

# How to Apply for a Native Asset Building Initiative (NABI) Grant

June 12, 2014

# Schedule:

- Asset Building Overview
- NABI Specifics
- Application Requirements
- Application Format
- Questions & Answers



# Asset Building Overview

# What is Asset Building?

- A strategy that helps low-income people move towards greater self-sufficiency by accumulating savings and accessing long-term resources
- Can occur on a community level through creation of institutions that assist community members engage in savings, access capital and create assets

# Asset Building Tools

- Earned Income Tax Credits/Voluntary Income Tax Assistance
- Financial education
- Community Development Financial Institutions
- Child savings accounts
- Retirement plans
- Education
- Home ownership
- Small business development
- Credit Unions
- Individual Development Accounts

# What is an Individual Development Account (IDA)?

- Matched savings accounts held by low-income individuals for **designated purposes**
  - post-secondary education
  - first-time homeownership
  - small/micro-business development or expansion

# IDA Design Considerations

- Savings goal
- Match rate
- Partnering with a financial institution
- Participant savings plan
- Financial education classes
- Asset-specific classes
- Tax services
- Peer and personal support
- Asset purchase

(Review “Asset Building in Native Communities: Activity Workbook” for details)

# NABI and Assets for Independence IDAs

## Assets for Independence-funded IDAs:

- **Save earned income**
- **Receive match funds**
  - match funds from AFI funding and non-federal funding
  - match funds up to \$2,000 per individual, or \$4,000 per household
- **Purchase an asset**
  - After 6 months, participants can use their IDA to purchase a first-time home, start or expand a business, or pursue postsecondary education



