ADMINISTRATION FOR
CHILDREN & FAMILIES

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

Basic Center Program

Opportunity number: HHS-2025-ACF-ACYF-CY-0006

Contents

Before you begin

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

SAM.gov registration (this can take several weeks)

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

See Step 2: Get Ready to Apply

Grants.gov registration (this can take several days)

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

See Step 2: Get Ready to Apply

Apply by the application due date

Applications are due by 11:59 p.m. Eastern Time on July 23, 2025.

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

Step 1:
Review the Opportunity

In this step

Basic information

Administration for Children and Families (ACF)

Family and Youth Services Bureau (FYSB)

Runaway and Homeless Youth Program

The Basic Center Program provides street-based outreach, temporary emergency shelter, and counseling services to youth under age 18.

Summary

The Basic Center Program (BCP) provides up to 21 days of emergency shelter and counseling services to youth under age 18 who meet one or more of the following criteria:

- Have run away or left home without permission of their parents or guardians.
- Have been forced to leave their home.
- Cannot live safely with a parent, legal guardian, or relative.
- Have no other safe alternative living arrangement.
- May end up in contact with law enforcement or in the child welfare, mental health, or juvenile justice systems.

BCPs may also provide intensive street outreach and access to shelter (Up to 10 bonus points added during merit review).

We encourage family reunification, when it is possible, and in the best interest of the youth.

For more information about eligibility of participating youth, see 34 U.S.C, 11279(3-4).

Funding details

Type: Grant

Expected total program funding: $23,364,000

Total expected awards: 67

Minimum award amount for the first budget period (award floor): $199,999

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

Have questions?
See Contacts and Support.

Key facts

Opportunity name:
Basic Center Program

Opportunity number:
HHS-2025-ACF-ACYF-CY-0006

Announcement type:
Initial

Federal assistance listing:
93.623

Statutory authority number:
Title III, Part A, Section 311 of the Runaway and Homeless Youth (RHY) Act (34 U.S.C. 11211)

Key dates

Application submission deadline: July 23, 2025

Expected project start date: September 30, 2025

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

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

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

You can learn more about the funds available for new awards in each state on our website. Funding amounts available for new awards are approximations at the time of publication. Actual amounts available may vary. If your state does not have funding available for the fiscal year (FY), you may still wish to apply and may receive funds based on availability and scoring.

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

Eligibility

Eligible applicants

These types of entities may apply:

- Public and private nonprofit private entities.

- State, county, city or township, and special district governments.

- Independent school districts.

- Public- and state-controlled institutions of higher education.

- Private institutions of higher education.

- Public housing authorities and Indian housing authorities.

- Nonprofits with or without a 501(c)(3) status with the Internal Revenue Service (IRS), other than institutions of higher education.

- Native American tribal governments (federally recognized).

- Native American tribal organizations (other than federally recognized tribal governments).

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

Other eligibility criteria

- Public and nonprofit entities are eligible to apply unless you are part of the juvenile justice system.

- For-profit organizations are not eligible. Private institutions of higher education must be nonprofit entities.

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

Disqualification factors

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

We won't consider an application that:

- Requests funding above the [award ceiling](#).

- Is submitted after the [deadline](#).

- Is from an individual, including a sole proprietorship, or a foreign entity.

- Is received in paper format that didn't have a previously approved exemption from ACF.

Application limits

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

Cost sharing

This program requires you to contribute 10% of the project's total cost per section 383 of the RHY Act (34 U.S.C. 11274). You can calculate this cost-sharing requirement in one of two ways:

Method 1: Start with the federal share

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

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

Method 2: Start with the total project cost

Calculation: Multiply the total project costs by 10%.

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

Types of cost sharing

You can meet your match requirement through any combination of:

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

Cost-sharing commitments

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

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

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

Program description

Statutory authority

This program is authorized by title III, part A, section 311 of the Runaway and Homeless Youth Act (34 U.S.C. 11211).

Project overview

The primary purpose of the Basic Center Program (BCP) is to provide temporary, emergency shelter, counseling services, and comprehensive supportive services to youth under age 18. We award community-based organizations funding to provide services to youth who have run away or are experiencing homelessness at locations where they congregate; operate short-term shelters (including group home care and host family homes); and provide counseling services to youth who have run away or are experiencing homelessness or housing instability, who are not already receiving services from the child welfare or juvenile justice systems.

BCPs may also provide intensive street outreach and access to shelter (up to 10 bonus points added during [merit review](#)).

Our goal is to establish and strengthen community-based projects that meet the immediate needs of youth who have left home due to family conflict or other crisis and youth experiencing or at risk of experiencing homelessness.

Project requirements

BCP projects receiving this funding are required to provide emergency shelter, counseling services, and comprehensive supportive services and optional intensive street outreach and access to services.

