



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

Public and Indian Housing

Foster Youth to Independence (FYI) Competitive NOFO - Fiscal Year 2024

FR-6800-N-41

06/17/2024

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**Funding Opportunity Title:**

Foster Youth to Independence (FYI) Competitive NOFO - Fiscal Year 2024

**Funding Opportunity Number:**

FR-6800-N-41

**Assistance Listing Number:**

14.880

**Due Date for Applications:**

06/17/2024

## 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, ineligible, 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 announcement of the selection of recipients 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 who 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 the applicable OMB control number, unless the collection of information is excluded from these requirements under [5 CFR Part 1320](#).

**OMB Control Number(s):**

2577-0169

## I. FUNDING OPPORTUNITY DESCRIPTION

### A. Program Description

#### 1. Purpose

**Overview.** This Foster Youth to Independence Competitive (FYI Competitive) NOFO makes Housing Choice Voucher (HCV) financial assistance available to Public Housing Agencies (PHAs) in partnership with Public Child Welfare Agencies (PCWAs). The FYI Competitive is a component of the FYI initiative. Some reasons PHAs may consider applying for vouchers under

the FYI competitive process are to (1) Have additional vouchers on hand while awaiting HUD's FYI non-competitive funding process (2) Access additional vouchers other than what is available through the FYI non-competitive process and (3) Facilitate longer-term planning to meet need throughout the year. The FYI Competitive and FYI non-Competitive initiative utilizes funding appropriated to serve youth under the Family Unification Program (FUP). PHAs provide housing assistance in the form of housing choice vouchers on behalf of:

- Youth at least 18 years and not more than 24 years of age (have not reached their 25th birthday) who left foster care, or will leave foster care within 90 days, in accordance with a transition plan described in Section 475(5)(H) of the Social Security Act, and are homeless or are at risk of becoming homeless at age 16 or older.

Generally, an FYI voucher issued to such a youth may only be used to provide housing assistance for the youth for a maximum of 36 months. The Fostering Stable Housing Opportunities (FSHO) amendments, most of which HUD implemented in the [Federal Register on January 24, 2022](#), provide an extension for up to 24 months beyond the 36-month time limit for youth who meet certain requirements. FSHO applies to youth who first leased or leases a unit with an FYI voucher after the date of enactment of FSHO, December 27, 2020, which includes youth that will be assisted with funding under this NOFO.

PHAs may project-base FYI assistance. HUD implemented this provision in its January 18, 2017 HOTMA implementation notice (82 FR 5458), and provided further guidance in its Notice PIH 2017-21. In addition, HUD's FSHO implementation notice implemented the exceptions to the project-based voucher (PBV) program cap and project cap that apply to FYI PBV units.

Information on FYI may be found at the following webpage:

[https://www.hud.gov/program\\_offices/public\\_indian\\_housing/programs/hcv/fyi](https://www.hud.gov/program_offices/public_indian_housing/programs/hcv/fyi)

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

HUD's Strategic Plan sets the direction and focus of our programs and staff to create strong, sustainable, inclusive communities and quality, affordable homes for all. 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.

HUD will pursue two overarching priorities focused on increasing equity and improving customer experience across all HUD programs. Five strategic goals and several objectives undergird the Plan; however the following goals are applicable to this NOFO.

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**

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

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

## **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.

## **Strategic Goal 2: Ensure Access to and Increase the Production of Affordable Housing**

Ensure housing demand is matched by adequate production of new homes and equitable access to housing opportunities for all people.

## **2B: Improve Rental Assistance**

Improve rental assistance to address the need for affordable housing.

**Policy Priorities.** This NOFO adopts the following policy priorities:

1. Expand opportunities under FYI.
2. Increase coordination between PHAs, PCWAs, and third-party partners;
3. Leverage data to strategically target and prioritize the use of resources for eligible youth; and
4. Strengthen connections to the HUD Family Self-Sufficiency (FSS) Program or similar programs promoting self-sufficiency.

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

This section highlights only the major differences from the [prior year FYI Competitive NOFO](#). Applicants should read this entire NOFO carefully to ensure that all threshold and eligibility requirements are met (otherwise the applicant will be ineligible for funding), and that the program requirements listed in this NOFO are followed.

This NOFO introduces the following changes:

1. Memorandum of Understanding (MOU) outside the NOFO publication date requirements. If your agency submits an MOU that was executed prior to the NOFO publication date which meets the requirements of this NOFO, your agency is not required to execute a new MOU between the publication date and the application deadline of this NOFO. If such conditions apply, you must also include an executed certification by the official representative of the PHA and of the PCWA, and other parties (as applicable), that the MOU is still in effect and is the most recent and current MOU.
2. Rating Factor 3- Previous Coordination content. If the applicant is submitting an MOU to receive points for Rating Factor 3, the MOU must clearly be identified as such. In other words, if the PHA submits an MOU that was executed before the publication of this NOFO, it must indicate it is supporting documentation of an established agreement. An application that does not follow all the requirements for Rating Factor 3 and includes more than one MOU and does not clearly identify each, will fail the threshold review and will not be considered for further review.
3. Rating Factor 7- Third-Party Partnership content. HUD will award a total of up to 10 points for this rating factor. Five (5) points where the PHA has partnered with a third-party to address youth homelessness and ensure that FYI-eligible youth are not released into homelessness; and five (5) points for up to two examples where a PHA can certify to having a third-party partnership to provide at least one of the required support services. HUD also added non-profit as a third-party entity. See more details in Rating Factor 7.
4. Rating Factor 8-FYI Utilization Rate content. Rating Factor 8 FYI Utilization, is now Rating Factor 8. FYI, FUP or HCV Utilization Rate. HUD will award points under this

rating factor based on the PHA's Rating Factor certification of the PHA's FYI utilization rate, FUP utilization or overall HCV utilization. A maximum of 15 points will be available for this rating factor.

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

1. The application must include a written narrative about how the applicant has experience promoting racial equity that demonstrates how the applicant has the experience and the resources to effectively address the needs of underserved communities, particularly Black and Brown communities. The applicant must include their experience promoting racial equity required by Section V.B. of the NOFO in Field H (Leveraging Resources) of the form HUD-52515. The applicant may attach up to one additional page, if needed.
2. The application must include a written narrative on how the applicant has carried out the activities advancing racial equity in a manner consistent with federal nondiscrimination requirements. The applicant must include the discussion required by Section III.F. of this NOFO in Field G (Soundness of Approach) of the form HUD-52515. The applicant may attach up to one additional page, if needed.
3. The application must include a written narrative describing how the applicant will carry out the proposed activities in a manner that affirmatively furthers fair housing (AFFH) in compliance with the Fair Housing Act and its implementing regulations. The applicant must include the AFFH discussion required by Section IV.G. of this NOFO in Field K (Other Information Required in the NOFO or Funding Notice) of the form HUD-52515. The applicant may attach up to one additional page, if needed.

#### **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 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 individual associated with the applicant organization who is responsible for the administration and management of award activities for the applicant 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 environmental laws and policies in a manner that advances 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 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. § 1061(2));
- (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(b)(3));
- (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(b)(6));
- (6) an Asian American and Native American Pacific Islander-serving institution (as defined in 20 U.S.C. § 1059g(b)(2)); or
- (7) a Native American-serving nontribal institution (as defined in 20 U.S.C. § 1059f(b)(2)).

**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.

**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 natural disasters, extreme weather events, and other changing climate 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 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.

**At Risk of Becoming Homeless** refers to the population included in the definition of the term “At Risk of Homelessness” at 24 CFR § 576.2; and this NOFO emphasizes the following:

(1) An individual or family who [...]

(iii) Meets one of the following conditions:

- (A) Has moved because of economic reasons two or more times during the 60 days immediately preceding the application for homelessness prevention assistance;
- (B) Is living in the home of another because of economic hardship;
- (C) Has been notified in writing that their right to occupy their current housing or living situation will be terminated within 21 days of the date of application for assistance;
- (D) Lives in a hotel or motel and the cost of the hotel or motel stay is not paid by charitable

organizations or by federal, State, or local government programs for low-income individuals;  
(E) Lives in a single-room occupancy or efficiency apartment unit in which there reside more than two persons, or lives in a larger housing unit in which there reside more than 1.5 people per room, as defined by the U.S. Census Bureau;

(F) Is exiting a publicly funded institution, or system of care (such as a health-care facility, a mental health facility, foster care or other youth facility, or correction program or institution); or

(G) Otherwise lives in housing that has characteristics associated with instability and an increased risk of homelessness, as identified in the recipient's approved consolidated plan;

(2) A child or youth who does not qualify as “homeless” under this section, but qualifies as “homeless” under section 387(3) of the Runaway and Homeless Youth Act (42 U.S.C. 5732a(3)), section 637(11) of the Head Start Act (42 U.S.C. 9832(11)), section 41403(6) of the Violence Against Women Act of 1994 (formerly 42 U.S.C. 14043e-2(6)), transferred to 34 U.S.C. 12291, section 330(h)(5)(A) of the Public Health Service Act (42 U.S.C. 254b(h)(5)(A)), section 3(m) of the Food and Nutrition Act of 2008 (7 U.S.C. 2012(m)), or section 17(b)(15) of the Child Nutrition Act of 1966 (42 U.S.C. 1786(b)(15)); or

(3) A child or youth who does not qualify as “homeless” under this section, but qualifies as “homeless” under section 725(2) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a(2)), and the parent(s) or guardian(s) of that child or youth if living with her or him.

**Community** is a 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.

**Continuum of Care (CoC)** (24 CFR 578.3) means the group organized to carry out the responsibilities required under 24 CFR part 578 and that is composed of representatives of organizations, including nonprofit homeless providers, victim service providers, faith-based organizations, governments, businesses, advocates, public housing agencies, school districts, social service providers, mental health agencies, hospitals, universities, affordable housing developers, law enforcement, organizations that serve homeless and formerly homeless veterans, and homeless and formerly homeless persons to the extent these groups are represented within the geographic area and are available to participate.

