

# Fiscal Year 2022 Family Self-Sufficiency (FSS) NOFO Webcast

**Office of Public and Indian Housing  
Funding Opportunity Number: FR-6600-N-04  
CFDA #14.896**

**Jason Amirhadji, FSS for Public Housing / Vouchers  
Harris Engelmann, FSS for PBRA (Multifamily) Owners**



# Contacts & Key Resources

## FSS Program Questions:

- PHAs – FSS@HUD.gov (PLEASE DO NOT email anyone else at HUD directly)
- PBRA (Multifamily) Owners – FSS@HUD.gov & CC: MF\_FSS@HUD.gov

## Key FSS Resources:

- FY2022 FSS NOFO Resources (including Webinar & FAQs) Webpage:  
[https://www.hud.gov/program\\_offices/spm/gmomgmt/grantsinfo/fundingopps/fy2022\\_fss](https://www.hud.gov/program_offices/spm/gmomgmt/grantsinfo/fundingopps/fy2022_fss)
- FSS Resources Webpage:  
[https://www.hud.gov/program\\_offices/public\\_indian\\_housing/programs/hcv/fss](https://www.hud.gov/program_offices/public_indian_housing/programs/hcv/fss)



# Stay in the Know!

Subscribe to the [FSS Mailing List](#) for the latest FSS program updates!





# What's on tap?

1. Getting Started!
2. What's NEW for FY 2022?
3. FSS NOFO 101
4. FSS NOFO FAQs
5. Key Takeaways!





## **\*\*\* IMPORTANT \*\*\***

- **This is only a BRIEF overview of the NOFO!**
- **Please read the entire NOFO carefully to ensure you meet ALL requirements.**
  - You may be ineligible for failing to follow the NOFO!
- **We may NOT individually respond to questions that are answered in the NOFO.**
  - Before you ask us, ask yourself: Have you read the NOFO?



# Getting Started!





# When is the NOFO due?

- **NEW:** Friday, October 7, 2022 @ 11:59:59 p.m. Eastern Time
  - This is an EXTENSION from the original due date of October 3, 2022.
- Applications must be **RECEIVED** and **VALIDATED** in [Grants.gov](https://www.grants.gov) by the deadline.
- **Do NOT delay!**
  - Applying late by a single second could cost millions of dollars!



# ALERT!!!

**YOU WILL NOT BE ABLE TO ACCESS GRANTS.GOV BETWEEN:**

**Friday, September 23, 2022 @ 12:01 AM ET & Thursday, September 29, 2022 @ 11:59 PM ET**

## What to Expect During the Grants.gov Cloud Migration and Extended Downtime for September 2022

Posted on August 8, 2022 by Grants.gov



Grants.gov is being migrated to the cloud. To ensure a smooth and successful transition, an extended period of downtime has been scheduled for Grants.gov.

Although the transition is expected to be completely seamless to applicants, we have compiled the following Q&A to address the primary questions and concerns of applicants regarding the migration.

### When will Grants.gov be offline?

Grants.gov will be offline during the following period:

- Grants.gov will go **Offline** Friday, September 23, 2022, at 12:01 AM ET.
- Grants.gov will come back **Online** Thursday, September 29, 2022, at 11:59 PM ET.

In case of unexpected issues or changes to the downtime schedule, we will post updates to the [Grants.gov Alerts](#) page.





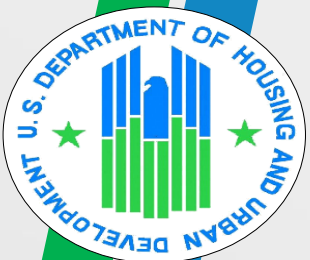
# Where can you find the NOFO?

**You can access the NOFO on HUD's webpage:**

[https://www.hud.gov/program\\_offices/spm/gmomgmt/grantsinfo/fundingopps/fy2022\\_fss](https://www.hud.gov/program_offices/spm/gmomgmt/grantsinfo/fundingopps/fy2022_fss)

**TIP:** Search for “FSS 2022 NOFO” and it should be the first result (just make sure it's HUD.gov)!

And at [Grants.gov](https://www.grants.gov) in the **Download Instructions Package**



# Where can you find the NOFO?

The screenshot shows the U.S. Department of Housing and Urban Development website. The header includes navigation links: Press Room, Program Offices, Resources, Find Shelter, State Info, Contact Us, and Información en Español. The main navigation bar features the department logo, the name "U.S. Department of Housing and Urban Development", and links for "About Us" and "What We Do". A search bar is also present. The breadcrumb trail reads: Home / Program Offices / Office of the Chief Financial Officer (OCFO) / Grants Management and Oversight Division / Grants Information / Funding Opportunities / FY 2022 Family Self-Sufficiency NOFO. The title "FY 2022 Family Self-Sufficiency NOFO" is circled in red. A red arrow points from this title to a red box containing the text "Ensure you use the FY 2022 NOFO!". Below the title, a paragraph describes the Family Self-Sufficiency (FSS) program.

Home / Program Offices / Office of the Chief Financial Officer (OCFO) / Grants Management and Oversight Division / Grants Information / Funding Opportunities / FY 2022 Family Self-Sufficiency NOFO

**FY 2022 Family Self-Sufficiency NOFO**

Ensure you use the FY 2022 NOFO!

The Family Self-Sufficiency (FSS) program supports the Department's strategic goal of increasing economic opportunity for HUD-assisted families. FSS provides grants to Public Housing Authorities (PHAs) and, for the first time, private and nonprofit Multifamily Housing Owners to support the salaries and training needs of FSS Program Coordinators who assist participating families receiving housing assistance through the Housing Choice Voucher (HCV/PBV) and Public Housing (PH) programs. FSS Program Coordinators develop local strategies to connect participating families to public and private resources to increase their earned income and financial empowerment, reduce or eliminate the need for welfare assistance, and make progress toward economic independence and self-sufficiency. PHAs and each individual participating family execute a five-year Contract of Participation that incorporates the responsibilities of each party, as well as a training and services plan to help the family become more self-sufficient. PHAs are not permitted to limit FSS participation to those families most likely to succeed.



