



## APPENDIX I - THE H4TXH APPLICATION

Organization Name: \_\_\_\_\_

Amount Requested: \_\_\_\_\_

**H4TXH**

Grant Period: July 1, 2014 to June 30, 2016

### Applicant Information (Complete all lines)

Legal Name of Organization:	
Mailing Address:	
City/State/County/Zip:	
Physical Address (if different):	
City/State/County/Zip:	
Texas Address (if organization head-quarters are located out of state):	
City/State/County/Zip:	
EIN number:	
Organization Phone Number	
DUNS number:	
Website Address:	
Applicant Contact (Project Coordinator):	
Contact Title:	
Phone Number:	
E-Mail Address:	
Applicant Contact (Financial Coordinator):	
Contact Title:	
Phone Number:	
E-Mail Address:	



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Amount Requested: \_\_\_\_\_

### H4TXH

Grant Period: July 1, 2014 to June 30, 2016

### True and Correct Statement:

TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL INFORMATION IN THIS APPLICATION IS TRUE AND CORRECT AND COMPLETED PER THE DIRECTIONS OUTLINED IN THE ACCOMPANYING REQUEST FOR APPLICATIONS. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT, AND THE APPLICANT WILL COMPLY WITH ALL REQUIREMENTS AND PROVISIONS NOTED IN THE ACCOMPANYING REQUEST FOR APPLICATIONS AND NOTICE OF GRANT AWARD IF AN AWARD IS MADE.

Authorized Signature: (must be original)	
Name and Title:	
Phone Number:	
Date:	



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All information must be in sufficient detail to ensure the project can be weighed with other proposals. Do not exceed word maximums. Do not leave any item blank. Refer to Section V Grant Application of the RFA document for further instructions.

### **Part 1: Organization Information**

#### **A. Organization Overview** (300 words maximum)

1. Supply a brief overview of your organization including the purpose of your organization
  
2. Mission statement
  
3. Core program(s)/service(s) provided by your organization

#### **B. Organizational Structure**

1. Describe your organization's structure (ex. governing body), management roles, and what role the governing body plays in day-to-day operations.(100 words maximum)
  
2. List the principal participants in the organization (**short one-paragraph bios are not acceptable**). Indicate which principal(s), if any, are Veterans.

Name of Principal Participant	Title	Veteran (Y/N)	Résumé Attached (Y/N)

#### **C. Partnerships**

List partner agencies and/or organizations, if applicable, that would be involved with delivering the program/services proposed as part of the project. List current address(es), main telephone number(s), and web-site address(es). Use additional page(s) if needed.

Name of Partner Organization	Address	Telephone	Website

#### **D. Previous FVA and H4TXH Grant Awards**

List any previous grant awards from the FVA.



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Amount Awarded	Grant/Contract #	Begin Date	End Date	Service Category

\$ **Total FVA Grant Awards**

### E. Other Grants

List all grants received by your organization within the last two (2) years. Do not include FVA grants listed above in D. Do not list in-kind donations. Use additional space if needed.

Amount Awarded	Grantor	Grant/Contract #	Begin Date	End Date	Audit Performed (Yes or No)

\$ **Total Other Grant Awards**

## Part 2: Grant Project Information

### A. Amount Requested

Check the one box for the amount being requested.

- |                          |           |                          |           |
|--------------------------|-----------|--------------------------|-----------|
| <input type="checkbox"/> | \$5,000   | <input type="checkbox"/> | \$125,000 |
| <input type="checkbox"/> | \$15,000  | <input type="checkbox"/> | \$150,000 |
| <input type="checkbox"/> | \$20,000  | <input type="checkbox"/> | \$200,000 |
| <input type="checkbox"/> | \$50,000  | <input type="checkbox"/> | \$300,000 |
| <input type="checkbox"/> | \$75,000  | <input type="checkbox"/> | \$400,000 |
| <input type="checkbox"/> | \$100,000 | <input type="checkbox"/> | \$500,000 |

### B. Geographic Service Area(s)

The counties that will be served by this grant are called the Geographic Service Area(s). All Texas counties are grouped into one of eight regions. Check all counties, regardless of region, that the Proposed Project will serve. If the Proposed Project is statewide, only check the statewide box.

