

Notice of Funding Opportunity

Application due June 7, 2024

ADMINISTRATION FOR
CHILDREN & FAMILIES

Family and Youth Services Bureau (FYSB)








Runaway and Homeless Youth Program (RHY)

Fiscal Year (FY) 2024 Street Outreach Program (SOP)

Opportunity number: HHS-2024-ACF-ACYF-YO-0047



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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 registration is 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 June 7, 2024

Applications are due by 11:59 p.m. Eastern Time on June 7, 2024.



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 Funding Opportunity

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Basic information

Administration for Children and Families (ACF)

Family and Youth Services Bureau (FYSB)

Runaway and Homeless Youth Program (RHY)

The Street Outreach Program (SOP) provides prevention and intervention services to reduce sexual abuse of youth who have left home due to family conflict or other crisis, youth who are experiencing homelessness, and youth living on the street, and connects youth to safe and stable housing and other resources.

Summary

The Street Outreach Program (SOP) establishes street-based services for youth under the age of 22 who have been subjected to or are at risk of being subjected to:

- Abuse (including, but not limited to, sexual, emotional, physical, and economic abuse)
- Sexual or labor exploitation
- Human trafficking

Grantees target areas where youth who are living on the street or otherwise experiencing homelessness or housing instability gather to provide them with access to shelter and basic needs such as food, hygiene packages, and information on available services.

Funding details

Type: Grant

Estimated total program funding: \$4,582,625

Total expected awards: 31

Minimum award amount for the first budget period (award floor): \$90,000

Maximum award amount for the first budget period (award ceiling): \$150,000

Funding periods: 36-month period of performance with three 12-month budget periods

Awards are subject to federal funds availability.



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

Key facts

Opportunity Name:

Fiscal Year (FY) 2024 Street Outreach Program (SOP)

Opportunity Number:

HHS-2024-ACF-ACYF-YO-0047

Federal Assistance

Listing:

93.557

Key dates

Application deadline:

June 7, 2024

Expected award date:

August 30, 2024

Expected start date:

September 30, 2024

Informational webinar:

May 1, 2024

See [deadlines](#).

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, financial reports, site visits, audit reports, and other supporting documentation. You can review details on how satisfactory progress is determined [here](#).

Eligibility

Who can apply

Eligible applicants

These types of entities may apply:

- Public and non-profit 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, other than institutions of higher education
- Native American tribal governments (federally recognized)
- Native American tribal organizations (other than federally recognized tribal governments)

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 non-profit entities.

Applications from individuals, including sole proprietorships and foreign entities, are not eligible and will be disqualified.

Other eligibility criteria

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

See [initial review](#) for disqualification factors.

Cost sharing

This program requires you to contribute 10% of the project's total cost per section 383 of the Runaway and Homeless Youth (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: Divide the amount of federal funds by 9 to get the minimum match required.

For example: Divide \$150,000 by 9. This equals a match of \$16,666.

Method 2: Start with the total project cost

Calculation: Divide the total project cost by 10 to get the minimum match required.

For example: Divide \$150,000 by 10. This equals a match of \$15,000, assuming federal funds of \$135,000.

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 required. We put these commitments in the Notice of Award (NoA). You'll have to include your funds when you fill out your Federal Financial Reports.

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

Program description

Project overview

The primary purpose of SOP is to provide outreach, education, services, and referrals to help youth who have left home due to family conflict or other crisis, youth who are experiencing homelessness, and youth living on the street under the age of 22 leave the streets.

Our goal is to build relationships between street outreach workers and eligible youth to move them into safe and stable housing or emergency shelter and prepare them for independence.

Our programs promote street-based services to youth who have been subjected to or are at risk of being subjected to:

- Abuse (including, but not limited to, sexual, emotional, physical, and economic abuse)
- Sexual or labor exploitation
- Human trafficking

Project requirements

SOP projects receiving this funding under this opportunity must meet the following requirements. Please show that your project meets these requirements in the [project narrative](#) section of your application.

Street outreach and access to shelter

You must conduct outreach and engage with youth who have left home due to family conflict or other crisis, youth who are experiencing homelessness, and youth living on the street, with the goal of helping them stay safe and leave the streets.

