

[Federal Register: February 26, 1999 (Volume 64, Number 38)]  
[Notices.]  
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[DOCID:fr26fe99-122]

BILLING CODE 4210-32-C

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## Funding Availability for Interventions to Control Mold and Moisture Problems in Inner-City Housing

### Program Overview

**Purpose of the Program.** The purpose of the program is to assist State and local governments in undertaking demonstration projects of preventive measures to correct mold and moisture problems in inner-city housing occupied by families with young children in communities where exposure to toxigenic molds has been linked to cases of acute pulmonary hemorrhage and death in infants.

**Available Funds.** Approximately \$4.0 million.

**Eligible Applicants.** State or local governments.

**Application Deadline.** May 26, 1999.

**Match.** None.

### Additional Information

#### I. Application Due Date, Application Kits, Further Information, and Technical Assistance

**Application Due Date.** Submit an original and four copies of your completed application on or before 12:00 midnight Eastern Time on May 26, 1999.

The General Section of the SuperNOFA provides additional information regarding the delivery methods for the applications.

**Address for Submitting Applications.** For Mailed Applications. The address for mailed applications is: Department of Housing and Urban Development, 451 Seventh Street, SW, Room P3206, Washington, D.C. 20410.

**For Overnight/Express Mail or Hand Carried Applications.** The address for applications that are hand carried or sent via overnight delivery is : HUD Office of Lead Hazard Control, Suite 3206, 490 L'Enfant Plaza SW, Washington, D.C. 20024.

**For Application Kits.** You may obtain an application kit from the SuperNOFA Information Center at 1-800-HUD-8929, or the TTY number at 1-800-483-2209. When requesting an application kit, please refer to ``Interventions to Control Mold and Moisture.'' Please be sure to provide your name, address (including zip code), and telephone number (including area code). Alternatively, you may obtain an application kit by downloading it from the internet at <http://www.hud.gov>.

**For Further Information Contact.** Dr. Peter Ashley, Planning and Standards Division, Office of Lead Hazard Control, at the address above; telephone (202) 755-1785, extension 115, or Ms. Karen Williams, Grants Officer, extension 118 (these are not toll-free numbers). Hearing- and speech-impaired persons may access the above telephone numbers via TTY by calling the toll-free Federal Information Relay Service at 1-800-877-8339.

#### II. Amount Allocated

Approximately \$4.0 million will be available to fund demonstration projects in FY 1999. Grants will be awarded on a competitive basis following evaluation of all proposals according to the Rating Factors described in section V(B). HUD anticipates that approximately 1 to 3

grants will be awarded, ranging from approximately \$1,500,000 to approximately \$4,000,000.

### III. Program Description, Eligible Applicants, and Eligible Activities

#### (A) Program Description

(1) Background. (a) Molds (filamentous fungi) can grow on and within various substrates within a home following water intrusion as a result of events such as flooding and plumbing and roof leaks. Of particular concern is the growth of molds that are capable of forming toxic substances (i.e., toxigenic molds). Exposure to molds and their toxic byproducts can be hazardous to humans through direct contact with the skin, ingesting mold-contaminated foods, or by inhaling mold particles. Such exposures have been associated with a variety of symptoms, including rashes, fever, headache, upper respiratory infection, asthma, chronic fatigue, and in severe cases, death (Croft et al. 1986, Johanning et al. 1996).

One of the most hazardous of the toxigenic molds is *Stachybotrys chartarum*. *Stachybotrys* is a greenish-black mold that grows on water-soaked, cellulose-containing materials such as wood paneling, ceiling tiles, paper products, and some types of insulation. An association was found between the presence of this mold in water-damaged homes in a large, midwestern city, and the occurrence of acute pulmonary hemorrhage in infants, leading to death in some cases (Etzel et al. 1998; MMWR 1994, 1997). Air sampling conducted in the homes of the disease cases also identified considerably higher concentrations of other varieties of mold in the homes of victims as compared to control homes. The cases were found to be geographically clustered in an area of the city with housing that is old and often times inadequately maintained, with evidence of water damage and chronic moisture problems. A cluster of cases of acute infant pulmonary hemorrhage was also reported in another U.S. city; however, no epidemiological study of potential causative environmental agents has been published (MMWR 1995).

