



U.S. Department of Housing
and Urban Development

Jobs Plus NOFO for Fiscal Year 2025

FR-6900-N-14

Applications are due by 11:59 PM Eastern Time on 12/29/2025.

Public and Indian Housing

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BEFORE YOU BEGIN

If you believe you are a good candidate for this funding opportunity, register in the appropriate systems now and review the application package. If you are already registered, make sure your registration is active and up-to-date.

SAM.gov Registration

You must have an active and up-to-date account with [SAM.gov](https://sam.gov), at the time of application and throughout the life of any award.

To register, go to [SAM.gov Entity Registration](https://sam.gov) and click Get Started. From the same page, you can also click on the Entity Registration Checklist for the information you will need to register.

It can take several weeks to register in [SAM.gov](https://sam.gov), so please get started now if you are planning to apply. [SAM.gov](https://sam.gov) also provides each organization with a unique entity identifier (UEI). A valid UEI is required to apply for funding.

Grants.gov Registration

You must have an active [Grants.gov](https://grants.gov) registration. This requires a [Login.gov](https://login.gov) registration as well. See step-by-step instructions at the [Grants .gov Quick Start Guide for Applicants](#). You must apply for funding using [Grants.gov](https://grants.gov), unless HUD has approved your [waiver request](#).

See [Section VI.B](#). Submission Methods.

Find the Application Package

Use the Grants Search at [Grants.gov](https://grants.gov) and search for opportunity number FR-6900-N-14 . The application package has all the online forms you need to apply. You also need to access the Download Instructions link and review the content before you apply.

If you have other technical difficulties using [Grants.gov](https://grants.gov), access the Support Center on [Grants.gov](https://grants.gov) for assistance.

To get updates on changes to this notice of funding opportunity (NOFO), click Subscribe from the View Grant Opportunity page for this NOFO on [Grants.gov](https://grants.gov).

Application Deadline

Applications are due by 11:59 PM Eastern Time on 12/29/2025.

HUD Listserv

If you are interested in email notices about upcoming funding opportunities, subscribe to [HUD's Funding Opportunities listserv](#).

Note: 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.

I. BASIC INFORMATION

I. [Basic Information](#)

A. [Summary](#)

B. [Agency Contact\(s\)](#)

I. BASIC INFORMATION

See [Contact and Support](#) section of this NOFO.

A. Summary

Federal Agency Name:
United States Department of Housing and Urban Development (HUD)

HUD Program Office:
Public and Indian Housing

Announcement Type:
Initial

Program Type:
Discretionary

Paperwork Reduction Act Information:
2577-0281; 2501-0044; 2501-0033

Due Date for Intergovernmental Review:
See [Section VI.C.1.](#)

Key Facts

Opportunity Name:
Jobs Plus NOFO for Fiscal Year 2025

Opportunity Number:
FR-6900-N-14

Federal Assistance Listing:
14.895

Key Dates

Application Due Date:
11:59:59 PM Eastern Time on:
12/29/2025

Anticipated Award Date:
02/27/2026

Estimated Performance Period Start Date:
02/27/2026

Estimated Performance Period End Date:
09/01/2030

1. NOFO Summary

The Jobs Plus program provides competitive awards to **public housing authorities (PHAs)** to develop employment related services that will increase the economic self-reliance of HUD assisted residents. Ideally, the Jobs Plus program will “saturate” the target public housing projects (AMPs) with information about employment related services and encourage

sustained employment beyond the end of the program cycle. [\(See Section II. A., Eligible Applicants\)](#)

Overall goal

The Jobs Plus program has three core components: employment related services, financial rent incentive, and community support for work ([see Section III. A., Program Description](#)). You will be expected to work with local partners to improve the program participants' access to employment training/ skill building, financial literacy training, and direct hire job placements. Additionally, Jobs Plus is a place-based program that promotes economic self-reliance for working participants.

PHA's are expected to contact 100 percent (%) of all adults (ages 18 – 64) within the first year, to inform them about the Jobs Plus program. The Jobs Plus program should include community-wide interventions that improve the program participants' ability to maximize the employment-related services that are available. You are expected to increase the program participants' confidence in engaging in the local labor market to sustain positive employment outcomes beyond the grant term.

The key outcomes for program implementation include:

1. The percentage of participants who obtain employment;
2. The percentage increase in quarterly employment rates; and
3. The percentage increase in the number of residents that have increased income and the dollar amount of that increase.

[The minimum program goals are listed in Section III. B., Goals and Objectives](#)

2. Funding Details

Type of Funding Instrument

G (Grant)

Available Funds

Funding of approximately **\$21,600,000** is available through this NOFO. Subject to appropriations, HUD reserves the right to award fiscal year 2026 funds based on this NOFO competition.

Additional funds may become available for award. Use of these funds is subject to statutory constraints. All awards are subject to the selection process contained in this NOFO.

Funding of approximately \$21.6 million includes \$15 million of Fiscal Year (FY) 2025 funding and approximately \$6.6 million of remaining FY24 funding. [See Section III.C., Authority](#).

Minimum/Maximum Award Information

Award funding will be determined as follows:

Non-elderly Households	Maximum Funding
-------------------------------	------------------------

100 - 199	\$1,600,000
200 - 399	\$2,300,000
400 - 599	\$3,000,000
600+	\$3,700,000

For information on the methodology used to make award determinations under this NOFO, please see [Section V., Application Review Information](#).

Number of Awards

HUD expects to make approximately 15 awards from the funds available under this NOFO.

Length of Performance Period:

Other

Length of Periods Explanation:

54- month project period and budget period

B. Agency Contact(s)

See [Contact and Support](#) section of this NOFO.

Email: JobsPlus@hud.gov

II. ELIGIBILITY

II. Eligibility

A. Eligible Applicants

B. Cost Sharing or Matching

II. ELIGIBILITY

You are invited to apply if your organization is an eligible entity type and meets the funding conditions included in the NOFO. HUD will review applications from eligible applicants using the criteria in [Section V. of this NOFO](#).

A. Eligible Applicants

1. Eligible Entity Types:

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

Additional Information on Eligibility

Individuals are ineligible applicants.

2. Restrictions

a. Statutory and Regulatory Requirements Affecting Eligibility

You must comply with the current [General Statutory and Regulatory Requirements Affecting Eligibility for HUD's Competitive Programs](#). HUD will review your eligibility before issuing an award. As part of this review, HUD uses [SAM.gov](#) and Department of Treasury data.

b. Application Eligibility

Your application is considered for funding if it satisfies the application review requirements in [Section V. of this NOFO](#).

c. Eligible Applicants - Program Specific Details

Eligible applicants are only public housing authorities (PHAs) that operate one or more public housing projects (AMPs) that meet the criteria outlined in this NOFO ([see Section II.A.4. Criteria for Eligible Public Housing Projects](#)).

PHAs that have already received a Jobs Plus grants may apply for funding under this NOFO; however, **AMPs (target sites) previously funded through a prior Jobs Plus grant may not be the target of a fiscal year (FY) 2025 Jobs Plus application.** Federally recognized tribes and tribally designated housing entities are not eligible applicants for this NOFO.

01. **Non-performing PHAs.** A non-performing PHA may be eligible to participate in Jobs Plus provided HUD has determined the PHA can implement and oversee the grant successfully. A "non-performing PHA" is defined as a PHA designated by HUD (pursuant to section 6(j)(2) of the 1937 Act) as troubled (listed on HUD's most recently released Operational Troubled List) or is designated as a substandard performer (listed on HUD's most recently released Operational Substandard List), based on its most recent published score under the Public Housing Assessment System (PHAS). PHAs may contact their field office to determine if they are on the lists noted above. HUD will review the lists to determine if any applicants appear on them. If so, HUD will review its records and speak with the local field office to determine if the PHA is eligible. If an applicant is selected for funding and it is deemed necessary by HUD, applicants may be required to enter into a Recovery Agreement with HUD.

02. Rental Assistance Demonstration (RAD) Applicants. PHAs that applied for RAD and received a Commitment to enter into a Housing Assistance Payments Contract (CHAP) (either a Portfolio award that covers the project or a Multiphase award) that covers the target public housing project and are planning on demolition and new construction or major rehabilitation or reconstruction may apply for a Jobs Plus grant provided they have not yet received a RAD Conversion Commitment (RCC) at the time of the application deadline for this NOFO (see [RAD's webpage Statute, Notices, Regulations, and Tools](#) and current RAD notice ([H 2025-01/PIH 2025- 03 \(HA\)](#))).

- i. If the PHA received its RCC before the application deadline, it cannot apply for funding under this NOFO.
- ii. In the case where there is a Multiphase award, only units at the target public housing project that are not included in an RCC at the time of the application deadline are eligible.
- iii. If an RCC including the target public housing project is received after the NOFO application deadline and the project converts to Project-Based Vouchers (PBV) or Project-Based Rental Assistance (PBRA) through RAD prior to the start of the Jobs Plus grant term, then the target public housing project is no longer eligible to receive Jobs Plus funding under this NOFO.
- iv. Applicants should review the program requirements on RAD ([see Section II.A.3.f., Beneficiaries](#)). Applications should discuss this threshold in their application (e.g., in the Executive Summary).

03. Relation to Repositioning (non-RAD). HUD has made various strategies available to PHAs to reposition public housing developments, such as Section 18 Demolition/Disposition ([see Notice PIH 2018-04 \(HA\)](#)) and Choice Neighborhoods ([see https://www.hud.gov/hud-partners/rad](https://www.hud.gov/hud-partners/rad)). PHAs that have been approved to reposition the target public housing project(s) ([see Appendix I.2., Program Definitions term](#)) or a development(s)/site(s) within the target project(s) that would result in removal of the project(s) (or development(s)/site(s) within the target project(s)) from Section 9 assistance and relocation of residents from the project (or development(s)/site(s) within the target project(s)) during the Jobs Plus grant term are ineligible to apply for funding under this NOFO.

- i. Applicants that are in the process of considering or applying (but have not been approved) to reposition the target public housing project(s) ([see Appendix I.2. Program Definitions](#)) or development(s)/site(s) within the target project(s) are eligible to apply under this NOFO. However, if a repositioning application is approved, no removal of the target project(s) (or development(s)/site(s) within the target project(s)) from Section 9 assistance or relocation of residents from the target project(s) (or development(s)/site(s) within the target project(s)) shall occur during the grant term. Such repositioning action occurring during the Jobs Plus grant term may result in HUD, in its full discretion, terminating the Jobs Plus grant.
- ii. Furthermore, no repositioning or relocation actions shall result in the project(s) (AMP(s)) no longer meeting the Size and Unemployment requirements from

Section II.A.2.c. Eligible Applicants of the NOFO. Violation of this requirement may result in HUD, in its full discretion, terminating the grant.

3. Program-Specific Requirements

This section contains Jobs Plus program requirements. Applicants must review this section and ensure they comply with the requirements, as relevant. Applicants selected for funding must follow these requirements in implementing their grant. HUD reserves the right to approve or disapprove any activity and may adjust grant budget amounts accordingly within individual grants and across this grant program.

- a. **Jobs Plus Model Implementation.** Grantees must administer their Jobs Plus program in accordance with the criteria in [Section V.B.1., Rating Factor 3 – Soundness of Approach](#). Such criteria include requirements and guidance on program structure, the three core components of the Jobs Plus program (Employment-Related Services, Jobs Plus Rent Incentive, and Community Supports for Work), and Partnerships and Goal Setting.
- b. **Case management/coaching.** Grantees are expected to use case management/coaching in implementing their Jobs Plus program. [See Appendix I.2., Program Definitions](#) for further details on case management.
- c. **Jobs Plus Team.** Grantees must establish and maintain a team to implement the Jobs Plus grant. There must be one full-time person who has primary responsibility for the day-to-day management of the Jobs Plus grant and spends all of their time doing so (i.e., a Jobs Plus coordinator/director). The core Job Plus team must include staff for the primary roles to include one full-time Jobs Plus Coordinator/Director, at-least one Resident Community Coach, and the minimum number of Case Managers/Service Coordinators to meet the 1:50 eligible workforce household ratio ([see Section V.B.1., Rating Factor 3 – Soundness of Approach](#)), unless otherwise approved by HUD. The Jobs Plus team may include other staff/positions depending on the needs of the grantee and community (e.g., jobs developer). The Jobs Plus team is encouraged to meet frequently with key stakeholders to maximize the partnerships with the Workforce Development Board/American Job Center, local service providers, PHA executive leadership, property management staff, consultants, and others. A full-time Jobs Plus staff person is not permitted to also serve the functions of a Resident Opportunities and Self-Sufficiency (ROSS) or Family Self-Sufficiency (FSS) coordinator. Jobs Plus grant funds may not be used to pay the salary of a ROSS or FSS coordinator. The funding for ROSS and FSS programs is made available through separate NOFOs. As indicated in the NOFO, HUD will fund no portion of an application that duplicates other funded programs or activities from prior year awards or other selected applicants. See 2 CFR part 200.405 for additional information on Allowable Cost requirements.
- d. **Professional Development.** Applicants should include in this proposal opportunities for the Jobs Plus team to increase their workforce development skills through formal technical training and/or peer learning networks.
- e. **Online Programming.** Grantees must ensure that all residents have access to the programming and/or services by providing online/digital access to Jobs Plus programming if/when having online/digital access is necessary to participate in the

programming and/or services. For example, offering digital literacy online training provides residents with the skills to understand how to apply for job training or to complete an online employment application.

- f. **Beneficiaries.** In accordance with appropriations, only public housing residents (assisted under Section 9 of the U.S. Housing Act of 1937) are eligible for Jobs Plus. Individuals/households that are not public housing residents are not Jobs Plus eligible. The exception to this occurs with RAD, in accordance with the Rental Assistance Demonstration sections of this NOFO. ([see Section II.A.2.c.02 Rental Assistance Demonstration \(RAD\) Applicants](#))
- g. **Outreach and Engagement.** Grantees are expected to implement robust outreach and engagement plans in order to meaningfully involve residents in the Jobs Plus program throughout the grant. Specifically, grantees are required to contact 100 percent (%) of all adults in the project, within the first year, to inform them about the Jobs Plus program and encourage them to be assessed for services and supports.
- h. **Resident Choice.** Resident participation is determined by the individual voluntarily choosing to participate in the program. While grantees should strive to maximize resident participation, residents cannot be required to participate in the Jobs Plus (JP) program (services or JP rent incentive). Jobs Plus participation (services or JP rent incentive) cannot be a lease requirement. Residents must be able to choose whether they want to enroll in JP rent incentive or enroll/continue in another financial incentive that is available to them (e.g., FSS escrow). Grantees are expected to work closely with residents to ensure they are fully informed of their choices and what they mean. Note: no preference can be given to residents based on their choice or ability to participate in the program; the information provided by grantees to residents should not convey a preference or limitation in housing.
- i. **Needs Assessment.** Grantees should conduct annual needs assessments for Jobs Plus eligible residents to determine community needs, to inform the Jobs Plus implementation strategies, and to inform the ongoing refining of annual work plans and case management/ coaching activities. All households of the target public housing project must have the opportunity to complete a written or oral survey as part of the needs assessment, and grantees must provide effective communication for all participants, including persons with disabilities. [See Section V. B. Rating Factor 2, A. Resident Need](#) for further information on the residents' needs survey.
- j. **Data Sharing.** Applicants must share data gathered as part of the Jobs Plus program with HUD or HUD designees upon HUD's request. This includes, but is not limited to, data on program management, outcomes, participants, and expenditures.
- k. **Data collection/tracking and related software.** Applicants must use a case management data system that can track progress and changes to Jobs Plus program outcomes over time. The data should be tracked at an individual participant level and allow the Grantee to respond to the reporting requirements. [See Section VII. D. Reporting](#) for further information on the reporting requirements.
- l. **Time Periods for Implementation.** Grantees must implement their Jobs Plus program in accordance with the Program Schedule (that HUD must approve), including but not

limited to the following time periods:

01. Full Grant Term. Successful applicants will be required to implement the full term of the grant at the public housing project(s) for which funds are awarded. Grantees will be required to implement the full 54-month term of the grant at the public housing site(s) for which funds were awarded and commit to not engaging in any significant redevelopment that would result in resident relocation during the Jobs Plus grant term.
02. 54-Month Grant. HUD expects the grantee to implement the JP rent incentive and begin Jobs Plus-related services no later than six months from the grant effective date. The grant should be completed in the 54-month grant term. Grantees must make reasonable progress towards concluding the program during the allotted term. HUD reserves the right to terminate a grant award or deny an extension request based on expenditure rates and progress towards program implementation.
 - i. The 54-month grant is divided into two parts
 - 6-month start-up period. Six months to prepare to launch the 48-month implementation period. The six months begins with the grant effective date.
 - 48-month implementation period. Forty-eight months to implement the program developed during the 6-month start-up period. “Program launch” is the first day of the 48-month implementation period.
03. Work Plan Submission. Within 90 days of the grant effective date, grantees must submit to HUD, for approval, a work plan and budget for program implementation.
04. Job Plus Staffing. Within 6 months of the grant effective date, grantees must have put in place staffing necessary for program launch, which includes but is not limited to providing case management to residents. Such timelines apply unless otherwise approved by HUD.
 - i. The Jobs Plus Coordinator must be hired within 3 months of the grant effective date.
 - ii. At least one Case Manager/Coach must be hired within 5 months of the grant effective date.
 - iii. At least one Community Coach must be hired within 5 months of the grant effective date.
- m. **Eligible Activities and Costs**. The following are eligible activities/costs under the Jobs Plus program. Jobs Plus grant funds can be used for these activities/costs. Proposed activities must reflect the needs of the target residents and local area conditions. Jobs Plus is primarily a workforce development program and HUD’s expectation is that the activities and costs that are incurred will support the employment objectives of this program, which are to increase earnings and advance

employment outcomes of the target residents. Reminder: one purpose of match/leverage is to provide resources that cannot be paid for with Jobs Plus grant funds.