# Where can you find the NOFO?

**Program Office:** Public and Indian Housing

**Funding Opportunity Title:** 2022 Family Self-Sufficiency NOFO

**Funding Opportunity Number:** FR-6600-N-04

**Assistance Listing Number:** 14.896

**OMB Approval Number:** 2577-0178

**Due Date for Applications:** 10/07/2022

**Available Funds:** Funding of approximately **\$ 113,000,000** is available through this NOFO. HUD expects to make approximately 800 awards from the funds available under this NOFO.

**Preference Points:** This program does not offer any preference points.

**FONSI:** Not applicable

[Program NOFO](#)

[Appendix C](#)

[Announcement on Grants.gov](#)

**Agency Contact:** 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 FSS email inbox at [fss@hud.gov](mailto:fss@hud.gov).

Persons with hearing or speech impairments may access this number via TTY by calling the toll-free Federal Relay Service at 800-877-8339. Please note that HUD staff cannot assist applicants in preparing their applications.

**Appendix C is a separate document this year!**



Agency

[About HUD](#)

Resources

[Resources](#)

U.S. Department of  
Housing and Urban Development



# Application Process: Two Steps!

## 1. Register on [SAM.gov](https://sam.gov)

- **NEW for 2022:** Ensure you have an active Unique Entity Identifier (UEI)
  - No longer using DUNS

## 2. Apply on [Grants.gov](https://grants.gov)

- Search for Funding Opportunity Number: "FR-6600-N-04" or "self-sufficiency"



# How to Register for SAM.gov and a UEI

- **EVERY electronic applicant MUST have an:**
  1. Active [SAM.gov](https://sam.gov) registration
  2. Active UEI number from [SAM.gov](https://sam.gov)
- Completing [SAM.gov](https://sam.gov) registration and getting a UEI can take 10 days or more!
  - Start this process early (before September 15, 2022) and check your status often



# How to Register for SAM.gov and a UEI

[Home](#) [Search](#) [Data Bank](#) [Data Services](#) [Help](#)



**Official U.S. Government Website**  
100% Free

## The Official U.S. Government System for:

### **Contract Opportunities**

(was fbo.gov)

### **Contract Data**

(Reports ONLY from fpds.gov)

### **Wage Determinations**

(was wdol.gov)

### **Federal Hierarchy**

Departments and Subtiers

### **Assistance Listings**

(was cfda.gov)

### **Entity Information**

Entities, Disaster Response Registry,  
and Exclusions

### **Entity Reporting**

SCR and Bio-Preferred Reporting

### [Learn More](#)

## Register Your Entity or Get a Unique Entity ID

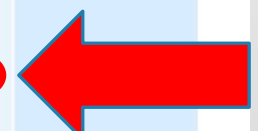
Register your entity or get a Unique Entity ID to get started doing business with the federal government.

**Get Started**

**Renew Entity**



**Check Registration Status**







# How to Register for SAM.gov and a UEI

🇺🇸 An official website of the United States government [Here's how you know](#) ▾

**SAM.GOV®** 🔗 Sign In

[Home](#) [Search](#) [Data Bank](#) [Data Services](#) [Help](#)

## Get Started with Registration and the Unique Entity ID

Submitting a registration and getting a Unique Entity ID are FREE.

### Before You Get Started

Review these steps to choose which option is right for you. You can register to bid and apply for federal awards or you can request a Unique Entity ID only without having to complete a registration.

1

2

3

4

[About Registration](#) Set up a SAM.gov Account Prepare Your Data Get Started

1

About Registration

If you want to apply for federal awards as a prime awardee, you need a **registration**.

### Register Your Entity or Get a Unique Entity ID

Register your entity or get a Unique Entity ID to get started doing business with the federal government.


[Get Started](#)[Renew Entity](#)

[Check Registration Status](#)

[Entity Information Home](#)



# Find the NOFO on Grants.gov

**GRANTS.GOV**  
FIND. APPLY. SUCCEED.<sup>SM</sup>

SEARCH:

HOME | LEARN GRANTS | SEARCH GRANTS | **APPLICANTS** | GRANTORS | SYSTEM-TO-SYSTEM | FORMS | CONNECT | SUPPORT

GRANTS.GOV > Applicants > *How to Apply for Grants*


## HOW TO APPLY FOR GRANTS

**GRANT APPLICATIONS**


- » **How to Apply for Grants**
- » Track My Application

**APPLICANT RESOURCES**


- » Workspace Overview
- » Applicant Eligibility
- » Organization Registration
- » Applicant Registration
- » Applicant Training
- » Applicant FAQs
- » Adobe Software Compatibility
- » Submitting UTF-8 Special Characters
- » Encountering Error Messages




### How to Apply for Grants: Getting Started

**Learn**


Go to the Grants Learning Center for an overview of grants.

**Check**


Make sure you are eligible before applying.

**Search**


Find federal grants that align with your work.

**Register**

Sign up with Grants.gov to apply using Workspace.

**Apply**


Complete and submit your application using Workspace.

**Track**

Enter your Grants.gov tracking number(s) for submission status.

**Save Time & Apply Using Workspace**

[Click Here to Learn More](#)



**Search for Opportunity Package**

If you know the specific Funding Opportunity Number or Opportunity Package ID, quickly search for the package:

**Search for Opportunity Package »**

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# Find the NOFO on Grants.gov

GRANTS.GOV<sup>SM</sup>  
FIND. APPLY. SUCCEED.®

SEARCH: Grant Opportunities ▾ Enter Keyword... GO

HOMELEARN GRANTS ▾SEARCH GRANTSAPPLICANTS ▾GRANTORS ▾SYSTEM-TO-SYSTEM ▾FORMS ▾CONNECT ▾SUPPORT ▾

GRANTS.GOV > Applicants > Search for Opportunity Package


SEARCH FOR OPPORTUNITY PACKAGE

GRANT APPLICATIONS

- » How to Apply for Grants
- » Track My Application

APPLICANT RESOURCES

- » Workspace Overview
- » Applicant Eligibility
- » Organization Registration
- » Applicant Registration
- » Applicant Training
- » Applicant FAQs
- » Adobe Software Compatibility
- » Submitting UTF-8 Special Characters
- » Encountering Error Messages



### Search for Opportunity Package

To search for an opportunity package, enter the **Funding Opportunity Number** or **Opportunity Package ID** and click the **Search** button. If you do not remember the Funding Opportunity Number for the grant opportunity, return to the [Search Grants](#) section to locate the grant opportunity.