**Statewide**

#### **Region 1 – Panhandle**



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- |  |                                   |                                       |                                    |                                     |
|--|-----------------------------------|---------------------------------------|------------------------------------|-------------------------------------|
| <input type="checkbox"/> Armstrong     | <input type="checkbox"/> Bailey   | <input type="checkbox"/> Briscoe      | <input type="checkbox"/> Brown     | <input type="checkbox"/> Callahan   |
| <input type="checkbox"/> Carson        | <input type="checkbox"/> Castro   | <input type="checkbox"/> Childress    | <input type="checkbox"/> Cochran   | <input type="checkbox"/> Coleman    |
| <input type="checkbox"/> Collingsworth | <input type="checkbox"/> Comanche | <input type="checkbox"/> Crosby       | <input type="checkbox"/> Dallam    | <input type="checkbox"/> Deaf Smith |
| <input type="checkbox"/> Dickens       | <input type="checkbox"/> Donley   | <input type="checkbox"/> Eastland     | <input type="checkbox"/> Fisher    | <input type="checkbox"/> Floyd      |
| <input type="checkbox"/> Garza         | <input type="checkbox"/> Gray     | <input type="checkbox"/> Hale         | <input type="checkbox"/> Hall      | <input type="checkbox"/> Hansford   |
| <input type="checkbox"/> Hartley       | <input type="checkbox"/> Haskell  | <input type="checkbox"/> Hemphill     | <input type="checkbox"/> Hockley   | <input type="checkbox"/> Hutchinson |
| <input type="checkbox"/> Jones         | <input type="checkbox"/> Kent     | <input type="checkbox"/> King         | <input type="checkbox"/> Knox      | <input type="checkbox"/> Lamb       |
| <input type="checkbox"/> Lipscomb      | <input type="checkbox"/> Lubbock  | <input type="checkbox"/> Lynn         | <input type="checkbox"/> Mitchell  | <input type="checkbox"/> Moore      |
| <input type="checkbox"/> Motley        | <input type="checkbox"/> Nolan    | <input type="checkbox"/> Ochiltree    | <input type="checkbox"/> Oldham    | <input type="checkbox"/> Parmer     |
| <input type="checkbox"/> Potter        | <input type="checkbox"/> Randall  | <input type="checkbox"/> Roberts      | <input type="checkbox"/> Runnels   | <input type="checkbox"/> Scurry     |
| <input type="checkbox"/> Shackelford   | <input type="checkbox"/> Sherman  | <input type="checkbox"/> Stephens     | <input type="checkbox"/> Stonewall | <input type="checkbox"/> Swisher    |
| <input type="checkbox"/> Taylor        | <input type="checkbox"/> Terry    | <input type="checkbox"/> Throckmorton | <input type="checkbox"/> Wheeler   | <input type="checkbox"/> Yoakum     |

### Region 2 – West Texas

- |                                  |                                   |                                     |                                 |                                    |
|----------------------------------|-----------------------------------|-------------------------------------|---------------------------------|------------------------------------|
| <input type="checkbox"/> Andrews | <input type="checkbox"/> Borden   | <input type="checkbox"/> Brewster   | <input type="checkbox"/> Crane  | <input type="checkbox"/> Culberson |
| <input type="checkbox"/> Dawson  | <input type="checkbox"/> Ector    | <input type="checkbox"/> El Paso    | <input type="checkbox"/> Gaines | <input type="checkbox"/> Glasscock |
| <input type="checkbox"/> Howard  | <input type="checkbox"/> Hudspeth | <input type="checkbox"/> Jeff Davis | <input type="checkbox"/> Loving | <input type="checkbox"/> Martin    |
| <input type="checkbox"/> Midland | <input type="checkbox"/> Pecos    | <input type="checkbox"/> Presidio   | <input type="checkbox"/> Reeves | <input type="checkbox"/> Terrell   |
| <input type="checkbox"/> Upton   | <input type="checkbox"/> Ward     | <input type="checkbox"/> Winkler    |                                 |                                    |

