

DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

[Docket No. FR-4309-N-01]

Fiscal Year 1998 Notice of Funding Availability for Community Outreach Partnership Centers (COPC) for Institutionalization Grants

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

ACTION: Notice of Funding Availability (NOFA) for Fiscal Year 1998 for Institutionalization Grants.

SUMMARY: This NOFA announces the availability of Fiscal Year 1998 funding to make Institutionalization Grants under the Community Outreach Partnership Centers (COPC) Program. Funding for New Grants under the COPC Program was announced in HUD's SuperNOFA for Housing and Community Development Programs, published in the **Federal Register** on March 31, 1998.

Available funding. Approximately \$500,000 to fund certain Institutionalization Grants.

Eligible applicants. Only public and private nonprofit institutions of higher education that received New Grants in FY 1995 and have not previously received an Institutionalization Grant.

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

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

Application Due Dates and Instructions for Obtaining Applications

Applicants will be required to submit a new application. HUD recognizes, however, that applicants will probably be able to use most of their FY 1997 application, with the modifications listed in section II of this NOFA. For the list of specific application submission requirements, see section II of this NOFA. Please note that all certifications must be new. New application kits will not be available. Applicants should submit an original and two copies of their applications.

Applications must be physically received by the Office of University Partnerships, in care of the Division of

Budget, Contracts, and Program Control, in Room 8230 by 4:30 p.m. Eastern Standard Time on May 4, 1998.

Facsimiles of applications will not be accepted. The above-stated application deadline is *firm as to date, hour and place*. In the interest of fairness to all competing applicants, the Department will treat as *ineligible for consideration* any application that is received after the deadline. Applicants should take this practice into account and make early submission of their materials to avoid any risk of loss of eligibility brought about by unanticipated delays or other delivery-related problems. Applicants hand-delivering applications are advised that considerable delays may occur in attempting to enter the building because of security procedures.

FOR FURTHER INFORMATION CONTACT: Jane Karadbil, Office of University Partnerships in the Office of Policy Development and Research, Department of Housing and Urban Development, 451 Seventh Street, S.W., Room 8110 Washington, DC 20410, telephone (202) 708-1537. Hearing or speech-impaired individuals may call HUD's TTY number (202) 708-0770, or 1-800-877-8399 (Federal Information Relay Service TTY). Other than the "800" number, these are not toll-free numbers. Ms. Karadbil can also be contacted via the Internet at Jane_R_Karadbil@hud.gov.

SUPPLEMENTARY INFORMATION:

Paperwork Reduction Act Statement

The information collection requirements contained in this notice have been approved by the Office of Management and Budget (OMB) under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520) and assigned OMB control number 2528-0180. *An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a valid control number.*

I. Purpose and Substantive Description

A. Authority

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

disseminate information resulting from research and outreach conducted at the centers.

B. Allocation and Form of Award

The competition in this NOFA is for up to \$500,000 to fund certain Institutionalization Grants under the COPC Program.

Institutionalization Grants will be awarded to certain COPC grantees to help ensure that their COPC activities are institutionalized as an integral part of the teaching, research, and service missions of their colleges and universities. Each Institutionalization Grant will be for a one-year period, with a maximum grant size of \$100,000. Applicants for Institutionalization Grants will be disqualified if they request more than the maximum allowable amount. The term of the grant will be for one year. If the grantee proposes entirely new activities, it may conduct activities under both its current and proposed Institutionalization Grants, until funds from both are fully expended. If the applicant proposes continuation of current activities, it must expend all the funds under the current grant before expending any new funds under an Institutionalization Grant. Current grantees may request a no-cost extension from HUD if necessary to finish expending all their FY 1995 grant funds.

C. Eligible Applicants

Applicants for this competition must be public or private nonprofit institutions of higher education that received New Grants in FY 1995 and have not previously received an Institutionalization Grant. Current COPC grantees that received grants as consortia must apply again as consortia, with all current member institutions participating in the proposed Institutionalization Grant, and with the same lead applicant as in their current COPC. A consortium is defined as a group of institutions of higher education. It can be composed of community colleges, four-year colleges, and universities. Applicants must demonstrate the continued existence and functioning of their consortia through all of the following documentation: a mention in the Executive Summary; funding in the budget (especially if the institutions received COPC funding in FY 1995) or a listing as matching funds; a task description in the Project Management Work Plan; and letters of commitment from the institutions. For more information about the specific application requirements see section II of this NOFA.

D. Program Requirements

Grantees must meet the following program requirements:

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

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

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

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

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

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

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

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

(h) Exchange information with other Centers.”

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

3. *Match.* Grantees must meet the following match requirements.

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

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

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

4. *Administrative.* The grant will be governed by the provisions of 24 CFR Part 84 (Grants and Agreements with Institutions of Higher Education, Hospitals and other Nonprofit Organizations), A-122 (Cost Principles for Nonprofit Organizations), and A-133 (Audits of States, Local Governments and Non-profit Organizations). No more than 20% of the Federal grant funds may be used for planning and program administrative costs. Overhead costs directly related to carrying out activities under research and outreach need not be considered planning and program administrative costs, since those costs

are eligible under that section. The 20% limitation imposed under this program applies only to Federal funds received through this grant, not to matching funds.

