



# MSI Grantees: What You Need to Know to Execute, Implement, and Report

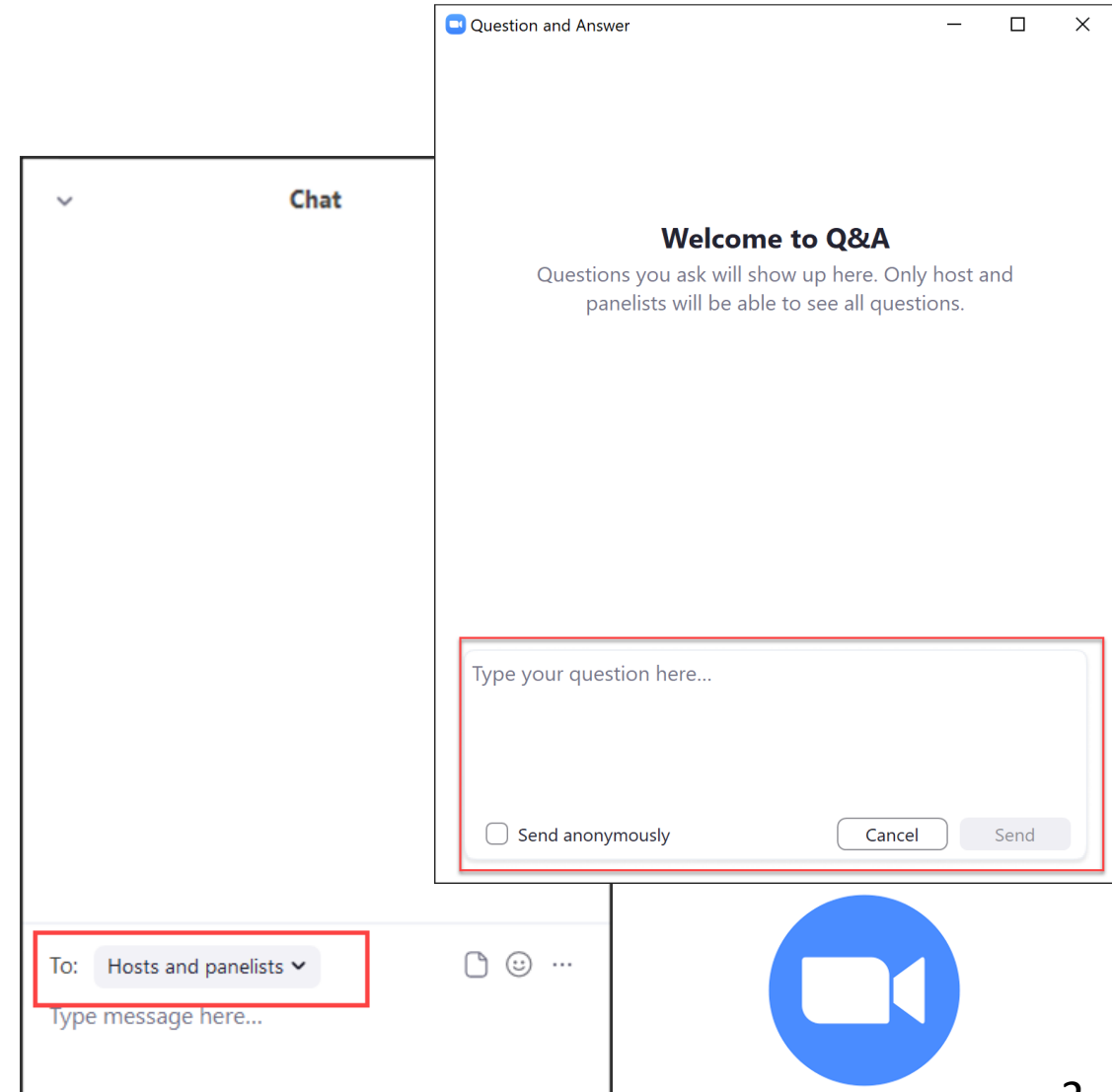
Office of Housing Counseling

U.S. Department of Housing and Urban Development

March 2, 2022

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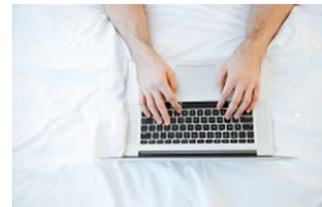
The Housing Counseling Training Digest is updated weekly to reflect trainings hosted by:

- HUD Office of Housing Counseling (OHC)
- OHC funded training partners
- Other partners that host trainings of interest to housing counselors

Please email [housing.counseling@hud.gov](mailto:housing.counseling@hud.gov) to notify HUD about upcoming training and events for housing counselors.

