

AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING

ITEM #9: HUD SUSTAINABLE COMMUNITIES REGIONAL PLANNING GRANTS PROGRAM

SUBJECT:

HRPDC Proposal Concept for HUD's Sustainable Communities Planning Grant Program

BACKGROUND:

The Department of Housing and Urban Development (HUD) has announced its intention to offer competitive grant funding through its Sustainable Communities Planning Grant Program [SCPG Program]. The Program, funded at \$100 million (and an additional \$40 million for a Community Planning Challenge Grants Program), is to support multi-jurisdictional regional planning efforts that integrate housing, economic development, and transportation decision-making in a manner that empowers jurisdictions to consider the interdependent challenges of economic growth, social equity, and environmental impact simultaneously. Grants will be limited by population; large metropolitan areas (regions with over 500,000 residents) will be eligible for between \$500,000 and \$5 million. Proposals are currently being solicited by HUD from June 25, 2010 to August 23, 2010, with grants announced by late September 2010. Attached is a summary of the grant program Notice of Funds Availability (NOFA) prepared by the National Association of Regional Councils (NARC) (Attachment 9A).

The NOFA outlines the application structure, program expectations, and the expected final product from the grantee. The SCPG Program includes funding for two categories: Regional Plans for Sustainable Development and implementation plans for existing Regional Plans for Sustainable Development. The program also details the required 'consortium' of regional partners that will need to be engaged in this endeavor. Among the partners required in the consortium are the regional planning agency, regional MPO, regional principal city, member localities to represent a minimum of half of the regional population, and a regional nonprofit organization, foundation, or educational institution that has the capacity to engage a diverse representation of the general population. Other regional partners such as transit agencies and housing authorities are suggested and encouraged to be involved in the regional consortium, per the information outlined in the NOFA.

The HRPDC staff is working with local government representatives to develop a project proposal for application to this grant program. The current concept envisions a regional effort consisting of the HRPDC as the lead entity working with HRTPO, member localities, and regional partners to develop a Regional Development Framework (Attachment 9B). The goal of the Regional Development Framework would be to improve the regional integration of local plans, accounting for initiatives within different livability areas including transportation, housing, environment, land use, and other applicable areas of interest as outlined in the NOFA.

Attached is a Memorandum of Understanding (MOU) between the HRPDC and the participants of the proposed Hampton Roads Regional Sustainability Consortium for HRPDC Board consideration and approval (Attachment 9C). The MOU endorses the HRPDC staff proposal concept, designates the HRPDC as the lead agent in the approved proposal, as well as pledge support as a consortium member for the approved proposal.

John M. Carlock, HRPDC Deputy Executive Director, will brief the Commission on the SCPG Program and HRPDC proposal concept, and the Memorandum of Understanding.

Attachment #-A - NARC Summary of Sustainable Communities Planning Grant Program NOFA

Attachment #-B - HRPDC Regional Development Framework Concept

Attachment #-C - Memorandum of Understanding – Sustainable Communities Consortium

RECOMMENDED ACTION:

1. Endorse the SCPG Program and HRPDC staff proposal concept via a Memorandum of Understanding.
2. Support concurrent endorsement via a Memorandum of Understanding with member localities and other potential partners in the consortium by August 20, 2010, for inclusion in the grant application.
3. Authorize the Executive Director/Secretary to execute the Memorandum of Understanding.

STAFF COMMENTARY:

HRPDC and HRTPO staffs have previously briefed TTAC and various HRPDC advisory committees and working groups on this grant program. The HRPDC authorized the Executive Director/Secretary to submit a proposal and accept a grant award if offered at its Executive Committee meeting on May 19, 2010. HRPDC and HRTPO staffs are currently working with local government staff representatives to develop the application proposal.



HUD Sustainable Communities Regional Planning Grant Program

The U.S. Department of Housing and Urban Development (HUD) released a Notice of Funding Availability (NOFA) on the FY2010 appropriated \$100 million regional integrated planning grants, of which \$2 million will be set aside for capacity support grants to be issued separately. This signifies the next step in the federal interagency Sustainable Communities Partnership (Partnership) between HUD, U.S. Department of Transportation and U.S. Environmental Protection Agency, and the below information synthesizes the funding opportunity. Click [HERE](#) to access the NOFA and related information.

