

SERVICE COORDINATOR NOFO FAQs

Eligible Applicants

1. Who is an eligible applicant?

The eligible applicant requirements can be found in the NOFO in Section III.A. Eligible Applicants.

2. Are for-profit organizations eligible for this NOFO?

Yes, properties owned by either for-profit or non-profit organizations are eligible if meet all of the criteria outlined in the NOFO in Section III.A. Eligible Applicants.

3. Are HUD 202 PRAC properties eligible for this NOFO opportunity?

No. Section 202 PRAC properties may obtain service coordinator funding by requesting an increase in their PRAC payments. More information on this can be found in Chapter 8 of HUD Handbook 4381.5 Revision-2.

4. I have a property that serves low-income elderly and/or disabled tenants. Does my building qualify?

Many properties serve low-income elderly persons and/or people with disabilities, but not all properties are eligible for funding through this NOFO. Properties are only eligible for funding if they are assisted or financed through any of the following programs:

1. Section 202 Direct Loan
2. Project-based section 8 (including Section 8 Moderate Rehabilitation), or
3. Section 221(d)(3) below-market interest rate

Please see Section III.A. of the NOFO for full details on eligibility.

5. Are PBV units eligible under this NOFO?

No. Multifamily housing properties in the Project Based Voucher (PBV) program are not eligible for this NOFO.

6. Do RAD for PRAC properties need to have closed on the conversion in order to be eligible or will a RAD approval letter be sufficient?

Yes. RAD for PRAC properties need to have closed on the conversion in order to be eligible for funding under this NOFO as project-based section 8 assisted properties.

7. If I have several eligible buildings do I have to submit several applications or can I submit one application for the all the buildings?

Your application submission should be based on how you want to use your service coordinator. If the properties will share a service coordinator, then one joint application should be submitted. If the properties will have separate service coordinator programs, then separate applications should be submitted.

- 8. I/We have several entities for which we are entering applications for this grant, the properties have different UEIs. Can we apply for the grants for the entities under our current grants.gov account? Or do we need to set up separate grants.gov account to apply for each of the properties?**

You will need to work with Grants.gov and your legal counsel to determine how you would like to apply and/or setup an account. Your application, however, must be submitted by the ownership entity.

Grants.gov Issues

- 9. I am having trouble accessing the announcement.**

If you are having trouble accessing the announcement please contact grants.gov customer support at 800-518-GRANTS or support@grants.gov. They are open 24 hours a day.

- 10. I am having trouble downloading the attachments.**

Please contact grants.gov customer support to help walk you through downloading the attachments.

- 11. Where can I access other HUD grants?**

To find out more about other HUD grant opportunities please visit https://www.hud.gov/program_offices/cfo/gmomgmt/grantsinfo/fundingopps or grants.gov.

- 12. Can you email me a copy of the NOFO and the required attachments?**

No. We cannot email you a copy of the NOFO or any other documents. You must retrieve all necessary documents including the NOFO from grants.gov.

Other Questions

- 13. The NOFO first states that 350 square feet of office space is *recommended*, but later states that applicants *must* submit proof of adequate office space that is a minimum of 350 square feet. Can HUD confirm whether the minimum of 350 sq ft is a requirement or a recommendation? If required, will HUD consider offering exceptions?**

HUD recommends that the office space provided is a minimum of 350 square feet. See Section III.F. Program Specific Requirements for more details.

The office space must be private and accessible to persons with disabilities, including those who use an assistive device such as a wheelchair. The office space must meet all applicable federal accessibility requirements.

14. Are grant writing fees an allowable cost under the NOFO?

No. According to Section IV. F. of the NOFO (-Funding Restrictions), any expense associated with application preparation and submission is not an allowable cost.

15. Do I need a community needs assessment survey for this NOFO?

You do not need a community needs assessment survey to apply for funding under this NOFO but applicants must submit a Supportive Services Plan to be considered for funding. Details on supportive services plan requirements can be found in Section III.D.g and Section V. A. of the NOFO under Rating Factor 3.

16. What is a Supportive Services Plan?

A Supportive Services Plan describes how the property will provide the range of services that is both tailored to the needs of the residents and essential for maintaining independent living. See Section III.D.g and Section V. A. of the NOFO under Rating Factor 3.

17. Does the email used in the SAMs application have to match that used in our grants.gov set up?

Your SAM.gov email might not necessarily be the same email that you use for the NOFO. For the purposes of the NOFO your email contact for the NOFO should be the owner's authorized organizational representative.

18. The revised NOFO first states that the Supportive Services Plan has a 10 page maximum, but then elsewhere states a 40 pages maximum. Can HUD clarify the maximum page number?

Your Supportive Services Plan should not exceed 10 pages. Your total number of pages submitted in response to the NOFO should not exceed 40 pages. See Section IV.B Content and Form of Application Submission for full details of the submission requirements.

19. The NOFO states that there are no preference points available related to minority-serving institutions (MSI), but also states that applicants may receive up to two (2) preference points if they are designated as a MSI or if the application proposes one or more partnerships with minority-serving

educational institutions that have been historically underserved. Can HUD clarify if preference points related to MSIs are available?

There are no preference points available under this NOFO. As stated on page 45 of the NOFO, this program does not offer preference points related to minority-serving institutions.

20. Are software expenses eligible program costs?

Yes, software is an eligible expense, but it must be used and/or required by the Service Coordinator. See Section IV.F. of the NOFO.

21. What to do with the mandatory “Disclosure of Lobbying Activities SF-LLL” form if none of our applicants use lobbyists?

Please enter “Not Applicable” in Sections 10.A. and 10.B.

22. I’m an expansion applicant should I fill out the 91186 or the 91186-A?

All Applicants should fill out the 91186.