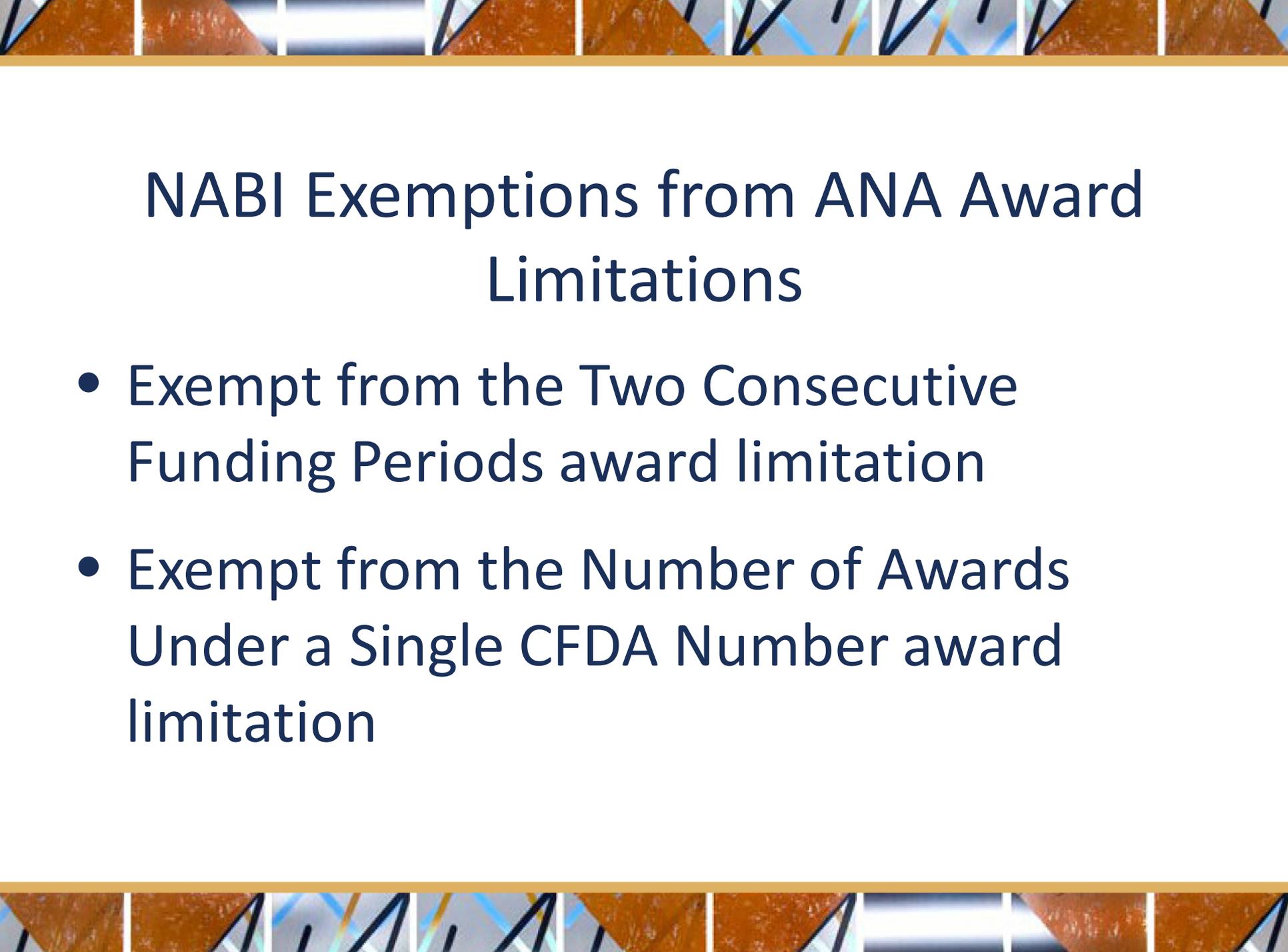
# NABI Specifics



# NABI Focus Areas

NABI projects:

- Include an Individual Development Account component for low-income community members
- Build individual, family, and community stability
- Build organizational capacity to develop assets and increase community access to assets



## NABI Exemptions from ANA Award Limitations

- Exempt from the Two Consecutive Funding Periods award limitation
- Exempt from the Number of Awards Under a Single CFDA Number award limitation

# Eligible NABI Applicants

- Federally recognized tribal governments or Alaska Native villages that are joint applicants with a 501(c)(3) Native nonprofit organization
- Native 501(c)(3) nonprofits serving Native Americans
- Native nonprofit organizations designated by the Secretary of the Treasury as Community Development Financial Institutions (CDFIs) or Native nonprofit credit unions designated as low-income credit unions by the National Credit Union Administration (NCAU)

# NABI AFI Funding

- At least 85% of the AFI budget must be allocated to IDAs
- A \$1 to \$1 cash match is required
- Five year budget and project period
- \$1 million ceiling for the budget/project period

# NABI SEDS Funding

- Can be used to support IDA operation and other asset building activities
- Match can be cash or in-kind and be 20% of total budget
- Five budget periods for the 5-year project
- \$250,000 ceiling per budget period

# Critical Issues: Recruiting Participants

Eligible families and individuals for AFI include:

1. Members of households eligible for TANF
2. Members of households with gross incomes below 200% of the poverty level or eligible for the federal Earned Income Tax Credit and a household net worth less than \$10,000

# Critical Issues: AFI Non-Federal Share

Dollar-for-dollar cash match, which can be met through use of:

- Community Development Block Grant
- Indian Community Development Block Grant
- Native American Housing and Self Determination Act funding
- Indian Self-Determination and Educational Assistance Act funding (638 funding)

# Critical Issues: Financial Institution Agreement

- AFI requires that participant IDA accounts must be maintained in one or more federally insured financial institutions (where one is not available, a state-insured institution)
- For your application, you will need a signed agreement with a financial institution
- The agreement should address participant IDAs and Project Reserve Account

# Critical Issues: Performance Measures

NABI projects must address 5 performance measures:

1. Number of IDAs opened
2. Number of individuals completing financial education trainings
3. Number of individuals completing asset purchases
4. Amount used for asset purchases
5. Amount of non-federal share cash contribution that will be deposited annually into the Project Reserve Fund