Inspection of homes for mold problems can include visual survey for mold and water damage, bulk and surface sampling of contaminated materials, and air monitoring. Mold is especially serious when substantial amounts are found to occur in air ducts that are part of the home heating system. Heating ducts provide a means for the wide distribution of mold particulates throughout the house. To be effective, any remediation strategy must include elimination of moisture intrusion into the home. Because water damage and mold growth are most likely to occur in older housing, as has been reported, it is likely that the affected dwellings also contain lead-based paint which could be in a deteriorated condition. Therefore, any remediation strategy for mold growth should include the identification and control of lead-based paint hazards. Remediation workers must be trained to work safely in mold-contaminated environments as well as in safe methods for lead hazard control. Precautions also must be taken to adequately protect occupants during interventions.

(b) References. See Appendix A.

(2) Goals and Objectives. The primary goal of this program is to protect children by supporting one or more demonstration projects employing cost-effective, replicable interventions to remediate moisture intrusion and associated mold growth in inner-city housing occupied by families with young children in communities where toxic mold exposure has been linked to acute pulmonary hemorrhage in infants ('`eligible housing'').

Objectives include the following:

(a) Developing a cost-effective survey protocol for identifying homes that are candidates for moisture control interventions, identifying lead-based paint and other hazards associated with moisture

intrusion, and screening out homes where structural or other condition factors make interventions infeasible or impractical.

(b) Developing a flexible set of intervention strategies that take into account the range of conditions likely to be encountered in older inner-city housing, and the need to maximize the number of housing units that receive an intervention.

(c) Developing an efficient strategy for evaluating the effectiveness of interventions in preventing moisture intrusion and controlling mold growth.

(d) Building local capacity to develop a sustainable program that will continue to prevent and, where they occur, minimize and control toxic mold

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hazards in low and very-low income residences when HUD funding is exhausted.

(e) Affirmatively furthering fair housing and environmental justice.

(f) Mobilizing public and private resources, involving cooperation among all levels of government, the private sector, and community-based organizations to develop the most promising, cost-effective methods for identifying and controlling moisture problems and associated mold hazards in inner city housing.

(g) Integrating mold- and lead-safe work practices into housing maintenance, repair, and improvements.

(h) To the greatest extent feasible, promoting job training, employment, and other economic opportunities for low-income and minority residents and businesses which are owned by and/or employ low-income and minority residents as defined in 24 CFR 135.5 (See 59 FR 33881, June 30, 1994).

#### (B) Eligible Applicants

To apply for funding under this announcement, you must be a State or unit of local government. Multiple units of local government (or multiple local governments) may apply as part of a consortium; however, a single lead government or agency must be identified and that agency will be considered "the applicant." Only one application may be submitted from each applicant. If your name appears as lead agency in multiple applications, this will be considered a curable (minor) defect. HUD will request that you clarify which application you want HUD to consider as your application. If you fail to respond, any application in which you are identified as the lead agency will be returned unevaluated.

#### (C) Eligible Activities

You will be afforded considerable latitude in designing and implementing the interventions to prevent moisture intrusion and remediate existing mold hazards. However, in developing a strategy, you should use all reasonably available sources of information on controlling moisture and associated mold problems in buildings and protecting workers and occupants during and after the intervention process. HUD is interested in promoting housing intervention approaches that result in the reduction of this health threat for the maximum number of residents, and in particular low-income residents, and that demonstrate replicable techniques which are cost-effective and efficient.

The following direct and support activities are eligible under this grant program.

(1) Direct Project Elements (activities conducted by you and any sub-recipients):

(a) Performing evaluations of eligible housing to determine the

presence of moisture intrusion and related conditions (e.g., mold growth, damaged lead-based paint) through the use of generally accepted testing procedures.

(b) Conducting medical examinations of young children for conditions caused or exacerbated by mold exposure where this is considered essential to your project, and there are no alternative sources to cover these costs.

(c) Conducting housing interventions to remediate existing mold growth and address conditions that could result in the recurrence of mold growth by preventing the intrusion of moisture into a dwelling. Any lead hazard evaluation and control work shall be conducted in accordance with the HUD Guidelines for the Evaluation and Control of Lead-Based Paint Hazards in Housing ('`Guidelines'').

(d) Carrying out temporary relocation of families and individuals during the period in which intervention is conducted and until the time the affected unit receives clearance for reoccupancy.

(e) Performing medical testing recommended by a physician or applicable occupational or public health agency for individuals working with toxic molds and air sampling to protect the health of the intervention workers, supervisors, and contractors.

