


**Administration for Children and Families**

Office of Community Services

# Affordable Housing and Supportive Services Demonstration

HHS-2024-ACF-OCS-EAH-0151

Application Due Date: 07/15/2024

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**Funding Opportunity Title:**
Affordable Housing and Supportive Services Demonstration

**Announcement Type:**
Initial

**Funding Opportunity Number:**
HHS-2024-ACF-OCS-EAH-0151

**Assistance Listing Number:**
93.647

**Due Date for Applications:**
07/15/2024

# Executive Summary

**Notice:**

- **Applicants are strongly encouraged to read the entire notice of funding opportunity (NOFO) carefully and observe the application formatting requirements listed in *Section IV.2. Content and Form of Application Submission*. For more information on applying for an award, please visit "Applying for an ACF Award" at** https://www.acf.hhs.gov/grants/how-apply-grant.

The Administration for Children and Families (ACF), Office of Community Services (OCS) announces the availability of approximately $2 million to Community Action Agencies (CAAs) and tribes that were funded directly by the Community Services Block Grant (CSBG) in fiscal year (FY) 2024 that own affordable housing units and provide wraparound supportive services to residents of the affordable units. These types of wraparound supportive services include educational opportunities for youths and adults; afterschool and/or summer programs for children and teens; early childcare, Head Start, Early Head Start, or other early childhood education programs/opportunities for young children ages birth to 5; older adult care services; mental health, alcohol, and addiction services; services for individuals with disabilities; self-sufficiency resources; resources on future homeownership; financial literacy training; transportation services for residents; referrals and connections to resources to help meet concrete needs; and healthcare services**.**

The purpose of this funding opportunity is to test the outcomes of strengthening wraparound supportive services for residents of affordable housing on individual and family safety, stability, and economic mobility. Through this demonstration program, eligible applicants will partner with the OCS to evaluate the implementation and outcomes of strengthened and expanded wraparound supportive services for individual and family safety, stability, and economic mobility.

# I. Program Description

**Statutory Authority**
This program is funded under the authority of section 1110 of the Social Security Act, 42 U.S.C. 1310.

**Description**
**A. Purpose/Statement of Need**

Quality, safe, stable, and affordable housing is critical for the physical, emotional, and economic well-being of families and individuals, and it lays the foundation for thriving communities. Housing instability in any form—difficulty paying rent, spending the bulk of household income on housing, overcrowded living conditions, moving frequently, eviction, or homelessness—can have a significant negative effect on individuals' and families' health and well-being in both the short- and long-term.[1] Research shows that various forms of housing insecurity are associated with health risks for adults including reduced access to healthcare, postponing needed health care and medications, mental distress, difficulty sleeping, and higher incidence of depression. Housing instability is also associated with health risks for children, including general poor health, asthma, low weight, developmental delays, and increased lifetime risk of depression. [2] Additionally, housing instability has negative impacts on socioeconomic and educational outcomes for individuals and families. Without a consistent place to live, it is challenging for individuals and families to attend work or go to school. Prolonged housing instability can risk a child's performance and success in school, which can lead to lifetime achievement gaps. Ultimately, housing is a social determinant of health, and without safe, stable, and affordable housing, a person's overall health and quality of life will suffer.

Additionally, high housing costs that outpace market wages often leave families with low incomes with little left over for important expenses, leading to difficult trade-offs. Many individuals and families that experience housing instability are cost-burdened, which means they spend more than 50 percent of their monthly income on housing. Cost-burdened households have little left over to spend on other needs such as food, clothing, utilities, and healthcare. [3] Additionally, due to limited rental markets with few vacancies, individuals and families with low incomes are often forced to rent substandard housing with poor environmental conditions and safety risks, or they must move into an overcrowded space with others.[4] Moreover, housing costs outside of what a household can afford can lead to evictions or forced moves. Research has shown that renters who are forced to move are more likely to relocate to poorer and higher-crime neighborhoods. Additionally, moving more than once per year or "multiple moves," has been associated with negative health outcomes in children, including poorer physical and oral health as a result of infrequent healthcare visits and unstable insurance coverage as compared to stably housed children. [5]

Housing instability can also lead to homelessness. According to the U.S. Department of Housing and Urban Development point-in-time assessment conducted in January 2022, nearly 600,000 individuals and families were experiencing homelessness across the country.[6] This means that on any given night, over half a million people sleep in shelters or unsheltered spaces not meant for human habitation, such as cars or encampments.[7]Research conducted by the National Health Care for the Homeless Council indicates that tens of thousands of people die every year due to the dangerous conditions of homeless living. These numbers are only expected to increase with the threats of climate change and extreme weather. [8]

Housing instability and homelessness disproportionately impacts certain populations. For example, individuals are often released from prison with minimal income and experience employment barriers and reduced earnings. They may face discrimination from potential landlords, lose eligibility for public housing, and struggle to maintain and pay for stable housing.[9] Black and Hispanic households are also more likely than White households to be cost-burdened and therefore at risk of housing instability. [10] Homelessness also disproportionately impacts communities of color. In 2022, Black households accounted for just 12 percent of the U.S. population but nearly 37 percent of people experiencing homelessness. Similarly, Hispanic households comprise less than a fifth of the total population but nearly a fourth of the homeless population.[11]

Individuals and families with low incomes need access to safe, stable, and affordable housing bolstered by wraparound services to address the dynamic and multifaceted natures of poverty, homelessness, and housing instability. Meeting these needs can accelerate access to concrete supports, dismantle systemic inequities, and mitigate barriers to healthy living.

## B. Program History/Background

Research and practitioners have established that access to affordable housing is critical to a person's health and well-being; however, for many low income and vulnerable populations, it is only part of the solution to homelessness and housing instability. Many individuals and families living in affordable housing need supportive services to help them maintain their housing. For example, supportive services can help individuals facing income instability and employment barriers access transportation and job training services needed to attain and maintain employment. An extensive body of research shows that most people, particularly vulnerable individuals, who reside in affordable housing with supportive services are more likely to remain stably housed in their community and avoid re-incarceration and costly emergency health systems.[12] Studies show the most successful supportive services programs offer multi-disciplinary services that can address an array of client needs. Typically, these services are voluntary, allowing individuals and families to choose what to participate in so that they can maintain choice around the type of services they receive, while working to set goals with their service provider. [13]

Affordable housing owners that are also recipients of CSBG funding are uniquely positioned to implement this supportive services demonstration program. The mission of CSBG is to alleviate the causes and conditions of poverty for under-resourced communities with low incomes and help individuals and families achieve economic mobility. Recipients of CSBG funding have extensive experience assessing community-based needs, supporting local needs through partnerships, and leveraging existing wraparound supportive service infrastructure. Moreover, the flexible nature of CSBG funding allows recipients to innovate and provide services tailored to the unique needs of the communities they serve.

## C. Program Goals: Outcomes and Performance Measures

The purpose of this funding opportunity is to test the outcomes of strengthening wraparound supportive services for residents of affordable housing on individual and family self-sufficiency. Award recipients will use funds to strengthen, expand, and enhance wraparound supportive

services available to affordable housing residents to increase stability, economic mobility, and well-being. Services might include the following: educational opportunities for youths and adults; afterschool and/or summer programs for children and teens; early childcare, Head Start, Early Head Start, or other early childhood education programs/opportunities for young children ages 0 to 5; older adult care services; mental health, alcohol, and addiction services; services for individuals with disabilities; self-sufficiency resources; resources on future homeownership; financial literacy training; transportation services for residents; referrals and connections to resources to help meet concrete needs; and healthcare services.

The Affordable Housing and Supportive Services Demonstration program (AHSSD) provides an opportunity for ACF to learn more about:

1. How award recipients use increased funding to leverage currently established supportive service infrastructure within affordable housing units;
2. How strengthening and expanding supportive services available in affordable housing units may support improved self-sufficiency of individuals and families; and
3. Perceived efficiencies when a single organization administers both affordable housing and residential support services.

Award recipients will identify the intended outcomes of their project based on the unique needs of the populations they serve. These short-term individual and family outcomes can include, but are not limited to, those listed below.

**Individual and Family Outcomes**

Stability Outcomes

- Increased availability of/access to educational opportunities for youth and adult residents
- Increased availability of/access to afterschool programs for children and teen residents
- Increased availability of/access to early childcare, Head Start, or Early Head Start programs for young residents ages 0 to 5
- Increased nurturing and attachment between caregiver and child
- Increased knowledge parenting for youth and child development
- Increased caregiver/parental resilience
- Increased social and emotional competence for children
- Increased concrete support for parents
- Increased social connections for families

Safety and Well-being Outcomes

- Increased availability of/access to mental health and alcohol and addiction treatment programs for residents
- Increased availability of/access to older adult care services for older residents
- Increased availability of/access to services for residents with disabilities
- Increased availability of/access to transportation services
- Increased availability of/access to healthcare services

Economic Mobility Outcomes

- Increased availability of/access to self-sufficiency resources for residents
- Increased availability of/access to resources for future homeownership
- Increased availability of/access to financial literacy training

Additionally, award recipients will consider how their short-term outcomes and subsequent program activities will support the long-term community outcomes listed below.

**Community Outcomes**

- Community improvements in mental health
- Community reductions in alcohol and substance use
- Improved school readiness for children and youth
- Increased educational attainment for children and youth
- Increased financial stability and literacy for families
- Improved access to support for individuals with disabilities
- Reduced economic stress for individuals and families
- Improved overall economic security for households
- Increased individual and family incomes
- Improved housing stability for individuals and families

NOTE: Consistent with the Paperwork Reduction Act (PRA) of 1995, (44 U.S.C. 3501-3521), under this NOFO, OCS will not conduct or sponsor—and a person is not required to respond to––a collection of information covered by such Act, unless it displays a currently valid Office of Management and Budget (OMB) control number.

**D. <u>Major Activities</u>**

**Areas of activity:** There are three areas of activity for the AHSSD program. Recipients will be required to implement projects that have a thorough plan for value-added activities in each of the following three areas:

1. Strengthening and expanding wraparound supportive services for residents of affordable housing to promote safety, stability, and economic mobility.
2. Identifying gaps in service provision and improving equitable access to services.
3. Actively supporting the federal evaluation.

**Strengthening and expanding wraparound supportive services for residents of affordable housing**

Award recipients must use this funding to strengthen, expand, and enhance wraparound supportive services available to affordable housing residents to promote safety, stability, and economic mobility for residents. Award recipients must ensure that their services aim to achieve the program outcomes outlined previously in this funding opportunity (See *C. Program Goals: Outcomes and Performance Measures*). Specifically, award recipients must demonstrate how they will strengthen and/or expand ***two or more*** of the following service areas:

- Educational opportunities for youth and adult residents
- Afterschool and/or summer programs for children and teen residents

- Early childcare, Head Start, Early Head Start, or other early childhood education programs/opportunities for young residents ages 0 to 5
- Older adult care services
- Mental health and alcohol and addiction services
- Services for residents with disabilities
- Self-sufficiency resources for residents
- Resources on future homeownership for residents
- Financial literacy training for residents
- Transportation services for residents
- Referrals and connections to resources to help meet concrete needs
- Healthcare services

**Identifying gaps in service provision and improving equitable access to services**: Award recipients must make equity a focal point and should articulate how their project will address any existing inequities in service provision. To capture opportunities that lead to increased equity and to identify the actual needs of the residents/community, the award recipient must intentionally include/identify a plan for including and amplifying the voices of residents/community members while developing, implementing, and evaluating AHSSD.

**Actively supporting the federal evaluation**: Award recipients must work closely with ACF to facilitate an evaluation of this federal demonstration program. The federal evaluation will include gathering implementation data from recipients. It may also include, but is not limited to, data gathering from recipients, partners, and/or program beneficiaries through surveys, small focus groups, and/or qualitative interviews. Recipients will fully and actively support the federal evaluation and work with, and encourage, their partner organizations to do the same. Award recipients must have established organizational data systems and processes that effectively track both program and performance outcomes. Award recipients must have experience collecting, organizing, and managing data, which includes evidence of data and information management software/practices and best practices around data integrity.

**Publications**

All publications developed or purchased with funds awarded under this notice must be consistent with the U.S. Department of Health and Human Services (HHS) policies as outlined in Part II-70 of the HHS Grants Policy Statement. Pursuant to 45 CFR § 75.322(b), the award recipient owns the copyright for materials that it develops under an award issued pursuant to this notice, and HHS reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use those materials for federal purposes, and to authorize others to do so. In addition, pursuant to 45 CFR § 75.322(d), the federal government has the right to obtain, reproduce, publish, or otherwise use data produced under this award and has the right to authorize others to receive, reproduce, publish, or otherwise use such data for federal purposes, e.g., to make it available in government sponsored databases for use by others. If applicable, the specific scope of ACF rights with respect to a particular award-supported effort will be addressed in the notice of award (NoA). The award recipient must ensure data and copyright-protected works developed by a subrecipient or contractor also are subject to the federal government's copyright license and data rights.

