

(2) Narrative Statement (addresses Factors 2 through 5 listed below): The application narrative must not exceed 15 pages in length (excluding letters, forms, and assurances) double spaced, on one side of the paper, and printed in a standard 12-point font.

(a) *Rating Factor 2—Need for the Research*

A succinct description of your proposed research and how your proposal is non-duplicative of previously published research.

(b) *Rating Factor 3—Approach*

Identify your proposed research, methodologies, and the extent to which it will produce data and information to successfully answer your research hypotheses. Include a letter from your mentor that contains his/her address, telephone and facsimile number and email address, states his/her qualifications and availability to be your mentor, and describes his/her proposed role in your research project (excluded from narrative page limit).

(c) *Rating Factor 4—Leveraging/Commitment of the University*

Provide evidence of your university's support and commitment to you furthering your research and a description of the type of support the institution will provide. Include a firm letter of commitment that outlines the University's total proposed level of support.

(d) *Response to Rating Factor 5—Relevance of Research*

Address the extent to which your proposed research will further and support HUD's research agenda and reflects HUD's goal to embrace high standards of ethics, management, and accountability and measures your commitment to assess your performance to achieve your proposed research outcome and/or objective. This information should be provided in a Logic Model format. Additional required Assurances and Certifications:

1. Application for Federal Assistance (HUD-424)
2. Application Assurances and Certifications (HUD-424-B)
3. Sample Budget (See Appendix A)
4. Disclosure of Lobbying Activities, (SF Form LLL)
5. Race and Ethnic Data Reporting Form (HUD-27061) (if applicable)
6. Applicant/Recipient Disclosure/Update Report (HUD-2880)
7. Logic Model (HUD-96010)

All forms must be signed by the applicant and can be downloaded from the HUD website at www.hud.gov.

VI. Corrections to Deficient Applications

After the application due date, NRC may not, consistent with HUD regulations in 24 CFR part 4, subpart B, consider any unsolicited information the applicant may want to provide. NRC may contact you to clarify an item in your application or to correct technical deficiencies. NRC may not seek clarification of items or responses that improve the substantive quality of your response to any rating factors. In order not to unreasonably exclude applications from being rated and ranked, NRC may contact applicants to ensure proper completion of the application and will do so on a uniform basis for all applicants. Examples of curable (correctable) technical deficiencies include failure to submit the proper certifications or failure to submit an application that contains an original signature by an authorized official. In each case, NRC will notify you in writing by describing the clarification or technical deficiency.

VII. Environmental Requirements

This NOFA does not direct, provide for assistance or loan and mortgage insurance for, or otherwise govern or regulate, real property acquisition, disposition, leasing, rehabilitation, alteration, demolition, or new construction, or establish, revise or provide for standards for construction or construction materials, manufactured housing, or occupancy. Accordingly, under 24 CFR 50.19(c)(1), this NOFA is categorically excluded from environmental review under the National Environmental Policy Act of 1969 (42 U.S.C. 4321).

VIII. Other Matters

(A) *Federalism, Executive Order 13132*

This notice does not have federalism implication and does not impose substantial direct compliance costs on state and local governments or preempt state law within the meaning of Executive Order 13132 (entitled "Federalism").

(B) *Intergovernmental Review of Federal Program, Executive Order 12372*

This notice is excluded from the intergovernmental review process and therefore should be sent directly to NRC.

(C) *Conducting Business in Accordance With Core Values and Ethical Standards*

Entities subject to 24 CFR parts 84 and 85 (most non-profit organizations and state, local, and tribal governments or government agencies or

instrumentalities who receive federal awards of financial assistance) are required to develop and maintain a written code of conduct (see §§ 84.42 and 85.36(b)(3)). Consistent with regulations governing specific programs, your university's code of conduct must: prohibit real and apparent conflicts of interest that may arise among officers, employees, or agents; prohibit the solicitation and acceptance of gifts or gratuities by your officers, employees, and agents for their personal benefit in excess of minimal value; and outline administrative and disciplinary actions available to remedy violations of such standards. If awarded assistance under this NOFA, you will be required, prior to entering into a grant agreement with HUD, to submit a copy of your university's code of conduct and describe the methods you will use to ensure that all officers, employees, and agents of your organization are aware of your code of conduct. Failure to meet the requirement for a code of conduct will prohibit you from receiving an award document.

(D) *Prohibition Against Lobbying Activities*

You, the applicant, are subject to the provisions of Section 319 of the Department of Interior and Related Agencies Appropriation Act for Fiscal Year 1991(31 U.S.C. 1352) (the Byrd Amendment), which prohibits recipients of federal contracts, grants, or loans from using appropriated funds for lobbying the executive or legislative branches of the federal government in connection with a specific contract, grant, or loan. You are required to certify, using the certification found at Appendix A to 24 CFR part 87, that you will not and have not used appropriated funds for any prohibited lobbying activities. In addition, you must disclose, using Standard Form LLL "Disclosure of Lobbying Activities," any funds, other than federally appropriated funds, that will be or have been used to influence federal employees, members of Congress, and congressional staff regarding specific grants or contracts. Federally recognized Indian tribes and tribally designated housing entities (TDHEs) established by federally recognized Indian tribes as a result of the exercise of the tribe's sovereign power are excluded from coverage of the Byrd Amendment, but state-recognized Indian tribes and TDHEs established under state law must comply with this requirement.