U.S. Department of Housing and Urban Development

Community Planning and Development

Youth Homelessness Demonstration Program
FR-6100-N-35
Application Due Date: 04/17/2018

Youth Homelessness Demonstration Program
FR-6100-N-35
TABLE OF CONTENTS

I. Funding Opportunity Description.
II. Award Information.
III. Eligibility Information.
    A. Eligible Applicants.
    B. Cost Sharing or Matching.
    C. Other.
IV. Application and Submission Information.
    A. Obtaining an Application Package.
    B. Content and Form of Application Submission.
    C. System for Award Management (SAM) and Dun and Bradstreet
    Universal Numbering System (DUNS) Number.
    D. Application Submission Dates and Times.
    E. Intergovernmental Review.
    F. Funding Restrictions.
    G. Other Submission Requirements.
V. Application Review Information.
    A. Criteria.
    B. Review and Selection Process.
    C. Anticipated Announcement and Award Dates.
VI. Award Administration Information.
    A. Award Notices.
    B. Administrative, National and Departmental Policy R equirements.
    C. Reporting.
VII. Agency Contact(s).
VIII. Other Information.
IX. Appendix.

U.S. Department of Housing and Urban Development

Program Office:	Community Planning and Development
Funding Opportunity Title:	Youth Homelessness Demonstration Program
Announcement Type:	Modification
Funding Opportunity Number:	FR-6100-N-35
Primary CFDA Number:	14.276
Due Date for Applications:	**04/17/2018**

Overview

For Further Information Contact: Please direct questions regarding the specific program requirements of this Program Notice of Funding Availability (NOFA) to the agency contact identified in Section VII. Please direct general questions regarding the FY2017 NOFAs to the Office of Strategic Planning and Management, Grants Management and Oversight Division, at AskGMO@hud.gov.

Additional Overview Information

Incorporation of the General Section. HUD publishes a General Section each fiscal year that contains requirements for all applicants to HUD's various competitive grant programs, including this NOFA. Applications must meet all of the requirements of the General Section in addition to the requirements of this NOFA to be considered and potentially receive funding. The full title of the General Section is the General Section to HUD's Fiscal Year 2017 Notices of Funding Availability for Discretionary Programs. Copies are available at Grants.gov and HUD's Funds Available page.

1. Participative Planning and Implementation. HUD encourages applicants to ensure, where applicable, public decision making and meaningful participation throughout the visioning, development, and implementation of funded projects. HUD encourages applicants to work with all residents of affected areas, especially communities traditionally marginalized from planning processes. In seeking public participation, applicants and grantees must ensure that all communications are provided in a manner that is effective for persons with hearing, visual, and other communications-related disabilities consistent with Section 504 of the Rehabilitation Act of 1973 and, as applicable, the Americans with Disabilities Act. In addition, Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d and Executive Order 13166 require that grantees take responsible steps to ensure meaningful access to services, programs, and activities by persons with Limited English Proficiency (LEP persons).

2. OMB Approval Number(s): 2506-0210

I. Funding Opportunity Description.

A. Program Description.

1. Purpose and Summary.

The goal of the YHDP is to support up to 11 communities, at least 5 of which will be rural, in the development and implementation of a coordinated community approach to preventing and ending youth homelessness, and sharing that experience with and mobilizing communities around the country toward the same end. The population to be served by this demonstration program is youth experiencing homelessness, including unaccompanied and pregnant or parenting youth, where no member of the household is older than 24. The demonstration has five primary objectives:

- ***Build national momentum.*** Motivate state and local homelessness stakeholders across the country to prevent and end youth homelessness by forming new partnerships, addressing system barriers, conducting needs assessments, testing promising strategies, and evaluating their outcomes;

- ***Evaluate the coordinated community approach.*** Evaluate coordinated community approaches to preventing and ending youth homelessness, including local and state partnerships across sectors and other planning operations
- ***Expand capacity.*** Demonstration communities will expand their capacity to serve homeless unaccompanied youth, pilot new models of assistance, and determine what array of interventions is necessary to serve the target population in their community

- ***Evaluate performance measures.*** Evaluate the use of performance measurement strategies designed to better measure youth outcomes and the connection between youth program outcomes and youth performance measures on overall system performance for the Continuum of Care (CoC);

- ***Establish a framework for federal program and TA collaboration.*** Determine the most effective way for federal resources to interact within a state or local system to support a coordinated community approach to preventing and ending youth homelessness.

To meet these objectives, the YHDP uses the funding made available on May 5, 2017 through the Consolidated Appropriations Act, 2017 (Public Law 115-31). This act appropriated up to $43 million to HUD "to implement projects to demonstrate how a comprehensive approach to serving homeless youth, age 24 and under, in up to 11 communities, including at least five rural communities, can dramatically reduce youth homelessness."

This NOFA is for the selection of the communities and to alert each community of the amount of money available to them through the YHDP. The CoC's Collaborative Applicant is responsible for submitting the application for this NOFA.

This NOFA establishes the process and requirements for the selection of the communities and alerts each community of the maximum amount of funding available to them through the YHDP. The CoC's Collaborative Applicant is responsible for submitting the application for this NOFA, and if selected, the selected communities will then be able to apply for project funding

via the project applicant. Projects will be expected to follow CoC Program requirements, unless a waiver is approved to a specific CoC Program requirement (see Appendices A and B for project application and waiver information).

HUD plans to support the community process described by this NOFA, including the community application process, with publicly available technical assistance resources. HUD will publish technical assistance material for the benefit of all communities in the form of online guidebooks, case studies, templates, and other technical assistance delivery vehicles throughout the duration of the demonstration, and will also reserve significant resources for direct technical assistance to the selected communities at the conclusion of this competition according to the process described in this NOFA. HUD will assign dedicated teams of technical assistance providers to assist selected communities in analyzing community strengths and needs, developing a coordinated community plan, implementing the plan, and then engaging in a process of continuous quality improvement.

HUD will share outcomes and make resources publicly available as quickly as possible to accelerate efforts to prevent and end youth homelessness nationally. In addition, HUD, and to the extent possible, its federal partners, will work to accelerate HUD's learning related to youth and the concepts of:

- Housing First, assessment and prioritization;
- Coordinated entry;
- Risk and protective factors for youth homelessness;
- Diversion from child welfare and systems of justice;
- Success in education and employment;
- Serving victims of violence including trafficking;
- LGBTQ youth, youth under the age of 18, and pregnant and parenting teens; and
- System performance measures

HUD recognizes that there are promising strategies concerning these concepts but limited evidence to support replication of best practices. Given the importance of advancing our understanding in this topic area, HUD is very interested in communities that will commit to focusing attention on these issues.

After the application submission deadline in April 2018, HUD will take several months to assess the applications and select communities (at which point selected “applicants” become “selected communities”). HUD will also allocate to each selected community an amount which may be awarded for projects selected through the process described in Appendix A. The amount allocated for each selected community will be equal to a minimum of $1,000,000 plus a percentage of the remaining $32,000,000 based on the percentage of all youth among all selected communities that reside in each selected community and the poverty rate of each community, as described in section IV.C. It is important to note that the selected community may or may not be the entire geographical area of the CoC (see Section III.E.a. for target area selection information).

Once HUD announces the selected communities, the following timeline will apply:

CoCs will have 4 months to submit a coordinated community plan, and up to 4 additional months to address comments from HUD.

During plan development, applicants can apply for projects on a rolling basis equivalent to the value of 30 percent of the total allocated to the community. The remaining 70 percent will become available once a coordinated community plan is approved by HUD – See Section III.E.b for more information. Finally, communities will be expected to fully participate in national evaluation activities conducted by HUD beginning no earlier than the announcement of community selection.

2. Changes from Previous NOFA.

The FY 2017 YHDP NOFA has been updated from the FY 2016 NOFA in a limited number of ways to reflect the FY 2017 appropriations language and to clarify important NOFA details. To meet the new appropriations requirements, the number of selected communities has been increased from 10 to 11, with the number of rural communities increased from 4 to 5, and the total available funds increased from $33 to $43 million. The definition of a rural community has also been changed to match the U.S. Census Bureau's definition of "mostly-rural" and to limit the eligibility of large cities in mostly rural states. The term "Youth Advisory Board" used in the FY 2016 NOFA has been changed to "Youth Action Board" to better represent their active and integral role in YHDP

3. Definitions.

a. Standard Definitions

Analysis of Impediments to Fair Housing Choice (AI) is a review of impediments or barriers that affect the rights related to fair housing choice, and pertains to program participants in jurisdictions operating under a current Consolidated Plan and public housing agencies operating under a PHA Plan.

Assessment of Fair Housing (AFH) is the analysis undertaken pursuant to 24 CFR 5.154. AFH includes an analysis of fair housing data, an assessment of fair housing issues and contributing factors, the prioritization of contributing factors, and the identification of fair housing goals. It is conducted and submitted to HUD using the Assessment Tool. Entities obligated to prepare and submit an AFH are: (1) Jurisdictions and Insular Areas that are required to submit Consolidated Plans for the following programs: (i) The Community Development Block Grant (CDBG) program (see 24 CFR part 570, subparts D and I); (ii) The Emergency Solutions Grants (ESG) program (see 24 CFR part 576); (iii) The HOME Investment Partnerships (HOME) program (see 24 CFR part 92); and (iv) The Housing Opportunities for Persons With AIDS (HOPWA) program (see 24 CFR part 574); and (2) Public housing agencies (PHAs) receiving assistance under sections 8 or 9 of the United States Housing Act of 1937 (42 U.S.C. 1437f or 42 U.S.C.1437g).

Authorized Organization Representative (AOR) is the person authorized by the E-Biz point of contact in the System for Award Management to submit applications on behalf of the organization. The AOR is listed in item 21 on the SF-424.

Catalog of Federal Domestic Assistance (CFDA) is a directory of the various Federal programs, projects, services and activities that offer financial and non financial assistance and benefits to the American public. CFDA Number is the unique number assigned to each program, project,

service or activity listed in the Catalog of Federal Domestic Assistance (CFDA).

Consolidated Plan is a document developed by states and local jurisdictions, which they complete by engaging in a participatory process to assess their affordable housing and community development needs and market conditions, and to make data-driven, place-based investment decisions with funding from formula grant programs. (See 24 CFR 91 for more information about the Consolidated Plan and related Annual Action Plan.)

Contract means a legal instrument by which a non-Federal entity purchases property or services needed to carry out the project or program under a Federal award. The term as used with respect to awards, subawards, and cooperative agreements subject to 2 CFR part 200 does not include a legal instrument, even if the non-Federal entity considers it a contract, when the substance of the transaction meets the definition of a Federal award or subaward. (See 2 CFR 200.22 and 200.92.)

Contractor means an entity that receives a contract.

Deficiency – Deficiency is information missing or omitted within a submitted application. Deficiencies typically involve missing documents, information on a form, or some other type of unsatisfied information requirement (e.g., an unsigned form, unchecked box, etc.). Depending on specific criteria, deficiencies may be either curable or non-curable.

- Curable Deficiency – Applicants may correct a curable deficiency with timely action. To be curable the deficiency must:
  - Not be a threshold requirement;
  - Not influence how an applicant is ranked or scored versus other applicants; and
  - Be remedied within the time frame specified in the notice of deficiency.
- Non-Curable Deficiency – An applicant cannot correct a non-curable deficiency after the submission deadline. Non-curable deficiencies are deficiencies that if corrected would change an applicant's score or rank versus other applicants. Non-curable deficiencies may result in an application being marked ineligible, or otherwise adversely affect an application's score and final determination

DUNS Number is the nine-digit identification number assigned to a business or organization by Dun & Bradstreet and provides a means of identifying business entities on a location-specific basis. Requests for a DUNS number can be made by visiting the Online DUNS Request Portal.

Eligibility Requirements – Eligibility requirements are those requirements that must be met for an application to be eligible for funding. Deficiencies in meeting an eligibility requirement may be categorized as either curable or non-curable.

Federal Awardee Performance and Integrity Information System (FAPIIS) is a database that has been established to track contractor misconduct and performance.

Grants.gov is the website that serves as the Federal government's central portal for searching for and applying for grants throughout the Federal government.

