. In its college level program, additional services including tutoring, one-on-one instructional support, and counseling which provides a supportive environment for students.
- Strengthen communities. The Spirit Lake community promoted the development of the college as a means to increase access to adult educational services. The Tribe is well aware having a skilled workforce is a necessary component if Tribal people were to realize the benefits of economic initiatives (in this case, more effective use of the land base). Throughout its thirty year history, the college has actively partnered with the Tribe in developing educational programs compatible with the local economy. This project provides the means for the Tribe to develop the skills for more effective land usage and

increases the overall health of the Tribe by encouraging community gardening which will increase the vegetable consumption.

Rating Factor 4: Leveraging Resources

(1) Contributing organization information – CCCC will provide the resources necessary to plan and implement this project. A letter documenting the contribution is on file in the college offices.

(2) Value of the contribution -- This will include an in-kind contribution of [redacted] to meet the administrative functions of the grant. These funds have been calculated to include the following in-kind contribution through staff time:

1. Administrative consultation with the architect. This will develop the final project plans including an agreement on placing utility connections within the structure, materials, final plans and bid letting documents. This has been calculated at 50 hours with an average cost of [redacted]/hour. It will include input from the Project Director, Harold McCowan; the President, [redacted]; the Finance Officer, [redacted]; and appropriate faculty and staff.
2. Bid Letting activities including both Administrative and clerical time. The administrative time will include answering questions from potential bidders, final authorization of the bid advertisement and the bid opening. It is expected to involve 30 hours of administrative time at an average cost of [redacted]/hour.

   Clerical time will be utilized to finalize the bid advertisement and place it in appropriate media. It will also include time for recording receipt of bids, taking minutes at the bid letting and providing notice of acceptance or decline of the individual bids. It is expected to use 8 hours of clerical time at [redacted]/hour.

3. Pre-construction conference provides a forum for bidders, the architect and administrative staff to discuss the specific construction requirements including needs of contractor, securing the site, safety and avoiding disruption to the college facility. Representatives of the TERO program are also present to discuss TERO requirements and hiring of Native Americans including advertisement of opportunity. This is expected to require four hours from each the President, Project Director and Finance Office calculated at an average of [redacted]/hour.
4. Construction monitoring is expected to include a total of 20 hours per month during the active 24 month construction period. It will include daily inspection of progress, addressing contractor issues, and consultation with the architect. This calculated at [redacted]/hour.
5. Program report preparation is expected to include monthly summary reports to the Board of Trustees and program/financial reports for the funding agency. This is calculated at 4 hours per quarter x 12 quarters x [redacted]/hour.
6. Disbursement time allocation will include generation of notification when specified parts of the contract are completed, purchase order documents and approval of disbursement documents. This will include 30 hours of administrative time at [redacted]/hour and 48 hours of clerical time at [redacted]/hour.
7. Financial reporting will include preparation of monthly budget expenditure reports and quarterly financial reports. It is expected to include 6 hours per quarter for 12 quarters at an average cost of [redacted]/hour

(3) Description of contributions to activities – The identified contributions will provide the means to effectively administer and supervise the construction activity of this grant.

(4) Date the contribution will be made available – Staff time will be allocated on a continuing basis as is necessary to meet the administrative and financial oversight detailed in the preceding section. To maintain records of salary contribution, the college will maintain a weekly record of staff involved, time spent and area of activity.

(5) Terms or conditions of contribution – No terms or conditions beyond the receipt of the requested funding are made.

Factor 5: Achieving Results and Program Evaluation

The College has incorporated an ongoing evaluative function within the administrative component. As the documentation for this process, the Project Director prepares a monthly report which identifies activities projected, activities actually completed and funds expended during the period. These are submitted to the administration and Board of Regents.

On a quarterly basis, the administrative staff reviews all grants to ensure the projects are in compliance and are maintaining regular progress. This allows the college to identify barriers and make modifications before the project is negatively impacted. This process allows the college to maximize its attainment of results.

The specific evaluation activities to be undertaken for each objective are identified below.

Objective 1: By the end of the project, the college will increase the physical facility by 5,000 square feet.

For this objective, the quantifiable measure is an increase in the facility of 5,000 square feet. It will be documented by

- Architect's construction blueprints and bid letting documents
- Construction logs including dimensions of the additions

- Punch card inspections of each component
- Financial disbursement documents

Objective 2: Within one year after completion of the facility, the college will increase its outreach to community members by providing home gardening instruction to 20 families per year.

It will be documented by

- Sign in sheets for gardening workshops
- Enrollment documents for garden assistance
- Monthly and seasonal reports

Objective 3: By the end of the first year after the project, CCCC will assist 20 low income families in planting a home garden.

Objective 3 will be documented by

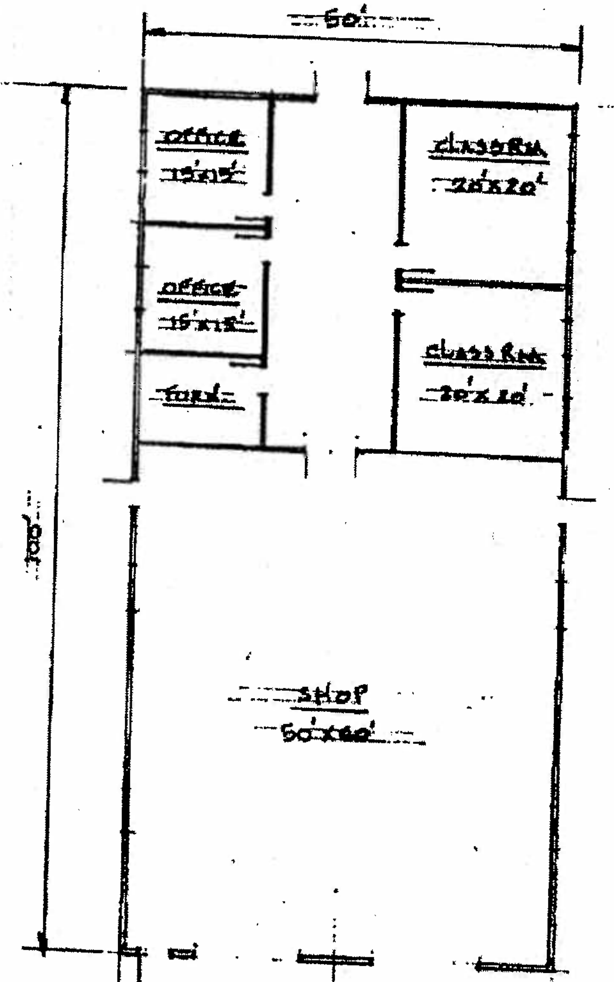
- Sign in sheets for gardening workshops
- Enrollment documents for garden assistance
- Monthly and seasonal reports
- Student involvement by hours and garden worked on
- Reports detailing garden size, types of planting and harvest
- Financial documents related to garden supplies.

Objective 4: By the end of the first year after the project, enrollment in the agricultural science program will increase by 20%.

Objective 4 will be documented by

- Enrollment in agricultural science for pre-project year shown on registrar's enrollment records

- Enrollment in agricultural science for post project shown on registrar's enrollment records.



FLOOR PLAN

SCALE 1/16"=1'-0"

- PRE-FABRICATED METAL BUILDING
- SLAB-ON-GRADE
- 4/12 ROOF PITCH - METAL ROOF PANELS
- 12'x12' OVERHEAD DOORS
- INSULATED WALLS, CEILING, WINDOWS, AND DOORS.

AG BUILDING 5/07

CANKDESKA CIKANA COMMUNITY COLLEGE
FORT TOTTEN, NORTH DAKOTA
DUMONT & ASSOC. ARCHITECT, DEVILS LAKE, N.D.

Detailed Budget

Line Item			
Travel			
National Conference (2 people/per year)			
Airfare 800 x 2 =	1600 x 3 year	4,800	
Lodging 150/night x 3 nights x 2	900 x 3 year	2,700	
Per Diem 75/day x 3 day x 2	450 x 3 year	1,350	
Taxi 50/day x 2	100 x 3 year	300	
Airport Parking	40 x 3 year	120	
Mileage to Airport 160 mi x 44.5/mile x 2	213 x 3 year	339	
Total Travel 3303/year x 3 years			9,909
Construction			
Site Work		15,000	
Evacuation, Foundations, Floor		76,000	
Metal Building System		115,000	
Framing, Structure, Finishes, Doors, Windows		149,000	
Air Condition & Electrical		56,000	
Heating systems		45,000	
Inspection Fees		3,000	
Contractor Overhead & Profit		88,400	
Architect & Engineering		42,000	
Total Construction			589,400
Total Request			599,309

Budget Justification

Travel:

CCCC utilizes Federal travel policies. The costs projected are based on the college's historic experience for similar trips.