Please enter criteria and click Search:


Funding Opportunity Number

Opportunity Package ID:

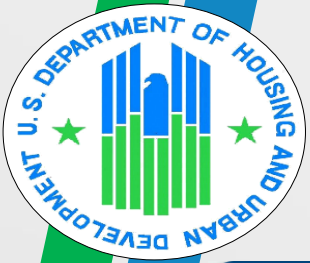
Search

**NEED HELP?**


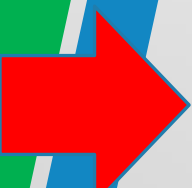
See the [How to Apply for Grants](#) page and [Workspace Overview](#) page. These pages provide instructions on the general application process and completing an application on Grants.gov using Workspace.



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# How to Apply on Grants.gov



GRANTS.GOV<sup>SM</sup>  
FIND. APPLY. SUCCEED.<sup>SM</sup>


HELP | REGISTER | LOGIN

SEARCH: Grant Opportunities ▾ Enter Keyword... **GO**

HOME | LEARN GRANTS ▾ | SEARCH GRANTS | APPLICANTS ▾ | GRANTORS ▾ | SYSTEM-TO-SYSTEM ▾ | FORMS ▾ | CONNECT ▾ | SUPPORT ▾

GRANTS.GOV > View Opportunity

**VIEW GRANT OPPORTUNITY**

 **FR-6600-N-04**  
**2022 Family Self-Sufficiency NOFO**  
Department of Housing and Urban Development

« Back | Link

**Apply** **Subscribe**

SYNOPSIS | VERSION HISTORY | RELATED DOCUMENTS | **PACKAGE**

Print Package List ?

Select Grant Opportunity Package


**PLEASE READ BEFORE APPLYING!**  
If you view and complete your application package using Grants.gov downloadable PDF forms, you **MUST** have Adobe Reader installed. You may receive a validation error using incompatible versions of Adobe Reader. To prevent a validation error, it is now recommended you uninstall any earlier versions of Adobe Reader and install the latest compatible version of Adobe Reader. If more than one person is working on the PDF forms, **ALL** applicants must be using the same Adobe Reader version. [Click for more information on Adobe Reader Compatibility.](#)

**Opportunity Package(s) Currently Available for this Funding Opportunity:**

CFDA	Competition ID	Competition Title	Opportunity Package ID	Opening Date	Closing Date	Actions
14.896	FR-6600-N-04	2022 Family Self-Sufficiency NOFO	PKG00276281	08/04/2022	10/03/2022	<a href="#">Preview</a>   <a href="#">Apply</a>



# Subscribe for NOFO Updates!

**GRANTS.GOV**  
FIND. APPLY. SUCCEED.™


HELP | REGISTER | LOGIN

SEARCH: Grant Opportunities ▾ Enter Keyword... **GO**

HOME | LEARN GRANTS ▾ | SEARCH GRANTS | APPLICANTS ▾ | GRANTORS ▾ | SYSTEM-TO-SYSTEM ▾ | FORMS ▾ | CONNECT ▾ | SUPPORT ▾

GRANTS.GOV > View Opportunity

**VIEW GRANT OPPORTUNITY**

 **FR-6600-N-04**  
**2022 Family Self-Sufficiency NOFO**  
Department of Housing and Urban Development

« Back | Link

**Apply** **Subscribe**

SYNOPSIS | VERSION HISTORY | RELATED DOCUMENTS | **PACKAGE**

Print Package List ?

Select Grant Opportunity Package

**PLEASE READ BEFORE APPLYING!**  
If you view and complete your application package using Grants.gov downloadable PDF forms, you **MUST** have Adobe Reader installed. You may receive a validation error using incompatible versions of Adobe Reader. To prevent a validation error, it is now recommended you uninstall any earlier versions of Adobe Reader and install the latest compatible version of Adobe Reader. If more than one person is working on the PDF forms, **ALL** applicants must be using the same Adobe Reader version. [Click for more information on Adobe Reader Compatibility.](#)

**Opportunity Package(s) Currently Available for this Funding Opportunity:**

CFDA	Competition ID	Competition Title	Opportunity Package ID	Opening Date	Closing Date	Actions
14.896	FR-6600-N-04	2022 Family Self-Sufficiency NOFO	PKG00276281	08/04/2022	10/03/2022	<a href="#">Preview</a>   <a href="#">Apply</a>



# **Do NOT apply via GrantSolutions!!**

You will NOT be funded because  
it is NOT the official [Grants.gov](https://www.grants.gov)  
application system!



# NO!!!

Partnering to better serve the grants community.

**FAQS** **CONTACT US**

**GrantSolutions™**  
PARTNERS IN INNOVATION

**ABOUT** **BENEFITS** **SERVICES** **PARTNERS** **NEWS**

## Login

GrantSolutions Upd

downtimes for sec

enhancements occ

Tuesday and Thursday from

ET until approximately 1:0

on the following day.

Next Standard Downtimes:

Tuesday, August 23, 2022

August 25, 2022

Issues

Issues

request new user account.

Forgot username or p

**Unauthorized Access Warning**

You are accessing a U.S. Government information system that is "For Official Use Only", which includes (1) this computer, (2) this computer network, (3) all computers connected to this network, and (4) all devices and storage media attached to this network or to a computer on this network. This information system is provided for U.S.

**Security Measures** **Frequently Asked Questions** **Grants Announcements**



# Apply Twice? We Fund Once!

- **We will ONLY process the LAST valid application**
  - For PHAs, unique applications are based on the UEI
    - PHAs will NOT be funded to serve households on more than ONE application
  - For PBRA (Multifamily) Owners, this is determined by the Multifamily Contract Number
    - PBRA Owners will NOT be funded to serve the SAME property on multiple applications
- **All DUPLICATE earlier applications will be ignored!**
- **Need to make a correction?**
  - No problem! Just apply again BEFORE the deadline...





# Who Signs?

- **Make sure your application is signed by the appropriate party!**
  - For PHAs, this is the Executive Director or Authorized Organization Representative
  - For PBRA Owners, this is the Authorized Organization Executive
  - Should be authorized to make contractual agreements for the organization
- **Your signature is legally attesting that your application is accurate and true to the best of your knowledge and ability.**
  - If you use a grant writer (which you are NOT required or encouraged to do), PLEASE read the NOFO before you engage one, and be SURE to review the application before it's submitted, as you are still responsible for its content!