BCP projects must meet the following requirements. Please show that your project meets these requirements in the [project narrative](#) section of your application.

Shelter and counseling services

You must provide youth under age 18 with both of the following services:

- Temporary emergency shelter for up to 21 days.
- Individual, family, and group counseling, as appropriate.

General requirements

- If a youth needs to stay in your shelter longer than 21 days, you can continue providing shelter to them, but you cannot use RHY funds to do so.

- If a youth needs transportation to your shelter, you must ensure it is available and easily accessible.

- Services must be available 24 hours a day, seven days a week, with the lowest possible barriers to access. You must have a publicly available shelter telephone number answered by staff 24 hours a day.

- You must contact the parents, legal guardians, or other relatives of a youth as soon as it is feasible and safe. You must initiate contact no more than 72 hours after a youth enters your program.

- Your shelter must be licensed as a youth-serving facility and any shelter you refer youth to must also be licensed, when such a license is required by state or local law.

- You cannot use our funds for respite care. Respite care provides parents or legal guardians with short-term, temporary relief from providing care. A parent or legal guardian cannot bring a youth to your shelter so you can provide care for them. If a youth is forced to leave home or has no safe alternative place to live, they are considered homeless and eligible for shelter funded by this program.

- Your program must be in an area where youth under the age of 18 who have run away or who are experiencing homelessness can easily access your services. This can include rural or tribal communities and areas outside of metropolitan areas.

- Youth leaving your shelter must go somewhere that is safe and appropriate.

Shelter capacity requirements

- Per RHY regulations at [45 CFR 1351.18 (c)](#), the facilities of your BCP project must have a minimum residential capacity of 4 individuals and a maximum residential capacity of 20 individuals in a single structure.

- The maximum capacity may be higher only in the following circumstances:

  ◦ If local laws or regulations require a higher maximum to comply with licensure requirements for child- and youth-serving facilities.

  ◦ If your facility is located within a single floor of an apartment building. In that case, the floor of the structure where you provide services must have a minimum residential capacity of four individuals and a maximum residential capacity of 20 individuals.

- You may shelter youth over 18 years of age if there is a state or local law (including a regulation) allowing a higher maximum age in compliance with licensure requirements for child- and youth-serving facilities.

  ◦ If you provide shelter to youth ages 18 and older in the same shelter facility as youth ages 17 and younger, your shelter must have separate sleeping rooms for the two age groups.

- You must also have a clear and detailed plan in place to ensure that minors are safe and secure when using bathrooms and showers, participating in shelter programming (such as counseling and life skills groups), and participating in recreational activities.

- You must maintain safety protocols, procedures, and policies to ensure the safety and security of youth under the age of 18.

- If your shelters are host family homes, you are exempt from the minimum number of four youth per structure requirement. However, you are required to shelter at least four youth across multiple homes.

Service provision requirements

- You must coordinate your shelter and services with the following entities:
  - Law enforcement.
  - Healthcare and behavioral health services
  - Substance abuse and mental health services.
  - Social services.
  - The public school system.
  - Welfare personnel.

- You cannot use RHY funds to pay the shelter costs of youth in the custody of child welfare, foster care, or juvenile justice. If you provide shelter to youth from the child welfare, foster care, or juvenile justice systems, you need a memorandum of understanding (MOU) between your program and those systems to clarify who is responsible for paying shelter costs and services when a youth enters your program.

- You must develop a plan to work directly with foster care and correctional agencies to return youth who have run away from the custody of those systems. Your plan must include processes for returning youth to the facility they ran away from.

- You can only provide prevention services if you plan to include optional, home-based services intended to prevent a young person from running away or becoming homeless or to reduce the use of drugs among youth as part of your program (see optional services). These funds cannot otherwise be used for prevention.

- Your staff must be trained and ready to provide services to youth who are:
  - Experiencing homelessness.
  - Living on the street.
  - In crisis.

- Experiencing or at risk of experiencing human trafficking (such as sex or labor trafficking) or victimization (such as sexual assault, sexual abuse, or physical abuse). Your staff must identify shelter services and other referrals for trafficked youth.
    - And youth who have left home without permission.
- Your shelters must be safe and accessible for all youth.

Comprehensive youth-centered services model

You must use a trauma-informed approach when providing services. You can learn more about the effects of trauma and utilizing a trauma-informed approach on the Runaway and Homeless Youth Training, Technical Assistance, and Capacity Building Center (RHYTTAC).

You must also utilize a Positive Youth Development (PYD) framework. This framework is an intentional, prosocial approach to engaging youth.