01. Hiring and compensating staff (PHA or partner staff as applicable) that are dedicated in whole or in part to providing Jobs Plus-related services (e.g., Jobs Plus Coordinator, Case Coach/Manager, Jobs Developer, Community Coach). ROSS and/or FSS grant funds cannot be used to cover the cost of the staff assigned to the JP grant. This includes staff that are responsible for conducting comprehensive needs assessments and/or resident focus groups to inform the Jobs Plus program's approach to service delivery throughout the grant term.
02. Providing employment-related services for residents.
 - i. These services should address barriers to employment and support the goal of Jobs Plus, which is to increase earnings and advance employment outcomes of residents.
 - ii. HUD expects that all services that are available to residents of the community will be provided as in-kind match/leverage by partners. Grant funds should only procure services that are not already available (by either service type or amount).
 - iii. Examples of employment-related services include but are not limited to:
 - Job development and placement services;
 - Paid on the job training
 - Job counseling, career counseling, career coaching;
 - Job search and resume writing skills;
 - Short-term assistance with services/items needed for employment, GED, or certificate programs, such as: transportation assistance, childcare, relevant books, training materials, uniforms, test fees, work-related tools/equipment, work-related clothing/uniform, interview clothing, job-related health testing (e.g., tuberculosis test, drug testing, state-issued picture ID, or other hiring pre-requisites);
 - Literacy services, General Education Development, GED certification test, test fees;
 - Financial literacy, credit repair, and/or coaching;
 - Training on computer use and online technologies;
 - Assistance with criminal records (e.g. expungement/clearing of records); and
 - Soft skills, behavioral health and executive function skills training; and

- Other educational costs including but not limited to meaningful work-related skills training.

03. Providing computer and internet access/on-site computer labs, and training on computer use and online technologies.

04. Data collection/tracking and related software.

05. Administrative costs necessary to administer the Jobs Plus program, including but not limited to:

- i. Items necessary for a Jobs Plus center/office, such as office supplies, office equipment, office furniture, printing, and postage.
- ii. Leasing or rental of private (non-public housing owned) space and the related utilities for the purposes of administering the Jobs Plus program is an eligible use of funds, under these conditions:
 - All training sessions and meetings must be held in facilities that are physically accessible to persons with disabilities. Where physical accessibility is not achievable, recipients and subrecipients must give priority to alternative methods of involvement and product delivery that are accessible to and usable by persons with disabilities and offer programs, services, and activities to persons with disabilities in the most integrated setting appropriate in accordance with HUD's implementing regulations for section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794) at 24 CFR Part 8;
 - The lease must be for existing facilities not requiring rehabilitation or construction except for minimal alterations to make the facilities accessible for a person with disabilities;
 - No repairs or renovations of the property may be undertaken with Jobs Plus funds; and
 - Properties in the Coastal Barrier Resources System designated under the Coastal Barrier Resources Act (16 U.S.C. 3501) cannot be leased or rented with federal funds.

iii. Providing computer and internet access/on-site computer labs, and training on computer use and online technologies

06. Technical assistance. HUD encourages PHAs and partners to seek technical assistance in implementing a successful Jobs Plus program. Technical assistance is an eligible use of funds and should be accounted for in the budget; however, HUD reserves the right to approve all technical assistance and providers for the PHA. Further guidance will be issued upon grant award.

- n. **Jobs Plus Rent Incentive.** Applicants are encouraged to use the following guidance regarding how to estimate JP rent incentive costs. Please note that these are estimates only. There are many factors that may affect future JP rent incentive

expenditures, including the pace of enrollment into JP rent incentive, the extent to which unemployed households enrolled in Jobs Plus experience earnings gains, the extent to which households currently receiving JP rent incentive lose their jobs or experience earnings decreases, local economic conditions, and whether the PHA requires interim income re-certifications when residents experience an increase in earnings between annual re-certifications. Based on analysis of past Jobs Plus grantee JP rent incentive expenditures, applicants may expect to spend an average amount of \$3,300 per eligible workforce adult over the course of the entire 54-month program. Applicants may find it useful to use this amount in developing their Jobs Plus application and budget. [See Section III. A.2. Financial/Rent Incentive](#) for more information on administering the rent incentive.

- o. **Repositioning.** Grantees are required to inform HUD of any planned repositioning activities at the Jobs Plus AMP(s)/development(s)/site(s) that could lead to resident relocation. This is critical to the program success because residents may lose program eligibility based on where they choose to relocate.
- p. **Rental Assistance Demonstration (RAD).** Under RAD, PHAs convert public housing to Section 8 Project Based Vouchers (PBV) or Project Based Rental Assistance (PBRA). RAD conversions are permitted at Jobs Plus target public housing projects (AMPs) during the performance period of a Jobs Plus grant award, as described below. Reference Notice H 2025-01/PIH 2025-03 (HA) issued January 16, 2025. Jobs Plus program at a target project(s) is permitted to enroll residents in Jobs Plus services and in the Jobs Plus financial/rent incentive before and after RAD conversion. Public housing residents and Section 8 residents (PBV or PBRA) at the target public housing project, where there is a RAD conversion, can be served by the full Jobs Plus program including the JP rent incentive for the full term of the grant.
- q. **Sub-recipients or sub-grantees.** If a grantee intends to use an outside service provider/service professional in administering the program, they must follow the applicable procurement requirements and procedures (see 2 CFR part 200). Please be aware that having an MOU with the Workforce Development Board (WDB) (mandatory under [Section II.B.2. Required Partnerships](#)) or other commitment documents with other partners do not replace procurement requirements. Grantees must go through competitive procurement as applicable.
- r. **Statutory Requirements for expenditures.** All program expenses must be approved by HUD and be within statutory and regulatory limitations (e.g., 2 CFR Part 200).

For further information on the program specific threshold eligibility requirements, reference [Section V.A. Threshold Review](#).

4. Criteria for Eligible Public Housing Projects

- a. Applications must target an eligible Section 9 public housing project(s) (AMP's) that meet the criteria below, unless otherwise noted. Review the [Appendix I.2 Program Definitions](#) for the definition of target public housing project. Its contents are incorporated into this eligibility requirement. Because AMP-level data (from PIC) is used to determine eligibility, Jobs Plus applications must target entire public housing projects (AMPs), not partial public housing projects (AMPs). **Please note that**

applicants are committing to serve all public housing project(s) and public housing residents covered by the AMP number that the applicant indicates it is targeting in the Jobs Plus application. Applications should not include elderly housing sites, tax credit properties, or other sites that are not public housing assisted. They may not be considered for purposes of this NOFO.

- b. **Size and Unemployment.** Eligible public housing projects (AMPs) must meet the criteria for size and unemployment, which are described below.
 01. **Size:** Minimum project size of 100 households where at least one resident in each of the households is non-elderly (less than age 65).
 02. **Unemployment:** At least 40 percent of the households (excluding households consisting only of elderly residents) that report no earned income in PIC.
 03. **Appendix II. A list of public housing projects (AMPs) that meet the size and unemployment criteria is provided in Appendix II. of this NOFO.** PHAs that have more than one project already listed as eligible in Appendix B may apply to serve more than one of the eligible public housing projects (AMPs), subject to the Place and Multiple Projects criteria below. The mere appearance of a project on this list does not necessarily mean that the project is appropriate for a Jobs Plus program and may be deemed ineligible due to other criteria.
 04. **Process for Request for Review of Eligibility. If the PHA is not listed in Appendix II.,** before submitting a grant application, the PHA must email a request to JobsPlus@hud.gov with the project name(s) and project (AMP) numbers(s) in the format found in Appendix B (i.e., PHA Code, PHA Name, Project/AMP Number, and Project/AMP Name) that are proposed to be combined to meet the size and unemployment criteria for eligible public housing projects (AMPs).
 - i. Applicants whose public housing projects (AMPs) are not included in Appendix B can be combined to meet eligibility requirements. Applicants must first submit a Request for Review of Eligibility of their target public housing projects (AMPs) to determine eligibility.
 - ii. PHAs may propose to combine two or more public housing projects (AMPs). Public housing projects must meet the criteria for eligible projects, subject to these conditions:
 1. Parts of public housing projects (AMPs) cannot be combined. Only entire public housing projects (AMPs) may be combined.
 2. The combined public housing projects (AMPs) must meet the criteria for size.
 3. The combined public housing projects (AMPs) must meet the criteria for unemployment.
- c. **Place and Multiple Projects:** Because Jobs Plus is a place-based program, where saturation of the Jobs Plus model is essential, the projects (AMPs) to be served should be singular (one development/site) or multiple in close proximity. The narrative should

include a map and table(s) with the information listed below:

01. Map: Applications must include a map and narrative demonstrating if the targeted project(s) are singular, contiguous, non-adjacent, and/or scattered site. The map should include the target public housing project(s) (with names and numbers), Jobs Plus Center, transportation routes, key social service assets (identified in the application), a legend that identifies each of these things, and a scale so it is possible to determine distances.
02. Place and Multiple Projects Table: Applicants must clarify how the Jobs Plus place-based model will be applied and how the 100 percent (%) saturation goal will be met.

Place and Multiple Projects Table

When combining multiple developments/sites, a Place and Multiple Projects Table should accompany the map to show the individual site breakdown for total number of units, non-elderly households, and the number of workforce adults (ages 18-64) for all AMP(s) and development/site(s). Applicants may use the example table below.

AMP Number	AMP name	Development /site names within each AMP	Street address for each development /site(s) within the AMP(s)	Number of Units for each development /site(s) within the AMP(s)	Total Number Non-elderly Households for each development /site(s) within the AMP(s)	Total Number of workforce adults (ages 18-64) for each development /site(s) within the AMP(s)
ST002011707	Hope Village	Forest Court	12 House St. City, 23456	200	150	300
ST002011707	Hope Village	Harris Commons	18 SW. 10 St. City, 23457	150	120	225
			Total	350	270	525

B. Cost Sharing or Matching

This Program requires [cost sharing or matching](#), as described below.

1. Minimum Match Requirement

1. You are required to have **firmly committed match contribution equivalent to**

at least 25 percent (%) of the total grant amount requested (as of the application date).

2. HUD encourages you to create a comprehensive continuum of committed resources that support achieving the [Jobs Plus program goals](#). Your local match may be provided as a cash or in-kind donation.
3. Your match must align with the Jobs Plus program goals and address the unique resident needs specific to target AMP(s)/ development/site(s). You must identify and explain which Jobs Plus goal ([Section III. B. Goals and Objectives](#)) and/or resident need ([Section V. B.1 Rating Factor 2 Need](#)) is supported by the local partner match.

2. **Required Partnerships**

- a. At minimum the match commitments **must include at least three (3) of the following workforce supports:**
 1. Workforce Development Boards (WDB) and American Job Center(s) (this is a mandatory partnership)
 2. [Workforce Innovation and Opportunity Act](#) (WIOA) workforce program(s) partner
 3. Community college/university and/or accredited Vocational Training Institution
 4. Transportation provider (s)
 5. Childcare provider (s)
 6. Employment partners (local businesses or area chamber of commerce committed to hiring/placing program participants)

3. **Format of Match Letters**

- a. All agencies listed as providing match are required to provide a detailed letter as described below.
- b. Match Letter Format. Match letters must satisfy the following format criteria:
 1. Letterhead of contributing entity
 2. Written signature (not a typed name that is not an electronic signature) of authorized individual at the contributing agency authorized to make the commitment attesting to the match.
 3. The letter must indicate the resource is firmly committed and that the match will be available to participants during the implementation time frame.
- c. Match Dollar Value. Match letters must satisfy the following content criteria:
 1. The match is specifically for the Jobs Plus participants at the target AMP(s)/development/site(s). Commitments that are not dedicated solely to Jobs Plus may not be counted.

2. The number of Jobs Plus participants to be served must be clearly stated, reasonable, and appropriate for the size of the development and proposed program presented in the application.
3. The total dollar value of commitment, per year of grant and overall (note: grant term is 54 months).
4. For cash matches, the source and type of funds must be clearly stated but calculations are not necessary.
5. Applicants proposing to use their own non-Jobs Plus resources to provide match must also have a letter of commitment indicating:
 - Whether the resource is cash or in-kind;
 - The source and type of funds (e.g., details related to a non-Federal source);
 - The value of the match; and
 - Identify which Jobs Plus goal and/or resident need will be supported.

Applicants are encouraged to include the following example table, as applicable, in the letter to summarize the commitment:

Source and type of funds	Service, brief description	Which JP Goal and/or Resident Need is supported	Unit of Measurement (e.g., # of staff hours, services, sq ft, months, etc.)	Cost per resource unit	Cost per resource unit	Unit of Measurement (e.g., # of staff hours, services, sq ft, months, etc.)	Cost per resource unit	Number of residents served	Total amount committed
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4. **Eligible Match Commitments.** In-kind contributions may include, but are not limited to, items in the following list.
 - a. The WDB/AJC Memorandum of Understanding (MOU) as specified in [Section II.B.2. Required Partnerships](#) or may count towards the 25 percent (%) threshold requirement instead of a match letter, but the MOU must contain all calculations described above. See Section V.B.1. Rating Factor 4 – Match/Leverage for available points.
 - b. State or local government sources or private contributions may be used as match, subject to the requirements of this section.
 - c. The rental value of a non-public housing building or space in a non-public housing building donated for Jobs Plus purposes.

- d. Other non-public housing infrastructure for Jobs Plus purposes.
- e. Time and services contributed by volunteers.
- f. Staff salaries and benefits of service providers.
- g. TANF employment services. Existing and newly generated non-cash employment-related services (e.g. job training) provided by TANF agencies may be accepted as a resource for match funding.

5. **Ineligible Match Commitments.** The following contributions may not be used as match to meet or exceed the 25 percent (%) .

- a. Federal sources generally may not be used as match to meet or exceed the 25 percent (%) threshold requirement unless otherwise permitted by that program's authorizing statute.
- b. PHA Operating and Capital Funds may not be used as a match but may be used in conjunction with a Jobs Plus grant if used for purposes eligible under the program.
- c. Regular PHA staff time is not eligible to be used for match.
- d. Projected wages and/or benefits (e.g., health/insurance/retirement benefits) to be paid to residents through future (non-guaranteed) jobs may not be counted.
- e. A Jobs Plus program participant's personal benefits may not count towards match (e.g. college work study, individual college scholarships, TANF cash benefits etc.)

Applicants that do not demonstrate the minimum match will not receive further consideration for funding. HUD reserves the right to reduce the dollar amount that is counted towards match if the Match Threshold requirements listed above are not met.

III. PROGRAM DESCRIPTION

III. Program Description

A. Purpose

B. Goals and Objectives

C. Authority

D. Unallowable Costs

E. Indirect Costs

F. Program History

G. Other Information

III. PROGRAM DESCRIPTION

A. Purpose

The Jobs Plus program has three core components (further described below):

- Employment-Related Services
- Financial/Rent Incentive
- Community Support for Work

1. **Employment-Related Services.**

- a. Employment related services must be provided in accordance with [Eligible Activities and Costs in Section II.3.m., Eligible Activities and Costs.](#)
- b. Services that are available at no-cost to low-income and/or HUD assisted residents should be provided by employment partners as an in-kind match.
- c. Program services provided on-site and/or virtually should include, but need not be limited to, the following:
 01. Job searching support
 02. Paid on the job training
 03. Child-care services and/or after school programs
 04. Transportation assistance
 05. Financial literacy workshops
 06. Legal services (e.g., expungement)
 07. Services for persons with disabilities (e.g., reasonable accommodations)
 08. Domestic violence prevention services
 09. Services for persons with a criminal history (e.g., formerly incarcerated/returning/reentering citizens and individuals with a record of arrest)
 10. Life skills for employment readiness
 11. Other applicable local business support
- d. **Partnerships with Local Agencies.**
 01. The comprehensive nature of the Jobs Plus program requires that PHA's establish partnerships with critical employment readiness partners ([see Section II.B. Cost Sharing](#)).
 02. You must provide a description of the employment-related services to be provided by each local partner and indicate which [Jobs Plus four \(4\) year goal\(s\)](#) will be addressed.
 03. Your application should demonstrate whether a partner will receive grant

funding to provide employment-related services or if the services will be provided in-kind.

