Notice of Funding Opportunity

Application due July 28, 2025

ADMINISTRATION FOR CHILDREN & FAMILIES

Family and Youth Services Bureau (FYSB)
Runaway and Homeless Youth (RHY) Program

Transitional Living Program (TLP)

Opportunity number: HHS-2025-ACF-ACYF-CX-0105

Contents

Before you begin

If you believe you are a good candidate for this funding opportunity, secure your SAM.gov and Grants.gov registrations now. If you are already registered, make sure your registrations are active and up-to-date.

SAM.gov registration (this can take several weeks)

You must have an active account with SAM.gov. This includes having a Unique Entity Identifier (UEI).

See Step 2: Get Ready to Apply

Grants.gov registration (this can take several days)

You must have an active Grants.gov registration. Doing so requires a Login.gov registration as well.

See Step 2: Get Ready to Apply

Apply by the application due date

Applications are due by 11:59 p.m. Eastern Time on July 28, 2025.

To help you find what you need, this NOFO uses internal links. In Adobe Reader, you can go back to where you were by pressing Alt + Left Arrow (Windows) or Command + Left Arrow (Mac) on your keyboard.

Step 1:
Review the Opportunity

In this step

Basic information

Administration for Children and Families (ACF)

Family and Youth Services Bureau (FYSB)

Runaway and Homeless Youth (RHY) Program

Transitional living programs (TLPs) provide street-based outreach, shelter, and comprehensive services to youth ages 16 through 21 for up to 18 months, or 21 months under extenuating circumstances.

Summary

Transitional living programs (TLPs) provide street-based outreach, shelter, and comprehensive services to youth ages 16 through 21 for up to 18 months, or 21 months under extenuating circumstances.

We acknowledge that many young people receiving services through TLP projects are young adults. Throughout this NOFO, we use the term "youth" to also include young adults.

Participating youth must meet one or more of the following criteria:

- Have run away or left home without permission of their parents or guardians.
- Have been forced to leave their home.
- Cannot live safely with a parent, legal guardian, or relative.
- Have no other safe alternative living arrangement.
- Are homeless or are at risk of experiencing homelessness.

For more information about eligibility of participating youth, see 34 U.S.C. 11222.

In addition to shelter, TLPs provide outreach and comprehensive services that support participating youth's transition to self-sufficiency and stable, independent living. We expect youth who participate to show improvements in four core outcome areas:

- Safe and stable housing.
- Education or employment.
- Permanent connections.
- Social and emotional well-being.

Have questions?
See Contacts and Support.

Key facts

Opportunity name: Transitional Living Program

Opportunity number: HHS-2025-ACF-ACYF-CX-0105

Announcement type: Initial

Federal assistance listing: 93.550

Statutory authority number: 34 U.S.C. 11221

Key dates

Application submission deadline: July 28, 2025

Expected project start date: September 30, 2025

Funding details

Type: Grant

Expected total program funding: $23,434,303

Total expected awards: 67

Minimum award amount for the first budget period (award floor): $100,000

Maximum award amount for the first budget period (award ceiling): $350,000

We plan to fund a three-year project period. Each project period has three one-year budget periods.

Non-competing continuation awards will be offered for the second and third budget periods of the project based on the availability of funds, your satisfactory progress, and review and approval of the continuation application.

To determine satisfactory progress, we will use your semi-annual performance progress and financial reports, site visits, audit reports, and other supporting documentation. Our application resources include details about how we determine satisfactory progress.

Awards made under this funding opportunity are subject to federal funds availability.

Eligibility

Eligible applicants

These types of organizations are eligible for an award:

- Public and nonprofit private entities.
- State, county, city or township, and special district governments.
- Independent school districts.
- Public- and state-controlled institutions of higher education.
- Private institutions of higher education.
- Public housing authorities and Indian housing authorities.
- Nonprofits with or without a 501(c)(3) status with the Internal Revenue Service (IRS), other than institutions of higher education.
- Native American tribal governments (federally recognized).
- Native American tribal organizations (other than federally recognized tribal governments).

Individuals, including sole proprietorships, and foreign entities are not eligible.

Other eligibility criteria

Public and nonprofit entities that are not part of the juvenile justice system are eligible to apply, unless you are part of the juvenile justice system.

For-profit organizations are not eligible.

Faith-based and community organizations that meet the eligibility requirements are eligible for awards under this funding opportunity.

Disqualification factors

We will review your application to make sure it meets these responsiveness requirements.

We won't consider an application that:

- Requests funding above the award ceiling.
- Is submitted after the deadline.
- Is from an individual, including a sole proprietorship, or a foreign entity.
- Is received in paper format that didn't have a previously approved exemption from ACF.

Application limits

If you submit the same application more than once under this notice of funding opportunity (NOFO), we will only acknowledge the last on-time submission.

Cost sharing

This program requires you to contribute at least 10% of the project's total cost per section 383 of the RHY Act (34 U.S.C. 11274).

You can calculate this cost-sharing requirement in one of two ways:

Method 1: Start with the federal share

Calculation: Multiply the federal share (in dollars) by 10 and divide that product by 90.

For example: Multiply $350,000 by 10 and divide that product by 90. This equals a match of $38,889.

Method 2: Start with the total project cost

Calculation: Multiply the total project costs by 10%.

For example: Multiple $388,889 by 10%. This equals a match of $38,889.

Types of cost sharing

You can meet your match requirement through any combination of:

- Cash contributed by your organization.
- Cash contributed by partners or other third parties.
- In-kind (non-cash) contributions from third parties.

Cost-sharing commitments

You must follow through on your promise of cost-sharing funds, even if you promise more than the required minimum. We put these commitments in the Notice of Award (NoA).

You'll have to include your funds when you fill out your federal financial reports.

If you don't provide your promised amount, we may have to decrease your award amount or use other enforcement actions.

Program description

Statutory authority

This program is authorized under title III, part B, section 321 of the RHY Act (34 U.S.C. 11221).

Project overview

The primary purpose of the transitional living program (TLP) is to provide street-based outreach; safe, stable, and appropriate shelter; and comprehensive services to youth ages 16 through 21 who have run away from home, been forced to leave home, have no safe alternate living arrangement, or are at risk of being homeless. Shelter provided through these programs lasts for 18 months, or 21 months under extenuating circumstances.

Our goal is to help youth establish self-sufficient and sustainable lives for themselves and, if applicable, their children. Our programs promote economic independence and prevent long-term dependency on social services.

If you plan to provide services **only** to pregnant or parenting youth, you should apply for the Maternity Group Home funding opportunity, HHS-2025-ACF-ACYF-YZ-0005.

Project requirements

TLP projects receiving this funding are required to provide outreach, shelter, and comprehensive services. Choosing one or the other is not an option.

Youth who are actively in dependent care or custody of a government child welfare or juvenile justice agency are not eligible for TLP services.

Projects funded under this opportunity must meet the following requirements. Please show how your project meets these requirements in the project narrative section of your application.

Safe, stable, and appropriate shelter

TLP projects must provide safe and stable shelter for youth ages 16 through 21 who are experiencing homelessness and, if applicable, their dependent children.

For the purposes of this NOFO, safe and stable shelter is defined as a community-based, adult-supervised transitional living arrangement. This includes group homes, host homes, and scattered apartment sites.

With this funding, you must ensure that physical structures, program practices, and procedures protect all youth in the program from exposure to unsafe conditions. These protective measures must meet the criteria in the following subsections.

Additionally, projects must provide shelter according to the following timelines:

- Most youth should receive shelter for a continuous period of no more than 540 days.
- In exceptional circumstances, youth can continue to receive shelter for a total of 635 days.
- If a youth is still under 18 on the last day of the 635-day period, the youth may, in exceptional circumstances, and if otherwise qualified for the program, remain in the program until their 18th birthday.