Outreach implementation strategy

You must have an outreach implementation strategy that includes the following:

- Direct outreach: You must seek out youth from your target populations who might not be aware of your program. You must provide information about the services you offer and the benefits of those services.
- Education and awareness: You must tell the community about your program by developing and distributing materials about your services and benefits. Materials might include social media posts and public service announcements. You can also raise awareness of your program by working with other youth- and family-serving organizations, law enforcement, health care providers, legal services, and other stakeholders.
- Coordination: You must coordinate with the National Communication System for Runaway and Homeless Youth (i.e., National Runaway Safeline) to provide information on the resources available.
- Gateway services: When necessary, you must provide youth with food, water, clothing, personal safety information (e.g., national youth hotlines, local hotlines), transportation, and hygiene products to prevent malnutrition and ill-health and to ensure they are successful in your program.

Gateway services

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

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

Crisis stabilization and safety planning

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

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

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

You can find more information about supporting youth with adolescent health and family planning needs at Activate Center Resource Explorer. You can find more information about supporting youth who have experienced or are at risk of experiencing trafficking or domestic violence through the National Human Trafficking Hotline and the National Domestic Violence Hotline.

Human trafficking prevention and intervention

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

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

Optional services

You may decide to provide one or more kinds of optional services as part of your funded program. Optional services are in addition to the basic program requirements detailed above. Applicants who propose providing intensive street outreach and access to services will receive up to 10 bonus points during the [merit review](#).

Intensive street outreach and access to services (10 bonus points available)

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

Street-based services

Your plan for intensive street outreach and access to services must conduct regular, face-to-face outreach with youth in locations where they gather. Street outreach efforts must be youth-focused in both design and implementation. Your outreach strategy must include:

- A schedule and frequency of regular, face-to-face outreach activities.
- Identification of key locations where youth who are homeless or at risk of homelessness gather.
- Adequate staffing, including the number of full-time equivalent outreach workers.
- Youth-focused engagement strategies tailored to individual needs.
- Safety plans for staff and youth during outreach activities.

Access to emergency shelter and housing

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

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

Follow-up services

If you elect to provide optional intensive street outreach and access to services, you must provide follow-up services to youth engaged through street outreach, including client assessment, case planning, and referral to shelter. Follow-up services refer to assessing youth progress after the youth has received safety and resource referrals. Follow-up contacts are separate from the aftercare planning described in [45 CFR 1351.26](#), and only apply to those youth you engaged through street outreach that did not enter your BCP.

Home–based services

Home-based services prevent youth from running away or otherwise experiencing homelessness. These services may be offered in a youth's home and may include intensive individual and family counseling, as well as training in life skills and parenting.

If you provide home-based services, you must explain what services you offer, who delivers them, and for how long. You must also explain your individual and family counseling methods and the life skills training you use.

Drug abuse education and prevention services

Drug abuse education and prevention services prevent or reduce the use of drugs among youth. These services may include the following:

- Individual, family, group, and peer counseling.
- Drop-in services.
- Assistance in rural areas (including community support groups).
- Information and training related to the illicit use of drugs and abuse of prescriptions drugs.
- Activities to make local drug abuse prevention services more available.

You must have criteria to determine eligibility for these services and detail what services will be provided, where, by whom, and for how long. Your services must use evidence-based or evidence-informed models, curricula, and practices.

Testing for sexually transmitted diseases

If you offer testing for sexually transmitted diseases and infections (STDs and STIs), testing must be provided upon request and based on established eligibility criteria.

If you plan to offer testing for STDs and STIs, you should describe the following:

- The individuals or entities responsible for coordinating and providing the testing services.

- The accessibility of the services.
- The confidentiality of youth seeking services and of testing results.

Screening and assessment

The assessment and screening tools you use should identify, at a minimum, the unique needs of these youth and guide delivery of appropriate services for them. You should assess the health and wellness of all youth, and in using the assessment and screening tools, determine if the youth's participation in your program poses any risks to the health and safety of other youth in the program.

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

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

You should work with your local Continuum of Care (CoC) to ensure referrals are coordinated and that youth are informed about community resources they have access to, including permanent housing resources and family resources, if applicable.

Case management

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

- **Individualized service or treatment plan**: You must plan for services or treatment strategies based on both your screening and assessment tools and input from the youth receiving services.
- **Harm reduction:** You should discuss safety planning with youth to reduce their risk of exploitation, human trafficking, sexual assault, substance use and misuse, and any other harm associated with street life.

- **Partnerships and service coordination plan**: You must create and implement an appropriate and accessible service referral and coordination strategy based on the results of the youth's entry screening and assessments. You should coordinate services with entities including, but not limited to:
  - Social services.
  - Law enforcement.
  - Educational services.
  - Vocational and employment training services.
  - Public benefits, including Supplemental Nutrition Assistance Program (SNAP) and Temporary Assistance for Needy Families (TANF).
  - CoCs (as defined by the U.S. Department of Housing and Urban Development (HUD).
  - Legal services.
  - Organizations that provide support to those who have experienced trafficking or are at risk of experiencing trafficking.
  - Mental and behavioral health services.
  - Health care programs including mental health, behavioral health, and health insurance options.
  - Affordable child care and child education programs.
- **Education service plan**: You must coordinate with McKinney-Vento school district liaisons, designated under Section 722(g)(1)(J)(ii) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11432(g)(1)(J)(ii)), to ensure youth are provided information about educational services available to them.