Non-Federal Entity means a state, local government, Indian tribe, institution of higher education (IHE), or non-profit organization that carries out a Federal award as a recipient or subrecipient.

Pass-through Entity means a non-Federal entity that provides a subaward to a subrecipient to carry out part of a Federal program.

Personally identifiable information (PII), as defined in Office of Management and Budget M-07-16, is any information which can be used to distinguish or trace an individual's identity, such as their name, social security number, biometric records, etc. alone, or when combined with other personal or identifying information which is linked or linkable to a specific individual, such as date and place of birth, mother's maiden name, etc.

Point of Contact (POC) is the person who may be contacted with questions about the application submitted by the AOR. The point of contact is listed in item 8F on the SF-424.

Preferred Sustainability Status Communities (PSS) for the purposes of HUD's FY2017 funding competitions, are communities that have received PSS under HUD's FY2011 Sustainable Communities Regional Planning Grant Program and/or HUD's FY2011 Community Challenge Planning Grant Program. Click here for list. Promise Zones are federally-designated, high-poverty urban, rural and tribal communities where the Federal government will partner with and invest in communities to accomplish these goals: create jobs, leverage private investment, increase economic activity, expand educational opportunities, and reduce violent crime.

Promotores/Promotoras are Spanish-speaking Community Health Workers who work in their communities to reduce barriers to health services and make health care systems more responsive.

Recipient means a non-Federal entity that receives an award directly from HUD to carry out an activity under a HUD program.

Section 3 Business Concern means a business concern (1) that is 51 percent or more owned by Section 3 residents; or (2) of which at least 30 percent of permanent, full-time employees are currently Section 3 residents, or were Section 3 Residents within three years of the date of first employment with the business concern; or (3) that provides evidence of a commitment to subcontract over 25 percent of the dollar award of all subcontracts to be awarded to business concerns that meet the qualifications in this definition.

Section 3 Residents means: 1) Public housing residents; or 2) Low and very-low income persons, as defined in 24 CFR 135.5, who live in the metropolitan area or non-metropolitan county where a HUD-assisted project for housing or community development is located.

Standard Form 424 (SF-424) is the Application for Federal Assistance Programs required by discretionary grant programs.

Subaward means an award provided by a pass-through entity to a subrecipient for the

subrecipient to carry out part of a Federal award received by the pass-through entity. It does not include payments to a contractor or payments to an individual that is a beneficiary of a Federal program. A subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract.

Subrecipient means a non-Federal entity that receives a subaward from a pass-through entity to carry out part of a HUD program; but does not include an individual that is a beneficiary of such program. A subrecipient may also receive other Federal awards directly from a Federal awarding agency (including HUD).

System for Award Management (SAM), located at the website sam.gov, is the official U.S. Government system that consolidated the capabilities of Central Contractor Registry (CCR), Excluded Parties List System (EPLS) and the Online Representations and Certifications Application (ORCA). Registration with Sam.gov is required for submission of applications via grants.gov.

Threshold Requirement – Threshold requirements are a type of eligibility requirement. Threshold requirements must be met in order for an application to be reviewed. Threshold requirements are not curable. Threshold requirements are listed in Section III.C.1. Threshold Requirements of this Program NOFA.

Applicants must ensure their application package addresses all threshold requirements. Please check your application carefully!

b. Program Definitions

a. Eligibility Requirements – Eligibility requirements are those requirements that must be met for an application to be eligible for funding. Deficiencies in meeting an eligibility requirement may be categorized as either curable or non-curable.

b. Threshold Requirement – Threshold requirements are a category of eligibility requirements. A threshold requirement is a requirement that must be met for an application to be reviewed. Threshold requirements are not curable. Threshold requirements are listed in Section III.C of this Program NOFA. Applicants must ensure their application package addresses all threshold requirements. Please check your application carefully.

c. Deficiency – Deficiencies are not the same as errors. Errors are never curable except as permitted under Section IV.D.2. Deficiencies are items of missing or omitted information within a submitted application. Deficiencies typically involve missing documents, information on a form, or some other type of unsatisfied information requirement (e.g., an unsigned form, unchecked box, etc.). Depending on specific criteria, deficiencies may be either curable or non-curable.

d. Curable Deficiency – A curable deficiency is a specific type of deficiency that applicants may correct with timely action. To be curable the deficiency must:

- Not be a threshold requirement;
- Not influence how an applicant is ranked or scored versus other applicants; and

- Be remedied within the time frame specified in the notice of deficiency.

e. Non-Curable Deficiency – An applicant cannot correct a non-curable deficiency after the submission deadline. Non-curable deficiencies are deficiencies that if corrected would change an applicant's score or rank versus other applicants. Non-curable deficiencies may result in an application being marked ineligible, or otherwise adversely affect an application's score and final determination.

f. Collaborative Applicant - The eligible entity that has been designated by the CoC during the FY 2016 CoC Program Registration Process to apply for a grant on behalf of the CoC. The Collaborative Applicant must be the "Applicant" for each community applying for participation in the demonstration. In cases where the CoC needed to change the Collaborative Applicant and that change was approved after this NOFA was published but before the deadline for submissions, that approved replacement Collaborative Applicant is the eligible applicant for this NOFA.

g. Community - Self-organized network of people in a defined geographic area with common agenda, cause, or interest, who collaborate by sharing ideas, information, and other resources. The community must be within a geographic boundary of a single CoC.

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

i. Geographic Area - a State, metropolitan city, urban county, town, village, or other non-entitlement area, or a combination or consortia of such, in the United States, as described in section 102 of the Housing and Community Development Act of 1974 (42 U.S.C. 5302).

j. Housing First - a model of assistance that prioritizes rapid placement and stabilization in permanent housing that does not have service participation requirements or preconditions (such as sobriety or a minimum income threshold). Transitional housing and supportive service only projects are considered to be using a housing first model for the purposes of this NOFA if they operate with low-barriers, work to quickly move people into permanent housing, do not require participation in supportive services, and, for transitional housing projects, do not require any preconditions for moving into the transitional housing (e.g., sobriety or minimum income threshold).

k. Project Applicant – an eligible applicant, as defined in section 24 CFR 578.3 of the CoC Program interim rule, that is designated by the CoC to apply for assistance under the YHDP and is a private non-profit organization, State, local government, or instrumentality of State and local government.

l. Recipient - Recipient means an applicant that has signed a grant agreement with HUD.

m. Rural community – a county or group of counties designated by the applicant that:

- has no part of it within an area designated as a standard metropolitan statistical area (MSA) by the Office of Management and Budget; or
- is within an area designated as a metropolitan statistical area or considered as part of a metropolitan statistical area and at least 50 percent of its population is located on U.S. Census blocks classified as non-urban; or
- is located in a state that has a population density of less than 30 persons per square mile (as reported in the most recent decennial census), and of which at least 1.25 percent of the total acreage of such State is under Federal jurisdiction, provided that no metropolitan city in such State is the sole beneficiary of the grant amounts awarded under this NOFA.

n. Youth - Persons aged 24 and younger (has not reached his/her 25th birthday).

- Unaccompanied Youth - persons who are age 24 or younger, who are not part of a family with children, and who are not accompanied by their parent or guardian during their episode of homelessness. This also includes two or more youth age 24 or younger who are presenting together as a family without children.
- Pregnant or Parenting Youth- persons who are 24 and younger who are the parents or legal guardians of one or more children who are present with or sleeping in the same place as that youth parent, or who are pregnant.
- Transition Age Youth -- persons between age 18 and 24 who are transitioning from adolescence to adulthood.

o. Youth Action Board. A group of youth, age 24 and younger (of at least 3 members), at least two-thirds of whom are homeless or formerly homeless, that has full membership in the CoC and are included in policymaking decisions of the CoC, particularly on policies that relate to preventing and ending youth homelessness.

4. Resources.

- Grants.gov
- HUD Funds available
- Code of Conduct list
- SAM
- Dun & Bradstreet
- Do Not Pay
- FAPIIS

B. Authority.

The FY 2017 funds for the YHDP were authorized by the Consolidated and Further Continuing

Appropriations Act, 2017 (Public Law 115-31, approved May 5, 2017) ("the FY 2017 Appropriations Act"). Projects awarded under the YHDP may be eligible for renewal under the CoC Program when the initial grant term expires. The CoC Program is authorized by subtitle C of title IV of the McKinney- Vento Homeless Assistance Act, (42 U.S.C. 11381–11389) (the Act), and the CoC Program regulations are found in 24 CFR part 578 (the CoC Program interim rule).

II. Award Information.

A. Available Funds.

$43,000,000 is available through this NOFA.

Additional funds may become available for award under this NOFA as a result of HUD's efforts to recapture unused funds, use carryover funds, or because of the availability of additional appropriated funds. Use of these funds is subject to statutory constraints. All awards are subject to the applicable funding restrictions described in the General Section and to those contained in this NOFA.

B. Number of Awards.

HUD expects to make approximately 11 awards from the funds available under this NOFA.
A Collaborative Applicant can apply on behalf of more than one community - however, HUD will not select more than one community within the entire CoC's geographic area.

Additionally, HUD will not consider applications from geographic areas within CoCs that HUD selected to participate in the FY 2016 YHDP competition

C. Minimum/Maximum Award Information.

Each selected community will be eligible to apply to receive a minimum of $1 million. There is no limit to the number of projects for which a community can apply. For example, a selected community could apply for $1 million for one project or $100,000 each for 10 projects.

The remaining appropriated funds will be made available to the selected communities based on a formula that accounts for the number of youth in each community ages 10 to 24. Each selected community will be able to apply for and be selected by HUD to receive awards for projects for up to 30 percent of their potential funding immediately after the announcement of the selected communities and the remaining balance will be available after HUD has approved a community's coordinated community plan (See "Developing a Coordinated Community Plan" in Section III.C.3.b.). The maximum possible award is determined based on the communities that are selected according to the following formula:

Community Award = $1,000,000 + [(Community Population Age 10 to 24 * Community Poverty Rate Age 12 to 24) ÷ (Sum of (Community Population Age 10 to 24 x Community Poverty Rate Age 12 to 24) for all 11 Communities) x $32,000,000

(US Census data uses different age ranges for population and poverty rate.)

Estimated Total Funding:	$43,000,000
Minimum Award Amount:	$1,000,000 Per Budget Period
Maximum Award Amount:	$15,000,000 Per Budget Period

D. Period of Performance.

Selected communities may apply on a rolling basis for project grants designed to implement the coordinated community plan to prevent and end youth homelessness immediately following the community selection announcement and up until September 1, 2019 or until the community ceases to participate or the available funds have been depleted (whichever is earlier). Public Law No: 115-31 requires HUD to obligate YHDP funds by September 30, 2019. Obligated funds remain available for expenditure until September 30, 2024. Grant terms, and associated grant operations, may not extend beyond the availability of funds. Applicants must plan accordingly and only submit applications that can start operations in a timely manner with sufficient time to complete the post award process and the awarded grant term.

All grants for projects will be for a 2-year grant term, except for CoC planning projects which will be for a 1-year grant term and are non-renewable. Projects may be eligible for 1-year renewal terms after the initial grant term expires beginning with the next CoC Program Competition. If a community cannot successfully complete the development of a coordinated community plan or must otherwise withdraw from the demonstration, **HUD will reallocate the remaining balance to the other selected communities or to alternative communities if appropriate communities can be identified and sufficient funds are available**.

Estimated Project Start Date:	08/16/2018
Estimated Project End Date:	08/15/2022
Length of Project Periods:	Other
Length of Project Periods Explanation of Other:	HUD will award projects for 2 year grant terms. These grants may then be eligible for renewal under the CoC Program Competition subject to the conditions of the Fiscal Year (FY) NOFA under which they apply for renewal. Planning projects are an exception; HUD will award them for a 1 year non-renewable grant term.

E. Type of Funding Instrument.

Funding Instrument Type:	Grant

III. Eligibility Information.

A. Eligible Applicants.

State governments
County governments
City or township governments
Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education
Others (see text field entitled "Additional Information on Eligibility" for clarification)

Additional Information on Eligibility:

Community Selection application:

Available to Collaborative Applicants designated by CoCs registered through the FY 2017 CoC Program Registration process. The Collaborative Applicant can apply for any community located within its CoC's geographic area. The Collaborative Applicant can also apply for multiple communities located within its CoC's geographic area.

