



Administration on Children, Youth and Families  
Family and Youth Services Bureau

# **FY 26 The Primary Prevention Youth Homelessness Demonstration Program**

Opportunity number: HHS-2026-ACF-ACYF-YY-0119



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# Before you begin

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

## **SAM.gov registration (this can take several weeks)**

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

[See Step 2: Get Ready to Apply](#)

## **Grants.gov registration (this can take several days)**

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

[See Step 2: Get Ready to Apply](#)

## **Apply by the application due date**

Applications are due by 11:59 p.m. Eastern Time on August 31, 2026.



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



# Step 1:

# Review the Opportunity

## In this step

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# Basic information

## Administration for Children and Families (ACF)

Administration on Children, Youth and Families

Family and Youth Services Bureau

Identifying and implementing strategies and services to prevent homelessness for youth between the ages of 12 and 26.

## Summary

The Primary Prevention Youth Homelessness Demonstration Program (PPYHDP) provides funding to identify and implement strategies and services to prevent homelessness for youth between the ages of 12 and 26. This funding includes strategies for youth who are more likely to experience homelessness and housing instability, such as:

- Youth at risk of human trafficking.
- Youth struggling with substance abuse or mental health issues.
- Youth transitioning out of foster care, the juvenile justice system, or a residential behavioral health system.

Primary prevention efforts should focus on the factors contributing to youth homelessness, such as a lack of affordable housing, poverty, and family dynamics. In addition to those core activities, recipients must also:

- Coordinate with youth who have experienced homelessness and are self-sufficient, to help design and implement their projects, which includes establishing local youth advisory boards.
- Participate in a federally sponsored evaluation.



Have questions?  
See [Contacts and Support](#).

## Key facts

### Opportunity name:

FY 26 The Primary Prevention Youth Homelessness Demonstration Program

### Opportunity number:

HHS-2026-ACF-ACYF-YY-0119

### Announcement type:

Initial

### Federal assistance listing:

93.647

### Statutory authority

number: [42 U.S.C. 1310](#)

## Key dates

### Application submission deadline:

August 31, 2026

### Expected project start date:

November 1, 2026

See [other submissions](#) for other time frames that may apply to this NOFO.

## Funding details

**Type:** Cooperative agreement

**Expected total program funding:** \$7,000,000

**Total expected awards:** 14

**Minimum award amount (award floor):** \$350,000

**Maximum award amount (award ceiling):** \$500,000

This is full funding. We plan to fund a 24-month project period with one budget period.

Non-competing continuation awards will not be issued.

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

# Eligibility

## Eligible applicants

These types of organizations are eligible for an award:

- State agencies.
- Tribes.
- Counties.
- Cities.
- Other units of local government.
- Community-based organizations.

## Other eligibility criteria

- Individuals (including sole proprietorships), federal entities, and foreign entities are not eligible to apply.
- Faith-based and community organizations that meet the eligibility requirements are eligible for awards under this funding opportunity.

## Disqualifying factors

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

We will not consider an application that:

- Requests funding above the [award ceiling](#).
- Is submitted after the [deadline](#).
- Is from an individual (including a sole proprietorship), a federal entity, or a foreign entity.
- Is received in paper format that did not have a previously approved exemption from ACF.

## Application limits

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

## Cost sharing

Social Services Research and Demonstration (SSRD) legislation is the funding source for ACF's PPYHDP projects. SSRD funds may pay for part of demonstration projects that are consistent with the legislation. Therefore, this funding requires cost sharing and ACF policy has set the required minimum share at \$1.00.

### Types of cost sharing

You can meet your match requirement through any combination of:

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

### Cost-sharing commitments

If awarded, you must provide the amount of cost-sharing funds you promised, even if you promised more than the required minimum. We put these commitments in the Notice of Award.

If you don't provide your promised amount, we may decrease the amount of funding we give you or use other enforcement actions.

You'll have to include your cost-sharing funds when you fill out your [federal financial reports](#).

### Cost-sharing waiver

We waive cost sharing up to \$199,999 for awards to the governments of American Samoa, Guam, the Virgin Islands, and the Northern Mariana Islands (except for the consolidated awards under [45 CFR part 97](#)). You must meet any amount of cost sharing over \$199,999. See [48 U.S.C. 1469a\(d\) Congressional declaration of policy respecting "Insular Areas."](#)

## Post-award requirements

Before you apply, make sure you understand the requirements that come with an award.

See [Step 6: Learn What Happens After Award](#) for information on regulations that apply, reporting, and more.

## Statutory authority

This program is authorized by the Social Security Act, Section 1110 [[42 U.S.C. 1310](#)]; appropriated by FY 2026 Consolidated Appropriations Act (Public Law (Pub. L.) 119-75), Senate Rept. 119-55 - DEPARTMENTS OF LABOR, HEALTH AND HUMAN SERVICES, AND EDUCATION, AND RELATED AGENCIES APPROPRIATION BILL, 2026 at p. 221, signed into law on February 3, 2026.

# Agency priorities

## A Home for Every Child

ACF's *A Home for Every Child* initiative advances the goal that every young person has a safe, stable, and nurturing home. The PPYHDP supports the implementation of strategies and services for youth between ages 12 and 26 in order to prevent homelessness for populations of youth and young adults with a high likelihood of experiencing homelessness, housing instability, or other forms of victimization. The focus of primary prevention services is to support cross-system collaboration with key partners within the community that serve youth at risk of homelessness to ensure that youth are connected to critical services before youth become homeless.

## Required alignment with ACF vision, mission, values, priorities, and guiding principles

The recipient of this award must implement any funds awarded under this NOFO to effectuate program goals or agency priorities in accordance with [ACF's vision, mission, values, priorities, and guiding principles](#) when authorized. Funded activities must advance ACF's vision of resilient, safe, healthy, and economically secure children, youth, families, and communities, and support ACF's mission to foster health and well-being through effective, accountable, and compassionate human services when awarded in any programs that authorize these priorities.

Consistent with ACF's values, in carrying out any project that is funded under this NOFO, the recipient is required to adhere to the following principle:

1. **Program integrity and fiscal stewardship:** Administer funds in accordance with all applicable federal statutes, regulations, and award conditions; maintain strong internal controls; and prevent waste, fraud, and abuse.

