

# DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

[Docket No. FR-4195-N-01]

## Notice of Funding Availability (NOFA) for Family Self-Sufficiency (FSS) Program Coordinators for the Section 8 Rental Certificate and Rental Voucher Programs

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

**ACTION:** Notice of Funding Availability for Fiscal Year (FY) 1997 for Section 8 Family Self-Sufficiency Program Coordinators.

**SUMMARY:** This NOFA announces the availability of up to \$15 million in Fiscal Year (FY) 1997 to fund Section 8 Family Self-Sufficiency (FSS) program coordinators. Public housing agencies and Indian housing authorities (HAs) eligible to receive funding are only those which administer FSS programs of at least 25 mandatory FSS slots. HAs with FSS programs of fewer than 25 slots also may receive funding under this NOFA, if they previously applied jointly and were awarded FSS coordinator funding with other eligible HAs, so that between or among the HAs they administer at least 25 FSS slots. Due to limited funding, HUD has decided to award funds available in FY 1997 only to HAs that previously received Federal FY 1995 or FY 1996 funding for an FSS program coordinator, to allow them to continue paying an FSS coordinator, in amounts not to exceed \$44,000 per HA. In order to receive funding under this NOFA, an eligible HA must certify to the HUD State or Area Office or to the HUD Office of Native American Programs (hereinafter "HUD Office"), that the HA has hired an FSS program coordinator with funding previously awarded for that purpose and has made progress in implementing the FSS program.

**DATES:** The HA certification required for FY 1997 funding is due in the HUD Office no later than 3 local time on June 2, 1997. This certification deadline is firm as to date and hour.

**FOR FURTHER INFORMATION CONTACT:** Gerald J. Benoit, Director, Operations Division, Office of Rental Assistance, Office of Public and Indian Housing, Department of Housing and Urban Development, room 4220, 451 Seventh Street, SW., Washington, DC 20410-8000, telephone number (202) 708-0477. Hearing or speech impaired individuals may call HUD's TTY number (202) 708-4594. (These numbers are not toll-free.)

## SUPPLEMENTARY INFORMATION:

### Paperwork Reduction Act Statement

The information collection requirements contained in this notice were submitted to the Office of Management and Budget for review under the provisions of the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520) and have been assigned OMB control number 2577-0198. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a valid control number.

### Promoting Comprehensive Approaches to Housing and Community Development

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

In this spirit, it may be helpful for applicants under this NOFA to be aware of other related HUD NOFAs that have recently been published or are expected to be published in the near future. By reviewing these NOFAs with respect to their program purposes and the eligibility of applicants and activities, applicants may be able to relate the activities proposed for funding under this NOFA to the recent and upcoming NOFAs and to the community's Consolidated Plan.

The other NOFA published with respect to welfare-to-work initiatives was the Moving to Work Demonstration NOFA published in the **Federal Register** on December 18, 1996 (61 FR 66856).

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

For help in obtaining a copy of your community's Consolidated Plan, please

contact the community development office of your municipal government.

### I. Purpose and Substantive Description

In recent years, HUD provided funding for FSS program coordinators to HAs with Section 8 programs of fewer than 1,000 units. The FY 1994 and FY 1995 funds were awarded to these HAs based on a request for funding and all complete applications were funded. The FY 1996 funds were awarded based on a competitive NOFA. In FY 1996, state and regional HAs that administer more than 1,000 rental vouchers and certificates, but fewer than 1,000 mandatory FSS slots, were also eligible to apply and some received funding. HUD is allocating FY 1997 funds for FSS program coordinators to allow HAs that were previously funded to continue paying an FSS coordinator. Since funding for FSS program coordinators is limited, applications from HAs that were not previously funded will not be accepted.

The Departments of Veterans Affairs and Housing and Urban Development, and Independent Agencies Appropriations Act, 1997 (Pub. L. No. 104-204) allows funding for program coordinators under the Section 8 FSS program. As a result, HUD determined to make a sufficient amount available under this NOFA to enable the previously funded smaller HAs (i.e., those with programs of fewer than 1,000 total rental vouchers and certificates) with FSS programs of at least 25 mandatory FSS slots, and previously funded state and regional HAs, to hire up to one FSS program coordinator for one year at a reasonable cost, as determined by the HA and HUD, based on salaries for similar positions in the locality. Each eligible HA is limited to an award of \$44,000 under this NOFA.

HUD is allocating funds as follows:

1. All HAs funded in FY 1996 that have made progress in the FSS program will receive a 3 percent increase in FY 1996 funding;
2. All HAs funded in FY 1995 that did not receive additional funding in FY 1996 that have made progress in the FSS program will receive a 6 percent increase in the amount funded in FY 1995.

These funds will be awarded contingent upon the HUD Office receipt of an HA certification, subject to HUD verification, that the HA has hired an FSS program coordinator with funding previously awarded for that purpose and that the HA has made progress in implementing the FSS program.

**(1) Eligible Activity**

Funds are available under this NOFA to employ or otherwise retain the services of up to one FSS program coordinator for one year. A part-time FSS program coordinator may be retained where appropriate. Under the FSS program, HAs are required to use Section 8 rental assistance together with public and private resources to provide supportive services to enable participating families to achieve economic independence and self-sufficiency. Effective delivery of supportive services is a critical element in a successful program.

**(a) Program Coordinator Role**

HAs administering the FSS program use program coordinating committees (PCCs) to assist them to secure resources for and implement the FSS program. The PCC is made up of representatives of local government, job training and employment agencies, local welfare agencies, educational institutions, child care providers, nonprofit service providers, and businesses.