**FUP** is an acronym for the Family Unification Program.

**FUP-Eligible Youth/FYI Eligible Youth** means a youth that the PCWA has certified to be at least 18 years old and not more than 24 years of age (has not reached their 25th birthday) who left foster care, or will leave foster care within 90 days, in accordance with a transition plan described in section 475(5)(H) of the Social Security Act, and is homeless or is at risk of becoming homeless at age 16 or older. Eligibility is not limited to single persons. PHAs may not exclude pregnant or parenting youth from service, because excluding families with children would violate the Fair Housing Act. Thus, any pregnant or parenting youth who otherwise meets the definition of **FUP/FYI-eligible youth are eligible to receive assistance from the funding PHAs are awarded under this NOFO.**

**Homeless** has the meaning provided in 42 U.S.C. 11302. The term “homeless” means  
(1) an individual or family who lacks a fixed, regular, and adequate nighttime residence;  
(2) an individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground;

- (3) an individual or family living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements (including hotels and motels paid for by Federal, State, or local government programs for low-income individuals or by charitable organizations, congregate shelters, and transitional housing);
- (4) an individual who resided in a shelter or place not meant for human habitation and who is exiting an institution where he or she temporarily resided;
- (5) an individual or family who—
  - (A) will imminently lose their housing, including housing they own, rent, or live in without paying rent, are sharing with others, and rooms in hotels or motels not paid for by Federal, State, or local government programs for low-income individuals or by charitable organizations, as evidenced by—
    - (i) a court order resulting from an eviction action that notifies the individual or family that they must leave within 14 days;
    - (ii) the individual or family having a primary nighttime residence that is a room in a hotel or motel and where they lack the resources necessary to reside there for more than 14 days; or
    - (iii) credible evidence indicating that the owner or renter of the housing will not allow the individual or family to stay for more than 14 days, and any oral statement from an individual or family seeking homeless assistance that is found to be credible shall be considered credible evidence for purposes of this clause;
  - (B) has no subsequent residence identified; and
  - (C) lacks the resources or support networks needed to obtain other permanent housing; and
- (6) unaccompanied youth and homeless families with children and youth defined as homeless under other Federal statutes who—
  - (A) have experienced a long term period without living independently in permanent housing,
  - (B) have experienced persistent instability as measured by frequent moves over such period, and
  - (C) can be expected to continue in such status for an extended period of time because of chronic disabilities, chronic physical health or mental health conditions, substance addiction, histories of domestic violence or childhood abuse, the presence of a child or youth with a disability, or multiple barriers to employment.
- (b) Domestic violence, dating violence, sexual assault, stalking, and other dangerous, traumatic, or life-threatening conditions relating to such violence Notwithstanding any other provision of this section, the Secretary shall consider to be homeless any individual or family who—
  - (1) is experiencing trauma or a lack of safety related to, or fleeing or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous, traumatic, or life-threatening conditions related to the violence against the individual or a family member in the individual's or family's current housing situation, including where the health and safety of children are jeopardized;
  - (2) has no other safe residence; and
  - (3) lacks the resources to obtain other safe permanent housing.

**Public Child Welfare Agency (PCWA)** is the agency that is responsible under applicable State law for determining that a child is at imminent risk of placement in out-of-home care or that a child in out-of-home care under the supervision of the public agency may be returned to his or her family, or that a youth is at least 18 years and not more than 24 years of age and left foster care, or will leave foster care within 90 days, in accordance with a transition plan described in section 475(5)(H) of the Social Security Act, and is homeless or is at risk of becoming homeless

at age 16 or older. For states that have privatized child welfare, the agency designated to conduct child welfare on behalf of the state may be considered a PCWA.

**Per Unit Cost (PUC)** is the value of the voucher identified by HUD for the Public Housing Agency (PHA). The value is based on each PHA's expenses and Units Months Leased (UMLs).  $\text{Average Per Unit Cost} = \text{Total Housing Assistance Payments (HAP)} / \text{Total Units Months Leased}$ . For previous years, average PUC is calculated as  $12 \text{ months HAP Expenditures} / 12 \text{ months Unit Months Leased}$ . For the current year, PUC it is equivalent to YTD PUC (i.e., Calculated based on total monthly HAP Expenditures to date at analysis level divided by the total monthly units leased to date.)

## B. Authority

The FYI Competitive NOFO is authorized by section 8(x) of the United States Housing Act of 1937 (42 U.S.C. 1437f(x)). Funding for this NOFO is provided by the Consolidated Appropriations Act, 2023 (Public Law 117-328, approved on December 29, 2022) (2023 Appropriations Act), and the Consolidated Appropriations Act, 2022 (Public Law, 117-103, approved March 15, 2022) (2022 Appropriations Act).

## II. AWARD INFORMATION

### A. Available Funds

Funding of approximately **\$12,746,450** is available through this NOFO. Subject to appropriations, HUD reserves the right to award fiscal year 2025 funds based on this NOFO competition.

Additional funds may become available for award under this NOFO consistent with 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.

Funding of approximately \$12,746,450 includes \$10,000,000 of fiscal year 2023 funds and \$2,746,450 of fiscal year 2022 funds.

Subject to appropriations, HUD reserves the right to fund applicants to this NOFO using fiscal year 2025 funds to the extent Congress provides funding for new incremental voucher assistance under the Family Unification Program (FUP) authorized under Section 8(x) of the U.S. Housing Act of 1937 (42 U.S.C. 1437f(x)). Use of these funds might be subject to statutory constraints or other requirements. Should funding made available by the fiscal year 2025 appropriations impose additional requirements or conditions on the receipt of this funding, HUD will publish a revised NOFO setting forth applicable requirements and deadlines. Otherwise, all awards will be subject to the funding restrictions contained in this NOFO.

### B. Number of Awards

HUD expects to make approximately 20 awards from the funds available under this NOFO.

## C. Minimum/Maximum Award Information

### Minimum Award

No award will be for less than 3 vouchers. As a result, PHAs may apply for no fewer than 3 vouchers. HUD is not assigning a value floor to the minimum award. Instead, the corresponding value floor is tied to the PHA-specific PUC.

### Maximum Award

The maximum award will be based upon the size of the PHA's voucher program and the identified need for such vouchers (i.e., the number of vouchers projected to be needed to assist FYI Competitive-eligible youth over a 12-month period as reported in the Statement of Need), consistent with the following chart:

<u>PHA voucher program size</u>	<u>Maximum voucher award under this NOFO</u>
Fewer than 500 HCVs	25 vouchers*
500 - 1,999 HCVs	50 vouchers*
2,000 – or more HCVs	75 vouchers*

\*Or Identified need, if lower than indicated cap

The maximum award of voucher funding to a PHA will not exceed \$1,700,000. Where a PHA's voucher PUC would result in exceeding the maximum award amount, the PHA's award will be prorated. For example, a PHA with a 12-month average PUC of \$25,000 per voucher and a maximum voucher award of 75 vouchers would exceed the maximum award amount by \$75,000. This applicant would be eligible to receive no more than 70 vouchers before taking in to account the applicant's score and any additional proration.

### **Maximum Award Calculation Example**

Avg. PUC	Award	Amt	Available for Voucher Award	Award within Maximum Funding (Max award \$1,700,000/\$25,000 PUC)
\$25,000	75 vouchers	\$1,875,000	\$1,700,000	68

Within the minimum and maximum award thresholds, HUD will allocate vouchers according to the selection process described in Section V.B.

Awards may be prorated if funding has been exhausted before making awards to all of the highest scoring applications.

If, as a result of implementing the maximum voucher or award amount thresholds, additional funds remain, HUD may increase the maximum voucher and/or award amount thresholds by the rate necessary to expend the remaining funds.

Estimated Total Funding:

\$12,746,450

Minimum Award Amount:

\$15,000

Per Project Period

Maximum Award Amount:

\$1,700,000

Per Project Period

## D. Period of Performance

Estimated Project Start Date:

10/01/2024

Estimated Project End Date:

09/30/2025

Length of Project Periods:

12-month project period and budget period

Length of Periods Explanation of Other:

## E. Type of Funding Instrument

Funding Instrument Type:

G (Grant)

## III. ELIGIBILITY INFORMATION

### A. Eligible Applicants

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

#### Additional Information on Eligibility

Information on Eligible Applicants

1. Only PHAs that have an existing Annual Contributions Contract (ACC) with HUD for HCVs are eligible to apply for funding under this NOFO.
2. PHAs wishing to share the administration of the program with another PHA may apply jointly, however, the Annual Contributions Contract (ACC) will be solely with the lead PHA applicant and all reporting must be submitted by the lead PHA applicant. The maximum number of vouchers will be based on the lead NOFO PHA's voucher program size (i.e., no more than the number of vouchers the same PHA would be eligible to apply for if it had only one PHA code number).
3. Eligible PHAs must have demonstrated a commitment to administer FYI Competitive vouchers, which shall be verified by an executed Memorandum of Understanding (MOU) between the PHA and PCWA. HUD strongly encourages adding other important partners, such as a State or local government, non-profit, philanthropic or faith-based organizations, and CoCs, or a CoC recipient it designates, to the partnership. The MOU must also identify the assistance being provided and state who will be providing such assistance.
4. HUD will only consider funding one application per PHA. This one application limit applies regardless of whether the PHA is a State or regional PHA. In instances where a PHA has more than one PHA code number due to its operating under the jurisdiction of more than one HUD Field Office, a separate application, under each code, shall be



considered for funding with the cumulative total of vouchers applied for under the applications not to exceed the maximum number of vouchers the PHA is eligible to apply for under this NOFO (i.e., no more than the number of vouchers the same PHA would be eligible to apply for if it had only one PHA code number).

#### 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 part 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, 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**

PHAs that administer a Public Housing program only, non-profit/entities administering Mainstream voucher assistance that do not have an existing ACC with HUD for HCVs, and individuals are all ineligible to receive funding.

A contract administrator that does not have an ACC with HUD for HCVs, but constitutes a PHA under 24 CFR 982.4 due to its administering HCVs on behalf of another PHA, is not eligible to submit an application under this NOFO.

Nonprofit administrators of HCV Mainstream assistance, which by statute are classified as PHAs solely for the purpose of administering HCV Mainstream assistance, are also ineligible for FYI Competitive funding.

Individuals are not eligible to apply. Youth that believe they are eligible to participate in FYI should contact their local PHA, PCWA, or a third-party such as a State, local government, philanthropic, or faith-based organization, or CoC for assistance.

HUD will not evaluate applications from ineligible applicants. Ineligible applicants will not receive communications from HUD regarding their application.

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

This Program does not require cost sharing or matching.

## **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.

## **3. Failure to Submit the Rating Factor Certification**

Applicants seeking rating factor points under the criteria specified in this NOFO must submit a completed Rating Factor Certification described in section IV.B. of this NOFO.

## **4. Failure to Submit the Memorandum of Understanding (MOU)**

Applicants must submit an MOU executed by the official representative of the PHA and of the PCWA described in section III.F. of this NOFO. If the applicant is submitting an MOU to receive points for Rating Factor 3, the MOU must clearly be identified as such as described in section A.3. of this NOFO.

# **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 Competitive Programs](#)" document on HUD's Funding Opportunities page. Applicants who fail to meet any of these eligibility requirements are deemed ineligible to receive HUD funding.

1. Universal Identifier and System for Award Management (SAM.gov) Requirements
2. Outstanding Delinquent Federal Debts
3. Debarments or Suspensions, or both
4. Mandatory Disclosure Requirement
5. Pre-selection Review of Performance
6. Sufficiency of Financial Management System
7. False Statements
8. 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 [2 CFR part 170](#) if the applicant receives an award, unless an exception applies as provided in [2 CFR 170.110](#).

## F. Program-Specific Requirements

**1. Program Management Findings.** The PHA must not have any major unresolved program management findings from an Inspector General's audit, HUD management review or Independent Public Accountant (IPA) audit for the PHA's HCV program or other significant program compliance problems that were not resolved or in the process of being resolved prior to this NOFO's application deadline. Major program management findings, or significant program compliance problems, are those that would cast doubt on the capacity of the applicant to effectively administer any new HCV funding in accordance with applicable HUD regulatory and statutory requirements.

**2. Litigation.** The PHA must not be involved in litigation where HUD determines that the litigation may seriously impede the ability of the applicant to administer the vouchers.