Project application:

Project applicants that are designated during the application process by the Collaborative Applicant are eligible to apply for grant funds as well as be subrecipients of grant funds. The Collaborative Applicant may apply for projects under this Demonstration as well. The Collaborative Applicants that are not UFAs may also designate an eligible applicant to be the recipient of the planning grant. For-profit entities are not eligible to apply for grants or to be subrecipients of grant funds.

To be considered for funding, project applicants must complete the information required by HUD, and receive the approval of the CoC to apply for funding, as signed off on by the Collaborative Applicant or its designee.

This NOFA application is for community selection only. Project application will occur after communities have been selected. Requirements for applying for projects are detailed in Appendix A.

HUD does not award grants to individuals. For-profit entities, Indian Tribes and Indian Housing Authorities are ineligible applicants. HUD will not evaluate applications from ineligible applicants.

As required in the Code of Federal Regulations (CFR) at 2 CFR 25.200 and 24 CFR Part 5 Subpart K, all applicants for financial assistance must have an active Data Universal Numbering System (DUNS) number (http://fedgov.dnb.com/webform) and have an active registration in the System for Award Management (SAM) (www.sam.gov) before submitting an application. Getting a DUNS number and completing SAM registration can take up to four weeks. Therefore, applicants should start this process or check their status early.

See also Section IV.B for necessary form and content information.

HUD does not award grants to individuals. HUD will not evaluate applications from ineligible applicants.

B. Cost Sharing or Matching.

This Program requires an applicant to leverage resources through cost sharing or matching as described below.

This Program requires an applicant to leverage resources through cost sharing or matching as described in the regulation at 24 CFR 578.73, this provides the information regarding match requirements

C. Threshold Requirements.

Applicants who fail to meet any of the following threshold eligibility requirements will be deemed ineligible. Applications from ineligible applicants will not be evaluated. See also Section I.A.3. Definitions.

1. Timely Submission of Applications – Applications submitted after the deadline stated within this NOFA and that do not meet the requirements of the grace period policy will be marked late. Late applications are deemed ineligible and will not be considered for funding. See also Section IV Application and Submission Information, part D. Application Submission Dates and Times.

2. Resolution of Civil Rights Matters. Outstanding civil rights matters must be resolved before the application deadline. Applicants who after review are confirmed to have civil rights matters unresolved at the application deadline will be deemed ineligible; the application will receive no further review, will not be rated and ranked, and will not receive funding.

a. Applicants having any of the charges, cause determinations, lawsuits, or letters of findings referenced in subparagraphs (1) – (5) that have not been resolved to HUD's satisfaction before or on the application deadline date are ineligible for funding. Such matters include:

(1) Charges from HUD concerning a systemic violation of the Fair Housing Act or receipt of a cause determination from a substantially equivalent state or local fair housing agency concerning a systemic violation of a substantially equivalent state or local fair housing law proscribing discrimination because of race, color, religion, sex, national origin, disability or familial status;

(2) Status as a defendant in a Fair Housing Act lawsuit filed by the Department of Justice alleging a pattern or practice of discrimination or denial of rights to a group of persons raising an issue of general public importance under 42 U.S.C. 3614(a);

(3) Status as a defendant in any other lawsuit filed or joined by the Department of Justice, or in which the Department of Justice has intervened, or filed an amicus brief or statement of interest, alleging a pattern or practice or systemic violation of Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Section 109 of the Housing and Community Development Act of 1974, the Americans with Disabilities Act or a claim under the False Claims Act related to fair housing, non-discrimination, or civil rights generally including an alleged failure to affirmatively further fair housing;

(4) Receipt of a letter of findings identifying systemic non-compliance with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Section 109 of the Housing and Community Development Act of 1974; or the Americans with Disabilities Act; or

(5) Receipt of a cause determination from a substantially equivalent state or local fair

housing agency concerning a systemic violation of provisions of a state or local law prohibiting discrimination in housing based on sexual orientation, gender identity, or lawful source of income.

b. HUD will determine if actions to resolve the charge, cause determination, lawsuit, or letter of findings taken before the application deadline date will resolve the matter. Examples of actions that may be sufficient to resolve the matter include, but are not limited to:

- Current compliance with a voluntary compliance agreement signed by all the parties;
- Current compliance with a HUD-approved conciliation agreement signed by all the parties;
- 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;
- Current compliance with a consent order or consent decree;
- Current compliance with a final judicial ruling or administrative ruling or decision; or
- Dismissal of charges.

c. Ineligible Applicants. HUD will not consider an application from an ineligible applicant. HUD will only score applications for community selection that are completed by a CoC's Collaborative Applicant.

d. Youth Action Board (YAB). The CoC must confer with a YAB concerning the development of the community's application for the YHDP and the details therein. The YAB members must be youth age 24 and under. The YAB must have full membership or be a formal committee within the CoC, and the CoC must commit to including the YAB's members in the review of the CoC's coordinated community plan to prevent and end youth homelessness. **The Collaborative Applicant must attach a letter signed by an authorized representative from the YAB confirming compliance with the requirements listed in this paragraph**. If the CoC does not currently have a YAB, it can create a YAB for the purposes of this NOFA.

e. Public Child Welfare Agency (PCWA). The CoC must include the state or local PCWA as a CoC member and must confer with the PCWA concerning the development of the community's application for the YHDP and the details herein. The PCWA is the governmental entity that has care, custody and responsibility for children in foster care and is responsible for the provision of services and support to youth who have left foster care after age 18 to age 21. **The CoC must attach verification of the applicable state or local PCWA's membership in the CoC via either 1) a Memorandum of Understanding (MOU) between the agency and the CoC or 2) a letter of support from the CoC that verifies the PCWA's membership in the CoC.** As applicable, the MOU or letter of support should include a list of the child welfare service providers under contract with the PCWA and their commitment and participation in the YHDP.

D. Statutory and Regulatory Requirements Affecting Eligibility.

1. Compliance with Non-discrimination and Related Requirements.

Unless otherwise specified, these non-discrimination and equal opportunity authorities and other requirements apply to all Program NOFAs. Please read the following requirements carefully as

the requirements are different among HUD's programs.

Compliance with Fair Housing and Civil Rights Laws.
With some exceptions for federally recognized Indian tribes, recipients and their prospective subrecipients must comply with all applicable fair housing and civil rights requirements in 24 CFR 5.105(a), including, but not limited to, the Fair Housing Act; Title VI of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act; Title II and Title III of the ADA of 1990.

Recipients of HUD funds, and their prospective sub-recipients, who are conducting programs or activities in a state or local jurisdiction that has passed a law prohibiting discrimination in housing based upon sexual orientation or gender identity, or a law prohibiting discrimination in housing based on lawful source of income, must comply with the law(s) of the state or locality in which the program activities are conducted.

Applicants and their prospective subrecipients must comply with all applicable fair housing and civil rights requirements in 24 CFR 5.105(a), including, but not limited to, the Fair Housing Act; Title VI of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973; Title II and Title III of the Americans with Disabilities Act of 1990; and Section 109 of the Housing and Community Development Act of 1974. Applicants, and their prospective subrecipients, who are conducting programs or activities within a state or local jurisdiction that has passed a law prohibiting discrimination in housing based upon sexual orientation or gender identity, or a law prohibiting discrimination in housing based on lawful source of income, must comply with the law(s) of the state or locality in which the program activities are conducted.

HUD notes that pregnant or parenting youth may not be excluded from service, because excluding families with children would violate the Fair Housing Act. Thus, any pregnant or parenting youth who otherwise meets the definition of youth must be served by the grantee without regard to the subpopulation it chooses to serve.

See Section V.C of the FY 2017 General Section.

Affirmatively Furthering Fair Housing.
Section 808(e)(5) of the Fair Housing Act requires HUD to affirmatively further the purposes of the Fair Housing Act in its housing and urban development programs. HUD requires recipients of funds, including those awarded and announced under HUD's FY 2017 Program NOFAs not specifically exempted, to take meaningful actions that affirmatively further fair housing.

Unless otherwise specified elsewhere in this Program NOFA, an applicant must discuss how it will carry out the proposed activities in a manner that affirmatively furthers fair housing in compliance with Section 808(e)(5) of the Fair Housing Act. If the applicant operates in a jurisdiction with an accepted Assessment of Fair Housing, the proposed activities should be consistent with the AFH's fair housing goals and with fair housing strategies specified in any applicable Consolidated Plan or Public Housing Agency Plan.

Federally recognized Indian tribes are not subject to the requirement to affirmatively further fair housing in their use of certain HUD funds. Other tribal entities may also be exempt. If a tribal entity's use of HUD funds is subject to the Fair Housing Act, then its proposed activities under a particular program NOFA should be consistent with the AFH's fair housing goals and with fair

housing strategies specified in any applicable Consolidated Plan.
In addition, 24 CFR 578.93(c) requires recipients to implement its programs in a manner that affirmatively furthers fair housing, which means that the recipient must: (1) Affirmatively market their housing and supportive services to eligible persons regardless of race, color, national origin, religion, sex, age, familial status, or handicap who are least likely to apply in the absence of special outreach, and maintain records of those marketing activities; (2) Where a recipient encounters a condition or action that impedes fair housing choice for current or prospective program participants, provide such information to the jurisdiction that provided the certification of consistency with the Consolidated Plan; and (3) Provide program participants with information on rights and remedies available under applicable federal, State and local fair housing and civil rights laws.

2. HUD- or Federal government-wide Requirements.
a. Outstanding Delinquent Federal Debts – It is HUD policy, consistent with the purposes and intent of 31 U.S.C. 3720B and 28 U.S.C. 3201(e), that applicants with outstanding delinquent federal debt will not be eligible to receive an award of funds, unless:

- A negotiated repayment schedule is established and the repayment schedule is not delinquent, or
- Other arrangements satisfactory to HUD are made prior to the award of funds by HUD.

If satisfactory arrangements cannot be completed within 90 days of notification of selection, HUD will not make an award of funds to the applicant, and instead offer the award to the next eligible applicant. HUD may act earlier than the above stated 90 days to ensure, in HUD's determination, that the funds can be obligated in a timely manner. Applicants selected for funding, or awarded funds, must report any changes in status of current agreements covering federal debt. HUD may withhold funding, terminate an award, or seek other remedies from a grantee if a previously agreed-upon payment schedule has not been followed or a new agreement with the federal agency to which the debt is owed has not been signed.

b. Sufficiency of Financial Management System. HUD will not award or disburse funds to applicants that do not have a financial management system that meets Federal standards as described at 2 CFR 200.302. HUD may arrange for a survey of financial management systems for applicants selected for award who have not previously received Federal financial assistance, where HUD Program officials have reason to question whether a financial management system meets Federal standards, or for applicants considered high risk based on past performance or financial management findings.

c. Debarments and/or Suspensions – Under 2 CFR 2424, no award of Federal funds may be made to debarred or suspended applicants, or those proposed to be debarred or suspended from doing business with the Federal government.

d. False Statements – A false statement in an application is grounds for denial or termination of an award and possible punishment, as provided in 18 U.S.C. 1001.

e. Pre-selection Review of Performance. – If your organization has delinquent federal debt or is

excluded from doing business with the Federal government, the organization may be ineligible for an award. In addition, before making a Federal award, HUD reviews information available through any OMB-designated repositories of government-wide eligibility qualification or financial integrity information, such as Federal Awardee Performance and Integrity Information System (FAPIIS), and the "Do Not Pay" website. HUD may consider 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. Applicants may review and comment on any information in FAPIIS through SAM. HUD reserves the right to:

- Deny funding, or with a renewal or continuing award, consider suspension or termination of an award immediately for cause,
- Require the removal of any key individual from association with management or implementation of the award, and
- Make provisions or revisions regarding the method of payment or financial reporting requirements.

f. Mandatory Disclosure Requirement. Recipients or applicants must disclose in writing to the awarding program office at HUD, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award within ten days after learning of the violation. Recipients that have received a Federal award including the term and condition outlined in Appendix XII to Part 200—Award Term and Condition for Recipient Integrity and Performance Matters are required to report certain civil, criminal, or administrative proceedings to SAM. Failure to make required disclosures can result in any of the remedies described in §200.338 Remedies for noncompliance, including suspension or debarment. (See also 2 CFR part 180, 31 U.S.C. 3321, and 41 U.S.C. 2313.)

g. Conducting Business in Accordance with Ethical Standards/Code of Conduct –

Before entering into an agreement with HUD, applicants selected for award must ensure an up-to-date copy of the organization's code of conduct, dated and signed by the Executive Director, Chair, or equivalent official, of the governing body of the organization has been submitted to HUD.