You must provide access to emergency shelter or safe and stable housing 24 hours a day, seven days a week. The shelters your agency supports or refers youth to must meet the following requirements:

- Have availability to house youth
- Agree to a memorandum of understanding (MOU) or letter of commitment from referral partners to ensure they will accept referrals
- Meet state or local licensing requirements
- Be supervised and age-appropriate

- Provide a youth-friendly environment fostering trust and providing safe spaces for vulnerable populations such as lesbian, gay, bisexual, transgender, queer and/or questioning, intersex, asexual, Two-Spirit (LGBTQIA2S+) youth
- Consider the safety and needs of victims of human trafficking and victims of domestic violence
- Provide transportation to shelter that is available and easily accessible

Optional drop-in center

Your project may support a drop-in center. This service is optional. If you choose to establish a drop-in center using our funding, it must be accessible to youth and young adults and provide services including, but not limited to, the following:

- Resource materials about available services
- Showers
- Hot meals
- Laundry
- Email
- Phone
- Case management

A drop-in center does not replace required street-based outreach and engagement efforts. Drop-in centers should enhance street outreach and engagement.

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 website of the Centers for Disease Control \(CDC\)](#).

You must also utilize a Positive Youth Development (PYD) framework. This framework is an intentional, prosocial approach to engaging youth. You must consult with and engage young people with lived experience of homelessness and offer them opportunities to have input on program implementation. When engaging and collaborating with youth and young adults who have experienced homelessness, you are encouraged to provide compensation for their expertise, and may do so using these funds. You can [learn more about the PYD framework at Youth.gov](#). You can [learn more on Youth.gov about ways to lead in partnership with youth and young adults with lived experience](#).

Ensuring equity

You must ensure equitable treatment of all youth receiving services funded by our programs. According to research conducted by [Chapin Hall at the University of Chicago](#), youth of color, notably Black and Latino youth, are at greater risk of experiencing housing instability and homelessness. Roughly 11% of American Indian and Alaska Native youth and young adults are over-represented in the homeless youth population, relative to 4% of White, non-Hispanic youth. Additional data from our Runaway and Homeless Youth Homeless Management Information System (RHYHMIS) on gender identity and sexual orientation of youth served in our programs reveals about 26% of youth and young adults receiving services from the RHY Program in FY 2021 identified as LGBTQIA2S+ or being uncertain of their sexual orientation.

We are committed to addressing disparities related to disability status, ethnicity, sexual orientation, and gender identity among youth and young adults experiencing homelessness. Therefore, you must have a plan to provide safe, inclusive, and culturally responsive spaces and services for all youth, including youth facing disabilities, youth of color, youth who identify as LGBTQIA2S+, and youth from other underserved populations. Also, you must be inclusive of the language access needs of youth and their families. Also, you must be inclusive of the language access needs of youth and their families.

Outreach implementation strategy

You must develop an outreach implementation strategy that includes the following elements:

- Street outreach plan
- Education and awareness
- Coordination with the RHY National Communication System
- Youth engagement and collaboration

Street outreach plan

You must develop a street outreach plan with the following required elements:

- Plans for identifying the locations where youth and young adults gather
- Strategies for conducting face-to-face outreach with youth during scheduled hours at the identified locations
- Plans for developing a youth-focused outreach strategy that addresses individual youth needs
- Number of full-time equivalent outreach workers needed
- Frequency and schedule of outreach visits

- Techniques for branding the organization
- Services you will provide to youth
- Details about carrying basic need packs (which may include, but are not limited to, hygiene supplies, snack items, socks, and items branded with your project's logo or contact information)
- Your explanation of how street outreach workers will be used to meet program goals
- Street-based safety plans, including a safety plan for staff
- Protocols and strategies for responding to youth who have experienced or are at risk of experiencing sex or labor trafficking and exploitation

Education and awareness plan

You must educate the community and youth about your street outreach project. Please note that education and awareness strategies must use youth voices (examples include, but are not limited to, engaging young people to build a youth referral network and employing peer outreach). Outreach methods may include:

- Social media
- Public service announcements
- Postings and QR codes in public spaces
- Partnerships and collaborations with organizations. Examples of partnering organizations may include, but are not limited to, the following:
 - Other youth-serving organizations
 - Culturally specific community-based organizations
 - School settings
 - Sexual violence prevention and response organizations
 - Organizations that provide support or services to those who have experienced trafficking or are at risk of experiencing trafficking
 - Law enforcement
 - Health care providers
 - Legal services
 - Public benefits agencies

Coordination with RHY National Communication System

You must coordinate with the National Communication System for Runaway and Homeless Youth ([National Runaway Safeline](#),) to provide information on the resources available.

