



U.S. Department of Housing and Urban Development

Public and Indian Housing

FY 2024 Family Unification Program Notice of Funding Opportunity

FR-6800-N-84

10/30/2024

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Funding Opportunity Title:

FY 2024 Family Unification Program Notice of Funding Opportunity

Funding Opportunity Number:

FR-6800-N-84

Assistance Listing Number:

14.880

Due Date for Applications:

10/30/2024

OVERVIEW

The U.S. Department of Housing and Urban Development (HUD) issues this Notice of Funding Opportunity (NOFO) to invite applications from eligible applicants for the program and purpose described within this NOFO. You, as a prospective applicant, should carefully read all instructions in all sections to avoid sending an incomplete or ineligible application. HUD funding is highly competitive. Failure to respond accurately to any submission requirement could result in an incomplete, ineligible, or noncompetitive proposal.

In accordance with [Title 24 part 4, subpart B](#) of the Code of Federal Regulations (CFR), during the selection process (which includes HUD's NOFO development and publication, and concludes with the announcement of the selection of recipients of assistance), HUD is prohibited from disclosing covered selection information. Examples of impermissible disclosures include: 1) information regarding any applicant's relative standing; 2) the amount of assistance requested by any applicant; and 3) any information contained in the application. Prior to the application deadline, HUD may not disclose the identity of any applicant or the number of applicants who have applied for assistance.

For further information regarding this NOFO, direct questions regarding the specific requirements of this NOFO to the agency contact identified in section VII.

Paperwork Reduction Act Statement. In accordance with the Paperwork Reduction Act of 1995 (44 U.S.C. §§ 3501- 3520) (PRA), the Office of Management and Budget (OMB) approved the information collection requirements in this NOFO. HUD may not conduct or sponsor, and a person is not required to respond to a collection of information unless the collection displays a valid OMB control number. This NOFO identifies the applicable OMB control number, unless the collection of information is excluded from these requirements under [5 CFR Part 1320](#).

OMB Control Number(s):

2577-0169

I. FUNDING OPPORTUNITY DESCRIPTION

A. Program Description

1. Purpose

Overview. The Family Unification Program (FUP) is a program under section 8(x) of the United States Housing Act of 1937 (42 U.S.C. 1437f(x)) through which public housing authorities (PHAs) that partner with public child welfare agencies (PCWAs) provide Housing Choice Voucher (HCV) assistance to two groups:

1. Families for whom the lack of adequate housing is a primary factor in the imminent placement of the family's child, or children, in out-of-home care; or the delay in the discharge of the child, or children, to the family from out-of-home care; and
2. Youth at least 18 years and not more than 24 years of age (have not reached their 25th birthday) who left foster care, or will leave foster care within 90 days, in accordance with a transition plan described in Section 475(5)(H) of the Social Security Act, and are homeless or are at risk of becoming homeless at age 16 or older.

There is no time limit on FUP vouchers issued to families. As required by statute, FUP vouchers issued to youth are limited to 36 months unless the youth meets the requirements to receive an extension of assistance under the Fostering Stable Housing Opportunities (FSHO) amendments (Section 103 of Division Q of the Consolidated Appropriations Act, 2021 (Pub. L. 116-260)). FSHO amended section 8(x) of the U.S. Housing Act of 1937 and provides FUP youth an extension of the 36-month time limit for up to an additional 24 months if they meet certain requirements. FSHO applies to FUP youth who first leased or lease a unit after the date of enactment of FSHO, December 27, 2020, which includes youth who will be assisted with funding under this NOFO. HUD published an FSHO implementation notice in the Federal Register on January 24, 2022 (87 FR 3570).

Under section 8(o)(13)(O) of the U.S. Housing Act of 1937, PHAs may project-base FUP assistance. HUD implemented this provision in its January 18, 2017 Housing Opportunity Through Modernization Act (HOTMA) implementation notice (82 FR 5458), and provided further guidance in its Notice PIH 2017-21. In addition, HUD's FSHO implementation notice implemented the exceptions to the project-based voucher (PBV) program cap and project cap that apply to FUP PBV units that are limited to FUP youth. On May 7, 2024, HUD published the HOTMA Voucher Final Rule (89 FR 38224) which codifies both of these provisions.