Construction:

The construction estimates were prepared by Dumont and Associates (an architectural and engineering firm) based on costs for similar size and type projects in the immediate area from 2004 to present. The area specific data was compared to the RS Means manual

Grant Applications Detailed Budget

U.S. Department of Housing and Urban Development

OMB Approval No. 2501-0017
(expires 03/31/2005)

* Organization Name: Cankdeska Cikana Community College

* Project/Activity Name: Ag Science Building

Functional Categories — Year 1: ● Year 2: ○ Year 3: ○ All Years: ○

	Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9
	HUD Share ($)	Applicant Match ($)	Other HUD Funds ($)	Other Fed Share ($)	State Share ($)	Local/Tribal Share ($)	Other Share ($)	Program Income ($)	Total ($)
a. Personnel (Direct Labor)	0.00								
b. Fringe Benefits	0.00								
c. Travel	3,303.00								
d. Equipment (only items > $5,000 depreciated value)	0.00								
e. Supplies (only items < $5,000 depreciated value)	0.00								
f. Contractual	0.00								
g. Construction									
1. Administration and Legal Expenses	0.00								
2. Land, Structures, Rights-of-Way, Appraisals, etc.	0.00								
3. Relocation Expenses and Payments	0.00								
4. Architectural and Engineering Fees	42,000.00								
5. Other Architectural and Engineering Fees	0.00								
6. Project Inspection Fees	3,000.00								
7. Site Work	15,000.00								
8. Demolition and Removal	0.00								
9. Construction	340,400.00								
10. Equipment	0.00								
11. Contingencies	0.00								
12. Miscellaneous	0.00								
h. Other Direct Costs	0.00								
i. Subtotal of Direct Costs	403,703.00								
j. Indirect Costs (% Approved Indirect Cost Rate: %)									
Grand Total (Year 1):									403,703.00
Grand Total (All Years):									599,309.00

Tracking Number: GRANT00279218

Grant Applications Detailed Budget

U.S. Department of Housing and Urban Development

OMB Approval No. 2501-0017
(expires 03/31/2005)

* Organization Name: Cankdeska Cikana Community College

* Project/Activity Name: Ag Science Building

Functional Categories — Year 1: ○ Year 2: ● Year 3: ○ All Years: ○

	Column 1 HUD Share ($)	Column 2 Applicant Match ($)	Column 3 Other HUD Funds ($)	Column 4 Other Fed Share ($)	Column 5 State Share ($)	Column 6 Local/Tribal Share ($)	Column 7 Other Share ($)	Column 8 Program Income ($)	Column 9 Total ($)
a. Personnel (Direct Labor)									
b. Fringe Benefits									
c. Travel	3,303.00								
d. Equipment (only items > $5,000 depreciated value)									
e. Supplies (only items < $5,000 depreciated value)									
f. Contractual									
g. Construction									
1. Administration and Legal Expenses									
2. Land, Structures, Rights-of-Way, Appraisals, etc.									
3. Relocation Expenses and Payments									
4. Architectural and Engineering Fees									
5. Other Architectural and Engineering Fees									
6. Project Inspection Fees									
7. Site Work									
8. Demolition and Removal									
9. Construction	189,000.00								
10. Equipment									
11. Contingencies									
12. Miscellaneous									
h. Other Direct Costs									
i. Subtotal of Direct Costs	192,303.00								
j. Indirect Costs (% Approved Indirect Cost Rate: %)									
Grand Total (Year 2):									192,303.00
Grand Total (All Years):									599,309.00

Tracking Number: GRANT00279218

Grant Applications Detailed Budget

U.S. Department of Housing and Urban Development

OMB Approval No. 2501-0017
(expires 03/31/2005)

* Organization Name: Cankdeska Cikana Community College

* Project/Activity Name: Ag Science Building

Functional Categories — Year 1: ○ Year 2: ○ Year 3: ● All Years: ○

	Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9
	HUD Share ($)	Applicant Match ($)	Other HUD Funds ($)	Other Fed Share ($)	State Share ($)	Local/Tribal Share ($)	Other Share ($)	Program Income ($)	Total ($)
a. Personnel (Direct Labor)									
b. Fringe Benefits									
c. Travel	3,303.00								
d. Equipment (only items > $5,000 depreciated value)									
e. Supplies (only items < $5,000 depreciated value)									
f. Contractual									
g. Construction									
1. Administration and Legal Expenses									
2. Land, Structures, Rights-of-Way, Appraisals, etc.									
3. Relocation Expenses and Payments									
4. Architectural and Engineering Fees									
5. Other Architectural and Engineering Fees									
6. Project Inspection Fees									
7. Site Work									
8. Demolition and Removal									
9. Construction									
10. Equipment									
11. Contingencies									
12. Miscellaneous									
h. Other Direct Costs									
i. Subtotal of Direct Costs	3,303.00								
j. Indirect Costs (% Approved Indirect Cost Rate: %)									
Grand Total (Year 3):									3,303.00
Grand Total (All Years):									599,309.00

Tracking Number: GRANT00279218

Grant Applications
Detailed Budget

U.S. Department of Housing and Urban Development

OMB Approval No. 2501-0017
(expires 03/31/2005)

* Organization Name: Cankdeska Cikana Community College

* Project/Activity Name: Ag Science Building

Functional Categories — Year 1: ○ Year 2: ○ Year 3: ○ All Years: ●

	Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9
	HUD Share ($)	Applicant Match ($)	Other HUD Funds ($)	Other Fed Share ($)	State Share ($)	Local/Tribal Share ($)	Other Share ($)	Program Income ($)	Total ($)
a. Personnel (Direct Labor)									
b. Fringe Benefits									
c. Travel									
d. Equipment (only items > $5,000 depreciated value)									
e. Supplies (only items < $5,000 depreciated value)									
f. Contractual									
g. Construction									
1. Administration and Legal Expenses									
2. Land, Structures, Rights-of-Way, Appraisals, etc.									
3. Relocation Expenses and Payments									
4. Architectural and Engineering Fees									
5. Other Architectural and Engineering Fees									
6. Project Inspection Fees									
7. Site Work									
8. Demolition and Removal									
9. Construction									
10. Equipment									
11. Contingencies									
12. Miscellaneous									
h. Other Direct Costs									
i. Subtotal of Direct Costs									
j. Indirect Costs (% Approved Indirect Cost Rate: %)									
Grand Total (Year All):									
Grand Total (All Years):									599,309.00

Tracking Number: GRANT00279218

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure.)

Approved by OMB

0348-0046

1. * Type of Federal Action:	2. * Status of Federal Action:	3. * Report Type:
_a. contract ●b. grant _c. cooperative agreement _d. loan _e. loan guarantee _f. loan insurance	_a. bid/offer/application ●b. initial award _c. post-award	●a. initial filing _b. material change For Material Change Only: year quarter date of last report

4. Name and Address of Reporting Entity:	5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime:
●Prime _SubAwardee Tier if known: * Name: Cankdeska Cikana Community College * Address: bx 269 Fort Totten ND: North Dakota 58335 Congressional District, if known: 1	
6. * Federal Department/Agency: Hud	7. * Federal Program Name/Description: Tribal Colleges and Universities Program CFDA Number, if applicable: 14.519
8. Federal Action Number, if known:	9. Award Amount, if known:
10. a. Name and Address of Lobbying Registrant (if individual, complete name): * Name: none none * Address: none none	b. Individual Performing Services (including address if different from No. 10a): * Name: none none
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.	* Signature: Harold McCowan * Name: Cynthia Linquist Title: President

Tracking Number: GRANT00279218

	Telephone No.: [redacted] Date: 06-05-2007
Federal Use Only:	Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)

Public Burden Disclosure Statement

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.

Applicant/Recipient Disclosure/Update Report

U.S. Department of Housing and Urban Development

OMB Approval No. 2510-0011
(exp. 12/31/2006)

Applicant/Recipient Information *** Duns Number:** [redacted] *** Report Type:** INITIAL

1. Applicant/Recipient Name, Address, and Phone (include area code):

* Applicant Name: Cankdeska Cikana Community College

* Street1: Box 269
Street2:
* City: Fort Totten
County:
* State: ND: North Dakota
* Zip Code: 58335 * Country: USA: UNITED STATES
* Phone: [redacted]

2. Social Security Number or Employer ID Number: 45-0350756

* 3. HUD Program Name:

Tribal Colleges and Universities Program

* 4. Amount of HUD Assistance Requested/Received: $ 599,309.00

5. State the name and location (street address, City and State) of the project or activity:

* Project Name: Ag Science Building
* Street1: box 269
Street2:
* City: Fort Totten
County:
* State: ND: North Dakota
* Zip Code: 58335 * Country: USA: UNITED STATES

Part I Threshold Determinations

* 1. Are you applying for assistance for a specific project or activity? These terms do not include formula grants, such as public housing operating subsidy or CDBG block grants. (For further information see 24 CFR Sec. 4.3).

● Yes ○ No

* 2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of $200,000 during this fiscal year (Oct. 1 - Sep. 30)? For further information, see 24 CFR Sec. 4.9

○ Yes ● No

If you answered "**No**" to either question 1 or 2, **Stop!** You do not need to complete the remainder of this form.
However, you must sign the certification at the end of the report.