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e. Partnering with Workforce Development Boards (WDB)/American Job Center (AJC).

01. You are required to partner with the local WDB/AJC's (sometimes referred to as One-Stop Center) in your area to offer employment-related services to specifically address the resident needs identified in this NOFO ([see Section V.A.4., Other Threshold Eligibility Requirements](#)).
02. You are required to develop critical employment readiness partnerships ([see Section II.B.2., Required Partnerships](#)) to connect participants to employment services and/or to remove employment barriers.

f. Local Employment Partners should include (not limited to):

01. Workforce Development Boards (WDB) and American Job Center(s) (Mandatory)
02. [Workforce Innovation and Opportunity Act](#) (WIOA) funded workforce partners
03. Community College/University and/or accredited Vocational Training Institution
04. Transportation provider (s)
05. Childcare provider (s)
06. Financial literacy partners ([e.g. FDIC Money Smart](#))
07. Employment partners (local businesses or area chamber of commerce committed to hiring/placing program participants)
08. Federally Qualified Health Centers (FQHCs)
09. Organizations that help people with disabilities with job skills and job searches, such as state [vocational rehabilitation agencies](#) or local [Centers for Independent Living](#).
10. Other supportive service agencies providing either direct employment-related services or referrals to services that are critical for supporting successful employment

g. Procuring Services. Grant funds should only be used to procure services that are not available to HUD assisted residents at no cost.

2. **Financial/Rent Incentive.**

- a. You are required to implement the Jobs Plus financial/rent incentive and make it available for all the on-lease adults in the target development/project. The JP rent incentive will reduce the financial burden of the rent increasing due to a Jobs Plus participant increasing their earned income. If a resident is currently

working, they may enroll in the JP rent incentive, but they will not benefit from JP rent incentive until their earned income increases.

- b. You may use Jobs Plus grant funds (should be shown in program budget) to cover the cost of the Jobs Plus rent incentive. PHAs may pay for rent revenue losses resulting from residents' participation in the JP rent incentive, specifically the **difference** between the rent before and after consideration of increased earned income. The JP rent incentive should not be interpreted as paying for resident rent in total; rather it pays for the difference between rent before and after consideration of increased earned income. The PHA's operating fund reporting will be analyzed and compared to rent incentive reimbursements, to prevent over payment of HUD funds to grant recipients. Further guidance will be available after grant award.
- c. Jobs Plus Rent Incentive Changes. The JP rent incentive for fiscal year 2025 is different from the Jobs Plus Earned Income Disregard (JPEID) structure used in association with prior FY Jobs Plus grants.
 01. The new rent incentive structure is necessary because the Housing Opportunity Through Modernization Act of 2016 (HOTMA) Public Law 114-201 130 Stat. 782, approved July 29, 2016; enacted on February 14, 2023. HUD's implementation of the HOTMA statute became effective on January 1, 2024, and it removed the public housing Earned Income Disregard (EID), on which JPEID (the prior JP rent incentive structure) was based.
 02. HUD will provide more information on the new rent incentive structure through a Federal Register Notice and related resources.
- d. Resident Choice. Residents must be able to choose whether they want to enroll in the JP rent incentive.
 01. The only requirement you can impose to qualify for the rent incentive is that residents must be on the lease to enroll in JP rent incentive.
 02. All on-lease adults in the Jobs Plus project are eligible to enroll in the JP rent incentive benefit, even if they do not actively participate in other Jobs Plus activities.
 03. Grantees, through case management/coaching or other means, must be prepared to help residents understand what the overall financial impact of an increase in earned income and the JP rent incentive will be.
- e. Residents may not be automatically enrolled in the JP rent incentive.
 01. In order to access the JP rent incentive, residents must be on-lease and affirmatively register/sign up for (enroll in) the JP rent incentive.
- f. RAD conversions and JP Rent Incentive.
 01. In the case of a RAD conversion, [Notice H 2025-01/PIH 2025-03 \(HA\) - RAD Supplemental Guidance 4C](#) (or successor notice) states that any Jobs Plus program at a target project(s) is permitted to enroll residents in

Jobs Plus services and in the Jobs Plus financial/rent incentive before and after RAD conversion.

02. Public Housing Residents and Section 8 Residents (PBV or PBRA) at the target public housing project, where there is a RAD conversion, can be served by the full Jobs Plus program including the JP rent incentive for the full term of the grant.
03. During the term of the Jobs Plus grant period after conversion, residents previously enrolled in the Jobs Plus rent incentive may continue their enrollment and any project resident may enroll in services or the rent incentive after conversion. To facilitate the uniform treatment of residents and units, any Jobs Plus program at a target project(s) may also enroll residents in any Legacy Non-RAD PBV units in a Covered Project that replaced former public housing at the time of conversion, which may not be all the Section 8 Residents at the target project.

g. Setting Baseline Earned Income.

01. Residents transitioning from a prior earned income disregard incentive to JP rent incentive may choose to retain their earned income baseline set when they began the prior financial incentive.
02. Residents must be able to choose whether they want to enroll in JP rent incentive or enroll/continue in another financial incentive that is available to them (e.g., FSS escrow).
03. Residents may only benefit from one financial incentive at a time (i.e., a resident cannot do both JP rent incentive and FSS escrow at the same time).

h. Disallowed Amount and Duration.

01. The JP rent incentive is in effect for a continuous period of the Jobs Plus grant (there is no start and stop). The JP rent incentive excludes from the family rent calculation one hundred percent (100%) of a participating resident's incremental earned income for a period of up to 48 months, beginning on the date on which a public housing resident enrolls in JP rent incentive, and ending in 48 months or at the end of the grant period, whichever is sooner, in accordance a Federal Register Notice to be published by HUD.
02. Once a resident has enrolled in the JP rent incentive, their baseline earned income will not change for a period of up to 48 months or for the duration of the grant term, whichever is sooner.
03. Grantees must plan how to prepare JP rent incentive participants for this transition.

i. Calculation of the JP rent incentive.

01. The JP rent incentive is paid using the Jobs Plus grant funds.

02. Proof of the rent incentive costs must be provided to HUD when submitting a LOCCS request for reimbursement of the JP rent incentive.

j. JP rent incentive is Not a Rent Freeze.

01. The term “rent freeze” should not be used in describing JP rent incentive.
02. Unearned income including child support, benefits, Temporary Assistance for Needy Families (TANF), Supplemental Security Income (SSI), disability etc. may cause the residents rent to increase. It is critically important that PHA staff, partners and residents understand and communicate this.

k. Back Rent - Repayment Agreements.

01. The JP rent incentive/grant funds cannot be used to cover back rent.

3. Community Support for Work.

- a. Community Support for Work (CSW) is a core component of the Jobs Plus program, reflecting the goal of building a caring and cohesive community network that supports advancing economic self-reliance. Your CSW strategy should include multiple intentional and complementary steps to develop resident/peers employment support falling into two main categories:
 01. Energizing existing community assets to build a self-sufficient community. The resident coaches can serve as important bridges between PHA staff and residents and can be helpful both in identifying the obstacles that residents are encountering and encouraging residents to become engaged in helping each other find and keep jobs. Applicants should not assume that community coaches are solely responsible for community support for work implementation.
 02. Informal and non-traditional activities that support residents' progress toward economic self-sufficiency. This component of CSW focuses on steps that go above and beyond the formal Jobs Plus employment readiness activities. Examples include residents helping other residents prepare their resumes and learn about new job openings, residents driving residents to job interviews and setting up carpooling arrangements, and residents providing residents with motivational support.
- b. Your Jobs Plus program must include the hiring residents as Community Coaches.
 01. Community Coaches are responsible for fostering community cohesion and develop peer networks that support their neighbors' employment and career goals. You should establish community engagement strategies that intentionally empower the Community Coaches to lead aspects of the CSW activities.
 02. Community Coaches should help shape the JP program activities and outreach efforts based on their intimate knowledge of the needs and

strengths of the community, create programs and activities related to employment supports, collect resident feedback about the program and serve as the voice of the residents in governance meetings. For example Community Coaches can promote the various aspects of the Jobs Plus program, disseminate information about job opportunities via resident social networks in the project, and mentor specific individuals and/or groups who enroll in Jobs Plus.

B. Goals and Objectives

The following are the minimum goals expected of each grant program by the end of the four-year program:

Numeric Goals	Minimum goal required by HUD by end of Year 4
1. Percent of individuals enrolled in the Jobs Plus rent incentive	80% of workforce adults in the project
2. Percent of Individuals engaged with the Jobs Plus program as measured by the number of individuals completing an assessment at intake	75% of workforce adults in the project
3. Percent of individuals provided with one or more post-assessment services	60% of workforce adults in the project
4. Employment rate of workforce adults	110% increase in the baseline employment rate for all work-able adults within AMP(s)
5. Average yearly earnings of workforce adults	115% increase in the baseline average earnings for all work-able adults within the AMP(s)
6. Percent of assessed residents continuously employed for at least 180 days	25% of assessed residents

C. Authority

Funding for the Jobs Plus program is provided by the Full-Year Continuing Appropriations and Extensions Act, 2025 (Public Law 119-4, approved March 15, 2025) and the Consolidated Appropriations Act, 2024 (Public Law 118-42, approved March 9, 2024).

D. Unallowable Costs

Funds under this NOFO shall not be used for any ineligible activities, including but not limited to:

1. Performance of routine Public Housing or Housing Choice Voucher program functions
2. Physical improvements such as demolition, construction, rehabilitation or repairs to the property beyond minimal alterations to make the facilities accessible for a person with disabilities.
3. Using Jobs Plus grant funds to lease/rent property owned by the PHA.
4. Any activities carried out on or before the date of the letter announcing the award of the Jobs Plus grant.
5. Cost of Jobs Plus application preparation.
6. Indirect Costs. JP grants may only fund direct costs. Indirect costs may not be claimed, and Indirect Cost Rates do not apply.
7. Costs for the services of a Contract Administrator. A contract administrator is a business administration professional who oversees the creation, negotiation, signing and upholding of contracts.
8. Grant funds cannot be used for personal medical and/or dental care. In-kind donations would be an optimal way for these services to be provided.
9. Gift cards/cash, personal hygiene items, resident utility payments, resident vehicle repair/inspection/insurance, or traffic ticket fines/fees.

E. Indirect Costs

This program is subject to an OMB-approved deviation from the negotiated rate requirements. The deviation is as follows:

As further explained below, this program is subject to a statute or regulation that imposes indirect cost rate restrictions that are different from the indirect cost rate requirements in 2 CFR 200.

Pursuant to Full-Year Continuing Appropriations and Extensions Act, 2025 (Public Law 119-4, approved March 15, 2025) and the Consolidated Appropriations Act, 2024 (Public Law 118-42, approved March 9, 2024) funding is available for the Jobs Plus program). HUD interprets these appropriations acts this as excluding indirect (facilities & administrative (F&A)) costs (as defined under 2 CFR 200.1) as eligible costs under this NOFO. Consequently, awards under this NOFO may only fund direct costs, and indirect costs may not be claimed.

[See Section III. C. Authority](#)

F. Program History

FY2025 Changes from Previous NOFO

The 2025 Jobs Plus program NOFO does not modify the fundamental program design nor

include any major changes from the FY2023 NOFO (the last published Jobs Plus NOFO).

Changes from last published Jobs Plus FY2023 NOFO are as follows:

1. NOFO has been revised to comply with HOTMA, which eliminated the public housing Earned Income Disregard and meant a new Jobs Plus rent incentive structure is needed for FY 2025 Jobs Plus grantees. Section III.A.2. Financial/Rent Incentive – Jobs Plus Earned Income outlines HUD’s intent to provide a new rent incentive structure via a Federal Register notice and other resources. This applies to FY 2025 grants and not prior Jobs Plus grants.
2. PHAs that have already received a Jobs Plus grants may apply for funding under this NOFO; however, **AMPs (target sites) previously funded through a prior Jobs Plus grant may not be the target of a fiscal year (FY) 2025 Jobs Plus application.** Federally recognized tribes and tribally designated housing entities are not eligible applicants for this NOFO. [See Section II.c. Eligible Applicants - Program Specific Details](#)

Substantive changes are:

Rating Factor Point Distribution

1. Rating factors weighted points have been redistributed to increase the emphasis on developing an implementation plan (Soundness of Approach) that directly aligns with the Jobs Plus four (4) Year Goals and the employment barriers identified in the resident needs survey.

2. Section V. Application Review Information

1. Rating Factor maximum page limits for narratives have changed. The total number of narrative pages for all rating factors has been reduced to 29 total pages.
 1. Rating Factor 1 Capacity – not to exceed 4 narrative pages (originally 15)
 2. Rating Factor 2 Need – not to exceed 5 narrative pages (same)
 3. Rating Factor 3 Soundness – not to exceed 20 narrative pages (originally 30)
 4. Rating Factor 4 Match – no page limit (same)

3. Section II.A.3. Program Specific Requirements

1. Paragraph g. Outreach and Engagement
 1. Added-in language to clarify and confirm that grantees are expected to contact 100% of all adults within the first year.
2. Paragraph I. Time Periods for Implementation
 1. The work-plan due date has been extended to 90 days (originally 60)
 2. The intent is to help Grantees focus on hiring staff during the 6-month startup period
3. Paragraph m. Eligible Activities and Costs.

1. Added-in language to make the distinction that this grant should not pay for PHA owned property/space and this is not an eligible expense.
2. Added-in language to emphasize that leasing or rental of private (non-PHA owned) property space and related utilities is considered an administrative cost and is an eligible expense.
4. Paragraph o. Repositioning.
 1. Added a requirement for Grantees to inform HUD of any repositioning activities
5. Paragraph p. Rental Assistance Demonstration (RAD). Added clarification that any Jobs Plus program at a target project(s) is permitted to enroll residents in Jobs Plus services and in the Jobs Plus financial/rent incentive before and after RAD conversion. Public Housing Residents and Section 8 Residents (PBV or PBRA) at the target public housing project, where there is a RAD conversion, can be served by the full Jobs Plus program including the JP rent incentive for the full term of the grant.

4. **Section II.A. 4. Criteria for Eligible Public Housing Project**

1. Paragraph c. Place and Multiple Projects
 1. Removed the requirement for AMPs/projects to be within a 2-mile radius of the Jobs Plus center.

5. **Section II. B. Cost Sharing or Matching.**

1. Added additional requirements for partner match letters to directly align match commitments to the Jobs Plus four (4) year goals and/or barriers identified in the resident needs survey.
2. Applicants must identify and explain which Jobs Plus goal (Section III.B.3. Other Program Goals) and/or resident need (Section V. Rating Factor 2.A Resident Need) is supported by the local partner match.

1. **Section V. Rating Factor 1 - Capacity**

1. Reduced the maximum number of pages for narrative to four (4) pages (originally 15)
2. Reduced point total to 12 (originally 35)

2. **Section V. Rating Factor 2 - Need**

1. Increased the point total for this rating factor to 18 (originally 8)
2. This section emphasizes making ongoing adjustments to service delivery based on the evolving employment needs and incorporating participant feedback about the quality of services.
3. Removed the Local Employment Market requirement (originally 1 point was assigned to this rating factor)
 - i. While understanding the local employment market is important, the focus

will be more on how well the applicants and their match partners will be able to respond to the unique employment needs that are specific to the target site(s).

- ii. Note: Rating Factor 2 Need, A. 1., allows for inclusion of supplemental information (outside of PIC) that can be used to determine the employment needs of the target site(s).

3. **Section V. Rating Factor 3 – Soundness of Approach**

1. Increased the point total for this rating factor to 65 points (originally 53)
2. Reduced maximum pages to 20 (originally 30)
3. Increased the Data Management Points to 5 maximum points (originally 3)

4. **Rating Factor 4 - Match/Leverage**

1. Added additional requirements for partner match letters to include at least three (3) of the following critical employment partners.
 1. Workforce Development Boards (WDB) and American Job Center(s)
 2. Community College/University and/or accredited Vocational Training Institution
 3. Transportation provider (s)
 4. Childcare provider (s)

5. **Section VII. D. Reporting**

1. The annual report requirement has been removed and replaced with a requirement to track annual outcomes and adjustments made to the work-plan over time.
 1. The annual workplan will focus on tracking program improvement over time.
 2. Grantees are required to show changes to strategies and/or partners and how those adjustments positively impact progress towards achieving the Jobs Plus four (4) year goals.