Structure

- Per RHY Regulations at 45 CFR 1351.18 (c), the facilities of your TLP project must have a minimum residential capacity of four individuals and a maximum residential capacity of 20 individuals in a single structure.
- The maximum capacity may be higher only in the following circumstances:
  - If local laws or regulations require a higher maximum to comply with licensure requirements for child- and youth-serving facilities.
  - If your facility is located within a single floor of an apartment building. In that case, the floor of the structure where you provide services must have a minimum residential capacity of four individuals and a maximum residential capacity of 20 individuals.
  - If your TLP supports pregnant or parenting youth, the minimum and maximum capacity numbers include both youth and their dependent children.
  - If your TLP supports pregnant or parenting youth, you must provide appropriate space, equipment, and furnishings to safely accommodate both parents and their dependent children.
- You must make sure that accommodations limit the risk of injuries associated with hazards including, but not limited to:
  - Falling.
  - Burning.
  - Electrical hazards.
  - Drowning.
  - Sudden Infant Death Syndrome (SIDS).

Practice and procedures

- If your TLP serves adult homeless populations over the age of 22, you must have policies and practices to separate the TLP youth from the older adult population.
- When there are no current TLP openings in your program, or when a youth is outside of the eligible age range, you must provide referrals to other age-appropriate emergency shelters or temporary housing resources.
- If your TLP program plans to serve pregnant or parenting youth, you must be prepared to serve pregnant or parenting youth of all ages from 16 through 21, including females and males.
- You must provide direct on-site supervision at all times. Scattered site and family host home models are exempt from this rule.
- You must make sure your staff is trained to work with youth experiencing, or at risk of experiencing, any form of trafficking, sexual exploitation, or similar traumatic experiences.
- You must ensure youth exiting your program leave to safe and appropriate housing.

Local community standards

- You must ensure that your program:
  - Respects local community standards and values.
  - Engages with local government, businesses, and community organizations.
  - Adapts services to reflect the unique character and needs of your community.
  - Recognizes that local solutions are often more effective than federal approaches.

Comprehensive youth-centered services model

You must use an approach that acknowledges the impact of difficult life experiences on youth development while emphasizing personal responsibility, resilience-building, and character development. This approach should help youth develop the strength of character needed to overcome past challenges and build successful, independent lives.

You must also utilize a Positive Youth Development (PYD) framework. This framework is an intentional, prosocial approach to engaging youth. You should seek appropriate feedback from program participants while maintaining clear adult leadership and direction. Program design and implementation decisions must be made by experienced adult professionals with appropriate expertise in youth development and homeless services.

Intensive street outreach and access to services

You must implement a comprehensive and intensive outreach and access strategy to engage runaway and homeless youth and connect them with safe shelter, critical services, and supportive resources. This includes direct outreach in the community, access to emergency shelter, education and awareness efforts, coordination with community partners, crisis stabilization and gateway services, and strategies to address human trafficking and other risks.

Street-based services

Your program must conduct regular, face-to-face outreach with youth in locations where they gather. Outreach efforts must be youth-focused and incorporate partnerships with local law enforcement to target areas with high concentrations of homeless youth. Your outreach strategy must include:

- A schedule and frequency of regular, face-to-face outreach activities.
- Identification of key locations where youth who are homeless or at risk of homelessness gather.
- Adequate staffing, including the number of full-time equivalent outreach workers.
- Youth-focused engagement strategies tailored to individual needs.
- Safety plans for staff and youth during outreach activities.
- Partnerships with local law enforcement agencies or departments to target outreach efforts to high-need areas.

Access to emergency shelter and housing

You must ensure that youth engaged through outreach have access to emergency shelter or safe, stable housing 24 hours a day, seven days a week. Shelters used—whether directly operated or accessed via referral—must:

- Provide age-appropriate shelter options.
- Be licensed in accordance with all state or local requirements.
- Offer adequate supervision to ensure youth safety.
- Provide accessible transportation to shelter locations.
- Have the capacity to support victims of human trafficking and domestic violence.
- Have a signed formal agreement in place (MOU or letter of commitment) to accept referrals from your organization.

Education, Awareness, and Community Collaboration

You must educate both youth and the community about available services and their benefits using strategies such as:

- Social media campaigns, public service announcements, and publicly posted materials (for example, flyers, QR codes).
- Printed materials describing services and benefits.
- Partnerships with organizations serving youth and families, such as law enforcement, health care providers, legal services, and schools.
- Coordination with the National Communication System for Runaway and Homeless Youth (that is, the National Runaway Safeline) to provide information on the resources available.

Gateway services

To build trust and ensure successful engagement, you must provide youth with essential supplies and supports, including:

- Food, water, clothing, hygiene products, and transportation.
- Personal safety information, including hotline numbers.

Crisis stabilization and safety planning

You must be prepared to provide emergency services and link youth to appropriate crisis resources to de-escalate emergencies and assist with urgent care for substance use or mental health conditions, including crisis response services for mental health and substance use emergencies, with referrals to resources such as:

- Substance Abuse and Mental Health Services Administration (SAMHSA) National Helpline 1-800-662-HELP
- SAMHSA 988 Suicide and Crisis Lifeline
- Local crisis hotlines

You must establish safety plans with youth who participate in your project and educate them about ways to reduce risk of violence, sexual exploitation, human trafficking, sexual assault, unplanned pregnancy, substance use, and other forms of harm associated with street life.

You can find more information about supporting youth with adolescent health needs at Activate Center Resource Explorer.

Human trafficking prevention and intervention

You must be equipped to identify and support youth who are victims or at risk of trafficking, exploitation, or abuse including labor or commercial sexual exploitation, sex abuse, and other forms of victimization. Requirements include:

- Training staff on identification and response.

- Integrating trafficking prevention and intervention strategies into outreach plans, screening and assessment tools, staff training and development, and program approaches.
- Providing information and referrals to resources such as the National Suicide Hotline, National Runaway Safeline, National Human Trafficking Hotline, and National Domestic Violence Hotline).

You can find more information about supporting youth who have experienced or are at risk of experiencing trafficking or domestic violence through the National Human Trafficking Hotline and the National Domestic Violence Hotline .

Screening and assessment

You must have a standard way to determine a youth's eligibility for your program and assess their needs to make sure services are appropriate. Your screening and assessment tools should also help you determine whether the youth's participation in your program poses any risks to the health and safety of other youth in the program.

Assessments should strongly prioritize family reunification and preservation, whenever possible. Programs must make concerted efforts to reunify youth with their families of origin when safe to do so, recognizing that intact families provide the best environment for youth development. When working with youth who have left home without permission, programs must make family reconciliation the primary goal, connecting youth with an adult family member who has the youth's best interests in mind and can provide safe and appropriate housing. Programs should incorporate family counseling and mediation services to address conflicts that led to the youth's homelessness.

Your screening and assessment tools should evaluate, at a minimum, whether each youth falls into the following groups:

- Pregnant or parenting youth.
- System-involved youth, including juvenile justice and child welfare.
- Labor or sexually exploited or trafficked youth.
- Youth in need of substance abuse or mental health services.
- Other vulnerable youth populations.

The assessment and screening tools you use should identify the unique needs of these youth and guide delivery of appropriate services for them. You should assess the health and wellness of all youth and, if applicable, their children on a regular basis.

You must have a standardized way of assessing each youth during street-based engagement or intake, or during program entry. Assessment tools must evaluate, at a minimum, the following factors for each youth:

- Strengths.
- Goals.
- Immediate needs, including but not limited to:
  - Health (physical, behavioral, dental, mental).
  - Potential for victimization.
  - Current housing status.
  - Connection to family.
  - Safety.
  - Access to resources.
  - Issues of neglect or abuse.
  - Other risk and protective factors that impact their well-being and potential for sustainable living.

Case management

You must provide youth in your program with the following case management services:

- **Individualized service or treatment plan:** You must plan for services or treatment strategies based on both your screening and assessment tools and input from the youth receiving services.
- **Services for dependent children:** If your TLP project supports pregnant or parenting youth, you must deliver individualized services for their dependent children. Services for infants and children must include, at a minimum, well-care visits and sensory and developmental screenings and assessments.
- **Partnerships and service coordination plan:** You must create and implement an appropriate and accessible service referral and coordination strategy based on the results of the youth's entry screening and assessments. You should coordinate services with entities including but not limited to:
  - Social services.
  - Law enforcement.
  - Educational services.
  - Vocational and employment training services.
  - Public benefits, including Supplemental Nutrition Assistance Program (SNAP) and Temporary Assistance to Needy Families (TANF).