Aftercare

You must continue to provide services for 3 months after the youth has left your shelter. You must develop an aftercare strategy with each youth within 3 days of beginning shelter and services. The strategy must include a plan for permanent placement as well as the youth's input about the support and services they need to achieve their personal goals.

Performance standards

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

- **Social and emotional well-being**: Youth will connect to trauma-informed providers for help with issues related to physical health, substance abuse, mental

health, personal safety (such as potential trafficking situations), and sexual risk behaviors.

- **Permanent connections**: Youth will experience positive ongoing attachments to their families, communities, schools, and other social networks.

- **Education or employment:** Youth will connect to school or vocational training programs, improve job search skills, or obtain employment.

- **Safe and stable housing**: After leaving your program, youth will transition to safe and stable housing that appropriately matches their level of need. Housing options may include moving in with family, other permanent supportive housing, rapid re-housing, residential treatment centers, or substance abuse treatment facilities.

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

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

Training and technical assistance

If you accept an award, you must agree to work cooperatively with the technical assistance provider. Training and technical assistance is free from RHYTTAC. Services include, but are not limited to, the following:

- Regionally based technical assistance clinics.

- Training sessions.

- E-learning.

- Webinars.

- National grantee training.

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

Funding policies and limitations

General policies

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

Support beyond the first budget period will depend on:

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

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

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

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

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

Program-specific limitations and policies

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

- Construction.

- Purchase of real property.

- Major renovation.

  ◦ Costs for renovation of existing structures may not normally exceed 15% of the federal award. Costs for acquisition is not allowable by statute.

- Fundraising (including campaigns, endowments, gifts, and similar expenses).

- Proposal and pre-award costs.

- Distribution of sterile needles or syringes.

- Abortions. (See Consolidated Appropriations Act, 2023, Public Law No. 117-328, div. H, tit. V, 506-507 for exceptions.)

- Any treatment or referral to treatment that aims to change someone's sexual orientation, gender identity, or gender expression.

Indirect costs

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

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

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

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

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

Subawards

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

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

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

Subrecipients must meet the eligibility requirements of this NOFO.

Salary rate limitation

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

The salary limitation reflects a person's base salary (including any portion of the salary that is paid for with indirect costs). It does not include fringe benefits, and 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.

Step 2:
Get Ready to Apply

In this step

Get registered

SAM.gov

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

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

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

Grants.gov

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

> **Need help?** See Contacts and Support.

Find the application package

The application package has all the forms you need to apply. You can find it online. Go to Grants Search at Grants.gov and search for opportunity number HHS-2025-ACF-ACYF-CY-0006. Then select the Package tab.

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

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

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

Learn more

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

Step 3:
Prepare Your Application

In this step

Application contents and format   [26](#)

Application contents and format

Application components

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

See requirements for [other submissions](#).

Your organization's authorized official must certify your application.

File one

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

This file includes:

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

File two

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

This file includes all [attachments](#).

Standard forms

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

See the list of [standard forms](#).

Required format

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

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

Accepted file formats

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

Document formats

Paper size: 8 ½ inches x 11 inches

Margins: 1 inch all around

Language: English

If possible, include page numbers.

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

Fonts

Font: Times New Roman

Color: Black

Size: 12-point font

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

Spacing

Table of contents: Must be single-spaced

Project summary: Must be single-spaced

Project narrative: Must be double-spaced

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

Attachments: Can be single-spaced

Tables and footnotes throughout: Can be single-spaced

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

Table of contents

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

Project summary

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

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

Project narrative

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

In it, you must:

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

Geographic location

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

Need for assistance

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

- Demonstrate the need, including the nature and scope of the problem.

- You may provide supporting documentation, such as testimonials, in an application appendix.

- Include any relevant data based on planning studies or needs assessments. You may refer to them in the endnotes or footnotes.

- Use demographic data and participant or beneficiary information where you can.

Approach

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

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

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

Shelter and counseling services

Describe the shelter model you will use and explain how it will meet all the requirements in the shelter and counseling services section of the program requirements.

Your description must include:

- The number of youth under the age of 18 that your project will serve in a single structure, or within a single floor of an apartment building, for no more than 21 days.

- If you shelter youth 18 and over in the same facility as youth 17 and under, how you will provide and maintain separate sleeping rooms and ensure minors' safety and security in areas such as use of bathrooms, showers, and shelter programming.