(f) Undertaking housing rehabilitation activities that are specifically required to carry out effective control of moisture intrusion and mold hazards, and without which the intervention could not be completed and maintained. Grant funds under this program may also be used to control immediate lead-based paint hazards.

(g) Conducting clearance testing and analysis for lead and/or mold, as appropriate.

(h) Carrying out architectural, engineering and work specification development and other construction management services necessary to, and in direct support of, activities to control moisture problems and remediate existing mold and/or lead hazards.

(i) Providing training on safe maintenance practices to homeowners, renters, painters, remodelers, and housing maintenance staff working in low- or very-low income housing.

(j) Providing cleaning supplies for mold-hazard intervention and lead-hazard control to community/neighborhood-based organizations for use by homeowners and renters in low income housing, or to such homeowners, and renters directly, in conjunction with training under section III.(C)(1)(i), or as part of research activities under section III.(C)(1)(n) of this program section of this SuperNOFA.

(k) Conducting general or targeted community awareness or education programs on environmental health hazards associated with moisture intrusion. This activity would include training on safe maintenance and renovation practices. It would also include making materials available, upon request, in alternative formats for persons with disabilities (e.g., Braille, audio, large type), and in languages other than English that are common in the community, whenever possible.

(l) Securing liability insurance for mold-intervention and lead-hazard evaluation and control activities to be performed.

(m) Supporting data collection, analysis, and evaluation of project activities. This activity is separate from administrative costs.

(n) Conducting applied research activities directed at demonstration of cost-effective evaluation and intervention methods for preventing moisture intrusion into dwellings and abating associated mold hazards, particularly in conjunction with concurrently evaluating and controlling other moisture-related environmental health hazards.

(o) Presenting research findings at a scientific conference in each project year after the first.

(p) Maintaining a registry (updated at least monthly) of housing units in which moisture problems, mold hazards and lead hazards were not found during evaluation, or in which such problems and hazards have been controlled.

(q) Preparing quarterly progress reports, interim and final research reports, and an overall final grant report detailing

activities, findings, conclusions and recommendations, at the conclusion of grant activities.

(2) Support Elements.

(a) Your administrative costs.

(b) Program planning and management costs of sub-grantees and other sub-recipients.

(D) Ineligible Activities

Program funds shall not be used for:

(1) Purchase of real property.

(2) Purchase or lease of equipment having a per unit cost in excess of \$5,000, except upon approval by HUD.

(3) Medical treatment costs for children with illness associated with

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exposure to molds or for children with elevated blood lead levels, except as part of research activities under section III.(C)(1)(n), above, in this program section of the SuperNOFA.

#### IV. Program Requirements

In addition to the program requirements listed in the General Section of this SuperNOFA, applicants are subject to the following requirements:

(A) Budgeting. Administrative Costs. There is a 10% maximum for administrative costs. The application kit contains specific information on allowable administrative costs.

(B) Period of Performance. The period of performance cannot exceed 36 months.

(C) Coastal Barrier Resources Act. Pursuant to the Coastal Barrier Resources Act (16 U.S.C. 3501), funds may not be used for properties located in the Coastal Barrier Resources System.

(D) Flood Disaster Protection Act. Under the Flood Disaster Protection Act of 1973 (42 U.S.C. 4001-4128), funds may not be used for construction, reconstruction, repair or improvement of a building or mobile home which is located in an area identified by the Federal Emergency Management Agency (FEMA) as having special flood hazards unless:

(1) The community in which the area is situated is participating in the National Flood Insurance Program in accordance with the applicable regulations (44 CFR parts 59-79), or less than a year has passed since FEMA notification regarding these hazards; and

(2) Where the community is participating in the National Flood Insurance Program, flood insurance on the property is obtained in accordance with section 102(a) of the Flood Disaster Protection Act (42 U.S.C. 4012a(a)). You are responsible for assuring that flood insurance is obtained and maintained for the appropriate amount and term.

(E) National Historic Preservation Act. The National Historic Preservation Act of 1966 (16 U.S.C. 470) (NHPA) and the regulations at 36 CFR part 800 apply to the mold intervention and related hazard control activities that are undertaken pursuant to this program. HUD and the Advisory Council for Historic Preservation have developed an optional Model Agreement for use by grantees and State Historic Preservation Officers in carrying out any lead hazard control activities under this program.