Content current as of November 16, 2020

[Subscribe to the Housing Counseling Mailing List](#) to receive training updates in your inbox.



## Upcoming Training Calendar

View upcoming trainings for Housing Counseling and other HUD funded programs.



## Webinar Archive

View past webinars hosted by the Office of Housing Counseling and access related materials.



## Online Training

Access self-paced online training modules, such as Introduction to Housing Counseling.

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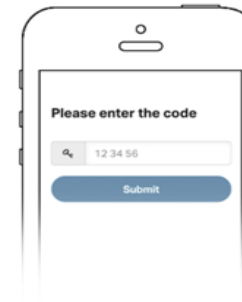
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**Time for  
Mentimeter!**







David Berenbaum

Deputy Assistant Secretary

Office of Housing Counseling (OHC)

# Facilitators and Speakers

- **Facilitators:**

- Karen Hoskins, ICF

- **Speakers:**

- Tracie Oaks-Ross, Office of Program and Grant Administration, Office of Housing Counseling
- Elba Serrano, East Los Angeles Community Corp (ELACC)
- Lisa Hamilton, Florida Cooperative Extension
- Vonda Richardson, Florida A&M University (FAMU)

# Agenda

- Grantee: MOUs, compliance, reporting and implementation
- Panel Discussion – MSI Models
  - East Los Angeles Community Corp
  - Partnership: Florida Cooperative Extension and Florida A & M University
- Q & A
- Additional Resources





Tracie Oaks-Ross

Office of Policy and Grant Administration

Office of Housing Counseling

# MSI/HBCU Funding Initiative

Purpose: The initiative is designed to expand Historically Black Colleges and Universities (HBCUs) and other Minority Serving Institutions (MSIs) roles and effectiveness in addressing the housing and financial needs of their local communities, expand partnerships with housing counseling agencies, and provide housing counseling services. HUD seeks to leverage the expert experience and community engagement of HBCUs and other MSIs within minority communities to help remove any barriers to housing services and increase financial education for this targeted population.

# MSI/HBCU Funding Initiative

- \$3 million awarded for the Minority-Serving Institution initiative
- 16 HUD-approved housing counseling agencies partnering with HBCUs, HSIs, or other MSIs

# MSI/HBCU Funding Initiative

Minority Serving Institution (MSI): An institution serving a high proportion of minority students. 'Minority students' refers to students who are Black, Hispanic, Asian/Pacific Islander, or American Indian/Alaska Native

## Seven Types of MSIs:

- Historically Black Colleges and Universities (HBCU)
- Predominantly Black Institutions (PBI)
- Hispanic-Serving Institutions (HSI)
- Tribal Colleges or Universities
- Native American Non-Tribal Institutions (NANTI)
- Alaskan Native or Native Hawaiian-Serving Institutions (ANNHI)
- Asian American and Native American Pacific Islander-Serving Institutions (AANAPISI)

# MSI/HBCU Funding Initiative

- **Memorandum of Understanding (MOU)**
  - The MOU is required at Grant Execution
  - You must submit an MOU for each funded HBCU/MSI partner
  - At a minimum, the MOU must contain:
    - Partnership purpose and associated activities
    - Management and organizational structure
    - Each organization's role and responsibilities for funding, participation, and compliance
    - How the grantee will integrate data sharing and reporting capabilities
  - You are expected to initiate the activities promptly
  - HUD may withhold or recapture these funds if you fail to provide a copy of the signed MOU(s) by March 31, 2022



# MSI/HBCU Funding Initiative

- **Projected Budget:**

- You must describe how the HBCU/MSI funds will be used to further the objectives agreed upon in the MOU in their projected budget. Follow projected budget requirements in Article IV(B)
- 18-Month Period of Performance: 04/01/2021 – 09/30/2022

- **Eligible Activities:**

- The eligible activities are outlined in Section IV.F, Funding Restrictions of the NOFO.
  1. Housing counseling and group education
  2. Oversight, compliance, and quality control
  3. Supervision of housing counseling staff
  4. Housing counselor training and certification
  5. Marketing and outreach of the Housing Counseling Program