  - Continuums of Care (CoC) (as defined by the U.S. Department of Housing and Urban Development (HUD).
  - Legal services.
  - Organizations that provide support to those who have experienced trafficking or are at risk of experiencing trafficking.
  - Mental and behavioral health services.
  - Health care programs including mental health, behavioral health, and health insurance options.
  - Affordable childcare and child education programs.
- **Employment or education engagement:** You must make sure youth are connected to school, life skills training, job attainment skills, or work activities while in the program.
- **Faith-based collaboration:** You may develop partnerships with faith-based organizations in your community that can provide additional support services to homeless youth. These partnerships may include:
  - Include faith-based shelters, counseling services, and mentoring programs.
  - Respect the religious identity and mission of faith-based partners.
  - Recognize the important historical role religious organizations have played in serving homeless populations.
  - Allow youth to access faith-based services that align with their personal beliefs and values.
  - Ensure that faith-based providers are included in your resource database and referral protocols.

In addition, you must take steps to return youth who are missing from the legal jurisdiction or placement of the juvenile justice or child welfare systems. You must make sure that youth who are on juvenile probation comply with supervision.

You must help youth who have exited foster care access benefits they may be eligible for, such as medical assistance, Foster Youth to Independence vouchers, Family Unification Program vouchers, Chafee Grants, and Title IV-E re-entry.

You can learn more about what services may be available to young people who have exited the dependent care of a child welfare agency in your community through Childwelfare.gov and the Foster Youth to Independence webinar series.

Life skills training and referrals

You must provide youth with life skills training and referrals to promote their long-term, economic independence and continued well-being. At a minimum, you should provide training and referrals in the following areas:

- **Job attainment and educational advancement:** You must help youth in your TLP find and maintain sustainable employment.
  - Where available, link clients with their local Workforce Innovation and Opportunity Act youth program.
  - Provide clients' support in earning a diploma, GED, or vocational certification, and in pursuing post-secondary education, if desired.
  - Provide job attainment and readiness training emphasizing:
    - The importance of work ethic, punctuality, and reliability.
    - Personal responsibility for one's choices and actions.
    - The value of delayed gratification and long-term planning.
    - Practical skills that lead to employment and economic independence.
    - The connection between personal choices and life outcomes.
  - Coordinate services with local and regional McKinney-Vento liaisons to make sure clients experience minimal interruption in their education.
- **Money management, financial literacy, and budgeting:** You must provide clients with training in fundamental financial literacy skills, including money management, credit counseling, banking, home ownership, household budgeting, financial independence and self-sufficiency and smart grocery shopping.
- **Mental and physical health, and nutrition:** You must make sure clients receive consistent mental and physical health care and, when applicable, prenatal care, well-baby exams, and immunizations. You must document these services in clients' files. In addition, you should offer instruction in preventative health measures, healthy relationships, healthy diets, and meal planning. When applicable, prenatal care, well-baby exams, and appropriate health services should be provided with informed consent. You must document these services in clients' files.
  - Programs must prioritize whole-food nutrition education and access, recognizing that:
    - Nearly 70% of American children's calories come from ultra-processed foods, contributing significantly to chronic disease.
    - Whole foods produced by American farmers should be at the center of health and healing.
    - Nutrient-dense foods support optimal brain development, immune function, and overall health.
- **Basic life and parenting skills, when appropriate.** You must provide education on:
  - The benefits of marriage and family stability for long-term economic success.

    - The importance of responsible parenthood within the context of marriage.
    - The developmental benefits for children raised in stable, two-parent households.
    - Practical relationship skills that support healthy marriage and family formation.
    - The correlation between family structure and positive youth outcomes.
- **Counseling services and interpersonal skill building:** You must implement strategies that promote and strengthen family connections, recognizing that stable family relationships are fundamental to youth development and long-term success. Programs must:
    - Provide family counseling and mediation services to resolve conflicts, emphasizing family reunification efforts whenever safe and appropriate.
    - Implement regular family engagement activities for youth in the program.
    - Develop a family strengthening plan for each youth that identifies opportunities to heal and restore family relationships.
    - Connect youth with mentors who model healthy family relationships.
    - Teach relationship skills that prepare youth for successful family formation.
    - Help youth understand their family history and cultural heritage, when applicable.
    - Facilitate regular communication between youth and appropriate family members.
    - Document all family reunification efforts and outcomes.

Programs must recognize that the optimal environment for youth development is within their family of origin when safe, or within an adoptive family when reunification is not possible. All services should be oriented toward helping youth establish and maintain these life-long family connections.

Transition planning, aftercare, and follow-up services

You must work with each youth to develop a written transition plan that meets their needs and includes strategies to support their safe and stable living after leaving the program. You must make sure youth have access to any important documents they need, such as birth certificates, social security cards, driver's licenses or state identification cards (or Real ID, where available), medical records, and credit reports.

You must also provide services to youth for a minimum of three months after they leave your program. You must develop an aftercare strategy with each youth prior to exit counseling. The strategy must include a plan to maintain contact with each youth to ensure their ongoing safety, stability, and access to services.

The aftercare strategy must include, at minimum, how you will document the following:

- Evidence of regular contact (including all attempts to contact) for at least three months.
- Youth's housing status, educational services, and the rate of participation and completion of the services in the plan beyond three months, if services are still provided.
- A referral process that ensures partnering agencies provided support to the referred youth.
- Services, referrals, and counseling related to health care and insurance coverage.
- Proactive and reactive strategies to encourage retention in education, employment, and housing.
- Supportive services to help youth advance to better jobs.
- Help improving social and emotional well-being and permanent connections.

For TLPs that serve pregnant and parenting youth, you will also document the following:

- A plan to help the youth and their dependent children stay connected with their schools or obtain appropriate educational services, including coordination with McKinney-Vento school district liaisons.
- Proactive and reactive strategies to encourage dependent children's retention in school, childcare, and regular well-child checkups.

If applicable, any aftercare services beyond three months should be documented too.

Follow-up services

Follow-up services refer to assessing youth progress after the youth has received safety and resource referrals. Follow-up contacts are separate from the aftercare planning described in 45 CFR 1351.26, and apply only to those youth you engaged through street outreach that did not enter your TLP.

Performance standards

You are required to collect data demonstrating your ability to meet program performance standards. Your program should improve the following four outcome areas for youth:

- **Social and emotional well-being:** Youth will connect to trauma-informed providers for help with issues related to physical health, substance abuse, mental health, personal safety (such as potential trafficking situations), and sexual risk behaviors.
- **Permanent connections:** Youth will experience positive ongoing attachments to their families, adult role models, communities, schools, and other social networks.

- **Education or employment:** Youth will connect to school or vocational training programs, improve job search skills, or obtain employment.
- **Safe and stable housing:** After leaving your program, youth will transition to safe and stable housing that appropriately matches their level of need. Housing options may include moving in with family, other permanent supportive housing, rapid re-housing, residential treatment centers, or substance abuse treatment facilities.

For youth only provided **street outreach services**, who are not eligible for or who choose not to enter your TLP, you are required to collect data demonstrating your ability to meet program performance standards, including data on the number of youth and young adults you contact and the number of youth engaged in a case plan or client assessment.

You will report performance data through RHY-HMIS quarterly. To access RHY-HMIS, you will work with a local CoC Homeless Management Information System (HMIS) lead. You can find more detailed information about performance standards and reporting requirements on our website.

Training and technical assistance

If you accept an award, you must agree to work cooperatively with the technical assistance provider. Training and technical assistance is free from the Runaway and Homeless Youth Training, Technical Assistance, and Capacity Building Center (RHYTTAC). Services include, but are not limited to, the following:

- Regionally based technical assistance clinics.
- Training sessions.
- E-learning.
- Webinars.
- National grantee training.

You must send at least one person to the annual, in-person RHY National Grantee Training, as well as regional and program-specific trainings. You will also participate in learning collaboratives and cohort-based peer engagement activities. More information is available from the RHYTTAC.

Funding policies and limitations

General policies

We will only make awards if this program receives funding. If Congress appropriates funds for this purpose, we will move forward with the review and award process.

