



**U.S. Department of Housing and Urban Development**

Community Planning and Development

Youth Homeless Demonstration Program

FR-6700-N-35

06/27/2023

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**Program Office:**

Community Planning and Development

**Funding Opportunity Title:**

Youth Homeless Demonstration Program

**Funding Opportunity Number:**

FR-6700-N-35

**Assistance Listing Number (formerly CFDA Number):**

14.276

**Due Date for Applications:**

06/27/2023

**OVERVIEW**

The U.S. Department of Housing and Urban Development (HUD) issues this Notice of Funding Opportunity (NOFO) to invite applications from eligible applicants for the program and purpose described within this NOFO. You, as a prospective applicant, should carefully read all instructions in all sections to avoid sending an incomplete or ineligible application. HUD funding is highly competitive. Failure to respond accurately to any submission requirement could result in an incomplete or noncompetitive proposal.

In accordance with [Title 24 part 4, subpart B](#) of the Code of Federal Regulations (CFR), during the selection process (which includes HUD’s NOFO development and publication and concludes with the award of assistance), HUD is prohibited from disclosing covered selection information. Examples of impermissible disclosures include: 1) information regarding any applicant’s relative standing; 2) the amount of assistance requested by any applicant; and 3) any information contained in the application. Prior to the application deadline, HUD may not disclose the identity of any applicant or the number of applicants that have applied for assistance.

For further information regarding this NOFO, direct questions regarding the specific requirements of this NOFO to the agency contact identified in section VII.

**Paperwork Reduction Act Statement.** In accordance with the Paperwork Reduction Act of 1995 (44 U.S.C. 3501- 3520) (PRA), the Office of Management and Budget (OMB) approved the information collection requirements in this NOFO. HUD may not conduct or sponsor, and a person is not required to respond to a collection of information unless the collection displays a valid OMB control number. This NOFO identifies its applicable OMB control number, unless its collection of information is excluded from these requirements under [5 CFR part 1320](#).

**OMB Approval Number(s):**

2506-0210

**I. FUNDING OPPORTUNITY DESCRIPTION**

**A. Program Description**

**1. Purpose**

In 2022, the United States Interagency Council on Homelessness (USICH) presented [All In: The Federal Strategic Plan to Prevent and End Homelessness \(All In\)](https://www.usich.gov/all-in)<https://www.usich.gov/all->

[inhttps://www.usich.gov/all-in](https://www.usich.gov/all-in)to the President and Congress. The plan is built around six pillars: three foundations—equity, data and evidence, and collaboration—and three solutions—housing and supports, crisis response, and prevention. The work funded through this NOFO will support the actions and strategies proposed within the pillars.

The goal of the Youth Homeless Demonstration Program (YHDP) is to support selected communities in the development and implementation of a coordinated community approach to preventing and ending youth homelessness. This community planning approach supports the foundations outlined in *All In* and will guide communities in designing solutions that match the needs in their community, and sharing that experience with and mobilizing communities around the country toward the same end. The population to be served by this demonstration program is youth experiencing homelessness, aged 24 and under, including unaccompanied youth and pregnant or parenting youth who are experiencing homelessness. The demonstration has seven primary objectives:

- **Prevent and End Youth Homelessness.** Provide funding, regulatory flexibility, and technical assistance to help communities develop housing and services for youth experiencing homelessness and make youth homelessness rare and, if it occurs, brief and non-recurring.
- **Build national momentum.** Motivate state and local homelessness stakeholders and youth services providers, including Runaway and Homeless Youth providers across the country to prevent and end youth homelessness by forming new partnerships, addressing system barriers, conducting needs assessments, testing promising strategies, and evaluating their outcomes;
- **Promote equity in the delivery and outcomes of homeless assistance.** Recipients should promote equity throughout the community's youth homeless response system for youth who are disproportionately more likely to experience homelessness, such as Black, Indigenous, Hispanic (non-white), and LGBTQ+ youth. Awarded communities will promote equity throughout their youth homeless response system and all YHDP projects will measure and demonstrate equitable delivery and outcomes. This includes identifying barriers that led to any disparities in subpopulations being served and taking steps to eliminate these barriers in the community's youth homeless response system.
- **Highlight the importance of youth leadership:** Demonstrate effective models of strong leadership and agency by youth with lived experience in the community. Create replicable best practices of youth leadership for other communities.
- **Evaluate the coordinated community approach.** Evaluate coordinated community approaches to preventing and ending youth homelessness, including local and state partnerships across sectors and other coordinated operational planning;
- **Expand capacity.** Expand community capacity to serve youth experiencing homelessness (particularly by using a Housing First approach), pilot new models of assistance, and determine what array of interventions is necessary to serve the target population in their community;
- **Evaluate performance measures.** Evaluate the use of performance measurement strategies designed to better measure youth outcomes and the connection between youth program outcomes and youth performance measures on overall system performance for the Continuum of Care (CoC); and

- **Establish a framework for Federal program and Technical Assistance (TA) provider collaboration.** Determine the most effective way for Federal resources to interact within a state or local system to support a coordinated community approach to preventing and ending youth homelessness.

To meet these objectives, HUD will award approximately \$60,000,000 in YHDP under this NOFO through funding appropriated for fiscal year (FY) 2022 on March 15, 2022, through the Consolidated Appropriations Act, 2022 (Public Law 117-103) ("FY 2022 Appropriations Act). In October 2022, HUD announced that FY 2022 Appropriations Act funds would be used to correct a funding error made during the FY 2019/2020, YHDP NOFO selection process, so the amount of FY 2022 Appropriations Act funds available under this NOFO has been decreased in an amount necessary to make this correction. See Section II.A of this NOFO for additional information. The FY 2022 Appropriations Act appropriated this funding to HUD "to implement projects to demonstrate how a comprehensive approach to serving homeless youth, age 24 and under ... can dramatically reduce youth homelessness."

The FY 2022 Appropriations Act appropriated funds for HUD to implement projects in up to 25 communities, with a priority for communities with substantial rural populations in up to eight locations. This NOFO outlines the methodology HUD will follow to determine award amounts and to alert each community selected of the amount of money available to them through the YHDP. Subject to HUD's right to select lower scoring community selection applications under Section III.F.a, HUD will use the community scores under this NOFO along with the formula in Section II.C of this NOFO to select communities. The CoC's Collaborative Applicant is responsible for submitting the community selection application for this NOFO.

Separate from this NOFO, technical assistance will be available to selected communities to assist them in analyzing community strengths and needs, developing a coordinated community plan (CCP), implementing the plan, and then engaging in a process of continuous quality improvement.

HUD will share demonstration outcomes and make homeless assistance resources publicly available as quickly as possible to accelerate efforts to prevent and end youth homelessness nationally. In addition, HUD, and to the extent possible, its Federal partners, will work to accelerate HUD and the public's learning related to youth experiencing homelessness and the concepts of:

- Housing First;
  - Assessment and prioritization;
  - Coordinated entry;
  - Risk and protective factors for youth homelessness;
  - Diversion from child welfare and systems of justice;
  - Success in education and employment;
  - Serving survivors of violence, including trafficking;
  - Promoting equity and cultural sensitivity;
  - Serving LGBTQ+ youth, youth under the age of 18, and pregnant and parenting youth;
- and

- Improving performance on system performance measures

HUD recognizes that there are promising strategies concerning these concepts, but limited evidence to support replication of best practices. Given the importance of advancing our understanding in this topic area, HUD is very interested in communities that will commit to focusing attention on these issues.

After the application submission deadline, HUD will take several months to assess the applications and select communities. Available award amount information for communities is outlined in Section II.C.

Once HUD announces the selected communities, communities will have a total of 6 months to submit a coordinated community plan. Communities may request up to a 2-month extension of this deadline by emailing [youthdemo@hud.gov](mailto:youthdemo@hud.gov). See Section III.F.b and Appendix B of this NOFO for further information.

Immediately following the announcement of selected communities, HUD will make three percent of a Community's available award amount, outlined in Section II.C, available to the Collaborative Applicant or their designee to fund initial planning activities. Funds used for planning activities are subject to 24 CFR 578.7(c) and (d) and 578.39(b) and (c) as may be amended from time to time. Funds used on initial planning activities may only be used for costs of planning related to preventing and ending youth homelessness in the Community. Additionally, during plan development, Collaborative Applicants or their designee may apply for additional planning projects, totaling up to ten percent of the total community funding amount, to support the selected community's continued planning efforts. After the CCP is approved, applicants may apply for projects up to the total amount made available to the community under the YHDP, minus amounts previously awarded for planning activities. Communities will be expected to fully participate in any evaluation activities conducted by HUD beginning no earlier than the announcement of community selection.

All awards and projects funded under this NOFO are subject to the following provisions of 24 CFR part 578, as may be amended from time to time, except where they conflict with the NOFO requirements, activities that the Recipient will implement and are authorized pursuant to I.C.1.a. or b. of Appendix A of this NOFO, waivers issued by HUD, or with the proviso that Grant funds may only be used to serve homeless youth, age twenty-four (24) and younger: 24 CFR 578.3, 578.15, 578.23(a), 578.25, 578.29, 578.37, 578.43, 578.45, 578.47, 578.49, 578.51, 578.53, 578.55, 578.57, 578.59, 578.61, 578.63, 578.73(c), 578.75, 578.77, 578.79, 578.81, 578.83, 578.85, 578.87, 578.89, 578.89, 578.91, 578.93, except in 578.93(c)(2), recipients must provide such information to the jurisdiction in which the project is located, 578.95, 578.97, 578.99, 578.103(a)(3) - (18) and (b) – (e), 578.105, 578.107 and 578.109. The requirements of 2 CFR 200.306, as may be amended from time to time, with the exception of 200.306(b)(5) apply. Grants for planning costs are subject to 24 CFR 578.7(c) and (d) and 578.39(b) and (c), as may be amended from time to time, but Grant funds may only be used for costs of planning related to preventing and ending youth homelessness in the Community. Federal fair housing and nondiscrimination requirements cannot be waived.

Notwithstanding the previous paragraph, if an applicant organization that is responsible for paying Youth Advisory Board (YAB) members for work performed as YAB duties wishes to submit a project for local YHDP selection, the applicant or collaborative applicant must submit a written request for exception to the provisions of 24 CFR 578.95 and comply with the conflict of interest exception request requirements found at 24 CFR 578.95(d)(2)(i)(A) but not 24 CFR 578.95 (d)(2)(i)(B).

## **2. HUD and Program-Specific Goals and Objectives**

This NOFO supports [HUD's Strategic Plan for Fiscal Years \(FY\) 2022-2026](#) to accomplish HUD's mission and vision. Each of the five goals in the [Strategic Plan](#) include what HUD hopes to accomplish, the strategies to accomplish those objectives, and the indicators of success. However, of the five goals only those applicable to this NOFO are identified below.

You are expected to align your application to the applicable strategic goals and objectives below. Use the information in this section to describe in your application the specific goals, objectives, and measures that your project is expected to help accomplish. If your project is selected for funding, you are also expected to establish a plan to track progress related to those goals, objectives, and measures. HUD will monitor compliance with the goals, objectives, and measures in your project.

### **Applicable Goals and Objectives from HUD's Strategic Plan**

#### **1. Strategic Goal 1: Support Underserved Communities**

Fortify support for underserved communities and support equitable community development for all people.

#### **2. 1A: Advance Housing Justice**

Fortify support for vulnerable populations, underserved communities, and Fair Housing enforcement.

#### **3. 1B: Reduce Homelessness**

Strengthen Federal, State, Tribal, and community implementation of the Housing First approach to reducing the prevalence of homelessness, with the ultimate goal of ending homelessness.

#### **4. 1C: Invest in the Success of Communities**

Promote equitable community development that generates wealth-building for underserved communities, particularly for communities of color.

## **3. Changes from Previous NOFO**

The FY 2022 YHDP NOFO has been updated from the FY 2021 NOFO in several ways.

- Immediately following community selection, HUD will make three percent of the community's total available award amount to support planning activities. This three percent will be included in the ten percent limit for planning projects, outlined in Appendix A.
- HUD is requiring all project applicants to respond to questions in project applications that demonstrate how the applicant will advance racial equity. Additional information on this requirement is in Section III.D of Appendix A.
- HUD created a new rating factor focused on serving structurally disadvantaged areas



- HUD updated rating criteria to better assess community's current progress in addressing youth homelessness.
- HUD changed the youth collaboration rating factor to require that responses are developed by the Youth Action Board (YAB). Additionally, HUD will accept responses to this rating factor in written, audio, or video format.
- Additional Special YHDP Activities are identified in Appendix A.
- Appendix B has been updated to reflect additional requirements of the Coordinated Community Plan, including how the YAB will be engaged in YHDP project selection and implementation and for estimates of the number of housing units that will be created through YHDP projects.