- Proof that all operating shelters, including host family homes and any shelters you regularly refer clients to have current licensure in states or localities with licensure requirements.

- Proof that project funding will not be used for respite care.

- Plans for providing services 24 hours a day, seven days a week, with the lowest possible barriers to access.

- Plans to make sure that a publicly available shelter telephone number is answered by staff on 24 hours a day.

- Plans to make sure that transportation to the shelter is available and easily accessible for youth.

- Plans to contact parents, legal guardians, or other relatives of each youth as soon as doing so is feasible and safe. Programs do not need to contact the parent, legal guardian, or relative if doing so is not in the best interest of the child.

- If applicable, you must create an MOU between your program and child welfare if your project is serving youth who run away from foster care or child welfare.

- Any optional services you plan to provide. If you will not provide optional services (for example, intensive street outreach and access to services), state that clearly in this section of your application.

- How you will make sure that staff are trained to work with youth who have run away, are homeless, are living on the streets, or are in crisis, as well as youth experiencing or at risk of experiencing human trafficking.

- Information about your partners, including partnerships with CoCs that also support youth. Explain how you coordinate with those partners to ensure youth have access to all the community's resources.

Comprehensive youth-centered service model

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

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

- How you will use the PYD framework.

Outreach implementation

Describe how your project will address the outreach implementation section of the program requirements, including:

- How your program will identify, approach, and engage youth from the target population and provide them with accessible information about the services you offer and their benefits.

- A plan for informing the community about your program through outreach materials, public awareness efforts, and distribution of information on available services.

- How your program will coordinate with the National Runaway Safeline to connect youth to national and local resources, ensuring they have immediate access to information and support.

- An outline of how your staff will provide essential resources—such as food, beverages, clothing, hygiene supplies, transportation assistance, and personal safety information, including national and local hotline numbers and resource guides—to youth during outreach activities.

- A description of how your program will identify and support youth who are at risk of, or are victims of, trafficking, commercial sexual exploitation, sexual abuse, and

other forms of victimization, including providing direct access to appropriate resources and referrals, such as national hotlines.

Intensive street outreach and access to services (optional)

Bonus points added during merit review.

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

Your response must address all requirements outlined in the intensive street outreach and access to services section of the project requirements section, including:

- How your program will identify key locations where youth gather to conduct outreach activities.

- How your program will conduct regular face-to-face outreach with youth in your target area.

- How your program will maintain adequate staffing including full-time outreach workers.

- A detailed safety plan for ensuring staff and youth safety during outreach activities.

- How your program will provide youth with access to emergency shelter or safe and stable housing 24 hours a day, seven days a week.

- How you will ensure that referred shelters, particularly BCPs, have available capacity to accept youth, when needed.

- A detailed strategy for establishing and maintaining MOUs or letters of commitment with shelter providers to guarantee their support in facilitating timely and appropriate referrals for youth in crisis.

- How you will provide follow-up care to youth engaged through your intensive street outreach and access to services efforts.

Screening and assessment

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

- How you will determine a youth's eligibility for your program and assess their needs to make sure services are appropriate.

- How you will use screening and assessment tools to determine if a youth's participation in your program poses any risks to the health and safety of other youth in the program.

- A description of the assessment tools you will use and what factors they evaluate.

Case management

Address all the requirements in the [case management](#) section of the program requirements, including:

- How your program will work with youth to plan for individualized services and treatment strategies.

- Your program's approach to harm reduction.

- How your program will connect youth to appropriate and accessible services based on screening and assessments.

- How your program will make sure youth are connected to school, life skills training, job attainment skills, or work activities while in the program.

- Describe your plan for providing emergency services and linking youth with appropriate crisis resources in the event of an emergency, substance use issue, or mental health issue.

- How your program will provide harm reduction services. At a minimum, your description must include how you will establish safety plans and educate youth about harm reduction. See [project requirements](#) for more detailed guidance.

Aftercare

You must explain how your project will prepare youth for transitioning from your project and how you will provide aftercare services for a period of 3 months after project exit. The description must include, at a minimum:

- How your project will develop a written transition plan with each youth that meets their needs and supports safe and stable living.

- How your project will ensure youth have access to important documents and paperwork, as needed (such as birth certificates, social security cards, driver's licenses or state identification cards, medical records, and credit reports).

- How your project will conduct aftercare services for each youth who exit your program for at least three months:

  - How your project will develop an aftercare strategy that outlines how you will maintain contact to ensure each youth's ongoing safety and documents the following: services, referrals, and counseling offered related to healthcare and insurance coverage.

  - Youth's housing status, educational services, and rates of participation in and completion of the services.

  - Evidence of regular contact (including all attempts to contact) for a period of three months and how, if applicable, services beyond 3 months will be documented.