Support beyond the first budget period will depend on:

- Appropriation of funds.
- Satisfactory progress in meeting your project's goals and objectives.
- A decision that continued funding is in the government's best interest.

If we receive more funding for this program, we will consider:

- Funding more applicants.
- Extending the period of performance.
- Awarding supplemental funding.

ACF does not allow funds awarded under this NOFO to support any costs related to diversity, equity, and inclusion (DEI) activities, including research in support of such initiatives, and any other initiatives that discriminate on the basis of race, color, religion, sex, national origin or another protected characteristic. This also includes any diversity, equity, inclusion, and accessibility (DEIA) initiatives, and any discriminatory equity ideology in violation of a Federal anti-discrimination law. The definition of "discriminatory equity ideology" is in Section 2(b) of Executive Order 14190 of January 29, 2025, which can be found here: 2025-02232.pdf.

For guidance on additional types of costs that we restrict or do not allow, see General Provisions for Selected Items of Costs of the Uniform Guidance, 45 CFR part 75 (or, starting October 1, 2025, 2 CFR part 200).

Program-specific limitations and policies

We do not allow the following costs under this notice of funding opportunity (NOFO):

- Construction.
- Purchase of real property.
- Costs for renovation of existing structures may not normally exceed 15% of the Federal award. Costs for acquisition is not allowable by statute.
- Fundraising (including campaigns, endowments, gifts, and similar expenses).
- Pre-award or proposal costs.
- Distribution of sterile needles or syringes.
- Abortions. (See Consolidated Appropriations Act, 2023, Public Law No. 117-328, div. H, tit. V, 506-507 for exceptions.)
- Any treatment or referral to treatment that aims to change someone's sexual orientation, sex, or sex identity.

Indirect costs

Indirect costs are costs you charge across more than one project and cannot be easily separated by project.

To charge indirect costs you can select one of two methods:

Method 1—Approved rate. You currently have an indirect cost rate approved by your cognizant federal agency.

Method 2—*De minimis* rate. Per 2 CFR § 200.414(f), if you do not have a current Federal negotiated indirect cost rate, you may elect to charge a *de minimis* rate. If you choose this method, costs included in the indirect cost pool must not be charged as direct costs.

This rate is 15% of modified total direct costs (MTDC). See 2 CFR § 200.1 for the definition of MTDC. You can use this rate indefinitely.

Subawards

As the prime recipient, you must maintain a substantive role in the project. We define a substantive role as conducting funded activities and providing services that are necessary and integral to completing the project. Monitoring your subrecipient's activities alone as described in 45 CFR 75.352 (or, starting October 1, 2025, 2 CFR 200.332) is not a substantive role.

We do not fund awards where your role primarily serves as a conduit for passing funds to other organizations unless that arrangement is authorized by statute.

If they do not have one, all subrecipients must obtain a Unique Entity Identifier (UEI) through the System for Award Management (SAM.gov).

Subrecipients must meet the eligibility requirements of this NOFO.

Salary rate limitation

The salary rate limitation in the current appropriations act applies to this program. You may not use awarded funds to pay a salary at a higher rate than the rate for Executive Level II. For the Executive Level II salary, please see guidance from the Office of Personnel Management on executive and senior level employee pay.

The salary limitation reflects a person's base salary (including any portion of the salary that is paid for with indirect costs). It does not include fringe benefits or any income the person is allowed to earn outside of the duties of the applicant organization. This salary limitation also applies to subawards, contracts, subcontracts under an ACF grant or cooperative agreement.

Program income

Program income is money earned as a result of your award-supported project activities. You must use any program income you generate from awarded funds for approved project-related activities. Find more about program income at 45 CFR 75.307 (or, starting October 1, 2025, 2 CFR 200.307).

Step 2:
Get Ready to Apply

In this step

Get registered

SAM.gov

You must have an active account with SAM.gov. This includes having a Unique Entity Identifier. SAM.gov registration can take several weeks. Begin that process today.

To register, go to SAM.gov Entity Registration and select Get Started. From the same page, you can also select the Entity Registration Checklist for the information you will need to register.

When you register or update your SAM.gov registration, you must agree to the financial assistance general certifications and representations. You must agree to those for financial assistance specifically, as opposed to contracts, because the two sets of agreements are different. You will have to maintain your registration throughout the life of any award.

Grants.gov

You must also have an active account with Grants.gov. You can see step-by-step instructions at the Grants.gov Quick Start Guide for Applicants.

Need help? See Contacts and Support.

Find the application package

The application package has all the forms you need to apply. You can find it online. Go to Grants Search at Grants.gov and search for opportunity number HHS-ACF-ACYF-CX-0105. Then select the Package tab.

After you select the opportunity, we recommend that you select the Subscribe button to get updates.

If you can't use Grants.gov to download application materials, you may request them from the grants management contact.

If you are also unable to apply through Grants.gov, see the section on exemptions for paper submissions.

Learn more

Visit Applying for an ACF Grant Award on the ACF Grants page.

Step 3:
Prepare Your Application

In this step

Application contents and format

Application components

You will submit two files plus the standard forms in the application package.

See requirements for other submissions.

Your organization's authorized official must certify your application.

File one

To submit file one, you will use the Project Narrative Attachment form found in the Grants.gov application package for this NOFO.

This file includes:

- Table of contents.
- Project summary, one page.
- Project narrative.
- Line-item budget and budget narrative.

File two

To submit file two, you will use the Other Attachments form found in the Grants.gov application package for this NOFO.

This file includes all attachments.

Standard forms

The Grants.gov application package for this NOFO includes forms beyond those required for file one and file two. Complete all of these forms and submit through Grants.gov.

See the list of standard forms.

Required format

Page limit for file one and file two combined: 85 pages.

File format: Portable Document Format (PDF) is recommended, but not required. ACF supports the following file formats when you attach files to the Project Narrative Attachment form and the Other Attachments form:

Accepted file formats

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

Document formats

Paper size: 8 ½ inches x 11 inches

Margins: 1 inch all around

Language: English

If possible, include page numbers.

Do not include external links to information you want reviewers to assess because reviewers will score the application solely on information provided in the application.

Fonts

Font: Times New Roman

Color: Black

Size: 12-point font

Footnotes and text in tables and graphics may be 10-point.

Spacing

Table of contents: Must be single-spaced

Project summary: Must be single-spaced

Project narrative: Must be double-spaced

Line-item budget and budget narrative: Can be single-spaced

Attachments: Can be single-spaced

Tables and footnotes throughout: Can be single-spaced

See disqualification factors to understand what may disqualify your application from consideration.

Table of contents

At the beginning of file one, insert a table of contents that guides a reader through the contents of both files in your application. If possible, include links to the relevant content in file one.

Project summary

Provide a one-page summary of the project description. Do not cross-reference to other parts of your application. The summary must include:

- At the top, the project title, applicant name, address, phone numbers, email addresses, and any website URL.
- A brief description of the project, including the needs and population you will address, and your proposed services.

Project narrative

The project narrative is where you address all your proposed activities. It is a critical section of your application, which we evaluate using merit review criteria and rank based on application scores. Remember that substance and measurable outcomes are more important than length. We are particularly interested in project narratives that convey strategies for achieving intended performance.

In it, you must:

- Explain how the project will meet the purpose of the NOFO, as described in the program description section.
- Make sure your narrative is clear, concise, and complete.
- Use cross-referencing rather than repetition.
- Be sure to include any required supporting documents noted. You generally provide these in your attachments.
- Use the headings and order of the sections that follow.

Geographic location

Provide the precise physical location of your project and boundaries of the area you will serve. If you will include any subrecipients in your project that will serve the geographic areas include their locations as well.

Need for assistance

Identify the problems you plan to solve. These problems could be physical, economic, social, financial, institutional, etc. To do so:

- Demonstrate the need, including the nature and scope of the problem.
- You may provide supporting documentation, such as testimonials, in an application appendix.
- Include any relevant data based on planning studies or needs assessments. You may refer to them in the endnotes or footnotes.
- Use demographic data and participant or beneficiary information where you can.

Approach

Outline your action plan. Describe the scope and detail of how you will accomplish your proposed project. Account for all functions or activities you identify in your application.