**Identification of Federal Support**

Whenever training and technical assistance (T/TA) projects are either entirely or partially supported by CSBG funds, the award recipient must clearly identify the T/TA materials, tools, and resources developed through the cooperative agreement. Furthermore, the award recipient must include the certification statement, as follows:

*"This [project/publication/program/website, etc.] [is/was] supported by the Office of Community Services, Administration for Children and Families (ACF) of the United State (U.S.) Department of Health and Human Services (HHS) as part of a financial assistance award totaling $XX with 100 percent funded by OCS/ACF/HHS. The contents are those of the author(s) and do not necessarily represent the official views of, nor an endorsement by, OCS/ACF/HHS or the U.S. Government. For more information, please visit the ACF website, Administrative and National Policy Requirements.*

**Subawards**

Recipients under this program may opt to transfer a portion of substantive programmatic work to other organizations through subaward(s). The prime recipient must maintain a substantive role in the project. ACF defines a substantive role as conducting activities and/or providing services funded under the award that are necessary and integral to the completion of the project.

Subrecipient monitoring activities alone, as specified in 45 CFR § 75.352, do not constitute a substantive role. Furthermore, ACF does not fund awards where the role of the applicant is primarily to serve as a conduit for passing funds to other organizations unless that arrangement is authorized by statute. Additionally, all subrecipient(s) must obtain a Unique Entity Identifier (UEI) number assigned by the System for Award Management (SAM), if they do not already have one. Prime recipients are required to check SAM to verify that the subrecipient(s) is/are not debarred, suspended, or ineligible.

Please reference the Award Term and Condition on Subawards on the ACF Administrative and National Policy Requirements website for further requirements involving subawards.

**OCS Response to Nationally Declared Emergency**

If, during the project period, OCS and/or recipients are required to adjust program and/or cooperative agreement requirements due to a nationally declared emergency, OCS will exercise maximum flexibility as needed. Requirements may be conducted virtually, or timelines may be modified in consultation with OCS.

**Pre-Application Webinar**

A pre-application webinar will be available for viewing no later than 10 days after publication at **https://www.acf.hhs.gov/ocs/grants** until the closing of this NOFO. The goal of the pre-recorded webinar is to outline AHSSD's program's purpose and strategies; provide key dates for submitting an application for AHSSD; and review key application criteria and requirements, as outlined in the NOFO. Viewing the pre-recorded webinar is voluntary. Only the information provided in this NOFO will be presented. No question-and-answer portion will be conducted during the session. Participants will remain anonymous. Opting not to view the webinar will not affect eligibility, application scoring, or the selection process. Applicants will be able to access the recording and transcript on the program office website at **https://www.acf.hhs.gov/ocs/grants**.

**OCS Equity Action Statement**

OCS is committed to advancing equity across all programs as called for in the **Executive Order On Advancing Racial Equity and Support for Underserved Communities Through the Federal Government** and the **Executive Order on Further Advancing Racial Equity and Support for Underserved Communities Through The Federal Government**. OCS focused on the following areas to guide the creation of a comprehensive strategy: addressing the root causes of inequity in underserved communities; elevating the voices of individuals, families, award recipients, and stakeholders in strategic planning; revising policies that perpetuate systemic barriers to opportunities; and promoting integrated service delivery using an equity lens. OCS has made steps to advance equity by implementing demographic data collection in programs across OCS to ensure programs are equitably serving individuals and households across the country. In FY 2023, recipients of the Low Income Home Energy Assistance Program and the Low Income Household Water Assistance Program will begin reporting demographic data on race, ethnicity, and gender. **Learn more about OCS's equity activities here**.

## F. Definitions

The following definitions apply to this funding opportunity. Applicants are strongly encouraged to review these carefully prior to applying.

- **Affordable housing owner:** Individual or entity that owns affordable housing units.
- **Affordable Housing Unit:** An affordable housing unit is defined as housing on which the occupant is paying no more than 30 percent of gross monthly income for housing costs, including utilities. This is the definition used by U.S. Department of Housing and Urban Development.
- **Community Action Agency (CAA):** Public and private non-profits that work to implement community-based anti-poverty programs and provide support services to vulnerable households, including education and employment services and assistance with basic needs. CAAs were established to carry out the Community Action Program, which was founded by the 1964 Economic Opportunity Act to fight poverty by empowering the poor as part of the War on Poverty.
- **Equity:** 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.
- **Low Income:** ACF defines “low income,” for purposes of this award, as an individual whose household income level does not exceed 200 percent of the official poverty guidelines, as found in the most recent revision of the HHS Poverty Guidelines published by HHS, available at https://aspe.hhs.gov/topics/poverty-economic-mobility/poverty-guidelines.
- **Wraparound supportive services:** Wraparound supportive services encompass any service that individuals and families with low incomes may need to become more financially stable and self-sufficient. Wraparound supportive services may include, but are not limited to, after-school programs for children and teenagers; education opportunities for youth and adult residents; mental health, alcohol and addiction treatment; self-sufficiency resources; resources on future home ownership; financial literacy training; elderly care; assistance to residents with disabilities; childcare services; transportation; English language education; job training; social service referrals; basic needs support; housing services; and other community services.

- **Underserved communities:** The 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.

[1] Frederick, T.J., Chwalek, M., Hughes, J., Karabanow, J., & Kidd, S. (2014). How stable is stable? Defining and measuring housing stability. Journal of Community Psychology, 42(8), 964–979. Digital Object Identifier (DOI): 10.1002/jcop.21665

[2] Impact-of-Affordable-Housing-on-Families-and-Communities.pdf (homeforallsmc.org)

[3] Bailey, K. T., Cook, J. T., Ettinger de Cuba, S., Casey, P. H., Chilton, M., Coleman, S. M., & Frank, D. A. (2016). Development of an index of subsidized housing availability and its relationship to housing insecurity. Housing Policy Debate, *26*(1), 172–187. DOI : 10.1080/10511482.2015.1015042

[4] Desmond, M., & Shollenberger, T. (2015). Forced displacement from rental housing: Prevalence and neighborhood consequences. Demography, *52*(5), 1751–1772. DOI: 10.1007/s13524-015-0419-9

[5] Busacker, A., & Kasehagen, L. (2012). Association of residential mobility with child health: An analysis of the 2007 National Survey of Children's Health. Maternal and Child Health Journal, *16*(1), 78–87. DOI : 10.1007/s10995-012-0997-8

[6] The 2022 Annual Homelessness Assessment Report (AHAR) to Congress. (2022, December 19). https://www.huduser.gov/portal/sites/default/files/pdf/2022-ahar-part-1.pdf.

[7] The U.S. Interagency Council on Homelessness notes and research confirms, point-in-time shelter counts drastically underestimate the actual number of persons experiencing homelessness because these estimates do not include the countless individuals and families that are "doubled-up," or living with relatives or friends to avoid staying in a shelter.

[8] Homeless-Mortality-Toolkit-FULL-FINAL.pdf (nhchc.org)

[9] Housing Instability-Healthy People 2030 | health.gov. (n.d.). Housing Instability-Healthy People 2030 | health.gov. https://health.gov/healthypeople/priority-areas/social-determinants-health/literature-summaries/housing-instability

[10] Joint Center for Housing Studies of Harvard University. (2023). State of the Nation's Housing 2023. Retrieved July 5, 2023, from https://www.jchs.harvard.edu/sites/default/files/reports/files/Harvard_JCHS_The_State_of_the_Nations_Housing_2023.pdf

[11] Joint Center for Housing Studies of Harvard University. (2023). State of the Nation's Housing 2023. Retrieved July 5, 2023, from https://www.jchs.harvard.edu/sites/default/files/reports/files/Harvard_JCHS_The_State_of_the_Nations_Housing_2023.pdf

[12] Bird, E. (2010, December 14). The impact of government cuts across housing, care and support on vulnerable people. Housing, Care and Support, 13(4), 33–36. https://DOI .org/10.5042/hcs.2010.0759

[13] Durkacz, S. (2003, February 1). The families and friends of homeless and vulnerable people: Homelessness is more than just nowhere to live. Housing, Care and Support, 6(1), 4–7. https://DOI .org/10.1108/14608790200300002

[14] Self-sufficiency is defined as a household's ability to maintain financial, housing, and personal/family stability.

# II. Federal Award Information

**Funding Instrument Type:**
CA (Cooperative Agreement)

**Estimated Total Funding:**
$2,000,000

**Expected Number of Awards:**
8

**Award Ceiling:**
$250,000
Per Project Period

**Award Floor:**
$100,000
Per Project Period

**Average Projected Award Amount:**
$200,000
Per Project Period

**Anticipated Project Start Date:**
09/30/2024

**Length of Project Periods:**
18-month project period and budget period

**Additional Information on Project Periods and Explanation of 'Other'**

**Additional Information on Awards:**
**Awards made under this funding opportunity are subject to the availability of federal funds.**

Applications requesting an award amount that exceeds the *Award Ceiling* per budget period, or per project period, as stated in this section, will be disqualified from the merit review and funding under this funding opportunity. Please see *Section III.3. Other, Application Disqualification Factors.*

**Description of ACF's Anticipated Substantial Involvement Under the Cooperative Agreement Award**

The responsibility for the management, control, direction, or performance of the project will be shared by OCS and the recipient. OCS will have the right to intervene (including interruption or modification) in the conduct or performance of project activities if the recipient does not adhere to the goals and objectives as outlined in the NOFO and a signed cooperative agreement.

OCS program involvement will include the following:

- Providing program guidance and input, as appropriate;
- Approving all work plans and schedules;
- Reviewing and providing feedback on the activities, documentation, procedures, measures, and tools established and implemented for accomplishing the goals of the cooperative agreement throughout the duration of the initiative;
- Reviewing, providing feedback, and concurring with activities, procedures, tools, measures, products, and written materials prior to external communication and dissemination on an ongoing basis;
- Providing support for the federal evaluation contractor and recipients in meeting the requirements of the federal evaluation; and
- Participating in the presentation of results in publications.

# III. Eligibility Information

## III.1. Eligible Applicants

Eligible applicants include CAAs and tribes that were funded directly by the CSBG in FY 2024 that own affordable housing units and provide wraparound supportive services to residents of the affordable units. By nature of their funding support through CSBG, CAAs and tribes funded directly by CSBG work to provide wraparound supportive services to their communities.

Applicants must submit the following documentation to determine eligibility for this opportunity:

**Affordable housing units:** Evidence that their units are affordable. Documentation should demonstrate that residents are responsible for 30 percent or less of the total monthly cost of the unit. Please note any documentation with resident personal identifiable information should be de-identified.

**Property ownership:** Evidence of ownership over the affordable housing units in the form of a property deed and/or title. In lieu of a deed and/or title, property owners must submit two recent water bills (April and May 2024).

Applications from individuals (including sole proprietorships) and foreign entities are not eligible and will be disqualified from the merit review and funding under this funding opportunity. See *Section III.3. Other, Application Disqualification Factors.*

## III.2. Cost Sharing or Matching

Cost Sharing / Matching Requirement:
Yes
Recipients are required to meet a non-federal share of the project cost, in accordance with Section 1110(a)(1)(A) of the Social Security Act (42 U.S.C. 1310(a)(1)(A), which states that the funding is to be used for making grants to States and public and other organizations and agencies for paying part of the cost of research or demonstration projects.

Recipients must provide at least 10 percent of the total approved cost of the project. The total approved cost of the project is the sum of the ACF (federal) share and the non-federal share. The

non-federal share may be met by cash or in-kind contributions. For example, if the total approved project cost is $ 277,778 , in order to meet the match requirements, a project requesting $250,000 in ACF (federal) funds must provide a non-federal share of the approved total project cost of at least $ 27,778 , which is 10 percent of total approved project cost.

**For all federal awards**, any shared costs or matching funds and all contributions, including cash and third-party in-kind contributions, must be accepted as part of the recipient's cost sharing or matching when such contributions meet all criteria listed in 45 CFR § 75.306.

