

Frequently Asked Questions

FY 2003 HOPE VI Neighborhood Networks NOFA

Funding Opportunity Number: FR-4933-N-01
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1st Set of FAQs Posted (8/12/04)

Q-1. Last year, only FY-2002 HOPE VI Revitalization grantees were eligible to apply for HOPE VI Neighborhood Networks funds. My HOPE VI Revitalization grant was awarded in 1999. Am I eligible to apply for this grant?

A-1. All HOPE VI Revitalization grantees may apply. You, as a HOPE VI Revitalization grantee, are eligible to apply, regardless of the year in which your HOPE VI Revitalization grant was awarded.

Q-2. I have completed my HOPE VI development and HUD closed out my grant. Am I still eligible to apply?

A-2. No. If your HOPE VI Revitalization grant has officially been closed out, you are no longer a HOPE VI Revitalization grantee. The point of official closeout of a HOPE VI Revitalization grant is stated in your HOPE VI Revitalization Grant Agreement. For FY-1993 to 1996, bilateral execution of a "Grant Fund Closeout Agreement" officially closes out the grant. For FY-1997 to 2003, HUD execution of form HUD-53001-A, "Actual HOPE VI Cost Certification" closes out the grant.

Q-3. I received a HOPE VI Neighborhood Networks grant last year from the FY-2002 HOPE VI Neighborhood Networks NOFA. Am I eligible to apply for a grantee from this NOFA?

A-3. Yes, all HOPE VI Revitalization grantees are eligible to apply, whether they are FY-2002 HOPE VI Neighborhood Networks grantees or not.

Q-4. I intend to locate my NNC within a public housing project that doesn't exist yet. Is this allowed?

A-4. Yes. The NOFA states that the location of the NNC must be within the boundaries of a public housing project. To be considered a public housing project, the project site must have, or had, public housing units within its boundaries and the project must have, or had, a public housing project number assigned to it. The project may be in existence now or may be developed in the future as part of the HOPE VI Revitalization development. For a future site, a project number must be assigned prior to the development or operation of the NNC.

Q-5. I have demolished all of the buildings on the original public housing site. I plan to locate the NNC on that site, but, until it can be built, I want to use this NOFA's grant funds to temporarily set up an NNC at another location and deliver services there. Is this allowable?

A-5. This is only allowable if the temporary site has been designated as a public housing project, i.e., it has a public housing project number assigned to it and public housing units are on the site. According to the NOFA, funds from this NOFA must only be used within the boundaries of a

public housing project, regardless of whether the NNC is temporary or permanent. Funds that you include as match or leverage in your application are also limited by this restriction, since you would be proposing that those funds also support the grant's NNC. However, funds that are not related to your application, e.g., not included as match or leverage, are not covered by this use restriction. This includes funds from other HOPE VI grants, provided that those grants were not included as a source of match or leverage funds.

Q-6. What does "inside the boundaries" of a public housing project mean?

A-6. HOPE VI projects within the overall HOPE VI development may be configured in many ways. For example the public housing units may: all be in one building; be among townhouses and apartments that fill a large parcel; be non-contiguous clusters of townhouses on several streets, or be homeownership units that may be spread over part of a neighborhood. All the public housing that are included in one financial closing receive one public housing project number and are all in the same public housing project. The boundaries of the project would contain a reasonably sized and shaped, contiguous area that includes the public housing units.

Q-7. Must I start providing services or performing construction within a specific time frame after award?

A-7. No. HUD recognizes that HOPE VI Neighborhood Networks grant work may have to be scheduled with the development of a future HOPE VI Revitalization development phase. However, Rating Factor 1.b. in the NOFA does include a preference for the applicant to organize and be prepared to begin work under the grant in a timely manner. In addition, the NOFA states that the grant term is 54 months. The grantee must have completed work under the grant by that time.

Q-8. Would HUD rather have grant money spent on services or construction?

A-8. Furnishing Neighborhood Networks related services and performing NNC construction are both allowable activities according to the NOFA. HUD will rate and rank each application in accordance with the Rating Factors and procedures stated in the NOFA.

Q-9. Does the NNC Coordinator have to be an employee of the applicant?

A-9. The NOFA states that the grantee must hire an NNC Coordinator. The NOFA does not state a preference for either a salaried employee or an independent contractor. The NOFA also does not state a preference as to whether the NNC Coordinator is paid out of grant funds or donated cash, or is obtained as a donation of in-kind services. In Rating Factor 1.a., the NOFA does state a preference for a knowledgeable, experienced staff, including the NNC Coordinator.

Q-10. Does the resident assessment have to be completed before the application due date?