#### 4. Definitions

##### a. Standard Definitions

**Affirmatively Furthering Fair Housing (AFFH)** means taking meaningful actions, in addition to combating discrimination to overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics. Specifically, affirmatively furthering fair housing means taking meaningful actions that, taken together, address significant disparities in housing needs and in access to opportunities, replacing segregated living patterns with truly integrated and balanced living patterns, transforming racially and ethnically concentrated areas of poverty into areas of opportunity, and fostering and maintaining compliance with civil rights and fair housing laws. The duty to affirmatively further fair housing extends to all program participant's activities and programs relating to housing and urban development.

**Assistance Listing number** refers to the unique number assigned to each Federal assistance program publicly available in the Assistance Listing, which is managed and administered by the General Services Administration. The Assistance Listing number was formerly known as the Catalog of Federal Domestic Assistance (CFDA) number.

**Authorized Organization Representative (AOR)** is a person authorized to legally bind your organization and submit applications via Grants.gov. The AOR is authorized by the E-Business Point of Contact (E-Biz POC) in the System for Award Management (see E-Biz POC definition). An AOR may include an Expanded AOR and/or a Standard AOR.

*Expanded Authorized Organization Representative* is a user in Grants.gov who is authorized by the E-Biz POC to perform the functions of a Standard AOR, initiate and submit applications on behalf of your organization, and is allowed to modify organization-level settings and certifications in Grants.gov.

*Standard Authorized Organization Representative* is a user in Grants.gov who is authorized by the E-Biz POC to initiate and submit applications in Grants.gov. A Grants.gov user with the Standard AOR role can only submit applications when they are a Participant for that workspace.

**Consolidated Plan** is the document submitted to HUD that serves as the comprehensive housing affordability strategy, community development plan, and submission for funding under any of the Community Planning and Development formula grant programs (e.g., CDBG, ESG, HOME, and HOPWA). This Plan is prepared in accordance with the process described in [24 CFR part 91](#).

This plan is completed by engaging in a participatory process to assess their affordable housing and community development needs and market conditions, and to make data-driven, place-based investment decisions with funding from formula grant programs. (See [24 CFR part 91](#) for HUD's requirements regarding the Consolidated Plan and related Action Plan).

**Contract** means, for the purpose of Federal financial assistance, a legal instrument by which a recipient or subrecipient purchases property or services needed to carry out the project or program under a federal award. For additional information on contractor and subrecipient determinations, see [2 CFR 200.331](#).

**Contractor** means an entity that receives a contract as defined above and in [2 CFR 200.1](#).

**Cooperative agreement** has the same meaning defined at [2 CFR 200.1](#).

**Deficiency**, with respect to the making of an application for funding, is information missing or omitted within a submitted application. Examples of deficiencies include missing documents, missing or incomplete information on a form, or some other type of unsatisfied information requirement. Depending on specific criteria, a deficiency may be either Curable or Non-Curable.

*A **Curable Deficiency*** is missing or incomplete application information that may be corrected by the applicant with timely action. To be curable, the deficiency must:

- Not be a threshold requirement, except for documentation of applicant eligibility;
- Not influence how an applicant is ranked or scored versus other applicants; and
- Be remedied within the time frame specified in the notice of deficiency.

*A **Non-Curable Deficiency*** is missing or incomplete application information that cannot be corrected by an applicant after the submission deadline. A non-curable deficiency is a deficiency that is a threshold requirement, or a deficiency that, if corrected, would change an applicant's score or rank versus other applicants. If an application includes a non-curable deficiency, the application may receive an ineligible determination, or the non-curable deficiency may otherwise adversely affect the application's score and final funding determination.

**E-Business Point of Contact (E-Biz POC)** is an organization applicant who is responsible for the administration and management of grant activities for his or her organization. The E-Biz POC is likely to be an organization's chief financial officer or authorizing official. The E-Biz POC authorizes representatives of their organization to apply on behalf of the organization (see Authorized Organization Representative definition). There can only be one E-Biz POC per unique entity identifier (see definition of Unique Entity Identifier below).

**Eligibility requirements** are mandatory requirements for an application to be eligible for funding.

**Environmental Justice** means investing in environmental improvements, remedying past environmental inequities, and otherwise developing, implementing, and enforcing laws and policies in a manner that advances environmental equity and provides meaningful involvement for people and communities that have been environmentally underserved or overburdened, such as Black and Brown communities, indigenous groups, and individuals with disabilities. This definition does not alter the requirements under HUD's regulations at [24 CFR 58.5\(j\)](#) and [24 CFR 50.4\(l\)](#) implementing [Executive Order 12898](#). E.O. 12898 requires a consideration of how

federally assisted projects may have disproportionately high and adverse human health or environmental effects on minority and/or low-income populations. For additional information on environmental review compliance, refer to: [https://www.hud.gov/program\\_offices/comm\\_planning/environment\\_energy/regulations](https://www.hud.gov/program_offices/comm_planning/environment_energy/regulations).

**Equity** has the meaning given to that term in Section 2(a) of Executive Order [13985](#) and means the consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality.

**Federal Award**, has the meaning, depending on the context, in either paragraphs (1) or (2) of this definition:

- (1)
  - (a) The Federal financial assistance that a recipient receives directly from a Federal awarding agency or a subrecipient receives indirectly from a pass-through entity, as described in [2 CFR 200.101](#); or
  - (b) The cost-reimbursement contract under the Federal Acquisition Regulations that a non-Federal entity receives directly from a federal awarding agency or indirectly from a pass-through entity, as described in [2 CFR 200.101](#).
- (2) The instrument setting forth the terms and conditions. The instrument is the grant agreement, cooperative agreement, other agreement for assistance covered in paragraph (2) of the definitions of Federal financial assistance in [2 CFR 200.1](#), and this NOFO, or the cost-reimbursement contract awarded under the Federal Acquisition Regulations.
- (3) Federal award does not include other contracts that a Federal agency uses to buy goods or services from a contractor or a contract to operate Federal Government owned, contractor operated facilities (GOCOs).
- (4) See also definitions of Federal financial assistance, grant agreement, and cooperative agreement in [2 CFR 200.1](#).

**Federal Financial Assistance** has the same meaning defined at [2 CFR 200.1](#).

**Grants.gov** is the website serving as the Federal government's central portal for searching and applying for Federal financial assistance throughout the Federal government. Registration on Grants.gov is required for submission of applications to prospective agencies unless otherwise specified in this NOFO.

**Historically Black Colleges and Universities (HBCUs)** are any historically Black college or university that was established prior to 1964, whose principal mission was, and is, the education of Black Americans, and that is accredited by a nationally recognized accrediting agency or association determined by the Secretary of Education to be a reliable authority as to the quality of training offered or is, according to such an agency or association, making reasonable progress toward accreditation. [A list of accredited HBCUs can be found at the U.S. Department of Education's website.](#)

**Minority-Serving Institutions (MSIs)** are

- (1) a part B institution (as defined in [20 U.S.C. 1601](#));
- (2) a Hispanic-serving institution (as defined in [20 U.S.C. 1101a\(5\)](#));
- (3) a Tribal College or University (as defined in [20 U.S.C. 1059c](#));
- (4) an Alaska Native-serving institution or a Native Hawaiian-serving institution (as defined in [20 U.S.C. 1059d\(b\)](#));
- (5) a Predominantly Black Institution (as defined in [20 U.S.C. 1059e](#));
- (6) an Asian American and Native American Pacific Islander-serving institution (as defined in [20 U.S.C. 1059g](#)); or
- (7) a Native American-serving nontribal institution (as defined in [20 U.S.C. 1059f](#)).

**Non-Federal Entity (NFE)** means a state, local government, Indian tribe, Institution of Higher Education (IHE), or non-profit organization that carries out a federal award as a recipient or subrecipient.

**Primary Point of Contact (PPOC)** is the person who may be contacted with questions about the application submitted by the AOR. The PPOC is listed in item 8F on the SF-424.

**Racial Equity** is the elimination of racial disparities, and is achieved when race can no longer predict opportunities, distribution of resources, or outcomes – particularly for Black and Brown persons, which includes Black, Latino, indigenous, Native American, Asian, Pacific Islander, and other persons of color.

**Recipient** means an entity, usually but not limited to non-Federal entities, that receives a federal award directly from HUD. The term recipient does not include subrecipients or individuals that are beneficiaries of the award.

**Resilience** is a community’s ability to minimize damage and recover quickly from extreme events and changing conditions.

**Small business** is defined as a privately-owned corporation, partnership, or sole proprietorship that has fewer employees and less annual revenue than regular-sized business. The definition of “small”—in terms of being able to apply for government support and qualify for preferential tax policy—varies by country and industry. The U.S. Small Business Administration defines a small business according to a set of standards based on specific industries. See [13 CFR Part 121](#).

**Subaward** means an award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a federal award received by the pass-through entity. It does not include payments to a contractor or payments to an individual that is a beneficiary of a Federal program. A subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract.

**Subrecipient** means an entity, usually but not limited to non-Federal entities, that receives a subaward from a pass-through entity to carry out part of a federal award but does not include an individual that is a beneficiary of such award. A subrecipient may also be a recipient of other federal awards directly from a federal awarding agency.

**System for Award Management (SAM)** is the Federal Repository into which an entity must provide information required for the conduct of business as a recipient. Registration with SAM is required for submission of applications via Grants.gov. You can access the website at <https://www.sam.gov/SAM/>. There is no cost to use SAM.

**Threshold Requirements** are eligibility requirements that must be met for an application to be reviewed, rated, and ranked. Threshold requirements are not curable, except for documentation of applicant eligibility, which are listed in Section III.D., Threshold Eligibility Requirements. Similarly, there are eligibility requirements under Section III.E., Statutory and Regulatory Requirements Affecting Eligibility.

**Underserved Communities** has the meaning given to that term in Section 2(b) of Executive Order [13985](#) and refers to populations sharing a particular characteristic, as well as geographic communities, that have been systematically denied a full opportunity to participate in aspects of economic, social, and civic life, as exemplified by the list in the definition of “equity” above.

**Unique Entity Identifier (UEI)** means the identifier assigned by SAM to uniquely identify business entities. As of April 4, 2022, the Federal government has transitioned from the use of the DUNS Number to the use of UEI, as the primary means of entity identification for Federal awards government-wide.

b. Program Definitions.

aa. Collaborative Applicant - The eligible entity that has been designated by the CoC during the most recent CoC Program Registration Process to apply for a grant on behalf of the CoC, including those formed by Tribes and TDHEs. The Collaborative Applicant must be the "Applicant" for each community applying for participation in the demonstration. In cases where the CoC needed to change the Collaborative Applicant and that change was approved after this NOFO was published but before the deadline for submissions, that approved replacement Collaborative Applicant is the eligible applicant for community selection applications under this NOFO.

b. Community - Self-organized network of people in a defined geographic area with common agenda, cause, or interest, who collaborate by sharing ideas, information, and other resources. The community must be within a geographic boundary of a single CoC. A community can include Tribal "formula areas," as defined in the Indian Housing Block Grant program at 24 CFR 1000.302, which includes trust lands and reservations, as part of or the entirety of the community.

c. Continuum of Care (CoC) - The group organized to carry out the responsibilities required under 24 CFR Part 578 and that is composed of representatives of organizations, including non-profit homeless providers, victim service providers, faith-based organizations, governments, businesses, advocacy organizations, public housing agencies, school districts, social service providers, mental health agencies, hospitals, universities, affordable housing providers, law enforcement, organizations that serve veterans who are currently or have previously experienced homelessness, and organizations that serve persons who are currently or have previously experienced homelessness; to the extent these groups are represented within the geographic area and are available to participate.

d. Coordinated Entry: A centralized or coordinated process designed to coordinate program participant intake assessment and provision of referrals. A centralized or coordinated assessment system covers the geographic area, is easily accessed by individuals and families seeking housing or services, is well advertised, and includes a comprehensive and standardized assessment tool. Also referred to as centralized or coordinated assessment system.

e. Housing First - A model of housing assistance that prioritizes rapid placement and stability in permanent housing in which admission does not have preconditions (such as sobriety or a minimum income threshold) and in which housing assistance is not conditioned upon participation in services. Transitional housing and supportive services only projects are considered to be using a Housing First model for the purposes of this NOFO if they operate with low barriers; work to quickly move people into permanent housing; do not require participation in supportive services **for continued tenancy, occupancy, or participation in the project**; and, for transitional housing projects, do not require preconditions for moving into the transitional housing (e.g., sobriety or minimum income threshold) but do provide or assist with access to such supportive services.

f. Formula Area- This term has the same meaning as in the IHBG Program at 24 CFR 1000.302, as may be amended from time to time.

g. Project Applicant - An eligible applicant, as outlined in Section III.A of this NOFO, that is designated by the Collaborative Applicant or its designee to apply for assistance under the YHDP.

h. Public Child Welfare Agency - The governmental entity that has care, custody and responsibility for children in foster care and is responsible for the provision of services and support to youth who have left foster care after age 18 to age 21.

i. Reservation: For purposes of this NOFO, reservations are a type of formula area as specifically delineated under HUD's IHBG program at 24 CFR 1000.302.

j. Rural - A geographic area consisting of a county or group of counties, trust land(s), or reservation(s) designated by the applicant in which:

- more people reside in rural areas than either suburban or urban areas, based on data from the Census Bureau. Applicants qualifying under this element of the rural definition must designate the entire CoC's geographic area as the geographic area of the community in IV.B.1 of this NOFO; or
- the population across the designated counties included in the geographic area, which does not encompass the entire CoC, has more people residing in rural areas than either suburban or urban areas, based on data from the Census Bureau; or
- the designated geographical area is located in a state that has a population density of less than 30 persons per square mile (as reported in the most recent decennial census), and at least 1.25 percent of the total acreage of such State is under Federal jurisdiction, provided that no metropolitan city in such State is the sole beneficiary of the grant amounts awarded under this NOFO.