6. **Appendix.**

1. Program Specific Definitions have been moved to Appendix II. 2. Program Specific Definitions

HUD, the Rockefeller Foundation, and MDRC, through a public-private partnership, designed and supported the Jobs Plus program model between 1998 and 2003. HUD has issued two separate evaluation reports on the demonstration, to identify and document the most promising approaches to increasing employment among families in public housing. Each evaluation showed ongoing positive effects for residents when the program was well-implemented and included the three core elements. More information on the findings can be found at <http://www.mdrc.org/project/jobs-plus-community-revitalization-initiative-public-housing-families#overview>. The Jobs Plus program implements this model with some

changes.

The current program includes a start-up period of six months (instead of two years) to provide employment services as early as possible, pays the financial rent incentive from the grant, and **requires a partnership with the Workforce Development Board/American Job Center.**

G. Other Information

Criteria for Beneficiaries.

This program has eligibility criteria for beneficiaries. In accordance with Section II.A Eligible Applicants, only public housing residents (assisted under Section 9 of the U.S. Housing Act of 1937) are eligible for Jobs Plus. Individuals/households that are not public housing residents are not Jobs Plus eligible. The exception to this occurs with RAD, in accordance with the Rental Assistance Demonstration sections of this NOFO. Reference notice H 2025-01/PIH 2025-03 (HA) issued January 16, 2025 and [Pub. L. No. 118-42, Consolidated Appropriations Act, 2024](#) for additional information.

IV. APPLICATION CONTENTS AND FORMAT

IV. Application Contents and Forms

A. Standard Forms, Assurances, and Certifications

B. Budget

C. Narratives and Non-Form Attachments

D. Other Application Content

IV. APPLICATION CONTENTS AND FORMAT

Applications must include three main elements: a) standard forms, assurances, and certifications; b) budget; and c) narratives and other attachments. The content, forms, and format for each element are included in this section.

You may use this section as a checklist to ensure you submit a complete application.

If you don't provide the required documents in the correct format, your application is incomplete.

Do not submit password protected or encrypted files.

Element	Submission Form
Standard Forms, Assurances, and Certifications	Upload using each required form.
Budget	Use the required budget form.
Narratives and Other Attachments	Insert each in the Attachments form.

29 pages is the total maximum length of all narratives.

Double spaced 12-point Times New Roman font on letter sized paper (8 1/2 x 11 inches) with at least 1-inch margins on all sides.

A. Standard Forms, Assurances, and Certifications

You must properly complete and submit with your application the standard forms, assurances, and certifications identified below. You can find all forms in the application package or review them and their instructions at [Grants.gov Forms](https://www.grants.gov/forms). You can also [read more about standard forms](#) on HUD's Funding Opportunities page.

Forms/Assurances/ Certifications	Submission Requirement	Notes/Description
Application for Federal Assistance (SF-424)	Required with the application	Page limit: Not applicable File name: SF-424 Resolve technical errors: Yes See Appendix for Program Specific Guidance for completing SF 424

Forms/Assurances/ Certifications	Submission Requirement	Notes/Description
Applicant and Recipient Assurances and Certifications (HUD 424-B)	Required with the application	Page limit: Not applicable File name: HUD-424B Resolve technical errors: Yes
Applicant/Recipient Disclosure/Update Report (HUD 2880)	If applicable, required with the application	Page limit: Not applicable File name: HUD-2880 Resolve technical errors: Yes
Certification Regarding Lobbying	If applicable, required with the application	Page limit: Not applicable File name: Lobbying Certification form Resolve technical errors: Yes
Disclosure of Lobbying Activities (SF-LLL)	If applicable, required with the application	Page limit: Not applicable File name: SF-LLL Resolve technical errors: Yes
Certification of Consistency with Promise Zone Goals and Implementation (HUD-50153)	If applicable, required with the application	Page limit: Not applicable File name: HUD-50153 Resolve technical errors: Yes
Certification for Opportunity Zone Preference Points (HUD - 2996)	If applicable, required with the application	Page limit: Not applicable File name: HUD-2996 Resolve technical errors: Yes

Forms/Assurances/ Certifications	Submission Requirement	Notes/Description
Certification of Consistency with the Consolidated Plan	If applicable, required with the application	Page limit: Not applicable File name: HUD-52991 Resolve technical errors: Yes
Certification for a Drug-Free Workplace	If applicable, required with the application	Page limit: Not applicable File name: HUD-500070 Resolve technical errors: Yes

B. Budget

You must submit a budget with your application to support your project narrative.

You must also submit form HUD-426, based on the requirements in [Section III.E.](#) of this NOFO.

Budget Form/Document	Submission Requirement	Notes/Description
Summary Jobs Plus Budget HUD 50144	Required with the application	Page limit: Not applicable File name: HUD-50144 Form location: download instruction Resolve technical errors: No

For further information on program costs that will be budgeted see [Section V.B.1. Rating Factor 3 – Soundness of Approach](#)

C. Narratives and Other Attachments

If applicable, you must upload narrative and other attachments in [Grants.gov](#) using the Attachments Form. When using the Attachments Form, you can upload PDF, Word or Excel formats.

The written narrative must address the rating factors noted in Section V. Application Review Information. Narratives are required for Rating Factors 1, 2, and 3. This is a threshold requirement. If narratives or other required submissions for the rating factors are missing from the application, they cannot be requested as a cure for deficiency. Your application will be reviewed based on the material submitted.

1. Narratives and attachments must accompany your application and follow the formatting and page limit guidelines below:

Docu ment	Submission Requirements	Notes/Desc ription
Execu tive Summ ary	Include an Executive Summary of the proposed program (approximately three (3) pages). The Executive Summary should briefly summarize the proposal, including but not limited to the project number(s) (AMP), project name(s), and a brief description of RAD or Repositioning status (in accordance with Section II.A.2.c., Eligible Applicants - Program Specific Details). If any of these elements are missing from the application, they cannot be requested as a curable technical deficiency.	Page limit: Not applicable
Jobs Plus Narrat ives	The written narrative must address the rating factors noted in Section V.B., Merit Review . Narratives are required for Rating Factors 1, 2, and 3. This is a threshold requirement. If narratives or other required submissions for the rating factors are missing from the application, they cannot be requested as a curable for deficiency. Your application will be reviewed based on the material submitted.	<u>Page Limits</u> - Rating Factor 1 Capacity - not to exceed 4 narrative pages - Rating Factor 2 Need - not to exceed 5 narrative pages

		Rating Factor 3 Soundness - not to exceed 20 narrative pages
Organizational Chart	It is optional to include a proposed organizational chart, in accordance with Rating Factor 1 (see Section V.B.1., Rating Factor 1 – Capacity).	Page limit: Not applicable
Map and Narrative	Include a map showing the target public housing project(s) to be served in accordance with Section II.A.4.C., Place and Multiple Projects . This map and narrative may also be used in your response to the Capacity Rating Factor (see Section V.B.1., Rating Factor 1 – Capacity). This is a curable technical deficiency.	Map and narrative not to exceed 6 pages.
MOU between PHA and WDB/AJC	This is a threshold requirement (see Section V.A.4.b., Memorandum of Understanding). If it is missing from the application, it cannot be requested as a curable technical deficiency.	Page limit: Not applicable
Program Schedule	Part of Rating Factor 3 (see Section V.B.1., Merit Review). This is a threshold requirement. If it is missing from the application, it cannot be requested as a curable technical deficiency.	Page limit: Not applicable
Detailed Program Budget	Part of Rating Factor 3 (Section V. B.1., Rating Factor 3 Soundness of Approach). Applicant's own format. If it is missing from the application, it cannot be requested as a curable technical deficiency.	Page limit: Not applicable

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Jobs Plus Summary Budget	Part of Rating Factor 3 (see Section V.B.1., Merit Review). Form HUD-50144 provided in Grants.gov download. This is a threshold requirement. If it is missing from the application, it cannot be requested as a curable technical deficiency.	Page limit: Not applicable
Budget Narrative	Part of Rating Factor 3 (see Section V.B.1., Merit Review). This is a threshold requirement. If it is missing from the application, it cannot be requested as a curable technical deficiency.	Page limit: Not applicable
Match Chart	See Rating Factor 4 for instructions (see Section V.B.1., Merit Review).	Page limit: Not applicable
Match Letters	This is a threshold requirement. If it is missing from the application, it cannot be requested as a curable technical deficiency. See Section II.B. Cost Sharing or Matching and Rating Factor 4 (Section V.B.1., Merit Review) for instructions.	Page limit: Not applicable
Preference Point Documentation	See Section V.B.2., Policy Initiative Preference Points . If it is missing from the application, it cannot be requested as a curable technical deficiency.	Page limit: Not applicable

2. Applications must include the following file names for attachments:

Document	Submission Requirement	File Name
Executive Summary	Required with the application	Page limit: Not applicable File name: PHA_Name_Executive_Summary
Response to Rating Factors	Required with the application	See Section V.B.1., Merit Review File name: See below for file naming instructions

Document	Submission Requirement	File Name
Rating Factor 1 Narrative – Capacity	Required with the application	Page limit: not to exceed 4 narrative pages File name: PHA_Name_Rating_Factor_1_Capacity
Rating Factor 2 Narrative – Need	Required with the application	Page limit: not to exceed 5 narrative pages File name: PHA_Name_Rating_Factor_2_Need
Rating Factor 3 Narrative – Soundness of Approach	Required with the application	Page limit: not to exceed 20 narrative pages File name: PHA_Name_Rating_Factor_3_Soundness
Rating Factor 4 Match	Required with the application	Page limit: Not applicable File name: PHA_Name_Rating_Factor_3_Match
Organizational Chart	Optional, not a requirement	Page limit: Not applicable File name:
Map and Narrative	Required with the application	Page limit: Not applicable File name: File named PHA_Name_Map
Signed MOU between PHA and WDB	Required with the application	Page limit: Not applicable File name: File named PHA_Name_MOU
Program Schedule	Required with the application	Page limit: Not applicable File name: PHA_Name_Program_Schedule

Document	Submission Requirement	File Name
Match Chart	Required with the application	Page limit: Not applicable File name: PHA_Name_Match_Commitment_Chart
Match Letters	Required with the application	Page limit: Not applicable File name: One PDF file with all letters named PHA_Name_Match_Commitment_Letters.
Detailed Program Budget	Required with the application	Page limit: Not applicable File name: PHA_Name_Detailed_Budget
Jobs Plus Summary Budget	Required with the application	Page limit: Not applicable File name: PHA_Name_Summary_Budget
Budget Narrative	Required with the application	Page limit: Not applicable File name: PHA_Name_Budget_Narrative

Upload files *in the above order* onto Grants.gov. If size permits, you may combine all files into one PDF file and upload as one file, but a Table of Contents should be included with page numbers to reference each section. Or you may provide documents in multiple files. Narrative page limits assume 12-point Times New Roman font with double spacing and one-inch margins. A page with smaller type (i.e., smaller font size and shape) or narrower margins will be counted as two pages. Tables and budgets need not adhere to these standards. Only the information contained within the page limits for *each* narrative will be used for scoring *that* narrative.

Do not submit password protected or encrypted files.

Upload files *in the above order* onto Grants.gov. If size permits, you may combine all files into one PDF file and upload as one file, but a Table of Contents should be included with page numbers to reference each section. Or you may provide documents in multiple files. Narrative page limits assume 12-point Times New Roman font with double spacing and at least 1-inch margins on letter-sized paper (8 ½ x 11 inches). A page with smaller type (i.e., smaller font size and shape) or narrower margins will be counted as two pages. Tables and

budgets need not adhere to these standards. Only the information contained within the page limits for *each* narrative will be used for scoring *that* narrative.

Do not submit password protected or encrypted files.

D. Other Application Content

N/A

V. APPLICATION REVIEW INFORMATION

V. Application Review Information

A. Threshold Review

B. Merit Review

C. Risk Review

D. Selection Process

E. Award Notices

V. APPLICATION REVIEW INFORMATION

A. Threshold Review

HUD reviews each application to make sure it meets the following threshold requirements. If you meet all threshold requirements, your application will advance to a merit review. If you fail to meet one or more threshold requirements, your application is not eligible for HUD funding.

1. Eligible Applicant

You must meet the applicant eligibility criteria in this NOFO. Applications from ineligible applicants are not rated or ranked and will not receive HUD funding.

For further information on program specific threshold eligibility requirements, reference [Section V.A.4., Other Threshold Eligibility Requirements](#).

2. Resolution of Civil Rights Matters

Applicants with outstanding, unresolved judgments against them for violations of civil rights laws must resolve those judgments before the application submission deadline or the applicant will be deemed ineligible.

a. An applicant is ineligible for funding if the applicant has received notice of a judgment imposed against them for violations of:

1. the Fair Housing Act or a substantially equivalent state or local fair housing law for discrimination because of race, color, religion, sex, national origin, disability or familial status; or
2. Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Section 109 of the Housing and Community Development Act of 1974, the Americans with Disabilities Act, or the Violence Against Women Act or substantially equivalent state or local laws.

b. HUD will determine if actions to resolve the judgment taken before the application deadline date will resolve the matter. Examples of actions that may be sufficient to resolve the matter include, but are not limited to:

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

3. Timely Submission of Applications

Late applications are not eligible for funding. See deadlines in [Section VI of this NOFO](#).

4. Other Threshold Eligibility Requirements.

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

- a. **Eligible Applicants and Eligible Public Housing Projects.** Applicants that do not demonstrate compliance with the requirements in [Section II.A.2. c., Eligible Applicants - Program Specific Details](#) will not receive further consideration for funding.
- b. **Memorandum of Understanding (MOU).** Applicants must establish and maintain a working relationship with the local Workforce Development Board (WDB) and/or local American Job Center (AJC). This is a statutory requirement of the Jobs Plus program. To meet the threshold requirement, the applicant must submit documentation of this relationship in the form of an MOU between the PHA and the local Workforce Development Board/American Job Center. Additionally, the MOU must identify roles and responsibilities of the signatory agencies as it pertains to the program and how the Workforce Innovation and Opportunity Act (WIOA) funds will be used to support the Jobs Plus program at the targeted project for the grant term. The MOU must include a description of how the WDB and/or AJC will support connecting Jobs Plus participants to skills building training for in-demand jobs based upon the local job market (or additional narrative may be provided if it is not possible in the MOU). **Applicants should include the in-kind match provided by the local Workforce Development Board/American Job Center in the overall match total.**
 - i. The MOU must have been signed by all parties between the date of publication of this NOFO and the application due date. If there is an MOU already in place, the parties must execute an Addendum that specifically references the Jobs Plus Program for Fiscal Year 2025, reflects the criteria of this paragraph, and meets the date requirements above. Please provide the existing MOU and addendum in your application.
- c. **Match** – Applicants that do not demonstrate the minimum match through the attachment of detailed match commitment letters as described in this NOFO Section II.B. will not receive further consideration for funding.

B. Merit Review

HUD expects to evaluate and score your application using the following merit criteria and process. Merit reviewers evaluate and score all applications that pass the threshold review. Merit reviewers may include Federal and non-Federal persons. Reviewers receive a copy of your application to evaluate and score each application separately.

Merit Review Summary

1. **Program Specific Application Screening.**
 1. HUD will screen each application to determine if the eligibility criteria in Section II are met (including screening for technical deficiencies, if applicable). If any eligibility criteria are not met, the application will be deemed ineligible and will not receive further review. If all eligibility criteria are met, then HUD will screen the application to determine if it meets the other threshold criteria listed in Section II. (including screening for technical

deficiencies, if applicable)

2. Applications that will not be rated or ranked. HUD will not rate or rank applications that are deficient at the end of the cure period or that have not met the Threshold Requirements described in Section {insert citation} of this NOFO. Such applications will not be eligible for funding.
2. **NOFO Preliminary Rating and Ranking.** Reviewers will rate each eligible application, based on the rating factors included in this NOFO, except for Application Quality, Feasibility and Impact. Applications will be ranked in score order based on the total score from this stage. Applications must earn at least 50 percent of the points in Capacity, Need, and Soundness of Approach to advance.
3. **Final Panel Review.** A Final Review Panel will:
 1. Review the Preliminary Rating and Ranking documentation to ensure any inconsistencies between preliminary reviewers are identified and rectified and to ensure the Preliminary Rating and Ranking documentation accurately reflects the contents of the application.
 2. Assign a final score to each application and rank them in score order; and
 3. Recommend for selection the most highly rated applications, subject to the amount of available funding, in accordance with the allocation of funds described in section II of this NOFO.
4. **Tiebreaker.** If there is a tie, the application with the highest score for Soundness of Approach will be awarded grant funds. If there is still a tie, the score for Capacity will be the deciding factor. If there is still a tie, the score for Need will be the deciding factor. If there is still a tie, the remaining funds available will be divided among the tied applicants, unless HUD determines that the amount to be awarded will be insufficient for tied applicants to conduct the grant successfully (see Remaining Funds below). This Tiebreaker order (Soundness of Approach, then Capacity, then Need) also will be used if needed in ranking applications (e.g., if two applications have the same score, the one with the higher Soundness of Approach score will be ranked before the other application).