Youth engagement and collaboration

You must engage youth with lived experience to help you locate other youth and design individualized approaches to meet youths' needs. Including youth with lived experience ensures that your education and awareness strategies are grounded in youth voices and collaboration.

Gateway services

You must provide gateway services including food, drink, clothing, transportation, and hygiene products to prevent malnutrition and ill health, as well as referrals to emergency shelter.

Project outreach staff will build trust and rapport with youth, to identify those who are at risk of or who are currently victims of sexual trafficking, commercial sexual exploitation, sexual abuse, labor trafficking, and other forms of victimization and abuse and provide resources and safety information, such as the National Suicide Hotline, National Runaway Safeline, National Human Trafficking Hotline, and National Domestic Violence Hotline.

Screening and assessment

You must have a standardized way of assessing each youth during street engagement, intake, or during program entry at optional drop-in centers. 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, sexual, mental)
 - Potential for victimization
 - 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

Assessments must evaluate the unique needs of various subpopulations including, but not limited to, the following:

- Pregnant or parenting youth
- System-involved youth, including juvenile justice and child welfare
- Labor or sexually trafficked or exploited youth

- Youth in need of substance abuse or mental health services
- Other vulnerable populations (for example, tribal youth, LGBTQIA2S+ youth, and youth with disabilities, as described in [45 CFR § 1351.23\(a\) of the RHY Rule](#))

Assessments must also:

- Prioritize reunifying youth who have left home without permission with an adult who has the youth's best interest in mind, and who can provide stable housing as defined in [45 CFR § 1351.1](#) of the RHY Rule

You can learn more about screening and assessment tools that may be helpful through the [National Clearinghouse on Homeless Youth and Families](#).

Harm reduction

You must establish safety plans with youth who participate in your project and educate them about harm reduction, including 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 reproductive health and family planning needs at [ReproductiveRights.gov](#) and through [Activate's resource explorer](#). You can find more information about supporting youth who have experienced or are at risk of experiencing sexual trafficking, labor trafficking, or domestic violence through the [National Human Trafficking Hotline](#) and the [National Domestic Violence Hotline](#).

Service coordination plan

You must create and sustain a service coordination plan by coordinating activities with other organizations serving the same or similar client populations. Examples include child welfare agencies, juvenile justice systems, schools, and Continuums of Care (CoC) as defined by the U.S. Department of Housing and Urban Development and the Youth Homelessness Demonstration Projects.

Systems of care must include:

- Social services
- Educational services
- Organizations that provide support or services to trafficking survivors or those at risk of experiencing trafficking
- Behavioral health, including mental health and substance use treatment providers
- Health care programs, including sexual and reproductive health services

Systems of care may also include the following optional services:

- Vocational training
- Education in money management and other self-supporting life skills
- Referrals to law enforcement
- Legal services
- Health insurance plans and coverage
- Affordable childcare or child education programs (such as Early Head Start and Head Start Services)

You must take steps to return youth who are missing from the legal jurisdiction or placement of the juvenile justice or child welfare systems.

You must help youth who have exited foster care get any benefits they may be eligible for in their county or state (including, but not limited to, medical assistance, [Foster Youth to Independence vouchers](#), Family Unification Program vouchers, Chafee Grants, Title IV-E re-entry, etc.).

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

Crisis stabilization

You must be prepared to provide emergency services and link youth to appropriate crisis resources to deescalate emergencies and assist with urgent care for substance use or mental health conditions.

Appropriate crisis resources include, but are not limited to:

- The 9-8-8 Suicide and Crisis Hotline
- Substance Abuse and Mental Health Services Administration's National 1-800-662-HELP Helpline
- Local crisis hotlines

Case management

You may need to provide intensive case management to ensure that youth receive assistance with the following:

- Physical, emotional, and behavioral health challenges
- Access to resources
- Active engagement with service providers while developing a plan for permanent housing

Follow-up services

You must provide follow-up services to youth who have been engaged through street outreach, including client assessment, case planning, and referral to shelter. Follow-up services refer to the act of 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](#).