K. Structurally Disadvantaged Areas- Populations sharing a particular characteristic, as well as geographic communities, that have been systematically denied a full opportunity to participate in aspects of economic, social, and civic life. These communities include Black, Latino, and

Indigenous and Native American persons, Asian Americans and Pacific Islanders, and other persons of color; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality.

L. Tribal Resolution – For purposes of this Notice, this term has the same meaning as in 24 CFR 1003.4: “...the formal manner in which the tribal government expresses its legislative will in accordance with its organic documents. In the absence of such organic documents, a written expression adopted pursuant to tribal practices will be acceptable.

M. Trust Land - For purposes of this NOFO, trust lands are a type of formula area as delineated under HUD’s IHBG program at 24 CFR 1000.302

N. Unified Funding Agency (UFA) - an eligible applicant selected by the CoC to apply for a grant for the entire Continuum, which has the capacity to carry out the duties in 24 CFR 578.11(b), which is approved by HUD and to which HUD awards a grant.

O. Youth - a person who is age 24 or younger (has not reached their 25th birthday).

- Unaccompanied Youth - persons who are age 24 or younger, who is the only member of the household.
- Pregnant or Parenting Youth – Individual heads of households who are age 24 or younger who are pregnant or who are the parents or legal guardians of one or more children who are present with or sleeping in the same place as that youth parent.
- Transition Age Youth- persons between age 18 and 24.

P. Youth Action Board (YAB)- A group of at least 3 youth with voting power on policy decisions of the CoC, particularly on policies that relate to preventing and ending youth homelessness. At least two-thirds of the YAB members must be age 24 or younger and have lived experience of homelessness and should be representative of the youth population experiencing homelessness in the community. The YAB must be a formal committee within the CoC. Youth who are members of the YAB may also be members of a Youth Tribal Council, if one exists. Additionally, a tribe may create a subset of its Youth Tribal Council that specifically addresses the needs of youth experiencing and at-risk of homelessness to serve as the YAB or part of the YAB.

## **B. Authority**

The funds announced in this NOFO were provided and authorized by the Consolidated Appropriations Act, 2022 (Public Law 117-103, approved March 15, 2022).

## **II. AWARD INFORMATION**

### **A. Available Funds**

Funding of approximately **\$60,000,000** is available through this NOFO.

Additional funds may become available for award under this NOFO consistent with Section VI.A.2.e., Adjustments to Funding. Use of these funds is subject to statutory constraints. All awards are subject to the funding restrictions contained in this NOFO.

In order to correct an error made during the evaluation process for the FY2019/FY2020 YHDP NOFO competition, available funds have been decreased by \$11,699,223. More information on how funding awards will be determined is outlined in section II.C of this NOFO.

## **B. Number of Awards**

HUD expects to make approximately 25 awards from the funds available under this NOFO.

A Collaborative Applicant can apply on behalf of more than one community; however, HUD will not select more than one community within a CoC's geographic area.

HUD will consider applications from Collaborative Applicants applying for a geographic area that was not included in previous YHDP competitions. Any area that was included in previous YHDP awards may not be included in the application for such areas.

## **C. Minimum/Maximum Award Information**

For each community selected under this competition, HUD will make a minimum of \$600,000 available for projects in the community. This total funding may be split among any number of projects in the community. For example, YHDP funding within a selected community may be used for one project or split among 10 projects.

HUD will use the following process to select communities and determine the total funding to be made available in each community under this NOFO.

HUD will rank community applications in order of responses to the rating factors outlined in Section V.A.1 of this NOFO. If two or more communities receive the same score, HUD will rank the applications according to the score on Youth Collaboration Rating Factor.

HUD will use a formula, outlined below, to determine each selected community's maximum total funding in order to scale awards to estimated community need. The formula uses the following factors:

- Youth in Poverty: Number of people age 12-24 who are in poverty in the geographic area (# of youth in poverty, using data from the American Community Survey);
- FMR: The 2-bedroom Fair Market Rent (FMR) in the geographic area, and if there is more than one FMR for the geographic area, HUD will calculate a population weighted average (FMR).

HUD will select 16 community applications, which will be the 16 highest scoring community applications unless HUD exercises its right to select lower scoring community selection applications as provided in Section III.F.a, apply the formula, then select further communities and rerun the formula for all selected communities as explained below.

1. For each selected community, HUD will multiply Youth in Poverty by the FMR for the geographic area listed in the community application. This is called the community's "formula factor."



2. For each selected community, HUD will divide the community's formula factor by the sum of the formula factors for all communities selected. This is called the "community ratio."
3. HUD will allocate an initial formula amount of \$600,000 to each selected community.
4. For each selected community, HUD will multiply its community ratio by the total YHDP funding remaining after step 3, then add the resulting amount to the community's initial formula amount in step 3 to come up with the community's new formula amount.
5. HUD will calculate the ratio of the formula amount for each selected community to the sum of formula factor (see step 1) for all selected communities.

If, after the formula is applied to the initial 16 community applications, no ratio calculated in step 5 is less than 0.09, then HUD will select the next highest-scoring community from the eligible applicant pool ((unless HUD exercises its right to select a lower scoring community selection application as provided in Section III.F.a) and repeat steps 1 through 5 for all selected communities. HUD will repeat this process (selecting the next highest-scoring community or lower scoring community as provided in Section III.F.a, and redoing steps 1 through 5 for all selected communities), until any ratio calculated in step 5 is less than 0.09 or 25 communities are selected and receive formula amounts. Once a selected community falls below a ratio of .09 or 25 communities are selected and receive formula amounts, HUD will stop selecting communities. The purpose of this step is to ensure that each selected community receives enough funding to have a substantial impact. It does this by setting a minimum level of funding, adjusted for the size of selected communities and level of need.

Estimated Total Funding:

\$60,000,000

Minimum Award Amount:

\$600,000

Per Project Period

Maximum Award Amount:

\$15,000,000

Per Project Period

#### **D. Period of Performance**

Immediately following the community selection announcement, HUD will make three percent of the total available funding for projects in each community available to the Collaborative Applicant or its designee for planning activities. Collaborative Applicants in communities selected under this NOFO can enter into a grant agreement with HUD immediately and may use the funding for eligible activities under 24 CFR 578.7 (c ) and (d) and 578.39(b) and (c ) as may be amended from time to time, but Grant funds may only be used for costs of planning related to preventing and ending youth homelessness in the Community ("the initial planning grant"). If the initial planning grant is accepted, Collaborative Applicants or their designee may apply for up to an additional seven percent of their community's total available funding for planning activities as outlined in Appendix A.

Project Applicants within selected communities may apply for projects designed to implement

the CCP to prevent and end youth homelessness immediately following the approval of the CCP and up until 11:59:59 PM EDT, July 1, 2024, or until the community ceases to participate or the available funds have been depleted (whichever is earlier). The FY 2022 Appropriations Act requires HUD to obligate YHDP funds by September 30, 2024. The period of performance and budget period for each award will be determined as provided below. HUD may amend the grant agreement to extend this period of performance and/or budget period. However, in no case will HUD authorize expenditures or drawdown of funds beyond the date HUD's FY 2022 YHDP account must be closed under applicable law or for administrative purposes (approximately September 20, 2029). Project Applicants must plan accordingly and only submit applications that can start operations in a timely manner with sufficient time to complete the post award process and the awarded grant term.

Projects will be for an initial 2-year grant term; however, HUD will allow projects to request a longer initial grant term not to exceed 30 months. HUD has determined that most projects normally take approximately 3 to 6 months to begin fully operating a project (e.g., hiring staff, developing partnerships with landowners if leasing or renting). Therefore, a project may request up to a 30-month grant term that will allow for the additional start-up process. HUD may extend the grant term of a YHDP project consistent with 2 CFR 200.308 and 2 CFR 200.309.

Collaborative applicants within selected communities may apply for more than one planning project over the course of the YHDP. All projects except planning projects may be eligible for 1-year renewal terms after the initial grant term expires beginning with the next CoC Program Competition as further explained in Section I.C.1 of Appendix A. If a community cannot successfully complete the development of a CCP or must otherwise withdraw from the demonstration, **the funding HUD has made available but did not obligate to projects in that community will be made available to the other selected communities or other communities HUD selects as provided in Section II.C subject to HUD's right to select lower scoring community selection applications under Section III.F.a, provided that sufficient funds are available.**

Estimated Project Start Date:

10/03/2024

Estimated Project End Date:

10/05/2026

Length of Project Periods:

24-month project period and budget period

Other

Length of Periods Explanation of Other:

HUD will award projects for an initial term of 24-30 months. All grants besides planning grants may be renewed for 1-year grant terms under the CoC Program as explained in Section I.C.1 of Appendix A.

## **E. Type of Funding Instrument**

Funding Instrument Type:

G (Grant)

### III. ELIGIBILITY INFORMATION

#### A. Eligible Applicants

00 (State governments)

01 (County governments)

02 (City or township governments)

04 (Special district governments)

25 (Others (see text field entitled "Additional Information on Eligibility" for clarification))

#### **Additional Information on Eligibility**

##### (25) Other

Indian Tribes and tribally designated housing entities as defined in Section 4 of the Native American Housing Assistance and Self-Determination Act of 1996 (25 U.S.C. 4103)

Nonprofits, as demonstrated by criteria at 24 CFR 5.109(l)(1) through 24 CFR 5.109(l)(5).

##### Community Selection application:

Available to Collaborative Applicants designated by CoCs registered through the most recent CoC Program Registration process. The Collaborative Applicant can apply for any community located within its CoC's geographic area. The Collaborative Applicant can also apply for multiple communities located within its CoC's geographic area; however, HUD will not select more than one community within a CoC's geographic area.

##### Project application:

Project Applicants that are designated during the application process by the Collaborative Applicant or its designee are eligible to apply for grant funds. The Collaborative Applicant may apply for projects under this Demonstration as well. The Collaborative Applicants that are not Unified Funding Agencies (UFAs) may also designate an eligible applicant to be the recipient of the planning grant. UFAs must apply for and be recipient of all grants for their community. For-profit entities are not eligible to apply for grants or to be subrecipients of grant funds.

For a dedicated HMIS grant, the project application must either be from the UFA (when there is a UFA for the community) or the HMIS Lead (when there is no UFA for the community) that will be the grant recipient.

To be considered for funding, Project Applicants must provide completed information required by HUD, outlined in Appendix A of this NOFO

##### *Eligible Program Participants.*

Funds awarded under the YHDP must only be used to serve:

- a. Youth, as defined in I.A.4, who initially qualify as homeless under paragraph (1) or (2) of the homeless definition in 24 CFR 578.3 or section 103(b) of the McKinney-Vento Homeless Assistance Act, or;
- b. Youth who initially qualify to be served as stated in I.C.5 of Appendix A.

Notwithstanding the above, youth-serving providers (defined in I.C.6 of Appendix A) funded under this NOFO may serve unaccompanied youth (defined in I.A.4) who are living in unsafe situations or families headed by youth who are living in unsafe situations (defined in I.C.6 of Appendix A).

As explained in I.C.6 of Appendix A, youth aged 24 and under must not be required to provide third-party documentation that they meet the homeless definition in 24 CFR 578.3 or section 103(b) of the McKinney-Vento Homeless Assistance Act as a condition for receiving services funded under the YHDP NOFO.