HUD CONTACT

Zuleika K. Morales-Romero
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APPLICATION PERIOD

The application period ends on Monday, August 23.

GENERAL INFORMATION

This grant program will support **metropolitan and multijurisdictional planning efforts** that integrate housing, land use, economic and workforce development, transportation and infrastructure investments that empower jurisdictions to consider the interdependent challenges of:

1. Economic Competitiveness and Revitalization
2. Social equity, inclusion and access to opportunity
3. Energy use and climate change
4. Public health and environmental impact

The grant program places **priority on partnerships**, particularly those that are nontraditional, to translate the six Livability Principles into strategies.

Program goals include:

- Fostering the development of sustainable communities that are consistent with the Livability Principles
- Supporting metropolitan areas and multijurisdictional partnerships that commit to adopt integrated plans, strategies and management tools
- Facilitating strong alliances of residents and regional interest groups to maintain a long-term vision and support sustainable development practices
- Building greater transparency and accountability within planning and implementation
- Expediting implementation of Livability Principles through local zoning and land use law changes that remove sustainability barriers
- Aligning local, state and tribal capital improvement programs with the Livability Principles
- Assisting all regions towards sustainability and livability, and preparing for implementation and on-the-ground results

Partnership's Six Livability Principles

1. Provide more transportation choices
2. Promote equitable, affordable housing
3. Enhance economic competitiveness
4. Support existing communities
5. Coordinate and leverage federal policies and investment
6. Value Communities and neighborhoods

Program outcomes will be regional plans that produce the following:

- Shared elements in regional transportation, housing, water and air quality plans tied to local land use and capital investment plans
- Aligned federal planning and investment resources that mirror local and regional strategies
- Increased participation and decision-making in creating and implementing long-range visions by populations traditionally marginalized in the planning process
- Reduced social and economic disparities for low-income and communities of color
- Decrease in Vehicle Miles Traveled (VMT) and transportation-related emissions
- Decrease in combined housing and transportation costs/household
- Increase in share of residential and commercial construction on underutilized infill development to encourage revitalization, while minimizing displacement in neighborhoods for disadvantaged persons
- Increase in low and very low-income housing near transit and employment centers



GENERAL INFORMATION cont.

HUD many select applicants for **Preferred Sustainability Status**, which indicates a great level of integration and advancement, and allows for increased benefits. If this status is given to an applicant without a grant of funding, the applicant will be eligible for next year’s competition.

PROGRAM FUNDING

Approximately \$98 million will be made available through this NOFA in the form of **Cooperative Agreements**, with at least \$25 million awarded to regions with a population of less than 500,000. Awards will be based on regional population and geographic boundaries and the performance period will not exceed 36 months.

The program will support **two funding categories**:

- (1) Creation of Regional Plans for Sustainable Development (RPSD)
- (2) Detailed Execution Plans and Programs. Awards will be based on regional population and geographic boundaries

The **population categories** for applicants are (*applicant must identify as one category*):

Large Metropolitan Regions = 500,000 population or more

Medium-Sized Regions = 200,000 to 499,999 population

Small-Sized Regions, Rural Communities, and Small Town Areas = 200,000 population or less

FUNDING CATEGORIES

Applicants may select only ONE category when applying, and determine which population category to specify:

(1) Creation of Regional Plans for Sustainable Development

- Creation of new plans or updating existing plans
- Plans must address integrated housing, economic development, transportation, energy, water and environmental quality
- Support stakeholder driven visioning and scenario planning exercises
- Work with HUD to determine locally appropriate performance metrics consistent with the performance metrics of the Partnership and Livability Principles

(2) Detailed Execution Plans and Programs

- Support fine-tuning of existing regional plans
- Support preparation of detailed execution plans for an adopted RPSD
- Support pre-development planning activities for a catalytic project(s) that are within the plan
- Applicants must outline implementation steps and ongoing governance assignments

POPULATION CATEGORIES

For the purposes of the NOFA, a region is categorized as the following:

1. Geographic area (can be larger) that includes a Metropolitan Planning Organization (MPO), or the jurisdictions of two or more adjacent MPOs; Metropolitan Statistical Area (MSA) or Micropolitan Statistical Area; Metropolitan Division if the region is within a Combined Statistical Area with a population exceeding 7 million
2. Non-defined area that is outside of the MSA or Metropolitan Division, and can establish self-designated boundaries of the region.