### Region 3 - Alamo

- |                                    |                                    |                                     |                                   |                                   |
|------------------------------------|------------------------------------|-------------------------------------|-----------------------------------|-----------------------------------|
| <input type="checkbox"/> Atascosa  | <input type="checkbox"/> Bandera   | <input type="checkbox"/> Bexar      | <input type="checkbox"/> Coke     | <input type="checkbox"/> Comal    |
| <input type="checkbox"/> Concho    | <input type="checkbox"/> Crockett  | <input type="checkbox"/> Dimmit     | <input type="checkbox"/> Edwards  | <input type="checkbox"/> Frio     |
| <input type="checkbox"/> Gillespie | <input type="checkbox"/> Guadalupe | <input type="checkbox"/> Gonzales   | <input type="checkbox"/> Irion    | <input type="checkbox"/> Karnes   |
| <input type="checkbox"/> Kendall   | <input type="checkbox"/> Kerr      | <input type="checkbox"/> Kimble     | <input type="checkbox"/> Kinney   | <input type="checkbox"/> La Salle |
| <input type="checkbox"/> Mason     | <input type="checkbox"/> Maverick  | <input type="checkbox"/> McCulloch  | <input type="checkbox"/> Medina   | <input type="checkbox"/> Mernard  |
| <input type="checkbox"/> Reagan    | <input type="checkbox"/> Real      | <input type="checkbox"/> Schleicher | <input type="checkbox"/> Sterling | <input type="checkbox"/> Sutton   |
| <input type="checkbox"/> Tom Green | <input type="checkbox"/> Uvalde    | <input type="checkbox"/> Val Verde  | <input type="checkbox"/> Wilson   | <input type="checkbox"/> Zavala   |

### Region 4 – South Texas

- |                                   |                                    |                                 |                                  |                                       |
|-----------------------------------|------------------------------------|---------------------------------|----------------------------------|---------------------------------------|
| <input type="checkbox"/> Aransas  | <input type="checkbox"/> Bee       | <input type="checkbox"/> Brooks | <input type="checkbox"/> Calhoun | <input type="checkbox"/> Cameron      |
| <input type="checkbox"/> DeWitt   | <input type="checkbox"/> Duval     | <input type="checkbox"/> Goliad | <input type="checkbox"/> Hidalgo | <input type="checkbox"/> Jackson      |
| <input type="checkbox"/> Jim Hogg | <input type="checkbox"/> Jim Wells | <input type="checkbox"/> Kenedy | <input type="checkbox"/> Kleberg | <input type="checkbox"/> Lavaca       |
| <input type="checkbox"/> Live Oak | <input type="checkbox"/> McMullen  | <input type="checkbox"/> Nueces | <input type="checkbox"/> Refugio | <input type="checkbox"/> San Patricio |
| <input type="checkbox"/> Starr    | <input type="checkbox"/> Victoria  | <input type="checkbox"/> Webb   | <input type="checkbox"/> Willacy | <input type="checkbox"/> Zapata       |

### Region 5 – Gulf Coast

- |                                    |                                   |                                   |                                    |                                     |
|------------------------------------|-----------------------------------|-----------------------------------|------------------------------------|-------------------------------------|
| <input type="checkbox"/> Austin    | <input type="checkbox"/> Brazoria | <input type="checkbox"/> Chambers | <input type="checkbox"/> Colorado  | <input type="checkbox"/> Fort Bend  |
| <input type="checkbox"/> Galveston | <input type="checkbox"/> Harris   | <input type="checkbox"/> Liberty  | <input type="checkbox"/> Matagorda | <input type="checkbox"/> Montgomery |
| <input type="checkbox"/> Walker    | <input type="checkbox"/> Waller   | <input type="checkbox"/> Wharton  |                                    |                                     |



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#### Region 6 – Central Texas

- |                                    |                                    |                                   |                                     |                                     |
|------------------------------------|------------------------------------|-----------------------------------|-------------------------------------|-------------------------------------|
| <input type="checkbox"/> Bastrop   | <input type="checkbox"/> Bell      | <input type="checkbox"/> Blanco   | <input type="checkbox"/> Bosque     | <input type="checkbox"/> Brazos     |
| <input type="checkbox"/> Burleson  | <input type="checkbox"/> Burnet    | <input type="checkbox"/> Caldwell | <input type="checkbox"/> Coryell    | <input type="checkbox"/> Falls      |
| <input type="checkbox"/> Fayette   | <input type="checkbox"/> Freestone | <input type="checkbox"/> Grimes   | <input type="checkbox"/> Hamilton   | <input type="checkbox"/> Hays       |
| <input type="checkbox"/> Hill      | <input type="checkbox"/> Lampasas  | <input type="checkbox"/> Lee      | <input type="checkbox"/> Leon       | <input type="checkbox"/> Limestone  |
| <input type="checkbox"/> Llano     | <input type="checkbox"/> Madison   | <input type="checkbox"/> McLennan | <input type="checkbox"/> Milam      | <input type="checkbox"/> Mills      |
| <input type="checkbox"/> Robertson | <input type="checkbox"/> San Saba  | <input type="checkbox"/> Travis   | <input type="checkbox"/> Washington | <input type="checkbox"/> Williamson |