**3. FYI Competitive Utilization and Reporting.** HUD expects full (100 percent) utilization of FYI Competitive vouchers under this NOFO. PHAs administering the FYI Competitive vouchers under this NOFO should continually monitor their utilization of these vouchers.

PHAs are required to maintain a special program code for FYI participants in line 2n of the Family Report (form HUD-50058)/Moving To Work (MTW) Expansion Family Report(form HUD-50058 MTW Expansion) or line 2p of the MTW Family Report (form HUD-50058 MTW). The code for FYI youth is "FYIC."

PHAs must continue to use the FYI Competitive vouchers awarded under this NOFO for eligible youth upon turnover.

HUD will review utilization of the assistance made available under this NOFO. Based on this review, HUD may recapture any assistance it determines is no longer needed by the PHA. HUD will issue a notice on how it will recapture assistance in these cases.

**4. PHA Code Provided on SF-424.** The SF-424 Application for Federal Assistance completed in Grants.gov MUST include the PHA's code under field 5a. Federal Entity Identifier. The PHA Code is a 5-digit code that begins with the state abbreviation and then 3 numbers identifying the PHA within that state.

**5. MOU.** The PHA must submit an MOU executed by the official representative of the PHA and of the PCWA. Where other partners such as a State, local, government, philanthropic, or faith-based organization, or CoC, (or a CoC recipient it designates) will be a party to the MOU, the responsibilities of the entity must be identified. The MOU should have no fewer than two signatures. Agency and position titles should be clearly identified. For example, if it would not be clear to a reviewer that one of the parties signing the MOU is the official representative of the CoC, or a third-party entity, the MOU must make the role clear. Also make clear where one person has more than one role. For example, in some communities, the PHA Executive Director may also be the CoC Governing Board Chair. Failure to meet this requirement will result in the application failing threshold and will not be considered for further review.

If a PCWA is authorized under State law to contract out its functions and it has done so, both the official representative of the PCWA and the official representative of the contractor organization must sign the MOU.

The MOU execution date must be between the date this NOFO is published and the application deadline date under this NOFO, subject to the following exception. Alternatively, if the PHA submits an MOU that was executed before the publication of this NOFO, it must submit a signed correspondence executed by the PHA and PCWA indicating that the MOU is still in effect and is the most recent and current MOU. The MOU will be considered by HUD and the signatories (the PHA, PCWA, and applicable third parties) as a complete statement of the responsibilities of the parties and evidence of a commitment of resources to FYI. As such, the document should be as specific as possible. HUD strongly encourages applicants to carefully read all of the requirements of the MOU addressed in this section.

Rating Factor 3 requires the submission of supporting documentation, which may be in the form of a previously executed MOU (see more details in Section V.A. of this NOFO). If the applicant is submitting an MOU to receive points for Rating Factor 3, the MOU must clearly be identified as such.

Information about CoCs, including contact information may be found here:

[https://www.hud.gov/program\\_offices/comm\\_planning/coc](https://www.hud.gov/program_offices/comm_planning/coc)

**The MOU must clearly address, at a minimum, all of the following:**

1. The PHA and PCWA's commitment to administering the program.
2. The goals and standards of success in administering the program.
3. Each entity must identify a staff position that will serve as the lead FYI liaison. (This must include the staff person's name and/or position title.)
4. A statement that all parties agree to cooperate with any program evaluation efforts undertaken by HUD, U.S. Department of Health and Human Services (HHS), or a HUD or HHS-approved contractor, including compliance with HUD and HHS-approved evaluation protocols and data sharing requests.
5. Identify and define the youth population eligible for assistance as follows:
  1. Youth at least 18 years and not more than 24 years of age (have not reached their 25th birthday) who left foster care, or will leave foster care within 90 days, in accordance with a transition plan described in Section 475(5)(H) of the Social Security Act, and are homeless or are at risk of becoming homeless at age 16 or older.
  2. As required by statute, a voucher issued to such a youth may only be used to provide housing assistance for the youth for a maximum of 36 months. The Fostering Stable Housing Opportunities (FSHO) amendments, published in the Federal Register on January 24, 2022, provides an extension for up to 24 months beyond the 36-month time limit for youth who meet certain requirements. FSHO applies to youth who first leased or leases a unit with an FYI voucher after the date of enactment of FSHO, December 27, 2020.
6. The assistance that will be provided to youth in locating housing units and working with landlords to secure appropriate eligible units, listing the organization(s) responsible for providing this assistance.
7. The services to be provided to FYI Competitive-eligible youth, listing the organization(s) to provide the services and resources. The MOU must state that all of the services in (1) through (5) below will be provided for a period of at least 36 months to FYI Competitive-

eligible youth receiving rental assistance through the use of a FYI Competitive voucher regardless of age. HUD encourages full participation in self-sufficiency services as appropriate for the participating youth.

1. Basic life skills information/counseling on money management, use of credit, housekeeping, proper nutrition/meal preparation; and access to health care (e.g., doctors, medication, and mental and behavioral health services); while ensuring youth understand such services are voluntary.
  2. Counseling on compliance with rental lease requirements and with HCV program participant requirements, including assistance/referrals for assistance on security deposits, utility hook-up fees, and utility deposits.
  3. Providing such assurances to owners of rental property as are reasonable and necessary to assist an eligible youth to rent a unit with a FYI Competitive voucher.
  4. Job preparation and attainment counseling (e.g., where to look/how to apply, dress, grooming, and relationships with supervisory personnel, etc.).
  5. Educational and career advancement counseling regarding attainment of general equivalency diploma (GED); attendance/financing of education at a technical school, trade school or college; including successful work ethic and attitude models.
8. If applying for rating criteria points under Section V.A., the MOU must describe the activities, as applicable.
9. **The MOU must address PHA responsibilities, as outlined in (1) through (9) below.**
1. Accept youth certified by the PCWA as eligible for the FYI program under this NOFO. The PHA, upon receipt of a referral(s), must compare the name(s) with youth already on the PHA's HCV waiting list. Any youth on the PHA's HCV waiting list that matches with the PCWA's referral must be assisted in order of their position on the waiting list in accordance with PHA admission policies. Any youth certified by the PCWA as eligible and not on the HCV waiting list must be placed on the waiting list (pending HCV eligibility determination). If the PHA has a closed HCV waiting list, it must reopen the waiting list and place on the waiting list a FYI Competitive applicant youth who is not currently on the PHA's HCV waiting list. The PHA may reopen the waiting list to accept a FYI Competitive applicant youth without opening the waiting list for other applicants;
  2. Determine if youth age 18 through 24 referred by the PCWA are eligible for HCV assistance;
  3. Determine if any youth age 18 through 24 on its HCV waiting list are living in temporary shelters or otherwise meet the definition of homeless or at-risk of homelessness and may qualify for the FYI Competitive, and refer such applicants to the PCWA and/or third-party entity or CoC, as applicable;
  4. Amend the administrative plan in accordance with applicable program regulations and requirements, if needed;
  5. Administer the vouchers in accordance with applicable program regulations and requirements;
  6. Upon notification that vouchers have been awarded, train the PCWA and applicable partner staff on the PHA's HCV program;

7. Work with the PCWA and applicable third-party entities to develop necessary data and tracking metrics for tracking and improvement purposes;
8. Conduct regular meetings (at least quarterly) with the PCWA third-party entities; and
9. Comply with the provisions of the MOU.

**10. The MOU must address PCWA responsibilities as outlined in (1) through (8) below.**

1. Establish and implement a system to identify eligible youth within the agency's caseload and to review referrals from the PHA, and applicable third-party entities.
2. Establish and implement a system to identify eligible youth not currently within the agency's caseload in cooperation with applicable third-party entities, including integrating the prioritization and referral process for such eligible youth into the third-party entities' coordinated entry process, where applicable;
3. Provide written certification to the PHA that a youth qualifies based upon the criteria established in Section 8(x) of the United States Housing Act of 1937, and this NOFO;
4. Commit sufficient staff resources to ensure that eligible youth are identified and determined eligible in a timely manner. This commitment must include a process to ensure that the PCWA's active caseload is reviewed at least once a month (when the PHA has FYI Competitive vouchers available) to identify eligible youth and refer them to the PHA. Additionally, the PCWA must be prepared to provide referrals to the PHA within 30 working days of receiving notification from the PHA about voucher availability;
5. Provide or leverage follow-up supportive services listed above after the youth leases a unit, documenting the source of funding for these services. Communities are encouraged to leverage non-Federal funds from sources such as: State, local, philanthropic, and faith-based organization.
6. Upon notification that vouchers have been awarded, train PHA, and applicable third-party entity staff on the work of the PCWA as it relates to eligible youth;
7. Conduct regular meetings (at least quarterly) with the PHA, and applicable third-party entities; and
8. Comply with the provisions of the MOU.

**11. MOU must address the third-party entity (ies) or CoC responsibilities as outlined in (1) through (5) below.**

This section is only applicable where other partners, such as the State, local, philanthropic, faith-based organizations, and the CoC, or a CoC recipient it designates, will be party to the partnership agreement.

1. Describe how the third-party will integrate the prioritization and referral process for eligible youth that aren't currently within the PCWA's caseload into the third-party entities' or local CoC's coordinated entry process. [This element is not required where a third-party does not have a coordinated entry process. Further, this does not mean that youth who are not part of the PCWA's active caseload are required to be added to the third-party entities' or CoC's coordinated entry process. Youth who are not part of the PCWA's active caseload are not required to be added to the third-party entities' or CoC's coordinated entry process. Such integration is at local discretion.] The third-party entities,

CoC, or a CoC recipient it designates, should demonstrate how it is assessing the housing and related service needs for youth and how it comes to the determination that a FYI Competitive voucher is the appropriate level of assistance needed;

2. Identify services, if any, provided by the third-party entities, CoC, or a CoC recipient it designates, to youth who qualify for such program assistance;
3. Participate in regular meetings conducted by the PHA and PCWA (at least quarterly);
4. Upon notification that vouchers have been awarded, train PHA and PCWA staff on the work of the third-party entities, CoC, or a CoC recipient it designates; and
5. Comply with the provisions of the MOU.

### **Advancing Racial Equity**

In accordance with Executive Order [13985](#), Executive Order 14091, *Executive Order on Further Advancing Racial Equity and Support for Underserved Communities Through The Federal Government*, and Federal fair housing and civil rights laws, your application must address the following:

- You analyzed the racial composition of the persons or households who are expected to benefit, directly or indirectly, from your proposed award activities;
- You identified any potential barriers to persons or communities of color equitably benefiting from your proposed award 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 award activities.

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

This narrative is required and must address the four bullets outlined in the paragraph above. Applicants will submit this narrative according to the instructions in Section IV.B. This narrative will be evaluated for sufficiency and will not change the applicant's score or rank as compared to other applicants. If the narrative is deemed insufficient, it will be a "Curable Deficiency" that will be communicated to the applicant for correction with a notice of deficiency.

**Field G -Soundness of Approach.** The applicant must submit a written narrative demonstrating how the applicant has carried out the activities advancing racial equity in a manner consistent with federal nondiscrimination requirements. A narrative is required in Field G *Soundness of Approach* of the Funding Application (Form HUD 52515). The applicant may attach up to one additional page, if needed.