Part II Other Government Assistance Provided or Requested / Expected Sources and Use of Funds.

Such assistance includes, but is not limited to, any grant, loan, subsidy, guarantee, insurance, payment, credit, or tax benefit.

Department/State/Local Agency Name:

* Government Agency Name:

Government Agency Address:

* Street1:

Street2:

* City:

County:

* State:

* Zip Code:

* Country:

* Type of Assistance:

* Amount Requested/Provided: $

* Expected Uses of the Funds:

Department/State/Local Agency Name:

* Government Agency Name:

Government Agency Address:

* Street1:

Street2:

* City:

County:

* State:

* Zip Code:

* Country:

* Type of Assistance:

* Amount Requested/Provided: $

* Expected Uses of the Funds:

(**Note:** Use Additional pages if necessary.)

Part III Interested Parties. You must disclose:

1. All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity and
2. any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds $50,000 or 10 percent of the assistance (whichever is lower).

Alphabetical list of all persons with a reportable financial interest in the project or activity (For individuals, give the last name first)	* Social Security No. or Employee ID No.	* Type of Participation in Project/Activity	* Financial Interest in Project/Activity ($ and %)
			$ %
			$ %
			$ %
			$ %
			$ %

(**Note:** Use Additional pages if necessary.)

Certification

Warning: If you knowingly make a false statement on this form, you may be subject to civil or criminal penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosures of information, including intentional non-disclosure, is subject to civil money penalty not to exceed $10,000 for each violation. I certify that this information is true and complete.

* Signature: Harold McCowan

* Date: (mm/dd/yyyy) 06/05/2007

Attachments

AdditionalInfo_attDataGroup0

File Name **Mime Type**

AdditionalInfo1_attDataGroup0

File Name **Mime Type**

Survey on Ensuring Equal Opportunity for Applicants

OMB NO. 1890-0014 EXP. 2/28/2009

Purpose: The Federal government is committed to ensuring that all qualified applicants, small or large, non-religious or faith-based, have an equal opportunity to compete for Federal funding. In order for us to better understand the population of applicants for Federal funds, we are asking nonprofit private organizations (not including private universities) to fill out this survey.

Upon receipt, the survey will be separated from the application. Information provided on the survey will not be considered in any way in making funding decisions and will not be included in the Federal grants database. While your help in this data collection process is greatly appreciated, completion of this survey is voluntary.

Instructions for Submitting the Survey: If you are applying using a hard copy application, please place the completed survey in an envelope labeled "Applicant Survey." Seal the envelope and include it along with your application package. If you are applying electronically, please submit this survey along with your application.

Applicant's (Organization) Name:
Cankdeska Cikana Community College

Applicant's DUNS Name:
[redacted]

Federal Program:
Tribal Colleges and Universities

CFDA Number:
14.519

1. Has the applicant ever received a grant or contract from the Federal government?

   • Yes _No

2. Is the applicant a faith-based organization?

   _ Yes • No

3. Is the applicant a secular organization?

   Yes No

4. Does the applicant have 501(c)(3) status?

   • Yes _No

5. Is the applicant a local affiliate of a national organization?

   _Yes • No

6. How many full-time equivalent employees does the applicant have? (Check only one box).

   _ 3 or Fewer _15 - 50
   _4 -5 • 51 - 100
   _6 -14 _Over 1000

7. What is the size of the applicant's annual budget? (Check only one box.)

   [redacted]Less Than $150,000
   $150,000 - $299,999
   $300,000 - $499,999
   $500,000 - $999,999
   $1,000,000 - $4,999,999
   $5,000,000 or more

Survey on Ensuring Equal Opportunity for Applicants

OMB NO. 1890-0014 EXP. 2/28/2009

Provide the applicant's (organization) name and number and the grant name and CFDA number.

1. Self-explanatory.

2. Self-identify.

3. Self-identify.

4. 501(c)(3) status is a legal designation provided on application to the Internal Revenue Service by eligible organizations. Some grant programs may require nonprofit applicants to have 501(c)(3) status. Other grant programs do not.

5. Self-explanatory.

6. For example, two part-time employees who each work half-time equal one full-time equivalent employee. If the applicant is a local affiliate of a national organization, the responses to survey questions 2 and 3 should reflect the staff and budget size of the local affiliate.

7. Annual budget means the amount of money your organization spends each year on all of its activities.

Paperwork Burden Statement

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this information collection is **1890-0014.** The time required to complete this information collection is estimated to average five (5) minutes per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection.

If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: The Agency Contact listed in this grant application package.

Facsimile Transmittal

1180707445 - 6245

U. S. Department of Housing and Urban Development

Office of Department Grants Management and Oversight

OMB Approval No. 2525-0118
exp. Date (04/30/2005)

*** Name of of Document Transmitting:** Ag Science Building

1. Applicant Information:

* Legal Name: Cankdeska Cikana Community College

* Address:

* Street1: Box 269

Street2:

* City: Fort Totten

County:

* State: ND: North Dakota

* Zip Code: 58335 * Country: USA: UNITED STATES

2. Catalog of Federal Domestic Assistance Number:

* Organizational DUNS: [redacted] CFDA No.: 14.519

Title: Tribal Colleges and Universities Program

Program Component:

3. Facsimile Contact Information:

Department:

Division:

4. Name and telephone number of person to be contacted on matters involving this facsimile.

Prefix: Dr. * First Name: Cynthia

Middle Name:

* Last Name: Lindquist

Suffix:

* Phone Number: [redacted]

Fax Number: 701-766-1350

*** 5. Email:** [redacted]

*** 6. What is your Transmittal? (Check one box per fax)**

○ a. Certification ● b. Document ○ c. Match/Leverage Letter ○ d. Other

*** 7. How many pages (including cover) are being faxed?** 10

Form **HUD-96011** (10/12/2004)

Tracking Number: GRANT00279218

eLogic Model™

Applicant Name: Cankdeska Cikana Community College
Project Name: Ag Science Building
TERM: Year 1
HUD Program TCUP

Period:
Start Date:
End Date:

US Department of Ho
OMB Approval 25

HUD Goals	Policy Priority	Problem, Need, Situation	Service or Activities/Output	Pre	Post	Outcome	Pre	Post
1		2	3	4		5	6	
Policy		Planning	Programming	Measure		Impact	Measure	
C3	E	There is a need for Tribal Colleges and Universities to build, expand, renovate and equip their own facilities and to provide services to the community.	Constructed campus facilities – Design incorporates universal design	Units		Additional students, faculty and/or staff served by new, expanded, renovated, facility	Persons	
				1			40	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	

eLogic Model™

Applicant Name: Cankdeska Cikana Community College
Project Name: Ag Science Building
TERM: Year 1
HUD Program TCUP

Period:
Start Date:
End Date:

US Department of Ho
OMB Approval 25

HUD Goals	Policy Priority	Problem, Need, Situation	Service or Activities/Output	Pre	Post	Outcome	Pre	Post
1		2	3	4		5	6	
Policy		Planning	Programming	Measure		Impact	Measure	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	

eLogic Model[T]

Applicant Name: Cankdeska Cikana Community College
Project Name: Ag Science Building
TERM: Year 1
HUD Program TCUP

Period:
Start Date:
End Date:

US Department of Ho
OMB Approval 25

HUD Goals	Policy Priority	Problem, Need, Situation	Service or Activities/Output	Pre	Post	Outcome	Pre	Post
1		2	3	4		5	6	
Policy		Planning	Programming	Measure		Impact	Measure	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	

Component Name:

Evaluation Tools
7
Accountability
A. Tools for Measurement
Program specific form(s)
B. Where Data Maintained
School
C. Source of Data
Progress reports
D. Frequency of Collection
Quarterly
E. Processing of Data
Manual tallies

Component Name:

Evaluation Tools
7
Accountability

Component Name:

Evaluation Tools
7
Accountability

Applicant Name:	Cankdeska Cikana Community College
Project Name:	Ag Science Building
TERM:	Year 2
HUD Program	TCUP

Period:	
Start Date:	
End Date:	

US Department of Ho
OMB Approval 25

HUD Goals	Policy Priority	Problem, Need, Situation	Service or Activities/Output	Pre	Post	Outcome	Pre	Post
1		2	3	4		5	6	
Policy		Planning	Programming	Measure		Impact	Measure	
A5	E	There is a need for Tribal Colleges and Universities to build, expand, renovate and equip their own facilities and to provide services to the community.	Constructed campus facilities – Design incorporates universal design	Units		Additional students, faculty and/or staff served by new, expanded, renovated, facility	Persons	
				1			40	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	

US Department of Ho
OMB Approval 25

Applicant Name: Cankdeska Cikana Community College
Project Name: Ag Science Building
TERM: Year 2
HUD Program TCUP

Period:
Start Date:
End Date:

HUD Goals	Policy Priority	Problem, Need, Situation,	Service or Activities/Output	Pre	Post	Outcome	Pre	Post
1		2	3	4		5	6	
Policy		Planning	Programming	Measure		Impact	Measure	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	