# Proposal Requirements

# Key Proposal Requirements

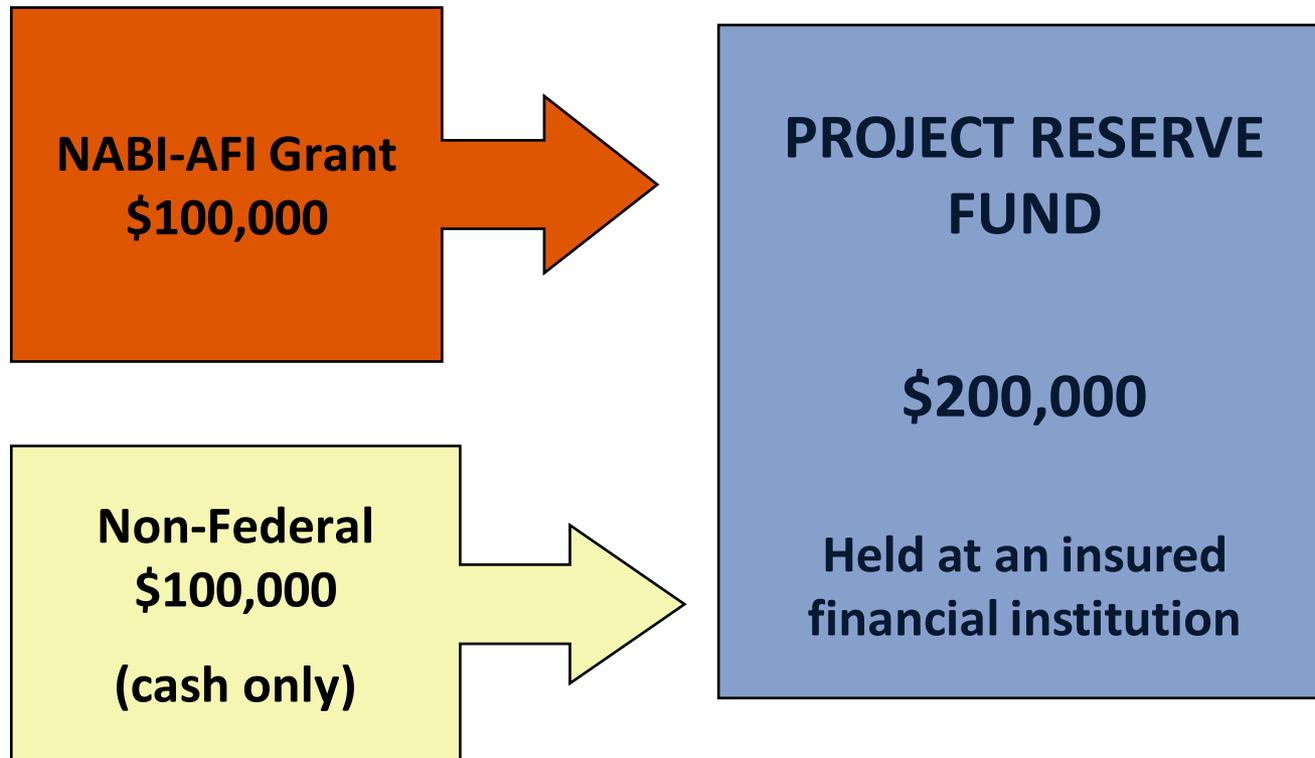
- One project narrative and two budget presentations
  - SEDS budget
  - AFI budget
- Two 424A displays
  - SEDS first-year budget period
  - AFI 5-year budget period