Services focused on human trafficking

You must identify and provide services specifically to youth experiencing or at risk of experiencing human trafficking or exploitation.

You must integrate human trafficking prevention and intervention strategies into street outreach plans, screening and assessment tools, staff training and development, and program approaches.

Performance standards

You are required to collect data demonstrating your ability to meet program performance standards, including data on the number of youth and young adults you will contact relative to the size of your project.

You will report performance data through the RHYHMIS quarterly. To access RHYHMIS, you will work with a local CoC Homeless Management Information System (HMIS) lead. More detailed information about performance standards and reporting requirements can be found [on our website](#).

Training and technical assistance

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

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

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

Funding policies and limitations

We do not allow the following costs under this funding opportunity:

- Construction
- Purchase of real property
- Major renovation (that exceeds 15% of the grant amount awarded)
- Fundraising (including campaigns, endowments, gifts, and similar expenses)
- Pre-award or proposal costs
- Distribution of sterile needles or syringes
- Abortions (See Consolidated Appropriations Act, 2023, Public Law No. 117-328, Div. H, tit. V, §§ 506-507 for exceptions)
- Any treatment or referral to treatment that aims to change someone's sexual orientation

See 45 CFR [75.420 – 75.475](#) for information on costs that are always unallowable or have restrictions.

Indirect costs

Indirect costs are those for a common or joint purpose across more than one project and that cannot be easily separated by project. Learn more at [45 CFR 75.414](#), Indirect Costs.

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

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

Method 2 – *De minimis* rate. Per [45 CFR 75.414\(f\)](#), if you have never received a negotiated indirect cost rate, you may elect to charge a *de minimis* rate. If you are awaiting approval of an indirect cost proposal, you may also use the *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 10% of modified total direct costs (MTDC). See [45 CFR 75.2](#) for the definition of MTDC. You can use this rate indefinitely.

Subawards

The prime recipient 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 is not a substantive role. See [45 CFR 75.352](#) for information on subrecipient monitoring.

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

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

Additional information on subawards can be found [on our website](#).

Statutory authority

This program is authorized by Title III, part E, section 351 of the Runaway and Homeless Youth Act (34 U.S.C. 11261).



Step 2:

Get Ready to Apply

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Get registered

SAM.gov

Your entity must have an active registration 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 click “Get Started.” From the same page, you can also click on the Entity Registration Checklist for the information you will need to register.

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 [Search Grants](#) at [Grants.gov](#) and search for opportunity number HHS-2024-ACF-ACYF-YO-0047. Then, click the “Package” tab.

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 [Exemptions for Paper Submissions](#).

Learn more

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

Join the webinar

The Family and Youth Services Bureau's Runaway and Homeless Youth Program will conduct a pre-application webinar for the Street Outreach Program. Details are as follows:

Date: May 1, 2024

Time: 3 to 4 p.m. ET

[Join the webinar on YouTube.](#)

The goals of the session are:

- Orient potential applicants to the new FY 24 Notice of Funding Opportunity Announcement.
- Provide an overview of the Runaway and Homeless Youth Street Outreach Program.
- Address eligibility requirements, application processes, and timelines.
- Respond to questions submitted in advance of the webinar.

Joining and participating is voluntary. Participants may remain anonymous. Opting not to participate in the session will not affect eligibility, application scoring, or the award selection process.

If you aren't able to attend, you can [access the recording and transcript](#) on the Runaway and Homeless Youth Program's training, technical assistance, and capacity building website after the session has concluded.

In the event of a discrepancy between the presentation and/or materials and the NOFO, the NOFO takes precedence.

Please [submit your questions on this NOFO in advance](#). You may submit questions anonymously.

Due date for submitting questions: April 12, 2024

Only questions submitted in advance and by the due date will be considered for answering during the session.



Step 3:

Prepare Your Application

In this step

Application contents and format

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Application contents and format

Application components

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

File One: Project Narrative Attachment Form

Includes:

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

File Two: Other Attachments Form

Includes all [attachments](#).

Forms

Includes [other required forms](#).

Required format

Page limit for File One and File Two combined: 85 pages.

