




No. 2016-03(R)  
April 14, 2016

# PROGRAM GUIDANCE

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**PROGRAM:** Indian Community Development Block Grant (ICDBG)

**FOR:** All Tribal Government Leaders and Tribally Designated Housing Entities

**FROM:**   
Randall Akers, Acting Deputy Assistant Secretary for Native American Programs, PN

**TOPIC:** Posting of Fiscal Year 2016 Notice of Funding Availability for the Indian Community Development Block Grant Program

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**Purpose:** The purpose of this guidance is to provide potential applicants with a summary of the Department's Fiscal Year (FY) 2016 Notice of Funding Availability (NOFA) for the Community Development Block Grant Program for Indian Tribes and Alaska Native Villages, also known as the Indian Community Development Block Grant (ICDBG) program, posted on April 13, 2016. The General Section of the NOFA was posted on September 24, 2015, and describes HUD's FY 2016 policy and submission requirements. Both documents can be downloaded from [http://portal.hud.gov/hudportal/HUD?src=/program\\_offices/administration/grants/fundsavail](http://portal.hud.gov/hudportal/HUD?src=/program_offices/administration/grants/fundsavail) and [www.grants.gov](http://www.grants.gov).

**Program Description:** The purpose of the ICDBG program is the development of viable American Indian and Alaska Native communities, including the creation of decent housing, suitable living environments, and economic opportunities primarily for persons with low- and moderate-incomes.

**Eligibility Information:** All federally recognized Indian tribes and Alaska Native Villages are eligible to participate in the ICDBG program. Tribal organizations, as described in 24 CFR 1003.5, are also eligible applicants. To apply for funding, an applicant must meet the eligibility criterion by the application submission date. Eligible categories of funding include housing rehabilitation, land acquisition to support new housing, homeownership assistance, public facilities and improvements, economic development, and microenterprise programs. For a complete description of eligible activities, please refer to 24 CFR 1003, subpart C.

**FY 2016 Funding Availability:** The total approximate amount of funding available for competitive single purpose ICDBGs in this NOFA is \$56,611,911. The NOFA also states that of the total amount appropriated for ICDBG in FY 2016, \$4,000,000 has been retained to fund Imminent Threat grants.

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**Application Due Date:** The application deadline is 11:59:59 p.m. Eastern Time on June 14, 2016, and as in past years must be submitted through Grants.gov unless a waiver of the electronic submission requirement has been requested and granted.

**Changes in the FY 2016 NOFA:** There are several changes in the FY 2016 ICDBG NOFA although the essence of the program remains the same. This Program Guidance provides only a summary; interested applicants should read the entire NOFA carefully to be aware of each and every change. The NOFA itself includes a list of changes in Section 1.A.2.

### ***Section I – Funding Opportunity Description***

Section I.A.1. Imminent Threat Grants. Modifies description of the non-competitive ICDBG Imminent Threat grant program. ONAP intends to post a Program Guidance on Imminent Threat grants in the near future.

Section I.A.3. Definitions. The NOFA no longer includes definitions of provisions rarely used or when definitions are included elsewhere in the NOFA.

### ***Section II – Award Information***

Section II. A.1. Available Funds. In FY 2016, HUD is again using data from the U.S. Census' American Community Survey (ACS) to allocate funds to the Area Offices of Native American Programs (Area ONAPs). Accordingly, the Area ONAP allocations, listed in alphabetical order this year, are:

Alaska	\$7,056,169
Eastern Woodlands	\$4,608,084
Northern Plains:	\$8,551,891
Northwest	\$3,068,364
Southern Plains:	\$13,444,256
Southwest	<u>\$19,883,147</u>
Total:	\$56,611,911

Section II.A.2. Grant Ceilings. There is only one grant ceiling for applicants in the Northern Plains region rather than two. That ceiling is now \$1 million.

### ***Section III – Eligibility Information***

Section III.A. Eligible Applicants. The NOFA now clarifies that tribes eligible for ICDBG assistance must be listed in the latest version of “*Indian Entities Recognized and Eligible To Receive Services from the United States Bureau of Indian Affairs.*” See <http://www.bia.gov/cs/groups/xraca/documents/text/idc1-033010.pdf>. Tribal organizations that meet the definition of such in 24 CFR 1003.5 by the application due date may also apply.

Section III.C.1. Other. The NOFA includes several thresholds and new agency-wide or federal government-wide requirements mandated by the General Section. It adds one new ICDBG program threshold on closeouts, and moves some threshold requirements to the requirements section.

Section III.C.1.c. ICDBG Program and Project Related Thresholds.

- *Untimely ICDBG Closeouts.* The NOFA now states that HUD will not review your application if you have any ICDBG that is open 2 or more years past the due date for closeout in your most recent HUD-approved implementation schedule for the grant.

Section III.C.3.e. Other ICDBG Requirements

- *Infrastructure Projects.* In FY 2016, applicants for this type of project must submit evidence that the housing or community development project will be completed within 3 years of the grant award.

**Section IV – Application and Submission Information**

Section IV.A. Obtaining an Application Package. Requests for waivers of the electronic application submission process must be submitted no later than 15 days prior to the application deadline. In FY 2016, waivers should be submitted to Tom Carney, Acting ONAP Grants Management Director, at the address listed in this section of the NOFA.