HUD may use the results of the risk review to make funding decisions and to apply award conditions.

1. Rating Factors

Your application must include a response to the following criteria.

Rating Factor Point Distribution

Criterion	Total number of points = 104
Rating Factor 1 - Capacity	<u>12</u> points
Rating Factor 2 - Need	<u>18</u> points
Rating Factor 3 - Soundness of Approach	<u>60</u> points
Rating Factor 4 - Match/ Leverage	10 points
Rating Factor 5 - Preference Points	4 points

Total	<u>104</u> points
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Rating Factors Details

Your application must include a response to the rating factor criteria listed below.

Rating Factor 1 - Capacity (12 max points)

- a. Demonstrated ability to meet the program goals of a Place-Based, Community-Focused Program (6 max points)
- b. Experience Partnering with Residents (up to 6 points)

Rating Factor 2 - Need (18 max points)

- a. Understanding Resident Needs and Applying Qualitative Feedback **(10 max points)**
- b. Other Existing Employment-Related Programming **(8 max points)**

Rating Factor 3 - Soundness of Approach (60 max points)

- a. Team Make-Up, Roles/Responsibilities: **(10 max points)**
 - i. Jobs Plus Staffing - Service Coordination Team (5 max points)
 - a. Role of Roles and responsibilities for core Jobs Plus Staff
 - b. Maximizing Peer Engagement and role of the resident community coach
 - ii. Connecting residents to employment-related services (5 max points)
- b. Applying the Jobs Plus Model: **(20 max points)**
 - i. Employment-Related Services (12 max points)
 - ii. Financial/Rent Incentive - JP Rent Incentive (4 max points)
 - iii. Community Supports for Work (4 max points)
- c. Administering the Jobs Plus Program: **(25 max points)**
 - i. Outreach and Engagement (5 max points)
 - ii. Programming Improvements Over Time and Employment Partner Accountability (10 max points)
 - iii. Data Management (5 max points)
 - a. Case Management Systems
 - b. Qualitative Data Management (incorporating feedback from residents and the local WDB/AJC partner)
 - iv. Program Schedule (2 max points)
 - v. Budget (3 max points)
- d. Application Quality & Consistency: **(5 max points)**
 - i. Application Quality- Feasibility, Sustainability & Consistency

Rating Factor 4 - Match/Leverage (10 max points)

- a. Match/Leverage, local, state and federal resources
- b. At minimum the match commitments should include at least three (3) of the critical employment partners.

Rating Factor 5 - Preference Points (4 max points)

- a. A maximum of four (4) preference points may be awarded for this NOFO

Rating Factor 1 – Capacity (Max 4 pages) Maximum Points: 12

HUD will evaluate the extent to which the applicant demonstrates past performance and the organizational resources necessary to successfully implement the proposed activities in accordance with the proposed Program Schedule. HUD's evaluation of the applicant's capacity may include a capacity and past performance review by the local field office. Do not submit job descriptions or resumes. Do not submit Social Security Numbers of any individuals. Please note that the Capacity rating factors primarily evaluate and award points based on experience that occurred in the past, not plans for the future, unless otherwise noted below. Please provide your response accordingly. **The maximum number of pages allowed for the Capacity narrative is 4 pages.**

A. Capacity to Operate a Place-Based, Community-Focused Program (up to 6 points, as subdivided below).

1. Describe your agency's most recent (within the last 5 years) experience administering an employment-related grant (e.g. Jobs Plus, YouthBuild, ROSS, etc.) and/or employment initiative, that was specifically designed to improve employment opportunities and increase earned income for low-income individuals. More weight will be awarded to applicants with experience working directly with Workforce Development Board/American Job Centers (WDB/AJC). **(up to 3 points)**
 - a. Include relevant experience working collaboratively with the local WDB/AJC, employment readiness partners, employers, and resident leaders.
 - b. Describe the relevant experience of the proposed Jobs Plus team and how the team will ensure you have the capacity to operate a place-based, community focused program.
2. Describe your capacity to operate a place-based program utilizing community space(s) (e.g., JP Center, Resident Services Offices, One-Stop Centers); how you will ensure that the service coordination location(s) and/or case management services are easily accessible to all residents, including provisions to accommodate and/or transport persons with disabilities; and how you will offer employment readiness services to working adults outside of normal business days and hours. **(up to 3 points)**
 - a. Confirm when the Jobs Plus Center would be available for use.
 - b. Consider the accessibility of the physical facilities (Jobs Plus Center) that will be used to operate the Jobs Plus program.
 - c. Applicants may propose multiple locations for program operation but should

demonstrate how the proposed plan will meet the 100 percent (%) saturation goal. Describe the transportation strategy to ensure all citizens have access to the Jobs Plus Center.

- d. If you propose to target more than one project/development/site (see [Section II.A.4., Criteria for Eligible Public Housing Projects](#)), describe how you will ensure the place-based approach of Jobs Plus is realized.

Higher points will be awarded for responses that are high-quality, comprehensive, and show a significant capacity/plan to operate a place-based, community-focused program. Fewer points will be awarded for lack of detail, lack of responsiveness to the above criteria, lack of quality, and/or lack of feasibility.

B. Experience Partnering with Residents (up to 6 points, as subdivided below)

1. Describe your agency's most recent (within the last five years) experience successfully working directly with a Resident Council or Resident Advisory Group **(up to 3 points)**:
 - a. Experience soliciting resident feedback, obtaining, and applying input from program participants when designing, planning, or implementing programs and activities;
 - b. Building community support for work networks with local grassroots organizations and resident-led organizations; and
 - c. Using resources to hire and train community engagement leaders and/or similar staff positions to bridge the gap between residents and their larger communities.
2. Describe your agency's most recent (within the last 5 years) experience successfully working directly with a Resident Council or Resident Advisory Group :
 - a. Is there a Resident Council at your proposed Jobs Plus project, with an elected board and written procedures as outlined in 24 CFR 964.115? If so, describe the Council, your involvement with them over the past two years, how that involvement led to positive outcomes, and what steps you will take to include the Resident Council in the ongoing Jobs Plus program development and implementation **(up to 3 points)**; or
 - b. If there is no Resident Council as described in 2.a, please explain how you have worked with a resident advisory group at this project over the past two years, how that involvement led to positive outcomes, and what steps you will take to include a resident advisory group in the ongoing Jobs Plus program development and implementation;
 - c. You may only earn three maximum points for either one of the resident leadership groups listed above.

Higher points will be awarded for responses that are high-quality, comprehensive and show significant capacity/experience partnering with residents in a meaningful way. Fewer points will be awarded for lack of detail, lack of responsiveness to the above criteria, lack of quality, and/or lack of feasibility.

Rating Factor 2 Need (Max 5 pages) Maximum Points: 18

HUD will assess the extent to which the applicant can document the need for the program. The application should include qualitative and quantitative information that demonstrates that the proposed project will meet the documented needs of current public housing residents of the target project. **The maximum number of pages allowed for the Need narrative is 5 pages.**

A. Understanding Resident Needs and Applying Qualitative Feedback (up to 10 points, as subdivided below).

1. Applicants should demonstrate that a resident needs survey and employment services gap analysis was incorporated in the strategies for implementing the JP program and that this work was completed as of the application deadline. **(up to 5 points)**
 - a. Describe how data from the residents needs survey and qualitative feedback from local stakeholders (e.g., WDB/AJC, employers, program participants) have informed the Jobs Plus staffing structure and the implementation strategies proposed in the application.
 - b. HUD will consider the extent to which the grant application demonstrates that the applicant has:
 - i. Provided key details to describe the target site(s) employment needs, to include characteristics of residents in the target public housing project(s), such as population, age, income, employment-status, education levels, etc.
 - ii. Described how other information was collected to supplement the survey results, such as focus groups with residents, interviews with service providers, IMS/PIC data, and/or other key administrative data.
2. Applicants should list the top 5 to 10 barriers that impede achieving the Jobs Plus employment goals. **(up to 5 points)**
 - a. HUD will consider the extent to which the grant application demonstrates that the applicant has done the following:
 - i. Outlined the results of the resident needs survey. Please provide numbers, percentages, and descriptive information about the employment barriers.
 - ii. Identified the employment barriers that are unique to the target population. Provide key data and descriptive information detailing strengths and challenges in the following areas (not limited to):
 01. Education levels (as it relates to employment skill building)
 02. Transportation challenges (access to jobs and/or training opportunities)
 03. Adults with children requiring childcare
 04. Health as it relates to employment (persons with disabilities that

create barriers to employment)

05. Individuals with a criminal history

06. Any other potential barriers preventing residents from benefiting from the proposed grant activities.

iii. Incorporated resident feedback

01. Describe how you have used existing resident needs surveys and resident focus groups to inform and shape the Jobs Plus program.

02. Describe how you plan to continually collect and use resident feedback to identify changing needs over time and to adjust your Jobs Plus program throughout the grant term.

For this rating factor, an application will be evaluated based on the extent to which it demonstrates that you have conducted a comprehensive resident needs survey as described above and that it contains the detail necessary to adequately inform the Jobs Plus implementation strategies. Fewer points will be awarded for lack of detail, lack of responsiveness to the above criteria, and/or lack of quality.

B. Other Existing Employment-Related Programming (up to 8 points).

1. Applicants should demonstrate how feedback from residents (i.e. needs surveys, focus groups) and the local WDB/AJC is used to identify the gaps in existing employment-related services. HUD will consider the extent to which the grant application demonstrates that the applicant has done the following:
 - a. Analyzed the quality and availability of existing employment-related services.
 - b. Analyzed the transportation barriers preventing residents from accessing existing employment-related services.
 - c. How the proposed programming aligns with the Jobs Plus four-year goals. The minimum program goals are listed in [Section III.B., Goals and Objectives](#)
 - d. Identified how the Jobs Plus program will enhance or replace the existing employment-related programming.
2. Include a list of the current employer partnerships that have been formed because of existing programming.

Fewer points will be awarded for lack of detail, lack of responsiveness to the above criteria, and/or lack of quality.

Rating Factor 3 - Soundness of Approach (Max 20 pages) Maximum Points: 60

In responding to the Soundness of Approach rating factor, applicants are presenting their approach/workplan for applying the Jobs Plus model and administering the program. This factor evaluates the soundness of the proposed approach and the quality and feasibility of the proposed work plan.

HUD will assess the proposed approach, as provided in response to the sub-factors below, and the extent to which it clearly presents a high quality, achievable strategy for increasing

residents' income through the three core elements of Jobs Plus -- employment-related services, JP rent incentive, and community supports for work ([see Section II.A.3., Program-Specific Requirements](#)). **The maximum number of pages allowed for the Soundness of Approach narrative is 20 pages.**

A. Team Make-up, Roles, and Responsibilities (up to 10 points as subdivided below).

1. Jobs Plus Staffing – Service Coordination Team. Describe the make-up of the Jobs Plus staff that will be responsible for implementing the Jobs Plus grant. **(up to 5 points, as subdivided below)**
 - a. Explain the role(s) and responsibilities for each JP team member. HUD will consider the extent to which the grant application demonstrates that the applicant has made a firm commitment to hiring the core Jobs Plus staff in accordance with the following timeline. Such timelines apply unless otherwise approved by HUD. **(up to 2 points):**
 - i. Hire one full-time person (e.g., Jobs Plus Director) who has primary responsibility for the day-to-day management of the Jobs Plus grant and spends all their time doing so within 3 months of grant agreement execution.
 - ii. Hire at least one Case Manager within 5 months of grant agreement execution.
 - iii. Hire at least one Community Coach within 5 months of grant agreement execution.
 - iv. You must identify who will be responsible for Job Development (e.g. JP staff, employment partner, WDB).
 - v. It is optional to provide an organizational chart with the application as part of the narrative.
 - b. HUD will consider the extent to which the grant application demonstrates that the applicant has achievable strategies for maximizing the peer engagement role of the Community Coaches to include, but not limited to, the following **(up to 3 points):**
 - i. Capacity building and leadership development for community coaches.
 - ii. Describe how the community coach role will contribute to advancing the Jobs Plus four-year goals.
2. Connecting Residents to Employment Services. Describe your case management and coaching staffing plan. HUD will consider the extent to which the grant application demonstrates that the applicant has done the following **(up to 5 points):**
 - a. Your plan must ensure the case management/coaching workload is manageable based on resident needs and that there is a strategy for ensuring the resident service delivery is seamless, timely, and effective. Your Jobs Plus program budget must show that you can support the number of case management staff you plan to hire/secure. HUD strongly encourages a

caseload of 1 case manager/coach to 50 eligible workforce households or less.
No points will be awarded for caseloads greater than 1:50 households.

- b. Your application should clearly indicate what software tools (e.g. case management tracking system) will be used to measure effective case management and ensure residents can efficiently progress without delay from their first engagement to retaining long-term employment (employed at least 180 or more). You should develop Individualized Training and Services Plan's (ITSP) with established goals and employment strategies for each participant to monitor their progress towards increasing earned income.
- c. In your proposed plan describe how you will meet the one hundred percent (100%)saturation goal for resident outreach.
- d. In your proposed plan describe the plan/strategy for offering services to working adults that may need assistance outside of normal business days and hours.
- e. In your proposed plan describe the plan for how participants with disabilities will be accommodated, including providing effective communication and accessible services.

Higher points will be awarded for responses that are high-quality, comprehensive, and show that there are (or will be) organizational resources to successfully implement a Jobs Plus, program and the proposed activities in accordance with the proposed program schedule. Fewer points will be awarded for lack of detail, lack of responsiveness to the above criteria, lack of quality, and/or lack of feasibility.

B. Applying the Jobs Plus Model (up to 20 points, as subdivided below)

Provide an overview of your Jobs Plus program proposal, based on the Jobs Plus program model's 3 core components: Employment-Related Services, JP rent incentive, and Community Supports for Work.

1. **Employment-Related Services (up to 12 points, as subdivided below)**. HUD will consider the extent to which the grant application demonstrates that the applicant has identified effective strategies for connecting residents to employment-related services:
 - a. **Partner Alignment**. HUD will consider the extent to which the grant application demonstrates that there is an alignment between the proposed employment-related services and the employment barriers identified in the resident needs survey **(up to 4 points)**:
 - i. Identify the JP four-year program goal and resident need (employment barrier) that each service/partner is aligned to support.
 - ii. At minimum the employment readiness partners must include at least three (3) of the following partners (WDB is a mandatory partner).
 01. Workforce Development Boards (WDB) and American Job Center(s)
 02. [Workforce Innovation and Opportunity Act](#) (WIOA) Workforce Program(s) partner

03. Community College/University and/or accredited Vocational Training Institution

04. Transportation provider (s)

05. Childcare provider (s)

06. Employment partners (local businesses or area chamber of commerce committed to hiring/placing program participants)

- iii. When possible, Grantees are expected to leverage Temporary Assistance for Needy Families (TANF) employment training programs like the TANF Employment and Education Program (TEP) and SNAP E&T (Supplemental Nutrition Assistance Program Employment and Training). Both TEP and SNAP E&T often include job training and employment services to help recipients gain skills and find employment, offering various support services (up to 4 points).
- b. Jobs Development. HUD will consider the extent to which the grant application demonstrates that the applicant has identified effective job development strategies to include (not limited to) the following **(up to 4 points)**:
 - i. Describe the strategy for recruiting employers that are willing to hire qualified residents for employment to include.
 - ii. Describe the specific strategies you will use (such as MOUs, communication, goals, tracking, etc.) to keep employers engaged and willing to provide career advancement and additional employment opportunities throughout the grant term.
 - iii. Describe how you will use this grant opportunity to connect Jobs Plus participants to Section 3 employment opportunities, such as training positions, either within the PHA or with your contractors. Include incentives (if applicable) you will provide for contractors to hire or retain Jobs Plus participant.
- c. Incorporating Qualitative Feedback. HUD will consider the extent to which the grant application demonstrates that the applicant has incorporated feedback from the residents and the local WDB/AJC in the decision-making process to include (not limited to) the following **(up to 4 points)**:
 - i. The extent to which the proposed plan/ strategies have incorporated the residents' feedback in the design of the Jobs Plus program to include (not limited to) evaluating satisfaction with the quality and availability of existing employment-related services
 - ii. There is a strategy for ensuring a continued and successful working relationship with the local Workforce Development Board/American Job Center that will specifically help the targeted residents.
 - iii. Identifying strategies to equip residents to access and use the WDB/AJC services that are offered offsite.

