

- b. HUD will record the date received, ordinal assigned, and application number.
- c. After HUD has screened the application for completeness, it will either:
  - i. Fax the receipt to the fax number listed on the Receipt indicating that no deficiencies have been found, or
  - ii. Fax the receipt to you with the HOPE VI Demolition Checklist and a letter, if necessary, indicating the missing documentation. HUD will **not** notify you of deficiencies by telephone. **It is very important that the fax number listed on the Application Receipt is correct so that it gets to the right person on your staff.**
- d. Applicants with deficient applications that share the same Ordinal will be notified by fax of deficiencies on the same day. To account for differences in the time of day of the fax notification and differences in time zones, any response that HUD receives on the same day as the fax notification was sent out will be counted as having been received on the day after the fax notification.

**Place the HOPE VI Demolition Application Receipt directly behind the HOPE VI Demolition Application Checklist in the application.**

3. The third page of your application is the **Application for Federal Assistance (HUD-424)**. This form provides HUD with essential information about your PHA and the funds you are requesting. Do not fill in box 15, as you will report your funding elsewhere in the application. The CFDA number for HOPE VI is 14.866. You will find a copy of HUD-424 in this HOPE VI Application and on the HOPE VI Website.
4. Attach **Exhibits A through I** next. Provide the narrative and attachments in the order presented. Please **DO NOT** provide any information that is not requested in this Application. Extraneous material hinders application review, does not improve an application, and may obscure important information. The HOPE VI Budget form needed for Exhibit H and the Section 8 application for Exhibit E can be found in this HOPE VI Application, and can be downloaded from the HOPE VI Website. Information on TDC needed for Exhibit D can also be found on the HOPE VI Website.
5. **Standard Certifications.** All statutorily required certifications are included in the HUD-424 and HUD-424B form.