**This part of the NOFO is for community selection only. Applications for funding individual projects will occur after communities have been selected. Requirements for applying for projects are detailed in Appendix A.**

See Section IV of this NOFO for community selection application submission requirements.

Faith-based organizations

(1) Faith-based organizations may apply for this award on the same basis as any other organization, as set forth at [24 CFR 5.109](#), and subject to the protections and requirements of 42 U.S.C. 2000bb et seq., HUD will not, in the selection of recipients, discriminate against an organization based on the organization's religious character, affiliation, or exercise.

(2) A faith-based organization that participates in this program will retain its independence and may continue to carry out its mission consistent with religious freedom and conscience protections in Federal law, including the Free Speech and Free Exercise Clauses of the Constitution, 42 U.S.C. 2000bb et seq., 42 U.S.C. 238n, 42 U.S.C. 18113, 42 U.S.C. 2000e-1(a) and 2000e-2(e), 42 U.S.C. 12113(d), and the Weldon Amendment, among others. Religious accommodations may also be sought under many of these religious freedom and conscience protection laws, particularly under the Religious Freedom Restoration Act.

(3) A faith-based organization may not use direct financial assistance from HUD to support or engage in any explicitly religious activities except where consistent with the Establishment Clause and any other applicable requirements. Such an organization also may not, in providing services funded by HUD, discriminate against a beneficiary or prospective program beneficiary on the basis of religion, religious belief, a refusal to hold a religious belief, or a refusal to attend or participate in a religious practice.

## **B. Ineligible Applicants**

Ineligible Applicants. HUD will not consider an application from an ineligible applicant. HUD will only score applications for community selection that are completed by a CoC's Collaborative Applicant.

## **C. Cost Sharing or Matching**

This Program requires cost sharing or matching as described below.

This NOFO requires a Project Applicant to leverage resources through cost sharing or matching as described in the regulation at 24 CFR 578.73, except as otherwise provided in Appendix A, I.C.1.b.3 and I.C.1.b.4.

## **D. Threshold Eligibility Requirements**

Applicants who fail to meet any of the following threshold eligibility requirements are deemed ineligible. Applications from ineligible applicants are not rated or ranked and will not receive HUD funding.

### **1. Resolution of Civil Rights Matters**

Outstanding civil rights matters must be resolved before the application submission deadline. Applicants with unresolved civil rights matters at the application deadline are deemed ineligible. Applications from ineligible applicants are not rated or ranked and will not receive HUD funding.

a. An applicant is ineligible for funding if the applicant has any of the charges, cause determinations, lawsuits, or letters of findings referenced in subparagraphs (1) – (5) that are not resolved to HUD’s satisfaction before or on the application deadline date for this NOFO.

(1) Charges from HUD concerning a systemic violation of the Fair Housing Act or receipt of a cause determination from a substantially equivalent state or local fair housing agency concerning a systemic violation of a substantially equivalent state or local fair housing law proscribing discrimination because of race, color, religion, sex (including sexual orientation and gender identity), national origin, disability or familial status;

(2) Status as a defendant in a Fair Housing Act lawsuit filed by the United States alleging a pattern or practice of discrimination or denial of rights to a group of persons raising an issue of general public importance under 42 U.S.C. 3614(a);

(3) Status as a defendant in any other lawsuit filed or joined by the Department of Justice, or in which the Department of Justice has intervened, or filed an amicus brief or statement of interest, alleging a pattern or practice or systemic violation of Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Section 109 of the Housing and Community Development Act of 1974, the Americans with Disabilities Act, Violence Against Women Act, or a claim under the False Claims Act related to fair housing, non-discrimination, or civil rights generally including an alleged failure to affirmatively further fair housing;

(4) Receipt of a letter of findings identifying systemic non-compliance with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Section 109 of the Housing and Community Development Act of 1974; Violence Against Women Act; or the Americans with Disabilities Act; or

(5) Receipt of a cause determination from a substantially equivalent state or local fair housing agency concerning a systemic violation of provisions of a state or local law prohibiting discrimination in housing based on sexual orientation, gender identity, or lawful source of income.

b. HUD will determine if actions to resolve the charge, cause determination, lawsuit, or letter of findings taken before the application deadline date will resolve the matter. Examples of actions that may be sufficient to resolve the matter include, but are not limited to:

- (1) Current compliance with a voluntary compliance agreement signed by all the parties;
- (2) Current compliance with a HUD-approved conciliation agreement signed by all the parties;
- (3) Current compliance with a conciliation agreement signed by all the parties and approved by the state governmental or local administrative agency with jurisdiction over the matter;
- (4) Current compliance with a consent order or consent decree;
- (5) Current compliance with a final judicial ruling or administrative ruling or decision; or
- (6) Dismissal of charges.

## **2. Timely Submission of Applications**

Applications submitted after the deadline stated within this NOFO that do not meet the requirements of the grace period policy are marked late. Late applications are ineligible and are not considered for funding. See Section IV. D. Application Submission Dates and Times.

### **E. Statutory and Regulatory Requirements Affecting Eligibility**

#### **Eligibility Requirements for Applicants of HUD's Financial Assistance Programs**

The following requirements affect applicant eligibility. Detailed information on each requirement is found in the [“Eligibility Requirements for Applicants of HUD's Financial Assistance Programs” document on HUD's Funding Opportunities page.](#)

- Universal Identifier and System for Award Management (SAM.gov) Requirements
- Outstanding Delinquent Federal Debts
- Debarments or Suspensions, or both
- Mandatory Disclosure Requirement
- Pre-selection Review of Performance
- Sufficiency of Financial Management System
- False Statements
- Prohibition Against Lobbying Activities

In addition, each applicant under this NOFO must have the necessary processes and systems in place to comply with the Award Term in Appendix A of [24 CFR part 170](#) if the applicant receives an award, unless an exception applies as provided in [2 CFR170.110](#).

### **F. Program-Specific Requirements**

#### **a. Identifying a Target Community Area**

Applicants have the option of identifying the entire geographic area of the CoC as the demonstration community or designating a smaller area that includes a single community or group of communities within the CoC's geographic area as the YHDP community. In addition, the CoC can designate the application as a rural community application, competing for the prioritization of up to 8 rural communities. If an applicant decides to submit two applications, one for the rural communities within the CoC and one for the non-rural areas or the entire CoC, HUD will consider both applications independently but will only select the highest scoring application per CoC.

HUD has determined that geographic diversity is an appropriate consideration in selecting communities for the YHDP. To this end, HUD reserves the right to select lower scoring community selection applications in order to fund eligible communities with the highest total score in each of the 10 HUD regions.

Applicants are required to respond to the questions listed in Section V.A.1 regarding their proposed geographic area for the YHDP. Eligibility as a Rural Community will be determined based on the geographic areas designated by the community in Section IV.B.1; number of youth experiencing poverty will be verified using Federal census data. HUD will consider applications from CoCs that were awarded for less than the total area of the CoC in any previous YHDP competitions, provided that none of the geographic area was covered in the previously awarded application. CoCs that have added geographic areas to their CoC after a previous YHDP community designation may apply just for the new geographic area.

Applicants that propose to include a reservation or trust land geographic area must include a tribal resolution from the tribe authorizing the applicant to do so or a letter from an official or principal of the Indian Tribe or TDHE who is authorized to act on behalf of the Indian Tribe or TDHE. Collaborative Applicants that represent a CoC that is made up of only tribal formula areas do not need to include a tribal resolution.

#### **b. Develop a coordinated community plan (CCP)**

Selected communities are required to develop a CCP to prevent and end youth homelessness. Communities selected for funding under this Notice will have a total of 6 months to submit a CCP. Communities may request up to a 2-month extension of this deadline by sending an email to [youthdemo@hud.gov](mailto:youthdemo@hud.gov). The planning process is expected to lay the groundwork for implementation and provide a framework for the various projects for which the Project Applicants will apply. The plan submission will also impact the availability of funding for selected communities, as HUD will only allow planning project applications until a CCP is approved by HUD.

HUD will only approve of a CCP that meets threshold criteria, including whether the plan addresses the mandatory structural components below:

#### Mandatory Structural Components of a CCP

A CCP must include the following structural components:

- A statement of need concerning at-risk and homeless unaccompanied and pregnant or parenting youth in the geographic area;
- A list of partners, and a description of their involvement in the development of the CCP;
- A shared vision, list of goals, objectives, and action steps;
- A list of new projects;
- A governance structure;
- A signature page that includes signatures of official representatives of at least the following systems:
  - The Continuum of Care
  - Youth Action Board

- Public Child Welfare Agencies
- Local Government Agency
- Tribal Government (if any)
- Runaway and Homeless Youth Program Providers (if any)

More information on the required components of the CCP can be found in Appendix B.

### Plan Submission and HUD Review

The CCP must be submitted electronically to [YouthDemo@hud.gov](mailto:YouthDemo@hud.gov) no later than 6 months after announcement of the selected communities, unless an extension is granted, in which case the CCP must be submitted electronically no later than the deadline as extended. HUD will review each plan and provide feedback within 2 weeks of submission. All community plans must be compliant with all relevant Federal requirements, including fair housing and civil rights requirements. HUD reserves the right to reject a plan and require resubmission if the plan does not meet the requirements described above.

### Release of Full Funding

Prior to HUD approval of the CCP, HUD will only award planning projects, including the initial planning grant and any subsequent planning projects. Once a plan is approved by HUD, Project Applicants within the selected communities may submit project applications for all projects listed under their CCP. See Appendix A for further details on project applications for planning and non-planning projects.

Communities must submit a plan that meets all of the requirements according to deadlines discussed above. If HUD does not receive the CCP in these timeframes, the selected community will lose access to all its remaining funding. Funding that has already been obligated for planning grants will remain available only for costs incurred before the deadline for the CCP. HUD will consider granting a 30-day extension for incurring costs if a community needs these funds to wind-down the YHDP planning efforts

#### c. Displacement, relocation and acquisition

Applicants are reminded that the CoC program regulations at 24 CFR 578.83 include unique requirements addressing displacement, relocation, and acquisition. In addition to these program specific requirements, the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (URA) may apply. The URA generally applies when there is acquisition, rehabilitation or demolition for a Federally-funded program or project.

### **Advancing Racial Equity**

In accordance with Executive Order [13985](#), *Executive Order On Advancing Racial Equity and Support for Underserved Communities Through the Federal Government*, and federal fair housing and civil rights laws, you must submit a narrative demonstrating the following:

- You analyzed the racial composition of the persons or households who are expected to benefit from your proposed grant activities;



- You identified any potential barriers to persons or communities of color equitably benefiting from your proposed grant activities;
- You detailed the steps you will take to prevent, reduce or eliminate these barriers; and
- You have measures in place to track your progress and evaluate the effectiveness of your efforts to advance racial equity in your grant activities.

Note that any actions taken in furtherance of this section must be consistent with federal nondiscrimination requirements.

The narrative in response to the Advancing Racial Equity requirement is applicable only to project applicants, not community applicants (see Section III.D.10 of Appendix A).

### **Affirmative Marketing**

You must submit a narrative demonstrating that the housing, services, or other benefits provided under this grant will be affirmatively marketed broadly throughout the local area and nearby areas to any demographic groups that would be unlikely or least likely to apply absent such efforts. Such demographic groups may include, for example, Black and Brown persons or communities, individuals with limited English proficiency, individuals with disabilities, or families with children. Such activities may include outreach through community contacts or service providers or at community centers serving the target population; and marketing on websites, social media channels, television, radio, and print media serving local members of the targeted group. Documentation for this factor consists of a narrative describing the activities that will fulfill the factor requirements.

The narrative in response to the Affirmative Marketing requirement is applicable only to project applicants, not community applicants. As outlined in Section III.D.10 of Appendix A, project participant selection must be consistent with the CoC's coordinated entry process, which includes affirmatively marketing projects and services in the CoC. See Section II.B.5 of Notice CPD-17-01 for further information.

## **G. Criteria for Beneficiaries.**

NA

## **IV. APPLICATION AND SUBMISSION INFORMATION**

### **A. Obtain an Application Package**

#### **Instructions for Applicants**

All application materials, including the Application Instructions and Application Package, are available through Grants.gov. You must access and review all available application materials. You must submit your application electronically via Grants.gov under the Funding Opportunity Number cited within this NOFO. Your application must list the applicable Funding Opportunity Number.