- ◦ Assistance in obtaining appropriate educational, vocational, training, or employment services (including coordination with McKinney-Vento school district liaisons, designated under the McKinney-Vento Act).
- ◦ Supportive services to assist in job advancement or post-secondary education and training.
- ◦ Support in improving social and emotional well-being and permanent connections.

Organizational capacity

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

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

Current and pending funding support

Provide a list of your current and pending funding support for ongoing projects and proposals. Include all sources such as federal, state, and local governments, public or private foundations, for-profit organizations, etc.

Be sure to indicate which projects and proposals require committed time from the project director, principal investigator, or other key personnel.

Show the total award amount, awarding entity, and the amount of time each key staff member will devote to each project.

Plan for oversight of federal award funds and activities

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

- Financial and program management.

- Property management.

- Procurement.

- Performance and financial monitoring and reporting.

- Subrecipient monitoring and management.

- Record retention and access.

- Remedies for noncompliance.

- Prior written approval.

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

- A description of the governance, policies and procedures, and systems you use for record keeping and financial management.

- A description of the procedures to identify and mitigate risks and issues. These might include audit findings, continuous performance assessment findings, and monitoring.

- The key staff who will be responsible for maintaining oversight of program activities staff and any partners or subrecipients.

Project performance evaluation plan

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

- How you will monitor ongoing activities and the progress towards the project's goals and objectives.

- The inputs, key activities, and expected outcomes of the funded activities. Inputs might include your collaborative partners, key staff, budget, service processes, or other resources.

- How you will measure the inputs, activities, and outcomes.

- How you will use the resulting information to inform improvement of funded activities.

- Any processes that support the overall data quality.

- The organizational systems and processes that will track performance outcomes.

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

Logic model

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

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

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

- Inputs such as additional resources, organizational profile, collaborative partners, key staff, or 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, continuous quality improvement efforts.
- Outputs, which include the immediate and direct results of program activities.
- Outcomes, which include the expected short and long-term results the project you expect to achieve. These are typically described as changes in people or systems.
- Project goals such as overarching objectives and reasons for proposing the project.

Project sustainability plan

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

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

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

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

Protection of sensitive or confidential information

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

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

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

Line-item budget and budget narrative

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

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

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

As you develop your budget, consider:

- If the costs are necessary, reasonable, allocable, and consistent with your project's purpose and activities.
- How you calculate your costs in ways that are clear and repeatable.
- The restrictions on spending funds. See the funding policies and limitations.
- You must include the cost of sending at least one key staff person to attend the annual, in-person RHY national grantee training, regional trainings, program-specific trainings, and other required trainings (as appropriate).

- If you do not have computer equipment and the required HMIS software, you must include the estimated cost for such equipment, software, and training in your proposed budget. You must coordinate with your CoC HMIS lead to determine those estimated costs.

  ◦ If you already have the necessary HMIS equipment, software, and training, then you must clearly state that in this section of your application.

- In addition to outlining the organization's complete annual operating budget, you must list all non-federal funding sources that will support the program.

If there are no additional non-federal funding sources (beyond the required match) supporting the program, then you must clearly state that in this section of your application.

Please also review the Standard Form instructions.

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

In general, you must:

- Indicate the method you will use for your indirect cost rate. See the [indirect costs](#) section for further information.

- Include estimation methods, quantities, unit costs, and other similar quantitative detail necessary for the calculation to be duplicated.

- For any cost sharing, include a detailed listing of any funding sources identified in Block 18 of the SF-424 Application for Federal Assistance.

- For applicants planning to use subawards, if your subaward budget is more than 50% of total direct costs, justify why you are subawarding that portion of the project. Explain:

  ◦ How you plan to maintain a substantive role in the project.

  ◦ Why you cannot achieve your goals without the subrecipients' participation.

Proprietary or personally identifiable information

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

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

Attachments

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

Indirect cost agreement

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

See the indirect costs section for more information.

Legal proof of nonprofit status

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

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

Organizational capacity supporting information

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

- Organizational charts, including all partners.
- Resumes, biographical sketches, or curricula vitae for all key personnel.
- Job descriptions for each vacant key position.
- List of your board of directors.
- Child care licenses and other documentation of professional accreditation.
- Information on compliance with federal, state, and local government standards.
- MOUs.

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 agreements. We do not consider general letters of support to be third-party agreements.

Any such agreement must:

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

Letters of support

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

Standard forms

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

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

Important: public information

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

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

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

See instructions and examples.