Type of Applicant	Population Range	Appropriate Geographic Area	Grant Amount
Large Metropolitan Regions	500,000+	MSA, Metropolitan Division, or one or more MPOs	Minimum \$500,000 Maximum \$5 million
Medium Sized Regions	200,000 to 499,999	MSA, Micropolitan Statistical Area, or one or more MPOs	Minimum \$200,000 Maximum \$2 million
Small Sized Regions, Rural Communities and Small Towns	200,000 or less	Micropolitan Statistical Area, one or more MPOs, self-designated boundaries	Minimum \$100,000 Maximum \$1 million



COST SHARING/MATCH REQUIREMENTS

Matching funds are not required. However, applicants must provide 20% of the requested funding amount in leveraged resources in the form of cash and/or verified in-kind contributions or a combination of these sources. Successful applicants must have the required amount of leveraged resources (20%) at the time of signing the cooperative agreement. Applicants will receive credit for leveraging resources in excess of the 20%. In-kind contributions may be in the form of staff time, donated materials, or services.

ELIGIBLE APPLICANTS

Eligible applicants are multijurisdictional and multisector partnership consisting of a consortium of government entities and non-profit partners.

1. Consortium that includes the jurisdictions of MPO(s), a MSA, a Micropolitan Statistical Area, or Metropolitan Division, as well as:
 - Traditional principal city (cities) within the boundaries of the region within MSA
 - City, county, or any other unit of general local government with the largest population
 - Additional cities, counties or units of general local government and Indian Tribes to ensure no less than 50% of the population residents are represented
 - MPO or regional planning organization (if multiple MPOs, all MPOs that have jurisdiction within the region)
 - Non-profit organization, foundation or education institution to engage a diverse population
2. Consortium for non-defined area must include:
 - Cities, counties or units of general local government and Indian Tribes representing at least 50% of the population residents
 - Existing Rural Planning Organization or Council of Government
 - Non-profit organization, foundation or education institution to engage a diverse population

Additional consortium partners can also include state government, Council of Governments, rural planning organization, one or more local or regional transportation agencies, special districts, unified school districts, one or more Indian Tribes, multi-tribal organization, additional non-profit organizations, foundations, educational institutions, or any public authorities, districts, business leadership groups, or regional governmental organizations. Private and for-profit entities may participate.

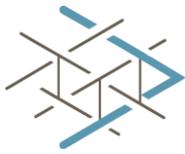
While working through a consortium effort, there must be a **lead applicant** identified which is a part of the consortium. The lead applicant must submit the application, execute the cooperative agreement and assume fiscal responsibility if selected. A partnership agreement, MOU or proof of commitment of the consortium must be submitted with the application. If selected for granting, a formal consortium agreement, including member responsibilities and a timeline, must be executed no later than 120 days after start date. A lead applicant may only be the lead for ONE application.

ELIGIBLE ACTIVITIES

Eligible activities include tasks necessary to develop a comprehensive Regional Plan for Sustainable Development (RPSD), to align investments with this plan, to improve the management capability to implement the plan, and to develop relevant policy, planning, and evaluation capacity.

Activities include, but are not limited to:

1. Establish coordinated intergovernmental planning and secure agreements among partners.
2. Develop a comprehensive Regional Plan for Sustainable Development (RPSD), at a minimum consisting of:
 - Adopt a housing plan
 - Incorporate equity and fair housing analysis into regional planning
 - Advance regional transportation planning to increase modal choice, needed investments, and environmental improvements
 - Advance water infrastructure planning for drinking water, wastewater and stormwater
 - Perform environmental planning
 - Plan for economic development activities
 - Conduct scenario planning to project economic growth possibilities
 - Conduct comprehensive climate change impact assessments to guide regional planning and implementation strategies
3. Identify immediate and long-term policies
4. Align infrastructure investment to ensure equitable land use planning consistent with the RPSD



NARC

Building Regional Communities



ELIGIBLE ACTIVITIES cont.