Codes of conduct must prohibit real and apparent conflicts of interest that may arise among officers, employees, or agents; prohibit the solicitation and acceptance of gifts or gratuities over minimal value by officers, employees, or agents for their personal benefit; and outline administrative and disciplinary actions available to remedy violations of such standards. (See 2 CFR 200.112 and 2 CFR 200.318.)

If the recipient has a parent, affiliate, or subsidiary organization, whether non-profit or for-profit, the recipient must also maintain written standards of conduct covering organizational conflicts of interest. "Organizational conflicts of interest" means that because of relationships with a parent, affiliate, or subsidiary organization, the recipient is unable, or appears to be unable, to be impartial in administering the award or serving as a pass-through-entity.

h. Conflict of Interest of Consultants or Technical Experts Assisting HUD – Consultants and technical experts who assist HUD in rating and ranking applications for funding under published FY 2017 Program NOFAs are subject to 18 U.S.C. 208, the federal criminal conflict-of-interest statute, and the Standards of Ethical Conduct for Employees of the Executive Branch regulation published at 5 CFR part 2635. As a result, consultants and technical experts who have assisted or plan to assist applicants with preparing applications for FY 2017 Program NOFAs may not serve on a selection panel and may not serve as a technical advisor to HUD. Anyone involved in rating and ranking FY 2017 Program NOFA applications, including departmental staff, experts and consultants must avoid conflicts of interest or the appearance of such conflicts. These individuals must also disclose to HUD's Office of General Counsel Ethics Law Division the following information, if applicable:

- How the selection or non-selection of any applicant under a FY 2017 Program NOFA will affect the individual's financial interests, as provided in 18 U.S.C. 208, or
- How the application process involves a party with whom the individual has a covered relationship under 5 CFR 2635.502

The consultant or technical expert assisting HUD must disclose this information before participating in any matter regarding an FY 2017 program NOFA. Applicants with questions regarding these provisions or concerning a conflict of interest, please call the Office of General Counsel, Ethics Law Division, at (202) 708-3815 (this is not a toll-free number). The phone number above may also be reached by individuals who are deaf or hard of hearing, or who have speech disabilities, through the Federal Relay Services service at 1-800-877-8339.

i. . Prohibition Against Lobbying Activities. Applicants are subject to the provisions of Section 319 of Public Law 101-121, 31 U.S.C. 1352, (the Byrd Amendment) and 24 CFR part 87, which prohibit recipients of federal awards from using appropriated funds for lobbying the executive or legislative branches of the Federal government in connection with a specific award. All applicants must submit with their application the signed Certification Regarding Lobbying included in the Application download from Grants.gov. In addition, applicants must disclose, using Standard Form LLL (SF-LLL), "Disclosure of Lobbying Activities," any funds, other than federally appropriated funds, that will be or have been used to influence federal employees, members of Congress, or congressional staff regarding specific grants or contracts. Federally-recognized Indian tribes and tribally designated housing entities (TDHEs) established by federally-recognized Indian tribes as a result of the exercise of the tribe's sovereign power are excluded from coverage of the Byrd Amendment, but state-recognized Indian tribes and TDHEs established only under state law shall comply with this requirement. Applicants must submit the SF-LLL if they have used or intend to use non-federal funds for lobbying activities.

k. Consistency with the Consolidated Plan and Analysis of Impediments (AI)/Assessment of Fair Housing – Certain competitive Programs require applications to contain a certification of consistency with a HUD-approved Consolidated Plan. This certification means that the proposed activities are consistent with the jurisdiction's strategic plan, and the location of the proposed activities is consistent with the geographic areas specified in the Consolidated Plan. The Consolidated Plan also includes the jurisdiction's certification to affirmatively further fair housing which means, among other requirements, that the jurisdiction has conducted an

AI/Assessment of Fair Housing. If a program NOFA requires a certification of consistency with the Consolidated Plan and you fail to provide the certification, and you do not cure the omission as a curable deficiency, HUD will not fund the application.

Under HUD's regulations at 24 CFR 91.2(d), an applicant's PHA Plan must include a certification by the appropriate state or local official that the PHA Plan is consistent with the applicable Consolidated Plan for the jurisdiction in which the PHA is located and must describe the manner in which the applicable contents of the PHA Plan are consistent with the Consolidated Plan.

E. Program Specific Requirements.

a. Identifying a Target Community Area.

Applicants have the option of identifying the entire geographic area of the CoC as the Demonstration community or designating a smaller area that includes a single community or group of communities within the CoC's geographic area as the YHDP community. In addition, the CoC can designate the application as a ***rural community application***, competing for the 5 reserved rural community selection availabilities. If a community decides to submit two applications, one for the rural communities within the CoC and one for the non-rural areas or the entire CoC, HUD will consider both applications independently but will only select one community per CoC. In general, HUD will select the higher scoring application of the two; however, HUD reserves the right to select the lower scoring application if there are no other qualifying applications in the competition group (rural or non-rural) or if the next qualifying application in that group is lower in quality by a significant degree.

In addition, HUD has determined that geographic diversity is an appropriate consideration in selecting communities for the YHDP. To this end, HUD reserves the right to fund eligible communities with the highest total score in each of the 10 HUD regions. In making this determination, HUD will also consider the size of the overall population to ensure that urban, suburban, and rural communities are selected. Applicants are required to respond to the questions listed in Section V.A.1 regarding their proposed target area for the YHDP. Eligibility as a ***Rural Community*** will be determined based on the geographic areas selected in the SF-424; youth population size and poverty rate will be verified using federal census data.

As a reminder, HUD will not consider applications from geographic areas within CoCs that HUD selected to participate in the FY 2016 YHDP competition.

b. Develop a Coordinated Community Plan

A central requirement of the YHDP is that each selected community will develop a coordinated community plan to prevent an end youth homelessness. HUD has designed the YHDP to allow for up to 4 months of initial planning together with a significant level of direct HUD technical assistance and up to 4 months of additional time for HUD feedback and plan edits. The planning process is expected to lay the ground work for implementation and provide a framework for the various projects that the Collaborative Applicant will request HUD to fund within the selected community. The plan submission will also impact the availability of funding for selected

communities, as HUD will only allow project applications of up to 30 percent of the selected community's available award until a coordinated community plan has been submitted to and approved by HUD.

HUD will only approve of a coordinated community plan that meets threshold criteria, including whether the plan addresses the mandatory structural components and key HUD principles listed, below:

Mandatory Structural Components of a Coordinated Community Plan

A coordinated community plan must include the following structural components:

- A statement of need concerning at risk and homeless unaccompanied and pregnant or parenting youth in the geographic area;
- A list of partners, and a description of their involvement that includes representation from as many of the following stakeholder groups as possible:

Youth Action Board	Health, Mental Health, and Substance Abuse Agencies
Landlords	Privately Funded Homeless Organizations
Local and State Government	The Workforce Innovation and Opportunity Act (WIOA) Boards and Employment Agencies
Public Housing Authorities	CoC and ESG Program Recipients
Non-Profit Youth Organizations	Local and State Law Enforcement and Judges
Affordable Housing Developers	Public Child Welfare Agencies
Juvenile and Adult Corrections and Probation	Early Childhood Development and Child Care Providers
Local Advocacy, Research, and Philanthropic Organizations	Local and State Educational Agencies
Runaway and Homeless Youth Program Providers	Institutions of Higher Education
Community Development Corporations	

- A shared vision, list of goals, objectives, and actions steps, including which partners are responsible for each action step;
- A list of new projects, to be funded by HUD and other sources that will support the implementation of the coordinated community plan;
- A governance structure, including an organizational chart and decision-making process;
- A plan for continuous quality improvement during the implementation of the coordinated community plan;

- A signature page that includes the signatures of official representatives of ***at least*** the following systems:
    - The Continuum of Care
    - Public Child Welfare Agency
    - Local Government Agency
    - Youth Action Board

HUD Principles to Be Addressed in the Coordinated Community Plan

In order to be approved by HUD, a coordinated community plan must address how the following principles will be incorporated into the community's overall approach to preventing and ending youth homelessness as well as the individual interventions that support such an approach.

USICH Youth Framework and the Four Core Outcomes. The coordinated community plan must demonstrate a commitment to the principles of the USICH Youth Framework to End Youth Homelessness published in 2012 and to its four core outcomes:

1. **Stable housing** includes a safe and reliable place to call home;
2. **Permanent connections** include ongoing attachments to families, communities, schools, and other positive social networks;
3. **Education/employment** includes high performance in and completion of educational and training activities, especially for younger youth, and starting and maintaining adequate and stable employment, particularly for older youth; and
4. **Social-emotional well-being** includes the development of key competencies, attitudes, and behaviors that equip a young person to succeed across multiple domains of daily life, including school, work, relationships, and community; ***and***

Special Populations. USICH, together with its partner agencies, has identified several special populations that are especially vulnerable to homelessness and which have been shown to experience homelessness, including pathways to homelessness, in ways that are distinct from the general population of youth. For these vulnerable and often overrepresented young people, there is a need for identification methods, infrastructure considerations, housing and service-delivery that are specific to their needs. The coordinated community plan must identify and address the local impact of homelessness on these subpopulations and specifically address how the system will meet the needs of lesbian, gay, bisexual, transgender, and questioning (LGBTQ) youth; minors (under the age of 18), pregnant and parenting youth; youth involved with juvenile justice and foster care systems; and victims of sexual trafficking and exploitation; ***and***

Positive Youth Development (PYD)[1] and Trauma Informed Care (TIC)[2]. Both PYD and TIC are accepted best practices in housing and service delivery for youth and include principles and service frameworks endorsed by many branches of the federal government, including HUD, the US Department of Health and Human Services (HHS), and the US Department of Education (ED). The coordinated community plan must address how PYD and TIC will be incorporated into all aspects the youth crisis response system; ***and***

Family engagement. HUD believes that the best outcome for young people is to never have to engage with crisis response resources. Further, HUD believes that the best diversion and intervention strategy is to engage families, whenever appropriate, through community partnerships with organizations such as child welfare agencies, schools, youth providers, and

other community human services and homeless services providers. The coordinated community plan must address family engagement strategies and services designed to strengthen, stabilize, and reunify families. Potential services include family counseling, conflict resolution, parenting supports, relative or kinship caregiver resources, targeted substance abuse and mental health treatment, etc.; **and**

Immediate access to housing with no preconditions:Housing is a cornerstone for meeting a multitude of basic needs necessary for success. Young people should be provided with rapid access to safe, secure, and stable housing that meets their needs as quickly as possible, without the condition that they are 'ready' for housing. The coordinated community plan must address how all youth will be offered immediate access to safe, secure, and stable housing with no preconditions; ***and***

Youth choice: The capacity for self-determination may be a critical factor in obtaining many positive outcomes for Transition Age Youth (Carter, Lane, Pierson, & Stang, 2008),[3], and is closely related to the principles of PYD. Consistent with federal youth policy, allowing youth to exercise self-determination is a youth centered approach that values youths' expressed needs, self-awareness, and community knowledge. This youth-centered approach emphasizes youth choice in terms of the kind of housing youth need and the extent and nature of supports and services they access, and promotes presenting alternative options for youth who avoid programs with barriers like sobriety or abstinence. The coordinated community plan must address how youth choice will be integrated into all aspects of the youth crisis response system; ***and***

Individualized and client-driven supports: The coordinated community plan must acknowledge that the needs of the young people to be served will be unique. Housing and support packages that help prevent and end homelessness among youth must recognize and respond to individual differences across individuals to serve them appropriately and efficiently. Communities must design the systemflexibly to accommodate individuals with both high and low service needs, as well as the need for short-term or long-term supports. The coordinated community plan must address how the youth crisis response system will provide individualized and client driven supports; ***and***

Social and community integration: The goal of youth homelessness services should be a successful transition to adulthood, including the successful integration into a community as a positive contributing community member. To accomplish this requires the community to provide socially supportive engagement and the opportunity for youth to participate in meaningful community activities;[4] ***and***

Coordinated entry: Coordinated entry processes are necessary components of a high functioning crisis response system and must be developed intentionally to incorporate youth. The coordinated community plan must address how the CoC will ensure that the coordinated entry process is youth-appropriate.