An FSS program coordinator works with the PCC, and with local service providers to assure that program participants are linked to the supportive services they need to achieve self-sufficiency. The FSS program coordinator may ensure, through case management, that the services included in participants' contracts of participation are provided on a regular, ongoing and satisfactory basis, and that participants are fulfilling their responsibilities under the contracts.

**(b) Staffing Guidelines**

Under normal circumstances, a full-time FSS program coordinator should be able to serve approximately 50 FSS participants, depending on the coordinator's case management functions.

**(c) Eligibility of HAs**

All HAs that received FY 1995 and FY 1996 funding for FSS program coordinators will be funded in FY 1997, provided the HA certifies, subject to HUD verification, that it has hired an FSS program coordinator with funding previously awarded for that purpose and has made progress in implementing the FSS program. The HAs funded in FY 1996 will receive a 3 percent increase in funding. The HAs funded in FY 1995 but not funded in FY 1996 will receive a 6 percent increase in funding. The HUD Office may not provide FY 1997 funding to any HA that has not used its prior allocation of FSS program coordinator funding to hire an FSS

coordinator, or that has failed to make progress in its FSS program.

**(2) HUD Corrections to Rating and Ranking of FY 1996 Applications**

Seventeen HA applications submitted under the FY 1996 NOFA were not funded due to a HUD Headquarters error in failing to fund the approvable applications processed in the HUD Colorado State Office. HUD believes that this error must be corrected; therefore, HUD will, prior to funding any FY 1997 applications, fund those eligible FY 1996 applications that were rated high enough to be funded in FY 1996. Of the available \$15 million, \$557,290 will be used for this purpose.

**(3) Eligible HAs With HUD Approved Exceptions to Mandatory Minimum Size**

If HUD has approved either a full or partial exception to implementing an FSS program of the mandatory minimum size for an eligible HA, solely because of a lack of funds for reasonable administrative costs, the approval of the exception is hereby rescinded after funding for an FSS program coordinator is awarded under this NOFA.

**II. Allocation Amounts**

For FY 1997, \$15 million is available for HA administrative fees for Section 8 FSS program coordinators. This is the fourth fiscal year of funding for FSS program coordinators.

**III. Required Certification**

All HAs that received funding for FSS program coordinators under the FY 1995 and FY 1996 NOFAs and that wish to receive funding under this NOFA, must complete a certification in the format shown below and submit it to the HUD Office by the due date. Funding under this NOFA will be automatic for FY 1996 funded HAs and for FY 1995 HAs that did not receive FSS program coordinator funding in FY 1996, provided the HA certifies as follows and the HUD Office determines that the HA has made progress in implementation of the FSS program:

*Required Certification Format for FSS Program Coordinator Funds* Dear Director, Office of Public Housing (or Administrator, Office of Native American Programs):

In connection with the FY 1997 NOFA for FSS program coordinators, I hereby certify for the \_\_\_\_\_ (enter name) HA that:

(1) The HA has hired an FSS program coordinator using HUD funds provided for that purpose on \_\_\_\_\_ (enter the ACC effective dates of all previous FSS program coordinator funding increments), and

(2) The HA has (check all that apply):

(a) Formed and convened an FSS program coordinating committee \_\_\_\_\_,

(b) Developed an FSS action plan and submitted it to HUD for approval \_\_\_\_\_,

(c) Executed contracts of participation with FSS participants \_\_\_\_\_.

(3) The HA has an FSS minimum program size of \_\_\_\_\_ (enter number) mandatory FSS slots. The HA has \_\_\_\_\_ (enter number) Section 8 families currently enrolled in the FSS program.

Sincerely,  
Executive Director

**IV. Other Matters****(a) Environmental Impact**

This NOFA does not direct, provide for assistance or loan and mortgage insurance for, or otherwise govern or regulate property acquisition, disposition, lease, rehabilitation, alteration, demolition, or new construction, or set out or provide for standards for construction or construction materials, manufactured housing, or occupancy. Accordingly, under 24 CFR 50.19(c)(1), this NOFA is categorically excluded from environmental review under the National Environmental Policy Act of 1969 (42 USC 4321).

**(b) Executive Order 12612, Federalism**

The General Counsel, as the Designated Official under section 6(a) of Executive Order 12612, Federalism, has determined that the provisions of this NOFA do not have "federalism implications" within the meaning of the Order. The NOFA makes funds available for HAs to employ or otherwise retain the services of up to one FSS program coordinator for one year. As such, there are no direct implications on the relationship between the national government and the states or on the distribution of power and responsibilities among various levels of government.

**(c) Executive Order 12606, The Family**

The General Counsel, as the Designated Official under Executive Order 12606, *The Family*, has determined that the policies announced in this notice would not have a significant impact on the formation, maintenance, and general well-being of families except indirectly to the extent of the social and other benefits expected from this program of assistance.

**(d) Prohibition Against Lobbying Activities**

The use of funds awarded under this NOFA is subject to the prohibitions of section 319 of the Department of Interior and Related Agencies Appropriations Act for Fiscal Year 1990 (31 USC 1352) (the "Byrd Amendment") and the implementing regulations at 24 CFR part

87. These authorities prohibit recipients of Federal contracts, grants, or loans from using appropriated funds for lobbying the executive or legislative branches of the Federal Government in connection with a specific contract, grant, or loan. Indian Housing

Authorities (IHAs) established by an Indian tribe as a result of the exercise of the tribe's sovereign power are excluded from coverage of the Byrd Amendment, but IHAs established under State law are not excluded from the statute's coverage.

Dated: April 23, 1997.

**Kevin E. Marchman,**

*Acting Assistant Secretary for Public and Indian Housing.*

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