Explain potential obstacles and challenges to accomplishing your project goals. Explain the strategies you will use to address them.

You must explain how your project will meet all of the requirements in the program requirements section. Include all of the subsections listed here in your explanation.

Safe, stable, and appropriate shelter

Explain how your physical structures, technologies, staff supervision practices, program practices, and procedures will protect all youth, including minor youth in the program, from exposure to unsafe conditions.

Address all the requirements in the safe, stable, and appropriate shelter section of the program requirements.

Structure

Describe the housing model you will use, including:

- A physical description of the structures you will use to house youth (for example, single floor, multi-story, scattered-site, dormitory style, etc.).
- The total number of beds in the structure, including the number of beds per floor, if applicable. The total number of beds includes shelter beds paid for through other funding sources (for example, HUD, state social services, and community block grants).
- The layout of living accommodations, including the number of beds per room, common space, kitchen, and bathrooms.
- If applicable, any other types of shelter services you provide that will be housed in the same building (such as child protective custody or foster care).
- If applicable and as required by your state, host home models must show evidence of current licensure. If proposing a host home model, describe the number of proposed host homes and your strategy for recruiting host families.

- If your TLP supports pregnant or parenting youth, explain how you will provide appropriate space, equipment, and furnishings and how you will limit the risk of injuries associated with common hazards.

Practice, procedures, and client safety

Explain how you will ensure client safety. Your description must include:

- If applicable, how adult populations over the age of 22 that are served in the same building are separated from TLP clients, including minor youth.
- How your project will be linked with an age-appropriate emergency shelter or other temporary housing resource.
- How your residential facility will be adequately staffed and supervised with an appropriate staff-to-client ratio.
- How you will make sure your staff is trained to interact with youth experiencing or at risk of experiencing any form of trafficking, sexual exploitation, or other similar traumatic experiences.
- How you will make sure youth exiting your program leave to a safe and appropriate housing option.

Comprehensive youth-centered services model

Address all the requirements in the comprehensive youth-centered services model section of the program requirements, including:

- How you will use a trauma-informed approach when providing services to youth.
- How you will use the PYD framework.

Intensive street outreach and access to services

Applicants must present a clear and actionable strategy for conducting street outreach and a comprehensive plan to ensure youth who are experiencing homelessness, have left home due to family conflict or crisis, or are living on the streets have continuous, access to safe, appropriate shelter and supportive services.

Your response must address all requirements outlined in the corresponding section of the project requirements, including:

- How your program will identify key locations where youth gather to conduct outreach activities.
- How your program will conduct regular face-to-face outreach with youth in your target area.
- How your program will identify, approach, and engage youth from the target population and provide them with accessible information about the services you offer and their benefits.

- How your program will maintain adequate staffing including full time outreach workers.
- A detailed safety plan for ensuring staff and youth safety during outreach activities.
- How your program will provide youth with access to emergency shelter or safe and stable housing 24 hours a day, 7 days a week.
- How you will ensure that referred shelters, particularly Basic Center Programs (BCPs), have available capacity to accept youth, when needed.
- A detailed strategy for establishing and maintaining MOUs or letters of commitment with shelter providers to guarantee their support in facilitating timely and appropriate referrals for youth in crisis.
- A plan for informing the community about your program through outreach materials, public awareness efforts, and distribution of information on available services.
- How your program will coordinate with the National Runaway Safeline (NRS) to connect youth to national and local resources, ensuring they have immediate access to information and support.
- An outline of how your staff will provide essential resources—such as food, beverages, clothing, hygiene supplies, transportation assistance, and personal safety information, including national and local hotline numbers and resource guides—to youth during outreach activities.
- A description of how your program will identify and support youth who are at risk of, or are victims of, trafficking, commercial sexual exploitation, sexual abuse, and other forms of victimization, including providing direct access to appropriate resources and referrals, such as national hotlines.

Applicants must also demonstrate formal partnerships with local law enforcement agencies, including police departments and through signed Memoranda of Understanding (MOUs) or formal agreements. These partnerships should:

- Identify high-concentration areas where homeless youth gather.
- Establish protocols for coordinated outreach in these identified areas.
- Create referral mechanisms for law enforcement to connect youth to your program.
- Develop joint training opportunities to improve interactions between law enforcement and homeless youth.
- Outline data sharing agreements (within legal boundaries) to better target services. Data sharing agreements must adhere confidentiality requirements in the RHY Act at 34 USC 11275 stating, “Restrictions on disclosure and transfer of records containing the identity of individual youths pursuant to this chapter may

under no circumstances be disclosed or transferred to any individual or to any public or private agency."

Screening and assessment

Address all the requirements in the screening and assessment section of the program requirements, including:

- How you will determine a youth's eligibility for your program and assess their needs to make sure services are appropriate.
- How you will use screening and assessment tools to determine if a youth's participation in your program poses any risks to the health and safety of other youth in the program.
- A description of the assessment tools you will use and what factors they evaluate.

Case management

Address all the requirements in the case management section of the program requirements, including:

- How your program will work with youth to plan for individualized services and treatment strategies.
- If your program supports pregnant or parenting youth, how you will deliver individualized services for dependent children.
- How your program will connect youth to appropriate and accessible services based on screening and assessments.
- How your program will make sure youth are connected to school, life skills training, job attainment skills, or work activities while in the program.
- Describe your plan for providing emergency services and linking youth with appropriate crisis resources in the event of an emergency, substance use issue, or mental health issue.
- How your program will provide harm reduction services. At a minimum, your description must include how you will establish safety plans and educate youth about harm reduction. See project requirements for more detailed guidance.

Life skills training and referrals

Address all the requirements in the life skills training and referrals section of the program requirements, including:

- How you will help youth in your TLP find and maintain sustainable employment or education.
- What resources or materials you will use to provide training on financial literacy and budgeting.

- What resources or materials you will use to provide training on health and nutrition.

Transition planning and aftercare

Address all the requirements in the transition planning and aftercare section of the program requirements, including:

- How your program will develop a written transition plan with each youth that meets their needs and supports safe and stable living.
- How your program will make sure youth have access to important documents.
- How your program will conduct aftercare services for each youth who exits your program for at least three months.
- How your program will develop an aftercare strategy to maintain contact with youth and document ongoing support, services, and contact.

Follow-up services

Address all the requirements in the follow-up services section of the program requirements. Include an explanation of how you will determine that follow-up contacts are separate from the aftercare planning described in 45 CFR 1351.26.

Organizational capacity

Provide the following information for your full project team, including the applicant organization and any cooperating partners, contractors, and subrecipients:

- Provide evidence that your team has the relevant experience and expertise needed to carry out your project.
- Describe your team's experience (including any partnering organizations) with administering, developing, implementing, managing, and evaluating similar projects.
- Provide evidence that your team, including partnering organizations, has the organizational capability to fulfill their roles and functions effectively.
- You must disclose your plan to enter into subaward agreements. If planning subawards, describe the work each subrecipient will complete.
- If you are not a member of a CoC, explain your plan to contact and work with a CoC's HMIS lead for data collection and reporting.
- Explain which CoC you will partner with for RHY-HMIS data collection. If your program provides services in more than one CoC, explain how you will coordinate data collection and reporting among the multiple CoCs.

Provide some supporting information in the organizational capacity supporting information section of your attachments.

Plan for oversight of federal award funds and activities

You must ensure proper award oversight. The regulation that governs this oversight is 45 CFR part 75 (or, starting October 1, 2025, 2 CFR part 200). It includes standards for:

- 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 your framework to ensure proper oversight of federal funds and activities. Include:

- A description of the governance, policies and procedures, and systems you use for record keeping and financial management.
- A description of the procedures to identify and mitigate risks and issues. These might include audit findings, continuous performance assessment findings, and monitoring.
- The key staff who will be responsible for maintaining oversight of program activities staff and any partners or subrecipients.

Project performance evaluation plan

Describe a plan for how you will evaluate your project's performance and how it will contribute to continuous quality improvement. This plan must describe:

- How you will monitor ongoing activities and the progress toward the project's goals and objectives.
- The inputs, key activities, and expected outcomes of the funded activities. Inputs might include your collaborative partners, key staff, budget, service processes or other resources.
- How you will measure the inputs, activities, and outcomes.
- How you will use the resulting information to inform improvement of funded activities.
- Any processes that support the overall data quality.
- The organizational systems and processes that will track performance outcomes.