**For awards that require matching by statute**, recipients will be held accountable for projected commitments of non-federal resources in their application budgets and budget justifications by budget period, or by project period for fully funded awards, even if the projected commitment exceeds the amount required by the statutory match. **A recipient's failure to provide the statutorily required matching amount may result in the disallowance of federal funds. Recipients will be required to report these funds in the Federal Financial Reports.**

**For awards that do not require matching or cost sharing by statute**, where "cost sharing" refers to any situation in which the recipient voluntarily shares in the costs of a project other than as statutorily required matching, recipients will be held accountable for projected commitments of non-federal resources in their application budgets and budget justifications by budget period, or by project period for fully funded awards. These include situations in which contributions are voluntarily proposed by a recipient or subrecipient and are accepted by ACF. Non-federal cost sharing will be included in the approved project budget so that the recipient will be held accountable for proposed non-federal cost sharing funds as shown in the NoA. **A recipient's failure to provide voluntary cost sharing of non-federal resources that have been accepted by ACF as part of the approved project costs and that have been shown as part of the approved project budget in the NoA, may result in the disallowance of federal funds. Recipients will be required to report these funds in the Federal Financial Reports.**

See *Section IV.2. The Project Budget and Budget Justification, Commitment of Non-Federal Resources* for more information.

Non-federal resources will be evaluated under criteria found in *Section V.1. Criteria* of this funding opportunity.

# III.3. Other

**Application Disqualification Factors**

Applications from individuals (including sole proprietorships) and foreign entities are not eligible and will be disqualified from the merit review and funding under this funding opportunity.

**Award Ceiling Disqualification**

Applications that request an award amount that exceeds the *Award Ceiling* per budget period or per project period, as stated in *Section II. Federal Award Information,* will be disqualified from the merit review and funding under this funding opportunity. This disqualification applies only to the *Award Ceiling* listed for the first 12-month budget period for projects with multiple budget periods. If the project and budget period are the same, the disqualification applies to the *Award*

*Ceiling* listed for the project period.

**Required Electronic Application Submission**

ACF requires electronic submission of applications at Grants.gov. **Paper applications received that have not been approved for an exemption from required electronic submission will be disqualified from the merit review and funding under this funding opportunity.**

If you do not have an internet connection or sufficient capacity to upload large documents to the internet you may contact ACF for an exemption that will allow you to submit your application in paper format. Information and the requirements for requesting an exemption from required electronic application submission are found in "ACF Policy for Requesting an Exemption from Electronic Application Submission."

**Missing the Application Deadline (Late Applications)**

**The deadline for electronic application submission is 11:59 pm ET on the due date listed in the *Overview* and in *Section IV.4. Submission Dates and Times.*** Electronic applications submitted to Grants.gov after 11:59 pm ET on the due date, as indicated by a dated and time-stamped email from Grants.gov, will be disqualified from the merit review and funding under this funding opportunity.

Applications submitted to Grants.gov which fail their validation check, will not be received at, or acknowledged by ACF. If you submit an application for the same NOFO more than once, only the last on-time submission will be acknowledged.

**Paper applications with an approved exemption from the electronic submission requirement must be received by 4:30 pm ET on the due date listed in the *Overview* and in *Section IV.4. Submission Dates and Times*.** Paper applications received after 4:30 pm ET on the due date will be disqualified from the merit review and funding under this funding opportunity.

OCS Disqualification Factors:

Applicants that do not submit the required additional eligibility documentation referenced in *Section IV.2. The Project Description, Additional Eligibility Documentation* will be disqualified from competitive review and funding under this NOFO.

**Notification of Application Disqualification**

Applicants will be notified of a disqualification determination by email or by USPS postal mail within 30 federal business days from the closing date of this NOFO.

# IV. Application and Submission Information

## IV.1. Address to Request Application Package

Thom

Campbell
Department of Health and Human Services
Administration for Children and Families
Office of Community Services
1401 Mercantile Lane, Suite 401
HHS-2024-ACF-OCS-EAH-0151
Largo
MD
20774
1 (855) 792-6551
ocstech@reviewops.org
https://www.acf.hhs.gov/ocs/programs/ahssd

**Application Packages**

**Electronic Application Submission:**

The electronic application submission package is available in the NOFO's listing at Grants.gov.

# IV.2. Content and Form of Application Submission

**FORMATTING APPLICATION SUBMISSIONS**

**Notice of Two-File Requirement**

Applicants applying via Grants.gov must upload only two electronic files, excluding Standard Forms (SFs) and Office of Management and Budget (OMB)-approved forms. Additional files will be removed prior to the merit review.

***FOR ALL APPLICATIONS:***

**Signature of Authorized Organization Representative (AOR)**

Each applicant must designate an authorized organization representative (AOR) with authority to act on the organization's behalf on matters related to the application submission and administration of awards. The AOR signature must appear on all forms in which a signature is required. By signing, the AOR agrees the organization will abide by all applicable Federal statutes, regulations and terms and conditions of the award.

**Accepted Font Style and Size**

Applications must be in Times New Roman 12-point font, except for footnotes, which may be 10-point font. Pages that contain blurred or illegible text will be removed.

If documents must be scanned, the font size on any scanned documents must be large enough so that it is readable. You may not scan more than one page of a documents onto a single page. Pages with blurred text will be removed from the application.

**English Language**

Applications must be submitted in the English language and must be in the terms of United

States (U.S.) dollars. See 45 CFR §75.111 for more information.

**Page Limitations**
You must observe the page limitation(s) listed under "PAGE LIMITATIONS AND CONTENT FOR ALL SUBMISSION FORMATS" later in this section. **Page limitation(s) do not include SFs and OMB-approved forms.**

**All applications must be double-spaced.** An application that exceeds the cited page limitation for double-spaced pages will have extra pages removed, and those pages will not be reviewed.

**Application Elements Exempted from Double-Spacing Requirements**
The following elements of the application submission are exempt from the double-spacing requirements and may be single-spaced:

- Table of Contents
- One-page Project Summary
- Required Assurances and Certifications
- SFs and OMB-approved forms
- Resumes, Logic Models, Proof of Legal Status/Non-Profit Status, Third-Party Agreements, Letters of Support, footnotes and tables
- Line-Item Budget and/or the Budget Justification

**Adherence to NOFO Formatting, Font, and Page Limitation Requirements**
Applications that fail to adhere to ACF's NOFO formatting, font, and page limitation requirements will be adjusted by the removal of page(s) from the application. Pages will be removed before the merit review and will not be made available to reviewers.

**NOTE:** Applicants failing to adhere to ACF's NOFO formatting, font, and page limitation requirements will receive a letter from ACF notifying them that their application was amended. The letter will be sent after awards have been issued and will specify the reason(s) for removal of page(s).

**Corrections/Updates to Submitted Applications**
When applicants revise a previously submitted application, ACF will accept only the last on-time application for pre-review under the Application Disqualification Factors. See *Section III.3. Other, Application Disqualification Factors* and *Section IV.2. Application Submission Options*.

**Copies Required**
Applicants must submit one complete copy of the application package electronically. Applicants must follow the registration and application submission instructions provided at Grants.gov.

**Accepted Application Format**
With the exception of the required SFs and OMB-approved forms, all application materials must be formatted so that they are 8 ½" x 11" white paper with 1-inch margins all around.

If possible, applicants are encouraged to include page numbers for each page within the application.

**PAGE LIMITATIONS AND CONTENT FOR ALL SUBMISSION FORMATS:**

Applications must be submitted in two files and must not exceed a combined total of 75 pages. In both files, all items must be labeled, numbered, and organized clearly in the Table of Contents. The first file must be titled "Project Description" and must include the following items:

- Table of Contents
- Project Summary
- Need for Assistance
- Objectives
- Expected Outcomes
- Approach
- Project Timeline and Milestones
- Organizational Capacity
- Plan for Oversight of Federal Award Funds and Activities
- Program Performance Evaluation Plan
- Project Budget and Budget Narrative/Justification

The second file must be titled "Appendices" and must include the following:

- Table of Contents
- Proof of Legal Status of Entity/Proof of Non-Profit Status
- Third-party Agreements/Memoranda of Understanding (MOUs)/Letters of Commitment
- Resumes of Key Personnel
- Other Supporting Documentation

**ELECTRONIC APPLICATION SUBMISSION INSTRUCTIONS**
You are required to submit applications electronically unless you have received an exemption that will allow submission in paper format. See *Section IV.2. Application Submission Options* for information about requesting an exemption**.**

Electronic applications will only be accepted via Grants.gov. **ACF will not accept applications submitted via email or via facsimile.**

**Each applicant is required to upload ONLY two electronic files, excluding SFs and OMB-approved forms.**

**File One**: Must contain the entire Project Description, and the Budget and Budget Justification (including a line-item budget and a budget narrative).

**File Two:** Must contain all documents required in the Appendices.

**Formatting Submission Files**
ACF strongly recommends that File One and File Two be uploaded as Portable Document Files (PDFs).

To adhere to the two-file requirement, you may need to convert and/or merge documents together using a PDF converter software. Applicants using Adobe Acrobat Reader software will be able to merge these documents together. ACF recommends merging documents electronically rather than scanning multiple documents into one document manually.

Applicants must ensure that the version of Adobe Acrobat Reader they are using is compatible with Grants.gov. To verify Adobe software compatibility please go to Grants.gov and click on "Applicants" at the top bar menu and select "Adobe Software Compatibility."

**Naming Application Submission Files**
**Carefully observe the file naming conventions required by Grants.gov.** Limit file names to 50 characters (characters and spaces).Please also see https://www.grants.gov/applicants/submitting-utf-8-special-characters.

**Use only file formats supported by ACF**
While ACF supports all of the following file formats, **we strongly recommend that the two files (Project Description and Appendices) are uploaded as PDFs in order to comply with the two-file upload limitation.**

**ACF supports the following file formats:**

- Adobe PDF – Portable Document Format (.pdf)
- Microsoft Word (.doc or .docx)
- Microsoft Excel (.xls or .xlsx)
- Microsoft PowerPoint (.ppt)
- Image Formats (.JPG, .GIF, .TIFF, or .BMP only)

**Documents in file formats not listed here will be removed from the application and will not be used in the merit review. This may make the application incomplete, and ACF will not make awards based on an incomplete application.**

**Do Not Encrypt or Password-Protect the Electronic Application Files**
If ACF cannot access submitted electronic files because they are encrypted or password protected, the affected file will not be reviewed. This may make the application incomplete, and ACF will not make awards based on an incomplete application.

**REQUIREMENTS FOR PAPER APPLICATION SUBMISSIONS:**
You must receive an exemption in order for a paper application to be accepted for review. For more information on the exemption, see "ACF Policy for Requesting an Exemption from Required Electronic Application Submission."

Applicants with an approved exemption for paper application submission should download the forms package associated with the NOFO's Synopsis on Grants.gov under the Package tab.

All copies of mailed paper applications must be submitted in a single package. If an applicant is submitting multiple applications under a single NOFO, or multiple applications under separate NOFOs, each submission must be packaged separately. The package(s) must be clearly labeled with the NOFO title and Funding Opportunity Number.

Applicants must submit one original and two copies of the complete application, including all SFs and OMB-approved forms. The original copy must have original signatures. Copies of the application, not the original, will be reproduced by the federal government for review. **All application materials must be one-sided for duplication purposes. All pages in the application submission must be sequentially numbered.**

## Required Forms, Assurances, and Certifications

**Applicants seeking an award under this funding opportunity must submit the listed SFs, assurances, and certifications with the application.** All required SFs, assurances, and certifications are available in the Application Package posted for this NOFO at Grants.gov.

| Forms/Assurances/Certifications | Submission Requirement | Notes/Description |
|---|---|---|
| SF-424 - Application for Federal Assistance | Submission is required for all applicants by the application due date. | Required for all applications. |
| Unique Entity Identifier (UEI) and System for Award Management (SAM) registration. | Required of all applicants.<br>Applicants must have a UEI and maintain an active SAM registration throughout the application and project award period.<br>Obtain a UEI and SAM registration at: http://www.sam.gov. | See *Section IV.3. Unique Entity Identifier (UEI) and System for Award Management (SAM)* for more information. |
| SF-424 Key Contact Form | Submission is required for all applicants by the application due date. | Required for all applications. |
| Certification Regarding Lobbying (Grants.gov Lobbying Form) | Submission required of all applicants with the application package. If it is not submitted with the application package, | Submission of the certification is required for all applicants. |

| Forms/Assurances/Certifications | Submission Requirement | Notes/Description |
|---|---|---|
| | it must be submitted prior to award. | |
| SF-424A - Budget Information - Non- Construction Programs and SF-424B - Assurances - Non-Construction Programs | Submission is required for all applicants when applying for a non-construction project. SFs must be used. Forms must be submitted by the application due date.<br>By signing and submitting the SF-424B, applicants are making the appropriate certification of their compliance with all Federal statutes relating to nondiscrimination. | Required for all applications when applying for a non-construction project. |
| SF-Project/Performance Site Location(s) (SF-P/PSL) | Submission is required for all applicants by the application due date. | Required for all applications. In the SF-P/PSL, applicants must cite their primary location and up to 29 additional performance sites. |

Additional Required Assurances and Certifications

**Mandatory Grant Disclosures**

All applicants and recipients are required to submit, in writing, to ACF and the HHS Office of the Inspector General, all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. (Mandatory Disclosures, 45 CFR § 75.113)

Disclosures must be sent in writing to:

> The Administration for Children and Families, U.S. Department of Health and Human Services, Office of Grants Management, ATTN: Grants Management Specialist, 330 C Street, SW., Switzer Building, Corridor 3200, Washington, DC 20201
>
> **And to:**
>
> U.S. Department of Health and Human Services, Office of Inspector General, ATTN: Mandatory Grant Disclosures, Intake Coordinator, 330 Independence Avenue, SW., Cohen

Building, Room 5527, Washington, DC 20201

**Fax:** (202) 205-0604 (Include "Mandatory Grant Disclosures" in subject line) or
**Email:** grantdisclosures@oig.hhs.gov

**Proprietary Information and Personally Identifiable Information (PII)**
ACF will be using non-federal reviewers in the review process. You have the option of omitting from the application copies (not the original) specific salary rates or amounts for individuals specified in the application budget as well as Social Security Numbers, if otherwise required for individuals. The copies may include summary salary information. If applications are submitted electronically, ACF will omit the same specific salary rate information from copies made for use during the review process.