The recipient is also required to adhere to the following principles when consistent with the authority and scope of the award and its activities:

2. **Evidence-based and outcome-focused practices:** Design and deliver services using evidence-based or evidence-informed approaches, establish measurable performance goals, and use data to monitor outcomes and drive continuous improvement.
3. **Partnership and local leadership:** Coordinate with state, tribal, territorial, local, and community partners, as appropriate, and tailor services to meet community-identified needs while respecting local decision-making authority.

In addition, in keeping with ACF's priorities, the recipient must administer any project that is awarded under this NOFO in accordance with the following objectives when consistent with the scope of the award and its activities in programs that are authorized to advance them:

4. **Family stability and child well-being:** Strengthen families, promote safe and stable home environments, and improve outcomes for children and youth through prevention-focused and developmentally appropriate services.
5. **Work, self-sufficiency, and economic mobility:** Support pathways to employment, job retention, and economic independence for individuals and families, including through workforce development, education, and supportive services.
6. **High-quality early care and learning:** Where applicable, invest in high-quality early childhood programs that support school readiness, healthy development, and long-term success.

The recipient must demonstrate ongoing compliance with these values and priorities, in all programs that are authorized to advance them, through program design, implementation, reporting, and evaluation. Failure to meaningfully align funded activities with the applicable requirements may result in corrective action, additional reporting requirements, or other enforcement actions consistent with federal grant regulations found at [2 CFR Part 200](#) and the terms and conditions of this award.

# Program Description

## Overview

Ending youth homelessness requires both addressing the immediate needs of youth who are experiencing homelessness and, just as importantly, preventing youth from a first episode of homelessness.

The purpose of this program is to evaluate and support evidence-based strategies to prevent homelessness for youth and young adults (referred to as “youth”) ages 12 to 26, help younger youth attain permanency, and prepare all youth for self-sufficiency. Evidence-based strategies are practices, programs, or policies that have proven to be effective through rigorous research, including evaluations that show evidence of effectiveness, feasibility, reach, sustainability, and transferability across different contexts.

This program provides funding to plan and implement primary prevention efforts to serve youth and young adult populations likely to experience homelessness or housing instability, including:

- Those youth at risk of human trafficking.
- Those with substance abuse or mental health issues.
- Those transitioning out of foster care, the juvenile justice system, or a residential behavioral health system.

Projects funded through this program prevent youth from experiencing homelessness by establishing partnerships to accomplish the following objectives:

- Develop or enhance a coordinated system for screening, assessment, and referrals to link youth to prevention services and treatment, when appropriate.
- Identify populations of young people at risk of experiencing homelessness.
- Design and develop a comprehensive, primary prevention plan to prevent youth homelessness.
- Implement primary prevention strategies for populations of youth who are at risk of homelessness, as well as their families.

Recipients must work with community partners to improve the responsiveness and quality of services for young people at the greatest risk of experiencing homelessness. Partner agencies may include those in the following sectors:

- Education (primary, secondary, and post-secondary).
- Faith-based.
- Public health.

- Clinical social workers.
- Behavioral and mental health.
- Child welfare.
- Employers.
- Family support (for example, Head Start, Early Childhood Development, and Child Support Services).
- Substance abuse and mental health service providers.
- Domestic violence.
- Human trafficking.
- Crisis intervention.
- Law enforcement.
- Courts.
- Juvenile justice.
- Legal services.
- Public benefits such as Social Security, Nutrition Assistance, Supplemental Nutrition Assistance Program (SNAP), and Temporary Assistance for Needy Families (TANF).

Projects should not solely focus only on education campaigns or outreach activities to raise awareness of homelessness prevention services.

Applicants should clearly describe how their proposed project and activities align with ACF's priorities through program design, partnerships, and expected outcomes. More information on ACF's Vision, Mission, Values, Priorities, and Guiding Principles can be found on [ACF's website](#).

This project addresses the priority of Promoting Work and Self-Sufficiency by ensuring young people who are at risk of homelessness are provided opportunities and resources for success.

## Primary prevention

Projects must focus on the primary prevention of youth homelessness. Primary prevention is an effort to reduce risk factors and strengthen protective factors.

Providing services for a young person or family already in crisis is costly, both financially and in terms of human suffering. Additionally, by focusing more on individuals than on populations, human services can miss the root causes of adverse outcomes and the opportunity to address ongoing needs. The goal of this program is to identify strategies and resources to prevent homelessness before the crisis occurs.

Incorporating effective primary prevention into human services structures and delivery can uproot the causes of adverse outcomes by reducing risk factors and promoting protective factors across youth populations, creating safety and stability needed to avoid adverse experiences such as homelessness.<sup>[1]</sup> Therefore, your efforts must address the contributing factors leading to a youth becoming homeless, such as:

- Involvement in the child welfare and juvenile justice systems.
- Human trafficking, including sex and labor trafficking.
- Substance abuse and mental health.
- Lack of access to education resources.
- Lack of a supportive network.
- Lack of affordable housing.
- Poverty.
- Family dynamics.

At the same time, your project must promote cross-system collaboration to strengthen the systems and services that youth routinely connect with.

## Required activities

If your project is funded, you will participate in a two-phase process. The first phase is a 6-month planning phase and the second is an 18-month implementation phase, which includes evaluations.

### Phase 1: Planning

You are required to develop a Primary Prevention Plan. You will have 6 months from the start date of the award to create your plan. The goal of the planning phase is to guide the development of your primary prevention efforts. Once the Primary Prevention Plan is complete, you will submit it to the Family and Youth Services Bureau (FYSB) for review and approval.

Your Primary Prevention Plan must include the following activities:

- Develop and use a shared definition of primary prevention with community partners.
- Incorporate collaboration with youth who have experienced homelessness, as well as their families, during all phases of the project.
- Identify the populations of youth at risk of experiencing homelessness your primary prevention efforts will focus on:
  - Individuals transitioning out of foster care, the juvenile justice system, or residential behavioral health system.

- Victims of human trafficking.
- Youth struggling with substance abuse and mental health disorders.
- Identify the causes or factors contributing to youth homelessness that your primary prevention efforts will address.