# MSI/HBCU Funding Initiative

- **Budget Line Items for FY2021 Awards:**
  - Counseling Services (9500)
  - MSI Initiative (9525)
- **Grant Activity Reporting Requirements:**
  - You must indicate the amount of funds expended and the relevant category of eligible activities carried out pursuant to this funding initiative; and
  - You must include a brief narrative describing progress and challenges in achieving performance goals and objectives described in the NOFO application
- **A Note on Reporting Counseling and Education Activities:**
  - If your scope of work includes providing one-on-one counseling by a certified counselor and/or group workshops to the MSI partner's community, you can report that on the 9902

# MSI/HBCU Funding Initiative

- **Final Report Requirements:**

- You must include everything required for Grant Activity Reports; and
- Describe the extent to which you (or your partner(s)) were able to fulfill the program objectives described in your NOFO application, including outcomes and lessons learned
- At a minimum, you must address the five topics below:
  - How you measured outcomes on the target population (examples listed in the Grant Agreement);
  - How the institution's students and faculty were included in the proposed activities;
  - How the institution expanded its role in the target community;
  - How you would revise the program if you were to receive second year funding;
  - And how HUD should refine this funding initiative



# Panel Discussion – MSI Models



# **EAST LA COMMUNITY CORPORATION**

## **BUILDING A MORE EQUITABLE EASTSIDE**

Elba Serrano Schildcrout  
Director of Community Wealth & Services





**Founded in 1995**

**To advocate for economic and social justice in Boyle Heights and East Los Angeles by building grassroots leadership, developing affordable housing and neighborhood assets, and providing access to economic development opportunities for low- and moderate-income families.**

Areas of work:

Affordable Housing Development

Policy and advocacy

Financial and Community Services





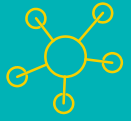
# Community Wealth and Services

- Housing Counseling
- Financial Literacy and Homebuyer workshops
- Asset Building programs (lending circles)
- Volunteer Income Tax Assistance (VITA)- Free tax prep
- Street Vending Technical Assistance
- Community Services – Food bank and connecting to other resources



# History of Partnerships

- Calstate LA- over 8 years
  - Financial Literacy workshops for students
  - Hosted social work interns
  - Received referrals for on housing counseling
  - Lending circles pilot with students and their parents
- East Los Angeles Community College- over 9 years
  - Financial literacy for students
  - Received referrals for housing counseling
  - Partnered in VITA events



## Current and proposed partnership

- Partner with Calstate LA school of social work
  - ELACC will receive referrals from professor teaching financial capability class- counseling is a requirement to pass the class
  - Provide financial literacy workshops for students
  - Host social work interns in FY23