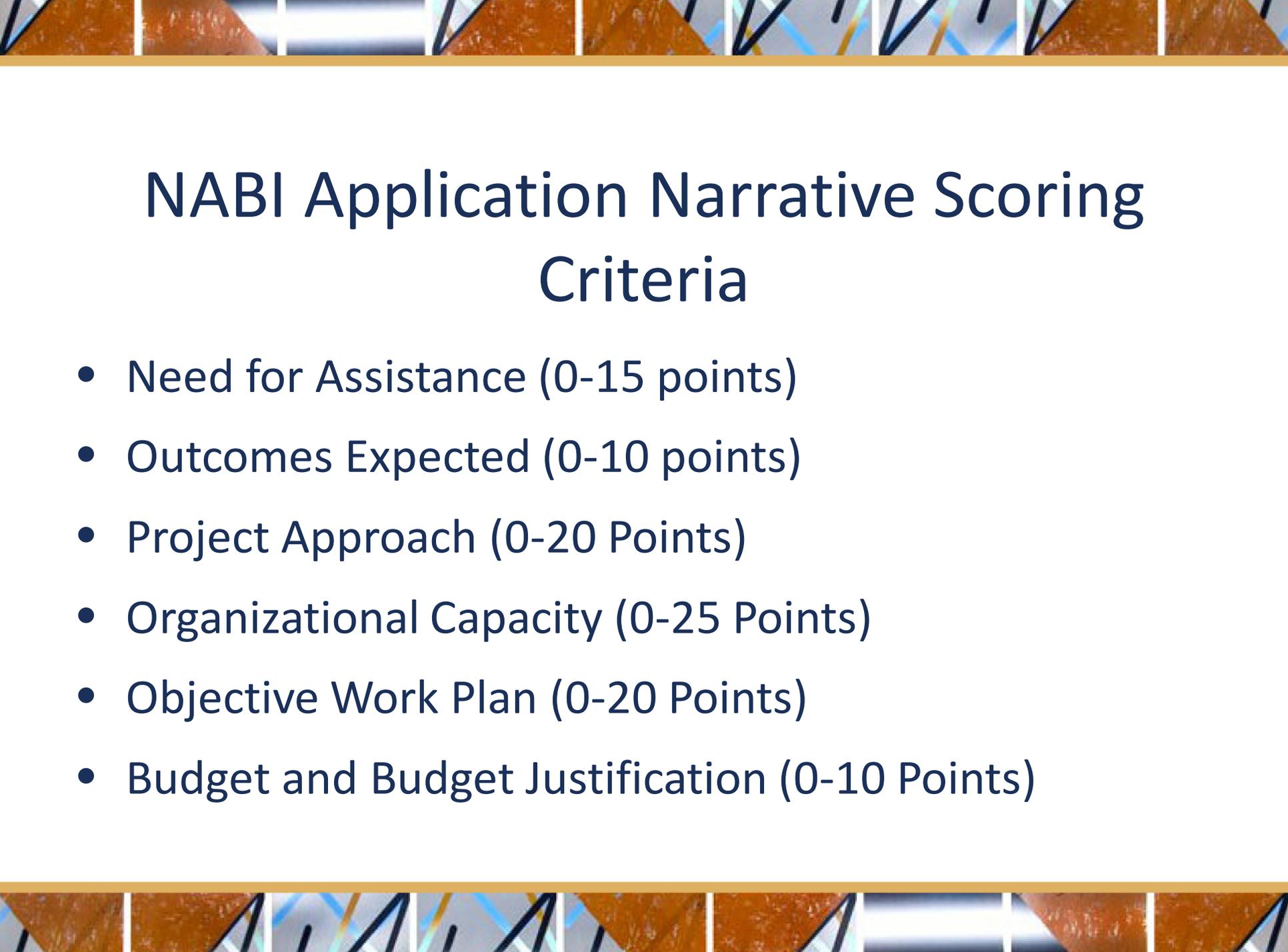
# Key Proposal Requirements

NABI proposals can have up to 3 **SMART** objectives:

- **Specific** – in identifying the outcome(s) that will be achieved
- **Measurable** – using quantifiable or objective terms to describe how progress and completion will be measured
- **Achievable** – given the proposed time frame, approach, and resources
- **Relevant** – to the problem statement, project goal, and the long-term goals of the community to be served
- **Time-bound** – with an end date reflecting completion within the project period

# Key Proposal Requirements: Reserve Account





# NABI Application Narrative Scoring Criteria

- Need for Assistance (0-15 points)
- Outcomes Expected (0-10 points)
- Project Approach (0-20 Points)
- Organizational Capacity (0-25 Points)
- Objective Work Plan (0-20 Points)
- Budget and Budget Justification (0-10 Points)