(F) Waste Disposal. Waste disposal will be handled according to the requirements of OSHA (e.g., 29 CFR part 1910 and/or 1926, as applicable), the Environmental Protection Agency (EPA) (e.g., 40 CFR parts 61, 260-299, 300-399, and/or 700-799, as applicable), the Department of Transportation (e.g., 49 CFR parts 171-177), and/or appropriate State or local regulatory agency(ies). Disposal of wastes

from intervention activities that contain lead-based paint but are not classified as hazardous will be handled in accordance with the HUD Guidelines.

(G) Worker Protection Procedures. You must comply with the requirements of the Occupational Health and Safety Administration (OSHA; e.g., 29 CFR part 1910 and/or 1926, as applicable), or the State or local occupational safety and health regulations, whichever are most stringent.

(H) Written Policies and Procedures. You must have written policies and procedures for all phases of intervention, including evaluation, development of specifications, financing, occupant relocation, independent project inspection, and clearance testing (for mold and/or lead, as applicable). You and all your subcontractors, sub-recipients, and their contractors must comply with these policies and procedures.

(I) Continued Availability of Safe Housing to Low-Income Families. Units in which mold hazards have been controlled under this program shall be occupied by and/or continue to be available to low-income residents.

(J) Data collection and provision. You must collect, maintain and provide to HUD the data necessary to document the various approaches used to evaluate and control mold and lead hazards, including evaluation and control methods, building conditions, medical and familial information (with confidentiality of individually-identifiable information ensured) in order to determine the effectiveness and relative cost of these methods.

(K) Section 3 Employment Opportunities. Please see Section II(E) of the General Section of this SuperNOFA. The requirements of Section 3 are applicable to this program.

(L) Certifications and Assurances.

In addition to the certifications and assurances listed in the General Section of the SuperNOFA, a single certification form is included in the application kit. This includes:

(1) An assurance in accordance with 24 CFR 50.3(h) that the applicant will carry out its responsibilities regarding HUD's environmental review.

(2) A certification of compliance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, and the implementing regulations at 49 CFR 24; and HUD Handbook 1378 (Tenant Assistance, Relocation and Real Property Acquisition)

(3) An assurance that the applicant's financial management system meets the standards for fund control and accountability described in 24 CFR 85.20.

(4) An assurance that any pre-intervention and clearance evaluation for lead will be conducted by certified performers.

(5) An assurance that project funds obtained through this SuperNOF will not replace existing resources dedicated to any ongoing project.

(6) Assurance that human research subjects will be protected from research risks in conformance with the Common Rule (Federal Policy for the Protection of Human Subjects, codified by HUD at 24 CFR part 60).

(M) Davis-Bacon Act. The Davis-Bacon Act does not apply to this program. However, if program funds are used in conjunction with other Federal programs in which Davis-Bacon prevailing wage rates apply, then Davis-Bacon provisions would apply to the extent required under the other Federal programs.

## V. Application Selection Process

### (A) Rating and Ranking

HUD intends to fund the highest ranked applications within the limits of funding. Once available funds have been allocated to meet the requested or negotiated amounts of the top eligible applicants, HUD reserves the right, in successive order, to offer any residual amount as partial funding to the next eligible applicant provided HUD, in its

sole judgment, is satisfied that the residual amount is sufficient to support a viable, though reduced effort.

(B) Factors for Award Used to Evaluate and Rate Applications

This section provides the factors for rating and ranking your application and the maximum points for each factor. The application kit provides additional instructions for responding to these factors. The maximum number of points to be awarded is 102. This maximum includes two EZ/EC bonus points as described in the General Section of the SuperNOFA. Also, Section III(C)(2) of the General Section, which addresses a court-ordered consideration, is applicable to this program. Rating Factor 1: Capacity of the Applicant and Relevant Organizational Experience (20 Points)

This factor addresses your organizational capacity necessary to

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successfully implement your proposed activities in a timely manner. The rating of you or your staff includes any community-based organizations, sub-contractors, consultants, sub-recipients, and members of consortia that are firmly committed to your project. In rating this factor HUD will consider:

(1) Your recent, relevant and successful demonstrated experience in undertaking eligible program activities. You must describe the knowledge and experience of the proposed overall project director and day-to-day program manager in planning and managing large and complex interdisciplinary programs, especially those involving housing rehabilitation, public health, or environmental programs. In your narrative response for this factor, you should include information on your program staff, their experience, commitment to the program, and position titles. Resumes of up to three (3) pages each and position descriptions for up to three personnel in addition to the project director and program manager, and a clearly delineated organizational chart for your project must be included as an appendix. Copies of job announcements (including salary range) should be included for any key positions that are currently vacant. Indicate the percentage of time that key personnel will devote to your project and any salary costs to be paid by funds from this program.