Plan Submission, HUD Review, and Release of Full Funding

The coordinated community plan must be submitted electronically to YouthDemo@hud.gov no later than 4 months after announcement of the selected communities. HUD will review each plan and provide feedback within 4 weeks of submission. HUD reserves the right to reject a plan and require resubmission if the plan does not meet the requirements described above. Upon rejection, the applicant will be allowed to resubmit as many times as is necessary to obtain approval until 8

months from announcement of the selected communities. Before plan approval, communities will only be able to apply for 30 percent of their available funds for projects. Once a plan has been approved by HUD, communities may submit project applications for the remaining 70 percent of their available funds.

If HUD has not approved a plan received before the deadline of 8 months after the announcement of the selected communities, the selected community will lose access to all of its remaining funding. Funding that has already been obligated for projects will continue to be available for those projects only.

[1] https://www.acf.hhs.gov/fysb/resource/pyd-tip-sheet [2] http://www.samhsa.gov/nctic/trauma-interventions

[3] Carter, E. W., Lane, K. L., Pierson, M. R., & Stang, K. K. (2008). Promoting Self-Determination for Transition Age Youth: Views of High School General and Special Educators. *Exceptional Children, 75*(1), 55-70. Retrieved from https://kuscholarworks.ku.edu/bitstream/handle/1808/10974/Lane_Promoting%20Self%20Determination.pdf?sequence=1&;isAllowed

[4] http://www.feantsaresearch.org/IMG/pdf/think-piece-1-4.pdf

c. Displacement, relocation and acquisition

Applicants are reminded the CoC program regulations of 24 CFRsection 578.83 include unique requirements addressing Displacement, relocation, and acquisition. In addition to these program specific requirements, the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 as amended (URA) may apply. The URA generally applies when there is acquisition, rehabilitation or demolition for a Federally funded program or project. Applicants should refer to the General Section to HUD's FY2017 NOFA for Discretionary Programs for additional information on the URA.

F. Criteria for Beneficiaries.

N/A

IV. Application and Submission Information.

A. Obtaining an Application Package.

Instructions for Applicants

You must download both the Application Instruction and the Application Package from Grants.gov. To ensure you are using the correct Application Package and Application Instructions, you must verify that the CFDA Number and CFDA Description on the first page of the Application Package, and the Opportunity Title and the Funding Opportunity Number match the Program and NOFA to which you are applying.

The Application Package contains the Adobe forms created by Grants.gov. The Instruction download contains official copies of the General Section and Program NOFA, and forms necessary for a complete application. The Instruction download may include Microsoft Word, Microsoft Excel and additional Adobe Portable Document Format documents.

An applicant demonstrating good cause may request a waiver from the requirement for electronic submission. For example, a lack of available Internet access in the geographic area in which your business offices are located. Lack of SAM registration or valid DUNS is not deemed good cause. If you cannot submit your application electronically, you must ask in writing for a waiver of the electronic grant submission requirements. HUD will not grant a waiver if HUD does not receive your written request at least 15 days before the application deadline or if you do not demonstrate good cause. If HUD waives the requirement, HUD must receive your paper application before the deadline of this NOFA. To request a waiver and receive a paper copy of the application materials, you should contact:

Caroline Crouse
Email: YouthDemo@hud.gov
US Department of Housing and Urban Development
Office of Special Needs Assistance Programs
451 7th Street SW
Washington, DC 20410
Applicants requesting a waiver should submit their waiver requests via e-mail to YouthDemo @hud.gov. The subject line should contain the name of the applicant and 'Request for Waiver of Electronic Submission for Youth Demo'.

B. Content and Form of Application Submission.

To ensure that the correct Application Package and Application Instructions are used, applicants must verify that the CFDA Number and CFDA Description on the first page of the Application Package downloaded from Grants.gov, as well as the Funding Opportunity Title, and the Funding Opportunity Number match the Program and NOFA to which they are applying. You must verify that boxes 11, 12, and 13 on the SF-424 match the NOFA for which you are applying. If they do not match, you have downloaded the wrong Application Instruction and Application Package.

Submission of an application under the wrong CFDA and Funding Opportunity Number is not a curable deficiency and will result in your application being declared ineligible for funding.

1. Content.

Forms for your package include the forms outlined below:

Forms / Assurances / Certifications	Submission Requirement	Notes / Description
SF-LLL, Disclosure of Lobbying Activities		
SF-424, Application for Federal Assistance		

HUD Applicant Recipient Disclosure Report (HUD) 2880 Applicant/Recipient Disclosure/Update Report	HUD will provide instructions to grantees on how the form is to be submitted.	HUD will provide instructions to grantees on how the form is to be submitted.
Acknowledgment of Application Receipt (HUD2993), if applicable	This form is applicable only to applications submitted on paper, following receipt of a waiver of electronic submission.	This form is not required but is available for applicants who want confirmation that their hard-copy application was received by HUD. The form must be submitted with the application, in accordance with the application submission instructions included in the waiver of electronic submission.

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

- Applicants are required to respond to the following questions regarding their proposed target area for the YHDP. Applicants must indicate:
    - Whether you are requesting participation as a rural community in the YHDP through this application.
    - Whether you are applying as a geographic area smaller than the entire CoC. If so, provide a brief description of the geographic area and justification for the decision to apply for a geographic area smaller than the entire CoC.
    - The total community population in between the ages of 10 and 24 within the selected geographic area, based on current US census data.
- Narrative responses to the rating factors in Section V.A.1
- Youth Action Board agreement as described in Sections III.C.1.d and V.A.1 under Collaboration - please name the attachment "Youth Action Board Agreement"
- PCWA agreement as described in Sections III.C.1.e and V.A.1 under Collaboration - please name the attachment "PCWA Agreement"
- Description of the YHDP team as described in Section V.A.1 under Leadership Capacity - please name the attachment "YHDP Team"
- List of current resources as described in Section V.A.1 under Current Resource Capacity - please name the attachment "Current Resource Capacity"
- Youth System Map as described in Section V.A.1 under Capacity for Innovation - please name the attachment "Youth System Map"
- Stakeholder Chart as described in Section V.A.1 under Collaboration - please name the attachment "Stakeholder Chart".
- CoC Homelessness Program agreement as described in Section V.A.1 under

Collaboration - please name the attachment "CoC Homelessness Program Agreement"
- Local Government Agency agreement as described in Section V.A.1 under Collaboration - please name the attachment "Local Government Agency Agreement"
- State or Local Education Agency agreement as described in Section V.A.1 under Collaboration - please name the attachment "State (or Local) Education Agency"
- Runaway and Homeless Youth Program agreement as described in Section V.A.1 under Collaboration - please name the attachment "Runaway and Homeless Youth Program"
- Funding letter(s) of commitment for the YHDP planning process as described in Section V.A.1 under Financial Resources - please name the attachment "Funding Letter of Commitment - [Name of Source]"

The HUD Applicant Recipient Disclosure Report (HUD 2880) can be found here: http://portal.hud.gov/hudportal/documents/huddoc?id=2880.pdf. The form should be completed and sent with the application via grants.gov.

2. Format and Form.
Narratives and other attachments to your application must follow the following format guidelines.

The application will be comprised of narrative exhibits and required attachments. The narratives will respond to thresholds, rating factors, and other criteria in the NOFA as indicated below. **Applicants should number their narrative responses to correspond to the numbering in Section V.A.1.** The narrative will be a maximum of 30 pages and needs to comply with the following format:

- Double-space your narrative exhibit pages. Single-spaced pages will be counted as two pages;
- Use 8-1/2 x 11-inch paper;
- All margins should be approximately one inch. If any margin is smaller than 1/2 inch, the page will be counted as two pages;
- Use 12-point, Times New Roman font;
- Any pages marked as sub-pages (e.g., with numbers and letters such as 25A, 25B, 25C), will be treated as separate pages;
- If a section is not applicable, indicate "N/A" so that there is a clear indication to HUD (do not just leave the section blank);
- No more than one page of text may be placed on one sheet of paper; i.e., you may not shrink pages to get two or more on a page. Shrunken pages, or pages where a minimized/reduced font are used, will be counted as multiple pages;
- Do not format your narrative exhibits in columns. Pages with text in columns will be counted as two pages;
- Any tables included in the narrative exhibits of the application must also be double spaced or they will be counted twice;
- All pages should be numbered. HUD recommends that applicants consecutively number the pages of the Attachments section to ensure proper assembly of their application if printed;

- Attachments will not count toward the 30 page maximum.

There is no minimum length required for narratives. However, HUD will review only the first 30 pages of narrative (not including required attachments). **Any responses after 30 pages will not be considered for scoring for this competition.**

C. System for Award Management (SAM) and Dun and Bradstreet Universal Numbering System (DUNS) Number.

1. SAM Registration Requirement

Applicants must be registered with SAM before submitting their application. In addition, applicants must maintain an active SAM registration with current information at all times when they have an active Federal award or an application or plan under consideration by HUD.

2. DUNS Number Requirement.

Applicants must provide a valid DUNS number, registered and active at SAM, in the application. DUNS numbers may be obtained for free from Dun and Bradstreet.

3. Requirement to Register with Grants.gov.

Anyone planning to submit grant applications on behalf of an organization must register at Grants.gov and be approved by the EBiz Point of Contact in SAM to submit applications for the organization.

Registration for SAM and Grants.gov is a multi-step process and can take four (4) weeks or longer to complete if data issues arise Applicants without a valid registration cannot submit an application through Grants.gov. Complete registration instructions and guidance are provided at Grants.gov. See also Section IV.B for necessary form and content information.

D. Application Submission Dates and Times.

The application deadline is 11:59:59 p.m. Eastern time on **04/17/2018**. Applications must be received no later than the deadline.

Submit your application to Grants.gov unless a waiver has been issued allowing you to submit your application in paper form. Instructions for submitting your application to Grants.gov are contained in the Application Package you downloaded from Grants.gov. Instructions for submitting your paper application will be contained in the waiver of electronic submission.

Applications under HUD's Continuum of Care (CoC) grant program are an exception to the submission requirements detailed in the previous paragraph. Applications for that grant program are submitted through HUD's e-snaps system.

"Received by Grants.gov" means the applicant received a confirmation of receipt and an

application tracking number from Grants.gov. Grants.gov assigns an application tracking number and date- and time-stamps each application upon successful receipt by the Grants.gov system. A submission attempt that does not result in confirmation of receipt and an application tracking number is not considered received by Grants.gov.

Applications received by Grants.gov must be validated by Grants.gov in order to be received by HUD. "Validated by Grants.gov" means the application has been accepted and was not rejected with errors. You can track the status of your application by logging into Grants.gov, selecting "Applicants" from the top navigation, and selecting "Track my application" from the dropdown list. If the application status is "rejected with errors," you must correct the error(s) and resubmit the application before the 24-hour grace period ends. Applications in "rejected with errors" status after the 24-hour grace period expires will not be received by HUD. Visit Grants.gov for a complete description of processing steps after submitting an application. To quickly check the status of your application:

- Go to www.grants.gov.
- Under the APPLICANTS tab on the Home page header, select Track My Application.
- In the text box provided, enter your Grants.gov application tracking number and click on the red Submit Application Tracking Numbers button. If the status is rejected with errors, you can get more information by logging in to Grants.gov with the username and password for the AOR account used to submit the application.

HUD strongly recommends Applications be submitted at least 48 hours before the deadline and during regular business hours to allow enough time to correct errors or overcome other problems.