# Need for Assistance

- Describes target population and current negative conditions experienced by the target population that the specific assets and services will resolve
- Provide demographic information and describe how target population is connected to the applicant organization or project partners

# Need for Assistance

- Describe targeted population's difficulty accessing resources to use in asset building
- Identify which asset(s) would be accessed through IDA and other asset building strategies
  - home ownership, education, or small business development/expansion

# Outcomes Expected

Present up to 3 SMART objectives that will:

- Reduce or eliminate the current negative conditions (problem) experienced by the target population
- Assist target population in asset building

# Outcomes Expected

- Provide measurable outcomes based on the population to be served described in Need for Assistance and activities described in Approach and Objective Work Plan
- Address the five results and benefits included in the NABI performance measure framework

# Outcomes Expected

- Describe systems, methods, or resources used to maintain and track data and outcomes
- Describe planned results (outputs) and benefits (outcomes) and benchmarks that will measure progress in their achievement



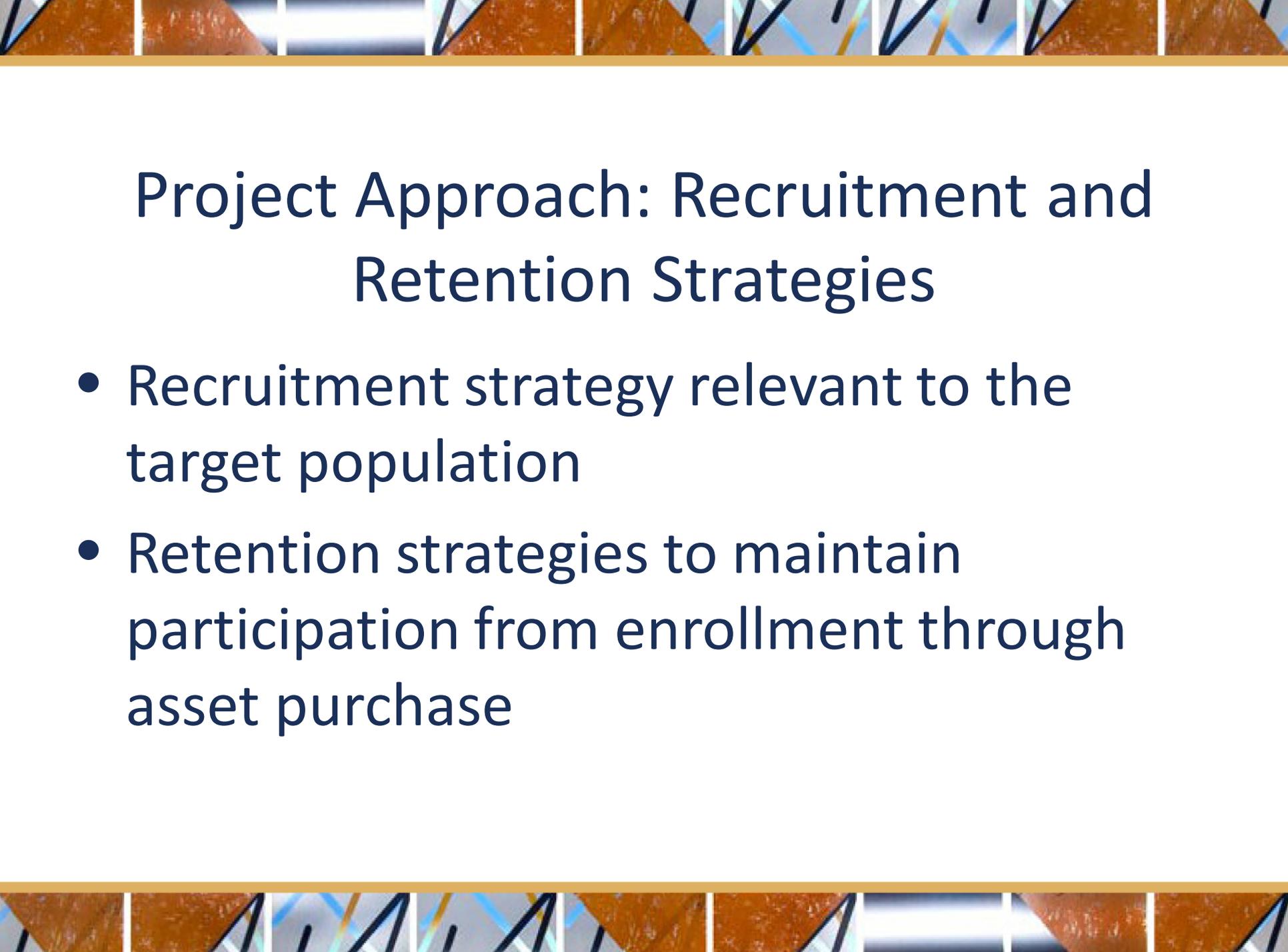
# Project Approach: Planning and Implementation