# Please Note!

Individuals who are Denied Participation with HUD  
**CANNOT be listed ANYWHERE on your Application!**

Check Individuals who are Denied Participation with HUD  
to ensure your **Authorized Organization Representative** and  
other application contacts and signatories are NOT on this list!

It is YOUR Responsibility to ensure your organization's compliance!

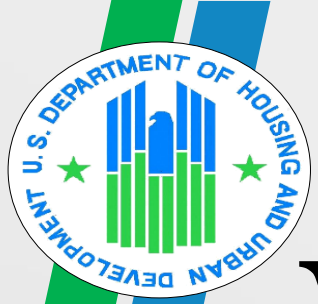




# Need Technical Help?

- For [SAM.gov](https://www.sam.gov), contact the Federal Service Desk
  - Call: **1.866.606.8220**
  - Visit: [FSD.gov](https://www.fsd.gov)
- For [Grants.gov](https://www.grants.gov)
  - Call: **1.800.518.4276**
  - Email: [support@grants.gov](mailto:support@grants.gov)
- For persons with hearing or speech impairments
  - Access these numbers via **TeleType (TTY)**
  - Call the **Federal Relay Service: 800-877-8339**

**For these questions – Please do NOT Contact HUD!**



# What's NEW for FY 2022?





# What's **NEW** for **FY 2022**?

1. COVID-19 Grace Year for Participant Counts **Extended!**
2. Expanded to PBRA **Owners** (in addition to PHAs)
3. Open to **NEW** Applicants (in addition to Renewals)
4. **Two-year** funding requests accepted
5. Still NO Composite Score!



# Participant Counts for CY 2021: Grace Year Extended!

- HUD is giving all RENEWALS another **grace year** due the impacts of COVID-19
- **For THIS FY2022 NOFO ONLY – ALL RENEWAL PHAs** that were funded in FY21, FY20, and/or FY19 NOFOs are still eligible for full funding
  - **Baseline Positions and Funding are NOT limited by the number of FSS participants**
  - **This may not be extended beyond FY 2022, so do NOT count on this in the future!**
  - Participant Counts and Positions Supported as of December 30, 2021, are provided in Appendix C
    - This is for REFERENCE ONLY and NOT for limiting Baseline Positions or Funding in any way THIS year!
- Not happy with your numbers? Something not look right? Disagree with what you see?
  - **PHAs can ensure accuracy by keeping the PIH Information Center (PIC) up to date!**



# What's New for FY 2022?

## Expanded Applicant Eligibility!

- **RENEWAL Applicants – PHAs ONLY!**
  - ONLY Public Housing Authorities that were funded for FSS in at least one of the last three years (FY2021, FY2020, or FY2019) are eligible to apply as renewals under this NOFO
  - These PHAs are listed in Appendix C of the NOFO
  - NOT necessary to submit a HUD-52651. See NOFO for more details!
- **NEW Applicants – PHAs and PBRA Owners!**
  - PHAs that are NOT eligible for renewal ARE eligible to apply for this NOFO
  - PBRA Owners ARE eligible to apply for this NOFO
  - Must apply as a new applicant by submitting a HUD-52651. See NOFO for more details!
- **INELIGIBLE – Individuals (see NOFO for more details)**
  - Individuals are NOT eligible to apply for this NOFO
    - Individuals in HUD-assisted housing should ask if they have an FSS program and how to apply





# What's New for FY 2022?

## New Applicants!

- For the first time, this includes PBRA Owners (in addition to PHAs)!
- NEW (non-Renewal) applicants MAY be funded AFTER Renewals
  - Number of NEW awards depends on available funding
- Includes eligibility for previous PHA grantees that did NOT receive funding in **FY 2019, FY 2020, or FY 2021!**
- **All NEW applicants are eligible for ONE coordinator**
- NEW applicants may apply for TWO years of funds (**FY 2022 & FY 2023**), each of which may be awarded pending available funding
- **The HUD-52651 is REQUIRED for NEW Applicants ONLY:**

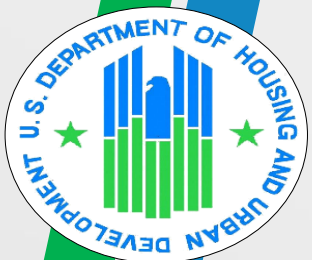
Form Required?	SF-424	HUD-52651
NEW Applicants	✓	✓
Renewal Applicants	✓	✗



# What's New for FY 2022?

## New Applicants!

- **ALL PBRA (including RAD-PBRA) Primary Applicants are processed as NEW Applicants – NO Exceptions!**
- Renewal Applicants (listed in Appendix C) are NOT eligible for funding as NEW Primary Applicants
  - PHAs that ONLY serve RAD-PBRA households will NO LONGER be eligible for funding as PHA Renewal Applicants
    - The RAD-PBRA Owner MAY apply as a NEW Applicant for continued funding
- **NEW applicants do NOT need to already be running a program**
- NEW applicants NOT already running an FSS program do NOT need to have a HUD-approved FSS Action Plan in place
  - New grantees will need to have a HUD-approved FSS Action Plan in place after they are awarded, before March 31, 2023.



# How to Apply with the HUD-52651: NEW APPLICANTS ONLY

**IMPORTANT: The HUD-52651 is NOT a fillable form. You MUST download it as part of the FSS NOFO Instructions Package, fill it out, and Submit it using the Attachments Form (NOT the SF-424) on Grants.gov!**

HOME LEARN GRANTS SEARCH GRANTS APPLICANTS GRANTORS SYSTEM-TO-SYSTEM FORMS CONNECT SUPPORT

GRANTS.GOV Search Grants

## VIEW GRANT OPPORTUNITY

FR-6600-N-04

« Back | Link

### Preview Opportunity Package Details

**Opportunity Package Details:**

Agency Contact Information: Jason Amirhadji  
Who Can Apply: Organization Applicants