Note: Now you can verify the contents of your submitted application to confirm Grants.gov received everything you intended to submit. To verify the contents of your submitted application:

- Go to www.grants.gov.
- On the top, right corner, click on the LOGIN link.
- Under the APPLICANT tab, enter the username and password for the AOR account used to submit the application and click on the LOGIN button.
- If your organization has Standard AOR Access Level, please click on the CHECK MY APPLICATION STATUS link on the left. If your organization has Expanded AOR Access Level, please click on the CHECK APPLICATION STATUS FOR ORGANIZATION link.
- Select SEARCH BY: ALL and click on the SEARCH button.
- Click on the submission you wish to download to highlight it.
- Click on the DOWNLOAD APPLICATION button.
- You will be prompted to OPEN or SAVE a ZIP file. Click on the button for the option of your choice.

Please make note of the associated tracking number as it will be referenced by the Grants.gov

Help Desk. Make note of the ticket number in case you need help from grants.gov.

HUD may extend the application deadline for any program if Grants.gov is offline or not available to applicants for at least 24 hours immediately prior to the deadline date, or the system is down for 24 hours or longer and impacts the ability of applicants to cure a submission deficiency within the grace period.

HUD may also extend the application deadline upon request if there is a presidentially-declared disaster in the applicant's area.

In the event of either of these events, HUD will post a notice on its website that establishes the new, extended deadline for the affected applicants. HUD will also include the fact of the extension in the program's Notice of Funding Awards that is required to be published in the Federal Register.

In determining whether to grant a request for an extension based on a presidentially-declared disaster, HUD will consider the totality of the circumstances including the date of an applicant's extension request (how closely it followed the basis for the extension), whether other applicants in the geographic area are similarly affected by the disaster, and how quickly power or services are restored to enable the applicant to submit its application.

PLEASE NOTE: Busy servers, slow processing, or large file sizes, improper registration or password issues are not valid circumstances to extend the deadline dates or the grace period.

1. Amending or Resubmitting an Application.

Before the submission deadline, you may amend an application that has been validated by Grants.gov by resubmitting a revised application containing the new or changed material. The resubmitted application must be received and validated by grants.gov by the applicable deadline. If HUD receives an original and a revised application for a single proposal, HUD will evaluate only the last submission received by Grants.gov before the deadline.

2. Grace Period for Grants.gov Submissions.

If your application is received by Grants.gov before the deadline, but is rejected with errors, you have a grace period of 24 hours after the application deadline to submit a corrected application that is received and validated by Grants.gov. The date and time stamp on the Grants.gov system determines the application receipt time. Any application submitted during the grace period that is not received and validated by grants.gov will not be considered for funding. There is no grace period for paper applications.

3. Late Applications.

An application received after the Program NOFA deadline date that does not meet the Grace period requirements will be marked late and will not be received by HUD for funding consideration. Improper or expired registration and password issues are not causes that allow HUD to accept applications after the deadline.

4. Corrections to Deficient Applications.

Except as provided by the electronic submission grace period described in this NOFA, HUD

may not consider any information that applicants may want to provide after the application deadline. HUD may not seek or consider clarification of application items or responses that improve the substantive quality of an application or which correct deficiencies which are in whole or part of a rating factor, including items that impact preference points. HUD may contact the applicant to clarify other items in its application. In order not to unreasonably exclude applications from being rated and ranked where there are curable deficiencies, HUD will uniformly notify applicants of each curable deficiency. A curable deficiency is an error or oversight which, if corrected, would not alter, in a positive or negative fashion, the review and rating of the application. Examples of curable (correctable) deficiencies include inconsistencies in the funding request, failure to submit the proper certifications, and failure to submit an application that contains a signature by an official able to make a legally binding commitment on behalf of the applicant. These examples are non-exhaustive.

When HUD identifies a curable deficiency, HUD will notify the authorized representative in item 21 of the SF-424 describing the curable deficiency. The email notifications are the official notification of the need to cure a curable deficiency. Each applicant must provide accurate email addresses for receipt of these notifications and must monitor their email accounts to determine whether a deficiency notification has been received. The applicant must carefully review the request for cure of a curable deficiency and must provide the response in accordance with the instructions contained in the deficiency notification.

Applicants must email corrections of curable deficiencies to applicationsupport@hud.gov within the time limits specified in the notification. The time allowed to correct deficiencies will not exceed 14 calendar days or be less than 48 hours from the date of the email notification. The start of the cure period will be the date stamp on the email sent from HUD (or GrantSolutions). If the deficiency cure deadline date falls on a Saturday, Sunday, Federal holiday, or other day when HUD's Headquarters offices in Washington, DC, are closed, then the applicant's correction must be received on the next business day that HUD Headquarters offices in Washington, DC are open.

The subject line of the email sent to applicationsupport@hud.gov must state: "Technical Cure" and include the Grants.gov application tracking number (e.g., Subject: Technical Cure - GRANT123456). If this information is not included, HUD cannot match the response with the application under review and the application may be rejected due to the deficiency.

Corrections to a paper application must be sent in accordance with and to the address indicated in the notification of deficiency. HUD will treat a paper application submitted in accordance with a waiver of electronic application that contains the wrong DUNS number as having a curable deficiency. Failure to correct the deficiency and meet the requirement to have a DUNS number and active registration in SAM will render the application ineligible for funding.

E. Intergovernmental Review.

This program is not subject to Executive Order 12372, Intergovernmental Review of Federal Programs.

F. Funding Restrictions.

Not Applicable

Indirect Cost Rate.

Normal indirect cost rules apply. If you intend to charge indirect costs to your award, your application must clearly state the rate and distribution base you intend to use. If you have a Federally negotiated indirect cost rate, your application must also include a letter or other documentation from the cognizant agency showing the approved rate.

Nongovernmental organizations and Indian tribal governments. If you have a Federally negotiated indirect cost rate, your application must clearly state the approved rate and distribution base and must include a letter or other documentation from the cognizant agency showing the approved rate. If you have never received a Federally negotiated indirect cost rate and elect to use the de minimis rate, your application must clearly state you intend to use the de minimis rate of 10% of Modified Total Direct Costs (MTDC). As described in 2 CFR 200.403, costs must be consistently charged as either indirect or direct costs, but may not be double charged or inconsistently charged as both. Once an organization elects to use the de minimis rate, the organization must apply this methodology consistently for all Federal awards until the organization chooses to negotiate for a rate, which the organization may apply to do at any time. Documentation of the decision to use the de minimis rate must be retained on file for audit.

State and local governments. If your department or agency unit has a Federally negotiated indirect cost rate, your application must include that rate, the applicable distribution base, and a letter or other documentation from the cognizant agency showing the negotiated rate. If your department or agency unit receives more than $35 million in federal funding, you may not claim indirect costs until you receive a negotiated rate from your cognizant agency for indirect costs as provided in Appendix VII to 2 CFR part 200.

If your department or agency unit receives no more than $35 million in federal funding and your department or agency unit has prepared and maintains documentation supporting an indirect rate proposal in accordance with 2 CFR part 200, appendix VII, you may use the rate and distribution base specified in your indirect cost rate proposal. Alternatively, if your department or agency unit receives no more than $35 million in federal funding and has never received a Federally negotiated indirect cost rate, you may elect to use the de minimis rate of 10% of MTDC. As described in 2 CFR 200.403, costs must be consistently charged as either indirect or direct costs, but may not be double charged or inconsistently charged as both. Once elected, the de minimis rate must be applied consistently for all Federal awards until you choose to negotiate for a rate, which you may apply to do at any time. Documentation of the decision to use the de minimis rate must be retained on file for audit.

G. Other Submission Requirements.

1. Discrepancies between the NOFA on Grants.gov and Other Documents.

The Program NOFA posted at the Grants.gov website is the official document HUD uses to solicit applications. Applicants are advised to review their application submission against the

requirements in the posted Program NOFA. If there is a discrepancy between the Program NOFA posted on Grants.gov and other information provided in any other copy or version or supporting documentation, the posted Program NOFA located at www.Grants.gov prevails. If discrepancies are found, please notify HUD immediately by calling the program contact listed in the Program NOFA. HUD will post any corrections or changes to a Program NOFA on the Grants.gov website. Applicants must enroll an email address at the application download page to receive an e-mail alert from Grants.gov in the event the opportunity is changed.

2. Application Certifications and Assurances.
Applicants signing the SF424 cover page either through electronic submission or in paper copy submission (for those granted a waiver) affirm that the certifications and assurances associated with the application are material representations of the facts upon which HUD will rely when making an award to the applicant. If it is later determined that the signatory to the application submission knowingly made a false certification or assurance or did not have the authority to make a legally binding commitment for the applicant, the applicant may be subject to criminal prosecution, and HUD may terminate the award to the applicant organization or pursue other available remedies. Each applicant is responsible for including the correct certifications and assurances with its application submission, including those applicable to all applicants, those applicable only to federally-recognized Indian tribes, and those applicable to applicants other than federally-recognized Indian tribes. All program-specific certifications and assurances are included in the program Instructions Download on Grants.gov.

3. Lead Based Paint References

When providing housing assistance funding for purchase, lease, support services, operation, or work that may disturb painted surfaces, of pre-1978 housing, you must comply with the lead-based paint evaluation and hazard reduction requirements of HUD's lead-based paint rules (Lead Disclosure; and Lead Safe Housing (24 CFR part 35)), and EPA's lead-based paint rules (e.g., Repair, Renovation and Painting; Pre-Renovation Education; and Lead Training and Certification (40 CFR part 745)).

4. **Indirect Cost Rate (ICR)**

If you are a governmental organization or agency that receives more than $35 million in federal funding, you are required to request an Indirect Cost Rate from your cognizant agency (2 CFR 200 Appendix VII). If you have not requested an indirect cost rate or have not received a negotiated indirect cost rate, you may not claim indirect costs until you receive a negotiated rate.

Non-governmental organizations: If your organization has never had an indirect cost rate and wishes to use the *de minimis* rate, your application's budget narrative must clearly state you intend to use the *de minimis* 10% of Modified Total Direct Costs (MTDC). If you are using a negotiated indirect cost rate, your application must clearly state the approved rate and distribution base and include a letter or other documentation from the cognizant agency showing the approved rate.

Governmental organizations: If your organization has a negotiated indirect cost rate, your application's budget narrative must include the rate and a letter or other documentation from the

cognizant agency showing the negotiated rate. If your organization has prepared and maintains documentation supporting an indirect rate proposal but has not negotiated approval of the rate, your application's budget narrative must include the rate and applicable distribution base. State and local government departments that have never negotiated indirect cost rates with the Federal government and receive less than $35 million in direct Federal funding per year may use the 10% *de minimis* indirect cost rate, and must keep the documentation of this decision on file.

V. Application Review Information.

A. Review Criteria.

1. Rating Factors.

Points are assigned for seven rating factors: Leadership Capacity, Current Resource Capacity, Community Need, Capacity for Innovation, Collaboration, Financial Resources, and Data and Evaluation Capacity. Applications will be evaluated based on responses to all narratives. The table below outlines the selection criteria by rating factor with the points that may be awarded for each out of a possible 100 total points.

Rating Factor	Points
Leadership Capacity	20
Current Resource Capacity	5
Community Need	10
Capacity for Innovation	15
Collaboration	20
Financial Resources	10
Data and Evaluation Capacity	20

Leadership Capacity — Maximum Points: 20

HUD will award up to 20 points to applicants that demonstrate they have the necessary leadership in place to effectively manage the development of a coordinated community plan to prevent and end youth homelessness. Applicants must:

1. Demonstrate that the CoC has addressed a similar systematic challenge related to homelessness. Examples can include the CoC's efforts to prevent and end veteran's homelessness, adoption of a comprehensive coordinated entry processes, and other innovative community-wide and cross-sector initiatives.

2. Identify the proposed YHDP lead agency. The narrative must include:

2a. The name of the proposed YHDP lead agency

2b. The type of organization

2c. The staff member, including the position of the staff member who will lead the YHDP. The lead staff member should have a position with enough authority to make critical decisions

2d. Whether the lead agency will dedicate a full time position to lead the YHDP

2e. A description of the experience of the lead agency in any other initiatives designed to

prevent and end youth homelessness.