#### Region 7- East Texas

- |                                    |                                    |                                   |  |                                      |
|------------------------------------|------------------------------------|-----------------------------------|--|--------------------------------------|
| <input type="checkbox"/> Anderson  | <input type="checkbox"/> Angelina  | <input type="checkbox"/> Bowie    | <input type="checkbox"/> Camp          | <input type="checkbox"/> Cass        |
| <input type="checkbox"/> Cherokee  | <input type="checkbox"/> Delta     | <input type="checkbox"/> Franklin | <input type="checkbox"/> Gregg         | <input type="checkbox"/> Hardin      |
| <input type="checkbox"/> Harrison  | <input type="checkbox"/> Henderson | <input type="checkbox"/> Hopkins  | <input type="checkbox"/> Houston       | <input type="checkbox"/> Jasper      |
| <input type="checkbox"/> Jefferson | <input type="checkbox"/> Lamar     | <input type="checkbox"/> Marion   | <input type="checkbox"/> Morris        | <input type="checkbox"/> Nacogdoches |
| <input type="checkbox"/> Newton    | <input type="checkbox"/> Orange    | <input type="checkbox"/> Panola   | <input type="checkbox"/> Polk          | <input type="checkbox"/> Rains       |
| <input type="checkbox"/> Red River | <input type="checkbox"/> Rusk      | <input type="checkbox"/> Sabine   | <input type="checkbox"/> San Augustine | <input type="checkbox"/> San Jacinto |
| <input type="checkbox"/> Shelby    | <input type="checkbox"/> Smith     | <input type="checkbox"/> Titus    | <input type="checkbox"/> Trinity       | <input type="checkbox"/> Tyler       |
| <input type="checkbox"/> Upshur    | <input type="checkbox"/> Van Zandt | <input type="checkbox"/> Wood     |  |                                      |

#### Region 8 – North Texas

- |                                  |                                     |                                    |                                   |                                    |
|----------------------------------|-------------------------------------|------------------------------------|-----------------------------------|------------------------------------|
| <input type="checkbox"/> Archer  | <input type="checkbox"/> Baylor     | <input type="checkbox"/> Clay      | <input type="checkbox"/> Collin   | <input type="checkbox"/> Cooke     |
| <input type="checkbox"/> Cottle  | <input type="checkbox"/> Dallas     | <input type="checkbox"/> Denton    | <input type="checkbox"/> Ellis    | <input type="checkbox"/> Erath     |
| <input type="checkbox"/> Fannin  | <input type="checkbox"/> Foard      | <input type="checkbox"/> Grayson   | <input type="checkbox"/> Hardeman | <input type="checkbox"/> Hood      |
| <input type="checkbox"/> Hunt    | <input type="checkbox"/> Jack       | <input type="checkbox"/> Johnson   | <input type="checkbox"/> Kaufman  | <input type="checkbox"/> Montague  |
| <input type="checkbox"/> Navarro | <input type="checkbox"/> Palo Pinto | <input type="checkbox"/> Parker    | <input type="checkbox"/> Rockwall | <input type="checkbox"/> Somervell |
| <input type="checkbox"/> Tarrant | <input type="checkbox"/> Wichita    | <input type="checkbox"/> Wilbarger | <input type="checkbox"/> Wise     | <input type="checkbox"/> Young     |

#### C. Project Summary (300 words maximum)

1. Provide a name for the Proposed Project.
2. Provide a brief description of the project.
3. Describe how the services will be delivered to the Beneficiaries by your organization.

### **Part 3: Reporting and Management**

The grant funding period is based on a 24-month calendar from July 1, 2014 to June 30, 2016. The required expenditure and program performance benchmarks (below) should be used as guidelines when completing Sections A-D.



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Date	Grant Period Elapsed	Amount Expended	Performance Met
October 1, 2014	12.5%		
January 1, 2015	25%	15%	15%
April 1, 2015	37.5%		
July 1, 2015	50%	40%	40%
October 1, 2015	62.5%		
January 1, 2016	75%	70%	70%
April 1, 2016	87.5%		
June 30, 2016	100%	100%	100%

### A. Performance Measures

Organizations receiving grant funds must track performance by counting each individual veteran, their Dependents, and surviving spouses that receive grant-funded service(s). The number of Unduplicated veterans, Dependents and survivors, as well as cumulative totals, will be reported quarterly. Projected performance should reflect the total number of Unduplicated veterans, Dependents and surviving spouses that the Applicant organization anticipates serving throughout the grant period.