### **Experience Promoting Racial Equity**

In accordance with Executive Order 13985, Executive Order On Advancing Racial Equity and Support for Underserved Communities Through the Federal Government, Executive Order 14091, Further Advancing Racial Equity and Support for Underserved Communities Through the Federal Government, and Federal fair housing and civil rights laws, your application must demonstrate that the applicant has the experience and/or 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.

This narrative is required and must address the issues outlined in the paragraph above. Applicants will submit this narrative according to the instructions in Section IV.B. This narrative will be evaluated for sufficiency and will not change the applicant's score or rank as compared to other applicants. If the narrative is deemed insufficient, it will be a "Curable Deficiency" that will be communicated to the applicant for correction with a notice of deficiency.

**Field H - Leveraging Resources.** Include a written narrative in Field H- Leveraging Resources of the Funding application (Form HUD-52515) of how the applicant has experience promoting racial equity that demonstrates how the applicant has the experience and the resources to effectively address the needs of underserved communities, particularly Black and Brown communities. The applicant may attach up to one additional page, if needed.

### **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 affirmatively furthering fair housing at 24 CFR 5.151. If the applicant will carry out proposed activities with an Assessment of Fair Housing (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.

Applicants must address this requirement by submitting a written narrative which describes how their proposed NOFO activities are aligned with the requirement to affirmatively further fair housing (AFFH). Specifically, applicants should describe how their proposed NOFO activities will meaningfully: (1) address significant disparities based on protected class in unmet housing needs (2) address disparities based on protected class in access to opportunity (3) address segregation and promoting integration (4) transform racially or ethnically concentrated areas of poverty into well-resourced areas of opportunity without displacing existing residents, and/or (5) foster and maintain compliance with civil rights and fair housing laws]. If the narrative is deemed insufficient, it will be a "Curable Deficiency" that will be communicated to the applicant for correction with a notice of deficiency.

**Field K - Other Information Required in the NOFO or Funding Notice.** The application must include a written narrative how the applicant will carry out the proposed activities in a manner that affirmatively furthers fair housing (AFFH) in compliance with the Fair Housing Act and its implementing regulations. The applicant must include the AFFH discussion required by Section III.F. of this NOFO in Field K (Other Information Required in the NOFO or Funding Notice) of the form HUD-52515. The applicant may attach up to one additional page, if needed.

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

# **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 good cause. If you cannot submit your application electronically, you must ask in writing for a waiver of the electronic application submission requirements. HUD will not grant a waiver if you fail to submit to HUD by email or postmark by mail 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:

Email:

FYICompetitive@hud.gov

HUD Organization:

Street:

City:

State:

Zip:

## **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, but is under the wrong Assistance Listing and Funding Opportunity Number is a Non-Curable Deficiency, and will be rejected, unless otherwise stated under the Threshold requirements section. When applying with a UEI that does not match the organization name as registered in sam.gov will result in an ineligible applications.

### **1. Content**

<b>Forms/Assurances/Certifications</b>	<b>Submission Requirement</b>	<b>Notes/Description</b>
Application for Federal Assistance (SF-424)	This form is required.	Review section IV.B.2.a. of this NOFO for detailed application requirements.
Applicant and Recipient Assurances and Certifications (HUD 424-B)	This form is required.	Review section IV.B.2.a. of this NOFO for detailed application requirements.
Applicant/Recipient Disclosure/Update Report (HUD 2880)	This form is required.	Review section IV.B.2.a. of this NOFO for detailed application requirements.
Disclosure of Lobbying Activities (SF-LLL)	This form is conditionally required.	Review section IV.B.2.a. of this NOFO for detailed application requirements.
Certification Regarding Lobbying Activities	This form is required.	
Federal Assistance Representations and Certifications	This form is required via sam.gov	To assure compliance with statutory requirements for HUD programs, you must complete the “Federal Assistance Representations and Certifications” section of your sam.gov registration. HUD and OMB use information reported within sam.gov for general management of Federal assistance awards programs. For more information on how to update your sam.gov registration, visit SAM.gov or the Federal Service Desk, FSD.gov. You can search for help at FSD any time or request help from an FSD agent Monday-Friday 8 a.m. to 8 p.m. ET.
Acknowledgment of Application Receipt (HUD2993), if applicable	This form is applicable only to applications submitted on paper, following	This form is not required but is available for applicants who want confirmation that their hard-copy application was received by HUD. The form must be submitted with the application, in accordance with the application

Forms/Assurances/Certifications	Submission Requirement	Notes/Description
	receipt of a waiver of electronic submission.	submission instructions included in the waiver of electronic submission.
Funding Application (form HUD-52515)	This form is required of all applicants.	See instructions for completing this form below. The failure to submit this form will be treated as a curable deficiency (see Section IV.D.4. of this NOFO “Corrections to Deficient Applications” for more information).

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

**Attachment 1. MOU between the PHA and PCWA, and, if applicable, third-party entity (ies) and CoC**

Requirements of the MOU are explained in Section III.F. of this NOFO.

**Attachment 2. Rating Factor Certification**

In order to get points for Rating Factors 1 through 8 as provided for in Section V.A.1. of the NOFO, the PHA must provide a Rating Factor Certification. The certification must be provided as one attachment. The certification must be signed by the Executive Director, Chief Executive Officer, or individual of equivalent position of the PHA. The file must be no longer than 5 pages as HUD will not review past 5 pages. A sample document that includes all required elements is included in the Appendix.

NOFO reviewers will only review rating criteria elements that have been identified in the Rating Factor Certification. Applicants must clearly identify where a NOFO reviewer may find the applicable rating factor element by document name and page number. Please include specific page numbers and not a range (i.e., page 4, not page 4-8). Reviewers will only look at the document and page(s) identified in the Rating Factor Certification. The MOU must also identify the assistance being provided and state who will be providing such assistance. NOFO reviewers will be looking for specific language. For example, to qualify for points under Rating Factor 1: Housing Search Assistance in Low-poverty Census Tracts the NOFO provides that at least one of the following three activities must occur: neighborhood tours, unit viewings, or landlord introductions. An applicant will only be awarded points if at least one of the three items is listed. Alternative language will not be considered.

**Guidance for Locating and Completing Forms.**

**General.** The application consists of the "application download" and the "instructions download." Forms referred to as "electronic" and "attachments" are part of the application download at [www.grants.gov](http://www.grants.gov).

### **Application for Federal Assistance (form SF-424)**

Complete all required fields unless otherwise noted in the following instructions:

Field 17 - Most applicants should indicate October 1, 2024 - September 30, 2025 (however, this is an estimate and the actual dates will be determined at grant agreement).

Field 18 - Estimate Funding - Only complete 18a and 18g. The estimate at 18a should be the number of vouchers being requested from the Statement of Need multiplied by the PHA's estimated PUC. This field is only an estimate and will not be used for making funding determinations.

### **Applicant Recipient Disclosure Report (form HUD-2880)**

Complete all required fields unless otherwise noted in the following instructions:

Field 2 - Social Security Number or Employer ID Number. Enter PHA code.

Field 4 - Amount of HUD Assistance Requested/Received. Enter the number of vouchers being requested from the Statement of Need multiplied by the PHA's estimated PUC. This field is only an estimate and will not be used for making funding determinations.

### **Funding Application (HUD-52515) This is a curable deficiency.**

The completed application must include the HUD-52515 as an attachment named "Attachment 1\_HUD-52515\_PHA Code," e.g. Attachment 1\_HUD-52515\_SA099." This form cannot be completed electronically in Grants.gov. A copy of the form is provided with the Application Instructions.

Complete the form using the following instructions.

Page 1:

1. Name and Mailing Address of the Public Housing Agency (PHA) - Enter the PHA name and Address
2. PHA Code – Enter the 5-digit alphanumeric code for the PHA that begins with the state abbreviation of the PHA and ends with three numbers, e.g., SA099
3. Number of Vouchers Requested – Use this field to enter the number of vouchers being requested in accordance with the maximum award limits in this NOFO.
4. Geographic Area/Jurisdiction (describe the area in which assisted families or individuals may live) - The geographic area in which the PHA may administer the vouchers awarded under this NOFO. Specify if PHA is partnering to expand jurisdiction with another PHA
5. Signature of PHA Representative – Please complete.
6. Email Address – Please complete.
7. Print or Type Name of Signatory – Please complete.
8. Phone Number – Please complete.
9. Date – Please enter the date the document was signed.

Page 2:

Fields E. Capacity of the Organization, I. Achieving Results and Program Evaluation and J. Memorandum of Understanding – Leave blank.

- Capacity of the Organization (Field E)-- will be covered in Attachment 2 Rating Factor Certification.

Field F- Need/Extent of the Problem.

- **Statement of Need:** Enter or provide as an attachment a Statement of Need that includes at a minimum the following two data points:

Responses to the following questions should be included in Field F of the form:

1. How many FYI Competitive vouchers are expected to be needed in 12-month period by eligible youth in the community who are part of the partnering PCWA's active caseload?
2. How many FYI Competitive vouchers are expected to be needed in 12-month period by eligible youth in the community who are no longer part of the PCWA's active caseload (e.g., youth that left foster care who are now homeless or at risk of becoming homeless)?

If the PHA will formally partner with another PHA (where the partner PHA(s) are not applying for FYI Competitive vouchers) to share vouchers awarded through this NOFO, need may be based on the shared jurisdiction. PHA agreements must be included in this Attachment 3- Statement of Need. If the need is greater than the HUD cap, PHAs should ask for total need.

The PCWA must contribute to the provision of data used in the Statement of Need. HUD strongly encourages incorporating data made available by third-party entities including the CoC to more fully identify community needs. The PHA must indicate this source of data in their Statement of Need.

Field G -Soundness of Approach.

- Include a written narrative which addresses the four bullets outlined in Section III.F. of this NOFO of how the applicant has carried out the activities listed with respect to advancing racial equity in a manner consistent with federal nondiscrimination requirements. The applicant may attach up to one additional page, if needed.

Field H- Leveraging Resources.

- Include a written narrative as required by Section IV.B. Content and Form of Application Submission (the Section that will have the Funding application (Form HUD-52515)) of how the applicant has experience promoting racial equity that demonstrates how the applicant has the experience and the resources to effectively address the needs of underserved communities, particularly Black and Brown communities. The applicant may attach up to one additional page, if needed.

Field K - Other Information Required in the NOFO or Funding Notice.

- Include a written narrative, as required by Section III.F. of this NOFO which describes how the applicant's proposed NOFO activities are aligned with requirements to

Affirmatively Further Fair Housing in compliance with the Fair Housing Act and its implementing regulations. The applicant may attach up to one additional page, if needed.

HUD recently updated the form HUD-52515. The most current version of the form has an expiration of April 30, 2026. Failure to sign or completely fill out sections of this form, as required above, is a curable deficiency.

**Note:** HUD is notifying applicants that the content of an application may be used by HUD, HHS, or a HUD or HHS-approved contractor for the purpose of program evaluation and monitoring.

## **2. Other Submission Requirements**

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

#### **(1) 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 awards, 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.

#### **(2) 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 CFR §§ 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.