File format: Portable Document File (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:

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

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.

Fonts

Font: Times New Roman

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: As needed

Tables and footnotes throughout: Can be single-spaced

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 the 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 and rank against other applications using the [merit review criteria](#). 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 funding opportunity, 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.

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 letters of support and 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.

This section of your application should show how you will meet all the [project requirements](#) listed in the program description. Use the subheadings and order of the sections that follow to detail your approach.

Street outreach and access to shelter

You must explain how your program will conduct outreach and engage with youth who have left home due to family conflict or other crisis or are experiencing homeless, as well as youth living on the street. The description must include, at a minimum:

- How youth will access emergency shelter or safe and stable housing 24 hours a day, 7 days a week
- How you will ensure shelter vacancies
- How you will establish MOU or letters of commitment with the shelters to ensure these partners will assist with referrals

Please refer to the [project requirements](#) section for full details regarding requirements related to shelter, placement, and transportation.

If you choose to establish a drop-in center, explain how the drop-in center will be accessible to youth and include information regarding service requirements discussed in the [program description](#) section.

Comprehensive youth-centered services model

You must explain how your project will use a youth-centered services model when providing services. The description must include, at a minimum:

- How you will use a trauma-informed approach when providing services to youth
- How you will utilize the PYD framework to consult and engage youth with lived experience of homelessness in program implementation and provide them with opportunities

Ensuring equity

You must explain how your project and organization will ensure equity for the diverse young people you serve. The description must include, at a minimum:

- How your program will work to provide safe and inclusive spaces and address disparities faced by youth in your community because of their race, ethnicity, sexual orientation, gender identity, or disability status
- How you will support language access needs for all youth and families to be served in your program
- Staffing practices which ensure diversity of staff and leadership that reflect the backgrounds and experiences of the youth your organization serves
- Staff development and training practices that ensure staff and leadership are prepared to implement culturally responsive and culturally specific services

Outreach implementation strategy

You must explain how your project will implement an outreach strategy to engage youth and educate them on services available through your program. The description must include the following elements:

- Street outreach plan
- Education and awareness
- Coordination with the National Runaway Safeline
- Youth engagement and collaboration

Please refer to the [project description](#) for additional requirements. The description must include, at a minimum:

- A description of the street outreach plan activities you will conduct to seek out youth from the target population and provide information about services available and their benefits
- A description of how you plan to educate and inform the community about your program, including the development and distribution of materials about your services
- A description of how you will coordinate with the national communication system (National Runaway Safeline) to provide resources to youth at risk of experiencing homelessness
- A description of how you will work with youth with lived experience to ensure your program includes individualized outreach, engagement, and awareness approaches that meet youth's needs and that are grounded in youth voices

Gateway services

You must explain how your project will provide gateway services related to basic needs. The description must include, at a minimum:

- How you will provide youth with food, drink, clothing, transportation, personal safety information (such as national youth hotlines and local hotlines), resource guides, and hygiene products
- How you will identify youth who are at risk of or are victims of trafficking, commercial sexual exploitation, sex abuse, and other forms of victimization and provide those youth with resources such as national hotline numbers

Screening and assessment

You must explain how your project will determine a youth's eligibility for services through the use of screenings and assessment tools. The description must include, at a minimum:

- How you will assess and evaluate youth's immediate needs, goals, and strengths during street engagement or intake, or during program entry at optional drop-in centers
- How you will assess for foster care and reunification needs
- How the assessment will evaluate the unique needs of subpopulations

Harm reduction

You must explain your program's approach to harm reduction. 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.

Service coordination plan

You must describe your plan for service coordination with other organizations serving the same or similar client populations. At a minimum, the description must:

- Address required systems of care. See [project requirements](#) for full list.
- Address any optional systems services. See [project requirements](#) for full list.
- Explain how you will work to return youth who are missing from the legal jurisdiction or placement of the juvenile justice or child welfare systems.
- Describe your plan for assisting youth who have exited foster care. See [project requirements](#) for additional information.

Crisis stabilization

You must 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. Specific resources can be found in the [project requirements](#) section.

Case management

You must explain how your program will provide case management services if a youth needs assistance with the following issues:

- Physical, emotional, and behavioral health challenges
- Access to resources
- Active engagement with service providers

You must also explain how your case management services will help youth develop plans for permanent housing.