You can request a waiver from the requirement for electronic submission, if you demonstrate good cause. An example of good cause may include: a lack of available Internet access in the geographic area in which your business offices are located. However, lack of SAM registration or valid UEI is not a good cause. If you cannot submit your application electronically, you must ask in writing for a waiver of the electronic grant submission requirements. HUD will not grant a

waiver if you fail to submit to HUD in writing or via email a request for a waiver at least 15 calendar days before the application deadline. If HUD grants a waiver, a paper application must be received before the deadline for this NOFO. To request a waiver, you must contact:

Name:

Nili Soni

Email:

youthdemo@hud.gov

HUD Organization:

SNAPS

Street:

451 7th Street SW

City:

Washington DC

State:

DC DISTRICT OF COLUMBIA

Zip:

20410

Applicants requesting a waiver should submit their waiver requests via e-mail to [Youthdemo@hud.gov](mailto:Youthdemo@hud.gov).

The subject line should contain the name of the applicant and 'Request for Waiver of Electronic Submission for Youth Demo'.

## B. Content and Form of Application Submission

You must verify that boxes 11, 12, and 13 on the SF-424 match the NOFO for which you are applying. If they do not match, you have downloaded the wrong Application Instruction and Application Package.

Submission of an application that is otherwise sufficient, under the wrong Assistance Listing and Funding Opportunity Number is a Non-Curable Deficiency, unless otherwise stated under the Threshold requirements section.

### 1. Content

Forms/Assurances/Certifications	Submission Requirement	Notes/Description
Application for Federal Assistance (SF-424)	Review section IV.G. of this NOFO for detailed submission requirements.	

<b>Forms/Assurances/Certifications</b>	<b>Submission Requirement</b>	<b>Notes/Description</b>
Disclosure of Lobbying Activities (SF-LLL)	Review section IV.G. of this NOFO for detailed submission requirements.	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 only under state law shall comply with this requirement.
Acknowledgment of Application Receipt (HUD2993), if applicable	This form is applicable only to applications submitted on paper, following receipt of a waiver of electronic submission	This form is not required but is available for applicants who want confirmation that their hard-copy application was received by HUD. <input type="checkbox"/> The form must be submitted with the application, in accordance with the application submission instructions included in the waiver of electronic submission.

Additionally, your complete application must include the following narratives and non-form attachments.

- Applicants are required to respond to the following questions regarding their proposed geographic area for the YHDP. Applicants must indicate:
  - Whether you are requesting participation as a rural community in the YHDP through this application.
  - The geographic area that the application covers. If the application covers a geographic area smaller than an entire CoC, the application must list all counties covered by the application and a justification for the decision to apply for a geographic area smaller than an entire CoC.
- Tribal Consent: A tribal resolution from the tribe authorizing the applicant to include trust lands or reservations land in the application or a letter from an official or principal of the Indian Tribe or TDHE who is authorized to act on behalf of the Indian Tribe or TDHE, if required under III.F.a.
- Narrative: Responses to the rating factors in Section V.A.1
- Demonstration of Support: Youth Action Board demonstration of support as described in Section V.A.1 under Youth Collaboration - please name the attachment "Youth Action

Board Support" (required to receive the maximum number of points under section V.A.1). Individual requirements are indicated, below, depending on the format submitted. Communities must select one of the following formats:

- Written letters/statements: please attach PDF copies to the Grants.gov application. If the written material is an online post/website, please take a screenshot that includes a date stamp that is prior to the deadline this NOFO. Written submissions should be a maximum of 5 pages, double-spaced, with 12-point font.
  - Audio: HUD will accept audio submissions of up to 10 minutes. These recordings may be attached to the Grants.gov application (limit of 200 mb file size) or may be a link to an online source. If submitting a link, please attach a screenshot of the online source that includes a date stamp that is prior to the deadline of this NOFO. HUD cannot accept submissions that require a login or subscription.
  - Video: HUD will accept video submissions of up to 10 minutes. These recordings may be attached to the Grants.gov application (limit of 200 mb file size) or may be a link to an online source. If submitting a link, please attach a screenshot of the online source that includes a date stamp that is prior to the deadline of this NOFO. HUD cannot accept submissions that require a login or subscription.
- Letter of Support: Public Child Welfare Agency (PCWA) letter of support as described in Section V.A.1 under Collaboration - please name the attachment "PCWA Letter of Support" (required to receive the maximum number of points under section V.A.1)
  - The HUD Applicant Recipient Disclosure Report (Form HUD-2880), which can be found here: <http://portal.hud.gov/hudportal/documents/huddoc?id=2880.pdf>. The form should be completed and sent with the application via [grants.gov](http://grants.gov).

## 2. Format and Form

Narratives and other attachments to your application must follow the following format guidelines. Do not submit password protected or encrypted files.

25 Pages maximum length of narratives

Other

The application will be comprised of narrative exhibits and required attachments. The narratives will respond to thresholds, rating factors, and other criteria in the NOFO as indicated below. **Applicants should number their narrative responses to correspond to the numbering in Section V.A.1.** The narrative must comply with the following format:

- Double-space your narrative exhibit pages. Single-spaced pages will be counted as two pages;
- Format pages to accommodate 8-1/2 x 11-inch paper;
- All margins should be approximately one inch. If any margin is smaller than 1/2 inch, the page will be counted as two pages;
- Use 12-point, Times New Roman font;
- Any pages marked as sub-pages (e.g., with numbers and letters such as 25A, 25B, 25C), will be treated as separate pages;

- If a Section is not applicable, indicate "N/A" so that there is a clear indication to HUD (do not just leave the Section blank);
- No more than one page of text may be placed on one sheet of paper; i.e., you may not shrink pages to get two or more on a page. Shrunken pages, or pages where a minimized/reduced font are used, will be counted as multiple pages;
- Do not format your narrative exhibits in columns. Pages with text in columns will be counted as two pages;
- Any tables included in the narrative exhibits of the application must also be double spaced or they will be counted twice; and
- All pages should be numbered. HUD recommends that applicants consecutively number the pages of the Attachments Section to ensure proper assembly of their application if printed.

Attachments will not count toward the 25-page maximum.

There is no minimum length required for narratives. However, HUD will review only the first 25 pages of narrative (not including required attachments). **Any narrative responses to the rating factors after 25 pages will not be considered for scoring for this competition.**

## C. System for Award Management (SAM) and Unique Entity Identifier (UEI)

### 1. SAM Registration Requirement

You must register with <https://www.sam.gov> before submitting their application. You must maintain current information in SAM on immediate and highest-level owner and subsidiaries, as well as on all predecessors that have been awarded a federal contract or grant within the last three years, if applicable. Information in SAM must be current for all times during which you have an active Federal award or an application or plan under consideration by HUD.

### 2. UEI Requirement

As of April 4, 2022, entities doing business with the federal government must use the UEI created in SAM.gov. Also, you must provide a valid UEI, registered and active at [www.sam.gov](http://www.sam.gov) in the application. For more information, see: <https://www.gsa.gov/about-us/organization/federal-acquisition-service/office-of-systems-management/integrated-award-environment-iae/iae-systems-information-kit/unique-entity-identifier-update>.

### 3. Requirement to Register with Grants.gov

Anyone planning to submit applications on behalf of an organization must register at Grants.gov and be approved by the E-Biz POC in SAM to submit applications for the organization. Registration for SAM and Grants.gov is a multi-step process and can take four (4) weeks or longer to complete if data issues arise. Applicants without a valid registration cannot apply through Grants.gov. Complete registration instructions and guidance are provided on Grants.gov.

## D. Application Submission Dates and Times

### 1. Application Due Date Explanation

The application deadline is 11:59:59 PM Eastern time on

06/27/2023

Submit your application to Grants.gov unless a waiver has been issued allowing you to submit a paper application. Instructions for submitting your paper application will be contained in the waiver of electronic submission.

“Received by Grants.gov” means the applicant received a confirmation of receipt and an application tracking number from Grants.gov. Grants.gov then assigns an application tracking number and date-and timestamp each application upon successful receipt by the Grants.gov system. A submission attempt not resulting in confirmation of receipt and an application tracking number is not considered received by Grants.gov.

Applications received by Grants.gov must be validated by Grants.gov to be received by HUD.

“Validated by Grants.gov” means the application has been accepted and was not rejected with errors. You can track the status of your application by logging into Grants.gov, selecting “Applicants” from the top navigation, and selecting “Track my application” from the dropdown list. If the application status is “rejected with errors,” you must correct the error(s) and resubmit the application before the 24-hour grace period ends. Applications in “rejected with errors” status after the 24-hour grace period expires will not be received by HUD. Visit Grants.gov for a complete description of processing steps after applying.

HUD strongly recommends you submit your applications at least **48 hours before the deadline** and during regular business hours to allow enough time to correct errors or overcome other problems.

## **2. Grants.gov Customer Support**

Grants.gov provides customer support information on its website at <https://www.grants.gov/web/grants/support.html>. If you have difficulty accessing the application and instructions or have technical problems, contact Grants.gov customer support center by calling (800) 518-GRANTS (this is a toll-free number) or by sending an email to [support@grants.gov](mailto:support@grants.gov). The customer support center is open 24 hours a day, seven days per week, except Federal holidays. Individuals who are deaf or hard of hearing, or who have speech and other communication disabilities may use a relay service to reach Grants.gov Customer Support. To learn more about how to make an accessible telephone call, visit the [webpage for Federal Communications Commission](#).

## **3. Grants.gov Application Submission**

You can verify the contents of your submitted application to confirm Grants.gov received everything you intended to submit. To verify the contents of your submitted application:

- Log in to Grants.gov.
- Click the Check Application Status link, which appears under the Grant Applications heading in the Applicant Center page. This will take you to the Check Application Status page.
- Enter search criteria and a date range to narrow your search results.
- Click the Search button. To review your search results in Microsoft Excel, click the Export Data button.

- Review the Status column. To view more detailed submission information, click the Details link in the Actions column.
- To download the submitted application, click the Download link in the Actions column.

Take note of the Grants.gov tracking number, as it is needed by the Grants.gov customer support center should you seek their assistance.

HUD may extend the application deadline for any program if Grants.gov is offline or not available to applicants for at least 24 hours immediately prior to the deadline date, or the system is down for 24 hours or longer and impacts the ability of applicants to cure a submission deficiency within the grace period.

HUD may also extend the application deadline upon request if there is a presidentially declared disaster in the applicant's area.

If these events occur, HUD will post a notice on its website establishing the new, extended deadline for the affected applicants. HUD will also publish the extension on Grants.gov.

In determining whether to grant a request for an extension based on a presidentially declared disaster, HUD will consider the totality of the circumstances including the date of an applicant's extension request (how closely it followed the basis for the extension), whether other applicants in the geographic area are similarly affected by the disaster, and how quickly power or services are restored to enable the applicant to submit its application.

**NOTE:** Busy servers, slow processing, large file sizes, improper registration or password issues are not valid circumstances to extend the deadline dates or the grace period.

#### **4. Amending or Resubmitting an Application**

Before the submission deadline, you may amend a validated application through Grants.gov by resubmitting a revised application containing the new or changed material. The resubmitted application must be received and validated by Grants.gov by the applicable deadline.

If HUD receives an original and a revised application for a single proposal, HUD will evaluate only the last submission received by Grants.gov before the deadline.

#### **5. Grace Period for Grants.gov Submissions**

If your application is received by Grants.gov before the deadline, but is rejected with errors, you have a grace period of 24 hours after the application deadline to submit a corrected, received, and validated application through Grants.gov. The date and time stamp on the Grants.gov system determines the application receipt time. Any application submitted during the grace period but not received and validated by Grants.gov will not be considered for funding. There is no grace period for paper applications.

#### **6. Late Applications**

An application received after the NOFO deadline date that does not meet the Grace Period requirements will be marked late and will not be reviewed by HUD for funding consideration. Improper or expired registration and password issues are not sufficient causes to allow HUD to accept applications after the deadline date.

## **7. Corrections to Deficient Applications**

HUD will not consider information from applicants after the application deadline except for curable deficiencies.

HUD will uniformly notify applicants of each curable deficiency. See curable deficiency definition in section I.A of this NOFO. Examples of curable (correctable) deficiencies include inconsistencies in the funding request and failure to submit required certifications. These examples are non-exhaustive.

When HUD identifies a curable deficiency, HUD will notify the authorized organization representative identified on the SF-424 Application for Federal Assistance via email. This email is the official notification of a curable deficiency.

You must email corrections of Curable Deficiencies to [applicationsupport@hud.gov](mailto:applicationsupport@hud.gov) within the time limits specified in the notification. The time allowed to correct deficiencies will be no less than 48 hours and no more than 14 calendar days from the date of the email notification. The start of the cure period will be the date stamp on the email sent from HUD. If the deficiency cure deadline date falls on a Saturday, Sunday, Federal holiday, or on a day when HUD's Headquarters are closed, then the applicant's correction must be received on the next business day HUD Headquarters offices in Washington, DC are open.