- How your organization will collect and manage data in a way that allows for accurate and timely reporting of performance outcomes. This might include assigned skilled staff, data management software, and data integrity.
- Any potential obstacles to implementing the project performance evaluation and how you will address them.
- A timeline for how you will review information from the performance evaluation and apply it to your ongoing project.

Logic model

You must submit a logic model for designing, managing, and evaluating the project. A logic model is a diagram that:

- Presents how inputs drive activities to produce outputs, outcomes, and the ultimate goals of the proposed project.
- Explains the links among project elements.
- Targets the identified objectives and goals of the project.

While there are many versions of logic models, for the purposes of this funding opportunity, the logic model must include the connections between:

- Inputs such as additional resources, organizational profile, collaborative partners, key staff, and budget.
- Target population, such as the individuals to be served or identified needs.
- Activities, mechanisms, and processes such as evidenced-based practices, best practices, approach, key intervention and evaluation components, and continuous quality improvement efforts.
- Outputs, which include the immediate and direct results of program activities.
- Outcomes, which include the expected short- and long-term results the project you expect to achieve. These are typically described as changes in people or systems.
- Project goals such as overarching objectives and reasons for proposing the project.

Project sustainability plan

You must propose a plan for project sustainability after the period of federal funding ends. We expect you to sustain key elements of your project. These elements can include strategies or services and interventions that have been effective in improving practices and outcomes.

Provide an approach to project sustainability that is effective and feasible. Describe:

- The key people and organizations whose support you will require.

- The types of alternative support you will require to maintain the project.
- If the proposed project involves key project partners, how you will maintain their cooperation or collaboration after the federal funding ends.

Protection of sensitive or confidential information

Describe how you will collect and safeguard protected personally identifiable information and other information that is considered sensitive. Make sure your approach is consistent with applicable federal, state, local, and tribal laws regarding privacy and obligations of confidentiality. Provide:

- The methods and systems you will use to ensure that you properly handle confidential and sensitive information including any subrecipients and/or contractors.
- A plan for the disposition of such information at the end of the period of performance.

For more information, see 45 CFR 75.303(e) (or, starting October 1, 2025, 2 CFR 200.303(e)).

Line-item budget and budget narrative

The line-item budget and budget justification support the information you provide in the Budget Information Standard Form SF-424A.

HHS now uses the definitions for equipment and supplies in 2 CFR 200.1. The new definitions change the threshold for equipment to the lesser of the recipient's capitalization level or $10,000 and the threshold for supplies to below that amount.

Justify the costs you ask for and provide detail, including calculations for the "object class categories" in the Budget Information Standard Form. You will provide this information for the initial budget period only. See information on funding periods.

Your budget must demonstrate:

- Efficient use of taxpayer dollars with minimal administrative overhead.
- Cost-effective approaches to service delivery.
- Strategies for leveraging private sector and community resources.
- Measures to prevent waste, fraud, and abuse.
- A plan for gradually reducing dependence on federal funding upon program completion.

As you develop your budget, consider:

- If the costs are necessary, reasonable, allocable, and consistent with your project's purpose and activities.

- How you calculate your costs in ways that are clear and repeatable.
- The restrictions on spending funds. See the funding policies and limitations.
- You must include the cost of sending at least one key staff person to attend the annual, in-person RHY National Grantee Training, regional trainings, program-specific trainings, and other required trainings.
- If you do not have computer equipment and the required HMIS software, you must include the estimated cost for such equipment, software, and training in your proposed budget. You must coordinate with your CoC HMIS lead to determine those estimated costs.
  - If you already have the necessary HMIS equipment, software, and training, then you must clearly state that in this section of your application.
- In addition to outlining the organization's complete annual operating budget, you must list all non-federal funding sources that will support the program.
  - If there are no additional non-federal funding sources (beyond the required match) supporting the program, then you must clearly state that in this section of your application.

Please also review the Standard Form instructions.

To create your line-item budget and justification, see detailed budget instructions on our website.

In general, you must:

- Indicate the method you will use for your indirect cost rate. See the indirect costs section for further information.
- Include estimation methods, quantities, unit costs, and other similar quantitative detail necessary for the calculation to be duplicated.
- For any cost sharing, include a detailed listing of any funding sources identified in Block 18 of the SF-424 Application for Federal Assistance.
- For applicants planning to use subawards, if your subaward budget is more than 50% of total direct costs, justify why you are subawarding that portion of the project. Explain:
  - How you plan to maintain a substantive role in the project.
  - Why you cannot achieve your goals without the subrecipients' participation.

Proprietary or personally identifiable information

In your application, you may identify salary or other proprietary information or personally identifiable information. We will remove this information from applications before they go to reviewers.

If you have an exemption for a paper submission, you can protect salary information and any proprietary information by placing that information only in the original application. You can remove the information from the copies, keeping summary information.

Attachments

You will upload attachments in Grants.gov using the Other Attachments form. These attachments are included in the overall application page limit, unless it says otherwise in this section.

Indirect cost agreement

If you include indirect costs in your budget using an approved rate, include a copy of your current agreement approved by your cognizant agency for indirect costs. If you use the *de minimis* rate, you do not need to submit this attachment.

See the indirect costs section for more information.

Legal proof of nonprofit status

If your organization is a nonprofit, you need to attach proof. We will accept any of the following:

- A reference to your listing in the IRS's most recent list of tax-exempt organizations.
- A copy of a current tax exemption certificate from the IRS.
- A letter from your state's tax department, attorney general, or another appropriate state official saying that your group is a nonprofit and that none of your net earnings go to private shareholders or others.
- A certified copy of your certificate of incorporation or similar document. This document must show that your group is a nonprofit.
- Any of these for a parent organization. Also include a statement signed by an official of the parent group that your organization is a nonprofit affiliate.

Organizational capacity supporting information

You must attach the following information to support the information in your organizational capacity section:

- Organizational charts, including all partners.
- Resumes, biographical sketches, or curricula vitae for all key personnel.
- Job descriptions for each vacant key position.
- List of your board of directors.

- Financial statements adhering to Generally Accepted Accounting Principles (GAAP), if available, for up to the two most recently completed fiscal years (this requirement does not apply to start-up organizations).
- Audit reports or statements from certified public accountants or licensed public accountants, if available, for up to the two most recently completed fiscal years (this requirement does not apply to start-up organizations).
- Audit summary report including auditor's opinion, if applicable.
- Copy or description of the applicant organization's fiscal control and accountability procedures.
- Copy or description of the applicant organization's personnel policies.
- For renovation projects, the names of payment and performance bond carriers you use.
- Child-care licenses and other documentation of professional accreditation.
- Information on compliance with federal, state, and local government standards.

Third-party agreements

You must submit agreements with all third parties involved in the project. Third parties include subrecipients, contractors, and other cooperating entities. Third-party agreements include letters of commitment, memoranda of understanding, and memoranda of agreement. We do not consider general letters of support to be third-party agreements.

Any such agreement must:

- Describe the roles and responsibilities for project activities.
- Describe the support and resources that the third-party is committing to the proposed project.
- Be signed by the person in the third-party organization with the authority to make such commitments.
- Detail work schedules and estimated compensation with an understanding that the parties will negotiate a final agreement after award.
- Identify the primary applicant and all collaborators responsible for project activities if for a collaboration or consortia application.

Applications must also include at least one signed MOU or formal agreement with local law enforcement agencies (city police, county sheriff, transit police, etc.) that details:

- Specific roles and responsibilities of each party.
- Communication protocols and points of contact.
- Procedures for identifying and referring homeless youth to your program.

- Strategies for joint outreach in high-concentration areas.
- Safety protocols for both staff and youth during outreach activities.

Letters of support

Attach statements from community, public, or commercial leaders that support your project. At minimum, each letter of support must identify the person writing the letter, the organization they represent, the date, and their reasons for supporting the project.

Standard forms

You will need to complete some other required standard forms. Upload the following forms at Grants.gov. You can find them in the NOFO application package or review them and their instructions at Grants.gov Forms.