US Department of Ho
OMB Approval 25

Applicant Name: Cankdeska Cikana Community College
Project Name: Ag Science Building
TERM: Year 2
HUD Program: TCUP

Period:
Start Date:
End Date:

HUD Goals	Policy Priority	Problem, Need, Situation	Service or Activities/Output	Pre	Post	Outcome	Pre	Post
1		2	3	4		5	6	
Policy		Planning	Programming	Measure		Impact	Measure	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	

Component Name:

0
Evaluation Tools
7
Accountability
A. Tools for Measurement
Program specific form(s)
B. Where Data Maintained
School
C. Source of Data
Progress reports
D. Frequency of Collection
Quarterly
E. Processing of Data
Manual tallies

Component Name:

0
Evaluation Tools
7
Accountability

Component Name:

0
Evaluation Tools
7
Accountability

eLogic Model™

Applicant Name: Cankdeska Cikana Community College

Project Name: Ag Science Building

TERM: Year 3

HUD Program TCUP

Period:

Start Date:

End Date:

US Department of Ho

OMB Approval 25

HUD Goals	Policy Priority	Problem, Need, Situation	Service or Activities/Output	Pre	Post	Outcome	Pre	Post
1		2	3	4		5	6	
Policy		Planning	Programming	Measure		Impact	Measure	
A5	E	There is a need for Tribal Colleges and Universities to build, expand, renovate and equip their own facilities and to provide services to the community.	Constructed campus facilities – Design incorporates universal design	Units		Additional students, faculty and/or staff served by new, expanded, renovated, facility	Persons	
				5000			5	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	

eLogic Model™

Applicant Name:	Cankdeska Cikana Community College
Project Name:	Ag Science Building
TERM:	Year 3
HUD Program	TCUP

Period:	
Start Date:	
End Date:	

US Department of Ho
OMB Approval 25

HUD Goals	Policy Priorit y	Problem, Need, Situatior	Service or Activities/Output	Pre	Post	Outcome	Pre	Post
1		2	3	4		5	6	
Policy		Planning	Programming	Measure		Impact	Measure	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	

eLogic Model™

Applicant Name: Cankdeska Cikana Community College
Project Name: Ag Science Building
TERM: Year 3
HUD Program TCUP

Period:
Start Date:
End Date:

US Department of Ho
OMB Approval 25

HUD Goals	Policy Priority	Problem, Need, Situation	Service or Activities/Output	Pre	Post	Outcome	Pre	Post
1		2	3	4		5	6	
Policy		Planning	Programming	Measure		Impact	Measure	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	

Component Name:

0
Evaluation Tools
7
Accountability
A. Tools for Measurement
Database
B. Where Data Maintained
C. Source of Data
D. Frequency of Collection
E. Processing of Data

Component Name:

0
Evaluation Tools
7

Accountability

Component Name:

0
Evaluation Tools
7
Accountability

eLogic Model™

Applicant Name:	Cankdeska Cikana Community College	**Period:**	
Project Name:	Ag Science Building	**Start Date:**	
TERM:	Total	**End Date:**	
HUD Program	TCUP		

US Department of Ho
OMB Approval 25

HUD Goals	Policy Priority	Problem, Need, Situation	Service or Activities/Output	Pre	Post	Outcome	Pre	Post
1		2	3	4		5	6	
Policy		Planning	Programming	Measure		Impact	Measure	
A5	E	There is a need for Tribal Colleges and Universities to build, expand, renovate and equip their own facilities and to provide services to the community.	Constructed campus facilities – Design incorporates universal design	Units		Additional students, faculty and/or staff served by new, expanded, renovated, facility	Persons	
				1			80	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	

eLogic Model™

Applicant Name: Cankdeska Cikana Community College
Project Name: Ag Science Building
TERM: Total
HUD Program TCUP

Period:
Start Date:
End Date:

US Department of Ho
OMB Approval 25

HUD Goals	Policy Priority	Problem, Need, Situation	Service or Activities/Output	Pre	Post	Outcome	Pre	Post
1		2	3	4		5	6	
Policy		Planning	Programming	Measure		Impact	Measure	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	

eLogic Model™

Applicant Name: Cankdeska Cikana Community College
Project Name: Ag Science Building
TERM: Total
HUD Program: TCUP

Period:
Start Date:
End Date:

US Department of Ho
OMB Approval 25

HUD Goals	Policy Priority	Problem, Need, Situation	Service or Activities/Output	Pre	Post	Outcome	Pre	Post
1		2	3	4		5	6	
Policy		Planning	Programming	Measure		Impact	Measure	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	
				#N/A			#N/A	

Component Name:

0
Evaluation Tools
7
Accountability
A. Tools for Measurement
Database
Program specific form(s)
B. Where Data Maintained
School
C. Source of Data
Progress reports
D. Frequency of Collection
Quarterly
E. Processing of Data
Manual tallies

Component Name:

0
Evaluation Tools
7
Accountability

Component Name:

0
Evaluation Tools
7
Accountability

IT IS RECOMMENDED THAT YOU PRINT THESE INSTRUCTIONS BEFORE CONTINUING

It may be helpful to print out a copy of the instructions and have them on hand while creating your eLOGIC MODEL™. These instructions may not look exactly as displayed on your screen. To print any of the 12 Worksheets, select the TAB with your cursor at the bottom of screen and use your print function (usually File | Print).

Do not modify the workbook. Do not change the integrity of the form by adding additional tabs or worksheets. The instructions provided here will meet your needs.

SECURITY AND THE USE OF "MACROS"

The 2007 HUD eLogic Model™ when downloaded and opened may prompt a "Macro" alert on your screen. "Macros" are a form of programming used in Excel to enable additional functionality. You will need to "enable" the "Macros" to use all functions on your eLOGIC MODEL™. After submission of your eLogic Model™ grant application, you may reset your security levels to their original settings. Depending on your version of Excel™, there are several steps you must take in order to use the eLogic Model™. A description is provided below for three most common versions of Excel™ in use today, one of which is probably installed on your computer.

NOTE: If you do not enable the "Macros" your eLogic Model™ will not function properly. If you are working in a network, and you cannot control your desktop settings, contact your system administrator for support. Some of you may already be very familiar with Macros. If you are not, here are some easy step-by-step instructions for you to follow to enable the Macros.

Excel™ 2003 - There are four levels of security regarding the use of "Macros": Very High, High, Medium, and Low. If upon opening the eLogic Model™ the dialog box states that you must change your Security setting to enable "Macros", your security settings are either set to Very High or High and you must take the following steps: Go to the toolbar at the top of the screen and click on "Tools". Then click "Options" and then click the tab labeled "Security" located on the top right of the window. At the bottom right of the window, click the button that says "Macro Security" and select Medium as your setting. Click "OK" and then click "OK" in the Options window. Close your eLogic Model™. Re-open your eLogic Model™. You will now receive a dialog box with the message "Security Warning". Click on the button at the bottom that says "Enable Macros". Your eLogic Model™ will open and be fully functional.

If upon opening the eLogic Model™ the dialog box gives you an option to enable "Macros" at that moment, it means that Security is set to Medium. All you need to do is to click the button at the bottom of the dialog box that says "Enable Macros". Your eLogic Model™ will open and be fully functional.

If upon opening the eLogic Model™ there is no dialog box, your Security setting is set on "Low" and your Macros are already enabled. There is no additional step needed.

Excel™ 2000 -There are three levels of security regarding the use of "Macros": High, Medium, and Low. The High security setting automatically disables most Macros and does not alert you to the action. If, when entering Services/Activities in Column 3, or Outcomes in Column 5, you select "other," the word "other" appears and remains in the cell, the Macro is not functioning. Save and close changes you have made thus far. Then from the menu, select "Tools," "Macro," "Security". A dialog box will open. Click on the "Security" TAB and select "Medium," then click "OK." Reopen your eLogic Model™. A dialog box will open. Select "Enable Macros". Your eLogic Model™ will open and be fully functional.

If your copy of Excel is already set to "Medium" security, the enable Macros dialog box will appear and you can proceed as above.

The low security setting automatically enables all Macros and you will not receive any message. The eLogic Model™ will open and be fully functional.

Excel™ 1997 - If you are using this version of Excel, please contact HUD's NOFA Information Center for assistance at (800) HUD-8929. Persons with hearing or speech impairments may access this number via TTY by calling the Federal Information Relay Service at (800) 877-8339. The NOFA Information Center is open between the hours of 10 a.m. and 6:30 p.m. eastern time, Monday through Friday, except federal holidays.

eLOGIC MODEL™ SPECIAL FEATURES

There are several new features available in this year's eLOGIC MODEL™:

Populate Worksheets - When identifying information is entered in the Year1 worksheet, e.g. Applicant Name, Project Name, and Component Name, this information will automatically populate or carryover into the Year2, Year 3, and Total worksheets. Activities and Outcomes do not populate as there are any number of combinations of activites that can be performed over the life of an award.