# The Project Description

**The Project Description Overview**

**General Expectations and Instructions**
The Project Description requests the information by which an application is evaluated and ranked in competition with other applications for financial assistance. It must address all activities for which federal funds are being requested and all application requirements as stated in this section. The Project Description must explain how the project will meet the purpose of the NOFO, as described in *Section I. Program Description.* As a reminder, reviewers will be evaluating this section in accordance with *Section V.1. Criteria*.

The Project Description must be clear, concise, and complete. ACF is particularly interested in Project Descriptions that convey strategies for achieving intended performance. Project Descriptions are evaluated on the basis of substance and measurable outcomes, not length.

Cross-referencing should be used rather than repetition. Supporting documents designated as required must be included in the Appendix of the application.

**Table of Contents**
List the contents of the application including corresponding page numbers. The table of contents may be single spaced.

**Geographic Location**
Describe the precise physical location of the project and boundaries of the area to be served by the proposed project. If the geographic area(s) are served by both the primary recipient and subrecipient organization(s), describe the locations covered by all organizations anticipated to receive funding from the award.

**Legal Status of Applicant Entity**
Applicants must provide the following documentation:

**Non-Profit Organizations**

**Proof of Non-Profit Status Options:**

**Option 1: 501(c)(3) and non-501(c)(3) non-profit organizations are eligible**
Non-profit organizations applying for funding are required to submit proof of their non-profit status. Proof of non-profit status is any one of the following:

- A reference to the applicant organization's listing in the IRS's most recent list of tax-exempt organizations described in the IRS Code.
- A copy of a currently valid IRS tax-exemption certificate.
- A statement from a state taxing body, state attorney general, or other appropriate state official certifying that the applicant organization has non-profit status and that none of the net earnings accrue to any private shareholders or individuals.
- A certified copy of the organization's certificate of incorporation or similar document that clearly establishes non-profit status.
- Any of the items in the subparagraphs immediately above for a state or national parent organization and a statement signed by the parent organization that the applicant organization is a local non-profit affiliate.

Unless directed otherwise, applicants must include proof of non-profit status in the *Appendices* file of the application submission.

**Additional Eligibility Documentation**
Applicants must provide the additional, required documentation, or required credentials, to support eligibility for an award, as described in *Section III. Eligibility Information* of this funding opportunity.

Applicants must submit the following documentation to determine eligibility for this opportunity:

**Affordable housing units:** Evidence that their units are affordable. Documentation should demonstrate that residents are responsible for 30 percent or less of the total monthly cost of the unit. Please note any documentation with resident personal identifiable information should be de-identified.

**Property ownership:** Evidence of ownership over the affordable housing units in the form of a property deed and/or title. In lieu of a deed and/or title, property owners must submit two recent water bills (April and May 2024).

**Need for Assistance**
Clearly identify the physical, economic, social, financial, institutional, and/or other problem(s) requiring a solution. The need for assistance, including the nature and scope of the problem, must be demonstrated. Supporting documentation, such as letters of support and testimonials from concerned parties, may be included in the Appendix. Any relevant data based on planning studies or needs assessments should be included or referred to in the endnotes or footnotes. Incorporate demographic data and participant/beneficiary information, as available.

**Objectives**
Clearly state the principal and if applicable, subordinate objectives of the project. Applicants must address how the objectives stated relate to the overall purpose of the program and describe how objectives will be achieved.

**Expected Outcomes**
Identify the outcomes to be achieved from the project. Outcomes should relate to the overall program as described in *Section I. Program Description*. If research is part of the proposed work, outcomes must include hypothesized results and implications of the proposed research.

**Approach**
Outline a plan of action that describes the scope and detail of how the proposed project will be accomplished. Applicants must account for all functions or activities identified in the application.

Cite potential obstacles and challenges to accomplishing project goals and explain strategies that will be used to address these challenges.

There are three areas of activity for AHSSD. Applicants must demonstrate a thorough plan for value-added activities in each of the three areas described in *Section I. Program Description, D. Major Activities.*

Applicants must demonstrate how they will prioritize advancing equity in the design and implementation of their demonstration programs. Specifically, through the following ways:

- Applicants must describe how they will create opportunities for the improvement of communities that have been historically underserved and support historically marginalized individuals in reaching their full potential.
- Applicants must describe how they will take a comprehensive approach to advancing equity for all.
- Applicants must describe how their proposed demonstration programs will demonstrate the applicants' understanding and vision of equity and inclusion within the community to be served.

Applicants must describe a plan to promote safety, stability, and economic mobility for residents living in affordable housing by strengthening and expanding programs and services available to residents. Applicants must detail how their plans incorporate and target *at least two* of the service areas listed in *Section I. Program Description, D. Major Activities.* Applicants must describe how their plans will work to achieve the program outcomes listed in *Section I. Program Description, C. Program Goals: Outcomes and Performance Measures.*

Bonus points will be awarded to applicants that demonstrate the following:

- **Collaborating with other OCS Programs:** To be eligible for these bonus points, applicants must submit documentation that demonstrates how the proposed will be in collaboration with other OCS-funded programs and will coordinate with these other programs to provide a broader array of wraparound supportive services to individuals, families, and communities. The application must contain information about the other program(s), information about the other organization(s) (if applicable), and a description of the program collaboration. If the collaboration is with another organization, the application must further demonstrate the collaboration through an MOU, data sharing agreement, or testimonial of partnership signed by both parties.
- **Project Located in an Area with Persistent Poverty:** To be eligible for these bonus points, applicants must submit documentation that demonstrates their proposed project is located in a county [or functional equivalent] with persistent poverty. A list of persistent poverty areas can be found in the *Appendix*. This can be demonstrated by providing the physical address of the proposed project and demonstrating how it is within one of the areas listed in the *Appendix*.
- **Project Located in an Area without an Active AHSSD Project:** To be eligible for these bonus points, applicants must demonstrate that the proposed project will be located

in a state, tribe, or trust territory that does not have an active AHSSD grant project. Current states, tribes, and trust territories that contain AHSSD projects are the states of Alaska, Arizona, Indiana, Iowa, Kentucky, Massachusetts, New Jersey, and Virginia and the Chickasaw Nation.

**Project Timeline and Milestones**
Provide quantitative monthly or quarterly projections (for the entire project period) of the accomplishments to be achieved for each function or activity, in such terms as the number of people to be served and the number of activities accomplished. Data may be organized and presented as project tasks and subtasks with their corresponding timelines during the project period. When accomplishments cannot be quantified by activity or function, list them in chronological order to show the schedule of accomplishments and their target dates.

**Organizational Capacity**
Provide the following information on the applicant organization and, if applicable, on any cooperating partners:

- Organizational charts.
- Resumes.
- List of Board of Directors.
- Copy or description of the applicant organization's fiscal control and accountability procedures.
- Evidence that the applicant organization, and any partnering organizations, have relevant experience and expertise with administration, development, implementation, management, and evaluation of programs similar to that offered under this funding opportunity.
- Child care licenses and other documentation of professional accreditation.
- Information on compliance with federal/state/local government standards.

If known at the time of application submission, the applicant must disclose their intent to enter into subaward arrangements in their application. For each proposed subaward, the applicant must include a description of the work to be performed by the subrecipient(s).

**Plan for Oversight of Federal Award Funds and Activities**
Recipients are required to ensure proper oversight in accordance with 45 CFR Part 75 Subpart D.

These regulations set forth the following standards for effective oversight:

- Financial and Program Management
- Property Management
- Procurement
- Performance and Financial Monitoring and Reporting
- Subrecipient Monitoring and Management
- Record Retention and Access
- Remedies for Noncompliance

- Prior Written Approval

Describe the framework (e.g., governance, policies and procedures, risk management, systems) in place to ensure proper oversight of federal funds and activities in accordance with 45 CFR Part 75 Subpart D. The description must include: system(s) for record-keeping and financial management; procedures to identify and mitigate risks and issues (e.g., audit findings, continuous program performance assessment findings, program monitoring); and those key staff that will be responsible for maintaining oversight of program activities staff, and, if applicable, partner(s) and/or subrecipient(s).

**Program Performance Evaluation Plan**

Applicants must describe a plan for the program performance evaluation that will contribute to continuous quality improvement. The program performance evaluation must monitor ongoing activities and the progress towards the goals and objectives of the project. Include descriptions of the inputs (e.g., organizational profile, collaborative partners, key staff, budget, service processes and other resources), key activities, and expected outcomes of the funded activities. The plan must explain how the inputs, activities, and outcomes will be measured; how the information will be used to inform improvement of funded activities; and any processes that support data quality.

Applicants must describe the organizational systems and processes that will effectively track performance outcomes, including a description of how the organization will collect and manage data (e.g., assign skilled staff, data management software, data integrity, etc.) in a way that allows for accurate and timely reporting of performance outcomes. Applicants must describe any potential obstacles for implementing the program performance evaluation and how those obstacles will be addressed. Applicants must include a timeline for how information from the quality improvement evaluation will be reviewed and applied to the ongoing project.

**Affordable Housing and Supportive Services Demonstration Program Evaluation**

If ACF identifies additional resources to fund a federal study of the funded AHSSD activities, then the recipient will be required to participate. The study would utilize an outside non-recipient evaluation team and would focus on the processes, implementation, progress indicators, and quality improvement of funded activities.

NOTE: Consistent with the PRA of 1995, (44 U.S.C. 3501-3521), under this NOFO, OCS will not conduct or sponsor—and a person is not required to respond to—a collection of information covered by such Act, unless it displays a currently valid OMB control number. AHSSD will obtain OMB approval for a federal study of the funded grant activities, as appropriate.

**Project Sustainability Plan**

Applicants must propose a plan for project sustainability after the period of federal funding ends. Recipients are expected to sustain key elements of their projects, e.g., strategies or services and interventions, which have been effective in improving practices and outcomes.

Describe the approach to project sustainability that will be most effective and feasible. Provide a description of key individuals and/or organizations whose support will be required. Address the types of alternative support that will be required to maintain the program. If the proposed project

involves key project partners, describe how their cooperation and/or collaboration will be maintained after the end of federal funding.

**Protection of Sensitive and/or Confidential Information**
Provide a description of how protected PII and other information that is considered sensitive, consistent with applicable federal, state, local and tribal laws regarding privacy and obligations of confidentiality, will be collected and safeguarded. The applicant must provide the methods and/or systems that will be used to ensure that confidential and/or sensitive information is properly handled and if applicable, address the process for subrecipient(s) and/or contractors. Also, provide a plan for the disposition of such information at the end of the project period. See 45 CFR § 75.303(e) for more information.

**Third-Party Agreements**

Third-party agreements include Letters of Commitment, Memoranda of Understanding (MOU) and Memoranda of Agreement (MOA). Letters of Commitment, MOUs and MOAs must clearly describe the roles and responsibilities for project activities and the support and/or resources that the third-party (i.e., subrecipient, contractor, or other cooperating entity) is committing. Letters of Commitment, MOUs, and MOAs must be signed by the person in the third-party organization with the authority to make such commitments on behalf of their organization. General letters of support are **not** considered third-party agreements.