Follow-up services

You must explain how your program will provide follow-up services to youth who have been engaged through street outreach, including a client assessment, case planning, or referral to shelter. Follow-up services refer to the act of assessing youth progress after the youth has received safety and resource referrals. Please describe how you will determine that follow-up contacts are separate from the aftercare planning described in [45 CFR § 1351.26](#).

Services focused on human trafficking

You must explain how program staff will identify and provide services specifically to youth experiencing or at risk of experiencing human trafficking or exploitation.

You must explain how your program will integrate human trafficking prevention and intervention strategies into street outreach plans, screening and assessment tools, staff training and development, and program approaches.

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 with administering, developing, implementing, managing, and evaluating similar projects.
- Provide evidence that your team has the organizational capability to fulfill their roles and functions effectively.
- Describe your experience working 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, you must explain your plan to contact and work with a CoC's HMIS lead for data collection and reporting purposes.
- Explain which CoC you will partner with for RHYHMIS data collection. If your program provides services in more than one CoC, you must explain how you will coordinate data collection and reporting among the multiple CoCs.

You will provide some supporting information in the [attachments](#) section.

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 Subpart D](#). 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

Current and pending funding support

Provide a list of your current and pending funded 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.

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, 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. You must describe how the proposed activities, inputs, and outputs will link to outcomes and be informed by and associated with youth receiving shelter and required services

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

See [45 CFR 75.303\(e\)](#) for more information.

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-424-A. See [other required forms](#).

It justifies the costs you ask for and include added detail, including detailed calculations for the “object class categories” in the Budget Information Standard Form. You will provide this information for the initial budget period only (typically the first 12 months of the project) using the SF-424A. See [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
- How funds are restricted. See [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 and the annual in-person regional training
- 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 the estimated costs
 - If you already have the necessary HMIS equipment, software, and training, then clearly state that in this section of your application
- In addition to outlining the organization’s complete annual operating budget, you should list the non-federal funding sources that will support the program

For applicants proposing to use subaward(s), the amount cannot be more than 50% of total direct costs for the budget period.

- You must provide a justification for the subaward and explain how you will maintain control of the project.
- You also must explain why a subaward is needed and why you cannot complete the project without another organization's assistance.

We encourage you also to review the Standard Form instructions.

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

In general, you must:

- Indicate the method you will use for your indirect cost rate. See [indirect costs](#) for further information.
- Include estimation methods, quantities, unit costs, and other similar quantitative detail sufficient 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.

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 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 [indirect costs](#) 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 Internal Revenue Services' (IRS) 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 the above 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 or Curricula Vitae for all key personnel
- Job descriptions for each key position (vacant and filled).
- 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

Third-party agreements

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

Any such agreement must:

- Describe the roles and responsibilities for project activities.
- Describe the support and resources that the third party is committing to the proposed project.
- Be signed by the person in the third-party organization with the authority to make such commitments.

- Detail work schedules and estimated compensation with an understanding that the parties will negotiate a final agreement after award.
- Identify the primary applicant and all collaborators responsible for project activities, if for a collaboration or consortia application.

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.

Other required forms

You will need to complete some required forms. Upload the forms listed here 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
Disclosure of Lobbying Activities (SF-LLL)	If applicable, with the application or before award
Key Contacts	With the application
Grants.gov Lobbying Form	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



Step 4:

Learn About Review and Award

In this step

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Application review

Initial review

We review each application to make sure it meets basic 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

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 fails 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 members use the criteria in this section.

Additionally, our reviewers typically are not federal employees. See [proprietary and personally identifiable information](#).

Criteria

Criterion	Total number of points = 100
1. Need for assistance	10 points
2. Approach	40 points
3. Performance evaluation plan and logic model	10 points
4. Organizational capacity and third-party agreements	15 points
5. Budget and budget justification and plan for oversight	15 points
6. Sustainability plan	5 points
7. Ensuring equity	5 points

Reviewers will review and score your application based on how thoroughly you address the following criteria.