Expand Worksheet Columns for Better Viewing - The Need (Column 2), Service or Activity (Column 3) and Outcome (Column 3) columns can be expanded for better viewing. See additional details under, COLUMNS OF THE eLOGIC MODEL™ (1-7).

Use of "Other" in the Dropdown List for "Services or Activities/Output" and "Outcome"

The dropdown lists for "Services or Activities/Output" and "Outcome" can be expanded to include up to three additional entries. If a service/activity and outcome in the existing dropdown lists do not adequately reflect your project, your may select "other" and add up to three additional entries for "Services or Activities/Output" and three additional entries for "Outcome". These entries are for the total duration of the project, not each year. For example, if you want to add one "other" activity and associated outcome in Year1, Year2 and Year3 you will not be able to add any additional "other " items. Please bear this in mind when determining the need to select "other" rather than an item already identified in the drop down menu. See additional details under, COLUMNS OF THE eLOGIC MODEL™ (1-7).

A Reporting TAB Has Been Added

The worksheets of the eLogic Model™ contain projections of services or activities and outcomes in support of your proposed project. If you are selected for funding, your approved eLogic Model™ will lock the approved activities/output and proposed projections of your eLogic Model™ and also open up the post reporting functionality. You will be provided a copy of your approved eLogic Model™with your award agreement. The approved eLogic Model™ will allow you to report actual numbers in the space provided in the "post" column.

A"Reporting" TAB has been designed to contain two text boxes. Use the text boxes provided. The first provides an area for reporting any positive/negative deviations from the approved eLogic Model™ projections and the basis for the deviations. The second text box is to be used to report responses to the Management Questions negotiated by the HUD program offices as part of your award. See additional details under, INSTRUCTIONS FOR REPORTING PERFORMANCE TO HUD.

This ends the highlights section. The following are detailed instructions for completing the eLogic Model™.

INSTRUCTIONS FOR COMPLETING THE eLOGIC MODEL™

BACKGROUND

The eLogic Model™ form (4 copies, Year1 Year2 Year3 and Total) is contained within this Excel™ Workbook. The Workbook has 12 separate worksheets and each worksheet is identified by a TAB at the bottom of the page. **If you cannot see all the TABS, be sure to maximize the workbook by clicking the middle button in the top right corner of the workbook to expand your window or move your bottom scroll bar so all the TABS appear. Usually this situation does not occur. If it does, the Reporting TAB and the Evaluation TAB may be hidden until you follow the above procedure.** The worksheet(s) labeled "Year1 Year2 Year3 and Total" contain the actual form that you should complete. The other Worksheet(s) provide supportive and reporting information. The TABs are:

$\left.\begin{array}{l}\text{Instructions}\\ \text{Year1}\\ \text{Year2}\\ \text{Year3}\\ \text{Total}\\ \text{GoalsPriorities}\\ \text{Needs}\\ \text{Services}\\ \text{Outcomes}\\ \text{Tools}\\ \text{Reporting}\\ \text{Evaluation}\end{array}\right\}$ 12 - Worksheets

ACCESSING THE eLOGIC MODEL™

Select the TAB labeled "Year1." This is the first copy of the eLogic Model™ form. The additional copies of the form labeled Year2 Year3 and Total are used for multiple year grants to specify Activities and Outcomes for each year of the proposed program. Year2, for example, would contain Activities and Outcomes projected for the second year ONLY (not a cumulative total from Year1). Applicants applying for a multiple year grant must complete a worksheet for each year of performance, plus a total worksheet showing a cumulative total for all years covered by the award. The "Total" worksheet must reflect the sum of all years of the grant. For example, a two-year grant would include Year1 and Year2 and Total. A three-year grant would include Year1 Year2 Year3 and Total. A one-year grant would include ONLY Year1. A Total worksheet is not required for one year grants.

NOTE: Each cell of the worksheet is "lock protected" so you can only make entries in cells that are for input as directed by these instructions.

To complete the eLogic Model™ form, in the first row there is a label, "Applicant Name", cell [E1]. Enter the name of the applicant organization applying for funding. Enter the Applicant Name exactly as it appears in box 15 of the SF-424. Once you have entered your "Applicant Name" in the worksheet labeled Year1, the Year2, Year3, and Total worksheets will automatically populate the same information.

In the second row there is a label, "Project Name:" Enter the name of your project in cell [E2]. Use exactly the same name as you did on box 8a.of the form SF-424. If you are submitting multiple applications under the same applicant name for the same HUD program, you must include a project name that can distinguish between the two applications and logic models submitted, e.g. HBCU-Dillard-Affordable Housing15, HBCU-Dillard-Affordable Housing16. If the project name is not known at time of application then insert TBD1, TBD2, etc, e.g. HBCU-Dillard-TBD1, HBCU-Dillard-TBD2. Once you have entered your "Project Name" in the worksheet labeled Year1, the Year2, Year3, and Total worksheets will automatically populate the same information.

Immediately below "Project Name," there is a field for "Term," which corresponds to worksheets for Year1, or Year2, or Year3, or Total. This field is already pre-filled. Immediately below TERM is a field designated for the HUD Program Name. This field is already pre-filled; please verify that it matches the program for which you are applying. You will also see a field labeled "Component Name:", cell [L-4]. If the program under which you are applying has components, e.g., EOI or PEI under the Fair Housing Initiatives Program, or a TA Program under the CDTA NOFA, enter the name of the program component for which you are applying. If there are no components in the funding opportunity for which you are seeking funding, leave this field blank. Once you have entered your "Component Name" in the worksheet labeled Year1, Year2, Year3, and Total will automatically populate the same information.

To the right of the Applicant and Project fields, there are fields labeled Period and Start Date and End Date. Leave these fields blank. They are for reporting purposes. See additional details under, INSTRUCTIONS FOR REPORTING PERFORMANCE TO HUD.

COLUMNS OF THE eLOGIC MODEL™ (1-7)

Column 1 – Policy
Under the "Policy" Column (1), there are actually two columns; one for HUD Goals, and one for Policy Priority. Review the HUD Goals and Policy Priorities by clicking on the TAB labeled "GoalsPriorities" at the bottom of the workbook. For each of the eLogic Model™ worksheets used in your application (Year1 Year2 Year3 Total) select the HUD Goals and Policy Priorities that your program will address. You do this by clicking the mouse in one of the cells in column (1) of the worksheets labeled (Year1 Year2 Year3 Total). A little dropdown arrow appears. Click the dropdown arrow and a dropdown list of letters and numbers that correspond to the HUD Goals and Policy Priority will appear. Select one of the HUD Goals and Policy Priority letter/number in the list by clicking it. Repeat this process in other cells of the HUD Goals column and the Policy Priority column until you have selected all that apply to your application.

Column 2 – Planning
Under the "Planning" Column (2), select a Problem,Need,Situation statement. Do this by clicking the mouse in one of the cells of this column. A little dropdown arrow appears. Click the dropdown arrow and a dropdown list of Need Statements appears. Select one or more of the Need Statements in the list by clicking it. Because the column is too narrow to show the full Need Statement in the dropdown list, you may wish to refer to the TAB labeled "Needs" to see the full Need Statement or you can (using your mouse) click on the shaded cell [D5] labeled **Problem, Need, Situation** and this will expand the cell. To return the cell to its original size, click again on cell [D5] labeled **Problem, Need, Situation.**

NOTE: When expanding and returning the cell to its original size, click once. Do not double click.

When you select a Need Statement, the full Need Statement will fill the cell. If you don't want this Need Statement, you can simply click the dropdown arrow again and select another item. Or, you can delete a Need Statement by selecting the cell and clicking the DELETE KEY on your keyboard. If you want to select more than one Need Statement, go to the next cell in the column and repeat the process, selecting the appropriate Need Statement. You can do this until you have selected all the Needs Statements that are appropriate to your proposed program. The selections should reflect the needs identified in your response to your Rating factor narratives. There is no need to select all the Need Statements if they do not apply to what you plan to address or accomplish with the funding requested.

Column 3 – Programming
Under the "Programming" Column (3), select a Service or Activity. You do this by clicking the mouse in one of the cells of this column. A little dropdown arrow appears. Click the dropdown arrow and a dropdown list of eligible Services or Activities appears. Select one of the Services or Activities in the list by clicking it. List Year1 Services or Activities using the Year1 worksheet of the form. List Year2 Services or Activities using the Year2 worksheet of the form. List Year3 Activities using the Year3 worksheet of the form. Make a composite Logic Model of all years on the Total worksheet. If you are only applying for one year grant, you do not need to create a composite Logic Model on the Total TAB. Because the column is too narrow to show the full Services or Activities/Outputs Statement in the dropdown list, you may wish to refer to the TAB labeled "Services" to see the full range of eligible Services or Activities/Outputs or you can (using your mouse) click on the shaded cell [E5] **Service or Activities/Outputs.** This will expand the cell. To return the cell to its original size, click on shaded cell [E5] **Service or Activities/Outputs.**

NOTE: When expanding and returning the cell to its original size, click once. Do not double click.