E. Eligible Activities

Eligible activities include:

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

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

Applicants should propose activities that will bring their COPC projects to a successful conclusion or could result in securing funding to continue either current or new COPC activities from other sources, such as local governments or foundations. Applicants are reminded that leases for office space in which to house the Community Outreach Partnership Center are an eligible cost under the following conditions:

(a) The lease must be for existing facilities;

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

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

F. Ineligible Activities

Grant funds cannot be used for:

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

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

3. Costs used for routine operations and day-to-day administration of regular programs of institutions of higher education, local governments or neighborhood groups.

II. Application Content and Review Process

Applications must contain the following documents. Many of these documents can simply be redlined and strikeout versions of the application submitted for the last funding round; but others must be newly prepared and signed. All of the forms can be downloaded from the University Partnerships website at <http://www.oup.org>.

a. A new SF-424, signed by the Chief Executive Officer of the Institution or his/her designee. If a designee signs, a letter from the Chief Executive Officer delegating signatory authority must be included.

b. A new transmittal letter signed by the Chief Executive Officer or his/her designee.

c. A revised Executive summary, with the changes relating to the consortium partners noted in redline/strikeout.

d. A new SF-424B, Assurances.

e. All of the budget documents previously submitted, with the changes resulting from participation by the consortium partners noted in redline/strikeout.

f. A revised Project Management Work Plan, with the changes relating to the consortium partners' activities noted in redline/strikeout.

g. A revised Narrative Statement Responding to the factors, with the changes resulting from participation by the consortium partners noted in redline/strikeout.

h. A new Certification and Disclosure Regarding Payments to Influence Certain Federal Transactions (Form-LLL).

i. A new Certification Regrading Drug-Free Workplace Requirements.

j. Current financial management and audit information, which can be resubmission of the previously submitted materials if there have been no changes.

k. Letters of commitment from the consortium partners to participate in the project.

Following the expiration of the application submission deadline, HUD will review to determine if the application meets the following threshold criteria on compliance with civil rights laws. In making this assessment, HUD shall review appropriate records maintained by the Office of Fair Housing and Equal Opportunity, such as records of monitoring, audit, or compliance review findings, complaint determinations, compliance agreements. If the review reveals the existence of any of the following, the application will be rejected:

a. There is a pending civil rights suit against the sponsor instituted by the Department of Justice.

b. There is an outstanding finding of noncompliance with civil rights statutes, Executive Orders, or regulations as a result of formal administrative proceedings, unless the applicant is operating under a HUD-approved compliance agreement designed to correct the areas of non-compliance, or is currently negotiating such an agreement with HUD.

c. There is an unresolved Secretarial charge of discrimination issued under section 819(g) of the Fair Housing Act 42 U.S.C. 3619(g), as implemented by 24 CFR 103.400.

d. There has been an adjudication of a civil rights violation in a civil action brought against it by a private individual, unless the applicant is operating in compliance with a court order designed to correct the area of noncompliance, or the applicant has discharged any responsibility arising from such litigation.

e. There has been a deferral of the processing of applications from the sponsor imposed by HUD under Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4) and HUD regulations (24 CFR 1.8), the Attorney General's Guidelines (28 CFR 50.3), or under section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and HUD regulations (24 CFR 8.57).

All applications that pass this threshold review will be reviewed under the selection criteria listed below and then ranked in a manner consistent with the procedures described in this Notice.

III. Rating Factors/Selection Process

(a) Rating Factors. Applicants will be required to meet three selection factors, summarized as "Past Performance," "Proposed Activities," and "Potential for Institutionalization." Each factor and the maximum points assigned to it are described below:

1. (30 points) The demonstrated past performance of the applicant, as measured by: the research and outreach resources made available to the applicant under the current COPC grant; the ability of the applicant to provide local leadership and disseminate results of the grant; and the effectiveness of the activities undertaken in the grant.

2. (30 points) The effectiveness of the proposed research and outreach activities, as measured by: need for the activities; involvement of the community in these activities; demonstrated commitment of the application by providing a matching contribution; and likelihood that these

activities can be successfully carried out within the grant period.

3. (40 points) The potential of the proposed outreach strategy to ensure institutionalization of the COPC functions at the college or university, as measured by the extent to which the proposed COPC functions will become an integral part of the teaching, research and urban service mission of the institution and the extent to which the COPC activities are supported by the highest levels of institutional leadership. In reviewing this factor, HUD will consider the extent to which the COPC activities are part of and will enhance a broader set of existing or planned activities and will foster a culture that rewards faculty and student work on these activities.

(b) Selection Process. An applicant must receive a score of at least 70 points in order to be funded. Applications will be rated but not ranked. There is sufficient funding for all eligible applications.

IV. Corrections to Deficient Applications

After the submission deadline date, HUD will screen each application to determine whether it is complete. If an application lacks certain technical items or contains a technical error, such as an incorrect signatory, HUD will notify the applicant in writing that it has 14 calendar days from the date of HUD's written notification to cure the technical deficiency. If the applicant fails to submit the missing material within the 14-day cure period, HUD may disqualify the application.