A-10. The NOFA does not state when the resident assessment has to be completed. The program requirement of doing a resident assessment is so that program activities included in the HOPE VI Neighborhood Networks Plan are designed to address public housing and HOPE VI residents needs. Rating Factor 3.a. measures the applicability of the planned services and activities.

2nd Set of FAQs Posted (8/27/04)

Q-11. How much can we spend for administrative costs?

A-11. Section IV(E)(6) of the NOFA explains that administrative costs must adhere to OMB Circular A-87. Administrative costs are included in, and will be reviewed with, your budget.

Q-12. May the 5% match be counted as part of our total leverage?

A-12. No. Section V(A)(4)(a)(2)(e), matching funds cannot be counted toward your leverage amount. Five percent of the leverage amount stated in your application will be subtracted in calculating your leverage amount to avoid double counting match funds.

Q-13. Does the Neighborhood Networks Coordinator have to be a full-time position?

A-13. No. The NOFA does not stipulate a requirement regarding whether the Neighborhood Networks Coordinator position must be a full-time or a part-time position. However, in accordance with Section III(C)(3)(c), you are required to hire a qualified Neighborhood Networks Coordinator to run the Neighborhood Networks program. The coordinator should have two years of experience in running a community technology center and should be hired for the entire term of the grant. Additionally, the coordinator will be responsible for the duties listed under Section I(C)(4).

Q-14. Can the Neighborhood Networks Coordinator that is to run the proposed Neighborhood Networks Center also serve as the coordinator at another of the PHA's Neighborhood Networks Centers?

A-14. Yes. The NOFA does not preclude the Neighborhood Networks Coordinator from also working at another one of the PHA's Neighborhood Networks Centers. However, the Neighborhood Networks Coordinator must have the qualifications stated in Section III(C)(3)(c) and be able to fulfill the duties outlined under Section I(C)(4).

Q-15. Can HOPE VI Neighborhood Networks funds be used to pay for an instructor?

A-15. Yes. The NOFA does not preclude you from using funds for other staffing needs associated with the HOPE VI Neighborhood Networks Center. However, the NOFA does require that you hire a Neighborhood Networks Coordinator, in accordance with Section III(C)(3)(c).

Q-16. In the HOPE VI Neighborhood Networks Plan (HUD form 52775), the tables labeled "Exhibit B" and "Exhibit C" ask for information for "All Other Residents of the Community." To what level of detail must I respond?

A-16. All applicants should be sure to carefully read the guidance given in the HOPE VI Neighborhood Networks Plan (HUD form 52775). Specifically, pages 1-8 provide information that should be used in completing the different tables ("Exhibits"). Page 2 of the Neighborhood Networks Plan, C. "Demographic and community needs," #3 states that: "In Exhibit B, describe the residents that will be served: HOPE VI Community and Supportive Services (CSS) eligible families, families from the surrounding community." That is, Exhibit B addresses who will be served by the Neighborhood Networks Center. Page 3, C.a. and C.b., explains that you should provide general information on the surrounding community and detailed information on HOPE VI

CSS eligible residents. Thus the expectation is that you would provide general information that you have on the surrounding community.

Q-17. In the HOPE VI Neighborhood Networks Plan (HUD form 52775), do the tables (labeled as "Exhibits") count toward the 15-page maximum?

A-17. No. Section IV(B)(1)(a) states that there are two narrative portions of the application, the Rating Factor Response and the HOPE VI Neighborhood Networks Plan. Each narrative may be a maximum of 15-pages in length, for a total of 30 pages. The HOPE VI Neighborhood Networks Plan should be developed using HUD form 52775. This form is provided as part of this NOFA in the Federal Register and is available to be downloaded as a Word file from the HOPE VI website and HUDClips. The HOPE VI Neighborhood Networks Plan (HUD form 52775) contains several tables (labeled as "Exhibits" A-H) that the applicant is required to complete. These tables (Exhibits) will not be counted toward the 15-page maximum for the HOPE VI Neighborhood Networks Plan.

Q-18. Can my Target Group include members of the surrounding community who are not HOPE VI or public housing residents?

A-18. Yes. Section I(C)(11) defines Target Group as the group of residents and families that will be given the option of participating in programs at the grantee's Neighborhood Networks Center. Thus, your Target Group may include members of the surrounding community who are not HOPE VI or public housing residents, but only on the condition that the services provided to HOPE VI and public housing residents do not suffer as a result. In order to meet the threshold under Section III(C)(1)(b), you must demonstrate that the primary focus of your Neighborhood Networks Center is to serve public housing or other low-income residents associated with the HOPE VI revitalization development.