2. HUD and Program-Specific Goals and Objectives

HUD's Strategic Plan sets the direction and focus of our programs and staff to create strong, sustainable, inclusive communities and quality, affordable homes for all. This NOFO supports [HUD's Strategic Plan for Fiscal Years \(FY\) 2022-2026](#) to accomplish HUD's mission and vision. Each of the five goals in the [Strategic Plan](#) include what HUD hopes to accomplish, the strategies to accomplish those objectives, and the indicators of success.

HUD will pursue two overarching priorities focused on increasing equity and improving customer experience across all HUD programs. Five strategic goals and several objectives undergird the Plan; however the following goals are applicable to this NOFO.

You are expected to align your application to the applicable strategic goals and objectives below. Use the information in this section to describe in your application the specific goals, objectives, and measures that your project is expected to help accomplish. If your project is selected for funding, you are also expected to establish a plan to track progress related to those goals, objectives, and measures. HUD will monitor compliance with the goals, objectives, and measures in your project.

Applicable Goals and Objectives from HUD's Strategic Plan

Strategic Goal 1: Support Underserved Communities

Fortify support for underserved communities and support equitable community development for all people.

1B: Reduce Homelessness

Strengthen Federal, State, Tribal, and community implementation of the Housing First approach to reducing the prevalence of homelessness, with the ultimate goal of ending homelessness.

Strategic Goal 2: Ensure Access to and Increase the Production of Affordable Housing

Ensure housing demand is matched by adequate production of new homes and equitable access to housing opportunities for all people.

2B: Improve Rental Assistance

Improve rental assistance to address the need for affordable housing.

Policy Priorities.

1. Increase coordination among PHAs, PCWAs, and Continuums of Care (CoCs);
2. Leverage data to strategically target and prioritize the use of resources for eligible families and youth;
3. Strengthen connections to the HUD Family Self-Sufficiency (FSS) Program or similar programs promoting self-sufficiency; and
4. Increase access to supportive services.

3. Changes from Previous NOFO

The following changes have been made from the last FUP NOFO (i.e., the Fiscal Year (FY) 2022 FUP NOFO):

1. **Definitions.** The definition of “homeless” has been revised to reflect the changes made to the definition of “homeless” in section 103(b) of the McKinney-Vento Homeless Assistance Act by section 605 of the Violence Against Women Act Reauthorization Act of 2022 (VAWA 2022).
2. **Memorandum of Understanding (MOU).** Instead of submitting a new MOU that was executed between the publication date and the application deadline of this NOFO, a PHA may submit an MOU that was executed prior to the NOFO publication date that meets the requirements of Section III.F.5. of this NOFO along with a signed certification by the official representatives of the PHA, PCWA (and PCWA contractor organization, if applicable), and CoC that the MOU is still in effect and is the most recent and current MOU.
3. **Program-Specific Requirements.** The PHA must provide written narratives describing how it will advance racial equity in its proposed award activities as well as its experience promoting racial equity, in accordance with the instructions provided in Section III.F of this NOFO. These narratives are in addition to the Affirmatively Furthering Fair Housing (AFFH) narrative required in Section III.F. of this NOFO.
4. **Maximum Award Amount.** The maximum award amount has been increased from \$1,200,000 to \$1,700,000.
5. **Eligibility Information.** Where a PHA will administer the vouchers on behalf of another PHA, or where two or more PHAs will share in the administration of the vouchers, all PHA parties must sign the MOU and the agreement to administer the vouchers on behalf

of the applicant PHA or the agreement to share in the administration of the vouchers. These signed documents must be included in the application package.