- iv. Job developers work directly with the business community to identify and create employment opportunities and act as liaisons with local employment agencies.

Higher points will be awarded for responses that convey a high level of alignment with the Jobs Plus program goals and resident needs. Additionally, comprehensiveness of the proposed plan and feasibility as related to the implementation of the Jobs Plus model will impact scoring. Fewer points will be awarded for proposals that do not clearly show an alignment with the Jobs Plus program goals, lack responsiveness to the resident needs assessment, and responses that do not adhere to the above criteria.

2. **Financial/Rent Incentive – JP rent incentive (up to 4 points)**. HUD will consider the extent to which the grant application demonstrates an effective staffing plan and internal communication (JP staff, property management and finance) protocols for administering, monitoring and reporting back to HUD the rent incentive outcomes:
 - a. Explain the staffing plan for monitoring and reporting the JP rent incentive to HUD.
 - i. Identify who will be responsible for monitoring the participant enrollments and reporting this to HUD.
 - ii. Identify who will be responsible for monitoring the rent incentive costs and eLOCCS reporting to HUD.
 - b. Provide the cost projections to include:
 - i. The projected number of residents who will access the JP rent incentive.
 - ii. The total amount of grant funds that will be allocated to the JP rent incentive over the entire grant term.
 - c. Explain how you will ensure a smooth transition for residents exiting the JP rent incentive at the end of the grant term to ensure that residents are able to maintain employment and manage a sudden, sharp increase in rent payments.
 - d. In addition to facilitating the JP rent incentive, it is expected that grantees will encourage residents to take advantage of other self-sufficiency and financial work incentives they may be entitled to such as the Earned Income Tax Credit (EITC).

Higher points will be awarded for responses that convey a high level of quality, comprehensiveness, and feasibility as related to the Jobs Plus rent incentive. Fewer points will be awarded for lack of detail, lack of responsiveness to the above criteria, lack of quality, and/or lack of feasibility.

3. **Community Supports for Work (up to 4 points)**. HUD will consider the extent to which the grant application demonstrates an intentional approach to leadership development and skill building for residents that are willing to lead self-sufficiency initiatives.
 - a. Explain how the Community Coaches (resident staff) and/or volunteers will be

trained and positioned to effectively lead problem-solving groups and/or community forums that engage residents who are least likely to join Jobs Plus and help them to overcome common obstacles to employment.

- b. Explain the performance metrics the Community Coaches will be expected to meet as part of their participation in the program.

Higher points will be awarded for responses that convey a high level of quality, comprehensiveness, and feasibility as related to the Jobs Plus program. Fewer points will be awarded for lack of detail, lack of responsiveness to the above criteria, lack of quality, and/or lack of feasibility.

C. Administering the Jobs Plus Program (up to 25 points, as subdivided below)

Provide an overview of how you will administer the Jobs Plus program, including information for the sub-factors below.

1. **Outreach and Engagement (up to 5 points).** HUD will consider the extent to which the grant application demonstrates a comprehensive outreach and engagement strategy that ensures one hundred percent (100%) of adults at the target public housing project(s) will be contacted in the first year of implementation. Provide details for the following:
 - a. What special efforts will you make to ensure residents least likely to obtain or retain employment are engaged.
 - b. Describe the outreach/engagement strategy for residents with robust challenges such as: no work history, low literacy skills, transportation needs, childcare needs, and returning/reentering citizens/ formerly incarcerated.
 - c. Describe the plan to ensure that residents have access to a safe environment where they can receive employment-related services. This could include but is not limited to coordination with local grassroots community-based safety partners.
 - d. How will the applicant and local partners work with each participant to develop and implement an Individual Training and Services Plan (ITSP). Describe how the partner network will work with participants on a continuing basis to strengthen their job skills for career advancement.

Higher points will be awarded for responses that convey a high level of quality, comprehensiveness, and feasibility as related to the Jobs Plus program. Fewer points will be awarded for lack of detail, lack of responsiveness to the above criteria, lack of quality, and/or lack of feasibility.

2. **Program Improvements Over Time & Employment Partner Accountability (up to 10 points, as subdivided below).** HUD will consider the extent to which the grant application demonstrates that the applicant has an accountability structure in place that can quickly identify emerging gaps in employment-related services and adjust the implementation strategies and/or employment-related partners over the course of the entire grant term.
 - a. Describe how you will monitor the effectiveness of the employment-related

partners to ensure your employment partners are accountable for meeting the minimum [Jobs Plus program goals](#) and/or addressing the evolving resident needs throughout the grant term **(up to 5 points)**.

- i. Include specific strategies for evaluating partners for responsiveness to Jobs Plus participants' evolving needs.
 - ii. Describe the approach to identifying new/emerging gaps in services on an ongoing basis.
 - iii. Describe the strategies for finding new employment-related partners to address the evolving resident needs throughout the term of the grant.
 - iv. Explain the approach to establishing sustainable services that can continue to operate beyond the term of the grant
- b. Describe how will the program communicate the changes to services and/or partners over time **(5 points)**?
- i. Explain how you and your partners are planning to communicate program outcomes to key stakeholders to include resident leaders and the local WDB/ACJ.
 - ii. Describe the communication (feedback loop), including process for keeping partners informed of program developments, sharing challenges, and revising strategies when match commitments and/or [Jobs Plus program goals](#) are not being met.

Higher points will be awarded for responses that convey a high level of alignment with the [Jobs Plus program goals](#) and resident needs. Additionally, comprehensiveness of the proposed plan and feasibility as related to the implementation of the Jobs Plus model will impact scoring. Fewer points will be awarded for proposals that do not clearly show an alignment with the [Jobs Plus program goals](#), lack responsiveness to the resident needs assessment, and responses that do not adhere to the above criteria.

3. Data Management **(up to 5 points, as subdivided below)**

- a. Specify how you will utilize the program results/outcome data to inform changes to program implementation over-time. **(up to 3 points)**
 - i. Describe how the HUD Jobs Plus quarterly outcome report will be used to inform decisions in “real-time” to improve implementation of the Jobs Plus program.
 - ii. Describe how the quarterly financial reporting will be used to inform adjustments to the four (4) year budget based on the evolving funding needs over time?
- b. Specify how the JP rent incentive data tracking systems will be used to support meet the [Jobs Plus program goals](#), to include **(2 point)**:
 - i. Who will be responsible for tracking the JP rent incentive?

- ii. How will the JP rent incentive data be shared/accessed internally between property management and the case managers?

Higher points will be awarded for responses that convey a high level of quality, comprehensiveness, and feasibility of data management as related to the Jobs Plus program. Fewer points will be awarded for lack of detail, lack of responsiveness to the above criteria, lack of quality, and/or lack of feasibility.

4. Program Schedule (2 points)

- a. Provide a proposed program schedule that includes feasible time frames for accomplishing all implementation activities and start-up activities to ensure you will begin serving participants no later than 6 months after the grant start . The schedule should also include the time periods for implementation milestones to include the achieving the Jobs Plus program goals outlined in [Section III.B. Goals and Objectives](#).

Higher points will be awarded for responses that convey a high level of quality, comprehensiveness, and feasibility as related to the Jobs Plus program. Fewer points will be awarded for lack of detail, lack of responsiveness to the above criteria, lack of quality, and/or lack of feasibility.

5. Budget. Summary Budget, Detailed Budget, and Budget Narrative, Applicants must submit (up to 3 points):

- a. Applicants must submit a completed Jobs Plus Summary Budget Form ([HUD-50144](#)), detailing the costs for each BLI category (e.g., salaries, JP rent incentive, supportive services, etc.) on the Summary Budget.
- b. The amounts to be spent during each year of the grant, in addition to the first 6-month startup phase, along with an overall total for the entire grant.
- c. The planned source of funds, such as through the grant or match.
- d. Budget information will be evaluated on the extent to which it shows all estimated applicable costs in a clear and coherent format, and the extent to which it supports the plan proposed in your application.
- e. Budget information must be in accordance with Section II.A.3.M. Eligible Activities and Costs, III.D. Unallowable Costs and III. E. Indirect Costs.
- f. A narrative (part of the overall Soundness of Approach page limit) describing the budget and summarizing the specific activity costs (listed in the Work Plan), including costs related to:
 - i. Salaries and benefits
 - ii. Program planning and administration
 - iii. Outside technical assistance
 - iv. All other costs to be paid with grant funds or through match.

Higher points will be awarded for responses that convey a high level of quality, comprehensiveness and feasibility as related to the Jobs Plus program. Fewer points

will be awarded for ineligible uses of Jobs Plus funds, lack of detail, lack of responsiveness to the above criteria, lack of quality, and/or lack of feasibility.

D. Application Quality, Feasibility and Impact (up to 5 points).

1. To ensure the maximum impact of Jobs Plus grant, the application must be of a high quality and present a plan that is feasible and impactful. a) The information and strategies described in your application should be well organized, coherent, and internally consistent. Your application should provide information consistently within the narratives and attachments, including numbers, statistics and names/organization names in your narratives and attachments. b) The proposal should be financially feasible, as reflected in the budget including grant and match/leverage resources. c) The proposal should be impactful, demonstrating the Jobs Plus model and program objectives, as well as a clear connection between the needs identified and the services/strategies proposed to respond to those needs. HUD will evaluate the overall proposal and rate it based on the extent to which it achieves the above criteria. Higher points will be awarded for proposal that convey a high level of quality, feasibility and impact as related to the Jobs Plus program. Fewer points will be awarded if the application demonstrates that your proposal will accomplish some of the core goals of the program, have a less significant impact on the targeted project(s), is less likely to succeed, lacks detail, lacks responsiveness to the above criteria, lacks quality, and/or lacks feasibility.

Rating Factor 4 - Match/Leverage (No Page Limit) Maximum Points: 10

A. Match/Leverage, both financial and in-kind, is an essential element of Jobs Plus. Jobs Plus grant dollars enable grantees to leverage other local, state and federal resources to catalyze significant change in employment outcomes for public housing residents. The match/leverage commitments made should respond to the needs and size of the targeted resident population identified in the application, including Rating Factor 2 and the Executive Summary. HUD encourages applicants to create a comprehensive continuum of committed resources that support the proposed program.

To receive points under this rating factor, matched resource commitments must directly contribute to the Jobs Plus program and must follow the documentation requirements for [Section II. B. Cost Sharing or Matching](#).

B. At minimum the match commitments should include at least three (3) of the following employment partners.

1. Workforce Development Boards (WDB) and American Job Center(s)
2. [Workforce Innovation and Opportunity Act](#) (WIOA) Workforce Program(s) partner
3. Community College/University and/or accredited Vocational Training Institution
4. Transportation provider (s)
5. Childcare provider (s)
6. Employment partners (local businesses or area chamber of commerce committed to

hiring/placing program participants)

Include a table in your response to this rating factor in the following format summarizing the match commitments you have secured; for example:

Match/Leverage Chart

Goal/Barrier Identified	Partner Name (List key employment readiness partners)	Match/Leverage Amount	HUD will use the ratio of grant funds requested to the dollar value of documented, committed resources leveraged from other sources and will award points in accordance with the table below.
Employment Readiness Coordination	Name local WDB/ WIB	List match/leverage amount	
Employment Training & Skills Building	Name Workforce Innovation and Opportunity Act (WIOA) Workforce Program(s) partner		
Employment Training & Skills Building	Name Community College, four-year institutions and/or Vocation Training providers		
Transportation	Name Transportation Partner		
Childcare	Name Childcare Partner		
Employment Partners	Name local businesses or area chamber of commerce committed to hiring/placing program participants		
Additional Partners as needed	Name partner		
Additional Partners as needed	Name partner		
	Match/Leverage Ratio	Points Awarded	
	101 percent or more of the requested grant amount	4	
	76 percent to 100 percent of the requested grant	3	

amount	
51 percent to 75 percent of the requested grant amount	2
26 percent to 50 percent of the requested grant amount	1
25 percent or less of the requested grant amount	0

For each entity on the Match Chart, the application must contain a corresponding Match Letter containing the information required in Section II. B. Cost Sharing or Matching. Applications without the required Match Commitment Letters will not meet the 25 percent (%) match threshold and will not be considered for funding.

Rating Factor 5 - Preference Points (No Page Limit) Maximum Points: 4

2. Policy Initiative Preference Points

This NOFO supports the following policy initiatives, for which a maximum of four (4) preference points may be awarded.

Preference points are added to your overall application score. You do not need to address the policy initiatives in this section to receive an award. If you choose to address a policy initiative in your application, you must adhere to the information with any award.

a. HBCUs

You may receive up to two (2) points, if you are partnering with an [HBCU](#). To receive points, you must include in your application a letter of commitment and [HBCU](#) status documentation. The letter must confirm your partnership. The letter must also include the signature of a leadership official at the [HBCU](#).

b. Minority-Serving Institutions

You may receive up to two (2) points, if you are partnering with an MSI. To receive points, you must include in your application a letter of commitment and MSI status documentation. The letter must confirm your partnership. The letter must also include the signature of a leadership official at the MSI.

c. Promise Zones

You may receive up to two (2) points, if your proposed activities support the goals of a [Promise Zone](#). To receive points, you must complete and submit form HUD-50153, Certification of Consistency with Promise Zone Goals and Implementation. An authorized office of the Promise Zone must certify the project meets the criteria included on the form.

d. Opportunity Zones

You may receive up to two (2) points, if your proposed activities are within an [Opportunity Zone](#). To receive points, you must complete and submit [form HUD-2996](#), Certification for

Opportunity Zone Preference Points. If you expect to use less than 50% of the award in Opportunity Zones, you won't receive preference points. Exceptions may be made if your application justifies the lower percentage or demonstrates a significant impact within those zones.

2. Other Factors

Your application must respond to the following other additional criteria.

a. Budget

The panel will review but not approve the budget. The panel will assess whether the budget aligns with planned program activities and objectives. Panel members will consider whether the budget and the requested performance period are fully justified and reasonable in relation to the proposed project.

a. Certification of Consistency with the Consolidated Plan

You must make sure your application activities are [consistent with your local Consolidated Plan](#).

Applicant should review the Jobs Plus grant application to confirm that it is consistent with the Consolidated Plan.

C. Risk Review

Before making an award, HUD will evaluate each applicant's likelihood of successfully implementing an award based on the following criteria.

- OMB-designated repositories of governmentwide data, as noted in [2 CFR 200.206\(a\)](#)
- Other public sources such as newspapers, Inspector General or Government Accountability Office reports or findings, or other complaints that have been proven to have merit
- Financial stability
- Quality of management systems and ability to meet the management standards prescribed in 2 CFR part 200
- History of performance. The applicant's record in managing Federal awards, if it is a prior recipient of Federal awards, including timeliness of compliance with applicable reporting requirements, failing to make significant progress in a timely manner, failing to meet planned activities in a timely manner, conformance to the terms and conditions of previous Federal awards, and, if applicable, the extent to which any previously awarded amounts will be expended prior to future awards
- Reports and findings from audits performed under 2 CFR part 200, subpart F—Audit Requirements or the reports and findings of any other available audits
- The applicant's ability to effectively implement statutory, regulatory, or other requirements imposed on non-Federal entities
- Capacity of the applicant, including staffing structures and capabilities

- History of timely completion of activities and receipt and expenditure of promised matching or leveraged funds
- Ability to promote self-sufficiency and economic independence
- Ability to produce positive outcomes and results

HUD may use the results of the risk review to make funding decisions and to apply award conditions.

D. Selection Process

When making funding decisions, HUD will consider:

- Eligibility requirements, including threshold review results.
- Merit review results.
- Risk review results.

To the extent allowed by law, HUD may:

- Fund applications in whole or in part.
- Fund applications at a lower amount than requested.
- Choose to fund no applications under this NOFO.
- Adjust funding for an application, to ensure funding or geographic dispersion, and alignment with program or administrative priorities.
- Withdraw an award offer and make an offer of funding to another eligible application, if terms and conditions are not finalized or met.
- Use additional funds made available after NOFO publication to either fully fund an application or fund additional applications.
- Correct HUD review and selection errors. If HUD commits an error that causes an applicant not to be selected, HUD may make an award to that applicant when and if funding is available.
- Release another NOFO, if funding is available and if HUD does not receive applications of merit.