Applicants must provide Letters of Commitment, MOUs, or MOAs between recipients and third-parties (i.e., subrecipients, contractors, or other cooperating entities). In addition to clearly describing the roles and responsibilities for project activities and support and/or resources that the third-party is committing, these agreements must detail work schedules and estimated remuneration with an understanding that a finalized agreement will be negotiated once the aware is made to the successful applicant.

# The Project Budget and Budget Justification

All applicants are required to submit a project budget and budget justification with their application. The project budget is entered on the Budget Information SF, either SF- 424A or SF-424C. Applicants are encouraged to review the form instructions in addition to the guidance in this section. The project budget consists of a budget narrative and a line-item budget detail that includes detailed calculations for "object class categories" identified on the Budget Information SF. Applicants must indicate the method they are selecting for their indirect cost rate. See Indirect Charges for further information.

Project budget calculations must include estimation methods, quantities, unit costs, and other similar quantitative detail sufficient for the calculation to be duplicated. If cost sharing or matching is a requirement, applicants must include a detailed listing of any funding sources identified in Block 18 of the SF-424 (Application for Federal Assistance). See the table in *Section IV.2. Required Forms, Assurances, and Certifications* listing the appropriate budget forms to use in this application.

**Special Note:** *Annual appropriations legislation for the Department of Health and Human Services limits the salary amount that may be awarded and charged to ACF grants and cooperative agreements. Award funds issued under this funding opportunity may not be used to*

*pay the salary of an individual at a rate in excess of Executive Level II. For the Executive Level II salary, please see "Executive & Senior Level Employee Pay Tables" under https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/. The salary limitation reflects an individual's base salary exclusive of fringe benefits, indirect costs and any income that an individual may be permitted to earn outside of the duties of the applicant organization. This salary limitation also applies to subawards and subcontracts under an ACF grant or cooperative agreement.*

Provide a budget using the SF-424A and/or SF-424C, as applicable, for each year of the proposed project.

Provide a budget justification, which includes a budget narrative and a line-item detail, for each year of the proposed project. The budget narrative should describe how the categorical costs are derived. Discuss the necessity, reasonableness, and allocation of the proposed costs.

For applicants proposing to use subaward(s), if the total amount budgeted for subawards exceeds 50 percent of total direct costs for the budget period, the applicant must provide a justification for subawarding the portion of the project and must explain how the prime recipient plans to maintain a substantive role in the project. Applicants must explain why the participation of the subrecipient is necessary, and why the applicant cannot achieve the objectives without the subrecipient(s)' participation.

**General**

Use the following guidelines for preparing the project budget and budget justification. The budget justification includes a budget narrative and a line-item detail. Applications should only include allowable costs in accordance with 45 CFR Part 75 Subpart E.

**Personnel**

**Description:** Costs of employee salaries and wages. See 45 CFR § 75.430 for more information on allowable personnel costs. Do not include the personnel costs of consultants, contractors and subrecipients under this category.

**Justification:** For each position, provide: the name of the individual (if known), their title; time commitment to the project in months; time commitment to the project as a percentage or full-time equivalent; annual salary; project salary; wage rates; etc. Identify the project director or principal investigator, if known at the time of application.

**Fringe Benefits**

**Description:** Costs of employee fringe benefits are allowances and services provided by employers to their employees in addition to regular salaries and wages. For more information on Fringe Benefits please refer to 45 CFR § 75.431. **Do not include** the fringe benefits of consultants, contractors, and subrecipients because those costs should be listed under the "Contractual" category as part of the total value of the contract or agreement.

Typically, fringe benefit amounts are determined by applying a calculated rate for a particular class of employee (full-time or part-time) to the salary and wages requested. Fringe rates are often specified in the approved indirect cost rate agreement. Fringe benefits may be treated as a

direct cost or indirect cost in accordance with the applicant's accounting practices. Only fringe benefits as a direct cost should be entered under this category.

**Justification:** Provide a breakdown of the amounts and percentages that comprise fringe benefit costs such as health insurance, Federal Insurance Contributions Act taxes, retirement, taxes, etc.

### Travel

**Description:** Costs of project-related travel (i.e., transportation, lodging, subsistence) by employees of the applicant organization who are in travel status on official business. Travel by non-employees such as consultants, contractors or subrecipients should be included under the Contractual line item. Local travel for employees in non-travel status should be listed on the Other line. Travel costs should be developed in accordance with the applicant's travel policies and 45 CFR § 75.474.

**Justification:** For each trip show: the total number of travelers; travel destination; duration of trip; per diem; mileage allowances, if privately owned vehicles will be used to travel out of town; and other transportation costs and subsistence allowances. If appropriate for this project, travel costs for key project staff to attend ACF-sponsored workshops/conferences/recipient orientations should be detailed in the budget justification.

### Equipment

**Description:** "Equipment" means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost that equals or exceeds the lesser of: (a) the capitalization level established by the organization for the financial statement purposes, or (b) $5,000. (Note: Acquisition cost means the net invoice unit price of an item of equipment, including the cost of any modifications, attachments, accessories, or auxiliary apparatus necessary to make it usable for the purpose for which it is acquired. Ancillary charges, such as taxes, duty, protective in-transit insurance, freight, and installation, shall be included in, or excluded from, acquisition cost in accordance with the organization's regular written accounting practices.) See 45 CFR § 75.439 for more information.

**Justification:** For each type of equipment requested provide: a description of the equipment; the cost per unit; the number of units; the total cost; and a plan for use on the project; as well as use and/or disposition of the equipment after the project ends.

### Supplies

**Description:** Tangible personal property other than those included under the Equipment category. A computing device is a supply if the acquisition cost is less than the lesser of $5,000, or the capitalization level established by the non-Federal entity for financial statement purposes, regardless of the length of its useful life. See 45 CFR § 75.2, 75.321, and 75.453 for more information.

**Justification:** Specify general categories of supplies and their costs. Show computations and provide other information that supports the amount requested.

**Contractual**

**Description:** Cost of all contracts and subawards except those that should be placed under other categories such as equipment, supplies, construction, etc. Include third-party evaluation contracts, procurement contracts, and subawards. Recipients are required to use 45 CFR §§ 75.326-.340 procurement procedures, and subawards are subject to the requirements at 45 CFR §§ 75.351-.353. Costs related to professional and consultant services rendered by persons who are members of a particular profession or possess a special skill, and who are not officers or employees, must be listed in the Other category. (Typically, these arrangements will take the form of a consultant agreement directly with an individual as opposed to a contract with a company that employs the consultant. The latter case must still be listed under Contractual line item.)

**If applicable and charged as a direct cost, include** cost of third-party renting or leasing agreements for equipment; and third-party renting or leasing agreements for real property by address for each building, facility, administrative office, space, structure, land, and other real property.

**Justification:** Indicate whether the proposed agreement qualifies as a subaward or contract in accordance with 45 CFR § 75.351. Provide the name of the contractor/subrecipient (if known), a description of anticipated services, a justification for why they are necessary, a breakdown of estimated costs, and an explanation of the selection process. In addition, for subawards, the applicant must provide a detailed budget and budget narrative for each subaward, by entity name, along with the same justifications referred to in these budget and budget justification instructions.

For contracts, demonstrate that procurement transactions will be conducted in a manner to provide, to the maximum extent practical, open, and free competition. Applicants must justify any anticipated procurement action that is expected to be awarded without competition and exceeds the simplified acquisition threshold stated in 48 CFR § 2.101(b). Recipients may be required to make pre-award review and procurement documents, such as requests for proposals or invitations for bids, independent cost estimates, etc., available to ACF.

**If applicable and charged as a direct cost,** for each real property proposed or claimed for rent or lease include: the rent amount with calculation; terms of lease; maintenance and repair amounts with details on each type of expense proposed and its associated cost; minor A&R with specifics for each type of proposed expense and its associated cost; show the computation and provide other information that supports the amount requested. Only when allowable and with prior approval, describe the financing costs (including interest) including terms for the real property address. For applicable ACF programs with real property authority, see ACF Property Guidance. **Do not include** real property owned by the recipient or arrangements considered "less-than-arms-length," "sale and lease back," "finance lease" per Financial Accounting Standards Board, "financed purchase" per Government Accounting Standards Board standards because these costs (e.g., depreciation costs) if charged as 1) a direct cost, should be listed under the "Other" category or 2) an indirect cost as with any indirect costs, as part of their indirect cost pool that is used to calculate an indirect cost rate). These costs must be treated as either direct or indirect costs, not both. For more information, see 45 CFR §75.2, 75.414, 75.430-75.431, 75.434, 75.436, 75.439, and 75.452.

**Other**

**Description:** Enter the total of all other costs. Such costs, where applicable and appropriate, may include, but are not limited to: individual consultant costs; local travel; insurance (when not included under the Fringe category); food (when allowable); medical and dental costs (non-personnel); professional service costs (e.g., audit charges); depreciation of real property and equipment (when not treated as an indirect cost), printing and publications, training costs (such as tuition and stipends), staff development costs, and administrative costs (when not treated as an indirect cost). Please note costs must be allowable per 45 CFR Part 75 Subpart E.

**Justification:** Provide a breakdown of costs, computations, a narrative description, and a justification for each cost under this category.

**If applicable and charged as a direct cost, include** depreciation by real property address for each building, facility, administrative office, structure, land, and other real property proposed for use and depreciation of equipment proposed for use. For each real property owned by the recipient or less-than-arms-length lease intended to be proposed or claimed for use provide, if applicable, and in accordance with 45 CFR §§75.436 and 75.465: the allocable percentage and total dollar amount; the depreciation amount with type of method and calculation used; tax amount; insurance amount and what it covers; maintenance and repair amounts with details on each type of expense proposed and its associated cost; minor A&R with specifics for each type of proposed expense and its associated cost; the ownership type (e.g., owned, leased, or intent to lease); show the computation and provide other information that supports the amount requested. For more information, please see ACF Property Guidance. **Do not include** costs of third-party renting or leasing real property and equipment because those costs should be under the "Contractual" category.

**Indirect Charges**

**Description:** Indirect or Facilities & Administration (F&A) (F&A means those costs incurred for a common or joint purpose benefitting more than one cost objective, and not readily assignable to the cost objectives specifically benefitted, without effort disproportionate to the results achieved. F&A costs are generally used by institutions of higher education). Typical examples of indirect or F&A costs include but are not limited to depreciation on buildings and equipment, equipment and capital improvements, operation and maintenance expenses, and general administration and expenses, such as the salaries and expenses of personnel administration and accounting. For more information, see 45 CFR §75.2, 75.414, 75.430-75.431, 75.434, 75.436, and 75.439. Enter the total amount of indirect costs. This category has one of two methods that an applicant can select. An applicant may only select one.

1. The applicant currently has an indirect cost rate approved by HHS or another cognizant federal agency.

   **Justification:** An applicant must enclose a copy of the current approved rate agreement. If the applicant is requesting a rate that is less than what is allowed under the program, the authorized representative of the applicant organization must submit a signed acknowledgement that the applicant is accepting a lower rate than allowed. Choosing to charge a lower rate will not be considered during the merit review or award selection process.

2. Per 45 CFR § 75.414(f) Indirect (F&A) costs, "any non-Federal entity [i.e., applicant] that has never received a negotiated indirect cost rate, ... may elect to charge a *de minimis* rate of 10% of modified total direct costs which may be used indefinitely. As described in Section 75.403, costs must be consistently charged as either indirect or direct costs but may not be double charged or inconsistently charged as both. If chosen, this methodology once elected must be used consistently for all Federal awards until such time as the non-Federal entity chooses to negotiate for a rate, which the non-Federal entity may apply to do at any time."

   **Justification:** This method only applies to applicants that have never received an approved negotiated indirect cost rate from HHS or another cognizant federal agency. Applicants awaiting approval of their indirect cost proposal may request the 10 percent *de minimis* rate. When the applicant chooses this method, costs included in the indirect cost pool must not be charged as direct costs to the award.

**Commitment of Non-Federal Resources**

**Description:** Amounts of non-federal resources that will be used to support the project as identified in Block 18 of the SF-424. This line should be used to indicate required and/or voluntary committed cost sharing or matching, if applicable.

**For all federal awards**, any shared costs or matching funds and all contributions, including cash and third-party in-kind contributions, must be accepted as part of the recipient's cost sharing or matching when such contributions meet all of the criteria listed in 45 CFR § 75.306. For awards that require matching by statute, recipients must meet the required level of cost sharing. Recipients that have voluntarily decided to contribute cost sharing when it is not required, or at a higher level than required, will be held accountable for the proposed cost-sharing, if accepted by ACF and included in the Notice of Award (NoA). **A recipient's failure to provide cost sharing that has been accepted by ACF may result in the disallowance of federal funds.**

**Justification:** If an applicant is relying on cost share or match from a third-party, then a firm commitment of these resources (letter(s) or other documentation) is required to be submitted with the application. Detailed budget information must be provided for every funding source identified in Item 18. "Estimated Funding ($)" on the SF-424.