## Phase 2: Implementation

During Phase 2 of the program, you will implement your Primary Prevention Plan. This means you will implement the prevention strategies you identified during the plan development.

Your primary prevention strategies should be evidence-based and may include the following:

- Providing economic support to parents (such as income supplements or financial assistance).
- Providing housing and housing support, such as rental assistance.
- Preventing human trafficking, which includes sex and labor trafficking.
- Providing referrals to youth substance abuse and mental health treatment services.
- Promoting positive community and school connections to ensure youth feel safe and are connected to appropriate resources.
- Supporting healthy family relationships and promoting strong, stable families.

Other primary prevention strategies may involve addressing issues among the populations of youth who are at greatest risk of experiencing:

- Homelessness.
- Human trafficking and other forms of victimization.
- Transitions from the child welfare or juvenile justice systems.
- Access barriers to appropriate and required educational opportunities.
- Lack of access to proper health services.

## Human trafficking of children and youth

Human trafficking is a crime involving the exploitation of a person to perform labor or a commercial sex act through the use of force, fraud, or coercion. Per 22 U.S.C. 7102(11), the Trafficking Victims Protection Act of 2000 as amended, human trafficking (severe forms of trafficking in persons) means:

- Sex trafficking in which a commercial sex act is induced by force, fraud, or coercion, or in which the person induced to perform such act has not attained 18 years of age.

- The recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.

Youth who are missing from foster care, are experiencing homelessness, or have unstable housing are at a higher risk of experiencing human trafficking, particularly at times when they are struggling to access resources to meet basic needs. Individuals who exploit children often fulfill these needs to build trust and create dependency as a precursor to trafficking. These children may be coerced into engaging in sex acts or compelled labor for shelter, food, clothing, and other basic needs.

## Screening for trafficking concerns

The recipient must adapt from and use standardized screening tools that are validated and evidence- and trauma-informed to identify trafficking concerns and evaluate client needs throughout the service relationship. The recipient may elect to use one or more tools, but the tools must be able to identify youth who have experienced labor trafficking, sex trafficking, or both and assess for common human trafficking indicators and risks.

It is a best practice to screen for trafficking concerns:

- During the youth's initial intake into the program.
- Any time a youth returns from a missing episode.
- Any time trafficking is suspected.

Even in situations when a youth may not exhibit obvious trafficking indicators, the recipient should use a validated universal screening approach and incorporate screening protocols at various stages, in addition to identifying trafficking concerns. This practice will also help address early signs of risk and prevent trafficking before it occurs or re-occurs.

While screening is an initial step in identifying trafficking concerns, it can elicit unintended trauma responses. Therefore, the recipient should first address the youth's basic needs (food, sleep, safety and safety planning, comfort, etc.) before any screening occurs. It is also important for the recipient to consider each individual youth's experience, cognition, mental health, and the effects of trauma when assessing their responses prior to and during screening and intake.

## Services for victims of trafficking

Disclosures may happen during screening or at any point during time of service, the recipient must develop protocols for response to them. Protocols must include an assessment for trafficking-specific case management, safety planning, clinical and therapeutic support, mentorships, and medical services. Youth who have experienced

human trafficking have unique needs you must consider when screening and assessing for service needs, interventions, and community referrals. All of the recipient's interventions must center around the youth's voice to ensure the youth is an active participant in their own care and decision-making for services. Safety planning must be at the center of all support. If it is determined to be in the youth's best interest, the youth's caregiver or relevant family members may be involved in service planning. This determination should be made on a case-by-case basis.

## Trafficking-specific education and outreach

Recipients must integrate human trafficking content throughout program education and outreach activities. All approaches and materials must be trauma-informed, person-centered, developmentally appropriate, and responsive to age, developmental and cognitive abilities, and other relevant factors.

### Outreach

Recipients must include information on human trafficking in all outreach activities. Outreach materials must provide audience-appropriate information about human trafficking, including how to identify potential trafficking schemes, how to seek help, and how to access available services and resources. Recipients must ensure that outreach activities include information on referral options, including the [National Human Trafficking Hotline](#).

### Universal education

Recipients must provide universal education on human trafficking to all clients. Universal education provides information, safety messages, and resource connections to all individuals, regardless of disclosure or identified risk, to mitigate risk across the population served. This approach normalizes access to support, reduces stigma, and promotes early connection to services.

Universal education must be delivered in a private setting, when possible, by staff trained in the approach. Staff must offer resources regardless of whether a client discloses trafficking, and universal education should not be used to require or elicit disclosure. Where a private conversation is not possible or it is not safe to talk, recipients must provide a discrete offer of resources and referral information. This approach may use or adapt existing tools and materials, with emphasis on the quality of the interaction and resource delivery. Prevention education must support youth in recognizing trafficking risks, identifying potential trafficking schemes, and building skills related to safety, decision-making, help-seeking, and access to resources and support.

## Education and outreach resources

- [Look Beneath the Surface Campaign](#): Downloadable and printable outreach materials that help individuals who are at risk of or who are experiencing human trafficking recognize trafficking schemes and access support.
- [SOAR Online](#): Free, self-paced online training courses that can be completed on demand.
- [Office on Trafficking in Persons Resource Library](#): A searchable collection of anti-trafficking resources and materials, including outreach materials, toolkits, fact sheets, policy and guidance documents, and training tools that support prevention, awareness, identification, and access to services.

## Mandatory reporting

Human trafficking of children (labor and sex trafficking) is now defined under “child abuse and neglect” in the Child Abuse Prevention and Treatment Act, Pub. L. 93-247. Therefore, if a recipient identifies potential concerns of human trafficking, the recipient is required to comply with all federal, state, tribal, and local mandated reporting requirements in the same way the recipient reports abuse and neglect within that jurisdiction (child welfare, law enforcement, etc.).