Forms	Submission requirement
Application for Federal Assistance (SF-424)	With the application.
Budget Information for Non-Construction Programs (SF-424A)	With the application.
Assurances for Non-Construction Programs (SF-424B)	With the application.
Key Contacts	With the application.
Grants.gov Lobbying Form	With the application or before award.
Disclosure of Lobbying Activities (SF-LLL)	If applicable based on instructions, with the application or before award.
Project/Performance Site Location(s) (SF-P/PSL)	With the application. Cite your primary location and up to 29 additional performance sites.

Important: public information

When filling out your SF-424 form, pay attention to Box 15: Descriptive Title of Applicant's Project.

We share what you put there with USAspending. This is where the public goes to learn how the federal government spends their money.

Instead of just a title, insert a short description of your project and what it will do.

See instructions and examples.

Step 4: Learn About Review and Award

In this step

Application review

Initial review

We will review your application to make sure that it meets the responsiveness requirements listed in the disqualification factors section. If your application does not meet these criteria, we will disqualify it and we will not move it to the merit review phase.

We will let you know if your application is disqualified within 30 days of the application deadline. You won't receive any notice from ACF if your application failed Grants.gov validation checks.

If you submit more than two files in addition to your forms, we will remove the extra files. We will let you know if this happens.

We will also remove blurred or illegible pages and any file formats that are not supported.

We will not review any pages that exceed the page limit.

If your application fails to adhere to ACF's NOFO formatting, font, and page limitation requirements, we will adjust your application by removing page(s) from the application. We will remove the pages before the merit review and will not send them to reviewers.

If we do so, we will send you a letter after we make awards to notify you that we amended your application.

Merit review

A panel reviews all applications that pass the initial review. The panel members use the criteria in this section.

Our reviewers typically are not federal employees. See the section on proprietary and personally identifiable information.

Criteria

Criterion	Total number of points = 100
1. Need for assistance	5 points
2. Approach	50 points
3. Organizational capacity	15 points
4. Performance evaluation plan and logic model	10 points
5. Sustainability plan	5 points
6. Budget, budget justification, and plan for oversight	15 points

1. Need for assistance

Maximum points: 5

The reviewer will assess how well you:

- 1.1 Explain why you need assistance and describe the problem of youth homelessness in your community. **(0 to 3 points)**
- 1.2 Explain who will receive services, including demographic information about the target population, how many youths you expect to serve, and a justification for the proposed number of youths to be served through your program. **(0 to 2 points)**

2. Approach

Maximum points: 50

The reviewer will assess how well you:

2.1 Safe, stable, and appropriate shelter (0 to 10 points)

- 2.1.1 Describe the proposed housing structure.
- 2.1.2 Describe your plan for providing supervision and ensuring safety for all youth and dependent children in the program.

- 2.1.3 Explain potential obstacles and challenges to accomplishing your project goals and explain the strategies you will use to address them.

2.2 Comprehensive youth-centered services model (0 to 5 points)

- 2.2.1 Describe how your program will address the social and emotional well-being of youth, incorporating a strengths-based approach based on PYD and trauma-informed care.

2.3 Intensive street outreach and access to services (0 to 10 points)

- 2.3.1 Detail an outreach implementation strategy that includes intensive street-based outreach, education and awareness, coordination with the RHY national communication system, youth engagement, provision of basic needs, and gateway services.
- 2.3.2 Describe how you will implement expanded street outreach services to include providing crisis stabilization services, safety planning, and be equipped to support youth at risk of or are victims of trafficking and/or abuse.
- 2.3.3 Explain how you will conduct face-to-face street outreach, including engagement strategies for ensuring youth safety and methods for helping youth leave the streets.
- 2.3.4 Explain how youth will access to age-appropriate, licensed shelters or safe and stable housing 24 hours a day/7 days a week, including MOUs or letters of commitment for shelter referrals, and plans to provide transportation to shelter.
- 2.3.5 Detail how many full-time equivalent outreach workers will perform this work.
- 2.3.6 Detail your formal partnership with local law enforcement agencies, including how these partnerships will help identify and target areas with high concentrations of homeless youth, improve safety during outreach activities, and create effective referral pathways to your programs.

2.4 Screening and assessment (0 to 5 points)

- 2.4.1 Detail your program's screening and assessment process to determine eligibility for shelter and services.
- 2.4.2 Describe the tools you will use, the planned assessment process, and how information from the assessment will inform service delivery, including identifying youth victims of trafficking.

2.5 Case management (0 to 5 points)

- 2.5.1 Describe how you will conduct case management, including providing services, treatment, and service coordination with partners.

2.6 Life skills training and referrals (0 to 5 points)

- 2.6.1 Describe a strategy for delivering life skills training and referrals.

2.7 Transition planning, aftercare, and follow-up (0 to 10 points)

- 2.7.1 Describe an aftercare strategy that provides support and follow-up services after program exit for a period of three months.
- 2.7.2 Include your referral processes to make sure partnering agencies provide support to the referred youth.

3. Organizational capacity

Maximum points: 15

The reviewer will assess how well you:

- 3.1 Provide extensive detail about your experience and expertise operating a runaway and homeless youth program and your ability to connect young people at risk of or experiencing homelessness to appropriate services. **(0 to 5 points)**
- 3.2 Describe your plan to ensure data accuracy and data quality and the timely upload of all appropriate data into RHY-HMIS. **(0 to 5 points)**
- 3.3 Explain how you will make sure that subaward recipients complete their work and contribute to the success of the project. If there are no proposed subawards and you do not have any agreements with third parties, you state specifically that these agreements do not exist. **(0 to 5 points)**

4. Performance evaluation plan and logic model

Maximum points: 10

The reviewer will assess how well you:

- 4.1 Explain how you will evaluate your program, including how you will use RHYHMIS help you define success and how you will use RHYHMIS data to improve the program's performance. You also discuss any challenges you expect to face in implementing the project. **(0 to 5 points)**
- 4.2 Present a logic model that explains how the proposed activities, inputs, and outputs link to outcomes that will prevent the reoccurrence of homelessness for youth. **(0 to 5 points)**

5. Sustainability plan

Maximum points: 5

The reviewer will assess how well you:

- 5.1 Include a sustainability plan that discusses the other sources that will support the program if federal funds are not available. You also discuss how you will retain staff and maintain partnerships if the program loses funding. **(0 to 5 points)**

6. Budget, budget justification, and plan for oversight

Maximum points: 15

The reviewer will assess how well you:

- 6.1 Include a clear line-item budget and narrative budget for the federal amount and non-federal amount. The budget and budget narrative clearly explain how the funds requested are necessary for the program. You include the costs of sending a staff person to attend the required trainings and meetings. **(0 to 5 points)**
- 6.2 Detail how much it will cost to the project. You also explain how much additional funding, in addition to the federal funds from this award, is required. You describe the source of those funds and how all funds will follow federal and programmatic regulations. **(0 to 5 points)**
- 6.3 Describe how you will ensure proper oversight of federal funds and funded activities. **(0 to 5 points)**

Risk review

Before making an award, we review the risk that you will mismanage federal funds or fail to complete the project objectives. We need to make sure you've handled any past federal awards well and demonstrated sound business practices. We use SAM.gov Responsibility/Qualification to check this history for all awards likely to be over $250,000.

If we find a significant risk, we may choose not to fund your application or to place specific conditions on the award.

For more details, see 45 CFR 75.205 (or, starting October 1, 2025, 2 CFR 200.206).

Selection process

When making funding decisions, we consider:

- Merit review results. These are key in making decisions but are not the only factor.
- Organizations serving emerging, unserved, or underserved populations.
- The larger portfolio of agency-funded projects by considering geographic distribution.
- The past performance of the applicant.
- The application's compliance with this NOFO's prohibition on using funds awarded under this NOFO to support any costs related to:

- Diversity, equity, and inclusion (DEI) activities, including research in support of such initiatives,
- Any other initiatives that discriminate on the basis of race, color, religion, sex, national origin or another protected characteristic, and
- Any diversity, equity, inclusion, and accessibility (DEIA) initiatives, and any discriminatory equity ideology in violation of a Federal anti-discrimination law. The definition of “discriminatory equity ideology” is in Section 2(b) of Executive Order 14190 of January 29, 2025, which can be found here: 2025-02232.pdf.