NOTE: If the Service or Activity/Outputs that you are looking for does not appear on the dropdown list, choose "Other" from the dropdown list. A dialog box will appear that says "Year1". Click "OK" and another dialog box will appear that says "You have selected "Other" which means that "you must create a new Activity or Outcome and a Unit of Measure, are you prepared to do this Now?", click "Yes" if you wish to continue. You will see an input window that says "Enter a new Activity or Outcome to your selection list". Enter your Service or Activity in the field provided and click "OK". A second window will appear that says "Specify a Unit of Measure for the Activity or Outcome you entered". Enter the unit of measure in the field provided and click "OK". The new Service or Activity will appear in the Logic Model cell and it will be added to the dropdown list. **YOU ARE ONLY PERMITTED TO ADD A TOTAL OF THREE NEW SERVICES OR ACTIVITIES PER LOGIC MODEL.**

In the event that you want to delete, or change your newly created Service or Activity, click the TAB labeled Services at the bottom of your screen and then click cell [B1] **"Click here to allow deletion of New Activities" at the top right of the window.** A dialog box will appear that says "Click on a new Activity to delete it from you Logic Model", click "OK". A dialog box will appear that says "Caution! This will delete all instances of new services or activities in your Logic Model, do you wish to continue?" Click "Yes". The new Activity you added will be displayed with the prefix "new". You can only delete new Services or Activities.

Column 4 – Measure
Notice that as the Service or Activity you selected appears in the cell, a corresponding unit of measure appears or populates in the Measure column. The unit of measure could be "persons", "dollars", "square feet", "houses", or some other unit of measure that relates to the selected Service or Activity. Immediately below the unit of measure are two blank cells. Enter the projected number of units you are proposing to deliver or accomplish in the "Pre" column. The "Post" column is locked to be used later for reporting purposes.

Column 5 – Impact
Under the "Impact" Column (5), select the Outcome that best corresponds to the Need and Service or Activity that you just previously identified and selected for your logic model. Do this the same way as previously described for Needs and Services or Activities. Select an Outcome from the dropdown list. Notice that once again, a unit of measure automatically appears in the next column "Measure". Because the column is too narrow to show the full Outcome Statement in the dropdown list, you may wish to refer to the TAB labeled "Outcomes" to see the full range of Outcomes or you can (using your mouse) click on the shaded cell [I5] **Outcome.** This will expand the cell. To return the cell to its original size, click on shaded cell [I5] **Outcome.**

NOTE: When expanding and returning the cell to its original size, click once. Do not double click.

NOTE: If the Outcome that you are looking for does not appear on the dropdown list, choose "Other" from the dropdown list. A dialog box will appear that says "Year1". Click "OK" and another dialog box will appear that says "You have selected "Other" which means that "you must create a new Activity or Outcome and a Unit of Measure, are you prepared to do this Now?", click "Yes" if you wish to continue. You will see an input window that says "Enter a new Activity or Outcome to your selection list". Enter your Outcome in the field provided and click "OK". A second window will appear that says "Specify a Unit of Measure for the Activity or Outcome you entered". Enter the unit of measure in the field provided and click "OK". The new Outcome will appear in the Logic Model cell and it will be added to the dropdown list. **YOU ARE ONLY PERMITTED TO ADD A TOTAL OF THREE NEW OUTCOMES PER LOGIC MODEL.**

In the event that you want to delete, or change your newly created Outcome, click the TAB labeled Outcomes at the bottom of your screen and then click cell [B1] "Click here to allow deletion of New Outcomes" at the top right of the window. A dialog box will appear that says "Click on a new Outcome to delete it from your Logic Model", click "OK". A dialog box will appear that says "Caution! This will delete all instances of new outcomes in your Logic Model, do you wish to continue?" Click "Yes". The new Outcome you added will be displayed with the prefix "new". You can only delete new Outcomes.

Column 6 – Measure
Under the "Measure" Column 6, specify a projected number of Outcome units you are proposing.

Repeat the process of specifying a Need, a Service or Activity, and an Outcome using as many rows as is necessary to fully describe your proposal. The eLogic Model™ form extends to about three pages when printed out. You may view a preprint of your model at any time by selecting from the Menu bar at the very top of the Excel Window: FILES | Print Preview. It is recommended that you do this periodically to get a better view of the logic model you are creating.

NOTE: You can adjust the look of your logic model by skipping rows, so that Needs, Activities, and Outcomes are grouped appropriately.

CAUTION, DO NOT CUT & PASTE ITEMS FROM ONE COLUMN TO ANOTHER. For example, do not cut and paste an item from the Needs column to the Service or Activity column, or the Activity column to the Outcome column. You will produce an unstable worksheet which will behave erratically, requiring you to start over with a new blank eLogic Model™ workbook.

Column 7 – Accountability
Under the "Accountability" column (7), enter the tools and the process of collection and processing of data in your organization to support all project management, reporting, and responding to the Management Questions. This column provides the framework for structuring your data collection efforts. If the collection and processing of data is not well planned, the likelihood of its use to further the management of the program and support evaluation activity is limited. If data are collected inconsistently, or if data are missing, or if data are not retrievable, or if data are mishandled, the validity of any conclusions is weakened.

The structure of Column 7 contains five components in the form of dropdown fields that address the Evaluation Process. You are responsible for addressing each of the five steps that address the process of managing the critical information about your project.

A. Tools for Measurement
B. Where Data Maintained
C. Source of Data
D. Frequency Collection
E. Processing of Data

You may select up to five choices for each of the five processes (A-E) that supports Accountability and tracks Outputs and Outcomes. Given the limited space, please identify the most frequent sources for the processes (A-E). As you proceed through the remaining components, B through E, specify those components in the same order as you selected the "Tools For Measurement" listed under item A. That is, if the first Tool is "Pre-post Test," then the first item under B "Where Data Maintained" must identify where the pre-post test data is maintained, and so on through E the first entry should pertain to "Pre-post Test." Likewise, if the second item in A is "Satisfaction Surveys," then specify the second item in B through E as it pertains to "Satisfaction Surveys."

A. Tools for Measurement. A device is needed for collecting data; e.g., a test, a survey, an attendance log, an inspection report, etc. The tool "holds" the evidence of the realized Output or Outcome specified in the logic model. At times, there could be multiple tools for a given event. A choice can be made to use several tools, or rely on one that is most reliable, or most efficient but still reliable. Whatever the tool, it is important to remain consistent throughout the project.
Instructions: Under the Accountability column, select your choices of Tools to Track Outputs and Outcomes. You do this by clicking the mouse in one of the cells of this column. A little dropdown arrow appears. Click the dropdown arrow and a dropdown list of Tools appears. Select one or more of the Tools in the list by clicking it.

B. Where Data Maintained. A record of where the data or data tool resides must be maintained. It is not required that all tools and all data are kept in one single place. You may keep attendance logs at the main office files, but keep other tools or data such as a "case record" in the case files at the service site. It is important to designate where tools and/or data are to be maintained. For example, if your program has a sophisticated computer system and all data is entered into a custom-designed database, it is necessary to designate where the original or source documents will be maintained.
Instructions: Under the Accountability column, select your choices of Where Data Maintained. You do this by clicking the mouse in one of the cells of this column. A little dropdown arrow appears. Click the dropdown arrow and a dropdown list of Where Data Maintained appears. Select one or more of the Where Data Maintained in the list by clicking it.

C. Source of Data. This is the source where the data originates. Identify the source and make sure that it is appropriate.
Instructions: Under the Accountability column, select your choices of Source of Data. You do this by clicking the mouse in one of the cells of this column. A little dropdown arrow appears. Click the dropdown arrow and a dropdown list of Source of Data appears. Select one or more of the Source of Data in the list by clicking it.

D. Frequency of Collection. Timing matters in data collection. In most instances, you want to get it while it occurs. Collect data at the time of the encounter; if impossible, when it is most opportune immediately thereafter. For example, collect report card data immediately upon the issuance of report cards. Do not wait until after the school year is over. Collect feedback surveys at the conclusion of the event, not a few months later when clients may be difficult to reach. Reporting can be done at anytime if the data is already collected. Another important aspect of this dimension is consistency. If some post tests are collected soon after the event, but others are attempted months later, the data are confounded by the differences in the timing. If some financial data are collected at the middle of the month and others at the end of the month, the data may be confounded by systematic timing bias.
Instructions: Under the Accountability column select your choices of Frequency of Collection. You do this by clicking the mouse in one of the cells of this column. A little dropdown arrow appears. Click the dropdown arrow and a dropdown list of Frequency of Collection appears. Select one or more of the Frequency of Collection in the list by clicking it.