### Validated screening tools for human trafficking of children and youth<sup>[2]</sup>

| Tool identifier                                                    | In-depth | Short/rapid | Demographic                                                    | Environment                                                                                                                                                                                                                              |
|--------------------------------------------------------------------|----------|-------------|----------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <a href="#">Commercial Sexual Exploitation-Identification Tool</a> |          | X           | Ages 10+; sex trafficking only.                                | Multiple settings, including: <ul style="list-style-type: none"> <li>• Child welfare and juvenile justice systems.</li> <li>• Schools.</li> <li>• Homeless youth shelters.</li> <li>• Health care and mental health settings.</li> </ul> |
| <a href="#">Human Trafficking Screening Tool</a>                   | X        | X           | Ages 18–24; sex trafficking only.                              | Runaway and homeless youth system settings.                                                                                                                                                                                              |
| <a href="#">Quick Youth Indicators for Trafficking</a>             |          | X           | Youth who are homeless; sex trafficking and labor trafficking. | Service provider setting.                                                                                                                                                                                                                |
| <a href="#">Rapid Appraisal for Trafficking</a>                    |          | X           | Ages 18+; sex trafficking and labor trafficking.               | Health care setting.                                                                                                                                                                                                                     |
| <a href="#">Short Screen for Child Sex Trafficking</a>             |          | X           | Ages 12–18; sex trafficking only.                              | Health care setting.                                                                                                                                                                                                                     |

## Federal evaluation

We will sponsor a federally led evaluation for each funded project. An independent contractor with experience leading small- and large-scale demonstrations or descriptive and impact evaluations will lead it. Federal evaluations are subject to the Paperwork Reduction Act (PRA) of 1995, (44 U.S.C. 3501-3521), and FYSB will receive all approvals prior to launching any evaluations.

If you accept an award, you are required to participate in the evaluation.

## Technical assistance

If you accept an award, you must agree to work cooperatively with the technical assistance provider. Training and technical assistance is free from the [Runaway and Homeless Youth Training, Technical Assistance, and Capacity Building Center](#) (RHYTTAC). Services include:

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

You must send at least one person to the annual in-person Runaway and Homeless Youth (RHY) National Grantee Training, as well as to the in-person or virtual trainings. You will also participate in learning collaboratives and group-based peer engagement activities. Visit the [RHYTTAC website](#) for more information.

## Cooperative agreement— Description of ACF's involvement

A cooperative agreement is a specific method of awarding federal assistance in which substantial federal involvement is anticipated. Details of the relationships and governance of the cooperative agreement will be specified in the terms and conditions of the award.

Our respective responsibilities will be identified during pre-award negotiations and incorporated into the terms and conditions of the award. We do not expect the cooperative agreement to change the project requirements for the recipient. At a minimum, we will:

- Provide consultation, review, and approval of the Primary Prevention Plan.

- Review any revisions made to the Primary Prevention Plan during the project period.
- Oversee the development of the project design, including information on the resources and planned activities.
- Facilitate communication with representatives of other federal agencies in order to promote coordination.
- Review and approve drafts of all updated or new materials developed or printed with this funding.
- Organize regular meetings to review your plans and share information.

## Funding policies and limitations

### Changes in HHS regulations

As of October 1, 2025, HHS adopted [2 CFR 200](#), with some exceptions included in [2 CFR 300](#). These regulations replace those in 45 CFR 75.

### General policies

- We will only make awards if this program receives funding. If Congress appropriates funds for this purpose, we will move forward with the review and award process.
- If we receive more funding for this program, we will consider:
  - Funding more applicants.
  - Extending the period of performance.
  - Awarding supplemental funding.
- To the extent permitted by law, including any relevant court orders, you may not use funds from this NOFO for any diversity, equity, inclusion, and accessibility (DEI and DEIA) activities. This includes:
  - DEI- or DEIA-related research.
  - Activities that discriminate or show preference based on race, color, religion, sex, national origin, or other protected traits.
  - Any efforts that promote a “discriminatory equity ideology.”
- To the extent permitted by law, including any relevant court orders, ACF will also not allow funds awarded under this NOFO to support any services or activities that inculcate or promote gender ideology.

For guidance on other types of costs that we restrict or do not allow, see General Provisions for Selected Items of Costs of the Uniform Guidance, [2 CFR part 200](#).

## Program-specific limitations and policies

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

- Construction.
- Purchase of real property.
- Major renovation.
- Pre-award.
- Any treatment or referral to treatment that inculcates gender ideology.
- Abortion-related services, including referrals.
- Operating or allowing “safe consumption sites,” distributing paraphernalia, or permitting the use of illicit drugs on project property.

**NOTE:** Include a statement attesting that your grant-funded programs are not supporting or facilitating any harm reduction activities.

- Any activities or services that do not align with the published ACF published priorities unless authorized.

## Indirect costs

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

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

**Method 1—Approved rate.** If you currently have an indirect cost rate approved by your cognizant federal agency, you may use that rate.

**Method 2—*De minimis* rate.** If you do not have a negotiated indirect cost rate, you may elect to charge a *de minimis* rate (see [2 CFR 200.414\(f\)](#)). This rate may be up to 15% of modified total direct costs (MTDC). See the definition of MTDC ([2 CFR 200.1](#)). You can use this rate indefinitely.

You may not charge costs included in your indirect cost pool as direct costs.

## Subawards

As the prime recipient, you must maintain a substantive role in the project. This means that you must conduct funded activities and provide services which are necessary and integral to completing the project.

Monitoring your subrecipient’s activities alone as described in [2 CFR 200.332](#) is not a substantive role.

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

All subrecipients must obtain a Unique Entity Identifier (UEI) through the System for Award Management (SAM.gov).

Subrecipients must meet the [eligibility requirements](#) of this NOFO.

## Salary rate limitation

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

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

## Use of E-Verify

All funded grantees and subgrantees are encouraged to use the national E-Verify system operated by the U.S. Department of Homeland Security, in partnership with the Social Security Administration, to ensure their employees are American citizens or are eligible to work in the United States.



# Step 2:

## Get Ready to Apply

### In this step

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# Find the application package

The application package has all the forms you need to apply. You can find it at this NOFO's Grants.gov opportunity page. Then select the Package tab.

We recommend that you select the **Subscribe** button from the View Grant Opportunity page for this NOFO to get updates.

If you can't use Grants.gov to download application materials or have other technical difficulties, including issues with application submission, [contact Grants.gov](#) for assistance.

# Get registered

## SAM.gov

You must have an active account with SAM.gov. SAM.gov registration can take several weeks. Begin that process today.