1. Program Specific Application Screening.

- HUD will screen each application to determine if the eligibility criteria in Section II. Eligibility are met (including screening for technical deficiencies, if applicable). If any eligibility criteria are not met, the application will be deemed ineligible and will not receive further review. If all eligibility criteria are met, then HUD will screen the application to determine if it meets the other threshold criteria listed in Section V.A., Threshold Review (including screening for technical deficiencies, if applicable).
- Corrections to Deficient Applications – Cure Period. For timely completion of the review process, this NOFO establishes a seven calendar-day window for

applicants to correct deficiencies; that is, clarifications or corrections of technical deficiencies in accordance with information provided by HUD in the email notification of a technical deficiency must be received by HUD within seven calendar days of the date of the HUD email notification. In the case of a deficiency, further instructions on how to submit corrections will be included in the deficiency request. Examples of curable (correctable) technical deficiencies include, but are not limited to, inconsistencies in the funding request, failure to submit the standard forms, and failure to submit a signature and/or date on a certification.

- c. **Applications Not Rated or Ranked.** HUD will not rate or rank applications that are deficient at the end of the cure period or that have not met the Threshold Requirements described in [Section V.A., Threshold Review](#). Such applications will not be eligible for funding.
2. **NOFO Preliminary Rating and Ranking.** Reviewers will rate each eligible application, based on the rating factors included in this NOFO except for Application Quality, Feasibility, and Impact. Applications will be ranked in score order based on the total score from this stage. Applications must earn at least 50 percent (%) of the points in Capacity, Need, and Soundness of Approach to advance.
3. **Final Panel Review.** A Final Review Panel will:
 - a. Review the Preliminary Rating and Ranking documentation to ensure any inconsistencies between preliminary reviewers are identified and rectified and to ensure the Preliminary Rating and Ranking documentation accurately reflects the contents of the application;
 - b. Assign a final score to each application and rank them in score order; and
 - c. Recommend the most highly rated applications for selection, subject to the amount of available funding, in accordance with the allocation of funds described in Section II.B., Cost Sharing or Matching.
4. **Tiebreaker.** If there is a tie, the application with the highest score for Soundness of Approach will be awarded grant funds. If there is still a tie, the score for Capacity will be the deciding factor. If there is still a tie, the score for Need will be the deciding factor. If there is still a tie, the remaining funds available will be divided among the tied applicants, unless HUD determines that the amount to be awarded will be insufficient for tied applicants to conduct the grant successfully (see Remaining Funds below). This Tiebreaker order (Soundness of Approach, then Capacity, then Need) will also be used if needed in ranking applications (e.g., if two applications have the same score, the one with the higher Soundness of Approach score will be ranked before the other application).
5. **Remaining Funds.** HUD reserves the right to reallocate remaining funds from this NOFO to other eligible activities, specifically future Jobs Plus competitions. If the total amount of funds requested by all applications found eligible for funding under this NOFO is less than the amount of funds available from this NOFO, all eligible applications will be funded in rank order and those funds in excess of the total

requested amount will be considered remaining funds. If the total amount of funds requested by all applications found eligible for funding under this NOFO is greater than the amount of funds available from this NOFO, eligible applications will be funded until the amount of non-awarded funds is less than the amount required to feasibly fund the next eligible application. In this case, the funds that have not been awarded will be considered remaining funds.

HUD may use the results of the risk review to make funding decisions and to apply award conditions.

E. Award Notices

If you are successful, HUD will email an award notice to the authorized official representative from the SF-424. HUD will also notify unsuccessful applicants.

The award notice communicates the amount of the award, important dates, and the terms and conditions you need to follow. HUD may impose specific conditions on an award as provided under [2 CFR 200.208](#).

You agree to the award terms and conditions by either drawing funds from HUD's payment system or signing the agreement with HUD. If you do not agree to the award terms and conditions, HUD may select another eligible applicant.

VI. SUBMISSION REQUIREMENTS AND DEADLINES

VI. Submissions Requirements and Deadlines

A. Deadlines

B. Submission Methods

C. Other Submissions

D. False Statements

VI. SUBMISSION REQUIREMENTS AND DEADLINES

You must apply electronically. See [Find the Application Package](#) to make sure you have everything you need to apply online. See [Application Waiver](#) if you qualify to submit a paper application.

Make sure you are current with [SAM.gov](#) and UEI requirements before applying for the award. See the [Before You Begin](#) section of this NOFO.

A. Deadlines

1. Application submission deadline:

The application deadline is 11:59:59 PM Eastern time on:
12/29/2025

HUD must receive your application by the deadline. Applications received after the deadline are late. Late applications are not eligible for HUD funding.

If HUD receives more than one application from you, HUD will review only the last submission.

HUD may extend an application due date based on emergency situations such as Presidentially-declared natural disasters. Improper or expired registration and password issues are not causes to allow HUD to accept applications after the deadline date.

2. Grace Period for Grants.gov Submissions

If [Grants.gov](#) rejects your application before the deadline, you have up to 24 hours after the application deadline to correct and resubmit your application. Any application submitted during the grace period but not received and validated by Grants.gov will not be considered for funding. There is no grace period for paper applications.

B. Submission Methods

1. Electronic Submission

You must register and submit your application through [Grants.gov](#). See [Before You Begin](#).

For instructions on how to submit in [Grants.gov](#), see the [Quick Start Guide for Applicants](#).

Make sure that your application passes the [Grants.gov](#) validation checks or we may not get it.

[Grants.gov](#) will record the date and time of your application submission. HUD will use this information to determine timely applications.

Need Help? See the [Contact and Support](#) section of this NOFO.

2. Electronic Submission Application Waiver

You may request a waiver from the requirement to submit your application electronically. The request must show good cause and detail why you are technologically unable to submit electronically. An example of good cause may include: a valid power or internet service disruption in the area of your business office. Lack of [SAM.gov](#) registration is not good cause.

Use the information in the [Contact and Support](#) section of this NOFO to submit a written

request to HUD. You must **submit your waiver request at least 15 calendar days before the application deadline.**

C. Other Submissions

1. Intergovernmental Review

This NOFO is not subject to Executive Order [12372](#). No action is needed.

2. Technical Application Errors

HUD may contact you to fix a technical error with your timely application after the due date. Technical errors that you may fix are not submitted to satisfy merit review criteria. And you may not fix technical errors related to threshold review except eligibility entity documentation. Examples of technical errors include: inconsistencies in funding requests; improper signature on a form; a missing or incomplete form; and nonprofit status documentation.

HUD will send notice to the authorized organization representative from the SF-424 to fix a technical error.

Your application is not eligible for funding, if you fail to fix the error to HUD's satisfaction and by the due date in HUD's notice. HUD will not review information submitted after the application due date in HUD's notice.

a. Fix Errors in Electronic Applications

To fix an error in response to a HUD notice, you must email the corrections to HUD at applicationsupport@hud.gov. The subject line of the email to applicationsupport@hud.gov must state "Technical Fix" and include the [Grants.gov](#) application tracking number (e.g., Subject: Technical Fix - GRANT123456). If you do not email applicationsupport@hud.gov or if you do not include the appropriate subject line, HUD may mark your application as ineligible.

HUD allows no less than 48 hours and no more than 14 calendar days from the date of the HUD notice to fix an error. If the due date to fix an error falls on a Saturday, Sunday, Federal holiday, or on a day when HUD's Headquarters office in Washington, DC is closed, then the due date is the next business day.

b. Fix Errors in Paper Applications

You must fix an error in your paper application, in accordance with HUD's notice. If your paper application includes an incorrect UEI, HUD will request you supply the correct UEI.

D. False Statements

By submitting an application, you acknowledge your understanding that providing false or misleading information during any part of the application, award, or performance phase of an award may result in criminal, civil or administrative sanctions, including but not limited to: fines, restitution, and/or imprisonment under 18 USC 1001, 18 USC 1012, 18 USC 1010, 18 USC 1014, or 18 USC 287; treble damages and civil penalties under the False Claims Act, 31 USC 3729 et seq.; double damages and civil penalties under the Administrative False Claims Act, 31 USC Sections 3801-3812; civil recovery of award funds; suspension and/or debarment from all federal procurement and non-procurement transactions, FAR Part 9.4 or 2

CFR Part 180; and other remedies including termination of active HUD award.

VII. POST - AWARD REQUIREMENTS AND ADMINISTRATION

VII. Post-Award Requirements and Administration

- A. Administrative, National and Departmental Policy Requirements and General Terms and Conditions
- B. Environmental Requirements
- C. Remedies for Noncompliance
- D. Reporting

VII. POST-AWARD REQUIREMENTS AND ADMINISTRATION

A. Administrative, National and Departmental Policy Requirements, and General Terms and Conditions

You must follow the applicable provisions in the [Administrative, National & Departmental Policy Requirements and Terms for HUD Financial Assistance – 2025](#). You must comply with these applicable provisions:

1. The Fair Housing Act ([42 USC 3601-3619](#)) and Civil Rights laws which encompass the Fair Housing Act and related authorities (24 CFR 5.105(a))
2. Affirmatively Furthering Fair Housing (AFFH) requirements, ([42 USC § 3608\(e\)\(5\)](#)) and implementing regulations at [24 CFR 5.150 et seq.](#) as amended by 90 FR 11020.
3. Economic Opportunities for Low-and Very Low-income Persons ([12 USC 1701u](#)) requirements, including those listed at [24 CFR part 75](#)
4. Compliance with Immigration Requirements (8 U.S.C. 1601-1646; [Executive Order 14218](#))
5. Accessible Technology requirements, ([29 USC § 794d](#), 29 USC 794, 42 USC 12131-12165) and implementing regulations at 36 CFR part 1194 (Section 508 regulations), [24 CFR § 8.6](#) (Section 504 effective communication regulations), 28 CFR part 35, subpart H (DOJ Web Access Rule), and [28 CFR part 35, subpart E](#) (DOJ's Title II communications regulations)
6. Ensuring, when possible, small businesses, minority businesses, women's business enterprises, veteran-owned businesses, and labor surplus area firms receive consideration consistent with [2 CFR 200.321](#)
7. Equal Participation of Faith-based Organizations in HUD Programs and Activities consistent with 42 U.S.C. 2000bb et seq.; 42 U.S.C. 2000d et seq.; 24 CFR 5.109; and Executive Orders 14202, *Eradicating Anti-Christian Bias* and EO 14205, *Establishment of the White House Faith Office*.
8. Uniform Relocation Assistance and Real Property Acquisition Policies Act ([42 USC § 4601 et seq.](#)) (URA) requirements, [49 CFR part 24](#), and applicable program regulations
9. Participation in HUD-Sponsored Program Evaluation (12 USC 1701z-1; 12 USC 1702z-2; 24 CFR part 60; and FR-6278-N-01)
10. OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards ([2 CFR part 200](#))
11. Drug-Free Workplace requirements ([2 CFR part 2429](#))
12. HUD requirements related to safeguarding resident/client files (e.g., [2 CFR 200.303\(e\)](#))
13. The Federal Funding Accountability and Transparency Act of 2006 ([2 CFR part 170](#)) (FFATA), as amended
14. Eminent Domain

15. Accessibility for Persons with Disabilities requirements ([29 USC § 794](#)) and implementing regulations at [24 CFR parts 8](#) and [100](#); [28 CFR part 35](#)

16. Applicable Violence Against Women Act requirements in the Housing Chapter of VAWA ([34 USC § 12491-12496](#)) [24 CFR part 5, subpart L](#), and program-specific regulations.

17. Conducting Business in Accordance with Ethical Standards/Code of Conduct, including [2 CFR 200.317](#), [2 CFR 200.318\(c\)](#) and other applicable conflicts of interest requirements

19. [Section 106\(g\) of the Trafficking Victims Protection Act of 2000 \(TVPA\), as amended \(22 USC § 7104\(g\)\)](#) and implementing regulations at [2 CFR part 175](#)

20. Environmental requirements that apply in accordance with [24 CFR part 50](#) or [part 58](#)

21. Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment (41 USC § 3901 note prec., 2 CFR 200.216)

22. Unless prohibited by law and to the extent permitted under the Freedom of Information Act (FOIA), your application and post-award content may be released to the public in response to FOIA requests, except to the extent that certain information may be withheld under a FOIA exemption ([5 USC § 552\(b\)](#); [24 CFR 15.107\(b\)](#)). HUD may also share your information within HUD or with other Federal agencies if HUD determines that sharing is relevant to the respective program's objectives.

23. Waste, Fraud, Abuse, and Whistleblower Protections. [41 USC § 4712](#), which includes informing your employees in writing of their rights and remedies, in the predominant native language of the workforce. Under [41 U.S.C. § 4712](#), employees of a contractor, subcontractor, grantee, subgrantee, and personal services contractor may not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing information that the employee reasonably believes is evidence of gross mismanagement of a Federal contract or grant, a gross waste of Federal funds, an abuse of authority relating to a Federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a Federal contract (including the competition for or negotiation of a contract) or grant. (See [Federal Contractor or Grantee Protections | Office of Inspector General, Department of Housing and Urban Development \(hudoig.gov\)](#))

24. Implementing Presidential Executive Actions affecting federal financial assistance programs, as advised by the Department, unless otherwise restricted by law: Executive Order (EO) [14219](#) (Ensuring Lawful Governance and Implementing the President's "Department of Government Efficiency" Deregulatory Initiative); [14218](#) (Ending Taxpayer Subsidization of Open Borders); guidance resulting from the White House Task Force established by [14202](#) (Eradicating Anti-Christian Bias) and the Senior Advisor to the White House Faith Office assigned by [14205](#) (Establishment of the White House Faith Office); [14182](#) (Enforcing the Hyde Amendment); [14173](#) (Ending Illegal Discrimination and Restoring Merit-Based Opportunity); [14168](#) (Defending Women From Gender Ideology Extremism and Restoring Biological Truth to the Federal Government); [14151](#) (Ending Radical and Wasteful Government DEI Programs and Preferencing); and [14148 \(Initial Rescissions of Harmful Executive Orders and Actions\)](#)

B. Environmental Requirements

1. Environmental Review

[24 CFR part 50](#)

Activities funded under this NOFO are exempt or categorically excluded from environmental review under the National Environmental Policy Act of 1969 (42 USC § 4321) and not subject to environmental review under related laws and authorities. The exemption or categorical exclusion is in accordance with 24 CFR 50.19(b)(3), (4), (7), (9), (12), and (13).

This NOFO involves administrative and 58.34 (a)(3), (4), (7), fiscal requirements related to income limits and (9) and 58.35(b)(2) and (3). Exclusions regarding the calculation of rental assistance which do not constitute a development decision affecting the physical condition of specific project areas or building sites.

2. NOFO Impact Determination Related to the Environment

This NOFO has no significant impact related to the environment. HUD has made a Finding of No Significant Impact (FONSI) as required by HUD regulations at [24 CFR part 50](#), which implement section 102(2)(C) of the National Environmental Policy Act of 1969 (42 USC § 4332(2)(c)). To learn more about this FONSI, go to [HUD's Funding Opportunities](#) web page.

3. Lead-Based Paint Requirements

You must follow the lead-based paint rules below if you fund any work on pre-1978 housing. This includes buying, leasing, support services, operating, or work that disturbs painted surfaces.

- [HUD's rules](#) (Lead Disclosure Rule; and Lead Safe Housing Rule).
- EPA's rules ([Renovation, Repair and Painting Rule](#), and [Lead Abatement, Inspection and Risk Assessment Rule](#)).

C. Remedies for Noncompliance

HUD may terminate all or a part of your award as described under 2 CFR 200.340 through 200.343 pursuant to the terms and conditions of your award, including, to the extent authorized by law, if an award no longer effectuates the program goals or agency priorities. HUD may also impose specific conditions on your award or take other remedies as described by 2 CFR 200.339 through 200.343, if you do not comply with your award terms and conditions.