(2) Whether you have sufficient personnel or will be able to quickly retain qualified experts or professionals to begin your proposed program immediately and to perform your proposed activities in a timely and effective fashion. Describe how other principal components of your agency or other organizations will participate in or support your project. You should thoroughly describe capacity, as demonstrated by experience in initiating and implementing related environmental, health, or housing projects.

Rating Factor 2: Need/Extent of the Problem (15 Points)

This factor addresses the extent to which there is a need for your proposed program activities to address a documented problem in your target inner city area(s).

(1) Document a critical level of need for your proposed activities in the inner city area where activities will be carried out. You should pay specific attention to documenting need as it applies to your target area(s), rather than the larger geographic area.

(2) Your documentation of need should summarize available data linking toxigenic mold growth with cases of acute pulmonary hemorrhage in infants in your target area(s). Examples of supporting data that might be used to demonstrate need, include:

(a) Economic and demographic data relevant to your target area(s), including poverty and unemployment rates;

(b) Rates of childhood illnesses (e.g., asthma) that could be caused or exacerbated by mold exposure, among children residing in your target area(s), and rates of environmental intervention blood lead

levels in your target area(s);

(c) Lack of other Federal, State or local funding that could be, or is used, to address the problem HUD program funds are designed to address.

(3) For the areas targeted for your project activities, provide data available in your jurisdiction's currently approved Consolidated Plan, or derived from 1990 Census Data, or derived from other sources (all data should be documented):

(a) The age and condition of housing;

(b) The number and percentage of very-low and low income families with incomes less than 80% of the median income, as determined by HUD, for the area, with adjustments for smaller and larger families (See application kit for additional information.);

(c) The number and proportion of children under six years old.

(4) Describe how proposed research activities would help HUD achieve its goals for this program area of this SuperNOFA.

(5) There must be a direct relationship between the proposed activities, community needs, and the purpose of the program.

Rating Factor 3: Soundness of Approach (45 Points)

This factor addresses the quality and cost-effectiveness of your proposed work plan. You should present information on the proposed approach for controlling moisture intrusion and remediating existing mold problems. The response to this factor should include the following elements:

(1) Intervention Strategy (30 points). Describe the strategy you will use in planning and executing the moisture control and mold hazard interventions in inner city housing. You should provide information on:

(a) Strategy for Implementing the Demonstration Project (10 points). Describe your overall strategy for your proposed demonstration project. The description must include a discussion of:

(i) Your previous experience in reducing or eliminating mold and moisture problems in urban housing (if any).

(ii) Your overall strategy for identifying, selecting, prioritizing, and enrolling units of eligible housing in which you will undertake mold and moisture control. Describe the extent to which your proposed activities will occur in an Empowerment Zone or Enterprise Community (EZ/EC), if applicable.

(iii) The estimated total number of owner occupied and/or rental units in which you will conduct interventions.

(iv) The degree to which your work plan focuses on eligible privately-owned and/or publicly-owned housing units with young children. Describe your planned approach to control moisture, mold and other environmental health problems associated with moisture intrusion before children are affected; and/or to control these hazards in units where children have already been treated for illnesses associated with mold exposure (e.g., acute pulmonary hemorrhage, asthma). Describe the process for your referral of ill children for medical case management if this is not ongoing.

(v) The financing strategy, including eligibility requirements, terms, conditions, and amounts available, to be employed in conducting mold and moisture control activities. You must discuss the way funds will be administered (e.g., use of grants, deferred loans, forgivable loans, other resources, private sector financing, etc.) as well as the agency which will administer the process. Describe how your proposed project will further and support the policy priorities of the Department, including promoting Healthy Homes; providing opportunities for self-sufficiency, particularly for persons enrolled in welfare-to-work programs; or providing educational and job training opportunities.