5. Ensure public decision-making and meaningful resident participation throughout visioning, development and implementation of RPSD, including public hearings, meetings, websites, forums, charrettes, etc.
6. Identify measures to track the progress toward creating sustainable communities through statistical and qualitative analysis of specific indicators
7. Strengthen management and decision-making capacities
8. Engage in site-specific planning and design of capital projects or programs to be included in the RPSD and of regional significance as associated with implementing the RPSD – ONLY ELIGIBLE FOR CATEGORY 2 APPLICANTS
9. Preparation of administrative and regulatory measures
10. Studies and research on the legal authorities
11. Technical planning studies

APPLICATION & SUBMISSION REQUIREMENTS

Applicants must do the following for applying:

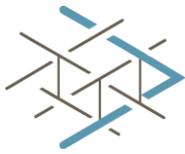
1. Select only ONE applicant population category and funding category
2. Must NOT submit above maximum grant amount per population category
3. Provide a Resolution of Outstanding Civil Rights Matters
4. Provide a Code of Conduct that describe ways to adhere to the code
5. Have established financial management system that meets federal standards
6. Comply with applicable fair housing and civil rights requirements

Submission requirements:

Applicants should submit applications on www.grants.gov, and follow system requirements, which includes required forms and instructions.

Application requirements:

1. Narrative/Rating Factors Response
 - Maximum of 25 pages, 8.5"X11" paper with 12 point font with no less than ¾" margins on all sides
 - Any materials to be included in formal review should be incorporated into this 25 page limit
 - Should discuss what is included in the appendices
 - Must Include:
 - Capacity of Applicant and Relevant Organizational Experience and Factor 1 Form
 - Needs/Extent of the Problem and Factor 2 Form
 - Leveraging and Matching Resources and Factor 4 Form
 - Other Materials such as Organizational Chart, bios or resumes for key personnel and proof of partnership
2. Abstract
 - Summary of objectives and expected results
 - Maximum of 2 pages
3. Application checklist (voluntary)
 - Indicating the required items for complete submission
 - Forms required:
 - SF-424 Application for Federal Assistance
 - SF-424 Supplemental Survey on Equal Opportunity for Applicants
 - HUD-424-CBW HUD Detailed Budget Worksheet and Budget Justification Narrative
 - HUD-2880 Applicant/Recipient Disclosure/Update Report
 - SF-LLL Disclosure of Lobbying Activities
 - HUD-96011 Third Party Documentation Facsimile Transmittal
4. Appendices
 - Photos, maps and charts that describe the local condition
 - Maximum of 15 pages



APPLICATION REVIEW CRITERIA

The following highlight the rating criteria that HUD will use in evaluating applications. Much of what HUD details out in this part of the NOFA is helpful in pulling together required parts of the application. Review pages 37 through 61 in the NOFA for more information.

Rating Factors	Points
Capacity of the Applicant and Relevant Organizational Experience <ul style="list-style-type: none"> Organizational Capacity and Qualifications (7 points) Capacity and Qualification of Key Personnel (3 point) 	10 Total
Need/Extent of the Problem	10 Total
Soundness of Approach - Category 1 and 2 <ul style="list-style-type: none"> General Description of Proposed Regional Plan for Sustainable Development (10 points) Process to Develop a Regional Plan for Sustainable Development (17 points) Governance and Management (15 points) Project Implementation Schedule (5 points) Applications Budget Proposal (3 points) HUD's Departmental Policy Priorities (5 points) 	55 Total
Matching and Leveraging Resources	5 Total
Achieving Results and Program Evaluation	20 Total
Economic Distress Bonus Points	2 Total
TOTAL	102

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HAMPTON ROADS PROPOSAL FOR SUSTAINABLE COMMUNITIES PLANNING GRANT PROGRAM