1. Need for assistance (10 points maximum)

- 1.1 You explain why your program needs assistance and describe the problem of street youth and runaway and homeless youth who are experiencing or at risk of experiencing sexual exploitation, abuse, or human trafficking in the community. **(0-5 points)**
- 1.2 You explain who receives services, including demographic information and subgroup characteristics about the target population. You also provide details on the number of youth that you anticipate serving. **(0-5 points)**

2. Approach (40 points maximum)

2.1. Street outreach and access to shelter (0-10 points)

- 2.1.1 You explain how you will conduct face-to-face street outreach, including engagement strategies for ensuring youth safety and methods for helping youth leave the streets.
- 2.1.2 You explain how youth will access shelters or safe and stable housing 24 hours a day.
- 2.1.3 You detail how many full-time equivalent outreach workers will perform this work, including MOUs or letters of commitment for shelter, and describe plans for transportation to shelter.

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

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

2.3 Outreach implementation strategy (0-5 points)

- 2.3.1 You describe an outreach implementation strategy that includes education, awareness, and youth engagement.
- 2.3.2 You include a plan for coordinating with the RHY national communication system.

2.4. Gateway services, harm reduction, and crisis stabilization (0-5 points)

- 2.4.1 You explain how you will provide gateway services, harm reduction, and crisis stabilization.

2.5 Screening and assessment, service coordination, and case management (0-5 points)

- 2.5.1 You explain how you will conduct assessment of needs, coordinate services with other systems of care, and handle case management.

2.6. Follow-up services (0-5 points)

- 2.6.1 You describe a comprehensive plan for providing follow-up services to youth who have been engaged through street outreach, including a client assessment, case planning, or referral to shelter.

2.7 Services focused on human trafficking (0-5 points)

- 2.7.1 You describe how you intend to identify and provide services specifically to youth experiencing or at risk of experiencing human trafficking or exploitation.

3. Performance evaluation plan and logic model (10 points maximum)

- 3.1 You explain how you will evaluate your program, including how you will use RHYHMIS to assist you in defining success and how you will use RHYHMIS data to improve the program's performance. You also discuss any challenges you expect to face in implementing the performance evaluation plan. **(0-5 points)**
- 3.2 You present a logic model that explains how the proposed activities, inputs, and outputs link to outcomes that will prevent youth from experiencing homelessness. **(0-5 points)**

4. Organizational capacity and third-party agreements (15 points maximum)

- 4.1 You provide extensive detail about your experience and expertise running a runaway and homeless youth program. Evaluation of this specific criterion will focus on your past work, program design, experience working collaboratively with youth and young adults with lived experience, and ability to connect young people at risk of or experiencing homelessness to appropriate services. **(0-10 points)**
- 4.2 You describe your plan to ensure data accuracy and the timely upload of all appropriate data into RHYHMIS. **(0-2 points)**
- 4.3 If there are proposed subawards with another organization, you explain how you will ensure that the subaward recipients will 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. **(0-3 points)**

5. Budget and budget justification and plan for oversight (15 points maximum)

- 5.1 You include a clear line-item budget and narrative budget for the federal amount and non-federal amount in the application. 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 training and meetings. **(0-5 points)**
- 5.2 You 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 adhere to federal and programmatic regulations. **(0-5 points)**
- 5.3 You describe how you will ensure proper oversight of federal funds and funded activities. **(0-5 points)**

6. Sustainability plan (5 points maximum)

- 6.1 You 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. **(0-5 points)**

7. Ensuring equity (5 points maximum)

- 7.1 You include a plan to ensure equity in service delivery and recruitment and explain how the equity plan will impact the organization and community. **(0-5 points)**

Risk review

Before making an award, we review the risk that you will not prudently manage federal funds. If you had a past federal award, we need to make sure you've handled those 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](#).

Selection process

When making funding decisions, we consider:

- Merit review results, which are key in making decisions but are not the only factor
- Organizations serving emerging, unserved, or under-served populations
- The larger portfolio of agency-funded projects by considering geographic distribution
- The past performance of the applicant

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 startup 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:

- An incomplete application
- A disqualified application

Award notices

How we make awards

If you are successful, we will email or transmit through our grant systems a 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.

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



Step 5:

Submit Your Application

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Application submission and deadlines

Deadlines

Application

Due on June 7, 2024.

- For electronic submissions, the due time is 11:59 p.m. Eastern Time (ET).
- If you receive an exemption from electronic submission, the due time is 4:30 p.m. ET. See [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 [get 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.