#### **(3) 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 24 CFR part 4 for additional information.](#)

#### **(4) 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-- 2024, 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.

#### **(5) False Statements**

Applicant understands that providing false or misleading information during any part of the application, award, or performance phase of an award may result in criminal, civil or administrative sanctions, including but not limited to: fines, restitution, and/or imprisonment under 18 USC 1001, 18 USC 1012, or 18 USC 287; treble damages and civil penalties under the False Claims Act, 31 USC 3729 et seq.; double damages and civil penalties under the Program Fraud Civil Remedies Act, 31 USC 3801 et seq.; civil recovery of award funds; suspension and/or debarment from all federal procurement and non-procurement transactions, FAR Part 9.4 or 2 CFR Part 180; and other remedies including termination of active HUD award.

#### **(6) Lobbying Activities**

Applicants are subject to the provisions of Section 319 of Public Law 101-121, 31 U.S.C. 1352, (the Byrd Amendment), and 24 CFR part 87, which prohibit recipients of federal awards from using appropriated funds for lobbying the executive or legislative branches of the Federal government in connection with a Federal award. All applicants must submit with their application the signed “Certification Regarding Lobbying” form. In addition, applicants must disclose, using Standard Form LLL (SF-LLL), “Disclosure of Lobbying Activities,” any funds, other than federally appropriated funds, that will be or have been used to influence federal employees, members of Congress, or congressional staff regarding specific awards. 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.

### 3. Format and Form

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

\_\_\_\_\_ Pages maximum length of narratives

Other

1. File Name. Each document must be clearly labeled using the following structure [PHA Code\_Name of Document (e.g., MOU, Statement of Need, etc.)\_FYI Competitive]
2. Use 8-1/2 X 11-inch paper.
3. All margins should be approximately one inch.
4. Text size should be between 11 and 12 point.
5. All narrative documents must have page numbers.
6. No more than one page of text may be placed on one sheet of paper; i.e., do not shrink pages to get two or more on a page. Such text will not be reviewed.

HUD recommends reviewing all submitted material prior to the NOFO deadline to ensure that applications are complete, including that attachments include all necessary pages, and are legible. During previous competitions, some applicants uploaded scanned attachments with missing pages or pages that were illegible, uploaded dated documents, or failed to upload required documents.

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

### 1. SAM Registration Requirement

You must register at [www.sam.gov](http://www.sam.gov) before submitting an application. You must maintain current information in SAM on immediate and highest-level owner and subsidiaries, as well as on all predecessors that a Federal award 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

All entities doing business with the Federal government must use the UEI created in SAM.gov. Your application must include a valid UEI that is registered and active at [www.sam.gov](http://www.sam.gov). 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>. **When submitting an application with a UEI that does not match the organization name as registered in sam.gov will result in an ineligible application.**

### 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

06/17/2024

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 review your application before you submit it at Grants.gov. Also, HUD recommends you submit your application 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, as well as individuals who have speech or 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. Amend or Revise an Application**

Before the submission deadline, you may amend a validated application through Grants.gov by submitting a revised and complete application including the new or changed material. The revised 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

Not Applicable.

### Indirect Cost Rate

Statutory or regulatory restrictions Apply – ONLY if a statute or regulation imposes restrictions that are different from the indirect cost rate requirements in 2 CFR 200.

### G. Other Program-specific Requirements

## V. APPLICATION REVIEW INFORMATION

### A. Review Criteria

#### 1. Rating Factors

In addition to meeting all of the threshold requirements of the NOFO, applicants can receive up to 100 points by addressing the rating criteria specified in this section.

The ratings that applicants receive will be used to rank the applicants for the purposes of funding.

The minimum score for an application to be considered for funding is 61 points. This does not automatically mean that a PHA that scores 61 points or greater will be funded.

Should HUD determine that not enough eligible applicants have scored at least 61 points, HUD may award funds to an applicant scoring below 61 points or choose to hold back some funding for a future NOFO. Given the limited funds available under this NOFO, HUD expects only the highest scoring applications will receive funds. If more than one PHA has the same score, HUD will prorate the award accordingly.

Applicants seeking rating factor points under the criteria specified in this section must submit a completed Rating Factor Certification described in section IV.B. of this NOFO. Providing this information is a threshold requirement and is necessary to aid the NOFO reviewer in identifying and scoring rating factor elements.

If information is not clearly identifiable to the NOFO reviewer, the reviewer will not search submitted documentation or request clarification from the applicant. For example, in the last FYI Competitive NOFO, some applicants submitted Rating Factor Certifications that cited to attachments that were not included, pages or content that did not exist, or to an entire document.

NOFO Rating Factors	Maximum Points: 100	
Rating Factor	Category	Maximum Points

1	Housing Search Assistance in Low-Poverty Census Tracts	14
2	Financial Assistance	20
3	Previous Coordination	10
4	Post-Move Counseling	8
5	Youth Collaboration	5
6	Self-Sufficiency Programs	18
7	Third-Party Partnership	10
8	FYI, FUP or HCV Utilization Rate	15
	<b>Total</b>	<b>100</b>

**NOFO Rating Factors**

**Maximum Points: 100**

<b>Rating Factor 1: Housing search assistance in low-poverty census tracts</b>	<b>Maximum Points: 14</b>
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**Scoring.** Assign up to 14 points if housing search assistance will be provided in low-poverty census tracts. For the purpose of this NOFO, low-poverty census tracts are defined as having a poverty rate of 20 percent or less as determined in the most recent American Community Survey 5-Year Estimates. Poverty rates by census tract may be found at the following link:

<https://www.huduser.gov/portal/maps/hcv/home.html>.

Each of the following activities in a low-poverty census tract is worth 7 points: neighborhood tours, unit viewings, or landlord introductions. The activity must be offered to all FYI-eligible youth and be identified in the MOU.

A cumulative maximum of 14 points will be awarded under this category. This means the PHA may only receive points for up to two of the three activities listed above.

**Documentation.** To receive points for this rating criteria, applicants must include this rating criteria element in the MOU and identify it in the Rating Factor Certification. The Rating Factor Certification must provide responses to the following:

Question 1. Will housing search assistance in low-poverty census tracts be made available to FYI Competitive participants? **(Yes or No) (If No, skip to next Rating Factor.)**

Question 2. Which of the following activity(ies) will be offered in low-poverty census tracts as identified in the MOU? **(Neighborhood tours, unit viewings, or landlord introductions)**

Question 3. Does the MOU specify which housing search assistance will be provided and the organization/agency providing the assistance? **(Yes or No) (If No, skip to next Rating Factor.)**

Question 4. Where is the information located? Identify the page number(s) in the MOU where this information is included. The page number should reference the location in the MOU that includes the housing search assistance element(s) identified in Question 2. No points will be

provided where the MOU does not cite to at least one of the housing search assistance activities. For example, an MOU that says that youth will receive a list of landlords does not meet the requirement of providing landlord introductions. The MOU would have to say that landlord introductions will be provided and identify who will be providing the assistance.

<b>Rating Factor 2. Financial assistance</b>	<b>Maximum Points: 20</b>
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**Scoring.** Assign up to 20 points if the PHA, PCWA, or third-party entity provides, funds, or otherwise makes available financial assistance resources to assist FYI-eligible youth to lease-up with an FYI Competitive voucher. Eligible financial assistance activities are: 1) moving cost assistance, 2) security deposit assistance, or 3) utility startup (including utility arrears). Each activity is worth 10 points.

The activity must be offered to all FYI-eligible youth and be identified in the MOU.

A cumulative maximum of 20 points will be awarded under this category. This means the PHA may only receive points for up to two of the three activities listed above.

**Documentation.** To receive points, this rating criteria element must be included in the MOU and identified in the Rating Factor Certification. The Rating Factor Certification must provide responses to the following:

Question 1. Will financial resources be made available to assist FYI-eligible youth lease-up with a FYI Competitive voucher? **(Yes or No) (If No, skip to next Rating Factor.)**

Question 2. Which of the following forms of financial assistance will be provided? (Moving cost assistance, security deposit assistance, or utility start up (including utility arrears)).

Question 3. Does the MOU specify which assistance will be provided and the organization/agency providing the financial assistance? **(Yes or No) (If No, skip to next Rating Factor.)**

Question 4. Where is the information located? Identify the page number(s) in the MOU where this information is included. The page number should reference the location in the MOU that includes the financial assistance element(s) identified in Question 2. No points will be provided where the MOU does not cite to at least one of the financial assistance activities. For example, an MOU that says that youth will receive moving assistance does not meet the requirement. The MOU would have to say that moving cost assistance will be provided and identify who will be providing the moving cost assistance.

<b>Rating Factor 3. Previous Coordination</b>	<b>Maximum Points: 10</b>
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**Scoring.** Assign 10 points if the PHA and/or PCWA can demonstrate recent cross-program coordination with a local CoC, or a CoC recipient it designates.

To receive 10 points, evidence of an established agreement between the PHA or PCWA and the CoC or a CoC recipient it designates to receive referrals from the local coordinated entry system.

A maximum of 10 points will be awarded under this category.

**Documentation.** To receive points, this rating criteria element must include the required documentation and be identified in the Rating Factor Certification. The Rating Factor Certification must provide responses to the following:

Question 1. Can the PHA and/or PCWA demonstrate recent cross-program coordination with a local CoC? **(Yes or No) (If No, skip to next Rating Factor.)**

Question 2. Is recent cross-program coordination in the form of an established agreement between the PHA or PCWA, and the CoC to receive referrals from the local coordinated entry system? **(Established agreement between the PHA or PCWA and the CoC to receive referrals from the local coordinated entry system). An established agreement can be in the form of an executed MOU, signed certification from the PHA and/or PCWA and a local CoC, or PHA or PCWA’s policy document that describes the referral process). (If no, skip to next Rating Factor.)**

Question 3. Where is the information located? Identify the document and page number(s) where this information is included.

<b>Rating Factor 4. Post-move counseling</b>	<b>Maximum Points: 8</b>
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**Scoring.** Assign up to 8 points if the PHA, PCWA, or third-party entity, provides, funds, or otherwise makes available post-move counseling to FYI-eligible youth. Post-move counseling includes: 1) subsequent-move counseling if the youth decides to move a second time, or 2) landlord-tenant mediation. Each activity is worth 4 points.

The activity must be offered to all FYI-eligible youth and be identified in the MOU.

A cumulative maximum of 8 points will be awarded under this category.

**Documentation.** To receive points, this rating criteria element must be included in the MOU and identified in the Rating Factor Certification. The Rating Factor Certification must provide responses to the following:

Question 1. Will post-move counseling be made available to FYI-eligible youth? **(Yes or No) (If No, skip to next Rating Factor.)**

Question 2. Which of the following forms of post-move counseling will be provided? **(Subsequent-move counseling if the youth decides to move a second time, and/or landlord-tenant mediation.)**

Question 3. Does the MOU specify which type of post-move counseling assistance that will be provided and the organization/agency providing the assistance? **(Yes or No) (If No, skip to next Rating Factor.)**



Question 4. Where is the information located? Identify the page number(s) in the MOU where this information is included. The page number should reference the location in the MOU that includes the post-move counseling element(s) identified in Question 2. No points will be provided where the MOU does not cite to the post-move counseling. For example, an MOU that says that youth will receive post-move counseling does not meet the requirement. The MOU would have to say the type of post-move counseling that will be provided and identify who will be providing the post-move counseling.

