



**U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**  
**Office of Sustainable Housing and Communities**  
WASHINGTON, DC 20410-0050

May 10, 2011

Dear Sustainable Communities Grantee,

Next week, HUD will publish its FY 2011 General Section. This document serves as the basis for all competitive grant activities of the agency. In it, HUD will debut Preferred Sustainability Status (PSS), which allows applicants who reached a certain qualifying score access to bonus points for selected federal grant programs, technical assistance, and other capacity building opportunities that will strengthen future efforts to apply to the program. As a FY 2010 Grantee, you qualify for this status.

The most notable consequence for your organization or consortium as it pertains to the General Section is detailed on p. XX. The language and list of eligible programs is included in the attached document.

In other words, for specified grant programs during FY 2011, applicants submitting requests for projects within the regional geography of your grant (or within your project geography in the case of Challenge grantees) will have the opportunity to qualify for up to two bonus points as a consequence of you holding this status. The process to qualify is simple.

- **If an applicant from your project geography** is applying for a grant from a program that is offering the PSS bonus points, they will contact your organization to seek certification that their project meets three basic criteria 1) that the applicant is engaged in activities, that in consultation with your organization, further the purposes of the regional planning grant program 2) that the applicant's proposed activities either directly reflect the Livability Principles cited and contained in HUD's General Section to the FY2011 NOFAs or will result in the delivery of services that are consistent with the goals of the Livability Principles; and 3) that the applicant has committed to maintain an on-going relationship with your organization or consortium for the purposes of being part of the planning and implementation processes in the designated area.
- **If a proposed project does meet these criteria**, you will fill in a copy of the HUD Form 2995 (a sample copy is attached). As you can see, it is a very straightforward form to complete.
- **The applicant will then be responsible for including the form** in its application, and OSHC staff will review the certification and alert the program office in question that an entity qualifies for the bonus points. While the certification is the driving document in this process, HUD retains the right to do additional diligence to confirm that the points are merited, and to determine whether to award the bonus points.
- **If your organization wants to apply** for a program where bonus points are offered, you would fill out the form and then contact the HUD Regional Administrator in order to have the form certified. You would then submit the document with your application and the process would continue as previously stated.

**What This Means for You**

PSS was created with the intention of building momentum for coordinated planning and development actions within regions where measurable progress has begun to take shape. Your role in certifying qualifying projects for PSS bonus point virtually guarantees that numerous entities will approach you during the balance of this fiscal year seeking endorsement of their projects. We recognize that this will mean some staff time commitments for you in processing these forms, but we believe the potential benefit is significant. We have tried to make the process as streamlined as possible to support you in this effort. We stand ready to support you as you undertake this responsibility. And we trust that you

will exercise prudent judgment in determining whether a project has the potential to advance sustainability in the region, and fairly assess the possibilities of your organization collaborating with the applicant to maintain synergy between your project and theirs should they receive HUD funding.

This is a first-time endeavor for HUD, and as such we will no doubt learn valuable lessons over the next several months. We thank you again for your willingness to learn with us during this process, and to make yet another contribution to the growing efforts to advance sustainable planning and development in this nation over the months to come.

Sincerely,

A handwritten signature in cursive script that reads "Shelley Poticha". The signature is written in black ink and is positioned centrally below the word "Sincerely,".

Shelley R. Poticha  
Director  
Office of Sustainable Housing and Communities