# University of Florida Institute of Food and Agricultural Science (IFAS) Partnership with Florida A&M University



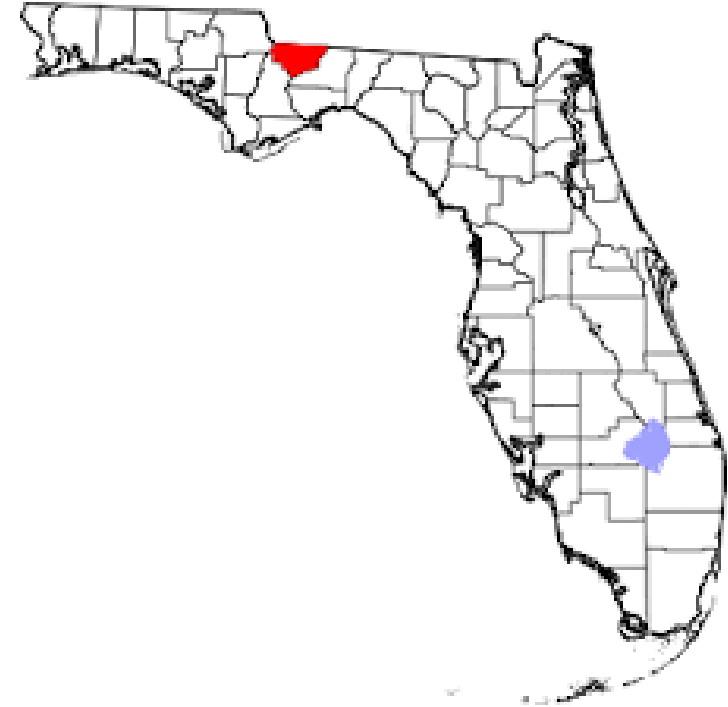


# Extension in Florida: Smith-Lever Act



# Minority Serving Institutions Funding Initiative

## Housing in Gadsden County, FL



# Minority Serving Institutions Funding Initiative

## How our Partnership Developed





# Minority Serving Institutions Funding Initiative

## Long Standing Partnership



**UF IFAS Extension**  
UNIVERSITY of FLORIDA

**FAMU** FLORIDA A&M UNIVERSITY  
**COOPERATIVE EXTENSION**  
COLLEGE OF AGRICULTURE AND FOOD SCIENCES

FLORIDA  
PEANUT PRODUCERS  
ASSOCIATION

FLORIDA PEANUT  
FEDERATION

## 2021 PEANUT BUTTER CHALLENGE

**Gilbert Queeley, Ph.D.**  
FAMU/Extension

**Muhammad Haseeb, Ph.D.**  
FAMU/Center for Biological Control

**Susie Legaspi, Ph.D.**  
USDA/ARS Research Entomologist

**Mrs. Karyn Ruiz-Toro**  
USDA/NRCS District Conservationist



### Driving directions:

From City of Quincy North Adams St., Gadsden County court house square, travel north on FL-267 about 7 miles. The FAMU/REC will be on the left.

### About the workshop:

This workshop is for those who are interested in growing fruits and vegetables in high tunnels. High tunnels are protective crop structures used to enhance the growth, yield, and quality of selective horticultural crops, extend the growing season, and for overwintering tender perennial crops. It is intended for small scale, sustainable, organic specialty crop producers, and those interested.

FAMU IS AN EQUAL OPPORTUNITY/EQUAL ACCESS UNIVERSITY  
The Institute of Food and Agricultural Science (IFAS) is an Equal Opportunity Institution authorized to provide research, educational information and other services only to individuals and institutions that function without regard to race, creed, color, religion, age, disability, sex, sexual orientation, marital status, national origin, political opinions or affiliations. U.S. DEPARTMENT OF AGRICULTURE, COOPERATIVE EXTENSION SERVICE, UNIVERSITY OF FLORIDA, IFAS, FLORIDA A. & M. UNIVERSITY COOPERATIVE EXTENSION PROGRAM, AND BOARDS OF COUNTY COMMISSIONERS COOPERATING.

### 2020 High Tunnel Workshop



March 21, 2020  
8:45 AM – 1:00 PM  
FAMU Research & Extension Center  
Quincy, FL

**FAMU** FLORIDA A&M UNIVERSITY  
**COOPERATIVE EXTENSION**  
**UF** UNIVERSITY of FLORIDA  
IFAS Extension

**FAMU**

FLORIDA A&M UNIVERSITY  
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COLLEGE OF AGRICULTURE AND FOOD SCIENCES

**UF** IFAS Extension  
UNIVERSITY of FLORIDA

# Minority Serving Institutions Funding Initiative

## Partnership Goals

Build Program Capacity

Leverage Educational Capacity

Reach Underserved Populations

Offer Housing Education and Counseling to a Wider Audience



# Minority Serving Institutions Funding Initiative

## Additional Partnerships

County Health Department

County Government; Tax Assessors Office, etc.

Local Hospitals

Workforce Development

Local Community College

Community Groups also Serving Underserved Populations

Community Volunteers (FL Master Money Mentors)



# MOU Process

- Roles and responsibilities of an effective partnership
- Eligible activities
- Personnel 
- Define reporting requirements 

# Minority Serving Institutions Funding Initiative

## Next Steps for our Partnership





# Questions and Answers



# Additional Resources and Contacts



- [HUD Exchange Certification pages](#)
- [HUDHousingCounselors.com](#)
- [OHC Website](#)
- [FY2021 NOFO](#)
- [The Bridge Newsletter](#)
- Email HUD at:  
[Housing.counseling@hud.gov](mailto:Housing.counseling@hud.gov)
- Email for TA:  
[ohctechnicalassistance@hudexchange.info](mailto:ohctechnicalassistance@hudexchange.info)





Thank You For Attending