**PACKAGE FORMS:**

Mandatory Forms (Click to Preview)	Optional Forms (Click to Preview)
<ul style="list-style-type: none"><li>» Application for Federal Assistance (SF-424) [V4.0]</li><li>» HUD Applicant-Recipient Disclosure Report [V3.0]</li><li>» Assurances for Non-Construction Programs (SF-424B) [V1.1]</li></ul>	<ul style="list-style-type: none"><li>» Disclosure of Lobbying Activities (SF-LLL) [V2.0]</li><li>» Attachments [V1.2]</li></ul>

Close

14.896 FR-6600-N-04 2022 Family Self-Sufficiency NOFO PKG00276281

Step 1

Preview | Apply

Download Instructions

1 2 3





# How to Apply with the HUD-52651: NEW APPLICANTS ONLY

1. Are you a Public Housing Agency (PHA) or Multifamily (MF) Owner? ☐ PHA ☐ MF
2. Your PHA Name or MF Owner Name \_\_\_\_\_
3. Your PHA # (for example: DE079) or MF Contract # \_\_\_\_\_
4. Do you have Joint Applicants (PHA) or multiple Multifamily Properties (MF)? ☐ Y ☐ N
5. Please identify your Joint Applicants (PHA) or Multifamily (MF) Properties below:

#	PHA/ MF Owner Name	PHA # / MF Property ID		MF Property Name	# <u>current</u> FSS Participants (if any)
1					
2					
3					
4					
5					
6					
7					
8					
9					
Total	—	—		—	

*For additional Joint Applicants (PHA) or Multifamily Properties (MF), please use the space in #9 below.*

6. Do you have an FSS Action Plan approved by your local HUD field office? ☐ Yes ☐ No
7. How long have you run your FSS program? \_\_\_\_\_ (years)
8. How many FSS graduations did you have in the previous calendar year? \_\_\_\_\_
9. Use this space to enter any additional information required by the NOFO: \_\_\_\_\_



# What's New for FY 2022?

## How to Apply with the HUD-52651!

#	Question	Instructions
1	PHA or PBRA Owner?	Select One
2	PHA or PBRA Owner Name?	Enter Your Organization's Name
3	PHA or PBRA Contract Number?	Enter Your PHA Code / Contract Number
4	Joint Applicants or Multiple Properties?	Answer YES or NO
5	Identify Joint Applicants or Properties:	Enter Information for Each Entity
6	Approved FSS Action Plan?	Answer YES or NO
7	Length of Current FSS Program?	Enter Number of Years
8	Number of Graduations Last Year?	Enter Number of Graduations
9	Additional Information:	List at least 3 Program Coordinating Committee (PCC) Partners with Name, Email and Phone #

**REMINDER: ONLY Required for NEW Applicants!**



# What's New for FY 2022?

## Two-Year Funding Requests!

- For the **FIRST** time, Renewal and New Applicants can apply for **TWO years (FY 2022 & FY 2023) of funding!**
  - If you are applying for FY 2022 funds and know you want FY 2023 funds, you may apply for **BOTH** years of funding in this NOFO
  - You may include a Second-Year Cost Adjustment (up to 5% above your **FY 2022** request) for your **FY 2023** request
  - You may **NOT** request FY 2023 funds without requesting FY 2022 funds
- We will first issue **FY 2022** awards
  - Awards for **FY 2023** are pending available funds and **NOT** guaranteed
  - If we do not have appropriations for **FY 2023** at the time of award, we may issue **FY 2023** awards when sufficient funds become available
- We may reopen the NOFO next year for applicants who have **NOT** yet requested **FY 2023** funding, but this is **NOT** guaranteed



# Two-Year Funding Requests: ONLY Request What You Need!

- **Funds are NOT fungible between Program Years!**
- **We WILL recapture ALL funds NOT spent after EACH year!**
  - Each fiscal year of funding can only be spent within the calendar year awarded
    - **FY 2022** funds can ONLY be spent in **CY 2023**
    - **FY 2023** funds can ONLY be spent in **CY 2024**
  - Did you expend at least 60% of your last FSS award (including current awards)?
    - If NOT, you MUST submit an **Unexpended Balance Explanation** for your award
    - Do NOT submit this in your application – we will request this later to your Field Office
    - **Appendix C** will be updated with this information in the coming weeks...



# Only Request What You Need!

- **ONLY Request Needed Salary and Fringe for FSS-Eligible Activities**
  - This is the **ONLY** Eligible Use of FSS Funds!
    - Funds are **NOT** used for Escrow or any other program-related purposes
  - This **ONLY** covers up to 40 hours for each fulltime position (20 hours for parttime)
  - **Fringe Benefits** (up to 40%) can include reasonable **Training and Travel** costs
    - You do **NOT** have to indicate if you are doing this or how much this is in your application **UNLESS** you are requesting **MORE** than your **Maximum Award**
  - You can **ONLY** request funding for your **Baseline Positions**
    - **NEW Applicants:** One Fulltime Position
    - **Renewal Applicants:** Number of Baseline Positions is listed in **Appendix C**



# What's New for FY 2022?

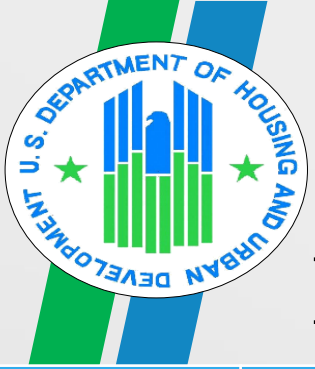
## How to Apply for Funding on the SF-424:

Application for Federal Assistance SF-424	
<b>16. Congressional Districts Of:</b>	
* a. Applicant <input type="text"/>	* b. Program/Project <input type="text"/>
Attach an additional list of Program/Project Congressional Districts if needed. <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
<b>17. Proposed Project:</b>	
* a. Start Date: <input type="text"/>	* b. End Date: <input type="text"/>
<b>18. Estimated Funding (\$):</b>	
* a. Federal	<input type="text"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text"/>