- Details about project planning and preparedness, including resources currently in place
- Comprehensive implementation plan for the full project period
- Plan for opening IDA accounts and completing asset purchases
- Contingency plans to address potential obstacles and challenges



# Project Approach: Asset Development Support Services

- Support services related to asset goals and to the target population's need for assistance
- Comprehensive plan for participant achievement and asset purchase



## Project Approach: Recruitment and Retention Strategies

- Recruitment strategy relevant to the target population
- Retention strategies to maintain participation from enrollment through asset purchase

# Organizational Capacity

- Knowledge/experience in administering or partnering with organizations that focus on first-time home purchase, post-secondary education, and business capitalization
- Project staffing plan
- Partnerships including financial institutions
- Capacity of the applicant and partners to administer project

# Objective Work Plan

- Aligns with project narrative including problem statement, project goal, objectives, activities, results, and benefits
- Includes all key activities needed to implement the project in each year
- Includes results and benefits and criteria for their evaluation

## Objective Work Plan (OWP)

**Project Title:**

**Project Goal:**

**Project Year:**

**Objective # \_:**

**Problem Statement:**

**Results Expected:**

**Criteria for Evaluating:**

**Benefits Expected:**

**Criteria for Evaluating:**

Activities	Position(s) Performing the Activity		Time Period mm/dd/year	
	Lead	Other Support	Begin	End
1				

# Budget and Budget Justification

- Separate line item budget for the OCS-AFI request and for ANA-SEDS request
- Budget justification that aligns with activities and identifies cost basis
- All costs programmatically justified



# Application Format

# Application Format

- 150 page limit
- Double-spaced and in Times New Roman, 12-point font
- 8 ½" x 11" white paper with 1-inch margins all around

# Application Format Checklist

- SF-424 – Application for Federal Assistance
- SF-Project/Performance Site Location(s) (SF-P/PSL)
- (2) SF-424A – Budget Information - Non-Construction Programs
- SF-424B - Assurances - Non-Construction Programs
- Maintenance of Effort (MOE) Certification
- Certification Regarding Lobbying
- (Grants.gov Lobbying Form)
- ANA Objective Work Plan (OWP)

# Application Format Checklist

- Table of Contents
- Project Narrative
- Budget and Budget Justification
- Project Summary/Abstract
- Required Governing Body Documentation
- Assurance of Community Representation on Board of Directors, if applicable
- Proof of Nonprofit Status, if applicable
- Commitment of Non-Federal Resources
- Job Descriptions
- Resumes
- Indirect Cost Rate Agreement, if applicable
- Letters of Support
- Third-Party Agreements, if applicable
- Business Plan, if applicable
- Other attachments if necessary



Application Due Date

July 10, 2014



# Questions and Answers

# Native Asset Building Initiative

For further information:

Heather Wiley, Program Specialist  
Assets for Independence  
(202) 401-5633  
[Heather.Wiley@acf.hhs.gov](mailto:Heather.Wiley@acf.hhs.gov)

Christina Clark, Program Specialist  
Administration for Native Americans  
(202) 401-5399  
[Christina.Clark@acf.hhs.gov](mailto:Christina.Clark@acf.hhs.gov)