Section IV.B.2.a. Submissions for All Projects. The NOFA now establishes a 20-page, single-spaced, 12-point font limit on the narrative that must be submitted with the application. This limit does not include attachments. The NOFA also clarifies that tribal organization applicants must submit a resolution from the tribe, not the organization that says that the citizen participation was undertaken in accordance with the ICDBG regulations at 1003.604(a). Applicants should note that some of the requirements listed in this section of the NOFA in FY 2015 have been moved to the applicable rating factor, not eliminated. Please read the entire NOFA carefully.

Section IV.G.4. Indirect Cost Rate. Government organizations/agencies that receive more than \$35 million in federal funding are required to request an Indirect Cost Rate from their cognizant agency in accordance with 24 CFR 200 Appendix VII. In most cases for tribal applicants, this is the Bureau of Indian Affairs (BIA). Applicants may not claim indirect costs in their applications unless they have a negotiated rate. Applicants that have never negotiated an indirect rate and receive less than \$35 million in direct Federal funding per year may use a 10% de minimis rate, and keep the documentation of this decision on file.

**Section V – Application Review Information**

**Section V.A.1. Rating Factors.** In FY 2016, there are five rating factors as there were in the FY 2015 NOFA, although the points for and within each vary a little. There are more tables to simplify what should be submitted, and some modifications to the language in some of the subfactors.

Factor 1 – Capacity of the Applicant.

*Subfactor 1.1. Managerial, Technical, and Administrative Capability.* This subfactor has been streamlined but changed little.

*Subfactor 1.1.b. Project Implementation Plan.* To receive the maximum number of points here, implementation plans submitted with the applications must show that projects will be underway 180 days from the expected award date in the NOFA. In FY 2015, this was the date the funds were available to the grantee in LOCCs.

*Subfactor 1.2. Past Performance.* In FY 2015, all of the subfactors within this subfactor were scored up to three points. Now the points vary by subfactor. In FY 2016, the NOFA clarifies that ONAP reviewers will be including past performance in implementing Imminent Threat grants in their reviews of applications. Other changes are explained below.

*Subfactor 1.2.a. Implementation and Expenditures.* The NOFA says that ICDBG funds awarded within 12 months of the application deadline will not be included when calculating the Line of Credit Control System's percentage of awarded funds spent in this subfactor. A maximum of four points can be awarded for this subfactor.

*Subfactor 1.2.b. Reports.* The 15-day grace period on submission of reports has been eliminated in FY 2016.

*Factor 2 – Need and Viability.* The major change in this factor is the elimination of the subfactor on Unfunded Applicants. In addition, the FY 2016 Indian Housing Block Grant amounts allocated to tribes was used to create the Factor 2 Needs Table for ICDBG housing projects rather than the FY 2015 amounts.

*Factor 3 – Soundness of Approach.* Up to 36 points can be awarded for this rating factor, up from 33 in FY 2015.

*Subfactor 3.1 - Description of and Rationale for Proposed Project.* Maximum points for this subfactor are increased from 12 to 14 points.

*Subfactor 3.2. – Budget and Cost Estimates.* Up to 10 points can be awarded for this subfactor in FY 2016, rather than 9.

*Subfactor 3.3. – Commitment to Sustain Project.* For public facility projects, your application must include a letter or resolution indicating that the tribe or tribal organization commits the funds to maintain the project. For housing projects, you must describe how maintenance and insurance responsibilities will be enforced and paid for. For land acquisition to support new housing, the NOFA clarifies that the land must be zoned for the type of housing proposed.

*Factor 4 – Leveraging Resources.* Criteria have not changed; instead, the NOFA includes a table summarizing what must be submitted for each type of resource.

*Factor 5 – Comprehensiveness and Coordination*

*Subfactor 1 – Coordination.* To receive full points in this subfactor, applicants must demonstrate that the proposed activities are consistent with any strategic plans or policy goals of the community.

***Section V.2. – Policy Priorities***

The NOFA again eliminates the points for HUD Policy Priorities so all types of projects are treated equally.

***Section V.3. – Bonus Points***

The NOFA again provides up to two bonus points for projects located either in Promise Zones or Preferred Sustainability Status Communities.

***Award Notices***

HUD expects to announce awards by September 2016.

**Technical Assistance:** Contact staff at your Area ONAP for general guidance and technical assistance regarding the NOFA. ONAP staff is not permitted to help you prepare your application. Contact the Grants.gov Support Center for assistance with electronic submission requirements.

**Training on ICDBG NOFA Requirements:** Training on the requirements of the FY 2016 ICDBG NOFA will be provided shortly after the NOFA is posted.

- HUD's broadcast training for the ICDBG NOFA will be archived here within several days of the NOFA's posting; it will not be a live webcast. Information and access to the broadcast can be found at: <http://portal.hud.gov/hudportal/HUD?src=/press/multimedia/videos>.
- The Area ONAP in your jurisdiction will also conduct training specific to the ICDBG NOFA and electronic submission requirements. Contact your Area ONAP for training dates.

**Applicants should not rely solely on information in this Guidance because it does not include all applicable NOFA requirements on the subjects addressed.** Contact your Area ONAP Grants Management Specialist if you have any questions.