<b>Rating Factor 5. Youth Collaboration</b>	<b>Maximum Points: 5</b>
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**Scoring.** Assign up to 5 points if youth with lived experiences (youth that are homeless or formerly homeless and are in foster care or left foster care) will be integrated into the rollout and/or ongoing administration of the FYI Competitive program. Youth voice is a crucial component to addressing and ending youth homelessness. To receive points under this category the applicant must demonstrate how youth with lived experience will be integrated into the rollout and/or ongoing administration of the FYI Competitive program.

A maximum of 5 points will be awarded under this category.

**Documentation.** In the Rating Factor Certification, applicants must provide brief (less than one half of a page response to the following question.

In which activities will youth with lived experience participate in to further their integration in the rollout and/or ongoing administration of the FYI Competitive program? **(If not applicable, skip to next Rating Factor.)**

<b>Rating Factor 6. Self-sufficiency Programs</b>	<b>Maximum Points: 18</b>
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**Scoring.** Assign up to 18 points if the PHA administers the HUD Family Self-Sufficiency (FSS) program, or similar program promoting self-sufficiency, that is active at the time of application. A similar program promoting self-sufficiency refers to a self-sufficiency program that promotes the development of local strategies to coordinate the use of assistance under the HCV program with public and private resources to enable participating youth to increase earned income and financial literacy, reduce or eliminate the need for welfare assistance, and make progress toward economic independence and self-sufficiency.

To receive 18 points, the PHA must have current targeted policies or proposed strategies to encourage enrollment of eligible youth.

The policy or proposed strategy must be specific to FYI-eligible youth. For example, a response that all HCV participants are informed about the FSS program is not sufficient. The policy or proposed strategy must be youth-friendly. The policy or proposed strategy must not mandate that youth participate.

A maximum of 18 points will be awarded under this category.

**Documentation.** To receive points, this rating criteria element must include the required documentation and be identified in the Rating Factor Certification. The Rating Factor Certification must provide responses to the following:

Question 1. Does the PHA have current targeted policies or proposed strategies to encourage enrollment of FYI-eligible youth in a Family Self-Sufficiency program or similar program? **(Yes or No) (If No, skip to next Rating Factor.)**

Question 2. Are the targeted policies existing, or proposed? **(Existing or proposed.)**

Question 3. If proposed, is the PHA certifying to adoption of the targeted strategies within three months of being awarded vouchers under the NOFO? **(Yes or Not Applicable/current policy) (If proposed and there is no certification statement of adopting the proposed policy, skip to next Rating Factor.)**

Question 4. Identify the document (e.g., policy excerpt, pamphlet, policy proposal description, etc.) and page number(s) where this information is included. This should identify the specific policies to encourage enrollment of eligible youth.

<b>Rating Factor 7. Third-Party Partnership</b>	<b>Maximum Points: 10</b>
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**Scoring.** A maximum of 10 points is available for this rating criteria.

Assign up to 10 points where the PHA has partnered with a third-party, such as a State, local, philanthropic, non-profit or faith-based organization, or local Continuum of Care, or CoC recipient it designates has committed to (1) participate in community planning to address youth homelessness in its jurisdiction and ensure that FYI-eligible youths are not released into homelessness (5 points), and (2) provide at least one of the required supportive services located in Section III.F.5. of this NOFO and will be a party to the MOU (5 points). The supportive services must be provided for a period of 36 months.

1. Basic life skills information/counseling on money management, use of credit, housekeeping, proper nutrition/meal preparation; and access to health care (e.g., doctors, medication, and mental and behavioral health services); while ensuring youth understand such services are voluntary.
2. Counseling on compliance with rental lease requirements and with HCV program participant requirements, including assistance/referrals for assistance on security deposits, utility hook-up fees, and utility deposits.
3. Providing such assurances to owners of rental property as are reasonable and necessary to assist a FYI-eligible youth to rent a unit with a FYI voucher.
4. Job preparation and attainment counseling (e.g., where to look/how to apply, dress, grooming, and relationships with supervisory personnel, etc.).
5. Educational and career advancement counseling regarding attainment of general equivalency diploma (GED); attendance/financing of education at a technical school, trade school or college; including successful work ethic and attitude models.

A maximum of 10 points will be awarded under this category.

**Documentation.** To receive 10 points for third-party partnerships, the Rating Factor Certification must include a brief (half of a page and no more than one page) responses to the following:

Question 1: Has your PHA participated in a community planning process to address youth homelessness in its jurisdiction and ensure that FYI-eligible youths are not released into homelessness? (For example, has the PHA participated in the Coordinated Community Plan (CCP) process if it is in a jurisdiction that has received a Youth Homelessness Demonstration Program (YHDP) award.) **(Yes or No), (If Yes, please describe your PHA’s role in the planning and what action(s) your PHA has committed to lead/work on for this plan implementation). (If No, move to question 2.)**

Question 2: Did a third-party, such as a State, local, government, philanthropic, non-profit or faith-based organization, or local Continuum of Care, or CoC recipient it designates commit to providing at least one of the required supportive services for 36 months (Section III.F.5.) and will be a party to the MOU? **(Yes or No), (If Yes, move to question 3.) (If no, stop.)**

Question 3: Identify the State, local, philanthropic, non-profit or faith-based organization, or local Continuum of Care, or CoC recipient it designates that has committed to provide at least one of the required supportive services for 36 months. Name the supportive service.

Question 4: On what page of the MOU is this information included? (The organization, supportive service to be provided, and duration of the supportive service must be identified in the MOU.)

<b>Rating Factor 8. FYI, FUP or HCV Utilization Rate</b>	<b>Maximum Points: 15</b>
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**Scoring:** Assign 15 points if the PHA certifies that it administers 11 or more FYI and/or FUP vouchers and has an FYI and/or FUP utilization of at least 90 percent, as verified by HUD review of Voucher Management System (VMS) data, as of November 2023, or as of the most recent comprehensive set of validated data available to HUD at the time of HUD’s review of the application, whichever is higher.

**OR** Assign 15 points if PHA certifies that it administers 10 or fewer FYI and/or FUP vouchers and has an FYI and/or FUP utilization rate of at least 50 percent, as verified by HUD review of VMS, as of November 2023, or as of the most recent comprehensive set of validated data available to HUD at the time of HUD’s review of the application, whichever is higher.

**OR**

If the PHA does not currently administer either an FYI or FUP program, assign 15 points if the PHA certifies that it has an HCV utilization of at least 95 percent and above, as verified by HUD review of VMS data, as of November 2023, or as of the most recent comprehensive set of validated data available to HUD at the time of HUD’s review of the application, whichever is higher. **OR** Assign 10 points if the PHA certifies that it as an HCV utilization of at least 90

percent, as verified by HUD review of VMS data, as of November 2023, or as of the most recent comprehensive set of validated data available to HUD at the time of HUD's review of the application, whichever is higher.

A maximum of 15 points will be awarded under this category.

**Documentation.** In the Rating Factor Certification, applicant must adopt and certify to one of the statements above which accurately reflects the PHA's FYI, FUP or HCV utilization rate.

This program does not offer points for Section 3.

## **2. Other Factors**

### **Policy Initiative Preference Points**

This NOFO does not offer any 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:

OMB-designated repositories of governmentwide data, as noted in [2 CFR 200.206\(a\)](#)

The ability to account for funds in compliance with applicable reporting and recordkeeping requirements

Timely use of funds received from HUD

Timely submission and quality of reports submitted to HUD

Meeting program requirements

Meeting performance targets as established in the HUD agreement

The applicant's organizational capacity, including staffing structures and capabilities

Timely completion of activities and receipt and expenditure of promised matching or leveraged funds

The number of persons served or targeted for assistance

HUD may reduce scores based on the past performance review, if specified under V.A. Rating Factors. 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 2 CFR part 200 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.

## **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 Award**

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 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 FY for other competitions within the program area, may be held for future competitions (if allowable in accordance with the applicable appropriation or authorizing statute), or may 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 (or nearer to 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 requirements apply and are detailed on HUD's Funding Opportunity page in the document titled, "[Administrative, National & Departmental Policy Requirements and Terms for HUD Financial Assistance – 2024](#)." You must review each requirement to ensure compliance is considered when preparing your application materials (e.g., staff, budget, and timeline). Failure to comply with these requirements may impact your ability to receive or retain a financial assistance award from HUD.

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 24 CFR 5.150 et seq

7. Compliance with Economic Opportunities for Low-and Very Low-income Persons (12 U.S.C. 1701u) 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 (e.g., [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 and Sustainable by Design
13. Compliance with Uniform Relocation Assistance and Real Property Acquisition Policies Act (42 USC 4601 et seq.) (URA) requirements, [49 CFR part 24](#), and applicable program regulations
14. Compliance with Participation in HUD-Sponsored Program Evaluation
15. Compliance with OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards ([2 CFR part 200](#))
16. Compliance with Drug-Free Workplace requirements ([2 CFR part 2429](#))
17. Compliance with the requirements related to safeguarding resident/client files (e.g., 2 CFR 200.303(e))
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, including 24 CFR parts 8 and 100; 28 CFR part 35
21. Compliance with applicable Violence Against Women Act requirements in the Housing Chapter of VAWA, 34 U.S.C. 12491-12496, 24 CFR part 5, subpart L, and program-specific regulations, if applicable
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
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 U.S.C. 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 regulations ([2 CFR part 2424](#) and [2 CFR part 180](#))
28. Compliance with environmental justice requirements that apply in accordance with 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 [HUD Secretary Fudge’s April 12, 2022 memorandum](#), “Eliminating Barriers That May Unnecessarily Prevent Individuals with Criminal Histories from Participation in HUD Programs”
30. Compliance with equity requirements, including racial equity and underserved communities and LGBTQ+ requirements that apply in accordance with Executive Orders [13985](#), [13988](#), and 14091
31. Compliance with 41 U.S.C. § 4712, which includes informing your employees in writing of their rights and remedies, in the predominant native language of the workforce. Under 41 U.S.C. § 4712, employees of a contractor, subcontractor, grantee, subgrantee, and personal services contractor may not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing information that the employee reasonably believes is evidence of gross mismanagement of a Federal contract or grant, a gross waste of Federal funds, an abuse of authority relating to a Federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a Federal contract (including the competition for or negotiation of a contract) or grant. (See [Federal Contractor or Grantee Protections | Office of Inspector General, Department of Housing and Urban Development \(hudoig.gov\)](#))
32. Compliance with [2 CFR 200.216, Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment](#) and Executive Orders 14091 and 14110, which includes prohibition on the use of HUD funds to purchase or fund any form of facial or biometric recognition technology for the purpose of surveillance or any other use that may adversely impact equitable access to housing

For more details on item 31 see [Federal Contractor or Grantee Protections | Office of Inspector General, Department of Housing and Urban Development \(hudoig.gov\)](#).