Also, the applicant must attach a description of the proposed YHDP team, including names, organization affiliation, agency titles, and the roles each person will play.

3. Demonstrate how the CoC structure will support the lead agency. The applicant must clearly identify the names of committees (and approximate number of members) within the CoC that will be involved in the planning and implementation of a coordinated community approach to prevent and end youth homelessness, each committee objective(s) and youth relevant task(s).

4. Demonstrate how the CoC includes direct youth participation, either through a Youth Action Board or youth participation in committee meetings or planning and feedback events. The applicant must clearly describe the extent to which the CoC solicits and receives information from youth regarding youth homelessness

5. Demonstrate the CoC's willingness and ability to engage youth providers that are not currently active participants in the CoC. The applicant must clearly describe the CoC's plan to engage participants

6. Demonstrate the CoC plans to engage other entities who are not currently working on youth homelessness that will be essential in developing and implementing a coordinated community approach to preventing and ending youth homelessness.

Current Resource Capacity	Maximum Points: 5

HUD will award up to 5 points to applicants based on the extent to which the CoC is currently making progress towards preventing and ending homelessness among unaccompanied and pregnant and parenting youth. Applicants must attach the following:

1. Describe the crisis response system at the community level using the chart below. The chart should include interventions and mainstream resources serving unaccompanied and pregnant and parenting homeless youth and youth at risk of homelessness that are currently operating in the community. The list of required fields and the descriptions of those fields are below:

Organization	**Organization Type**	**Funding Source(s)**	**Type of Intervention**	**Type and Scale of Housing**	**Type of Service(s) Offered**	**Youth Focused?**	**Subpopulations**	**Met**

Organization. Enter the name of the organization providing the resource.

Organization type. Indicate whether the organization is a public agency, private not for profit organization, or private for profit organization.

Funding Source. Indicate the primary funding source or sources used to sustain the intervention. If the origin of the funding source is federal but the intervention applies through a local competition or organization, list the federal funding source.

Type of intervention. Include any intervention that serves these youth. Below are some

examples of interventions that can be included:

Street outreach	Permanent supportive housing
Drop in center	Other permanent housing
Emergency shelter or short term crisis residential program	Employment training
Host home program	Educational Training
Family engagement and reunification interventions	Health, Mental Health, and Substance Abuse agencies
Transitional housing	Legal support
Rapid rehousing	Food and basic needs support
Prevention services	Early Childhood Education and services

*Type and scale of housing.*If housing is included in the intervention, indicate the number and type of units available to project participants (Barracks, Dormitory, shared or private rooms, Shared housing, Single Room Occupancy (SRO) units, Clustered apartments, Scattered-site apartments (including efficiencies), Single family homes/townhouses/duplexes). If housing is not included, enter **N/A**.

*Type of services offered.*If services are offered, briefly list the services regularly provided to project participants. Do not include partner organizations that project participants have access to – list those interventions separately. If services are not offered, enter **N/A**.

Youth Focused? Enter **Yes** if the intervention focuses exclusively on youth or has special capacity to serve youth even though it admits persons who are older than 24. Enter **No** if the intervention serves all persons, including youth, and does not have special capacity to serve youth.

Subpopulation. Enter the subpopulations from the list below that are either targeted for the intervention or for which the intervention has special capacity:

LGBTQ youth	Former foster youth
Youth with special needs or disabilities	Victims of trafficking, domestic violence, and other forms of violence and abuse
Pregnant or parenting youth	Justice involved youth
Chronically homeless youth	Minors (under age 18)

Methodologies. Indicate whether the intervention operates according to any or all of the following methodologies and models: Positive Youth Development, Trauma Informed Care, and Housing First. The applicant can include other methodologies and models not listed.

Community Need	Maximum Points: 10

HUD will award up to 10 points to applicants that can demonstrate high need in the community based on the number and needs of the community's homeless youth. Applicants must:

1. Indicate whether a youth specific homelessness needs assessment was completed within the CoC at any point before the submission of this application. If a youth specific homelessness needs

assessment was completed, the Collaborative Applicant must answer Question 2; if a youth specific homelessness needs assessment was not completed, the Collaborative Applicant does not have to answer Question 2

2. Describe the most recent youth homelessness needs assessment conducted by the CoC. The narrative must include the following:

2a. The methodology or methodologies used to conduct the assessment;

2b. From what specific youth systems, organizations, and agencies the needs assessment originated (i.e. CoC providers, school districts, foster care, juvenile justice, etc.), including the name of the lead and partnering agencies or organizations

2c. The scope of the assessment including the geography, types of providers, and types of housing units and services covered within your CoC;

2d. A description of the youth targeted including a typology of youth based on characteristics that the CoC used to define or characterize youth; and

2e. An explanation of the key findings from the youth homelessness needs assessment, including, the number and types of youth appropriate housing units and the number of youth.

3. Demonstrate the CoC's ability to collect and report data on sheltered and unsheltered homeless youth during the 2017 PIT count. The narrative must include the following

3a. Number of unaccompanied youth (24 or younger) identified in the 2017 sheltered PIT count.

3b. Number of parenting and pregnant youth (24 or younger) identified in the 2017 sheltered PIT count.

3c. Number of unaccompanied youth (24 or younger) identified in the 2017 unsheltered PIT count (or in 2016 if there was no unsheltered 2017 count).

3d. Number of parenting youth (24 or younger) identified in the 2017 unsheltered PIT count (or in 2016 if there was no unsheltered 2017 count).

3e. Indicate whether your CoC did the following:

3e1. Conducted a youth-specific PIT count at the same time as the rest of the CoC's 2017 PIT count activities, or included youth-specific activities within the implementation of the CoC's 2017 PIT count;

3e2. Integrated counting strategies targeted to finding and accurately identifying and engaging youth into the CoC's 2017 PIT count activities; or

3e3. Conducted a youth PIT count separate from the regular CoC 2017 PIT count time line. Answer Yes or No, and if Yes to any of the three questions above, include answers to 3e4 and 3e5; if No, skip Questions 3e4 and 3e5 and go on to Question 3f

3e4. Describe the methodology used for the youth-specific portion of the count, the separate youth count, or the youth-appropriate changes made to the PIT count including survey questions that are not required in HUD's 2017 HIC and PIT Count Notice.

3e5. Identify data collected that were not required by HUD and describe how these

additional data were or will be used locally to better understand youth homelessness.

3f. Number of homeless youth reported by the CoC's local education agencies to the state education agency and submitted to the Department of Education's EdFacts system in the most recent complete year for which the data are available

3g. The factors that are currently contributing to youth homelessness in the community, including the methodology used to identify which factors are most prominent. Your response should describe how factors have been identified at the community level and not how individual factors are identified on a case-by-case basis.

Capacity for Innovation	Maximum Points: 15

HUD will award up to 15 points to applicants based on the CoC's capacity to engage in the innovative systems change behaviors that will be essential for successfully participating in the Demonstration. Applicants must:

1. Describe an experience where the CoC successfully adopted a new broad reaching methodology or enacted a major system-wide change in behavior.
2. Describe an experience where one or more youth homelessness providers in the community adopted a new innovation or system. Include the motivation for the change, the challenges experienced and whether the adoption was successful.
3. Indicate whether the CoC currently operates any rapid rehousing models for youth or any permanent supportive housing for youth that use a Housing First model. If the CoC has rapid rehousing or permanent supportive housing models for youth, describe the community's experience with the relevant models.
4. Describe interventions that are not currently operating in the CoC that the community wishes to pursue. Include in your response the barriers that currently prevent you from implementing the interventions.
5. Be willing to question existing models and test new methodologies. Describe your willingness and the willingness of the youth homelessness stakeholder community to engage in new project models and methodologies (i.e., creating new projects during the CoC program competition, creating new youth projects outside of the CoC program using a model currently not eligible in the CoC program).

Applicants must attach a youth system map, a visual representation of the local youth crisis response system, to submit with the application. Applicants are encouraged to be creative and should represent the systems, projects, people, and resources with which youth interact and how youth navigate through the many different spaces within your community, hopefully on their way to safe and stable housing. You may only submit one map that should be on one side of a physical sheet of paper or one digital page. It can be any physical or digital size, but HUD will only consider one page and will not consider multiple maps. Create a map of your system even if your community lacks critical components of a youth system. If you include aspirational elements that have not yet been implemented, clearly mark those parts of your system map that have not yet been developed. The map must include the Youth Action Board.

Collaboration	Maximum Points: 20

HUD will award 20 points to applicants that can demonstrate strong current community-wide partnerships within the CoC that are working to prevent and end youth homelessness. Applicants

must:

1. Describe the CoC's current written plan or strategy to prevent and end youth homelessness (if a part of a plan to prevent and end all forms of homelessness, to get maximum points under this criteria there must be a dedicated section or a set of youth-specific strategies and objectives). The narrative should include the organizations or agencies that helped to develop, signed, or adopted the plan.
2. Demonstrate how the CoC is working with the prepopulated stakeholders indicated in the following chart to prevent and end youth homelessness in the community. ***Applicants must complete the table below and submit it as an attachment to the application*** – the applicant can add as many additional stakeholders as needed. If there are no Runaway and Homeless Youth Providers in the community enter **N/A** in all fields for that row.

Type of Stakeholder	**Name of Stakeholder**	**CoC Member?**	**Describe the Collaboration**	**Formal Agreement**	**Demonstration Participation**
CoC/ESG Homelessness Program					
Child Welfare Agency					
Youth-Led Advisory Group					
Local Government Agency					
Local Education Agency or State Education Agency					
Runaway and Homeless Youth Program					

Type of stakeholder. In addition to the 6 prepopulated stakeholder types, indicate the type of stakeholder according to the following list:

Privately Funded Homeless Organizations	Local and State Law Enforcement

Public Housing Authorities	Faith-based institutions
WIOA Boards and Employment Agencies	Landlords
Juvenile and Adult Corrections	Early Childhood Development and Child Care Providers
Nonprofit Youth Organizations	Institutions of Higher Education
Health, Mental Health, and Substance Abuse Agencies	Community Development Corporations
Affordable Housing Developers	Local Advocacy, Research, and Philanthropic Organizations

Name of Stakeholder. Enter the stakeholder name – i.e. the name of the organization, agency, department, coalition, school, or business, etc.

CoC Member? Enter **Yes** if the stakeholder is a formal member of the CoC. Enter **No** if the stakeholder is not a formal member of the CoC, even if the stakeholder occasionally comes to meetings that are open to the public.

Describe the collaboration. Describe the collaboration or partnership activities that the CoC and the stakeholder are engaged in, including how long the collaboration has existed, and the specific actions for which each partner in the collaboration is responsible.

Formal Agreement. Indicate whether the CoC has a MOU or other type of formal agreement with the listed stakeholder.

Demonstration Participation. Describe the extent to which the partner will participate in the YHPD – e.g. provide housing, conduct or fund needs analysis, strategic planning lead facilitator, provide supportive services, act as an access point for coordinated entry, etc.

3. Indicate whether the Coordinated Entry Process incorporates youth. If the Coordinated Entry Process incorporates youth, the Collaborative Applicant must answer Questions 3a-3d; if the Coordinated Entry Process does not incorporate youth, the Collaborative Applicant does not answer Questions 3a-3d.

3a. Indicate whether there is a separate coordinated entry access for youth or whether access points are designed for all persons presenting for assistance

3b. Describe how youth are prioritized within the coordinated entry process, including factors used to prioritize youth or subpopulations of youth.

3c. Indicate which of the CoC and ESG funded resources are available to youth through the coordinated entry process.

3d. Describe the extent to which all other youth homelessness and at-risk providers and other stakeholders providing services to homeless and at-risk youth (including PCWAs and other mainstream resource providers) are integrated into the coordinated entry process..

4. Describe the system-level discharge strategy for child welfare (foster care), juvenile and adult justice, and institutions of mental and physical health. The narrative can include the CoC's discharge policy and the discharge policy of the four institutions above. If the CoC does not have a discharge policy, describe how the CoC is working at a systems-level to prevent youth from being discharged from these institutions into homelessness.