← **18.a – FY 2022 Request**

← **18.e – FY 2023 Request (including any Second-Year Cost Adjustment)**

← **18.g – Total Two-Year Funding Request**



# What's New for FY 2022?

## How to Apply for Funding on the SF-424:

SF-424 Field	ONLY One Year of Funding (FY 2022) WITHOUT FY 2023	Two Years of Funding (FY 2022 & FY 2023)	What Happens Next...
<b>18.a</b> (Estimated Funding – Federal)	Enter your <b>FY 2022</b> Request	Enter your <b>FY 2022</b>	Awarded according to the <b>FY 2022</b> Funding Categories 1–4
<b>18.e</b> (Estimated Funding – Other)	Enter <b>NOTHING</b>  <i>*PLEASE NOTE: You still may be able to apply for FY 2023 in a future NOFO.</i>	Enter your <b>FY 2023</b> Request, including any Second-Year Cost Adjustment	Awarded according to the <b>FY 2023</b> Funding Categories 1–3
<b>18.g</b> (Estimated Funding – TOTAL)	Your Total Funding Request will automatically populate	Your Total Funding Request will automatically populate	<b>FY 2022</b> Awards made after NOFO closes  <b>FY 2023</b> Awards pending future Congressional Appropriations





# What about FSS Performance Measures (Composite Score)?

- HUD is NOT using any FSS Composite Score to make funding determinations in FY 2022.
- The FY 2022 NOFO does NOT incorporate any FSS Composite Score AT ALL!

**See Section V.A.1. of the NOFO**





# NOFO 101





# Where can I find the Required Application Forms and Submit Attachments?

HOME LEARN GRANTS SEARCH GRANTS APPLICANTS GRANTORS SYSTEM-TO-SYSTEM FORMS CONNECT SUPPORT

GRANTS.GOV Search Grants

## VIEW GRANT OPPORTUNITY

FR-6600-N-04 Back Link

### Preview Opportunity Package Details

Opportunity Package Details:

Agency Contact Information: Jason Amirhadji  
Who Can Apply: Organization Applicants

### PACKAGE FORMS:

Download Instructions

Mandatory Forms (Click to Preview)	Optional Forms (Click to Preview)
<ul style="list-style-type: none"><li>» Application for Federal Assistance (SF-424) [V4.0]</li><li>» HUD Applicant-Recipient Disclosure Report [V3.0]</li><li>» Assurances for Non-Construction Programs (SF-424B) [V1.1]</li></ul>	<ul style="list-style-type: none"><li>» Disclosure of Lobbying Activities (SF-LLL) [V2.0]</li><li>» Attachments [V1.2]</li></ul>

Close

14.896	FR-6600-N-04	2022 Family Self-Sufficiency NOFO	PKG00276281	Preview   Apply
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# One Form to Rule them All!

## How to Apply for Funding on the SF-424:

#	Question	Instructions
1	Type of Submission	Select "Application"
2	Type of Application	Select "New"
5a	Federal Entity Identifier	Enter Your PHA Code / Contract Number
8a	Legal Name	PHA / Multifamily Owner Name
8b	Taxpayer Identification Number (TIN)	Enter Your Organization's TIN
8c	Unique Entity Identifier (UEI)	Enter Your Organization's UEI
8d	Address	Ensure <b>State</b> and <b>ZIP Code</b> are correct!
15	Descriptive Title of Applicant's Project	IMPORTANT: Enter Joint Applicants!
17	Proposed Project	January 1, 2023 & December 31, 2023/24

**REMINDER: Required for ALL Applicants!**



# What other Application Forms are Required?

Form	What is it?	How to Submit
<b>SF-424B</b>	<b>Assurances for Non-Construction Programs</b>	<a href="https://www.grants.gov">Grants.gov</a> Electronic Application (Mandatory Forms)
<b>Form 2880</b>	<b>Applicant Disclosure Report</b>	<a href="https://www.grants.gov">Grants.gov</a> Electronic Application (Mandatory Forms)
<b>SF-LLL</b>	<b>Disclosure of Lobbying Activities (If Applicable)</b>	<a href="https://www.grants.gov">Grants.gov</a> Electronic Application (Optional Forms)

**TIP: Start with the SF-424!** Information you first enter in the SF-424 will automatically populate in the remaining forms.



# Submitting Attachments

Attachment	When Needed?	How to Submit
<b>Exception Request</b>	<b>Renewals &amp; New:</b> To request more than a Maximum Award	Must be <b>Signed</b> by PHA Executive Director or Multifamily Authorized Representative and <b>Attached</b> using the <b>Attachment Form (NOT the SF-424)</b> in <a href="https://www.grants.gov">Grants.gov</a> .
<b>Part-Time Loss Acknowledgment</b>	<b>Renewals:</b> To keep a parttime position eligible for upgrade to a fulltime position (see <b>Appendix C</b> )	Must be <b>Signed</b> by PHA Executive Director and <b>Attached</b> using the <b>Attachment Form (NOT the SF-424)</b> in <a href="https://www.grants.gov">Grants.gov</a> .
<b>Ad-Hoc Report (for PHAs) / Multifamily Quarterly Report</b>	<b>Renewals &amp; New:</b> <ul style="list-style-type: none"><li>• MTW PHAs</li><li>• PHAs serving RAD-PBRA</li><li>• Multifamily Owners</li></ul>	See <b>Appendix B</b> for required format. Must be <b>Attached</b> using the <b>Attachment Form (NOT the SF-424)</b> in <a href="https://www.grants.gov">Grants.gov</a> .



# Get Your Dose of Appendix C!

PHA Code	PHA Name	MTW / RAD-PBRA?	Number of CY21 FSS Program Participants in PIC (or last submitted Ad Hoc Reports for MTW/RAD-PBRA), including Co-Applicants, as of December 31, 2021 - REFERENCE ONLY DUE TO GRACE YEAR	Last Funded with Co-Applicant / Consolidation?
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Co-Applicant / Consolidated PHA	Co-Applicant / Consolidated Program Participants	Last Funded NOFO	Last FSS Award in the Renewal Period (FY21, FY20, FY19)
---------------------------------	--	------------------	---

Number of Positions Supported by CY21 PIC/Ad Hoc Count (or Last Funded Number of Positions if No Ad Hoc Report on File) - REFERENCE ONLY DUE TO GRACE YEAR	Last Number of Positions in the Renewal Period (FY20, FY19, FY18)	Category 2 Eligible?	Baseline Positions	Local BLS Salary for Social Worker - Other (2021)	Baseline per Position (Local BLS Salary plus 40% for Fringe)	Baseline Annual Award
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**NOTE: Column Headers above are in Appendix C**