### **Environmental Review**

Compliance with environmental requirements, including regulations at 24 CFR 50 or 58:

Project-based assistance is subject to the environmental review provisions at 24 CFR 983.58 and 983.153(b). The PHA may not enter into an Agreement to enter into a HAP contract or a HAP contract with an owner, and the PHA, the owner, and its contractors may not acquire, rehabilitate, convert, lease, repair, dispose of, demolish, or construct real property or commit or expend program or local funds for PBV activities under 24 CFR part 983, until one of the following occurs: (1) the responsible entity has completed the environmental review procedures required by 24 CFR part 58, and HUD has approved the environmental certification and given a release of funds, as defined in §983.3(b); (2) the responsible entity has determined that the project to be assisted is exempt under 24 CFR 58.34 or is categorically excluded and not subject



to compliance with environmental laws under 24 CFR 58.35(b); or (3) HUD has performed an environmental review under 24 CFR part 50 and has notified the PHA in writing of environmental approval of the site.

In accordance with 24 CFR 50.19(b)(11) and 58.35(b)(1) of the HUD regulations, tenant-based rental activities under this program are categorically excluded from the requirements of the National Environmental Policy Act of 1969 (NEPA) and are not subject to environmental review under the related laws and authorities.

Activities under the home ownership option of this program are categorically excluded from NEPA requirements and excluded from other environmental requirements under 24 CFR 58.5, when assistance is provided for purchase of existing dwelling units or dwelling units under construction, in accordance with 24 CFR 58.35(b)(5), but PHAs are responsible for the environmental requirements in 24 CFR 982.626(c) and 24 CFR 58.6.

Regarding activities under the home ownership option for units not yet under construction at the time the family enters into the contract for sale, the additional environmental review requirements referenced in 24 CFR Sections 982.628(e), 982.631(c) (3) and 982.637(b) also apply in addition to Section 982.626(c), and the PHA shall submit all relevant environmental information to the responsible entity or to HUD to assist in the completion of those requirements.

Activities under this NOFO are subject to 24 CFR Part 983 when the assistance is project-based.

Environmental review resources including training, guidance, forms, sample letters and worksheets are available on the hud.gov webpage at: [Environment and Energy | HUD.gov / U.S. Department of Housing and Urban Development \(HUD\)](https://www.hud.gov/EnvironmentandEnergy).

### **Remedies for Noncompliance**

HUD may apply the remedies at [2 CFR 200.339](#) or impose additional conditions to remedy noncompliance with any Federal State, or local statutes, regulations, or terms and conditions of the financial assistance award. If noncompliance cannot be remedied, HUD may terminate a Federal award, in whole or in part, for any of the reasons specified in [2 CFR 200.340, Termination](#).

PHAs must continue to use the FYI Competitive vouchers awarded under this NOFO for eligible youth upon turnover. HUD will review utilization of the assistance made available under this NOFO. Based on this review, HUD may recapture any assistance it determines is no longer needed by the PHA. HUD will issue a notice on how it will recapture any assistance it determines is no longer needed by the PHA in these cases.

### **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 HUD award 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, then you must also inform clients of 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-award equal to or greater than \$30,000.

### 4. Program-Specific Reporting Requirements

**PIC Reporting.** PHAs must maintain a special program code for FYI participants in line 2n of the Family Report (**form HUD-50058**)/ Moving To Work (MTW) Expansion Family Report

(form HUD-50058 **MTW Expansion**) or line 2p of the MTW Family Report (form HUD-50058 **MTW**), as applicable. The special program code is “FYIC.”

## **D. Debriefing**

For a period of at least 120 calendar days, beginning 30 calendar days after the public announcement of awards under this NOFO, if requested, HUD will provide a debriefing related to their application. The AOR or the AOR’s successor must submit a written request for debriefing via mail or email to the POC in Section VII Agency Contact(s) of this NOFO. Information provided during a debriefing may include the applicant’s final score 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.

For this NOFO, debriefing requests must be submitted by email to [FYICompetitive@hud.gov](mailto:FYICompetitive@hud.gov). Information provided during a debriefing will not include evaluator comments.

## **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:

Phone:

Email:

[FYICompetitive@hud.gov](mailto:FYICompetitive@hud.gov)

Individuals who are deaf or hard of hearing, as well as individuals who have speech or 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)**

This NOFO provides funding under, and does not alter the environmental requirements of 24 CFR Part 982 and 983 or program guidelines published at 64 FR 26640, May 14, 1999. Accordingly, under 24 CFR 50.19(c)(5)(i), this NOFO is categorically excluded from environmental review under the National Environmental Policy Act of 1969 (42 U.S.C.4321). Activities under the NOFO are subject to environmental review provisions set out at VI.B. of this NOFO.

### **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 Disability Overview](#)
- [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](#)
- [Rural.gov](#)
- [Rural Partners Network Community Networks](#)
- [Section 3](#)
- [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

- FYI webpage:  
[https://www.hud.gov/program\\_offices/public\\_indian\\_housing/programs/hcv/fyi](https://www.hud.gov/program_offices/public_indian_housing/programs/hcv/fyi).
- Questions regarding this NOFO may be submitted by email to [FYICompetitive@hud.gov](mailto:FYICompetitive@hud.gov).

## APPENDIX

### Sample 1. Rating Factor Certification

The Rating Factor Certification must use the following format:

[Insert Date]  
[Insert PHA Name]  
[Insert PHA Code]

### **Rating Factor Certification**

#### **Rating Factor 1. Housing Search Assistance in Low-Poverty Census Tracts**

Question 1. Will housing search assistance in low-poverty census tracts be made available to FYI participants? **(Yes or No) (If No, skip to next Rating Factor.)**

Question 2. Which of the following activity(ies) will be offered in low-poverty census tracts as identified in the MOU? **(Neighborhood tours, unit viewings, or landlord introductions)**

Question 3. Does the MOU specify which housing search assistance will be provided and the organization/agency providing the assistance? **(Yes or No) (If No, skip to next Rating Factor.)**

Question 4. Where is the information located? Identify the page number(s) in the MOU where this information is included. The page number should reference the location in the MOU that includes the housing search assistance element(s) identified in Question 2. No points will be provided where the MOU does not cite to at least one of the housing search assistance activities. For example, an MOU that says that youth will receive a list of landlords does not meet the requirement of providing landlord introductions. The MOU would have to say that landlord introductions will be provided and identify who will be providing the assistance.

#### **Rating Factor 2. Financial Assistance**

Question 1. Will financial resources be made available to assist FYI-eligible youth lease-up with a FYI Competitive voucher? **(Yes or No) (If No, skip to next Rating Factor.)**

Question 2. Which of the following forms of financial assistance will be provided? **(Moving cost assistance, security deposit assistance, or utility start up (including utility arrears)).**

Question 3. Does the MOU specify which assistance will be provided and the organization/agency providing the financial assistance? **(Yes or No) (If No, skip to next Rating Factor.)**

Question 4. Where is the information located? Identify the page number(s) in the MOU where this information is included. The page number should reference the location in the MOU that includes the financial assistance element(s) identified in Question 2. No points will be provided where the MOU does not cite to at least one of the financial assistance activities. For example, an MOU that says that youth will receive moving assistance does not meet the requirement. The MOU would have to say that moving cost assistance will be provided and identify who will be providing the moving cost assistance.

#### **Rating Factor 3. Previous Coordination**

Question 1. Can the PHA and/or PCWA demonstrate recent cross-program coordination with a local CoC? **(Yes or No) (If No, skip to next Rating Factor.)**

Question 2. Is recent cross-program coordination in the form of an established agreement between the PHA or PCWA, and the CoC to receive referrals from the local coordinated entry system? **(Established agreement between the PHA or PCWA and the CoC to receive referrals from the local coordinated entry system). An established agreement can be in the form of an executed MOU, signed certification from the PHA and/or PCWA and a local CoC, or PHA or PCWA’s policy document that describes the referral process). (If no, skip to next Rating Factor.)**

Question 3. Where is the information located? Identify the document and page number(s) where this information is included.

#### **Rating Factor 4. Post-move counseling**

Question 1. Will post-move counseling be made available to FYI-eligible youth? **(Yes or No) (If No, skip to next Rating Factor.)**

Question 2. Which of the following forms of post-move counseling will be provided? **(Subsequent-move counseling if the youth decides to move a second time, and/or landlord-tenant mediation.)**

Question 3. Does the MOU specify which type of post-move counseling assistance that will be provided and the organization/agency providing the assistance? **(Yes or No) (If No, skip to next Rating Factor.)**

Question 4. Where is the information located? Identify the page number(s) in the MOU where this information is included. The page number should reference the location in the MOU that includes the post-move counseling element(s) identified in Question 2. No points will be provided where the MOU does not cite to the post-move counseling. For example, an MOU that says that youth will receive post-move counseling does not meet the requirement. The MOU would have to say the type of post-move counseling that will be provided and identify who will be providing the post-move counseling.

#### **Rating Factor 5. Youth Collaboration**

*Applicants must provide brief (less than one half of a page) response to the following question.*

1. In which activities will youth with lived experience participate in to further their integration in the rollout and/or ongoing administration of the FYI Competitive program? **(If not applicable, skip to next Rating Factor.)**

#### **Rating Factor 6. Self-sufficiency Programs**

Question 1. Does the PHA have current policies or proposed strategies to encourage enrollment of FYI-eligible youth in a Family Self-Sufficiency program or similar program? **(Yes or No) (If No, skip to next Rating Factor.)**

Question 2. Are the policies existing, or proposed? **(Existing, or proposed.)**

Question 3. If proposed, is the PHA certifying to adoption of the strategies within three months of being awarded vouchers under the NOFO? **(Yes or Not Applicable/current policy) (If proposed and there is no certification, skip to next Rating Factor.)**

Question 4. Identify the document (**e.g., policy excerpt, pamphlet, policy proposal description, etc.**) and page number(s) where this information is included. This should identify the specific policies to encourage enrollment of eligible youth.

### **Rating Factor 7. Third-Party Partnerships**

Question 1: Has your PHA participated in a community planning process to address youth homelessness in its jurisdiction and ensure that FYI-eligible youths are not released into homelessness. (For example, has the PHA participated in the Coordinated Community Plan (CCP) process if it is in a jurisdiction that has received a Youth Homelessness Demonstration Program (YHDP) award.) **(Yes or No), (If Yes, please describe your PHA's role in the planning and what action(s) your PHA has committed to lead/work on for this plan implementation). (If No, move to question 2.)** (5 points)

Question 2: Did a third-party, such as a State, local, government, philanthropic, non-profit or faith-based organization, or local Continuum of Care, or CoC recipient it designates commit to providing at least one of the required supportive services for 36 months (Section III.F.5.) and will be a party to the MOU? **(Yes or No), (If Yes, move to question 2.) (If no, stop.)**

Question 3: Identify the State, local, philanthropic, non-profit or faith-based organization, or local Continuum of Care, (or CoC recipient it designates) that has committed to provide at least one of the required supportive services for 36 months. Name the supportive service.

Question 4: On what page of the MOU is this information included? (The organization, supportive service to be provided, and duration of the supportive service must be identified in the MOU.)