The subject line of the email sent to [applicationsupport@hud.gov](mailto:applicationsupport@hud.gov) must state: Technical Cure and include the Grants.gov application tracking number or the GrantSolutions application number (e.g., Subject: Technical Cure - GRANT123456 or Technical Cure - XXXXXXXXXXXX). If this information is not included, HUD cannot match the response with the application under review and the application may be rejected due to the deficiency.

Corrections to a paper application must be sent in accordance with and to the address indicated in the notification of deficiency. HUD will treat a paper application submitted in accordance with a waiver of electronic application containing the wrong UEI as having a curable deficiency. Failure to correct the deficiency and meet the requirement to have a UEI and active registration in SAM will render the application ineligible for funding.

## **8. Authoritative Versions of HUD NOFOs**

The version of this NOFO posted on Grants.gov includes the official documents HUD uses to solicit applications.

## **9. Exemptions**

Parties that believe the requirements of the NOFO would impose a substantial burden on the exercise of their religion should seek an exemption under the [Religious Freedom Restoration Act](#) (RFRA).

### **E. Intergovernmental Review**

This program is not subject to [Executive Order 12372, Intergovernmental Review of Federal Programs](#).

### **F. Funding Restrictions**



NA

## **Indirect Cost Rate**

### **G. Other Submission Requirements**

#### **1. Standard Application, Assurances, Certifications and Disclosures**

##### **Standard Form 424 (SF-424) Application for Federal Assistance**

The SF-424 is the government-wide form required to apply for Federal assistance programs, discretionary Federal grants, and other forms of financial assistance programs. You must complete and submit the form with the other required forms and information as directed in this NOFO.

By signing the forms in the SF-424 either through electronic submission or in paper copy submission (for those granted a waiver), you and the signing authorized organization representative affirm that you both have reviewed the certifications and assurances associated with the application for Federal assistance and (1) are aware the submission of the SF-424 is an assertion that the relevant certifications and assurances are established and (2) acknowledge that the truthfulness of the certifications and assurances are material representations upon which HUD will rely when making an award to the applicant. If it is later determined the signing authorized organization representative to the application made a false certification or assurance, caused the submission of a false certification or assurance, or did not have the authority to make a legally binding commitment for the applicant, the applicant and the individual who signed the application may be subject to administrative, civil, or criminal action. Additionally, HUD may terminate the award to the applicant organization or pursue other available remedies. Each applicant is responsible for including the correct certifications and assurances with its application submission, including those applicable to all applicants, those applicable only to Federally recognized Indian tribes, or Alaskan native villages and those applicable to applicants other than Federally recognized Indian tribes, or Alaskan native villages.

##### **Assurances (HUD 424-B)**

By submitting your application, you provide assurances that, if selected to receive an award, you will comply with U.S. statutory and other requirements, including, but not limited to civil rights requirements. All recipients and subrecipients of the award are required to submit assurances of compliance with federal civil rights requirements. *See, e.g.,* Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments Act of 1972, Section 504 of the Rehabilitation Act of 1973, Violence Against Women Act, and the Age Discrimination Act of 1975; *see also* [24 C.F.R. §§ 1.5; 3.115; 8.50; and 146.25](#). HUD accepts these assurances in the form of the HUD 424-B, which also require compliance with HUD Reform Act requirements and all general federal nondiscrimination requirements in the administration of the federal assistance award.

##### **Applicant Disclosure Report Form 2880 (HUD 2880)**

The form HUD 2880 is required if you are applying for assistance within the jurisdiction of HUD to any project subject to Section 102(d) of the [HUD Reform Act](#). Assistance is provided directly by HUD to any person or entity, but not to subrecipients. It includes assistance for the acquisition, rehabilitation, operation, conversion, modernization, renovation, or demolition of any property containing five or more dwelling units that is to be used primarily for residential

purposes. It includes assistance to independent group residences, board and care facilities, group homes and transitional housing but does not include primarily nonresidential facilities such as intermediate care facilities, nursing homes and hospitals. It also includes any change requested by a recipient in the amount of assistance previously provided, except changes resulting from annual adjustments in Section 8 rents under Section 8(c)(2)(A) of the United States Housing Act of 1937 ([42 U.S.C. 1437f](#)). [See HUD Reform Act regulation for additional information.](#)

### **Code of Conduct**

Both you, as the award recipient, and all subrecipients must have a code of conduct (or written standards of conduct). The code of conduct must comply with the requirements included in the “Conducting Business in Accordance with Ethical Standards” section of the [Administrative, National and Department Policy Requirements and Terms for HUD Financial Assistance Awards](#), as well as any program-specific requirements. These requirements include ethical standards related to conflicts of interest for procurements in [2 CFR 200.318\(c\)](#) and [2 CFR 200.317](#), as well as HUD-specific conflict of interest standards. HUD maintains a list of organizations that have previously submitted written standards of conduct on its [Code of Conduct for HUD Grant Programs webpage](#). But it is your responsibility to ensure that the standards are compliant with the noted requirements and that HUD has the latest version of the written standards. Updated written standards should be submitted with the application. Any updates to your written standards, after the application period, should be submitted as directed by the HUD program contact for this NOFO.

### **Affirmatively Furthering Fair Housing**

With some exceptions for Federally recognized Indian tribes and their instrumentalities, the application must discuss how the applicant will carry out the proposed activities in a manner that affirmatively furthers fair housing in compliance with the Fair Housing Act and its implementing regulations, and how applicants will meet the requirements of the definition of AFFH at 24 CFR 5.151. Applicants may propose activities that are consistent with their jurisdiction’s Analysis of Impediments (AI), an Assessment of Fair Housing (AFH), or other means of fair housing planning that meaningfully supports their AFFH certification.

If the applicant will carry out proposed activities in a jurisdiction with an AFH, the proposed activities should be consistent with the AFH’s fair housing goals and with fair housing strategies specified in the jurisdiction’s Consolidated Plan or Public Housing Agency Plan.

Responses to the following rating factor questions will be used to consider the applicant’s experience affirmatively furthering fair housing:

- Community Need: 1(b), 4
- Collaboration: 3
- Youth Collaboration: 3

These rating factors consider whether the community has engaged and its plans to going forward to address significant disparities in housing needs for protected groups.

Forms HUD424-B, HUD 2880, and Code of Conduct are for project applicants and are addressed in Section V.B of Appendix A. Application for Federal Assistance (SF-424B) Form may be completed in [sam.gov](#).

## 2. Other Program-Specific Requirements

### Standard Form 424A (SF-424A): Budget Information for Non-Construction Programs

Applicants must provide a complete and detailed budget for the total performance period of the expected award through the submission of the SF-424A. For the budget recorded on form SF-424A, provide a breakdown of the aggregate numbers detailing their allocation to each activity. The budget must also include a yearly breakdown of costs for each activity. In addition to the SF-424A form instructions available on Grants.gov, applicants should use [Appendix I. HUD's Guidance for Preparing a Budget Request](#) in this NOFO, to complete the SF-424A. The data submitted on the SF-424A form will inform the expected financial assistance award for this NOFO. All costs charged to awards made as a result of this funding announcement must be allowable, allocable, and supported by adequate documentation, consistent with applicable cost principles.

Submission only required from Project Applicants

## V. APPLICATION REVIEW INFORMATION

### A. Review Criteria

#### 1. Rating Factors

Points are assigned for five rating factors: YAB Integration, Community Need, Collaboration, Youth Collaboration and Data and Evaluation Capacity; as well as two bonus point opportunities: Serving Structurally Disadvantaged or Rural Areas. Applications will be evaluated based on responses to all narratives. The table below outlines the selection criteria by rating factor with the points that may be awarded for each out of a possible 100 total points.

Rating Factor	Points
YAB Integration	20
Community Need	25
Collaboration	20
Youth Collaboration	25
Data and Evaluation Capacity	10
<b>Total</b>	<b>100</b>
Serving Structurally Disadvantaged Areas Bonus	5
Rural Bonus	5

#### YAB Integration

**Maximum Points: 20**

HUD will award up to 20 points to applicants that demonstrate that the CoC actively engages potential YAB members, ensures that YAB members represent a diverse range of backgrounds and that the YAB is fully integrated and prioritized in the CoC. This rating factor concentrates on the support opportunities available to the YAB.

1. Describe the governance structure of the CoC, including how youth experiencing homelessness and the YAB are integrated into this structure. In order to receive full points, applicants should demonstrate, using an example or a decision-making flow-chart, how the YAB recommendations and decisions are implemented.
2. Describe the training and other preparation YAB members provided on the CoC structure, CoC rules, housing types, and other issues surrounding homelessness
3. Describe how youth are prepared, debriefed, and otherwise supported for participation in committee meetings and other planning and feedback events.
4. Describe how youth are actively involved in new project design and implementation in your community. To receive maximum points for this question, respondents will demonstrate how youth engagement is sustained long-term such as the number of youth with lived experience who are employed or otherwise engaged in individual projects.
5. Describe one initiative outside of applying for grant funds and related to youth homelessness that has been designed or implemented by the YAB or youth in the community. Examples could include designing a youth count, developing or improving a drop-in center or creating a peer partnership program.
6. Describe how YAB members are compensated for their time and expertise. Please indicate if compensation for YAB members is based on a salary or regular hourly rate and the salary or rate paid. If compensation is not provided, how are youth incentivized to participate in the YAB or other aspects of the youth homelessness system? These may include professional development opportunities, access to other resources, etc.
7. Define what authentic youth collaboration means to your community.

### **Community Need**

**Maximum Points: 25**

HUD will award up to 25 points to applicants that can demonstrate high need in the community based on the number and needs of the community's youth experiencing homelessness. Applicants must:

1. Provide a narrative description of the most recent youth homelessness needs assessment conducted by the CoC. If no needs assessment was conducted in the previous 5 years, write "none."

The narrative must include the following:

- a. The number of youth, both sheltered and unsheltered, experiencing and at-risk of homelessness.
- b. A description of disparities identified through the assessment, including race, gender, LBGTQ+ status, system involvement, and health disparities, such as HIV/AIDS. To receive full points for this rating factor, applicants must include both quantitative data and a narrative description of the disparities.
- c. An explanation of the key findings from the youth homelessness needs assessment, including the number and types of youth-appropriate housing units.
- d. How youth were involved in designing or executing the needs assessment

2. Describe at least one youth-focused intervention that is not currently operating in the community that the community wishes to pursue OR one intervention that could be improved and capacity increased. Include in your response the barriers that currently prevent you from implementing or improving the intervention.
3. Identify and discuss factors that are currently contributing to youth homelessness in the community, including how your community identified which factors are most prominent. To be considered for maximum points under this Rating Factor, your response must describe factors at the community level and not how individual factors are identified on a case-by-case basis.
4. Describe how your community is addressing needs of Black, Indigenous, and Youth of Color at-risk of and experiencing homelessness, particularly those groups who are over-represented in the homelessness system. To receive the maximum number of points, the response must include data showing which groups of youth may be over-represented in the homelessness system, how the interventions implemented directly focus on creating a more equitable system, and how youth with lived experience were involved in developing the interventions.
5. Describe how your community is addressing needs of transgender, gender non-conforming, and non-binary youth to ensure privacy, respect, safety, and access in projects, such as shelters, outreach activities, and permanent housing.

### **Collaboration**

**Maximum Points: 20**

HUD will award up to 20 points to applicants that can demonstrate strong current community-wide partnerships that are working to prevent and end youth homelessness. Applicants must:

1. Describe how the CoC works with Public Housing Agencies (PHAs) or other affordable housing providers in the CoC's jurisdiction. To receive full points, applicants must describe at least one initiative that targets PHA housing resources to youth (e.g. developing a Foster Youth to Independence program, targeting Emergency Housing Vouchers to youth, etc).
2. Describe how the CoC works with education providers in the community. To receive full points, this response should include a specific initiative or effort that the CoC and at least one educational partner (K-12 schools, local technical college or university) has collaborated with regarding youth and young adult homelessness.
3. Describe how your CoC engages Tribes, Tribal organizations, or other groups that support Indigenous youth regarding youth homelessness.
4. Describe how your CoC assesses and provides information about connections to health insurance coverage and available health services including sexually transmitted infections prevention and treatment; mental and physical health supports; and substance abuse treatment.
5. How does the CoC work with each of the following institutions to ensure that participants in the programs are not released into homelessness?
  - Child welfare (Foster Care)

- Justice system (juvenile and adult)
- Institutions of mental and physical health

6. Attach a letter of support for the application from the PCWA, consistent with the directions in IV.B.1, that indicates a commitment to participate in the creation of the CCP.