5. Describe the role of PCWAs in serving homeless children under 18 and in serving homeless youth 18-24..

Financial Resources	Maximum Points: 10

HUD will award 10 points to applicants based on the CoC's ability to appropriately fund the development of a coordinated community plan and operate a system in the CoC's community. Applicants must:

1. Demonstrate how the CoC will obtain additional funding, other than HUD technical assistance (TA), to support the planning process for the Demonstration. The explanation must contain the following:

- The name and type of stakeholder providing planning funds. (The applicant must attach a letter of commitment from the stakeholder);
- Amount of funds available;
- Expenditure restrictions; and
- Fund availability timeline

2. Describe the CoC's proposed 6-month budget for developing a coordinated community plan to prevent and end youth homelessness.

Data and Evaluation Capacity	Maximum Points: 20

HUD will award 20 points to applicants that can demonstrate the existence of a functioning HMIS that facilitates in the collection of information on homelessness using residential and other homeless services and effective performance measures. The applicant must:

1. Indicate the percentage of all types of homeless beds, excluding beds provided by victim service providers, that currently participates in HMIS.

2. Indicate the percentage of all types of youth beds, excluding beds provided by victim service providers, that are covered in HMIS, regardless of funding source.

3. Describe how the CoC actively recruits new homeless projects to HMIS for youth-dedicated projects.

4. Describe how the CoC supports the transition of new homeless projects to HMIS, including financial resources, technical resources, and training.

5. Indicate whether the CoC met all HUD data reporting requirements in the past 12 months, including the submission of PIT and Housing Inventory data into the HDX. If the CoC has not met all data reporting requirements, explain why the CoC was unable to submit data accurately and on time.

6. Indicate whether the CoC submitted AHAR table shells to HUD and if those AHAR table shells were accepted.

7. In addition to gathering youth data in HMIS, indicate whether the CoC gather youth data from other sources (i.e., education, juvenile justice, child welfare, etc.). If the CoC does gather youth data from other sources, please describe the data collected, the system(s) the data are collected from and the system(s) in which the data are stored.

8. Describe the performance measures that the CoC has implemented throughout all of its

homelessness assistance programs. The description should include:

- The target data point and universe group for each measure.
- How the data necessary to determine performance are initially collected and reported
- The local evaluation/monitoring process.

9. Describe how the CoC monitors the performance of its youth providers. The description should include:

- Monitoring criteria
- Frequency of monitoring
- Process by which the CoC provides feedback regarding monitoring to providers
- How the CoC supports providers with identified issues to improve their performance

10. Demonstrate how the CoC has used data, either data regarding the composition of the local homeless youth population or the effectiveness of various interventions for serving homeless youth, in developing a strategy to prevent and end youth homelessness.

11. If selected as a YHDP community, describe your proposed demonstration outcome measures and how your community would define success.

2. Preference Points.

Preference points are not available for this program.

B. Review and Selection Process.

1. Past Performance

In evaluating applications for funding, HUD will take into account an applicant's past performance in managing funds. Items HUD may consider include, but are not limited to:

a. The ability to account for funds appropriately;
b. Timely use of funds received from HUD;
c. Timely submission and quality of reports submitted to HUD;
d. Meeting program requirements;
e. Meeting performance targets as established in the grant agreement;
f. The applicant's organizational capacity, including staffing structures and capabilities;
g. Time-lines for completion of activities and receipt of promised matching or leveraged funds; and
h. The number of persons to be served or targeted for assistance.

HUD may deduct points from the rating score or establish threshold levels as specified under the Factors for Award in the Program NOFAs. Each Program NOFA will specify how past performance will be rated or otherwise used in the determination of award amounts. Whenever possible, HUD will obtain past performance information from staff with the greatest knowledge and understanding of each applicant's performance. If this evaluation results in an adverse finding related to integrity or performance, HUD reserves the right to take any of the remedies

provided in Section III.C.2.b.(5), Pre-selection Review of Performance, above.

2. Assessing Applicant Risk

2. Integrity

HUD evaluates the integrity of the applicant as reflected in government-wide websites, information in HUD's files, the federal Do Not Pay portal, public information and information received during HUD's Name Check Review process. If this integrity evaluation results in an adverse finding, HUD reserves the right to take any of the remedies provided in Section III.C.4.a.5, Do Not Pay website Review.

3. Review Process. HUD staff, who may be assisted by staff from other federal agencies with experience related to homeless youth, coordinated community approaches to preventing and ending youth homelessness, and/or evidence-based interventions will review applications in two phases:

> **Phase 1: Threshold Eligibility Requirements**.The application will be reviewed to determine whether it meets the threshold eligibility requirements in Section III.C.1 of this NOFA. Applicants who fail to meet all of the threshold eligibility requirements will be deemed ineligible. Applications from ineligible applicants will not be evaluated.
>
> **Phase 2: Application Scoring.** If the applicant meets all threshold requirements, the application will be reviewed and scored using the selection criteria outlined in Section V.A.1 of this NOFA. After individual reviewers assign a score, each application will be paneled with an additional reviewer for a final score.

4. Selection Process

> **Ranked Order.** Once final scores have been assigned, applications will be listed in ranked order. The amount awarded to applications will be determined according to the factors described in Section V.A.1 of this NOFA.
>
> **Selection of Successful Applicants.** In addition to applicants' rank, the reviewer panel will also consider the geographic areas of the demonstration communities and different types of developed human settlements (urban, suburban, and rural). HUD reserves the right to limit the number of awards to no more than one community per CoC geographic area. HUD will make the final determination of selected communities.

5. Funding Decisions. Funding decisions will be made on project applications as described in Appendix A. In determining the amount that will be available to a selected community, HUD will take into consideration the amount of funds available; the applicant's current organizational capacity, where and when required, as presented in the application, including, among other things, the number, quality, and experience of their key personnel and the final score assigned to the application.

C. Anticipated Announcement and Award Dates.

HUD anticipates announcing community selections under this NOFA approximately 3 months after the application due date and project application awards approximately 1 month after

application submission.

VI. Award Administration Information.

A. Award Notices.

Following the evaluation process HUD will notify successful applicants of their selection for funding. HUD will also notify all other applicants, whose applications were received by the deadline, that have not been chosen for award. Notifications will be sent by email to the person listed as the AOR in item 21 of the SF-424.

B. Administrative, National and Department Policy Requirements.

For this NOFA, the following requirements apply:

Participation in a HUD-Sponsored Program Evaluation.

As a condition of the receipt of financial assistance under a Program NOFA, all successful applicants will be required to cooperate with all HUD staff, contractors, or designated grantees performing research or evaluation studies funded by HUD.

Environmental Requirements.

See Appendix A, Section IV, Other Requirements, M. Environmental Requirements, for information on the environmental review procedures required during the project evaluation process.

OMB Administrative Requirements and Cost Principles.

Unless excepted under 24 CFR chapters I through IX, the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, set forth in 2 CFR part 200, shall apply to Federal Awards made by the Department of Housing and Urban Development to non-Federal entities. Applicants should be aware that if the total Federal share of your Federal award may include more than $500,000 over the period of performance, you may be subject to post award reporting requirements reflected in Appendix XII to Part 200 Award Terms and Condition for Recipient Integrity and Performance.

Safeguarding Resident/Client Files.

In maintaining resident and client files, funding recipients shall comply with the Privacy Act of 1974 (Privacy Act), the agency rules and regulations issued under the Privacy Act, and observe state and local laws concerning the disclosure of records that pertain to individuals. Recipients must comply with the Privacy Act in the design, development, or operation of any system of records on individuals and take reasonable measures to ensure that resident and client files are safeguarded, including when reviewing, printing, or copying client files.

Compliance with the Federal Funding Accountability and Transparency Act of 2006 (Pub. L.109-282) (Transparency Act), as amended.

Prime Grant Awardee Reporting. Prime recipients of HUD's financial assistance are required to report certain subawards in the Federal Funding Accountability and Transparency Act Subaward System (FSRS) website located at www.fsrs.gov or its successor system for all prime awards listed on the FSRS website. Prime financial assistance awardees receiving funds directly from HUD are required to report subawards and executive compensation information both for the prime award and subaward recipients, including awards made as pass-through awards or awards to vendors. For reportable subawards, if executive compensation reporting is required and subaward recipients' executive compensation is reported through the SAM system, the prime recipient is not required to report this information. The reporting of award and subaward information is in accordance with the requirements of the Transparency Act, as amended by section 6202 of Public Law 110-252, and by section 3 of Public Law 113-101.
Text Field: Compliance with the Federal Funding Accountability and Transparency Act of 2006 (Pub. L.109-282) (Transparency Act), as amended

C. Reporting.

HUD requires recipients to submit performance and financial reports under OMB guidance and program instructions.

1. Reporting Requirements and Frequency of Reporting. This Program NOFA and award agreement will specify the reporting requirements, including content, method of data collection, and reporting frequency. Applicants should be aware that if the total Federal share of your Federal award may include more than $ 500,000 over the period of performance, you may be subject to post award reporting requirements reflected in Appendix XII to Part 200--Award Term and Condition for Recipient Integrity and Performance Matters.

2. Race, Ethnicity and Other Data Reporting. HUD requires recipients that provide HUD-funded program benefits to individuals or families to report data on the race, color, religion, sex, national origin, age, handicap (disability), and family characteristics of persons and households who are applicants for, participants in, or beneficiaries or potential beneficiaries of HUD programs in order to carry out the Department's responsibilities under the Fair Housing Act, Executive Order 11063, Title VI of the Civil Rights Act of 1964, and Section 562 of the Housing and Community Development Act of 1987. Program NOFAs may specify the data collection and reporting requirements. Many programs use the Race and Ethnic Data U.S. Department of Housing OMB Approval No. 2535-0113 Reporting Form HUD-27061.

3. Performance Reporting. All HUD funded programs, including this program, require recipients to submit, not less than annually, a report documenting achievement of outcomes under the purpose of the program and the work plan in the award agreement.

4. In addition to the reporting requirements in 24 CFR part 200, the recipient must collect and report data on its use of CoC funds in an Annual Performance Report (APR), as well as in any additional reports as and when required by HUD. This includes all projects awarded to the selected communities under the YHPD.

Please direct questions regarding specific reporting requirements to the point of contact listed in Section VII. Agency Contact(s), below.

D. Debriefing.

For a period of at least 120 days, beginning 30 days after the awards for a Program NOFA are publicly announced, HUD will provide to a requesting applicant a debriefing related to its application. A request for debriefing must be made in writing or by email by the authorized official whose signature appears on the SF424 or by his or her successor in office, and be submitted to the person, organization, or email address identified as the contact under the section entitled Agency Contact(s) in the Program NOFA. Information provided during a debriefing may include the final score the applicant received for each rating factor, final evaluator comments for each rating factor, and the final assessment indicating the basis upon which funding was approved or denied.

VII. Agency Contact(s).

HUD staff will be available to provide clarification on the content of this NOFA. Please note that HUD staff cannot assist applicants in preparing their applications.
Questions regarding specific program requirements for this NOFA should be directed to the point of contact listed below.

Caroline Crouse
YouthDemo@hud.gov

Persons with hearing or speech impairments may access this number via TTY by calling the toll-free Federal Relay Service at 800-877-8339.

VIII. Other Information.

Paperwork Reduction Act Statement. The information collection requirements in this notice have been approved by OMB under the Paperwork Reduction Act of 1995 (44 U.S.C.3501-3520). In accordance with the Paperwork Reduction Act, HUD may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a valid OMB control number. Each Program NOFA will identify its applicable OMB control number unless its collection of information is excluded from these requirements under 5 CFR part 1320.

National Environmental Policy Act.

A Finding of No Significant Impact (FONSI) with respect to the environment has been made for this NOFA in accordance with HUD regulations at 24 CFR Part 50, which implement section 102(2)(C) of the National Environmental Policy Act of 1969 (42 U.S.C. 4332(2)(C)). The FONSI is available for inspection at HUD's Funds Available web page at http://portal.hud.gov /hudportal/HUD?src=/program_offices/administration/grants/fundsavail.

Appendix.

- Appendix A - Program Project Requirements
- Appendix B - Waiver Instructions