In the column below, enter the estimated number of veterans, Dependents, and surviving spouses to be served by the project.

Performance Measure	Estimated Number of Clients to be Served
Number of veterans served. (Required performance measure for all Applicants.)	
Number of Dependents served. (Required performance measure if served.)	
Number of veterans' surviving spouses served. (Required performance measure if served.)	

### B. Fiscal Reporting

Answer each question below and do not leave any item unanswered.

**1. What software is used to record accounting transactions?**

QuickBooks  Sage MIP  Fundware  Other (If Other, list software)

**2. Does your organization have written accounting policies and procedures for:**

	YES	NO
A. Procurement	<input type="checkbox"/>	<input type="checkbox"/>



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<b>B.</b> Vendor Payments	<input type="checkbox"/>	<input type="checkbox"/>
<b>C.</b> Payroll	<input type="checkbox"/>	<input type="checkbox"/>
<b>D.</b> Grants Administration	<input type="checkbox"/>	<input type="checkbox"/>
<b>E.</b> Cash Management	<input type="checkbox"/>	<input type="checkbox"/>
<b>F.</b> Travel	<input type="checkbox"/>	<input type="checkbox"/>

### 3. Indicate if each statement is true or false for the organization.

	TRUE	FALSE
<b>A.</b> There has been no staff turnover or reorganization in the past 6 months.	<input type="checkbox"/>	<input type="checkbox"/>
<b>B.</b> The organization uses a Chart of Accounts.	<input type="checkbox"/>	<input type="checkbox"/>
<b>C.</b> Time sheets approved by supervisory personnel.	<input type="checkbox"/>	<input type="checkbox"/>
<b>D.</b> An A-133 Single Audit has been performed in the past 2 years.	<input type="checkbox"/>	<input type="checkbox"/>
<b>E.</b> Travel receipts are submitted for travel reimbursement requests?	<input type="checkbox"/>	<input type="checkbox"/>

## Part 4: Budget and Budget Narratives

Microsoft Excel tables have been inserted into this document. Use the tables to the extent they apply to your Proposed Project. To activate the Excel tables, double-click on the table. This will open an active Excel window to be filled in. Once all information is entered into an Excel budget table, totals will calculate automatically. If additional lines are needed, they may be inserted in the tables using the Insert function. Do not modify tables, columns, totals, or formulas.

Following each table, a narrative description supporting and discussing each budget item must be entered. For example, if there is travel in the budget, the narrative must discuss travel and the appropriateness of travel to the project.

### **A. Salary and Wages**

1. Enter each employee that will be directly associated with this project. Enter their position title, employee name, percent of time allotted to the project, and employee's annual salary rate. The Total Cost will automatically total once all information is entered.



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**Table A**

Position Title	Employee	% of Time Allocated to Grant	Annual Salary	Total Cost
		0%	\$0	\$0
		0%	\$0	\$0
		0%	\$0	\$0
		0%	\$0	\$0
		0%	\$0	\$0
		0%	\$0	\$0
		0%	\$0	\$0
<b>Total Salary and Wages</b>				<b>\$0</b>

- Describe what role and impact the positions listed under Salaries and Wages will have on the Proposed Project.

### B. Fringe Benefits

- For each Position listed in Table A, include the annual fringe benefits for that position.

**Table B**

Position Title	Employee	% of Time Allocated to Grant	Annual Fringe Benefits	Total Cost
		0%	\$0	\$0
		0%	\$0	\$0
		0%	\$0	\$0
		0%	\$0	\$0
		0%	\$0	\$0
		0%	\$0	\$0
		0%	\$0	\$0
<b>Total Fringe Benefits</b>				<b>\$0</b>

- Describe the benefits for each position listed in Table B. including, for example, health insurance, annual leave, social security, and any other applicable fringe benefits.

### C. Travel

- Enter employee travel in the table below. The only travel allowed with this grant is travel directly related to providing home modification services. No conferences, training, etc. is allowed.