### **Rating Factor 8. FYI, FUP or HCV Utilization Rate**

**Adopt and certify to one of the statements and update it accordingly to reflect the PHA's FYI, FUP or HCV utilization rate.**

“Insert PHA's Name” certifies that it administers 11 or more FYI and/or FUP and has an FYI and/or FUP utilization of at least 90 percent, as verified by HUD review of Voucher Management System (VMS) data, as of November 2023, or as of the most recent comprehensive set of validated data available to HUD at the time of HUD's review of the application, whichever is higher. **OR**

“Insert PHA's Name” certifies that it administers 10 or fewer FYI and/or FUP and has an FYI and/or FUP utilization of at least 50 percent, as verified by HUD review of VMS data, as of November 2023, or as of the most recent comprehensive set of validated data available to HUD at the time of HUD's review of the application, whichever is higher.

**OR**

“Insert PHA's Name” certifies that it has an HCV utilization of at least 95 percent and above, as verified by HUD review of Voucher Management System (VMS) data, as of November 2023, or as of the most recent comprehensive set of validated data available to HUD at the time of HUD's review of the application, whichever is higher. **OR**

“Insert PHA’s Name” certifies that it has an HCV utilization of at least 90 percent, as verified by HUD review of VMS data, as of November 2023, or as of the most recent comprehensive set of validated data available to HUD at the time of HUD’s review of the application, whichever is higher.

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Signature

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Name

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Date

Title: \_\_\_\_\_

*The certification must be signed by the Executive Director, Chief Executive Officer, or individual of equivalent position of the PHA.*

## **Sample 2. Memorandum of Understanding**

### **Memorandum of Understanding**

***[\*\* This sample document demonstrates the Memorandum of Understanding requirements listed in Section III.F.5. of the Foster Youth to Independence Competitive NOFO, it does not include the optional Rating Factor elements listed in Section V.A.I. Unless otherwise noted, all elements are threshold requirements. \*\*]***

*This Memorandum of Understanding (MOU) has been created and entered into on [\*\* Insert execution date, which must be between the date the Foster Youth to Independence Competitive NOFO is published and the application deadline date.\*\* The PHA may submit an MOU that was executed before the publication of this NOFO, if it submits a signed correspondence executed by the PHA and PCWA indicating that the MOU is still in effect and is the most recent and current MOU] by and between the following parties in relation to their application.*

[PHA Name and Address]

[PCWA Name and Address]

[PCWA contractor organization Name and Address]

***[\*\* Include only if the PCWA has contracted out its functions to another organization under applicable state law. \*\*]***



**[Third-party, CoC, or designated CoC recipient Name and Address (if applicable)]**

Introduction and Goals

PHA and PCWA's commitment to administering the program.

[If applicable. Third-party or CoC's commitment to cooperate with and assist the PHA and PCWA.]

PHA and PCWA's goals and standards of success in administering the program.

Identification of staff position at the PHA, PCWA, and if applicable, third-party CoC who will serve as the lead FYI Competitive liaisons. *[\*\* Include the staff position at the PCWA contractor organization if the PCWA has contracted out its functions under applicable state law. \*\*]*

Responsibilities of the FYI Competitive liaison in this section. (optional)

Lead Foster Youth to Independence Competitive Liaison:

[Name and title of PHA staff position]

[Name and title of PCWA staff position]

[Name and title of Third party, CoC or designated CoC recipient staff position]

Statement of cooperation

The PHA, PCWA, and if applicable, third party or CoC or designated CoC recipient agree to cooperate with any program evaluation efforts undertaken by HUD, HHS, or a HUD or HHS-approved contractor, including compliance with HUD and HHS-approved evaluation protocols and data sharing requests.

Define the populations eligible for FYI Competitive assistance

- **Eligible Youth** is defined as a youth that the PCWA has certified to be at least 18 years old, and not more than 24 years of age, and who has left foster care, or will leave foster care within 90 days, in accordance with a transition plan described in section 475(5)(H) of the Social Security Act, and is homeless or is at risk of becoming homeless at age 16 or older. Eligibility is not limited to single persons. PHAs may not exclude pregnant or parenting youth from service, because excluding families with children would violate the Fair Housing Act. Thus, any pregnant or parenting youth who otherwise meets the definition of FUP/FYI youth is eligible to receive assistance from the funding PHAs are awarded under this NOFO.

Housing Search Assistance

Include a detailed description of the assistance that will be provided to FYI-eligible youths in locating housing units and working with landlords to secure appropriate eligible units. This includes assistance with locating accessible housing units that meet the accessibility needs of youth with disabilities. List the organization(s) responsible for providing this assistance.

**To be considered for points, the MOU must also include details about the following Rating Criteria elements: Financial Assistance, Previous Coordination, Post-Move Counseling, and Third-Party Partnerships.**

### Services to be provided to eligible youths

List the services to be provided to eligible youth by the PCWA or another agency/organization under agreement/contract with the PCWA and list the organizations to provide the services and resources. This list must include all the following services:

1. Basic life skills information/counseling on money management, use of credit, housekeeping, proper nutrition/meal preparation, and access to health care (e.g., doctors, medication, and mental and behavioral health services); while ensuring youth understand such services are voluntary.
2. Counseling on compliance with rental lease requirements and with HCV program participant requirements, including assistance/referrals for assistance on security deposits, utility hook-up fees, and utility deposits.
3. Providing such assurances to owners of rental property as are reasonable and necessary to assist an eligible youth to rent a unit with a FYI Competitive voucher.
4. Job preparation and attainment counseling (where to look/how to apply, dress, grooming, relationships with supervisory personnel, etc.).
5. Educational and career advancement counseling regarding attainment of general equivalency diploma (GED); attendance/financing of education at a technical school, trade school or college; including successful work ethic and attitude models.

The MOU **must** include a statement that all the above services will be provided for a period of at least 36 months to FYI-eligible youth receiving rental assistance through the use of a FYI Competitive voucher, regardless of age. For example, an eligible youth enters the program at age 24 and 10 months, the PCWA or another agency/organization under agreement/contract with the PCWA must still provide 36 months of service, even though after two months the youth no longer meets the initial age of eligibility for participation.

**[\*\*The MOU may include additional services beyond those listed above (1 – 5).\*\*]**

### PHA Responsibilities

Address how the PHA will fulfill each of the following responsibilities:

1. Accept youths certified by the PCWA as eligible for the FYI Competitive. The PHA, upon receipt of a referral(s), must compare the names with those of youths already on the PHA's HCV waiting list. Any youth on the PHA's HCV waiting list that matches with the PCWA's list must be assisted in order of their position on the waiting list in accordance with PHA admission policies. Any youth certified by the PCWA as eligible and not on the HCV waiting list must be placed on the waiting list. If the PHA has a closed HCV waiting list, it must reopen the waiting list to accept a FYI Competitive applicant youth who is not currently on the PHA's HCV waiting list. (The PHA may reopen the waiting list to accept an applicant youth without opening the waiting list for other applicants.)
2. Determine if any youths age 18 through 24 on its HCV waiting list are living in temporary shelters or on the street and may qualify for the FYI Competitive, and refer such applicants to the PCWA and/or third party entity or CoC, as applicable.
3. Determine if youths age 18 through 24 referred by the PCWA are eligible for HCV assistance and place eligible youths on the HCV waiting list.

4. Amend the administrative plan in accordance with applicable program regulations and requirements, if needed.
5. Administer the vouchers in accordance with applicable program regulations and requirements.
6. Upon notification that vouchers have been awarded, train the PCWA and applicable partner on the PHA's HCV program.
7. Work with the PCWA and applicable third-party entities to develop necessary data and tracking metrics for tracking and improvement purposes.
8. Conduct regular meetings (at least quarterly) with the PCWA and applicable third-party entities.
9. Comply with the provisions of this MOU.

#### PCWA Responsibilities

Address how the PCWA will fulfill each of the following responsibilities:

1. Establish and implement a system to identify eligible youths within the agency's caseload, and to review referrals from the PHA and applicable entity (ies).
2. Establish and implement a system to identify eligible youth not currently within the agency's caseload in cooperation with applicable third-party entity(ies), including integrating the prioritization and referral process for such eligible youth into the third-party entities' coordination entry process.
3. Provide written certification to the PHA that a youth qualifies as an eligible youth, based upon the criteria established in Section 8(x) of the United States Housing Act of 1937 and this NOFO.
4. Commit sufficient staff resources to ensure that eligible youths are identified and determined eligible in a timely manner. This commitment must include a process to ensure that the PCWA's active caseload is reviewed at least once a month (when the PHA has FYI Competitive vouchers available) to identify eligible youths, and refer them to the PHA. Additionally, the PCWA must be prepared to provide referrals to the PHA within 30 working days of receiving notification from the PHA about voucher availability.
5. Commit sufficient staff resources to provide follow-up supportive services after the youth leases a unit, documenting the source for funding for these services (PCWA's are encouraged to leverage non-Federal funds, including State, local, philanthropic, and faith-based organizations).
6. Comply with the provisions of this MOU.
7. Upon notification that vouchers have been awarded, train PHA, and applicable third-party entities staff on the work of the PCWA as it relates to eligible youth.
8. Conduct regular meetings (at least quarterly) with the PHA, and applicable third-party entity(ies) or the CoC (or a CoC recipient it designates).

#### Third-Party Entity Responsibilities

Address how the State, local, government, philanthropic, faith-based organizations, and the CoC (or a CoC recipient it designates) will fulfill each of the following responsibilities:

[This section is only applicable where other partners will be party to the partnership agreement]

1. Integrate the prioritization and referral process for eligible youth that aren't currently within the PCWA's caseload into the third-party entities' or local into the CoC's coordinated entry process. [This element is not required where a third party does not have a coordinated entry process. Further, this does not mean that youth who are not part of the PCWA's active caseload are required to be added to the third party entities' or CoC's coordinated entry process. Such integration is at local discretion.] The third-party entities, CoC, or a CoC recipient it designate, should demonstrate how they are assessing the housing and related service needs for youth, and how they come to the determination that a FYI Competitive voucher is the appropriate level of assistance needed.
2. Identify services, if any, provided by the third-party entities, CoC or a CoC recipient it designates, to youth who qualify for such program assistance;
3. Participate in regular meetings conducted by the PHA and PCWA (at least quarterly).
4. Upon notification that vouchers have been awarded, train PHA and PCWA staff on the work of the third-party entities, CoC, or a CoC recipient it designates; and
5. Comply with the provisions of the MOU.

[\*\*In addition to meeting all of the threshold requirements of the NOFO, applicants can receive points that will be used to rank each applicant for funding. Additional information on the requirements of each Rating Factor element is included in section V.A.1. of the NOFO. This includes instructions on which Rating Factor element must be contained in the MOU.\*\*]

[Signed and dated by the official representatives of the PHA, PCWA, PCWA Contractor organization (if applicable), third-party entities (if applicable), and CoC, or a CoC recipient it designates (if applicable).]

**[\*\*The execution date must be between the publication date and the application deadline date of the NOFO.\*\* The PHA may submit an MOU that was executed before the publication of this NOFO, if it submits a signed correspondence executed by the PHA and PCWA indicating that the MOU is still in effect and is the most recent and current MOU.]**