BACKGROUND: The *Sustainable Communities Planning Grant Program* (SCPG Program), administered by the Department of Housing and Urban Development (HUD), provides an opportunity for regions to address multiple concerns through an integrated planning process. Hampton Roads, with a population of approximately 1.6 million, is eligible for a SCPG Program grant between \$500,000 and \$5 million. A minimum of 20% of the funds must come through leverage resources (either in-kind or cash). The plan must have a timeline of at least 20 years, with established benchmarks every 3 to 5 years, with the planning process being done within 3 years. The process will be overseen by a consortium consisting of the Hampton Roads Planning District Commission (HRPDC), the Hampton Roads Transportation Planning Organization, local governments, a to-be-determined non-profit organization, foundation, or educational institution, and other potential regional partners. A steering committee representing the consortium members will provide guidance to HRPDC staff during the project. HRPDC will be the lead applicant and will manage the project.

The goals of the SCPG Program are to share elements from different regional plans, align planning and investment decisions, increase participation from traditionally marginalized populations, reduce social and economic disparities, reduce costs and environmental impacts from housing and transportation, promote existing communities, and increase access to transit and employment for lower income households.

FRAMEWORK OVERVIEW: The Regional Plan for Sustainable Development for Hampton Roads, Hampton Roads 2040, will be a framework that will guide development and policy decisions at the regional and local level over the next thirty years. The document will build on existing regional and local plans and integrate future planning for housing, transportation, economic development, land use, and environmental preservation. The plan will incorporate the Livability Principles adopted by HUD to create a more sustainable vision for Hampton Roads. These principles are:

- 1) Provide more transportation choices;
- 2) Promote equitable, affordable housing;
- 3) Enhance economic competitiveness;
- 4) Support existing communities;
- 5) Coordinate policies and leverage investment; and,
- 6) Value communities and neighborhoods

PLAN STRUCTURE: The plan will consist of four major parts, including the following:

- 1) Background;
- 2) Plan Methodology;
- 3) Scenario, Strategy, & Policy Planning;
- 4) Implementation and Performance Plan;

The first section of the Plan will be a background section describing the region and previous regional planning efforts. This section will establish the need for a regional development framework. The second section will describe the methods used for the plan, including the public participation process and the involvement of organizations and local governments, including consortium members. The third section will describe the regional development framework, and will include subsections on transportation, housing, the environment, land use, economic development, and public services. Each of these subsections will analyze existing policies and plans, develop alternative scenarios and strategies, and address their impacts to existing communities, quality of life, and each other. The fourth section will describe the implementation process for the regional development framework and establish goals and performance metrics for each sector.

PLAN OBJECTIVE/GOALS: It is the intent of Hampton Roads 2040 to achieve the following objectives upon development and implementation:

- 1) Advance regional planning for housing, transportation, water infrastructure, environmental and land use decision-making, and economic development to help the region address several critical issues, including growth, climate change and sea level rise, transportation congestion, and economic competitiveness;
- 2) Utilize public engagement and scenario planning to create and analyze several potential futures for Hampton Roads;
- 3) Identify short- and long-term policies for regional and local decision-making;
- 4) Align infrastructure and land use planning;
- 5) Incorporate public participation;
- 6) Identify methods to track progress; and,
- 7) Development of an integrated regional plan that considers diverse issues simultaneously.

Memorandum of Understanding
Between
The Hampton Roads Planning District Commission
And
Participants of the proposed Hampton Roads Regional Sustainability Consortium

This Memorandum of Understanding, entered into this 21st day of July 2010, among and between the Hampton Roads Planning District Commission, hereinafter referred to as HRPDC, and the participants of the proposed Hampton Roads Regional Sustainability Consortium, hereinafter referred to as HRRSC, for the purpose of the Sustainable Communities Regional Planning Grant Program, administered by the Department of Housing and Urban Development, hereinafter referred to as HUD, establishes the broad responsibilities of the signatories in developing and implementing a Regional Development Framework for the Hampton Roads region.