(b) Outreach and Community Involvement (5 points). You must describe:

(i) Proposed methods of community education. These should include community awareness, education, training, and outreach programs in support of your work plan and objectives. This should include general and/or targeted efforts undertaken to assist your efforts in reducing

exposure to residential mold hazards. To the extent possible, programs should be culturally sensitive, targeted, and linguistically appropriate.

(ii) Proposed involvement of neighborhood or community-based organizations in the proposed activities. These activities may include outreach, community education, marketing,

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inspection, and housing evaluations and interventions.

(c) Technical Approach for Conducting Mold and Moisture Interventions (15 points)

(i) Describe your process for evaluating units of eligible housing in which you will undertake moisture control and mold removal.

(ii) Describe any specialized testing or visual inspection that you will conduct during unit inspection with reference to source(s) of the protocol(s). Describe qualifications and experience requirements for laboratories, which shall include, as applicable, successful participation in the Clinical Laboratory Program, National Lead Laboratory Accreditation Program, and/or National Voluntary Laboratory Accreditation Program.

(iii) Describe the mold and moisture control interventions you will undertake. Provide an estimate of the per unit costs (and a basis for those estimates) for the type of interventions that are planned. Provide a schedule for initiating and conducting interventions in the selected units. Discuss efforts to incorporate cost-effective control methods to address other environmental health hazards resulting from water damage (e.g., deteriorating lead-based paint, damaged asbestos-containing materials). Work should be conducted in accordance with the HUD Guidelines in units where lead hazards are identified.

(iv) Describe your process for the development of work specifications for selected interventions. Describe your management processes to be used to ensure the cost-effectiveness of the housing interventions. Discuss your contracting process to obtain contractors to conduct interventions in selected units.

(v) Describe your plan for the temporary relocation of occupants of units selected for intervention, and how you will determine the need for relocation. Address the use of safe houses and other housing arrangements, storage of household goods, stipends, incentives, etc.

(2) Economic Opportunity (5 points) Describe methods that will result in economic opportunities for residents and businesses in the community where activities will be carried out. Include information on how you will provide employment, business development, and contract opportunities. Describe how you or your partners will satisfy the requirements of Section 3 of the Housing and Community Development Act of 1992 to give preference to hiring low- and very low-income persons or contracting with businesses owned by or employing low-and very-low income persons.

(3) Program Evaluation and Research (10 points).

(a) Identify and discuss the specific methods you will use to measure progress, and evaluate the effectiveness of interventions. Describe how the information will be obtained, documented, and reported.

(b) Provide a detailed description of your proposed applied research activities. Your research designs should be feasible and display thorough knowledge of relevant scientific literature. They should include an appropriate plan for managing, analyzing and archiving data. Also, quality assurance mechanisms must be well integrated into your research design to ensure the validity and quality of collected data.

(4) Budget (Not Scored). Your proposed budget will be evaluated for the extent to which it is reasonable, clearly justified, and consistent with the intended use of program funds. HUD is not required to approve or fund all proposed activities. You must thoroughly document and

justify all budget categories and costs (Part B of Standard Form 424A) and all major tasks. Describe in detail your budgeted costs for each required program element (major task) included in your overall plan. The four required program elements are: administration; education and outreach; control of mold and moisture-related hazards (including sampling); and program evaluation and applied research.

(5) Court-Ordered Consideration. Due to an order of the U.S. District Court for the Northern District of Texas, Dallas Division, HUD will award up to two (2) additional points to an application submitted by the City of Dallas, Texas, to the extent the application's proposed activities will eradicate the vestiges of racial segregation in the Dallas Housing Authority's programs consistent with the Court's order.  
Rating Factor 4: Leveraging Resources (10 Points)

This factor addresses your ability to secure other community resources (such as financing, supplies or services) which can be combined with HUD's resources to achieve project purposes.

(1) In evaluating this factor, HUD will consider the extent to which you have partnered with other entities to secure additional resources to increase the effectiveness of your proposed project. Resources may include funding or in-kind contributions (such as services or equipment) allocated to your proposed program. Resources may be provided by governmental entities, public or private organizations, or other entities willing to be your partner in this effort.

(2) Each source of contributions must be supported by a letter of commitment from the contributing entity, whether a public or private source, which must describe the contributed resources that will be used in your program. Staff in-kind contributions should be given a market-based monetary value. If you fail to provide letters of commitment with specific details including the amount of the actual contributions, you will not get rating points for this factor. Each letter of commitment, memorandum of understanding, or agreement to participate shall include the organization's name and the proposed level of commitment and responsibilities as they relate to the proposed program. The commitment must be signed by an official legally able to make commitments on behalf of the organization.