E. Processing of Data. This is where you identify the mechanism that will be employed to process the data. Some possibilities are: manual tallies, computer spreadsheets, flat file database, relational database, statistical database, etc. The eLogic Model™ is only a summary of the program and it cannot accommodate a full description of your management information system. There is an implicit assumption that the grantee has thought through the process to assure that the mechanism is adequate to the task(s).
Instructions: Under the Accountability column, select your choices of Processing Data. You do this by clicking the mouse in one of the cells of this column. A little dropdown arrow appears. Click the dropdown arrow and a dropdown list of Processing of Data appears. Select one or more of the Process of Data in the list by clicking it.

SAVING YOUR eLOGIC MODEL™
When you are finished completing the eLogic Model™ form, or wish to stop and continue later, save the file by going to Excel's™ Menu bar and choosing FILE | Save As. Then specify a name for the file, and note where you save the file on your hard drive. Use the name of the HUD Program and your organization name to form a file name for your eLogic Model™, e.g., HBCU-Dillard.xls or HCP-UrbanLeague.xls. Excel™ automatically adds the file extension ".xls" to your file name. Make sure the file extension .xls is not capitalized. In following these directions, if your organizational name exceeds the 50 character limit for space, you should abbreviate your organizational name by either using its initials or a recognizable acronym, e.g. South Carolina State University maybe written as SCSU; Howard University maybe written as HOWDU.

If you are submitting multiple applications under the same applicant name for the same HUD program, you must include a project name that can distinguish between the two applications and logic models submitted, e.g. HBCU-Dillard-Affordable Housing15.xls, HBCU-Dillard-Affordable Housing16.xls. Please be sure to review the file formats and naming requirements contained in the General Section.

Later, you will "Attach" this file to your application. Please remember the name of the file that you are saving. Be sure to delete any earlier version so that when you go to attach the file to your application you select the appropriate and final file.

A single workbook will be adequate for completing your eLogic Model™.

This ends the instructions for completing your Logic Model for application submission.

INSTRUCTIONS FOR REPORTING PERFORMANCE TO HUD

Do not change the integrity of the form by adding additional tabs or worksheets. The instructions and the worksheets provided in your eLogic Model™ will meet your needs.

If your project is selected for funding, the eLogic Model™ will be used as a monitoring and reporting tool upon final approval from the HUD program office. Upon approval, HUD will open the reporting side of the eLogic Model™ allowing you to submit actual outputs and outcomes against approved activities and projected outcomes. HUD will also open the Reporting TAB for you to meet the reporting requirements that are discussed below. The HUD program office will send you the approved eLogic Model™ to be used for reporting purposes. Identify the reporting period covered by the report in Column "i" of the worksheet lines 1, 2 and 3.

To the right of the Applicant and Project fields, there are fields labeled Period and Start Date and End Date. When actually reporting performance on your approved eLogic Model™ form, enter a Start Date and End Date that reflects the reporting period you will be submitting in accordance with required reporting time frames, e.g.; quarterly, semiannually, annually, final. For the Start Date, enter the start date of the reporting period. For End Date enter the End Date for the reporting period. When entering the dates, use the format MM/DD/YYYY.

The Reporting TAB serves two functions: 1) If applicable, use it to describe or explain actual performance as compared to what was projected and provide an explanation of any deviation (positive or negative) from the projections in your approved eLogic Model™, 2); and to respond to the Management Questions identified in the Evaluation TAB.

The worksheet labeled "Reporting" contains three large text boxes to be used by grantees when reporting. Use the reporting worksheet to add any further description or explanation about actual performance or to explain variances between projected Services or Activities and Outcomes vs. Actual Services or Activities and Outcomes.

When responding to the Management Questions, first write the Management Question followed by the response.

COMPLETING PERFORMANCE INFORMATION in YEAR1, YEAR2, YEAR3, AND TOTAL TABS.

The HUD approved eLogic Model™ will be used as a monitoring and reporting tool for your grant award. HUD will open the reporting side of the eLogic Model™ allowing you to submit actual outputs and outcomes against approved activities and projected outcomes. The HUD program office will send you the approved eLogic Model™ to be used for reporting purposes. **Identify the reporting period covered by the report in Column "i" of the worksheet lines 1, 2 and 3.**

Narrative Description - Positive/Negative Deviation from Approved Logic Model Projections

In addition to your submission of your eLogic Model™ results, you must include a narrative indicating any positive or negative deviations from projected outputs and outcomes as contained in your approved eLogic Model™ and explain the basis for the actual performance as compared to what was projected. In your narrative be sure to identify the output and outcome that you are describing from your approved eLogic Model™ and the reason why this deviation occurred. When doing this, create a paragraph header labeled, "Narrative Description - Positive/Negative Deviation from Approved Logic Model Projections".

Save the eLogic Model™ file you receive from HUD. Each time you submit your report to HUD, add the reporting period and year to the file name, e.g. HBCU-Dillard-Affordable Housing16qtr107 for a 1st quarter report, HBCU-Dillard-Affordable Housing16qtr207 for a 2nd quarter or semi-annual report, HBCU-Dillard-Affordable Housing16qtr307 for a 3rd quarter report, and HBCU-Dillard-Affordable Housing 16qtr407 for a 4th quarter or annual report, When reporting for a multiple year award, use the same format but change the year, e.g HBCU-Dillard-Affordable Housing16qtr108.

Response to Management Questions

The Management Questions are located in the Evaluation TAB. It lists the Management Questions that apply to your proposed program. Applicants who receive awards will be notified about which Management Questions will be used for monitoring accountability throughout the project. The data in your eLogic Model™ should enable you to address most or all of these Management Questions. The data collected during the course of your work and captured in the eLogic Model™ will also be useful to you in evaluating the effectiveness of your program. For eLogic Model™ Training via webcast, consult the webcast schedule found at HUD's website at http://www.hud.gov/offices/adm/grants/fundsavail.cfm. If you have any questions regarding reporting requirements, please contact your HUD program representative.

In your report and in accordance with your NOFA instructions and grant agreement, respond to the Management Questions found in the Evaluation TAB. When responding to the Management Questions, use the text box in the Reporting TAB and write the Management Question followed by the response for all Management Questions applicable to your activities.

Submission Requirements

In addition to following the reporting requirements in your award agreement, you must also submit an electronic copy. (See the FY2007 General Section of the NOFA for the HUD approved electronic formats)

	HUD Goals
A1	**Increase homeownership opportunities** (1) Expand national homeownership opportunities.
A2	**Increase homeownership opportunities** (2) Increase minority homeownership.
A3	**Increase homeownership opportunities** (3) Make the home-buying process less complicated and less expensive.
A4	**Increase homeownership opportunities** (4) Reduce predatory lending practices through reform, education and enforcement.
A5	**Increase homeownership opportunities** (5) Help HUD-assisted renters become homeowners.
A6	**Increase homeownership opportunities** (6) Keep existing homeowners from losing their homes.
B1	**Promote Decent Affordable Housing.** (1) Expand access to and availability of decent, affordable rental housing.
B2	**Promote Decent Affordable Housing.** (2) Improve the management accountability and physical quality of public and assisted housing.
B3	**Promote Decent Affordable Housing.** (3) Improve housing opportunities for the elderly and persons with disabilities.
B4	**Promote Decent Affordable Housing.** (4) Promote housing self-sufficiency
B5	**Promote Decent Affordable Housing.** (5) Facilitate more effective delivery of affordable housing by reforming public housing and the Housing Choice Voucher program..
C1	**Strengthen Communities.** (1) Assist disaster recovery in the Gulf Coast region.
C2	**Strengthen Communities.** (2) Enhance sustainability of communities by expanding economic opportunities.
C3	**Strengthen Communities.** (3) Foster a suitable living environment in communities by improving physical conditions and quality of life.
C4	**Strengthen Communities.** (4) End chronic homelessness and move homeless families and individuals to permanent housing.
C5	**Strengthen Communities.** (5) Mitigate housing conditions that threaten health.
D1	**Ensure Equal Opportunity in Housing.** (1) Ensure access to a fair and effective administrative process to investigate and resolve complaints of discrimination.
D2	**Ensure Equal Opportunity in Housing.** (2) Improve public awareness of rights and responsibilities under fair housing laws.
D3	**Ensure Equal Opportunity in Housing.** (3) Improve housing accessibility for persons with disabilities.
D4	**Ensure Equal Opportunity in Housing.** (4) Ensure that HUD-funded entities comply with fair housing and other civil rights laws.
E1	**Embrace High Standards of Ethics, Management, and Accountability.** (1) Strategically manage human capital to increase employee satisfaction and improve HUD performance.
E2	**Embrace High Standards of Ethics, Management, and Accountability.** (2) Improve HUD's management and its internal controls to ensure program compliance and resolve audit issues
E3	**Embrace High Standards of Ethics, Management, and Accountability.** (3) Improve accountability, service delivery, and customer service of HUD and its partners.