To register:

- Go to [SAM.gov Entity Registration](#) and select Get Started. From the same page, you can also select the Entity Registration Checklist for the information you will need to register.
- You must agree to the [financial assistance general certifications and representations \[PDF\]](#) specifically. Those for contracts are different.

When you register, you will also receive your required Unique Entity Identifier (UEI).

Once you register:

- You will have to maintain your registration throughout the life of any award.
- If your organization has multiple UEIs, use the one associated with your physical location.

## Grants.gov

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

Need help? See [Contacts and Support](#).

# Learn more

Visit [Applying for an ACF Grant Award](#) on the ACF Grants page.



# Step 3:

# Build Your Application

## In this step

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# Application checklist

Make sure that you have everything you need to apply.

## File one: Narratives

Use the Project Narrative Attachment form.

| Component                                                                      | Included in page limit? |
|--------------------------------------------------------------------------------|-------------------------|
| <input type="checkbox"/> <a href="#">Table of contents</a>                     | Yes                     |
| <input type="checkbox"/> <a href="#">Project summary</a>                       | Yes                     |
| <input type="checkbox"/> <a href="#">Project narrative</a>                     | Yes                     |
| <input type="checkbox"/> <a href="#">Line-item budget and budget narrative</a> | Yes                     |

## File two: [Attachments](#)

Insert each in a single Other Attachments form.

| Component                                                               | Included in page limit? |
|-------------------------------------------------------------------------|-------------------------|
| <input type="checkbox"/> Indirect cost agreement                        | Yes                     |
| <input type="checkbox"/> Legal proof of nonprofit status                | Yes                     |
| <input type="checkbox"/> Legal proof of for-profit status               | Yes                     |
| <input type="checkbox"/> Organizational capacity supporting information | Yes                     |
| <input type="checkbox"/> Third-party agreements                         | Yes                     |

## Standard forms

Use each required form in Grants.gov.

| Component                                                                           | Included in page limit? |
|-------------------------------------------------------------------------------------|-------------------------|
| <input type="checkbox"/> Application for Federal Assistance (SF-424)                | No                      |
| <input type="checkbox"/> Budget Information for Non-Construction Programs (SF-424A) | No                      |
| <input type="checkbox"/> Assurances for Non-Construction Programs (SF-424B)         | No                      |
| <input type="checkbox"/> Disclosure of Lobbying Activities (SF-LLL)                 | No                      |
| <input type="checkbox"/> Key Contacts                                               | No                      |
| <input type="checkbox"/> Grants.gov Lobbying form                                   | No                      |
| <input type="checkbox"/> Project/Performance Site Location(s) (SF-P/PSL)            | No                      |

# Application contents and format

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

Your organization's authorized official must certify your application.

See [intergovernmental review](#) to find out if you need to make any other submissions.

## Required format

**Page limit for file one and file two combined: 75 pages**

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

## Accepted file formats

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

## Document formats

**Paper size:** 8 ½ inches x 11 inches

**Margins:** 1 inch all around

**Language:** English

If possible, include page numbers.

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

## Fonts

**Font:** Times New Roman

**Color:** Black

**Size:** 12-point font

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

## Spacing

**Table of contents:** Must be single-spaced

**Project summary:** Must be single-spaced

**Project narrative:** Must be double-spaced

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

**Attachments:** Can be single-spaced

**Tables and footnotes throughout:** Can be single-spaced

See [disqualifying factors](#) to understand what may disqualify your application from consideration.

## File one: Narratives

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

This file includes:

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

### Table of contents

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

### Project summary

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

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

### Project narrative

The project narrative is where you address all your proposed activities. It is a critical section of your application, which we evaluate using [merit review criteria](#) and rank based on application scores.

Remember that substance and measurable outcomes are more important than length. We are particularly interested in project narratives that convey strategies for achieving intended performance.

In it, you must:

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

## Purpose and Need

### Need for assistance

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

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

### Objectives

State your main objectives and any sub-objectives. Address how the objectives stated relate to the overall purpose of this program and describe how you will achieve the objectives.

## Response

### Approach

Outline your action plan. Describe the scope of your proposed project and describe in detail how you will accomplish it. Account for all functions or activities you identify in your application. Explain potential obstacles and challenges to accomplishing your project goals. Explain the strategies you will use to address them.

This section must describe your previous efforts to prevent youth homelessness and the outcomes of those efforts. Include information about the successes or challenges you experienced. Discuss any lessons you learned and how you will improve your primary prevention efforts from your past experiences.

## Phase 1: Planning

You must describe how you will develop your Primary Prevention Plan during Phase 1.

You can [find more information about Phase 1 in the program description](#).

This section should discuss all of the following components:

- Your community partners and how you will develop a shared definition of primary prevention.
- How you will work collaboratively with youth to develop and design your Primary Prevention Plan.
- The populations of youth at risk of experiencing homelessness your efforts will serve.
- The primary contributing factors to youth homelessness that your primary prevention efforts will address.

## Phase 2: Implementation

You must describe how you will transition from the planning to implementation phase and put your Primary Prevention Plan into action. You can [find more information about Phase 2 in the program description](#).

This section should discuss all of the following components:

- How you will continue to work collaboratively with youth during Phase 2.
- The primary prevention strategies you intend to use.
- How you chose the proposed strategies.
- How these strategies will affect your selected populations of young people at risk of homelessness.
- How your efforts will impact youth homelessness.

## Logic model

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

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

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

- Inputs such as additional resources, organizational profile, collaborative partners, key staff, and budget.
- Target population, such as the individuals to be served or identified needs.

- Activities, mechanisms, and processes such as evidenced-based practices, best practices, approach, key intervention and evaluation components, and continuous quality improvement efforts.
- Outputs, which include the immediate and direct results of program activities.
- Outcomes, which include the expected short- and long-term results of the project you expect to achieve. These are typically described as changes in people or systems.

Project goals such as overarching objectives and reasons for proposing the project.

## Impact

### Project performance evaluation plan

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

- How you will monitor ongoing activities and progress toward the project's goals and objectives.
- The inputs, key activities, and expected outcomes of the funded activities. Inputs might include your collaborative partners, key staff, budget, service processes, or other resources.
- How you will measure the inputs, activities, and outcomes.
- How you will use the resulting information to inform improvement of funded activities.
- Any processes that support the overall data quality.
- The organizational systems and processes that will track performance outcomes.
- How your organization will collect and manage data in a way that allows for accurate and timely reporting of performance outcomes. This might include assigned, skilled staff, data management software, and data integrity.
- Any potential obstacles to implementing the project performance evaluation and how you will address them.
- A timeline for how you will review information from the performance evaluation and apply it to your ongoing project.