Applicants are required to fully identify and document in their applications the specific costs or contributions they propose in order to meet a matching requirement. Applicants are also required to provide documentation in their applications on the sources of funding or contribution(s). In-kind contributions must be accompanied by a justification of how the stated valuation was determined. Matching or cost sharing must be documented by budget period (or by project period for fully funded awards).

Applications that lack the required supporting documentation will not be disqualified from the merit review; however, it may impact an application's scoring under the evaluation criteria in *Section V.1. Criteria* of this funding opportunity.

**Paperwork Reduction Act Disclaimer**

As required by the Paperwork Reduction Act, 44 U.S.C. 3501-3521, the public reporting burden for the Project Description is estimated to average 60 hours per response, including the time for

reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information. The Project Description information collection is approved under OMB control number 0970-0139, which expires 03/31/2026. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

# Application Submission Options

Please read the following instructions carefully and completely.

**Electronic Delivery**

ACF applicants are required to submit their applications online through Grants.gov.

**How to Register through Grants.gov**

Applicants should read the registration instructions carefully and prepare the information requested before beginning the registration process.

Organizations must have an active System for Award (SAM) registration which provides a Unique Entity Identifier (UEI), and Grants.gov account to apply for awards under funding opportunities.

Creating a Grants.gov account can be completed online in minutes, but SAM registration may take several weeks. Therefore, an organization's registration should be done in sufficient time to ensure it does not impact the entities ability to meet required application submission deadlines.

Organization applicants can find complete instructions here:
https://grants.gov/applicants/applicant-registration

> ***Register with SAM*:** All organizations (entities) applying online through Grants.gov must register with SAM. Failure to register with SAM will prevent your organization from applying through Grants.gov. SAM registration must be renewed annually. For detailed instructions for registering with SAM, refer to: https://grants.gov/applicants/applicant-registration
>
> ***Create a Grants.gov Account*:** The next step in the registration process is to create an account with Grants.gov. Follow the on-screen instructions provided on the registration page.
>
> ***Add a Profile to a Grants.gov Account*:** For detailed instructions about creating a profile on Grants.gov, refer to: https://grants.gov/applicants/applicant-registration
>
> ***EBiz POC Authorized Profile Roles:*** After you register with Grants.gov and create an Organization Applicant Profile, the applicant's request for Grants.gov roles and access is sent to the EBiz POC. The EBiz POC is then expected to log into Grants.gov and authorize the appropriate roles. For detailed instructions about creating a profile on Grants.gov, refer to: https://grants.gov/applicants/applicant-registration

Grants.gov provides applicants 24/7 support via the toll-free number 1-800-518-4726 and email at support@grants.gov.

For questions related to this funding opportunity, please contact the number listed in the application package.

If you are experiencing difficulties with your submission, it is best to call the Grants.gov Support Center and get a ticket number. The Support Center ticket number will assist ACF with tracking and understanding background information on the issue.

**Timely Receipt Requirements and Proof of Timely Submission**

All applications must be received by 11:59 pm ET on the due date established for each program. Proof of timely submission is automatically recorded by Grants.gov. The applicant AOR will receive an acknowledgment of receipt and a tracking number (GRANTXXXXXXXX) from Grants.gov with the successful transmission of their application. Applicant AORs will also receive the official date/stamp and Grants.gov Tracking number in an email serving as proof of their timely submission.

When ACF successfully retrieves the application from Grants.gov, and acknowledges the download of submission, Grants.gov will provide an electronic acknowledgment of receipt of the application to the email address of the applicant with the AOR role.

Applications received by Grants.gov after the established due date will be considered late and will not be considered for funding by ACF.

**Issues with Federal Systems**

For any systems issues experienced with Grants.gov or SAM.gov, please refer to ACF's "Policy for Applicants Experiencing Federal Systems Issues" for complete guidance.

**Request an Exemption from Required Electronic Application Submission**

To request an exemption from required electronic submission, please refer to ACF's "Policy for Requesting an Exemption from Required Electronic Application Submission" for complete guidance.

**Paper Application Submission**

See *Section IV.7. Other Submission Requirements* of this funding opportunity for address information for paper application submissions.

## IV.3. Unique Entity Identifier (UEI) and System for Award Management (SAM)

All applicants must have a UEI and an active registration with SAM (https://www.sam.gov) prior to applying to a funding opportunity.

HHS requires all entities that plan to apply for, and ultimately receive, federal funds from any HHS Agency to:

- Be registered in SAM prior to submitting an application or plan;
- Maintain an active SAM registration with current information until the process is complete. If you receive an award, your SAM registration must be active throughout the life of the award. It must be renewed every 365 days to keep it active;
- Provide its UEI in each application or plan it submits; and

- Ensure any proposed subrecipient(s) have obtained and provided to the recipient their UEI(s) prior to making any subawards (**Note:** Subrecipients are not required to complete full SAM registration.).

ACF is prohibited from making an award until an applicant has complied with these requirements. At the time an award is ready to be made, if the intended recipient has not complied with these requirements, ACF:

- May determine that the applicant is not qualified to receive an award; and
- May use that determination as a basis for making an award to another applicant.

# IV.4. Submission Dates and Times

**Due Date for Applications**

07/15/2024

# Explanation of Due Dates

The due date for receipt of applications is listed in the *Overview* and in this section.

**Electronic Applications**

The deadline for submission of electronic applications via Grants.gov is 11:59 pm ET on the due date.

Applications submitted to Grants.gov at any time during the open application period prior to the due date and time that fail the Grants.gov validation check will not be received at ACF. These applications will not be acknowledged.

**Mailed Paper Applications**

The deadline for receipt of mailed paper applications is 4:30 pm ET on the due date listed in the Overview and in this section. Applications should be mailed to the address provided in *Section IV.7. Other Submission Requirements.*

**No appeals will be considered for applications classified as late under the following circumstances:**

- Applications submitted electronically via Grants.gov are considered late when they are dated and time-stamped after the deadline of 11:59 pm ET on the due date.
- Paper applications received by mail after 4:30 pm ET on the due date will be classified as late and will be disqualified.
- Paper applications received from applicant organizations that were not approved for an exemption from required electronic application submission under the process described in *Section IV.2. Request an Exemption from Required Electronic Submission* will be disqualified.

**Emergency Extensions**

ACF may extend an application due date when circumstances make it impossible for an applicant to submit their applications on time. Only events such as documented natural disasters (floods, hurricanes, tornados, etc.), or a verifiable widespread disruption of electrical service, or mail

service, will be considered. The determination to extend or waive the due date, and/or receipt time, requirements in an emergency situation rests with the Grants Management Officer listed as the Office of Grants Management Contact in *Section VII. HHS Awarding Agency Contact(s).*

# Acknowledgement of Received Application

**Acknowledgement from Grants.gov**

Applicants will receive an initial email upon submission of their application to Grants.gov. This email will provide a **Grants.gov Tracking Number**. Refer to this tracking number in all communication with Grants.gov. The email will also provide a **date and time stamp**, which serves as the official record of the application's submission**.** Receipt of this email does not indicate that the application is accepted or that it has passed the validation check.

Applicants will also receive an email acknowledging that the received application is in the **Grants.gov validation process.**

**Acknowledgement from ACF of an electronic application's submission:**

Applicants will be sent additional email(s) from ACF acknowledging that the application has been retrieved from Grants.gov by ACF. Receipt of these emails is not an indication that the application is accepted for competition.

**Acknowledgement from ACF of receipt of a paper application:**
ACF will not provide acknowledgement of receipt of hard copy application packages submitted via mail.

# IV.5. Intergovernmental Review

This program is not subject to Executive Order (E.O.) 12372, "Intergovernmental Review of Federal Programs," or 45 CFR Part 100, "Intergovernmental Review of Department of Health and Human Services Programs and Activities." No action is required of applicants under this funding opportunity with regard to E.O. 12372.

# IV.6. Funding Restrictions

Costs of organized fund raising, including financial campaigns, endowment drives, solicitation of gifts and bequests, and similar expenses incurred to raise capital or obtain contributions are unallowable. Fund raising costs for the purposes of meeting the federal program objectives are allowable with prior written approval from the federal awarding agency. (45 CFR § 75.442)

Proposal costs are the costs of preparing bids, proposals, or applications on potential federal and non-federal awards or projects, including the development of data necessary to support the non-federal entity's bids or proposals. Proposal costs of the current accounting period of both successful and unsuccessful bids and proposals normally should be treated as indirect (F&A) costs and allocated currently to all activities of the non-federal entity. No proposal costs of past accounting periods will be allocable to the current period. (45 CFR § 75.460)

Construction is not an allowable activity or expenditure under this award.

Purchase of real property is not an allowable activity or expenditure under this award.

Major renovation is not an allowable activity or expenditure under this award.

## IV.7. Other Submission Requirements

Submit paper applications to the following address.

**Submission by Mail**
Bridget
Shea Westfall
Department of Health and Human Services
Administration for Children and Families
Office of Community Services
1401 Mercantile Lane, Suite 401
HHS-2024-ACF-OCS-EAH-0151
Largo
MD
20774

# V. Application Review Information

## V.1. Criteria

**Please note:** With the exception of the notice of funding opportunity and relevant statutes and regulations, reviewers must not access, or review, any materials that are not part of the application documents. This includes information accessible on websites via hyperlinks that are referenced, or embedded, in the application. Reviewers must evaluate and score an application based on the documents that are presented in the application and must not refer to, or access, external links during the merit review.

Applications competing for financial assistance will be reviewed and evaluated using the criteria described in this section. Points will be allocated based on the extent to which the application proposal addresses each of the criteria listed. Applicants should address these criteria in their application materials, particularly in the project description and budget justification, as they are the basis upon which competing applications will be judged during the merit review. The required elements of the project description and budget justification may be found in *Section IV.2. The Project Description* of this funding opportunity.

**1. Project Relevance & Current Need** **Maximum Points:** 5

In this section, reviewers will consider the extent to which the application:

- Demonstrates the applicant's clear understanding of the nature and scope of the issues surrounding wraparound supportive service needs for children and families with low incomes living in affordable housing, as well as within the geographic area of service identified in the application. Applicant uses both quantitative and qualitative data, including data on unserved and underserved populations, to identify the need for wraparound supportive services among families with low incomes living in affordable housing within the geographic area of service contemplated by the application (0-5 points).

**2. Goals, Objectives & Outcomes** **Maximum Points:** 5

In this section, reviewers will consider the extent to which the application:

- Outlines, in a clear and concise manner, major goals and objectives for the project that are attainable and able to address and respond to the stated need. Includes proposed outcomes for the project that are clear, realistic, quantifiable, measurable, and consistent with the program goals as stated in this funding opportunity (*Section I. Program Description, C. Program Goals: Outcomes and Performance Measures)*. Adequately describes the characteristics of the proposed service area/state, including the scope, size, demographics, geography, etc., and presents good arguments for why this particular service area would make it a good candidate to test this demonstration project (0-5 points).

**3. Approach** **Maximum Points:** 50

In this section, reviewers will consider the extent to which the application:

1. **Equity—**Describes a plan for prioritizing equity in the design and implementation of the demonstration program. Demonstrates that the applicant has an understanding and vision of equity and inclusion within the community to be served (0-10 points).
2. **Safety, Stability, and Economic Mobility—**Demonstrates how the project will strengthen and/or expand two or more of the wraparound service areas listed in *Section I. Program Description, D. Major Activities* available to affordable housing residents to promote safety, stability, and economic mobility. Describes how the project will work to achieve the program outcomes listed in *Section I: Program Description, C. Program Goals: Outcomes and Performance Measures* (0-40 points).

**4. Evaluation** **Maximum Points:** 15

In this section, reviewers will consider the extent to which the application:

1. **Support for Federal Evaluation—**Describes how the applicant will fully support the federal evaluation of the demonstration program at every phase of the project and carry out any evaluation activities as requested by the federal office. Demonstrates that the applicant has sufficient data collection experience and data infrastructure to support the federal evaluation (0-8 points).
2. **Program Performance Evaluation—**Describes how the applicant will fulfill the activities described in *Section IV.2. The Project Description, Program Performance Evaluation Plan* (0-7 points).

**5. Organizational Capacity** **Maximum Points:** 15

In this section, reviewers will consider the extent to which the application:

- Demonstrates that the applicant has the experience and expertise to carry out the activities proposed and that the proposed project director(s), key staff, and/or consultants have the background, experience, and other qualifications required to carry out their designated roles (0-15 points).