# Get Your Dose of Appendix C!

Value	Explanation
PHA Code	Primary PHA Information listed
PHA Name	Primary PHA Information listed
MTW / RAD-PBRA	Ad Hoc Report Required unless blank
Number of FSS Program Participants	From PIC as of December 31, 2021
Co-Applicant / Consolidation	Based on Last Application / PIC
Co-Applicant / Consolidated PHA(s)	Secondary PHA Information listed
Co-Applicant / Consolidated Participants	Secondary PHA Information listed
Last Funded NOFO	Fiscal Year (2021, 2020, or 2019)
Last FSS Award	Amount from Last Funded NOFO
Number of Positions from Participants	REFERENCE ONLY: NOT for funding
Last Number of Positions Funded	Number from Last Funded NOFO
Category 2 Eligible?	Upgrade from Parttime to Fulltime
Baseline Positions	Last Funded + Category 2 (if eligible)
Local BLS Salary for Social Worker	Salary Comparison based on ZIP Code
Baseline per Position	Local BLS Salary + 40% for Fringe
Baseline Annual Award	Higher of Last Award & Baseline # x \$



# Are you missing? Let us know!

**If you are a PHA (NOT a PBRA Owner) NOT listed in Appendix C, but you believe you meet the criteria, or you think your entry in Appendix C is incorrect, you may request a review of eligibility from HUD:**

- Must submit a **Request for Review of Eligibility** via email: [FSS@HUD.gov](mailto:FSS@HUD.gov)
- The subject line should be “2022 Review of Applicant FSS Eligibility”
- The email must include:
  - PHA name
  - PHA number
  - A brief explanation of why you believe you are eligible
- HUD cannot guarantee timely review of such requests submitted after September 30, 2022 (one week prior to the application deadline).

**See Section III.A.3 of the NOFO**



# What's Next?

- **We will Review all Applications AFTER the Deadline**
  - ONLY eligible applications will be put forward for funding
    - **INELIGIBLE: Troubled PBRA Properties (Risk Ranking 1–3) – NO Exceptions!**
  - Applicants **MUST** pass all **Threshold Reviews**
    - **Civil Rights Matters** **MUST** be Resolved by the Application Deadline (October 7, 2022)
- **Any Curable Deficiencies will be issued soon thereafter**
  - Will be sent electronically to the Authorized Organization Representative
  - It is **YOUR** Responsibility: Be on the lookout during October and November 2022
  - You **MUST** respond by the stated deadline or you may be ineligible!



# How Awards are Made...

- **We will Process all Eligible Applications through the Categories described in the NOFO**
  - If insufficient funds are available for **Renewal Applicants**, we will prorate awards by position
  - If insufficient funds are available for **New Applicants**, we will run a lottery to determine the order of awards

**See Section V.B.3. for more details**



# Final Steps!

- If funded, your **Authorized Organization Representative** will be notified electronically (ideally before the end of the year, if possible)
- **You will need to accept your award in GrantSolutions**
- **You will need to sign the Grant Agreement**



# Application FAQs







# What if I want to Apply with a Joint Applicant?

- **ONLY the Primary Applicant should Apply!**
  - Renewals MAY change the Primary Applicant and Joint Applicants
  - You will ONLY get credit for FSS Participants for listed Joint Applicants
  - You MAY add Joint Applicants, but you will NOT be eligible for MORE positions
  - PBRA Owners will NOT be funded to serve the SAME property on multiple applications

## **Renewal Applicants & NEW PHAs: SF-424**

- **Question 15:** MUST enter joint applicant(s)
  - PHA number(s)
  - Legal Name(s)
  - For example: “DE001 PHA ABC, DE002 PHA LMN, DE003 PHA XYZ”
- **ALL NEW Applicants: HUD-52651**
  - **Item 4:** MUST enter Joint PHA(s) / PBRA Properties



# Who can PHAs apply with as a Joint Applicant?

Primary Applicant	Housing Type of Residents to be Served	Can Apply As Joint Applicant?	Options for serving these additional Residents through the FSS NOFO	Considerations
PHA	Public Housing / Housing Choice Vouchers	YES	Joint Application with PHA Co-Applicant(s)	All co-applicants MUST have a HUD-approved FSS Action Plan
PHA	RAD-PBRA	NO	Through Primary Application AND a signed Cooperative Agreement with the RAD-PBRA Owner	All co-applicants MUST have a HUD-approved FSS Action Plan
PHA	PBRA	NO	Through Primary Application AND a signed Cooperative Agreement with the PBRA Owner	All co-applicants MUST have a HUD-approved FSS Action Plan



# RAD-PBRA Considerations

Scenario	NOFO Text	Considerations
I am a Renewal PHA Applicant listed in Appendix C. Must I serve my post-RAD PBRA properties through my renewal application or can the PBRA Owner of those properties apply to serve them separately as a NEW Applicant?	<p><b>Pg. 7:</b> PBRA Participants. Funds awarded under this NOFO may be used to serve residents of Project-Based Rental Assistance (multifamily) regardless of whether they were RAD-affected. (See also 24 CFR 984.106(b)(3)&amp;(4))</p> <p><b>Pg. 15:</b> Eligible Families. Funding awarded through this NOFO may be used to serve PH residents and HCV/PBV participants as well as PBRA residents (RAD-affected or not). (See also 24 CFR 984.106(b)(3)&amp;(4))</p> <p><b>Page 24:</b> PHAs that have repositioned all of their Public Housing stock in which FSS participants resided and do not serve HCV FSS participants are not eligible to apply for funding under this NOFO as renewal applicants, as, when their current funding ends, they will no longer meet the definition of “currently administering an FSS program.”</p> <p><b>Page 31:</b> The PBRA owner that takes over the RAD-affected PBRA FSS participants may be eligible to apply as a New applicant under this NOFO.</p>	<p><b>Page 35:</b> [Separate applicants] “must include a participant's name only once. If you are a PHA serving RAD-PBRA and you are affiliated with a Multifamily Housing owner, or if you are a Multifamily Housing owner affiliated with a PHA that serves RAD-PBRA families, you may NOT include the same participant on your ad-hoc...” See pg. 35.</p> <p>The PHA would need cooperative agreements with PBRA Owners if serving PBRA (both RAD and non-RAD) (24 CFR 984.106)</p>