### Expected outcomes

Identify the outcomes you plan to achieve from the project. Outcomes should relate to the overall program as described in the [program description section](#). If research is part of the proposed work, outcomes must include hypothesized results and implications of the proposed research.

## Resources and capabilities

### Organizational capacity

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

- Provide evidence your team has the relevant experience and expertise needed to carry out your project.
- Describe your organization's experience (including any partnering organizations) with administering, developing, implementing, managing, and evaluating similar projects.
- Provide evidence your organization, including partnering organizations, has the capability to fulfill their roles and functions effectively.
- You must disclose your plan to enter into subaward agreements. If planning subawards, describe the work each subrecipient will complete.
- Provide some supporting information in the organizational capacity supporting information section of your [attachments](#).

### Third-party agreements

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

Any such agreement must:

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

## Plan for oversight of federal award funds and activities

You must ensure proper award oversight. The regulation that governs this is [2 CFR part 200](#). It includes standards for:

- Financial and program management.
- Property management.
- Procurement.
- Performance and financial monitoring and reporting.
- Subrecipient monitoring and management.
- Record retention and access.
- Remedies for noncompliance.
- Prior written approval.

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

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

## Project sustainability plan

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

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

- The key people and organizations whose support you will require.
- The types of alternative support you will require to maintain the project.

If the proposed project involves key project partners, how you will maintain their cooperation or collaboration after the federal funding ends.

## Protection of sensitive or confidential information

Describe how you will collect and safeguard protected personally identifiable information and other information that is considered sensitive. Make sure your

approach is consistent with applicable federal, state, local, and tribal laws regarding privacy and obligations of confidentiality. Provide:

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

For more information, see [2 CFR 200.303\(e\)](#).

## Line-item budget and budget narrative

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

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

Justify the costs you ask for and provide detail, including calculations for the “object class categories” in the Budget Information Standard Form. You will provide this information for the full period of performance. See information on [funding periods](#).

As you develop your budget, consider:

- If the costs are necessary, reasonable, allocable, and consistent with your project's purpose and activities.
- How you calculate your costs in ways that are clear and repeatable.
- The restrictions on spending funds. See the [funding policies and limitations](#).
- The cost for sending at least one person to attend the annual in-person RHY National Grantee Training, in-person regional training, and up to two collaboration events.

Please also review the Standard Form instructions.

To create your line-item budget and justification, see [detailed budget instructions on our website](#).

In general, you must:

- Indicate the method you will use for your indirect cost rate. See the [indirect costs](#) section for further information.
- Include estimation methods, quantities, unit costs, and other similar quantitative detail necessary for the calculation to be duplicated.
- For any cost sharing, include a detailed listing of any funding sources identified in Block 18 of the SF-424 Application for Federal Assistance.

- For applicants planning to use subawards, if your subaward budget is more than 50% of total direct costs, justify why you are subawarding that portion of the project. Explain:
  - How you plan to maintain a substantive role in the project.
  - Why you cannot achieve your goals without the subrecipients' participation.

## Proprietary or personally identifiable information

Clearly identify any salary or other proprietary information or personal identifiable information within your application. Identification will ensure this information is not shared with reviewers. Note on page 1 of the attachments file (file two) where the information to be redacted is located. If you have an [exemption for a paper submission](#), you can protect salary information and any proprietary information by placing that information only in the original application. You can remove the information from the copies, keeping summary information.

## File two: Attachments

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

This file includes all [attachments](#).

## ACF priorities alignment attestation

**Note: Not included in the page limit. This should be submitted with the application or before award.**

You must self-certify that you will align with the ACF priorities that are relevant to this funding opportunity, as identified in both the Program description and *Step 4*, under Merit review process, Scoring criteria, Alignment with *ACF Vision, Mission, Values, Priorities, and Guiding Principles*, elements 2 and 3. You must provide the following on your organization's letterhead.

I hereby attest and certify that:

\_\_\_\_\_ (Applicant Name) affirms its commitment to supporting and advancing ACF's published Vision, Mission, Values, Priorities, and Guiding Principles of the Administration for Children and Families (ACF), consistent with applicable federal statutes, regulations, and Administration priorities.

Insert Date of Signature:

Print Name and Title of the Authorized Organization Representative (AOR):

Signature of AOR:

## Indirect cost agreement

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

See the [indirect costs](#) section for more information.

## Legal proof of nonprofit status

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

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

## Legal proof of for-profit status

If your organization is a for-profit, including a small business, you need to attach proof.

Include documentation establishing the power granted to the entity to enter into contractual relationships or accept awards. This might include your articles of incorporation or bylaws.

## Organizational capacity supporting information

You must attach the following information to support the information in your [organizational capacity](#) section:

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

## Standard forms

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

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

### Important: Public information

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

We share what you put there with [USAspending](#). This is where the public goes to learn how the federal government spends taxpayer money.

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

[See instructions and examples \[PDF\]](#).



# Step 4:

## Learn About Review and Award

### In this step

|                    |                           |
|--------------------|---------------------------|
| Application review | <u><a href="#">41</a></u> |
| Award notices      | <u><a href="#">48</a></u> |

# Application review

## Initial review

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

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

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

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

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

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

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

## Merit review

A panel reviews all applications that pass the initial review. The panel members use the criteria shown in each section of the project narrative and in the line-item budget and budget narrative section. Our reviewers typically are not federal employees. See the section on [proprietary and personally identifiable information](#).