Rating Factor 5: Comprehensiveness and Coordination (10 Points)

This factor addresses the extent to which your program reflects a coordinated, community-based process of identifying needs and building a system to address the needs by using available HUD and other community resources. In evaluating this factor, HUD will consider:

(1) The degree of coordination of your proposed project with those of other groups or organizations to best support and coordinate all activities, and the specific steps you will take to share information on solutions and outcomes with others. Any written agreements or memoranda of understanding in place must be described.

(2) The extent to which you have developed linkages, or the specific steps you will take to develop linkages, to coordinate your activities so solutions are holistic and comprehensive. Linkages include linkages with other HUD, Federal, State or locally funded activities through meetings, information networks, planning processes, or other means.

(3) The degree of coordination with housing rehabilitation, housing and health codes, and other related housing programs.

(a) Describe your plan for integrating and coordinating mold and moisture control interventions with other housing-related activities (e.g., lead hazard control, rehabilitation, weatherization, removal of code violations, and other similar work).

(b) Describe your plans to incorporate mold and moisture control interventions

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with applicable housing codes and health regulations.

(c) Describe your plans to generate and use public subsidies or other resources (such as revolving loan funds) to finance future interventions to prevent and control mold hazards, particularly in low- and very-low-income housing.

(d) Detail the extent to which you will ensure that the needs of minorities and persons with disabilities will be addressed adequately during your intervention activities; and that housing in which mold and moisture problems have been addressed will still be available and affordable for low income minority and disabled individuals.

## VI. Application Submission Requirements

### (A) Applicant Information

You should submit your application in accordance with the format and instructions contained in this program section of this SuperNOFA. The following is a checklist of required application contents:

(1) Transmittal letter that summarizes your proposed program, provides the dollar amount requested, and identifies you and your partners in the application.

(2) The name, mailing address, telephone number, and principal contact person. If you are a consortium of associates, sub-recipients, partners, major subcontractors, joint venture participants, or others contributing resources to the project, similar information shall also be provided for each of these entities and you must specify the lead entity.

(3) Completed Forms HUD-2880, Applicant/Recipient Disclosure/Update Report; Certification Regarding Lobbying; and SF-LLL, Disclosure of Lobbying Activities, where applicable.

(4) Standard Forms SF-424, 424A, 424B, and other certifications and assurances listed in the General Section of the SuperNOFA and in this program section of the SuperNOFA (see application kit).

(5) A narrative statement addressing the rating factors for award. The narrative statement must be numbered in accordance with each factor for award (Factor 1 through 5). The response to the rating factors should not exceed a total of 30 pages.

(6) Any attachments, appendices, references, or other relevant information may accompany the project description, but must not exceed fifteen (15) pages for your entire application.

(7) A detailed budget with supporting cost justification for all budget categories of your funding request.

(8) The resumes and position descriptions of your project director and program manager and up to three additional key personnel.

## VII. Corrections to Deficient Applications

The General Section to this SuperNOFA provides the procedures for corrections to deficient applications.

## VIII. Environmental Requirements

Activities assisted under this program are subject to HUD environmental review to the extent required under 24 CFR part 50. An award under the Mold and Moisture Control Program does not constitute approval of specific sites where activities may be carried out. Following award execution, HUD will perform environmental reviews for activities to be carried out on properties proposed by your organization. You may not rehabilitate, convert, repair or construct a property, or commit or expend program funds or non-HUD funds for program activities for any eligible property until you receive written notification from the appropriate HUD official that HUD has completed its environmental review and the property has been approved. The results of environmental reviews may require that proposed activities be modified or proposed sites rejected.

## IX. Authority

This program is authorized by the Fiscal Year 1999 Appropriations Act.

## Appendix A

### References

Centers for Disease Control and Prevention. Acute pulmonary hemorrhage/hemosiderosis among infants: Cleveland, January 1993-November 1994. MMWR Morb. Mortal. Wkly. Rep. 1994; 43(48):881-883.

Centers for Disease Control and Prevention. Acute pulmonary hemorrhage among infants--Chicago, April 1992-November 1994. MMWR Morb. Mortal. Wkly. Rep. 1995; 44(4):67.

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BILLING CODE 4210-32-P