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](#).

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](#). 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: Street Outreach Program NOFO HHS

FON: HHS-2024-ACF-ACYF-YO-0047

1401 Mercantile Lane

Suite 401

Largo, MD 20774

1-855-792-6551

The requirements include:

- Print your application and all copies one-sided.
- Applicants must submit one original and two copies of the complete application, including all standard forms and OMB-approved forms.
- You must submit the original and both 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. One application copy 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.

Mandatory disclosure

You must submit any information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. See Mandatory Disclosures, [45 CFR 75.113](#).

Send written disclosures to ACF at:

Administration for Children and Families

U.S. Department of Health and Human Services

Office of Grants Management

ATTN: Grants Management Specialist

330 C Street, SW

Switzer Building, Corridor 3200

Washington, DC 20201

And to:

The Office of Inspector General at grantdisclosures@oig.hhs.gov.

Application checklist

Make sure that you have everything you need to apply:

Component	How to upload	Included in page limit
<p>File One: Narratives</p> <ul style="list-style-type: none"> <input type="checkbox"/> Table of contents <input type="checkbox"/> Project summary <input type="checkbox"/> Project narrative <input type="checkbox"/> Line-item budget and budget narrative 	Use the Project Narrative Attachment form.	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>
<p>File Two: Attachments</p> <ul style="list-style-type: none"> <input type="checkbox"/> Indirect cost agreement <input type="checkbox"/> Legal proof of nonprofit status <input type="checkbox"/> Organizational capacity supporting information <input type="checkbox"/> Third-party agreements <input type="checkbox"/> Letters of support <input type="checkbox"/> Maintenance of effort certification 	Insert each in a single Other Attachments form.	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>No</p>
<p>Other required forms</p> <ul style="list-style-type: none"> <input type="checkbox"/> Application for Federal Assistance (SF-424) <input type="checkbox"/> Budget Information for Non-Construction Programs (SF-424A) <input type="checkbox"/> Disclosure of Lobbying Activities (SF-LLL) <input type="checkbox"/> Key Contacts <input type="checkbox"/> Grants.gov Lobbying Form <input type="checkbox"/> Project/Performance Site Location(s) (SF-P/PSL) 	Upload using each required form.	<p>No</p> <p>No</p> <p>No</p> <p>No</p> <p>No</p> <p>No</p>



Step 6:

Learn What Happens After Award

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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 NoA
- The rules listed [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
- The HHS [Grants Policy Statement](#) (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 NoA
- All federal statutes and regulations relevant to federal financial assistance, including those highlighted in [HHS Administrative and National Policy Requirements](#). See also ACF [Administrative and National Policy Requirements](#)
- [45 CFR Part 87 Appendix A, Equal Treatment for Faith-Based Organizations](#)
- Applicable program statute and regulations at [the RHY Act, 34 U.S.C. 11201-11281](#), [the Runaway and Homeless Youth Final Rule, 45 CFR Part 1351](#) to improve performance standards and program requirements for runaway and homeless youth programs, and [RHY's Administrative and National Policy Requirements](#)

Reporting

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

Performance report forms: Program Performance Report

Performance report frequency: Semi-annually

Financial report forms: SF-425

Financial report frequency: Semi-annually

Non-discrimination and assurance

If you receive an award, you must follow all applicable nondiscrimination laws. You agree to this when you register in SAM.gov. You must also submit an Assurance of Compliance (HHS-690). To learn more, see the [Laws and Regulations Enforced by the HHS Office for Civil Rights](#).



Contacts and Support

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Agency contacts

Program

Amanda Persad, Amanda.Persad@acf.hhs.gov, (202) 740-6824

Grants management

Sarah Viola, Sarah.viola@acf.hhs.gov, (202) 401-4832

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 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 \(ACF\)](#)
- [ACF Funding Opportunities Forecasts and NOFOs](#)
- [ACF How to Apply for a Grant](#)
- [ACF Property Guidance](#)
- [Grants.gov Accessibility Information](#)
- [Code of Federal Regulations \(CFR\)](#)
- [United States Code \(U.S.C.\)](#)
- [Family and Youth Services Bureau](#)
- [The National Clearinghouse on Homeless Youth and Families](#)
- [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.