## Criteria summary

| Criterion                                                                                                               | Total number of points = 110 |
|-------------------------------------------------------------------------------------------------------------------------|------------------------------|
| 1. <a href="#">Purpose and Need</a> (Need for assistance)                                                               | 5 points                     |
| 2. <a href="#">Impact</a> (Objectives, expected outcomes, performance evaluation, and logic model)                      | 20 points                    |
| 3. <a href="#">Response</a> (Approach)                                                                                  | 40 points                    |
| 4. <a href="#">Resources and capabilities</a> (Organizational capacity, third-party agreements, and plan for oversight) | 20 points                    |
| 5. <a href="#">Support requested</a> (Budget)                                                                           | 10 points                    |
| 6. <a href="#">Resources and capabilities</a> (Sustainability plan)                                                     | 5 points                     |
| 7. <a href="#">ACF priority alignment</a>                                                                               | 10 points                    |

## Scoring criteria

### 1. Purpose and Need (Need for assistance)

**Maximum points: 5**

The reviewer will assess:

**1.1** How well you describe the problem of youth homelessness in your community and explain what prevention resources you already have available. **(0 to 2 points)**

**1.2** How well you explain what populations of youth at risk of experiencing homelessness your efforts will focus on and why, which could include: **(0 to 3 points)**

- Human trafficking.
- Substance abuse or mental health issues.
- Transitioning out of foster care, the juvenile justice system, or a residential behavioral health system.

## 2. Impact (Objectives, expected outcomes, performance evaluation plan, and logic model)

**Maximum points: 20**

The reviewer will assess:

**2.1** How clearly you define your objectives and their relation to the overall purpose of this program and how clearly you describe how you will achieve the objectives.

**(0 to 5 points)**

**2.2** How clearly you identify attainable and measurable outcomes you plan to achieve from the project. **(0 to 5 points)**

**2.3** Your plan to evaluate your program's success, how you plan to improve it, and the challenges you will face implementing the program. **(0 to 5 points)**

**2.4** How your proposed activities, inputs, and outputs link to the outcomes you plan to achieve in preventing youth from experiencing homelessness. **(0 to 5 points)**

## 3. Response (Approach)

**Maximum points: 40**

The reviewer will assess how well you:

**3.1** Describe youth homelessness prevention efforts you have tried previously, the outcomes of your efforts, lessons learned from these efforts, and how you intend to use these lessons to improve your services. **(0 to 5 points)**

**3.2** Describe your plan to organize partners in your community, and what you intend to do during Phase 1 to develop a Primary Prevention Plan. The reviewer will also assess how you include individuals who have experienced homelessness into the development of the prevention plan. **(0 to 10 points)**

**3.3** Describe factors contributing to youth homelessness that your primary prevention efforts will address. **(0 to 10 points)**

**3.4** Describe your primary prevention strategies, such as: **(0 to 15 points)**

- Economic support.
- Housing support.
- Human trafficking prevention.
- Referral to substance abuse and mental health services.
- Promoting positive community and educational connections.
- Supporting health family relationships.

## 4. Resources and capabilities (Organizational capacity, third-party agreements, and plan for oversight)

**Maximum points: 20**

The reviewer will assess:

**4.1** Your experience and expertise in running a project to prevent youth from becoming homeless. The reviewer will also assess how well you describe your agency's experience with administering, developing, implementing, managing, and evaluating similar projects. **(0 to 10 points)**

**4.2** Whether you will make a subaward or a subcontract with another organization to carry out your project and if so, how you will make sure the organization completes its work and contributes to project success. If you will not make a subaward or enter into an agreement with a third party, clearly state this in your application. **(0 to 5 points)**

**4.3** How you will ensure proper oversight of federal funds and funded activities. **(0 to 5 points)**

## 5. Support requested (Budget)

**Maximum points: 10**

The reviewer will assess:

**5.1** Your line-item budget and narrative budget for federal and non-federal funds and how clearly you explain that the funds requested are necessary for the program. The reviewer will also assess how well you describe the costs of sending a staff person to attend the required training and meetings. **(0 to 5 points)**

**5.2** The total cost to run the project, including the amount of federal funds requested, any non-federal funds needed, and the source of those funds. **(0 to 5 points)**

## 6. Resources and capabilities (Sustainability plan)

**Maximum points: 5**

The reviewer will assess:

**6.1** How clearly you describe your plan to sustain the project, including how you will maintain staffing, continue to support the program and deliver services, sustain partnerships, and identify other funding sources if federal funds are no longer available. **(0 to 5 points)**

We do not consider voluntary cost sharing during merit review.

## 7. Alignment with ACF vision, mission, values, priorities, and guiding principles (Up to 10 points)

ACF's published Vision, Mission, Values, Priorities, and Guiding Principles inform programmatic and administrative expectations under this funding opportunity.

Applicants must demonstrate alignment by describing how the proposed project advances relevant ACF priorities through program design and evaluation. Applicants should clearly identify which ACF priorities are relevant and explain how those priorities are reflected in the proposed approach. Applicants are encouraged to provide examples of prior experiences that can show alignment efforts that have already been achieved. Examples should describe strategies used, measurable results (if available), and lessons learned.

Applicants are strongly encouraged to organize their response using the three criteria below.

Reviewers will assess the extent to which the application demonstrates clear, specific, and measurable connections between ACF priorities and the proposed project. Scores will reflect the strength, clarity, and specificity of those connections.

### Scoring Considerations for the next three criteria:

- **High-scoring applications** will demonstrate clear understanding, intentional integration, and measurable alignment with ACF priorities across all three criteria.
- **Moderate-scoring applications** may reference ACF priorities but provide limited specificity, uneven integration, or minimal connection to measurable outcomes.
- **Low-scoring applications** will show minimal or unclear understanding of ACF priorities and lack meaningful connection to program design or performance.

### 1. Demonstrated Review and Understanding (Up to 2 Points)

The extent to which the applicant demonstrates that it has reviewed ACF's Vision, Mission, Values, Priorities, and Guiding Principles and explains their relevance to the proposed project.

Reviewers will look for:

- Identification of specific ACF priorities (not general or vague references).
- A clear explanation of how those priorities relate to the proposed project.

### 2. Operationalization in Program Design and Implementation (Up to 3 Points)

The degree to which the following ACF priority is translated into specific elements of the proposed project:

- Promoting Work and Self-Sufficiency.

Reviewers will assess if the applicant:

- Connects identified ACF priorities to program design, service delivery, and implementation.
- Demonstrates how priorities influence partnerships, staffing, or key program decisions.
- Provides clear, actionable examples of how alignment will be carried out in practice.