We may:

- Fund applications in whole or in part.
- Fund applications at a lower amount than requested.
- Decide not to allow a prime recipient to subaward if they may not be able to monitor and manage subrecipients properly.
- Decide not to fund a project with high start-up costs or unreasonably high operating costs.
- Choose not to fund applicants with management or financial problems.
- Designate your application as “approved but unfunded” if it was successful but there was not sufficient funding to make an award. You may receive funding if additional funds become available within the fiscal year.
- Choose to fund no applications under this NOFO.

We will not fund:

- A disqualified application.
- An incomplete application.

Award notices

How we make awards

If you are successful, we will email or transmit through our grant systems a Notice of Award (NoA) to your authorized official. We will email you if your application is disqualified or unsuccessful.

The NoA is the only official award document. The NoA tells you about the amount of the award, important dates, and the terms and conditions you need to follow. Until you receive the NoA, you have not received an award. Project costs that you incur before you receive a NoA are at your risk.

By drawing down funds, you accept the terms and conditions of the award. The award incorporates the requirements of the program and funding authorities, the grant regulations, the GPS, and the NOFO.

If you want to know more about NoA contents, go to Notice of Award at ACF's website.

Step 5: Submit Your Application

In this step

Application submission and deadlines

Deadlines

Application

Due on July 28, 2025.

- For electronic submissions, the due time is 11:59 p.m. ET.
- If you receive an exemption from electronic submission, the due time is 4:30 p.m. ET. See the section on exemptions for paper submissions.

Grants.gov creates a date and time record when it receives the application. If you submit the same application more than once, we will accept only the last on-time submission.

The grants management officer may extend an application due date based on emergency situations such as documented natural disasters or a verifiable widespread disruption of electric or mail service.

Submission methods

Grants.gov

You must submit your application through Grants.gov unless we give you an exemption for a paper submission. See information on getting registered.

For instructions on how to submit in Grants.gov, see the Quick Start Guide for Applicants. Make sure your application passes the Grants.gov validation checks. Do not encrypt, zip, or password protect any files. We encourage you to leave yourself plenty of time to upload documents.

See Contacts and Support if you need help.

Issues with federal systems

If you experience a systems issue with Grants.gov or SAM.gov, please refer to ACF's Policy for Applicants Experiencing Federal Systems Issues [PDF].

Exemptions for paper submissions

We need to give you an exemption before you can apply on paper. See the ACF Policy for Requesting an Exemption from Required Electronic Application Submission [PDF].

Once we have approved your exemption, download your forms package under the Package tab in Grants.gov.

To submit your application, mail it to:

FYSB Operations
c/o F2-Solutions
Attn: Transitional Living Program
NOFO HHS-2025-ACF-ACYF-CX-0105
1401 Mercantile Lane, Suite 401
Largo, MD 20744

Follow these requirements when you submit your paper application:

- Print your application and all copies one-sided.
- Submit one original and two copies of the complete application, including all required forms.
- Submit both the original and additional copies in a single package. If you plan to submit more than one application under this NOFO or others, you must submit them separately. Clearly label each package with the NOFO title and funding opportunity number. Your authorized organization official must sign the application. The original application must include an original signature.

Intergovernmental review

This NOFO is not subject to Executive Order 12372, Intergovernmental Review of Federal Programs. No action is needed.

Application checklist

Make sure that you have everything you need to apply.

Component	Grants.gov form	Included in page limit?
File one: Narratives	Use the Project Narrative Attachment form.	
☐ Table of contents		Yes
☐ Project summary		Yes
☐ Project narrative		Yes
☐ Line-item budget and budget narrative		Yes
File two: Attachments	Insert each in the Other Attachments form.	
☐ Indirect cost agreement		Yes
☐ Legal proof of nonprofit status		Yes
☐ Organizational capacity supporting information		Yes
☐ Third-party agreements		Yes
☐ Letters of support		Yes
Standard forms	Upload using each required form.	
☐ Application for Federal Assistance (SF-424)		No
☐ Budget Information for Non-Construction Programs (SF-424A)		No
☐ Assurances for Non-Construction Programs (SF-424B)		No
☐ Disclosure of Lobbying Activities (SF-LLL)		No
☐ Key Contacts		No
☐ Grants.gov Lobbying Form		No
☐ Project/Performance Site Location(s) (SF-P/PSL)		No

Step 6:
Learn What Happens After Award

In this step

Post-award requirements and administration

Administrative and national policy requirements

There are important rules you'll need to follow if you get an award. You must follow:

- All terms and conditions in the Notice of Award, including the ACF Standard Terms and Conditions and, if applicable, any program-specific terms and conditions. We incorporate this NOFO by reference.
- The rules listed in 45 CFR part 75, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards in effect at the time of award and any updates, or any superseding regulations.
  - Effective October 1, 2024, HHS adopted the following superseding provisions:
    - 2 CFR 200.1, Definitions, Modified Total Direct Cost.
    - 2 CFR 200.1, Definitions, Equipment.
    - 2 CFR 200.1, Definitions, Supplies.
    - 2 CFR 200.313(e), Equipment, Disposition.
    - 2 CFR 200.314(a), Supplies.
    - 2 CFR 200.320, Methods of procurement to be followed.
    - 2 CFR 200.333, Fixed amount subawards.
    - 2 CFR 200.344, Closeout.
    - 2 CFR 200.414(f), Indirect (F&A) costs.
    - 2 CFR 200.501, Audit requirements.
  - Effective October 1, 2025, HHS will adopt the remaining 2 CFR part 200 provisions, and the HHS-specific modifications located in 2 CFR part 300.
- The HHS Grants Policy Statement [PDF] (GPS). This document has terms and conditions tied to your award. If there are any exceptions to the GPS, they'll be listed in your Notice of Award.
- All federal statutes and regulations relevant to federal financial assistance, including those highlighted in the HHS Administrative and National Policy Requirements [PDF] and the ACF Administrative and National Policy Requirements.
- 45 CFR Part 87 Appendix B, Equal Treatment for Faith-Based Organizations.

- Applicable program statute and regulations at the RHY Act, 34 U.S.C. 11201-11281, the Runaway and Homeless Youth Final Rule, 45 CFR Part 1351 to improve performance standards and program requirements for runaway and homeless youth programs.

Reporting

As a recipient, you will have to submit performance and financial reports. To learn more about reporting, see Reporting at the ACF website.

- Performance report form: ACF-OGM-PPR
    - Performance report frequency: Semiannually
- Financial report form: SF-425 FFR
    - Financial report frequency: Semiannually
- RHY-HMIS reporting (OMB #: 0970-0573; current expiration date: May 31, 2027)
    - Report frequency: Quarterly

Contacts and Support

In this step

Agency contacts

Program

Tyanna M. Williams
202-205-8348
Tyanna.Williams@acf.hhs.gov

Grants management

Sarah Viola
202-401-4832
Sarah.Viola@acf.hhs.gov

Grants.gov

Grants.gov provides 24/7 support. You can call 1-800-518-4726 or email support@grants.gov. Hold on to your ticket number.

SAM.gov

If you need help, you can call 1-866-606-8220 or live chat with the Federal Service Desk.

Reference websites

- U.S. Department of Health and Human Services (HHS)
- Administration for Children and Families (ACF)
- Grants.gov
- Applying for an ACF Grant Award
- Grants.gov Accessibility Information
- Code of Federal Regulations (CFR)
- United States Code (U.S.C.)
- Award Terms and Conditions (see also the ACF Standard Terms and Conditions [PDF])
- ACF Administrative and National Policy Requirements
- ACF Property Guidance
- Family and Youth Services Bureau

- Runaway and Homeless Youth Training, Technical Assistance, and Capacity Building Center
- National Runaway Safeline
- Important NOFO-related definitions

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 (project narrative, line-item budget, and justification) is estimated to average 60 hours per response, including the time for reviewing instructions, gathering, and maintaining the data needed, and reviewing the collection information. The project description information collection is approved under OMB control number 0970-0139, which expires March 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.

Modifications

Modification Description	Updated Date