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**Table C**

Reason for Travel	Estimated No. of Miles	Mileage Rate	Total Cost
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
<b>Total Travel</b>			<b>\$0</b>

- Describe what role and impact employee travel will have on the Proposed Project. The narrative should include estimated number of miles and mileage rates.

### D. Equipment

- Enter a description, unit cost and quantity for each item of equipment to be purchased for the Proposed Project. Under this grant, enter only equipment that will be used generally for all work associated with Proposed Project.

**Table D**

Description	Unit Cost	Quantity	Total Cost
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
<b>Total Equipment</b>			<b>\$0</b>

- Describe what role and impact each item of equipment listed will have on the Proposed Project.

### E. Supplies

- Enter a description, unit cost and quantity for each item of supplies to be purchased for the Proposed Project. Under this grant, enter only supplies that will be used generally for all work associated with Proposed Project.



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**Table E**

Description	Unit Cost	Quantity	Total Cost
			<b>\$0</b>
<b>Total Supplies</b>			<b>\$0</b>

- Describe what role and impact each item of supplies will have on the Proposed Project.

### F. Client Services

- List each client service and the cost of each service. Client Services are the home modifications and should consist of labor and supplies to accomplish the modifications for each client/Beneficiary. The maximum allowable per client/Beneficiary is \$10,000.
- 

**Table F**

Total Estimated No. of Beneficiaries	Total Labor Costs	Total Supplies	Total Cost
			\$0
<b>Total Client Services</b>			<b>\$0</b>

- Describe what role and impact each Client Service will have on the Proposed Project. Narrative should include but not be limited to the amount per hour contractors and/or laborers will be paid, and a list of the type of supplies to be used on home modification projects and unit prices.

### G. Construction

The FVA grant does not cover the cost of construction. Costs of home modifications should be included in Table F. This line is blank.

### H. Other Direct Costs

- List any direct costs not included in the above tables.



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**Table H**

Other Items	Total Cost
<b>Total Other Direct Costs</b>	<b>\$0</b>

2. Describe what role and impact the other direct costs listed will have on the Proposed Project.

### I. Total Direct Charges

All Personnel, Fringe Benefits, Travel, Equipment, Supplies, Client Services and Other are Direct Charges and should sum to Total Direct Charges on Line I of Table K below.

### J. Indirect Costs – only applicable for organizations with a federally negotiated cost allocation plan

The maximum total amount of the indirect charge allowed with this grant is 7% of direct costs being requested. Indirect charges may only be requested if the Applicant organization has previously filed an indirect cost agreement with the Federal government and this rate must be used.

A copy of the federal indirect negotiated cost agreement must be submitted as part of the Application Package if the organization has one.

If an Applicant organization does not have a previously filed indirect cost agreement with the Federal government, all charges requested as part of this application must be included in one of the direct cost tables listed previously.

1. Enter the indirect cost item, the cost of the item, and the indirect cost rate as a percentage. The total indirect cost will calculate. If you do not have a federally negotiated indirect cost agreement, enter “N/A.”

**Table J**

Item	Federal Indirect Cost Rate	Total Direct Costs (from Table K, Line I.)	Indirect Rate (%)	Total Indirect Cost
Federal Negotiated Cost Agreement			7%	\$0
<b>Total Indirect Costs</b>				<b>\$0</b>

2. Describe what role and impact each indirect cost item will have on the Proposed Project.

### K. Budget Table



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Enter the all Total lines from Tables A-H and J on the corresponding line below. The total of Table K MUST match the grant amount being requested.

**Table K**

Budget Categories		
Table		Total Cost
A.	Salary and Wages	
B.	Fringe Benefits	
C.	Travel	
D.	Equipment	
E.	Supplies	
F.	Client Services	
G.	Construction	
H.	Other	
I.	<b>Total Direct Costs</b>	<b>\$0</b>
J.	Indirect Costs	
	<b>Total</b>	<b>\$0</b>

### L. Matching Funds

Describe what other funding sources and/or matching funds exist, as it helps to provide a complete picture of how the Proposed Project will be accomplished.

## Part 5: Need, Marketing, and Evaluation

### A. Need Identified

1. Describe the community needs or problems that the Proposed Project will address.
2. Describe how the Proposed Project will address these identified needs or problems.

### B. Marketing and Outreach

Describe all planned marketing and outreach efforts.

### C. Evaluation

1. Describe how you will measure the effectiveness of the activities of the Proposed Project.
2. Describe your criteria for success.



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3. Describe the results you expect to have achieved by the end of the funding period.