Step 4: Learn About Review and Award

In this step

Application review

Initial review

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

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

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

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

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

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

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

Merit review

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

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

Criteria

Criterion	Total number of points = 100, plus 10 bonus points
1. Need for assistance	5 points
2. Approach	50 points
3. Organizational capacity	15 points
4. Performance evaluation plan and logic model	10 points
5. Sustainability plan	5 points
6. Budget, budget justification, and plan for oversight	15 points
7. Intensive street outreach and access to services (optional)	10 bonus points

1. Need for assistance

Maximum points: 5

The reviewer will assess how well you:

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

2. Approach

Maximum points: 50

The reviewer will assess how well you:

2.1 Safe, stable, and appropriate shelter (0 to 15 points)

- 2.1.1 Describe the proposed outreach, shelter, and counseling services you will provide.
- 2.1.2 Describe a shelter that is licensed and has a physical structure consistent with the requirements in the program description.

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

- 2.2.1 Explain how you will effectively integrate PYD and trauma-informed care into your program.

2.3 Outreach implementation strategy (0 to 10 points)

- You detail an outreach implementation strategy that includes outreach, education and awareness, and youth engagement.
- You detail your plan for coordination, the provision of basic needs, crisis stabilization and safety planning.

2.4 Screening and assessment (0 to 5 points)

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

2.5 Case management (0 to 5 points)

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

2.6 Aftercare and optional services (0 to 10 points)

- 2.6.1 Describe an aftercare strategy that provides support after program exit for a period of three months.

- 2.6.2 Describe optional services you will provide (home-based services, drug abuse education and prevention services, and testing for sexually transmitted diseases).

  - Note, no bonus points will be awarded if you provide these optional services. If you are not providing optional home-based services, drug abuse education and prevention services, or testing for sexually transmitted diseases, clearly state that you will not provide these optional services.

3. Organizational capacity

Maximum points: 15

The reviewer will assess how well you:

- 3.1 Provide extensive detail about your experience and expertise operating a runaway and homeless youth program and your ability to connect young people at risk of or experiencing homelessness to appropriate services. **(0 to 5 points)**

- 3.2 Describe your plan to ensure data accuracy and the timely upload of all appropriate data into RHY-HMIS. **(0 to 5 points)**

- 3.3 Explain how you will make sure that subaward recipients complete their work and contribute to the success of the project. If there are no proposed subawards and you do not have any agreements with third parties, you state specifically that these agreements do not exist. **(0 to 5 points)**

4. Performance evaluation plan and logic model

Maximum points: 10

The reviewer will assess how well you:

- 4.1 Explain how you will evaluate your program, including how you will use RHY-HMIS to help you define success and how you will use RHY-HMIS data to improve the program's performance. You also discuss any challenges you expect to face in implementing the project. **(0 to 5 points)**

- 4.2 Present a logic model that explains how the proposed activities, inputs, and outputs link to outcomes that will prevent the reoccurrence of homelessness for youth. **(0 to 5 points)**

5. Sustainability plan

Maximum points: 5

The reviewer will assess how well you:

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

6. Budget, budget justification, and plan for oversight

Maximum points: 15

The reviewer will assess how well you:

- 6.1 Include a clear line-item budget and narrative budget for the federal amount and non-federal amount. The budget and budget narrative clearly explain how the funds requested are necessary for the program. You include the costs of sending a staff person to attend the required trainings and meetings. **(0 to 5 points)**

- 6.2 Detail how much it will cost to run the project. You also explain how much additional funding, in addition to the federal funds from this award, is required. You describe the source of those funds and how all funds will follow federal and programmatic regulations. **(0 to 5 points)**

- 6.3 Describe how you will ensure proper oversight of federal funds and funded activities. **(0 to 5 points)**

7. Intensive street outreach and access to services (0 to 10 bonus points)

Applicants who choose to provide intensive street outreach and access to services will be awarded up to 10 additional points during the merit review.

The reviewer will assess how well you:

- 7.1 Detail an outreach implementation strategy that includes intensive street-based outreach, education and awareness, coordination with the RHY national communication system, youth engagement, provision of basic needs, and gateway services.

- 7.2 Describe how you will implement expanded street outreach services to include providing crisis stabilization services, safety planning, and be equipped to support youth at risk of or are victim of trafficking and/or abuse.

- 7.3 Explain how you will conduct face-to-face street outreach, including engagement strategies for ensuring youth safety and methods for helping youth leave the streets.

- 7.4 Explain how youth will access to age-appropriate, licensed shelters or safe and stable housing 24 hours a day, seven days a week, including MOUs or letters of commitment for shelter referrals, and plans to provide transportation to shelter.

- 7.5 Detail how many full-time equivalent outreach workers will perform this work.

- 7.6 Detail how you will provide follow-up services.

Risk review

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

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

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

Selection process

When making funding decisions, we consider:

- Merit review results. These are key in making decisions but are not the only factor.

- Organizations serving emerging, unserved, or underserved populations.