Unsatisfactory Performance/Default

1. A default under this NOFO and/or grant agreement shall consist of any failure to comply with Federal statutes, regulations, or the terms and conditions of the Jobs Plus Initiative grant or any material misrepresentation in the application submissions. If HUD determines that the Grantee has defaulted under this Agreement, HUD may take any remedial action legally available, including remedial actions outlined in 2 CFR part 200. Actions that may constitute a default under this Agreement include, but are not limited to:

1. use of funds provided under this NOFO for any purpose, in any manner or at any time, other than as authorized by this Grant Agreement;
 2. failure to comply with the Jobs Plus Program Requirements or any other Federal, State, or local laws, regulations or requirements applicable in operating the Jobs Plus Program;
 3. failure to perform any obligation, or otherwise fail to proceed in a manner consistent with the Jobs Plus NOFO application, (including, without limitation, failure to accomplish an activity by the date specified in the Program Schedule);
 4. any material misrepresentation in any of the required submissions, including, without limit, any misrepresentations in any of the submissions required by NOFO; or
 5. failure to comply with, or any material breach of, any other requirements, conditions or terms of this NOFO.
- A. Additional Conditions. If a Grantee is in default of any part of the NOFO and/or grant agreement, HUD may impose additional conditions, as described in 2 CFR 200.208. Additional conditions will be imposed in compliance with 2 CFR 200.208(c). Additional conditions HUD may impose may include, but are not limited to:
1. Requiring additional, more detailed financial reports;
 2. Requiring additional grant monitoring;
 3. Requiring the Grantee to obtain technical or management assistance;
 4. Establishing additional prior approvals;
 5. Requiring the Grantee to follow a HUD-approved detailed schedule of grant activities;
 6. Requiring the Grantee to cancel or revise ineligible activities;
 7. Requiring the Grantee to revise its budget; and/or
 8. Requiring HUD manual review and approval of every drawdown request;
- B. Other Remedies. If HUD determines that a default cannot be remedied by imposing additional conditions, HUD may, pursuant to 2 CFR 200.339, take one or more of the following actions, as a proportional response:
1. Temporarily withhold cash payments pending correction of the deficiency by the Grantee or more severe enforcement action by HUD.
 2. Disallow (that is, deny both use of funds and any applicable matching credit for) all or part of the cost of the activity or action not in compliance.
 3. Wholly or partly suspend or terminate the grant.
 4. Initiate suspension or debarment proceedings as authorized under 2 CFR part 180 and HUD regulations.
 5. Withhold further grant awards for the program.

6. Reduce the Jobs Plus Program Grant in the amount affected by the default;
 7. Recapture any Jobs Plus Program Grant funds not obligated by the Grantee.
 8. Take action against the Grantee under 2 CFR part 2424 and Executive Order 12549 with respect to future HUD or Federal grant awards.
 9. Take other remedies that may be legally available, including requiring reimbursement by the Grantee for grant amounts used improperly or enforcing any remedial actions available under a PHA's ACC or Declaration of Trust, Declaration of Restrictive Covenants, or—as applicable—Housing Assistance Payment contract and RAD Use Agreement at the Jobs Plus target project.
- C. Notice of Termination and Opportunity to Object. If the Grantee materially defaults under this Agreement, HUD may terminate the grant. Any findings regarding a Grantee's failure to abide by the terms of this grant that would support a termination of funding shall be exclusively within HUD's discretion. If HUD pursues termination of the grant, HUD will follow the termination process established in 2 CFR part 200, including providing notice of termination pursuant to 2 CFR 200.341. Pursuant to 2 CFR 200.342, HUD will also provide the Grantee an opportunity to object and provide information and documentation challenging a termination.
- D. Delinquent Federal Debts. Consistent with the purposes and intent of 31 U.S.C. 3720B and 28 U.S.C. 3201(e), Grantees with an outstanding federal debt must provide to HUD a negotiated repayment schedule which is not delinquent or have made other arrangements satisfactory to HUD. If arrangements satisfactory to HUD cannot be completed within 90 days of notification of selection, HUD will not make an award of funds to the Grantee, but offer the award to the next eligible Grantee. Applicants selected for funding, or awarded funds, must report to HUD changes in status of current agreements covering federal debt. If a previously agreed-upon payment schedule has not been adhered to or a new agreement with the federal agency to which the debt is owed has not been signed, the Grantee will be considered to be in default under this Agreement.

D. Reporting

HUD requires recipients to submit the performance, financial, and program reports as outlined below. You must comply with these reporting requirements to remain eligible for HUD funding. See [Section VII.C.](#) of this NOFO.

HUD is implementing new grants management and reporting tools, which will be rolled out for your use in the near term. As a grantee, you will be required to report on grant performance and financial activities (including vendor and cash disbursement supporting details for yourself and your sub-recipients) using these new tools when they are released. HUD will work with you to support your transition to this new reporting environment. Once implemented, timely reporting in this new environment will be mandatory. HUD reserves the right to exercise all available rights and remedies for any noncompliance with these grants management and financial reporting requirements, to include requiring 100% review or stopping future disbursements altogether if reporting is not timely submitted.

Report	Description	When
Federal Funding Accountability and Transparency Act (FFATA)	- Awards equal to or greater than \$30,000 - Data on executive compensation and first-tier subawards - See Public Law 109-282 and 2 CFR part 170 - HUD reports initial prime recipient data to usaspending.gov - Submit via SAM.gov	See 2 CFR Appendix A to Part 170(a)(2)(ii)
Reporting on Recipient Integrity and Performance Matters	- Total value of all current Federal awards exceeds \$10,000,000 for any period of time during the period of performance of this Federal award - See Appendix XII to 2 CFR 200 - Submit via SAM.gov	See 2 CFR Appendix-XII to Part 200 I.(d)
Progress Report	- Summary of progress status - Work to be performed during the next reporting period - Any anticipated risks and plans to mitigate those risks	Quarterly
Federal Financial Report, SF-425	- Summary of key financial data - See 2 CFR 200.328	See 2 CFR 200.328 or award terms
Other Data Reporting	Recipients that provide HUD-	No less than annually

Report	Description	When
	funded program benefits to individuals or families will report data on the employability characteristics of persons and households funded by this program. Collecting race and ethnicity is not a requirement of this NOFO.	
Audited financial statement	Recipient's organizational structure, any sub-grantees or sub-recipients, and how each disbursement of grant funds was applied to an eligible cost throughout the life of the grant to receive disbursements of Federal funds.	No less than annually

VIII. CONTACT AND SUPPORT

VIII. [Contact and Support](#)

A. [Agency Contact](#)

B. [Grants.gov](#)

C. [Sam.gov](#)

D. [Debriefing](#)

E. [Applicant Experience Survey](#)

F. [Other Online Resources](#)

VIII. CONTACT AND SUPPORT

Individuals who are deaf or hard of hearing, as well as individuals who have speech or communication disabilities may use a relay service. To learn more about how to make an accessible telephone call, visit the webpage for the [Federal Communications Commission](#).

A. Agency Contact

1. Program and Application Requirements

Name: Jobs Plus Program Office

Phone: N/A

Email: jobsplus@hud.gov

Note: HUD's assistance is limited by the standards at [24 CFR 4.26](#).

2. Paper Application Waiver Request

Name: _____

Email: jobsplus@hud.gov

Phone: N/A

HUD Organization: _____

Street: _____

City: _____

HUD Reform Act. HUD is prohibited from disclosing [covered selection information](#) during the selection process. The selection process includes NOFO development and publication, and concludes with the announcement of selected recipients of financial assistance. HUD will not assist you with completing your application.

B. Grants.gov

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

C. SAM.gov

If you need help, you can call 866-606-8220 or live chat with the [Federal Service Desk](#).

D. Debriefing

After public announcement of awards, HUD will debrief you on your application upon your written request. Submit your written request to the [agency contact for program and application requirements](#) in this NOFO. HUD may limit the information provided to protect the integrity of the competition.

E. Applicant Experience Survey

You are encouraged to provide feedback on your application experience by completing our

[Applicant Experience Survey](#). Your feedback is optional; you are not required to provide personal information. HUD may use your feedback to improve future NOFOs. Your feedback has no impact on funding decisions.

F. Other Online Resources

You are encouraged to review the [online resources](#) for context on some of the NOFO requirements.

APPENDIX

[Appendix](#)

[Appendix I Definitions](#)

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APPENDIX

Appendix I. Definitions

1. Standard Definitions

For standard definitions not listed below, refer to [2 CFR 200.1](#).

Affirmatively Furthering Fair Housing (AFFH) - statutory obligation to affirmatively further the purposes and policies of the Fair Housing Act (see also [24 CFR 5.151](#), as amended by 90 FR 11020).

Authorized Organization Representative (AOR) is the official within your organization with the legal authority to: give assurances, make commitments, submit your application to HUD, enter into agreements, and execute such documents on behalf of your organization. The AOR is not necessarily the Project Director. The AOR has [defined privileges](#) within Grants.gov.

Consolidated Plan has the same meaning as defined at [24 CFR part 91](#).

E-Business Point of Contact (E-Biz POC) is [defined at Grants.gov](#).

Eligibility requirements are mandatory requirements for an application to be considered for funding.

Grants.gov is the website serving as the Federal government's central portal for searching and applying for federal financial assistance.

Historically Black Colleges and Universities (HBCUs) are any historically Black college or university included on this [list of accredited HBCUs](#).

Minority-Serving Institutions (MSIs) are

- (1) an HBCU as defined in [20 U.S.C. § 1061](#)(2) and included on this [list of accredited HBCUs](#);
- (2) a Hispanic-serving institution (as defined in [20 U.S.C. § 1101a\(5\)](#));
- (3) a Tribal College or University (as defined in [20 U.S.C. § 1059c\(b\)\(3\)](#));
- (4) an Alaska Native-serving institution or a Native Hawaiian-serving institution (as defined in [20 U.S.C. § 1059d\(b\)](#));
- (5) a Predominantly Black Institution (as defined in [20 U.S.C. § 1059e\(b\)\(6\)](#));
- (6) an Asian American and Native American Pacific Islander-serving institution (as defined in [20 U.S.C. § 1059g\(b\)\(2\)](#)); or
- (7) a Native American-serving nontribal institution (as defined in [20 U.S.C. § 1059f\(b\)\(2\)](#)).

Primary Point of Contact (PPOC) is the person HUD may contact with questions about the application submitted. The PPOC is listed in item 8F on the SF-424.

Promise Zones (PZs) are [designated high poverty areas in select urban, rural and tribal communities](#). The communities prioritize: increasing economic activity, improving educational opportunities, leveraging private investment, reducing violent crime, enhancing public health and addressing other priorities identified by the community.

System for Award Management (SAM) has the same meaning as [2 CFR 25.100\(b\)](#).

Threshold Requirements are eligibility requirements you must meet before HUD advances to a merit review of your application.

Unique Entity Identifier (UEI) has the same meaning as [2 CFR 25.100\(a\)](#).

2. Program Definitions.

Case Management /Coaching. For purposes of this program and NOFO, case management (or preferably, “case coaching”) is client-centered case coaching for each participant in the program (for purposes of this NOFO, the term “case management/coaching” will be used). *This is different than service coordination.* Case management/coaching involves working one-on-one to help residents achieve the goals they identify for themselves. The introduction of the term “case coaching” (vs. “case management”) is because the case coach’s job is to help participants achieve their own goals, rather than manage participants’ progress toward goals determined by the Jobs Plus program. Grantees are expected to implement this approach in their Jobs Plus grants. It includes screening/assessment/risk management, individualized service planning based on resident needs and choices, provision of options and information, linkage/referral to formal and informal services and supports, service coordination at the client-level, crisis intervention, follow-up, advocacy, monitoring/evaluation of resident progress as well as timeliness and effectiveness of service delivery, and maintenance of records. Case management/coaching contributes to and benefits from well-coordinated services at the community level. The intensity and frequency of case management/coaching services should be tailored to the level of an individual’s or family’s needs.

Community Support for Work (CSW) – CSW is a core component of the Jobs Plus program, reflecting the goal of building a caring and cohesive public housing community that is strongly committed to supporting residents’ progress towards economic security. See section I.A.1 on Program Purpose for a description.

Jobs Plus Center – is the primary location where programming will be delivered. The center would be where the Jobs Plus team (e.g., JP Coordinator, JP case managers/coaches) is located and accessible to residents, where members of the target project(s) will gather for group meetings and activities, employment-related services, and other Jobs Plus purposes.

Jobs Plus rent incentive (JP rent incentive) – JP rent incentive is the term for the financial incentive (rent incentive) provided in the Jobs Plus program. See section I.A.1 on Program Purpose for description.

Jobs Plus Eligible Resident – any public housing resident of the target public housing project is eligible for Jobs Plus. For applicants with RAD, additional program requirements apply as detailed in Section III.F, “Rental Assistance Demonstration.”

Jobs Plus Participant – a public housing resident of the target public housing project

who has completed an assessment for the program. For applicants with public housing projects (AMPs) that have undergone or will undergo a RAD conversion, additional program requirements apply as detailed in Section III.F, “Rental Assistance Demonstration.”

JP rent incentive Participant – any public housing resident of the target public housing project that has enrolled in JP rent incentive. All residents in a Jobs Plus project are eligible to receive the JP rent incentive benefit, even if they do not actively participate in other Jobs Plus activities. But, to access JP rent incentive, residents must sign up for (enroll in) JP rent incentive. For applicants with RAD, additional program requirements apply as detailed in Section III.F, “Rental Assistance Demonstration.”

Living Wage - A wage sufficient to enable a family to afford adequate shelter, food and the other necessities of life. See <http://livingwage.mit.edu> to calculate.

RAD Closing - In RAD, closing is the event during which the applicable RAD transaction documents are entered into. "Conversion" does not occur prior to Closing. (See Section 1.13 of the REV-4, PIH-2019-23 (HA)/H-2019-09 for further details on RAD closing.)

Target Public Housing Project – This is the public housing project that the PHA selects to benefit from the Jobs Plus grant. Throughout the NOFO it may also be referred to as the “public housing project” or the “project”. For purposes of this NOFO, “project” means “AMP” (Asset Management Project; PIH Notice 2007-28) and each project is identified by an AMP number as captured in PIH Information Center (PIC). AMP numbers are the identifier HUD uses to check eligibility using data from PIC as described in this NOFO. An AMP number may cover just one public housing development/site, or it may cover multiple public housing development(s)/site(s). Please note that applicants must commit to serve all public housing development(s)/site(s) and residents covered by the AMP number that the applicant indicates it is targeting in the Jobs Plus application. The project(s) must meet all criteria of the NOFO such as those described in Section III.A Criteria for Eligible Public Housing Projects.

Workforce Adults - For the purposes of measuring outcomes of this grant program, a workforce adult is generally an individual between the ages of 18 - 64 who is interested and able to become employed. Resident participation is determined by the individual voluntarily choosing to participate in the program. The term “workforce adult” does not preclude individuals with disabilities from participating in this program. PHAs are not permitted to exclude any residents from this program based on any disability. Reference: Section VI, part B: Administrative, National and Departmental Policy Requirements and Terms for HUD Applicants and Recipients of Financial Assistance Awards; Compliance with the Fair Housing Act, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act.

Jobs Plus - Program Specific Submission Requirements for SF 424

1. Question 5a – The Federal Identifier requested in 5a is the PHA number of each applicant PHA (e.g., MD035 or AK002). Please provide PHA code.

2. Question 5b – You may leave this blank.
3. Question 14 – You may leave blank and need not attach anything.
4. Question 16 – If the location of the applicant's office and the location of the program/project are within the same Congressional District include the same answer for both parts.
5. Question 17 – Use the dates stated in the Section I.A. Period of performance of the NOFO or estimate.
6. Question 18 – Complete as follows:
 1. 18.a: The amount of federal funds (Jobs Plus) requested from HUD in this application. The dollar amount entered in 18.a must be the total requested under this NOFO.
 2. 18.b: The total match/leverage that you and your partners are committing to the program.
 3. 18.c through f: No funding amount should be reported in 18.c through 18.f.
 4. 18.g: The total 18a. through 18.f. will auto-populate a cumulative figure for 18.g.
7. Question 19 – Answer c. Program is not covered by E.O. 12372.
8. Question 21 - Follow instructions for SF -424. Additionally, please be reminded of the following:
 1. The AOR should have the authority to make a legally binding commitment for the applicant and to sign off on the certifying statement provided in question 21 of the SF-424 (i.e., the Executive Director of your organization, or some other designated official of your organization who is authorized to make contractual/legally binding agreements on behalf of your agency). This person should review and sign the grant application before it is submitted.
 2. A contractor or grant writer not directly employed by the applying organization is not eligible to be an AOR. Funding may be delayed if a contractor or grant writer is listed incorrectly as the AOR (See also the information on Application, Assurances and Certifications in Section IV.G below).
9. Do not add attachments to SF-424. Use the Attachments Form in the electronic application to submit attachments.

Appendix II: List of Potentially Eligible PHAs and Projects

To be considered for funding a project (AMP) must be on the Appendix II. list attached to this NOFO, unless applicant is seeking eligibility under [Section II. A.4.b. Size and Unemployment \(Process for Request for Review of Eligibility. If the PHA is not listed in Appendix II\)](#). However, please refer to the NOFO in order to meet all NOFO requirements. The attached list of public housing projects (AMPs) only identifies projects that meet two eligibility criteria of the NOFO, namely Size and Unemployment from [Section II.A.4.](#)

- **Size:** Minimum project size of 100 households where at least one resident in each of the households is non-elderly (less than age 65).

- **Unemployment:** At least 40 percent of the households (excluding households consisting only of elderly residents) report no earned income in PIC. Please review additional selection criteria as described in the NOFO. Appendix B is based on IMS/PIC data as of **June 30, 2025**.

Note: A copy of Appendix II. can also be found on [grants.gov](https://www.grants.gov) under related documents.