**6. Budget and Budget Narrative/Justification** **Maximum Points:** 10

In this section, reviewers will consider the extent to which the application:

1. **Overall Budget—**Contains a budget and a budget narrative/justification that are clear and easy to understand; are aligned and consistent with the project proposal; provide detailed justifications for the amounts requested; are reasonable and feasible with respect to the resources requested for each activity; outline reasonable time commitments for the proposed Project Director and other key personnel that are sufficient to assure proper direction, management, and timely completion of the project; propose salaries for the Project Director and other key project personnel that are reasonable and justified; and outline costs that are program-related and commensurate with the types and range of activities and services to be conducted and the expected goals and objectives (0-7 points).
2. **Cost Sharing—**Contains a budget and a budget narrative/justification that demonstrate a commitment and a description of the required cost sharing equal to a minimum of 10 percent of the total cost of the project (0-3 points).

**7. Bonus Points: Collaborating with other OCS Programs** **Maximum Points:** 3

In considering the award of bonus points under this criterion, reviewers will consider whether the application:

- Describes and provides applicable documentation demonstrating how the proposed will be in collaboration with other OCS-funded programs and will coordinate with these other programs to provide a diverse array of wraparound supportive services to individuals, families, and communities. The application must contain information about the other program(s), information about the other organizations (if applicable), and the nature of the program collaboration. (Note: Current OCS programs include the following: Diaper Distribution Demonstration & Research Pilot, LIHEAP, LIHWAP, Community Economic Development, Rural Community Development, and Social Services Block Grant.)

**8. Bonus Points: Project Located in a County with Persistent Poverty** **Maximum Points:** 3

In considering the award of bonus points under this criterion, reviewers will consider whether the application:

- Demonstrates evidence that the proposed project will be located in a county with persistent poverty as identified by U.S. Department of Agriculture's (USDA) Economic Research Service (ERS) listed in *Appendix B: Persistent Poverty Counties*. Areas that are not in a USDA ERS-identified persistent poverty county may qualify for bonus points if the applicant can provide data demonstrating that the area to be served by the project has had a poverty rate of 20 percent or more for the past 30 years, as measured by the U.S. Census Bureau's decennial census, visit https://www.census.gov/programs-surveys/metro-micro/about.html. The applicant must include a statement and applicable documentation that the proposed project is located in a county with persistent poverty.

**9. Bonus Points: Project Located in an Area without an Active AHSSD Project** **Maximum Points:** 5

In considering the award of bonus points under this criterion, reviewers will consider whether the application:

- Demonstrates that the proposed project will be located in a state, tribe, or trust territory that does not have an active AHSSD grant project. Current states, tribes, and trust territories that contain AHSSD projects are Alaska, Arizona, Indiana, Iowa, Kentucky, Massachusetts, New Jersey, Virginia, and the Chickasaw Nation.

## V.2. Review and Selection Process

No award will be made under this funding opportunity on the basis of an incomplete application.

**Initial ACF Screening**
Disqualified applications are considered "non-responsive" and are excluded from the merit review process. Applicants will be notified of a disqualification determination by email or by USPS postal mail within 30 federal business days from the closing date of this NOFO.

**Merit Review and Results**
Applications competing for financial assistance will be reviewed and evaluated by review panels using only the criteria described in *Section V.1. Criteria* of this funding opportunity. Each panel is composed of experts with knowledge and experience in the area under review. Generally, review panels include three reviewers and one chairperson.

Results of the merit review are taken into consideration by ACF in the selection of projects for funding; however, merit review scores and rankings are not binding. Scores and rankings are only one element used in the award decision-making process. ACF reserves the right to consider preferences to fund organizations serving emerging, unserved, or under-served populations, including those populations located in pockets of poverty. In addition, ACF reserves the right to evaluate applications in the larger context of the overall portfolio by considering geographic distribution of federal funds (e.g., ensuring coverage of states, counties, or service areas) in its pre-award decisions.

ACF may elect not to fund applicants with management or financial problems that would indicate an inability to successfully complete the proposed project. In addition, ACF may elect to not allow a prime recipient to subaward if there is any indication that they are unable to properly monitor and manage subrecipients.

Applications may be funded in whole or in part. Successful applicants may be funded at an amount lower than that requested.

**Federal Awarding Agency Review of Risk Posed by Applicants**

ACF is required to review and consider any information about the applicant that is in the Federal Awardee Performance and Integrity Information System (FAPIIS), https://sam.gov/reports/ei/static, before making any award in excess of the simplified acquisition threshold over the period of performance. An applicant may review and comment on any information about itself that a federal awarding agency has previously entered into FAPIIS. ACF will consider any comments by the applicant, in addition to other information in FAPIIS, in making a judgment about the applicant's integrity, business ethics, and record of performance under federal awards when completing the review of risk posed by applicants as described in 45 CFR § 75.205(a)(2) Federal Awarding Agency Review of Risk Posed by Applicants.

**Approved but Unfunded Applications**
Applications recommended for approval in the merit review process, but not selected for award may receive funding if additional funds become available in the current Fiscal Year. For those applications determined as "approved but unfunded," notice will be given of the determination by email.

## V.3. Anticipated Announcement and Federal Award Dates

Announcement of awards and the disposition of applications will be provided to applicants at a later date. ACF staff cannot respond to requests for information regarding funding decisions prior to the official applicant notification.

# VI. Federal Award Administration Information

## VI.1. Federal Award Notices

Successful applicants will be notified through the issuance of a NoA that sets forth the amount of funds awarded, the terms and conditions, the effective date, the budget period for which initial support will be given, the non-federal share to be provided (if applicable), and the total project period for which support is contemplated. The NoA will be signed by the Grants Officer and transmitted via email or by GrantSolutions, or the Head Start Enterprise System (HSES), whichever is relevant.

Following the finalization of funding decisions, organizations whose applications will not be funded will be notified by letter signed by the cognizant Program Office head. Any other correspondence that announces to a Principal Investigator, or a Project Director, that an application was selected is not an authorization to begin performance.

Recipients may translate the Federal award and other documents into another language. In the event of inconsistency between any terms and conditions of the Federal award and any translation into another language, the English language meaning will control. Where a significant portion of the recipient's employees who are working on the Federal award are not fluent in English, the recipient must provide the Federal award in English and in the language(s) with which employees are more familiar.

## VI.2. Administrative and National Policy Requirements

Awards issued under this funding opportunity are subject to 45 CFR Part 75 - Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards currently in effect or implemented during the period of award, other Department regulations and policies in effect at the time of award, and applicable statutory provisions. The Code of Federal Regulations (CFR) is available at www.ecfr.gov. Unless otherwise noted in this section, administrative and national policy requirements that are applicable to discretionary awards are available at: www.acf.hhs.gov/administrative-and-national-policy-requirements.

An application funded with the release of federal funds through an award does not constitute or imply compliance with federal regulations. Funded organizations are responsible for ensuring that their activities comply with all applicable federal regulations.

**HHS Grants Policy Statement**
ACF awards are subject to the requirements of the HHS Grants Policy Statement (HHS GPS), which covers basic award processes, standard terms and conditions, and points of contact, as well as important agency-specific requirements. The HHS GPS is available at https://www.hhs.gov/sites/default/files/grants/grants/policies-regulations/hhsgps107.pdf.

## VI.3. Reporting

Performance Progress Reports:
Quarterly

**Reporting Requirements**
Recipients will be required to submit performance progress and financial reports periodically throughout the project period. Information on reporting requirements is available on the ACF website at https://www.acf.hhs.gov/grants/manage-grant/reporting.

For planning purposes, the frequency of required reporting for awards made under this funding opportunity are as follows:

Financial Reports:
Semi-Annually
OCS intends to use the ACF Standard Performance Progress Report (PPR) (ACF-OGM-PPR; 0970-0406) for program reporting purposes until a more specific information collection, which has been submitted under PRA, is approved by OMB.

Please note: consistent with the PRA of 1995, (44 U.S.C. 3501-3521), under this NOFO, OCS will not conduct or sponsor, and a person is not required to respond to a collection of information covered by such Act, unless it displays a currently valid OMB control number. ACF will obtain OMB approval under PRA prior to collecting or requesting the collection of any information from more than nine individuals or entities.

# VII. HHS Award Agency Contact(s)

**Program Office Contact**
Thom
Campbell
Department of Health and Human Services
Administration for Children and Families
Office of Community Services
1401 Mercantile Lane, Suite 401
HHS-2024-ACF-OCS-EAH-0151
Largo
MD
20774
1 (855) 792-6551
ocstech@reviewops.org
https://www.acf.hhs.gov/ocs/programs/ahssd

**Office of Grants Management Contact**
Bridget
Shea Westfall
Department of Health and Human Services
Administration for Children and Families
Office of Community Services
1401 Mercantile Lane, Suite 401
Largo
MD
20774
1 (855) 792-6551
ocstech@reviewops.org

# VIII. Other Information

## Reference Websites

U.S. Department of Health and Human Services (HHS) www.hhs.gov/.

Administration for Children and Families (ACF) www.acf.hhs.gov/.

ACF Funding Opportunities Forecasts and NOFOs www.grants.gov/.

ACF "Applying for an ACF Award" https://www.acf.hhs.gov/grants/how-apply-grant.

ACF Property Guidance https://www.acf.hhs.gov/grants/real-property-and-tangible-personal-property

Grants.gov Accessibility Information https://www.grants.gov/accessibility-compliance

Code of Federal Regulations (CFR) http://www.ecfr.gov/.

United States Code (U.S.C.) http://uscode.house.gov/.

## Application Checklist

Applicants may use this checklist as a guide when preparing an application package.

| What to Submit | Where Found | When to Submit |
|---|---|---|
| SF-424 - Application for Federal Assistance | Referenced in *Section IV.2.Required Forms, Assurances, and Certifications.*<br><br>This form is available in the NOFO's forms package at www.Grants.gov in the Mandatory section. | Submission is due by the application due date found in the *Overview* and in *Section IV.4. Submission Dates and Times.* |

| What to Submit | Where Found | When to Submit |
|---|---|---|
| Unique Entity Identifier (UEI) and System for Award Management (SAM) registration. | Referenced in *Section IV.3. Unique Entity Identifier (UEI) and System for Award Management (SAM)* in the funding opportunity.<br><br>To obtain a UEI and SAM registration, go to http://www.sam.gov. | A UEI and registration at SAM.gov are required for all applicants.<br><br>Active registration at SAM must be maintained throughout the application and project award period. |
| SF-424 Key Contact Form | Referenced in *Section IV.2. Required Forms, Assurances, and Certifications.*<br><br>This form is available in the NOFO's forms package at www.Grants.gov. | Submission is due with the application by the application due date found in the *Overview* and in *Section IV.4. Submission Dates and Times.* |
| Certification Regarding Lobbying (Grants.gov Lobbying Form) | Referenced in *Section IV.2. Required Forms, Assurances, and Certifications.*<br><br>This form is available in the NOFO's forms package at www.Grants.gov. | Submission is due with the application package or prior to award. |
| SF-424A - Budget Information - Non-Construction Programs and SF-424B - Assurances - Non- Construction Programs | Referenced in *Section IV.2. Required Forms, Assurances, and Certifications.*<br><br>These forms are available in the NOFO's forms package at www.Grants.gov in the Mandatory section.<br>They are required for applications that include only non-construction activities. | Submission is due by the application due date found in the *Overview* and in *Section IV.4. Submission Dates and Times.* |
| SF-Project/Performance Site Location(s) (SF-P/PSL) | Referenced in *Section IV.2.Required Forms, Assurances, and Certifications.*<br><br>This form is available in the NOFO's forms package at www.Grants.gov. | Submission is due by the application due date found in the *Overview* and in *Section IV.4.* |

| What to Submit | Where Found | When to Submit |
|---|---|---|
| | | *Submission Dates and Times.* |
| The Project Budget and Budget Justification | Referenced in *Section IV.2. The Project Budget and Budget Justification.* | Submission is required in addition to submission of SF-424A and / or SF-424C.<br><br>Submission is required with the application package by the due date in the *Overview* and in *Section IV.4. Submission Dates and Times.* |
| The Project Description | Referenced in *Section IV.2. The Project Description.* | Submission is due by the application due date found in the *Overview* and in *Section IV.4. Submission Dates and Times.* |

# Appendix

**Appendix A**

**Tribes Funded Directly by CSBG in FY 2024**

Machis Lower Creek
Mowa Band of Choctaw Indians
Poarch Band of Creek Indians
Fairbanks Native Association
Kenaitze Indian Tribe
Sitka Tribe of Alaska
Tanana Chiefs Conference, Inc.
Navajo Nation
Quechan Indian Tribe
San Carlos Apache Tribe
White Mountain Apache Tribe