- The larger portfolio of agency-funded projects by considering geographic distribution.

- The past performance of the applicant.

- The application's compliance with this NOFO's prohibition on using funds awarded under this NOFO to support any costs related to:

  ◦ Diversity, equity, and inclusion (DEI) activities, including research in support of such initiatives,

  ◦ Any other initiatives that discriminate on the basis of race, color, religion, sex, national origin or another protected characteristic, and

  ◦ Any diversity, equity, inclusion, and accessibility (DEIA) initiatives, and any discriminatory equity ideology in violation of a Federal anti-discrimination law. The definition of "discriminatory equity ideology" is in Section 2(b) of Executive Order 14190 of January 29, 2025, which can be found here: 2025-02232.pdf.

We may:

- Fund applications in whole or in part.

- Fund applications at a lower amount than requested.

- Decide not to allow a prime recipient to subaward if they may not be able to monitor and manage subrecipients properly.

- Decide not to fund a project with high start-up costs or unreasonably high operating costs.

- Choose not to fund applicants with management or financial problems.

- Designate your application as "approved but unfunded" if it was successful but there was not sufficient funding to make an award. You may receive funding if additional funds become available within the fiscal year.

- Choose to fund no applications under this NOFO.

We will not fund:

- A [disqualified application](#).

- An incomplete application.

Award notices

How we make awards

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

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

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

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

Step 5:
Submit Your Application

In this step

Application submission and deadlines

Deadlines

Application

Due on July 23, 2025.

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

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

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

Submission methods

Grants.gov

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

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

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

Issues with federal systems

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

Exemptions for paper submissions

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

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

To submit your application, mail it to:

FYSB Operations Center
c/o F2 Solutions
Attn: Basic Center Program
NOFO FON: HHS-2025-ACF-ACYF-CY-0006
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.

Other submissions

Intergovernmental review

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

Application checklist

Make sure that you have everything you need to apply.

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

Step 6:
Learn What Happens After Award

In this step

Post-award requirements and administration

Administrative and national policy requirements

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

- All terms and conditions in the Notice of Award, including the ACF Standard Terms and Conditions and, if applicable, any program-specific terms and conditions (located on the [Award Terms and Conditions](#) website). We incorporate this NOFO by reference.

- The rules listed in [45 CFR part 75](#), Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards in effect at the time of award and any updates, or any superseding regulations.

  - Effective October 1, 2024, HHS adopted the following superseding provisions:

    - [2 CFR 200.1](#), Definitions, Modified Total Direct Cost.
    - [2 CFR 200.1](#), Definitions, Equipment.
    - [2 CFR 200.1](#), Definitions, Supplies.
    - [2 CFR 200.313(e)](#), Equipment, Disposition.
    - [2 CFR 200.314(a)](#), Supplies.
    - [2 CFR 200.320](#), Methods of procurement to be followed.
    - [2 CFR 200.333](#), Fixed amount subawards.
    - [2 CFR 200.344](#), Closeout.
    - [2 CFR 200.414(f)](#), Indirect (F&A) costs.
    - [2 CFR 200.501](#), Audit requirements.

  - Effective October 1, 2025, HHS will adopt the remaining 2 CFR part 200 provisions and the HHS-specific modifications located in 2 CFR part 300.

- The HHS [Grants Policy Statement [PDF]](#) (GPS). This document has terms and conditions tied to your award. If there are any exceptions to the GPS, they'll be listed in your Notice of Award.

- All federal statutes and regulations relevant to federal financial assistance, including those highlighted in the [HHS Administrative and National Policy Requirements [PDF]](#) and the [ACF Administrative and National Policy Requirements](#).

- [45 CFR Part 87 Appendix B, Equal Treatment for Faith-Based Organizations](#).

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

Reporting

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

- Performance report form: ACF-OGM-PPR

Performance report frequency: Semiannually

- Financial report form: SF-425 FFR

Financial report frequency: Semiannually

- RHY-HMIS (OMB #: 0970-0573; current expiration date: May 31, 2027)

Report frequency: Quarterly

Contacts and Support

In this step

Agency contacts

Program

Gloria Watkins

(202) 205-9546

Gloria.Watkins@acf.hhs.gov

Grants management

Sarah Viola

(202) 401-4832

Sarah.Viola@acf.hhs.gov

Grants.gov

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

SAM.gov

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

Reference websites

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

Paperwork Reduction Act disclaimer

As required by the Paperwork Reduction Act, 44 U.S.C. 3501-3521, the public reporting burden for the project description (project narrative, line-item budget, and justification) is estimated to average 60 hours per response, including the time for reviewing instructions, gathering, and maintaining the data needed, and reviewing the collection information. The project description information collection is approved under OMB control number 0970-0139, which expires March 31, 2026. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

Modifications

Modification Description	Updated Date