# Who can PBRA Owners apply with as a Joint Applicant?

Primary Applicant	Housing Type of Residents to be Served	Can Apply As Joint Applicant?	Options for serving these additional Residents through the FSS NOFO	Considerations
PBRA Owner	PBRA or RAD-PBRA	YES	Through Primary Application OR Joint Application with a PBRA Co-Applicant	All included PBRA Owners MUST have signed Cooperative Agreements
RAD-PBRA Owner	PBRA or RAD-PBRA	YES	Through Primary Application OR Joint Application with a PBRA Co-Applicant	All included PBRA Owners MUST have signed Cooperative Agreements
PBRA Owner	Public Housing (PH) / Housing Choice Vouchers (HCV)	NO	Through a signed Cooperative Agreement with the PHA Owner	PHAs that serve PH/HCV residents through a PBRA Cooperative Agreement will NOT be separately funded as a Renewal or NEW Applicant



# PBRA Application Considerations

Scenario	NOFO Text	Considerations
I have multiple PBRA properties nearby – can I submit one NEW Application for all of these properties or do I have to submit a separate Application for each?	Pg. 29-30: "PBRA owners may join together with other nearby PBRA owners, to apply jointly for funding, <b>but the maximum number of coordinators that New Applicants may be awarded under this NOFO, including new joint applicants, is one.</b> Each entity that is part of a joint application must have, or develop, an approved FSS Action Plan."	<ul style="list-style-type: none"><li>• <b>Each NEW Application will ONLY be funded for ONE position.</b></li><li>• Owners SHOULD submit a Joint Application for properties that will be served by the same coordinator</li><li>• Owners SHOULD submit separate Applications for properties that will be served by different coordinators</li><li>• Consider coordination of PCCs and the geographic availability of services for a Joint Application</li><li>• Each application must have a unique PBRA contract number</li></ul>



# What if I want more than my Baseline Positions?

- **You will ONLY be funded up to your Baseline Positions**
  - ALL NEW Applicants are ONLY eligible for a single full-time position!
  - Renewal Applicants:
    - There are NO expansion positions being offered this year
    - If you think your **Baseline Positions** in **Appendix C** is wrong, you **MUST** contact us (via email: [FSS@HUD.gov](mailto:FSS@HUD.gov)) to correct this **BEFORE** applying!
- ALL eligible part-time positions in Appendix C will be upgraded to a fulltime position if supported by their **Number of Participants**
  - If you are Category 2 Eligible and do NOT want a fulltime position, you **MUST** submit a **Part-Time Loss Acknowledgment**





# How is my Baseline Funding per Position calculated?

- **Baseline Funding per Position** is based on the **U.S. Bureau of Labor Statistics (BLS)** locality pay data (<https://www.careeronestop.org/Toolkit/Wages/find-salary.aspx>) for:
  - The **MEDIAN** salary in your application **ZIP CODE** for the job title “**Social Worker: Other**”
  - **Adding a 40% allowance for fringe benefits (including training and travel)**
- **Baseline Funding = Baseline Funding per Position X Baseline Positions**
- **Renewal Applicants**
  - **Baseline Funding Per Position** is compared against **Last Award in the Renewal Period**
  - The higher amount is listed in **Appendix C** in the column “Baseline Funding per Position”
- **NEW Applicants**
  - You **MUST** calculate your **Baseline Funding per Position** using **BLS DATA + 40%**
  - Since **Baseline Positions = 1**, **Baseline Funding per Position = Baseline Funding**
- **Salary Comparability Information**
  - Independent Salary Comparability Information is **NO LONGER** required!



# What if I need more than my Baseline Award?

- **You may request up to your Maximum Award (Baseline Award + 10%)**
  - You **MUST** do the math yourself to calculate your **Maximum Award**
- **You may request MORE than your Maximum Award with an Approved Exception Request**
  - You **MUST** submit an **Exception Request** for MORE than a **Maximum Award**
  - We will **ONLY** higher fund applicants with **APPROVED Exception Requests**
- If you apply for **TWO years**, you may add a **Second-Year Cost Adjustment** in your Second Year
  - This is an additional **5%** of your **Baseline Annual Award** added to your Second-Year Request

First-Year Amount Needed	Second-Year Amount Needed	Exception Request?
UP TO <b>Baseline Annual Award</b>	UP TO <b>Baseline Annual Award + Second-Year Cost Adjustment (5%)</b>	<b>NOT NEEDED</b>
UP TO <b>Maximum Annual Award</b>	UP TO <b>Maximum Annual Award + Second-Year Cost Adjustment (5%)</b>	<b>NOT NEEDED</b>
MORE THAN <b>Maximum Annual Award</b>	MORE THAN <b>Maximum Annual Award + Second-Year Cost Adjustment (5%)</b>	<b>NEEDED</b>



# Key Takeaways

- ✓ Please read the entire NOFO carefully to ensure you meet ALL requirements.
- ✓ Grants.gov is the ONLY way to apply.
- ✓ NOFO is due Friday, October 7, 2022 @ 11:59:59 p.m. ET.
- ✓ Double check ALL of your data on the SF-424 including your funding request.
- ✓ PBRA and NEW PHA Applicants welcome!
- ✓ Remember, this is a 2-year NOFO.





# Get with the FSS Final Rule!

- **Ensure that you are up-to-date with the [FSS Final Rule](#)**
  - The [FSS Final Rule](#) was published on May 16, 2022, effective June 16, 2022
  - ALL families enrolled under the FY 2022 NOFO must be under **NEW Contracts of Participation** that fully incorporate, align, and comply with the [FSS Final Rule](#)
  - ALL grantees must ensure they have completed the updated **FSS Online Training** as a condition of their awards (NOT necessary just to apply) to access their funding
    - The **FSS Online Training** will be updated in October 2022!
  - Check out and familiarize yourself with the [FSS Guidebook](#) and [FSS Resources](#)



# FSS Action Plan Updates!

- **Have you updated your FSS Action Plan?**
  - Must be **submitted** by Friday, September 30, 2022
  - Applicants currently running a FSS program?
    - **MUST** have their updated FSS Action Plans **approved** before accessing NOFO funds!
  - **NEW** applicant **NOT** currently running an FSS program?
    - Will have until March 31 of their first year of funding to submit an FSS Action Plan.



# Stay Tuned for NOFO FAQs & Good Luck!