Eastern Pequot Nation
Institute for Indian Development
Passamaquoddy—Pleasant Point
Inter Tribal Council of Michigan
Keweenaw Bay Indian Community of Michigan
Sault Ste. Marie Tribe of Chippewa Indians
Assiniboine and Sioux Tribes of the Fort Peck Reservation
Chippewa-Cree Indians of the Rocky Boys Reservation
Fort Belknap Indian Community
Ponca Tribe of Nebraska
Pueblo of Jemez
Pueblo of Zuni
Coharie Intra-Tribal Association
Lumbee Tribe of North Carolina
Spirit Lake Sioux Tribe
Turtle Mountain Band of Chippewa Indians
Cherokee Nation
Cheyenne-Arapaho Tribes of Oklahoma
Chickasaw Nation
Choctaw Nation
Delaware Nation of Oklahoma
Kaw Nation
Quapaw Tribe of Oklahoma
Osage Tribe
Pawnee Nation
Seminole Nation of Oklahoma
United Keetoowah Band of Cherokee
Wichita and Affiliated Tribes
Confederated Tribes of Grand Ronde
Klamath Indian Tribe
Narragansett Indian Tribe
Catawba Cultural Preservation Project
Oglala Sioux Tribe
Rosebud Sioux Tribe
Sisseton-Wahpeton Sioux Tribe
Yankton Sioux Tribe
Alabama-Coushatta
Lummi Tribe
Nooksack Indian Tribe
South Puget Intertribal
Swinomish
Yakama Indian Nation
Northern Arapaho Business Council

**Appendix B**

**Persistent Poverty Areas**

| | |
|---|---|
| AK | Wade Hampton Census Area |
| AK | Yukon-Koyukuk Census Area |
| AL | Barbour County |
| AL | Bullock County |
| AL | Butler County |
| AL | Clarke County |
| AL | Conecuh County |
| AL | Dallas County |
| AL | Escambia County |
| AL | Greene County |
| AL | Hale County |
| AL | Lowndes County |
| AL | Macon County |
| AL | Marengo County |
| AL | Monroe County |
| AL | Perry County |
| AL | Pickens County |
| AL | Pike County |
| AL | Sumter County |
| AL | Wilcox County |
| AR | Bradley County |
| AR | Chicot County |
| AR | Columbia County |
| AR | Crittenden County |
| AR | Desha County |
| AR | Hempstead County |
| AR | Jefferson County |
| AR | Lee County |

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|---|---|
| AR | Mississippi County |
| AR | Monroe County |
| AR | Newton County |
| AR | Phillips County |
| AR | Poinsett County |
| AR | Searcy County |
| AR | St. Francis County |
| AR | Woodruff County |
| AZ | Apache County |
| AZ | Navajo County |
| AZ | Santa Cruz County |
| CA | Fresno County |
| CA | Imperial County |
| CA | Tulare County |
| CO | Alamosa County |
| CO | Costilla County |
| CO | Saguache County |
| FL | Alachua County |
| FL | Hamilton County |
| FL | Hardee County |
| FL | Madison County |
| GA | Atkinson County |
| GA | Baker County |
| GA | Ben Hill County |
| GA | Bulloch County |
| GA | Burke County |
| GA | Calhoun County |
| GA | Candler County |
| GA | Clarke County |

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|---|---|
| GA | Clay County |
| GA | Clinch County |
| GA | Cook County |
| GA | Crisp County |
| GA | Decatur County |
| GA | Dooly County |
| GA | Dougherty County |
| GA | Early County |
| GA | Emanuel County |
| GA | Evans County |
| GA | Grady County |
| GA | Greene County |
| GA | Hancock County |
| GA | Jefferson County |
| GA | Johnson County |
| GA | Macon County |
| GA | Marion County |
| GA | Mitchell County |
| GA | Peach County |
| GA | Quitman County |
| GA | Randolph County |
| GA | Screven County |
| GA | Seminole County |
| GA | Stewart County |
| GA | Sumter County |
| GA | Talbot County |
| GA | Taliaferro County |
| GA | Tattnall County |
| GA | Taylor County |

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|---|---|
| GA | Telfair County |
| GA | Terrell County |
| GA | Toombs County |
| GA | Treutlen County |
| GA | Turner County |
| GA | Ware County |
| GA | Warren County |
| GA | Washington County |
| GA | Wheeler County |
| GA | Wilcox County |
| ID | Madison County |
| IL | Alexander County |
| IL | Jackson County |
| IL | Pulaski County |
| KS | Riley County |
| KY | Adair County |
| KY | Bath County |
| KY | Bell County |
| KY | Breathitt County |
| KY | Carter County |
| KY | Casey County |
| KY | Clay County |
| KY | Clinton County |
| KY | Cumberland County |
| KY | Elliott County |
| KY | Estill County |
| KY | Floyd County |
| KY | Fulton County |
| KY | Harlan County |

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| KY | Hart County |
| KY | Jackson County |
| KY | Johnson County |
| KY | Knott County |
| KY | Knox County |
| KY | Laurel County |
| KY | Lawrence County |
| KY | Lee County |
| KY | Leslie County |
| KY | Letcher County |
| KY | Lewis County |
| KY | Lincoln County |
| KY | Magoffin County |
| KY | Martin County |
| KY | McCreary County |
| KY | Menifee County |
| KY | Monroe County |
| KY | Morgan County |
| KY | Owsley County |
| KY | Perry County |
| KY | Pike County |
| KY | Powell County |
| KY | Robertson County |
| KY | Rockcastle County |
| KY | Rowan County |
| KY | Russell County |
| KY | Wayne County |
| KY | Whitley County |
| KY | Wolfe County |

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|---|---|
| LA | Acadia Parish |
| LA | Avoyelles Parish |
| LA | Bienville Parish |
| LA | Caddo Parish |
| LA | Caldwell Parish |
| LA | Catahoula Parish |
| LA | Claiborne Parish |
| LA | Concordia Parish |
| LA | De Soto Parish |
| LA | East Carroll Parish |
| LA | East Feliciana Parish |
| LA | Evangeline Parish |
| LA | Franklin Parish |
| LA | Iberia Parish |
| LA | Lincoln Parish |
| LA | Madison Parish |
| LA | Morehouse Parish |
| LA | Natchitoches Parish |
| LA | Orleans Parish |
| LA | Ouachita Parish |
| LA | Pointe Coupee Parish |
| LA | Red River Parish |
| LA | Richland Parish |
| LA | Sabine Parish |
| LA | St. Helena Parish |
| LA | St. Landry Parish |
| LA | St. Mary Parish |
| LA | Tangipahoa Parish |
| LA | Tensas Parish |

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|---|---|
| LA | Washington Parish |
| LA | Webster Parish |
| LA | West Carroll Parish |
| LA | Winn Parish |
| MD | Baltimore City |
| MI | Isabella County |
| MO | Adair County |
| MO | Dunklin County |
| MO | Mississippi County |
| MO | New Madrid County |
| MO | Oregon County |
| MO | Pemiscot County |
| MO | Reynolds County |
| MO | Ripley County |
| MO | Shannon County |
| MO | St. Louis City |
| MO | Texas County |
| MO | Washington County |
| MO | Wright County |
| MS | Adams County |
| MS | Amite County |
| MS | Attala County |
| MS | Benton County |
| MS | Bolivar County |
| MS | Chickasaw County |
| MS | Choctaw County |
| MS | Claiborne County |
| MS | Clarke County |
| MS | Clay County |

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|---|---|
| MS | Coahoma County |
| MS | Copiah County |
| MS | Covington County |
| MS | Forrest County |
| MS | Franklin County |
| MS | Grenada County |
| MS | Holmes County |
| MS | Humphreys County |
| MS | Issaquena County |
| MS | Jefferson County |
| MS | Jefferson Davis County |
| MS | Kemper County |
| MS | Lafayette County |
| MS | Lauderdale County |
| MS | Leake County |
| MS | Leflore County |
| MS | Lowndes County |
| MS | Marion County |
| MS | Marshall County |
| MS | Montgomery County |
| MS | Noxubee County |
| MS | Oktibbeha County |
| MS | Panola County |
| MS | Pike County |
| MS | Quitman County |
| MS | Scott County |
| MS | Sharkey County |
| MS | Simpson County |
| MS | Sunflower County |

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|---|---|
| MS | Tallahatchie County |
| MS | Tunica County |
| MS | Walthall County |
| MS | Washington County |
| MS | Wayne County |
| MS | Wilkinson County |
| MS | Winston County |
| MS | Yalobusha County |
| MS | Yazoo County |
| MT | Big Horn County |
| MT | Blaine County |
| MT | Glacier County |
| MT | Roosevelt County |
| NC | Bertie County |
| NC | Bladen County |
| NC | Columbus County |
| NC | Halifax County |
| NC | Martin County |
| NC | Northampton County |
| NC | Pitt County |
| NC | Robeson County |
| NC | Tyrrell County |
| NC | Washington County |
| ND | Benson County |
| ND | Rolette County |
| ND | Sioux County |
| NE | Keya Paha County |
| NE | Thurston County |
| NM | Chaves County |

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| NM | Cibola County |
| NM | Dona Ana County |
| NM | Guadalupe County |
| NM | Hidalgo County |
| NM | Luna County |
| NM | McKinley County |
| NM | Quay County |
| NM | Roosevelt County |
| NM | San Juan County |
| NM | San Miguel County |
| NM | Socorro County |
| NY | Bronx County |
| NY | Kings County |
| OH | Athens County |
| OK | Adair County |
| OK | Caddo County |
| OK | Cherokee County |
| OK | Choctaw County |
| OK | Coal County |
| OK | Harmon County |
| OK | Hughes County |
| OK | McCurtain County |
| OK | Okfuskee County |
| OK | Payne County |
| OK | Pushmataha County |
| OK | Seminole County |
| OK | Tillman County |
| PA | Philadelphia County |
| SC | Allendale County |

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| SC | Bamberg County |
| SC | Barnwell County |
| SC | Clarendon County |
| SC | Colleton County |
| SC | Dillon County |
| SC | Hampton County |
| SC | Jasper County |
| SC | Lee County |
| SC | Marion County |
| SC | Marlboro County |
| SC | Orangeburg County |
| SC | Williamsburg County |
| SD | Bennett County |
| SD | Buffalo County |
| SD | Charles Mix County |
| SD | Clay County |
| SD | Corson County |
| SD | Dewey County |
| SD | Jackson County |
| SD | Mellette County |
| SD | Roberts County |
| SD | Shannon County |
| SD | Todd County |
| SD | Ziebach County |
| TN | Campbell County |
| TN | Cocke County |
| TN | Fentress County |
| TN | Grundy County |
| TN | Hancock County |

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| TN | Johnson County |
| TN | Lake County |
| TN | Scott County |
| TX | Brazos County |
| TX | Brooks County |
| TX | Cameron County |
| TX | Camp County |
| TX | Cochran County |
| TX | Crosby County |
| TX | Culberson County |
| TX | Dimmit County |
| TX | Duval County |
| TX | Edwards County |
| TX | El Paso County |
| TX | Falls County |
| TX | Floyd County |
| TX | Frio County |
| TX | Garza County |
| TX | Hall County |
| TX | Hidalgo County |
| TX | Houston County |
| TX | Hudspeth County |
| TX | Jim Wells County |
| TX | Kinney County |
| TX | Kleberg County |
| TX | La Salle County |
| TX | Marion County |
| TX | Maverick County |
| TX | McCulloch County |

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| TX | Nacogdoches County |
| TX | Presidio County |
| TX | Real County |
| TX | Reeves County |
| TX | Robertson County |
| TX | San Augustine County |
| TX | Starr County |
| TX | Uvalde County |
| TX | Val Verde County |
| TX | Webb County |
| TX | Willacy County |
| TX | Zapata County |
| TX | Zavala County |
| UT | San Juan County |
| VA | Buchanan County |
| VA | Charlottesville City |
| VA | Harrisonburg City |
| VA | Lee County |
| VA | Montgomery County |
| VA | Norton City |
| VA | Radford City |
| VA | Richmond City |
| WA | Whitman County |
| WI | Menominee County |
| WV | Braxton County |
| WV | Calhoun County |
| WV | Clay County |
| WV | Fayette County |
| WV | Gilmer County |

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| WV | Lincoln County |
| WV | Logan County |
| WV | McDowell County |
| WV | Mingo County |
| WV | Monongalia County |
| WV | Roane County |
| WV | Summers County |
| WV | Webster County |