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

V. Promoting Comprehensive Approaches to Housing and Community Development

HUD believes the best approach for addressing community problems is through a community-based process that provides a comprehensive response to identified needs. In this spirit, it may be helpful for applicants under this NOFA to be aware of other related HUD NOFAs that have been published or are expected to be published this fiscal year. On March 31, 1998, HUD published in the **Federal Register** its SuperNOFA on Housing and Community Development Programs. This SuperNOFA covered 19 HUD Housing and Community Development programs. The March 31, 1998

SuperNOFA is the first of three SuperNOFAs that will be published in Fiscal Year 1998. By reviewing this first SuperNOFA, the two SuperNOFAs to follow, and other individual NOFAs that HUD may publish with respect to the program purposes and the eligibility of applicants and activities described in these NOFAs, applicants may be able to relate the activities proposed for funding under this NOFA to upcoming NOFAs and the community's Consolidated Plan and Analysis of Impediments to Fair Housing Choice. Applicants and interested parties may find out more about HUD's NOFAs through the HUD web site on the Internet.

V. Findings and Certifications

Federalism Impact

The General Counsel, as the Designated Official under section 6(a) of Executive Order 12612, *Federalism*, has determined that the policies and procedures contained in this notice will not have substantial direct effects on States or their political subdivisions, or the relationship between the federal government and the States, or on the distribution of power and responsibilities among the various levels of government. As a result, the notice is not subject to review under the Order. Specifically, the notice solicits participation in an effort to provide assistance to institutions of higher education for establishing and carrying out research and outreach activities addressing the problems of urban areas. The COPCs established under this notice will work with local communities to help resolve urban problems. The notice does not impinge upon the relationships between the Federal government and State or local governments.

Accountability in the Provision of HUD Assistance

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

Documentation and public access requirements. HUD will ensure that documentation and other information regarding each application submitted pursuant to this NOFA are sufficient to indicate the basis upon which assistance was provided or denied. This material, including any letters of support, will be made available for public inspection for a five-year period beginning not less than 30 days after the award of the assistance. Material will be made available in accordance with the Freedom of Information Act (5 U.S.C. 552) and HUD's implementing regulations at 24 CFR part 15. In addition, HUD will include the recipients of assistance pursuant to this NOFA in its **Federal Register** notice of all recipients of HUD assistance awarded on a competitive basis.

Disclosures. HUD will make available to the public for five years all applicant disclosure reports (HUD Form 2880) submitted in connection with this NOFA. Update reports (also Form 2880) will be made available along with the applicant disclosure reports, but in no case for a period less than three years. All reports—both applicant disclosures and updates—will be made available in accordance with the Freedom of Information Act (5 U.S.C. 552) and HUD's implementing regulations at 24 CFR part 15.

Prohibition Against Advance Information on Funding Decisions

HUD's regulation implementing section 103 of the Department of Housing and Urban Development Reform Act of 1989, codified as 24 CFR part 4, applies to the funding competition announced today. The

requirements of the rule continue to apply until the announcement of the selection of successful applicants. HUD employees involved in the review of applications and in the making of funding decisions are limited by part 4 from providing advance information to any person (other than an authorized employee of HUD) concerning funding decisions, or from otherwise giving any applicant an unfair competitive advantage. Persons who apply for assistance in this competition should confine their inquiries to the subject areas permitted under 24 CFR part 4.

Applicants or employees who have ethics-related questions should contact HUD's Ethics Law Division (202) 708-3815. (This is not a toll-free number.)

Byrd Amendment

The Byrd Amendment, which is implemented in regulations at 24 CFR part 87, prohibits applicants for Federal contracts and grants from using appropriated funds to attempt to influence Federal executive or legislative officers or employees in connection with obtaining such assistance, or with its extension, continuation, renewal, amendment or modification. The Byrd Amendment applies to the funds that are subject to this NOFA. Applicants must file, therefore, a certification stating that they have not made and will not make any prohibited payments and, if payments or agreement to make payments of nonappropriated funds for these purposes have been made, a SF-LLL disclosing such payments should be submitted. The certification and the SF-LLL are included in the application package issued pursuant to this NOFA.

Protection of Human Subjects

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

Environmental Impact

A Finding of No Significant Impact with respect to the environment was made for the 1997 NOFA in accordance with HUD regulations at 24 CFR part 50, which implements section 102(2)(C) of the National Environmental Policy Act of 1969 (42 U.S.C. 4332). That Finding of No Significant Environmental Impact is applicable to this NOFA and is available for public inspection between 7:30 a.m. and 5:30 p.m. weekdays in the Office of the Rules Docket Clerk, Office of the General Counsel, U.S. Department of Housing and Urban Development, Room 10276, 451 Seventh Street, SW, Washington, DC 20410-0500.

Catalog of Federal Domestic Assistance

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

Dated: March 23, 1998.

Paul A. Leonard,

Deputy Assistant Secretary for Policy Development.

[FR Doc. 98-8334 Filed 4-1-98; 8:45 am]

BILLING CODE 4210-62-P