	HUD Priorities
A	**Providing Increased Homeownership and Rental Opportunities for Low- and Moderate-Income Persons, Persons with Disabilities, the Elderly, Minorities, and Persons with Limited English Proficiency.**
B1	**Improve our Nation's Communities.** (1) Bring private capital into distressed communities;
B2	**Improve our Nation's Communities.** (2) Finance business investments to grow new businesses;
B3	**Improve our Nation's Communities.** (3) Maintain and expand existing businesses;
B4	**Improve our Nation's Communities.** (4) Create a pool of funds for new small and minority-owned businesses;
B5	**Improve our Nation's Communities.** (5) Create decent jobs for low-income persons.
B6	**Improve our Nation's Communities.** (6) Improve the environmental health and safety of families living in public and privately owned housing
C1	**Encouraging Accessible Design Features.** (1) Visitability in New Construction and Substantial Rehabilitation.
C2	**Encouraging Accessible Design Features.** (2) Universal Design.
D1	**Providing Full and Equal Access to Grassroots Faith-Based and Other Community Organizations in HUD Program Implementation.**
E	**Participation of Minority-Serving Institutions (MSIs) in HUD Programs.**
F1	**Ending Chronic Homelessness.** (1) Creation of affordable housing units, supportive housing, and group homes;
F2	**Ending Chronic Homelessness.** (2) Establishment of a set-aside of units of affordable housing for the chronically homeless;
F3	**Ending Chronic Homelessness.** (3) Establishment of substance abuse treatment programs targeted to the homeless population;
F4	**Ending Chronic Homelessness.** (4) Establishment of job training programs that will provide opportunities for economic self-sufficiency;
F5	**Ending Chronic Homelessness.** (5) Establishment of counseling programs that assist homeless persons in finding housing, managing finances, managing anger, and building interpersonal relationships;
F6	**Ending Chronic Homelessness.** (6) Provision of supportive services, such as health care assistance that will permit homeless individuals to become productive members of society;
F7	**Ending Chronic Homelessness.** (7) Provision of service coordinators or one-stop assistance centers that will ensure that chronically homeless persons have access to a variety of social services.
G	**Removal of Regulatory Barriers to Affordable Housing.**
H	**Participation in Energy Star.**

E4	**Embrace High Standards of Ethics, Management, and Accountability.** (4) Capitalize on modernized technology to improve the delivery of HUD's core business functions.
F1	**Promote Participation of Faith-Based and Other Community Organizations.** (1) Reduce barriers to faith-based and other community organizations.
F2	**Promote Participation of Faith-Based and Other Community Organizations.** (2) Conduct outreach and provide technical assistance to strengthen the capacity of faith-based and
F3	**Promote Participation of Faith-Based and Other Community Organizations.** (3) Encourage partnerships between faith-based and other community organizations and HUD's grantees

CAMP *e* Logic Model™

Copy to Column 2

PROBLEM, NEEDS, SITUATION

There is a need for Tribal Colleges and Universities to build, expand, renovate and equip their own facilities and to provide services to the community.

CAMP *e* Logic Model™	***Click here to allow deletion of 'New' Activities***
Copy to Column 3	
SERVICES OR ACTIVITIES/OUTPUTS	**UNITS**
Business opportunities-Other – Businesses	Businesses
Business opportunities-Other – Dollars	Dollars
Business opportunities-Section 3 – Businesses	Businesses
Business opportunities-Section 3 – Dollars	Dollars
Child care services	Persons
Child care services	Households
Child Care – Provider training	Persons
Child Care – Provider training workshops	Persons
Constructed campus facilities – Design incorporates universal design	Units
Constructed campus facilities – Design incorporates visitability standards	Units
Constructed campus facilities – With Energy Star	Units
Constructed student housing – Design incorporates universal design	Units
Constructed student housing – Design incorporates visitability standards	Units
Constructed student housing – With Energy Star	Units
Crime, alcohol, and/or drug-abuse prevention – Direct Services	Persons
Crime, alcohol, and/or drug-abuse prevention – Outreach	Persons
Employment opportunities-Other – Available jobs	Available jobs
Employment opportunities-Other – Persons	Persons
Employment opportunities-Section 3 – Available jobs	Available jobs
Employment opportunities-Section 3 – Persons	Persons
Equipment purchased	Dollars
Expand facilities	Facility
Health services	Persons
Health services	Households
Homeownership training/counseling	Persons
Job training	Persons
Renovating an existing or acquired facility	Facility
TA for establishment of Micro-enterprises	Micro-enterprises
TA for expansion of Micro-enterprises	Micro-enterprises
TA for stabilization of Micro-enterprises	Micro-enterprises
Technical assistance training workshops	Workshops
Training Opportunities-Other	Persons
Training Opportunities-Section 3	Persons
Youth – Tutoring/mentoring	Persons
Youth leadership	Persons
other	other

CAMP *e*Logic Model™

	Click here to allow deletion of 'New' Outcomes
Copy to Column 5	
ACHIEVEMENT OUTCOMES GOALS AND INDICATORS	**UNITS**
Additional students, faculty and/or staff served by new, expanded, renovated, facility	Persons
Business opportunities-Other – Businesses	Businesses
Business opportunities-Other – Dollars	Dollars
Business opportunities-Section 3 – Businesses	Businesses
Business opportunities-Section 3 – Dollars	Dollars
Child care	Persons
Community activities that are accommodated in the facilities	Activities
Health screening	Persons
Housing Counseling	Persons
Improved public facilities	Public Facilities
Increase GPA	Persons
Jobs – New jobs created as a result of training	Jobs
Jobs maintained	Jobs
Public services obtained	Persons
Received direct homeownership assistance	Persons
Recreation services	Persons
Micro-enterprises-established as a result of financial assistance	Micro-enterprises
Micro enterprises-expanded as a result of financial assistance	Micro-enterprises
Micro-enterprises-established as a result TA	Micro-enterprises
Micro-enterprises-expanded as a result of TA	Micro-enterprises
Micro-enterprises-stabilized as a result of financial assistance	Micro-enterprises
Micro-enterprises-stabilized as a result of TA	Micro-enterprises
New jobs as a result of new businesses	Jobs
Recreational needs	Persons
Employment opportunities-Section 3 – Persons	Persons
Employment opportunities-Section 3 – Available jobs	Available jobs
Employment opportunities-Other – Persons	Persons
Employment opportunities-Other – Available jobs	Available jobs
Training Opportunities-Section 3	Persons
Training Opportunities-Other	Persons
other	other

CAMP eLogic Model™

A. Tools For Measurement
Bank accounts
Construction log
Database
Enforcement log
Financial aid log
Intake log
Interviews
Mgt. Info. System-automated
Mgt. Info. System-manual
Outcome scale(s)
Phone log
Plans
Pre-post tests
Post tests
Program specific form(s)
Questionnaire
Recruitment log
Survey
Technical assistance log
Time sheets
B. Where Data Maintained
Agency database
Centralized database
Individual case records
Local precinct
Public database
School
Specialized database
Tax Assessor database
Training center
C. Source of Data
Audit report
Business licenses
Certificate of Occupancy
Code violation reports
Counseling reports
Employment records
Engineering reports
Environmental reports
Escrow accounts
Financial reports
GED certification/diploma
Health records
HMIS
Inspection results
Lease agreements
Legal documents
Loan monitoring reports
Mortgage documents
Payment vouchers
Permits issued
Placements
Progress reports
Referrals
Sale documents
Site reports
Statistics
Tax assessments
Testing results
Waiting lists
Work plan reports
D. Frequency of Collection
Daily
Weekly
Monthly
Quarterly
Biannually
Annually
Upon incident
E. Processing of Data
Computer spreadsheets
Flat file database
Manual tallies
Relational database
Statistical database

Explanation of Any Deviations From the Approved eLogic Model

Response to Management Questions

Response to Management Questions

Evaluation Process

These are standard requirements that HUD will expect every program manager receiving a grant to do as part of their project management.

- An evaluation process will be part of the on-going management of the program.
- Comparisons will be made between projected and actual numbers for both outputs and outcomes.
- Deviations from projected outputs and outcomes will be documented and explained on space provided on the "Reporting" tab
- Analyze data to determine relationship of outputs to outcomes:

The reporting requirements are specified in the program specific NOFA and your funding award.

HUD Will Use The Following Management Questions To Evaluate Your Program

1. How many additional students were served?
2. What was the number of new facilities?
3. How many facilities were renovated?
4. How many facilities were expanded?
5. How many facilities were equipped with new equipment?
6. What was the value of new equipment?
7. How many community members were served?
8. How many secondary school students intend to pursue post-secondary education?
9. How many micro-enterprises were established as a result of technical assistance?
10. How many individuals were tutored and/or mentored?
11. How many individuals obtained employment as a result of job training?
12. How many individuals received their GED?
13. How many students improved their GPA?
14. How many persons purchased a home?
15. How many new jobs are available as a result of new businesses?
16. How many individuals were provided health services?

Carter-Richmond Methodology

The above Management Questions developed for your program are based on the Carter-Richmond Methodology[1] . A description of the Carter-Richmond Methodology appears in the General Section of the NOFA.

[1] © The Accountable Agency – How to Evaluate the Effectiveness of Public and Private Programs," Reginald Carter, ISBN Number 9780978724924.