**Youth Collaboration**

**Maximum Points: 25**

HUD will award up to 25 points to applicants that demonstrate how voices of youth with lived experience of homelessness are a crucial component to addressing and ending youth homelessness. This rating factor focuses on the structure of the YAB and the vision the YAB has for utilizing YHDP funds.

In order to receive points under this rating factor, applicants must attach a communication of support for the application from the YAB. This communication may be in written, audio, or video format. Applicants may choose to supplement communications of support with written responses to the questions below in the application narrative. The communication and any responses to questions in the narrative response should be created by the YAB. Written submissions should be a maximum of 5 pages, double-spaced, 12 point font; audio or video communications should be no more than 10 minutes. See Section IV.B.1 for additional information on the required format. To receive maximum points the communication should include the following components:

1. What is the mission of the YAB.
2. How long has the YAB been in existence?
  - a. How many members does the YAB have?
  - b. How often does the YAB meet?
  - c. Is the YAB included in decision-making and leadership in the current youth homeless response system? How could the YAB's impact be increased?
3. Is the membership of the YAB reflective of the population of youth and young adults experiencing homelessness in the community?
  - a. Describe the prevalence of youth of color, LGBTQ+, and gender non-conforming youth in the general population of youth experiencing homelessness.
  - b. Describe how members of the YAB are recruited to ensure it represents the population of youth experiencing homelessness in your community, including youth of color, LGBTQ+, and gender non-conforming youth.
4. What are the biggest challenges or barriers to sustaining a YAB?
5. What are the biggest risk factors for youth to enter homelessness or be at-risk of homelessness in your community?
6. What projects or interventions to address youth homelessness do you think are most needed in your community?

7. If selected as a YHDP community, how would you define success?

**Data Evaluation and Capacity**

**Maximum Points: 10**

HUD will award up to 10 points to applicants that can demonstrate the community is effectively using data and project performance to assess and improve its youth homelessness response system. The applicant must:

1. Indicate the percentage of all types of youth beds, excluding beds provided by victim service providers, that are covered in HMIS, regardless of funding source.
2. In addition to gathering youth data in HMIS, indicate whether the CoC gathers youth data from other sources (i.e., education, juvenile justice, child welfare). If the CoC does gather youth data from other sources, please describe the data collected, the system(s) the data are collected from and the system(s) in which the data are stored.
3. Demonstrate how the CoC has used data to develop a strategy to prevent and end youth homelessness. These data can be related to the composition of the local population of youth experiencing homelessness or the effectiveness of various interventions for serving homeless youth.
4. Describe how youth are currently brought into evaluation and quality improvement conversations in your community, either at the project or system level. This can include conversations about improving data collection or data elements.
5. If selected as a YHDP community, how would stakeholders define and measure success?

**Serving Structurally Disadvantaged Areas Bonus**

**Maximum Points: 5**

HUD will award 5 points if the applicant makes a commitment, through the CCP and the YHDP project selection, to serve youth in geographic areas that have high levels of homelessness, housing distress, or poverty, and are located where CoC services have until now been entirely unavailable, such as, for example, trust lands and reservations.

**Rural Bonus**

**Maximum Points: 5**

The FY 2022 Appropriations Act provides that HUD give a priority for communities with substantial rural populations in up to eight locations. In order to give priority to up to eight communities with substantial rural populations, HUD will award 5 bonus points to the eight highest ranking applications where the Collaborative Applicant indicates in the application that it is requesting participation as a rural community and the geographic area covered by the application meets the rural definition found in Section I.A. of this NOFO.

This program does not offer points for Section 3.

**2. Other Factors**

## **Preference Points**

This program does not offer any preference points.

You may choose to voluntarily commit to address policy initiatives in your application. Addressing these policy initiatives is not a requirement to apply for or receive an award. If you choose to address a voluntary policy initiative in your application, however, you will be required to adhere to the information submitted with your application should you receive an award. The proposed information will be included as a binding requirement of any federal award you receive as a term and condition of that award.

This program does not offer points for Climate Change

This program does not offer points for Environmental Justice.

This program does not offer preference points related to HBCUs.

Pursuant to Executive Orders [13985](#), [14041](#), [14045](#), and [14031](#), you may receive up to two (2) preference points if you are an applicant designated as a minority-serving institution (MSI) or if your application proposes one or more partnerships with minority-serving educational institutions that have been historically underserved.

This program does not offer preference points related to minority-serving institutions.

This program does not offer Promise Zone preference points.

## **B. Review and Selection Process**

### **1. Past Performance**

In evaluating applications for funding, HUD will consider an applicant's past performance in managing funds. Items HUD will consider include, but are not limited to:

HUD may reduce scores based on the past performance review, as specified under V.A. Review Criteria. Whenever possible, HUD will obtain and review past performance information. If this review results in an adverse finding related to integrity of performance, HUD reserves the right to take any of the remedies provided in the [Pre-Selection Review of Performance section of the Eligibility Requirements for Applicants of HUD Financial Assistance Programs](#).

### **2. Assessing Applicant Risk**

In evaluating risks posed by applicants, HUD may use a risk-based approach and may consider any items such as the following:

- (1) Financial stability;
- (2) Quality of management systems and ability to meet the management standards prescribed in this part;
- (3) History of performance. The applicant's record in managing Federal awards, if it is a prior recipient of Federal awards, including timeliness of compliance with applicable reporting requirements, failing to make significant progress in a timely manner, failing to meet planned activities in a timely manner, conformance to the terms and conditions of previous Federal awards, and if applicable, the extent to which any previously awarded amounts will be expended prior to future awards;



(4) Reports and findings from audits performed under Subpart F—Audit Requirements of this part or the reports and findings of any other available audits; and

(5) The applicant's ability to effectively implement statutory, regulatory, or other requirements imposed on non-Federal entities.

**Integrity.** HUD evaluates the integrity of the applicant as reflected in government-wide websites, information in HUD's files, the Federal Do Not Pay portal, public information and information received during HUD's Name Check Review process.

**Review Process.** HUD staff, who may be assisted by staff from other Federal agencies with experience related to youth experiencing homelessness, coordinated community approaches to preventing and ending youth homelessness, and/or evidence-based interventions, will review applications in two phases:

**Phase 1: Threshold Eligibility Requirements.** The application will be reviewed to determine whether it meets the threshold eligibility requirements in Section III.D of this NOFO. Applicants who fail to meet all of the threshold eligibility requirements will be deemed ineligible. Applications from ineligible applicants will not be evaluated.

**Phase 2: Application Scoring.** If the applicant meets all threshold requirements, the application will be reviewed and scored using the selection criteria outlined in Section V.A.1 of this NOFO. After individual reviewers assign a score, each application will be paneled with an additional reviewer for a final score. Notwithstanding V.B.1, HUD will not adjust scores based on past performance review or take any remedies in response to adverse findings related to integrity of performance.

### **Selection Process**

**Ranked Order and Selection of Applicants.** Once final scores have been assigned, applications will be listed in ranked order and applicants will be selected in ranked order, except as provided in Section III.F.a where HUD reserves the right to select lower scoring community selection applications. The amount awarded to applications will be determined according to the formula described in Section II.C and the factors described in Section V.A.1 of this NOFO.

**Funding Decisions.** Funding decisions will be made on project applications as described in Appendix A. In determining the amount that will be available to a selected community, HUD will take into consideration the amount of funds available, and the final score assigned to the application. HUD will select the highest-ranking community selection applications for funding, however; HUD reserves the right to select lower scoring community selection applications.

### **3. Experience Promoting Racial Equity**

In evaluating applications for funding, HUD will consider the extent to which the application demonstrates that the applicant has the experience and the resources to effectively address the needs of underserved communities, particularly Black and Brown communities. This may include experience successfully working directly with such groups, experience designing or operating programs that equitably benefit such groups, or experience successfully advancing

racial equity in other ways. This may also include experience soliciting, obtaining, and applying input from such groups when designing, planning, or implementing programs and activities.

Responses to the following rating factor questions will be used to consider the applicant's experience promoting racial equity:

- Community Need: 1(b), 4
- Collaboration: 3
- Youth Collaboration: 3

## **VI. AWARD ADMINISTRATION INFORMATION**

### **A. Award Notices**

Following the evaluation process, HUD will notify successful applicants of their selection for funding. HUD will also notify other applicants, whose applications were received by the deadline but were not chosen for award. Notifications will be sent by email to the person listed as the AOR in item 21 of the SF-424.

#### **1. Final Grant**

After HUD has made selections, HUD will finalize specific terms of the award and budget in consultation with the selected applicant. If HUD and the selected applicant do not finalize the terms and conditions of the award in a timely manner, or the selected applicant fails to provide requested information, an award will not be made to that applicant. In this case, HUD may select another eligible applicant. HUD may also impose specific conditions on an award as provided under [2 CFR 200.208](#).

#### **2. Adjustments to Funding**

To ensure the fair distribution of funds and enable the purposes or requirements of a specific program to be met, HUD reserves the right to fund less than the amount requested in an application.

a. HUD may fund no portion of an application that:

- (1) Is ineligible for funding under applicable statutory or regulatory requirements;
- (2) Fails, in whole or in part, to meet the requirements of this notice;
- (3) Duplicates activities funded by other federal awards; or
- (4) Duplicates activities funded in a prior year.

b. HUD may adjust the funding for an application to ensure funding diversity, geographic diversity, and alignment with HUD administrative priorities.

c. If an applicant turns down an award offer, or if HUD and an applicant do not finalize the terms and conditions of the award in a timely manner, HUD may withdraw the award offer and make an offer of funding to another eligible application.

d. If funds remain after all selections have been made, remaining funds may be made available within the current fiscal year for other competitions within the program area, or be held for

future competitions (if allowable in accordance with the applicable appropriation or authorizing statute), or be used as otherwise provided by authorizing statute or appropriation.

e. If, after announcement of awards made under the current NOFO, additional funds become available either through the current appropriations, a supplemental appropriation, other appropriations or recapture of funds, HUD may, in accordance with the appropriation, use the additional funds to provide additional funding to an applicant awarded less than the requested amount of funds to make the full award, and/or to fund additional applicants that were eligible to receive an award but for which there were no funds available.

### **3. Funding Errors**

If HUD commits an error that when corrected would cause selection of an applicant during the funding round of a Program NOFO, HUD may select that applicant for funding, subject to the availability of funds. If funding is not available to award in the current fiscal year, HUD may make an award to this applicant during the next fiscal year, if funding is available.

## **B. Administrative, National and Departmental Policy Requirements and Terms for HUD Applicants and Recipients of Financial Assistance Awards**

Unless otherwise specified, the following [Administrative, National and Department Policy Requirements and Terms for HUD Financial Assistance Awards](#) apply. Failure to comply with these requirements may impact your ability to receive or retain a financial assistance award from HUD. Read the requirements carefully as the requirements are different among HUD's programs.