WHEREAS, the Consolidated Appropriations Act of 2010, approved December 16, 2009, provided a total of \$150 million to HUD for a Sustainable Communities Initiative to improve regional planning efforts that integrate housing and transportation decisions, and increase the capacity to improve land use and zoning;

WHEREAS, the Sustainable Communities Initiative has allocated \$100 million for the Sustainable Communities Regional Planning Grant Program, hereinafter referred to as the Program;

WHEREAS, the Program will place a priority on investing in partnerships that translate the Livability Principles into strategies that direct long-term development and reinvestment, demonstrate a commitment to addressing issues of regional significance, utilize data to set and monitor progress toward performance goals, and engage stakeholders and citizens in meaningful decision-making roles;

WHEREAS, the Program seeks to invest in regional partnership proposals that either develop a Regional Plan for Sustainable Development or a Detailed Execution Plan or Program, which are submitted between June 25, 2010 and August 23, 2010;

WHEREAS, the Program seeks to invest in regional partnerships, organized as a consortium that includes the regional planning agency, the principal city, and localities representing a minimum of half the regional population, the regional Metropolitan Planning Organization, a nonprofit organization, foundation, or educational institution within the region that has the capacity to engage a diverse representation of the general population, and additional regional partners and stakeholders;

WHEREAS, the Program has the expectation that the regional partnerships that are supported in this grant program have the capacity and expertise to carry out the submitted proposal, as well as supply a minimum of twenty percent (20%) leveraged resources (cash or in-kind) for the proposal; and

WHEREAS, the HRPDC has determined that the development of a Regional Development Framework as a proposal concept for submission to the Program. The proposal will achieve the following:

- Improve the regional integration of local plans
- Development of a multidisciplinary regional planning approach to address the various livability principles and livability program areas (e.g. Transportation, Housing, Land Use, Environment, Emergency Management, etc.)

NOW THEREFORE, the signatory parties enter into the following Understanding:

HRPDC RESPONSIBILITIES

Under the terms of this Understanding, HRPDC is responsible for the following:

1. The HRPDC staff will develop the proposal concept of a Regional Development Framework for submission to the Program on the behalf of the HRRSC.
2. The HRPDC will serve as the lead agent within the HRRSC in carrying out and administering the approved proposal within the Program guidelines.
3. Provide administrative staff support to the region in developing the Regional Development Framework.
4. Manage a consultant effort, if necessary, to complete the Regional Development Framework.
5. Work with all Hampton Roads localities and appropriate public & private entities to obtain the required financial resources and leverage to support the development of the Regional Development Framework.
6. Work with all Hampton Roads localities and appropriate public entities to ensure that the completed Regional Development Framework is incorporated into their local or entity comprehensive plans.
7. Work with all Hampton Roads localities and appropriate public & private entities to seek future funding to maintain the Regional Development Framework.

PARTICIPANTS OF THE PROPOSED HRRSC RESPONSIBILITIES

Under the terms of this Understanding, participants in the proposed HRRSC are responsible for the following:

1. Endorses the HRPDC proposal concept for submission to the Program
2. Pledge cooperative agreement as a regional partner within the HRRSC in carrying out the approved proposal within Program guidelines.
3. Provide timely input to HRPDC in response to requests for data and information.
4. Provide timely technical and policy review of the Regional Development Framework.
5. Work with HRPDC staff and representatives of the region's other localities to utilize the Regional Development Framework in their local or entity comprehensive plans and related activities.
6. Work with HRPDC staff and representatives of the region's other localities to develop a system for maintaining the Regional Development Framework.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Understanding to be executed by their duly authorized officers via signature page counterparts as of the date first set forth above.

List of Signatories

Signature pages will be signed in counterparts.

HAMPTON ROADS PLANNING DISTRICT COMMISSION

HAMPTON ROADS TRANSPORTATION PLANNING ORGANIZATION

LIST 16 MEMBER LOCAL GOVERNMENTS

OTHERS

SIGNATURE PAGE FOR THE HAMPTON ROADS PLANNING DISTRICT COMMISSION

IN WITNESS WHEREOF, the following individuals execute this Memorandum of Understanding

Executive Director, Hampton Roads Planning District Commission

Executive Director, Hampton Roads Transportation Planning Organization

List 16 Member Local Governments

Others

Hampton Roads Planning District Commission

By: _____

Date: _____

Attest: _____

Date: _____