### 3. Integration into Performance and Continuous Improvement (Up to 5 Points)

The extent to which the following ACF priority is reflected in measurable outcomes and ongoing program improvement:

- Promoting Work and Self-Sufficiency.

Reviewers will assess the extent to which the application:

- Aligns performance measures and expected outcomes with identified priorities.
- Includes evaluation methods or performance indicators that reflect those priorities.
- Describes how data will be used for continuous quality improvement.

## Risk review

Before making an award, we review the risk that you will mismanage federal funds or fail to complete the project objectives. We need to make sure you've handled any past federal awards well and demonstrated sound business practices.

We use SAM.gov [Responsibility/Qualification](#) to check this history for all awards likely to be over \$250,000.

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

For more details, see [2 CFR 200.206](#).

## Selection process

When making funding decisions, we consider:

- Merit review results, including the 10 points for Alignment with *ACF Vision, Mission, Values, Priorities, and Guiding Principles* to the extent permitted by law. These are key in making decisions but are not the only factor.
- Organizations serving emerging, unserved, or underserved populations.
- The larger portfolio of agency-funded projects by considering geographic distribution.
- The past performance of the applicant.
- The application's compliance with this NOFO's prohibition on using funds awarded under this NOFO to support [DEI and DEIA activities](#), to the extent permitted by law, including any relevant court orders.
- Funding Preference for Alignment with Agency Priorities. Before final funding decisions are made, division leadership will review awards for consistency with applicable laws and alignment with [agency priorities](#).

We may:

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

We will not fund:

- A [disqualified application](#).
- An incomplete application.

# Award notices

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

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

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

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



# Step 5:

# Submit Your Application

## In this step

Application submission and deadlines

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# Application submission and deadlines

## Application

### Deadline

**Due on August 31, 2026.**

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

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

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

### Grants.gov submission

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

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

Make sure your application passes the Grants.gov validation checks. Do not encrypt, zip, or password protect any files. We encourage you to leave yourself plenty of time to upload documents.

See [Contacts and Support](#) if you need help.

### Issues with federal systems

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

## Exemptions for paper submissions

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

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

To submit your application, mail it to:

**FYSB Operations Center**

c/o F2 Solutions

Attn: RHY Primary Prevention Youth Homelessness Demonstration Program

NOFO FON: HHS-2026-ACF-ACYF-YY-0119

1401 Mercantile Lane Suite 401

Largo, MD 20744

Follow these requirements when you submit your paper application:

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

## Intergovernmental review

[Executive Order 12372, Intergovernmental Review of Federal Programs](#) does not apply to this NOFO. You do not need to take any action.



# Step 6:

## Learn What Happens After Award

### In this step

Post-award requirements and administration [53](#)

# Post-award requirements and administration

## Administrative and national policy requirements

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

- All terms and conditions in the Notice of Award, including the [ACF Standard Terms and Conditions](#) and, if applicable, any program-specific terms and conditions. We incorporate this NOFO by reference.
- The rules listed in [2 CFR 200](#), Uniform Administrative Requirements, Cost Principles, and Audit Requirements, effective October 1, 2025. These replace those in 45 CFR 75, with some exceptions in [2 CFR 300](#).
- The HHS [Grants Policy Statement \[PDF\]](#) (GPS). This document has terms and conditions tied to your award. If there are any exceptions to the GPS, they'll be listed in your Notice of Award.
- All federal statutes and regulations relevant to federal financial assistance, including those highlighted in the [HHS Grants Policy Statement](#), Appendix D: HHS Administrative and National Policy Requirements and the [ACF Administrative and National Policy Requirements](#).
- [45 CFR Part 87 Appendix B, Equal Treatment for Faith-Based Organizations](#). This appendix explains the obligations of and protections for faith-based organizations applying for grants.

## Reporting

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

- Performance report form: **ACF-OGM-PPR**
  - Performance report frequency: Semiannually
- Financial report form: **SF-425 FFR**
  - Financial report frequency: Semiannually



# Contacts and Support

## In this step

|                                    |                           |
|------------------------------------|---------------------------|
| Agency contacts                    | <a href="#"><u>55</u></a> |
| Help with systems                  | <a href="#"><u>55</u></a> |
| Reference websites                 | <a href="#"><u>56</u></a> |
| Paperwork Reduction Act disclaimer | <a href="#"><u>56</u></a> |

# Agency contacts

## Program

Chris Holloway

[Christopher.Holloway@acf.hhs.gov](mailto:Christopher.Holloway@acf.hhs.gov)

Phone: 202-205-9560

## Grants management

Sarah Viola

[Sarah.Viola@acf.hhs.gov](mailto:Sarah.Viola@acf.hhs.gov)

Phone: 202-401-4832

# Help with systems

## Grants.gov

Grants.gov provides 24/7 support. Hold on to your ticket number.

- Phone: 1-800-518-4726.
- Email: [support@grants.gov](mailto:support@grants.gov).

## SAM.gov

If you need help, you can:

- Call 1-866-606-8220.
- Live chat with the [Federal Service Desk](#).

# Reference websites

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

# Paperwork Reduction Act disclaimer

As required by the Paperwork Reduction Act, 44 U.S.C. 3501-3521, the public reporting burden for the project description (project narrative, line-item budget, and justification) is estimated to average 60 hours per response, including the time for reviewing instructions, gathering, and maintaining the data needed, and reviewing the collection information. The project description information collection is approved under OMB control number 0970-0139, which expires April 30, 2029. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

# Modifications

| Modification Description                                                                                      | Updated Date |
|---------------------------------------------------------------------------------------------------------------|--------------|
| Application due date changed to August 31, 2026, and expected project start date changed to November 1, 2026. | 08/14/2026   |

# Endnotes

1. Fishbein, D. Why is it important to advance primary prevention across human services? HHS Convening on Advancing Primary Prevention in Human Services. ASPE (Washington, DC) August 9-10, 2022. [↑](#)
2. National Advisory Committee on the Sex Trafficking of Children and Youth in the United States, Best Practices and Recommendations for States, (2020), [www.acf.hhs.gov/sites/default/files/documents/otip/nac\\_report\\_2020.pdf](http://www.acf.hhs.gov/sites/default/files/documents/otip/nac_report_2020.pdf) [↑](#)