

FY 2019 Comprehensive Housing Counseling Grant Program NOFA

Frequently Asked Questions – Part 3

Applicant Eligibility

Question (1)

Can you please provide information on eligible costs under the FY19 Comprehensive Housing Counseling NOFA?

Answer (1)

In formulating their budget for approval, grantees must demonstrate and articulate how the direct cost is incurred pursuant to an eligible activity listed below:

- Housing counseling and group education
- Oversight, compliance, and quality control
- Supervision of housing counseling staff
- Housing counselor training and certification
- Marketing and outreach initiatives of the housing counseling program to potential clients

HUD will accept cost determinations (as direct or indirect) made by a duly-approved negotiated indirect cost rate agreement or cost allocation plan. HUD will evaluate whether direct costs are incurred pursuant to an eligible activity. The grantee must be prepared to justify and document the connection between the direct cost and the eligible activity.

Question (2)

Our organization received FY18 Comprehensive Housing Counseling (CHC) funds. Can we still apply for the FY19 funds?

Answer (2)

Yes, receiving a FY18 CHC grant does not disqualify an otherwise eligible agency from applying for the FY19 CHC grant.

General Questions

Question (3)

The NOFA instructions list the period of performance as 10/01/18 through 3/31/20. I thought this was going to be a 2-year NOFA?

Answer (3)

The FY19 Comprehensive Housing Counseling Grant Program NOFA is a “two-year NOFA” in that successful applicants who express interest and remain eligible Housing Counseling Program participants will not need to reapply for funding in the next fiscal year. However, the FY19 funds and the FY20 funds are separate awards, so each will come with its own 1044 form, grant agreement, and period of performance.

As noted in *Section I A 2, Changes from Previous NOFA*, “HUD will use the grant applications received for FY 2019 and the corresponding scores and funding methodology to make awards for FY 2020, subject to the availability of appropriations.”

Question (4)

Are there reporting requirements for state or local governments that make subawards?

Answer (4)

Yes. If a State or unit of general local government grantee makes assistance available on a competitive basis to Affiliates or Subgrantees, then they shall notify the public. The notification shall contain the elements required by [42 U.S.C. § 3545\(a\)\(4\)\(C\)\(i\)](#). This notification may be by any method conducive to providing information to the public.

Additionally, any subawards greater than \$25,000 must be reported in the [Federal Funding Accountability and Transparency Act Subaward Reporting System \(FSRS\)](#).

Question (5)

The period of performance for the FY19 Comprehensive Housing Counseling (CHC) NOFA ends six months after the end date for the FY18 grant. Can we request an extension to allow more time to expend the funds?

Answer (5)

Grantees may be allowed a one-time extension in accordance with the provisions of 2 CFR 200. Additionally, applicants who anticipate being unable to spend their full FY19 award during the period of performance are able to indicate a maximum grant request in HUD-9906 Chart A, Field Q. (Due to the delay in publication, the period of performance for the FY18 grant was lengthened to 24 months to provide flexibility to grantees. This created a longer overlap in grant periods than is typical.)

[Grants.gov/Technical Issues](#)

Question (6)

I submitted an application in error on grants.gov. Can I withdraw my application?

Answer (6)

There is no way to withdraw a submission once it has been submitted. However, an applicant can submit an updated version of their application on Grants.gov. HUD will only review the last application received.

[Application/Charts](#)

Question (7)

On the Chart A2 Supplement (Excel), must I list the census tract numbers for all of my branches and subgrantees?

Answer (7)

No. You only need to list the census tract numbers for those branches and subgrantees located in an Opportunity Zone. Then, transfer the total number of such branches and subgrantees from the bottom of Chart A2 Supplement (Excel), Column O1 to the appropriate location in Chart A2, Field O1 (pdf).

Question (8)

The link for the Census Bureau Opportunity Zone tool on page 30 of the NOFA doesn't work. What is the updated link to use?

Answer (8)

The Census Bureau updated its website during NOFA publication. The new link to use is:
<https://geocoding.geo.census.gov/geocoder/>

For additional information on Opportunity Zones, please review:

[CDFI Fund NMTC Public Viewer](#)

[Opportunity Zones Frequently Asked Questions](#)

[List of designated Qualified Opportunity Zones](#)

Question (9)

In describing the Opportunity Zone (OZ) preference points, the NOFA Instructions indicate that "HUD will award two (2) points for qualified activities within a designated zone or area. Applicants must certify to HUD that the investment is in a qualified OZ." What must I include in my application?

Answer (9)

The above citation is general language that is included in all HUD NOFAs. In the case of the Comprehensive Housing Counseling NOFA, Applicants must be located in an OZ. Intermediaries, SHFAs, and MSOs will be assessed based on the location of their subgrantees and branches. HUD will use the list of designated OZs as it exists at the application due date to determine eligibility. You will need to provide your agency's OZ qualified census tract number to determine if you qualify.