1. Compliance with The Fair Housing Act ([42 U.S.C. 3601-3619](#)) and implementing regulations at [24 CFR part 100 et seq](#)
2. Compliance with Title VI of the Civil Rights Act of 1964, [42 U.S.C. 2000d-2000d-4](#) (Nondiscrimination in Federally Assisted Programs) and implementing regulations at [24 CFR part 1](#)
3. Compliance with the Age Discrimination Act of 1975 ([42 U.S.C. 6101-6107](#)) and implementing regulations at [24 CFR part 146](#)
4. Compliance with Section 504 of the Rehabilitation Act of 1973 ([29 U.S.C. 794](#)) and implementing regulations at [24 CFR part 8](#)
5. Compliance with the Americans with Disabilities Act, [42 U.S.C. 12101 et seq](#)
6. Compliance with Affirmatively Furthering Fair Housing (AFFH) requirements, including those listed on HUD's [Affirmatively Furthering Fair Housing](#) webpage
7. Compliance with Economic Opportunities for Low-and Very Low-income Persons (Section 3) requirements, including those listed at [24 CFR part 75](#)
8. Compliance with Improving Access to Services for Persons with Limited English Proficiency (LEP) requirements, including those listed within [Federal Register Notice, FR-4878-N-02](#) (also see [HUD's webpage](#))
9. Compliance with Accessible Technology requirements, including those listed on in [HUD's Policy on Section 508 of the Rehabilitation Act and Accessible Technology](#)
10. Compliance with Equal Access Requirements (see [24 CFR 5.105\(a\)\(2\)](#) and [5.106](#))
11. Compliance with Ensuring the Participation of Small Disadvantaged Business, and Women-Owned Business requirements at [2 CFR 200.321](#)
12. Compliance with Energy Efficient, Sustainable, Accessible, and Free from Discrimination by

## Design

13. Compliance with Real Estate Acquisition and Relocation requirements (see [49 CFR part 24](#) and applicable program regulations)
14. Compliance with Participation in HUD-Sponsored Program Evaluation (see [Federal Register Notice, FR-6278-N-01](#))
15. Compliance with OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (see [2 CFR part 200](#))
16. Compliance with Drug-Free Workplace requirements (see [2 CFR part 2429](#), which is HUD's implementation of [41 U.S.C. 701, et seq.](#))
17. Compliance with the requirements related to safeguarding resident/client files
18. Compliance with the Federal Funding Accountability and Transparency Act of 2006 ([2 CFR part 170](#)) (FFATA), as amended
19. Compliance with Eminent Domain
20. Compliance with Accessibility for Persons with Disabilities requirements on [HUD's Disability Overview](#) webpage
21. Compliance with Violence Against Women Act at [24 CFR part 5](#), subpart L and applicable program regulations
22. Compliance with Conducting Business in Accordance with Ethical Standards/Code of Conduct, including [2 CFR 200.317](#), [2 CFR 200.318\(c\)](#) and other applicable conflicts of interest requirements
23. Compliance with the [Build America, Buy America \(BABA\) Act](#) procurement requirements and [implementing guidance available on HUD's dedicated webpage](#)
24. Compliance with System for Award Management and Universal Identifier Requirements at [2 CFR part 25](#)
25. Compliance with [section 106\(g\) of the Trafficking Victims Protection Act of 2000 \(TVPA\), as amended \(22 USC 7104\(g\)\)](#) and implementing regulations at [2 CFR part 175](#) (Award Term for Trafficking in Persons)
26. Compliance with Award Term and Condition for Recipient Integrity and Performance Matters (see [Appendix XII to 2 CFR part 200](#))
27. Compliance with Suspension and Debarment (see [2 CFR part 2424](#) and [2 CFR part 180](#))
28. Compliance with environmental justice requirements under Executive Orders [12898](#) and [14008](#), and OMB Memorandum [M-21-28](#), which implements the Justice40 Initiative, section 223 of Executive Order [14008](#).
29. Compliance with Eliminating Barriers That May Unnecessarily Prevent Individuals with Criminal Histories from Participation in HUD Programs (see [HUD Secretary Fudge's April 12, 2022 memorandum](#))
30. Compliance with equity requirements, which include compliance with racial equity and underserved communities and LGBTQ+ requirements under Executive Orders [13985](#) and [13988](#)
31. Compliance with waste, fraud, and abuse requirements, including whistleblower protections (see [HUD's webpage](#))

## **Environmental Review**

Compliance with environmental requirements, including regulations at [24 CFR part 50](#) or [58](#):

See Appendix A, Section II.D.4. Environmental Requirements, for information on the environmental review procedures required during the project evaluation process.

### **Prohibition on Surveillance**

Compliance with [2 CFR 200.216, Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment](#) is required.

### **Remedies for Noncompliance**

HUD may terminate a Federal award, in whole or in part, for any of the reasons specified in [2 CFR 200.340, Termination](#).

### **Lead-Based Paint Requirements**

When providing housing assistance funding for purchase, lease, support services, operation, or work that may disturb painted surfaces, of pre-1978 housing, you must comply with the lead-based paint evaluation and hazard reduction requirements of HUD's lead-based paint rules (Lead Disclosure; and Lead Safe Housing ([24 CFR part 35](#))); and EPA's lead-based paint rules (e.g., Repair, Renovation and Painting; Pre-Renovation Education; and Lead Training and Certification ([40 CFR part 745](#))).

When providing education or counseling on buying or renting housing that may include pre-1978 housing under your grant you must inform clients of their rights under the Lead Disclosure Rule ([24 CFR part 35, subpart A](#)), and, if the focus of the education or counseling is on rental or purchase of HUD-assisted pre-1978 housing, the Lead Safe Housing Rule (subparts B, R, and, as applicable, F - M).

## **C. Reporting**

HUD requires recipients to submit performance and financial reports under OMB guidance and program instructions.

### **1. Recipient Integrity and Performance Matters**

You should be aware that if the total Federal share of your federal award includes more than \$500,000 over the period of performance, the award will be subject to post award reporting requirements reflected in [Appendix XII to 2 CFR part 200, Award Terms and Conditions for Recipient Integrity and Performance Matters](#).

### **2. Race, Ethnicity and Other Data Reporting**

HUD requires recipients that provide HUD-funded program benefits to individuals or families to report data on the race, color, religion, sex, national origin, age, disability, and family characteristics of persons and households who are applicants for, participants in, or beneficiaries or potential beneficiaries of HUD programs in order to carry out the Department's responsibilities under the Fair Housing Act, Executive Order 11063, Title VI of the Civil Rights Act of 1964, and Section 562 of the Housing and Community Development Act of 1987. These authorities prohibit discrimination in housing and in programs receiving financial assistance from the Department and direct the Secretary to administer the Department's programs and activities in a manner affirmatively to further these policies and to collect certain data to assess the extent of compliance with these policies. Each recipient shall keep such records and submit to the Department timely, complete, and accurate compliance reports at such times, and in such form and containing such information, as the Department may determine to be necessary to enable it to ascertain whether the recipient has complied or is complying with 24 CFR parts 1

and 121. In general, recipients should have available for the Department data showing the demographics of beneficiaries of federally-assisted programs.

### **3. Compliance with the Federal Funding Accountability and Transparency Act of 2006 (Pub. L. 109-282) as amended (FFATA)**

FFATA requires information on federal awards be made available to the public via a single, searchable website, which is [www.USASpending.gov](http://www.USASpending.gov). Accordingly, each award HUD makes under this NOFO will be subject to the requirements provided by the Award Term in Appendix A to [2 CFR part 170](#), “REPORTING SUBAWARD AND EXECUTIVE COMPENSATION INFORMATION,” unless the Federal funding for the award (including funding that may be added through amendments) is not expected to equal or exceed \$30,000. Requirements under this Award Term include filing subaward information in the Federal Funding Accountability and Transparency Act (FFATA) Sub-award Reporting System (FSRS.gov) by the end of the month following the month in which the recipient awards any sub-grant equal to or greater than \$30,000.

### **4. Program-Specific Reporting Requirements**

#### **D. Debriefing**

For a period of at least 120 calendar days, beginning 30 calendar days after the public announcement of awards under this NOFO, HUD will provide a debriefing related to their application to requesting applicants. A request for debriefing must be made in writing or by email by the AOR whose signature appears on the SF-424 or by his or her successor in office and be submitted to the POC in Section VII Agency Contact(s) of this NOFO. Information provided during a debriefing may include the final score the applicant received for each rating factor, final evaluator comments for each rating factor, and the final assessment indicating the basis upon which funding was approved or denied.

#### **VII. AGENCY CONTACT(S)**

HUD staff will be available to provide clarification on the content of this NOFO. Questions regarding specific program requirements for this NOFO should be directed to the POC listed below.

Name:

Caroline Crouse

Phone:

612-843-6451

Email:

youthdemo@hud.gov

Individuals who are deaf or hard of hearing, or who have speech and other communication disabilities may use a relay service to reach the agency contact. To learn more about how to make an accessible telephone call, visit the webpage for the [Federal Communications Commission](#). Note that HUD staff cannot assist applicants in preparing their applications.

#### **VIII. OTHER INFORMATION**

##### **1. Compliance of this NOFO with the National Environmental Policy Act (NEPA)**

A Finding of No Significant Impact (FONSI) with respect to the environment has been made for this NOFO in accordance with HUD regulations at [24 CFR part 50](#), which implement section 102(2)(C) of the National Environmental Policy Act of 1969 (42 U.S.C. 4332(2)(C)). The FONSI is available for inspection at [HUD's Funding Opportunities](#) web page.

## 2. Web Resources.

- [Affirmatively Furthering Fair Housing](#)
- [Assistance Listing \(formerly CFDA\)](#)
- [Climate Action Plan](#)
- [Climate and Economic Justice Screening Tool \(CEJST\)](#)
- [Code of Conduct Requirements and E-Library](#)
- [Environmental Review](#)
- [Equal Participation of Faith-Based Organizations](#)
- [Fair Housing Rights and Obligations](#)
- [Federal Awardee Performance and Integrity Information System](#)
- [Federal Funding Accountability and Transparency Act \(FFATA\) Subaward Reporting System](#)
- [Grants.gov](#)
- [Healthy Homes Strategic Plan](#)
- [Healthy Housing Reference Manual](#)
- [Historically Black Colleges and Universities \(HBCUs\)](#)
- [HUD's Strategic Plan](#)
- [HUD Grants](#)
- [HUD Reform Act](#)
- [HUD Reform Act: HUD Implementing Regulations](#)
- [Limited English Proficiency \(LEP\)](#)
- [NOFO Webcasts](#)
- [Procurement of Recovered Materials](#)
- [Promise Zones](#)
- [Section 3 Business Registry](#)
- [State Point of Contact List](#)
- [System for Award Management \(SAM\)](#)
- [Real Estate Acquisition and Relocation](#)
- [Unique Entity Identifier](#)
- [USA Spending](#)

## 3. Program Relevant Web Resources

### APPENDIX

#### Appendix I. HUD's Guidance for Preparing a Budget Request and Narrative

To fill out the budget information requested on the SF-424A, review the general instructions provided for the SF-424A and follow the instructions outlined below. The budget reported on SF-424A must include a yearly breakdown of costs for the entire project period. Specifically, the budget reported on SF-424A should provide a detailed cost breakdown for each line item outlined in the SF-424A by year, including a breakdown of costs for each activity/cost within the line item. The budget must separate out funding that is administered direct the applicant from any funding that will be subcontracted.

## SF-424A Instructions

### Section A – Budget Summary

- Grant Program Function or Activity (column a) = grant activity means the type of financial assistance expected under this NOFO: 1) grant/cooperative agreement; 2) non-cash contribution or donation of property; 2) direct appropriation; 4) food commodity; 5) other assistance, including: loan, loan guarantee, interest subsidy, and insurance.
- New or Revised Budget, Federal (column e) = Enter the Total Federal Budget Requested by grant activity for the project period, in rows 1 through 4. In row 5, reflect the sum of the amount for the Federal Total.
- New or Revised Budget, Non-Federal (column f) = Enter Total Amount of any Non-Federal Funds Contributed (if applicable), by grant activity for the project period, in rows 1 through 4. In row 5, reflect the sum of the amount for the Non-Federal Total.
- New or Revised Budget, Total (column g) = Enter Total Budget Proposed by grant activity for the project period in rows 1 through 4. In row 5, reflect the sum of the amount for the Federal and Non-Federal Totals.

### Section B – Budget Categories

- Enter the total costs requested for each Object Class Category (Section B, number 6) for all years of the total project period.
- If the class categories are not known at the time of application, include the expected budget under row h.
- Unless the program section of the NOFO indicates otherwise, if indirect charges are expected and included on the form, the charges must be calculated based on either the federal-approved negotiated indirect cost rate, or the 10 percent de minimis rate, as allowed by [2 CFR 200.414](#).

### Section D – Forecasted Cash Needed

- Enter each quarter in the first year of the project period, enter the cash needs anticipated.

### Section E – Budget Estimates of Federal Funds Needed for Balance of the Project

- Column (b)First = Enter the total federal funds needed for the second year of the project period, for each grant activity. Reflect the sum of funds from all activities for the second year in row 20.



- Column (c)Second = Enter the total federal funds needed for the third year of the project period, for each grant activity. Reflect the sum of funds from all activities for the third year in row 20.
- Column (d)Third = Enter the total federal funds needed for the fourth year of the project period, for each grant activity. Reflect the sum of funds from all activities for the fourth year in row 20.
- Column (e)Fourth = Enter the total federal funds needed for the second year of the project period, for each grant activity. Reflect the sum of funds from all activities for the second in row 20.
- If the NOFO is for a period longer than five years, complete a second SF-424A form and upload it as an attachment to the application (this specific attachment will not be counted towards the page limit). Year 6 information should be included in column (b)First of Section E. Then enter the total for years 1-5 (per the first SF-424A form) in column (c)Second of Section E. The second SF-424A form will compute columns (b) and (c), reflecting total costs for the entire project period. This total should be consistent with the total Federal costs requested on the SF-424, Application for Federal Assistance. A blank SF-424A form can be found at Grants.gov: <https://www.grants.gov/web/grants/forms/sf-424-individualfamily.html#sortby=1>

Appendix A - Program Project Requirements

Appendix B- Coordinated Community Plan Requirements