6. **Rating Factors.** Rating Factor 3 requires the submission of supporting documentation, which may be in the form of a previously executed MOU. If the applicant is submitting an MOU to receive points for Rating Factor 3, the MOU must clearly be identified as such. If the applicant is submitting a previously executed MOU in order to meet the MOU requirement in Section III.F.5. of this NOFO, it may also use the same MOU as supporting documentation under Rating Factor 3. However, if the applicant is submitting a different MOU to receive points for Rating Factor 3, the MOU must clearly be identified as such.

4. Definitions

a. Standard Definitions

Affirmatively Furthering Fair Housing (AFFH) means taking meaningful actions, in addition to combating discrimination to overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics. Specifically, affirmatively furthering fair housing means taking meaningful actions that, taken together, address significant disparities in housing needs and in access to opportunities, replacing segregated living patterns with truly integrated and balanced living patterns, transforming racially and ethnically concentrated areas of poverty into areas of opportunity, and fostering and maintaining compliance with civil rights and fair housing laws. The duty to affirmatively further fair housing extends to all program participant's activities and programs relating to housing and urban development.

Assistance Listing number refers to the unique number assigned to each Federal assistance program publicly available in the Assistance Listing, which is managed and administered by the General Services Administration. The Assistance Listing number was formerly known as the Catalog of Federal Domestic Assistance (CFDA) number.

Authorized Organization Representative (AOR) is a person authorized to legally bind your organization and submit applications via Grants.gov. The AOR is authorized by the E-Business Point of Contact (E-Biz POC) in the System for Award Management (see E-Biz POC definition). An AOR may include an Expanded AOR and/or a Standard AOR.

Expanded Authorized Organization Representative is a user in Grants.gov who is authorized by the E-Biz POC to perform the functions of a Standard AOR, initiate and submit applications on behalf of your organization, and is allowed to modify organization-level settings and certifications in Grants.gov.

Standard Authorized Organization Representative is a user in Grants.gov who is authorized by the E-Biz POC to initiate and submit applications in Grants.gov. A Grants.gov user with the Standard AOR role can only submit applications when they are a Participant for that workspace.

Consolidated Plan is the document submitted to HUD that serves as the comprehensive housing affordability strategy, community development plan, and submission for funding under any of the Community Planning and Development formula grant programs (e.g., CDBG, ESG, HOME, and HOPWA). This Plan is prepared in accordance with the process described in [24 CFR part 91](#).

This plan is completed by engaging in a participatory process to assess affordable housing and community development needs and market conditions, and to make data-driven, place-based investment decisions with funding from formula grant programs. (See [24 CFR part 91](#) for HUD's requirements regarding the Consolidated Plan and related Action Plan).

Contract means, for the purpose of Federal financial assistance, a legal instrument by which a recipient or subrecipient purchases property or services needed to carry out the project or program under a Federal award. For additional information on contractor and subrecipient determinations, see [2 CFR 200.331](#).

Contractor means an entity that receives a contract as defined above and in [2 CFR 200.1](#).

Cooperative agreement has the same meaning defined at [2 CFR 200.1](#).

Deficiency, with respect to the making of an application for funding, is information missing or omitted within a submitted application. Examples of deficiencies include missing documents, missing or incomplete information on a form, or some other type of unsatisfied information requirement. Depending on specific criteria, a deficiency may be either Curable or Non-Curable.

A Curable Deficiency is missing or incomplete application information that may be corrected by the applicant with timely action. To be curable, the deficiency must:

- Not be a threshold requirement, except for documentation of applicant eligibility;
- Not influence how an applicant is ranked or scored versus other applicants; and
- Be remedied within the time frame specified in the notice of deficiency.

A Non-Curable Deficiency is missing or incomplete application information that cannot be corrected by an applicant after the submission deadline. A non-curable deficiency is a deficiency that is a threshold requirement, or a deficiency that, if corrected, would change an applicant's score or rank versus other applicants. If an application includes a non-curable deficiency, the application may receive an ineligible determination, or the non-curable deficiency may otherwise adversely affect the application's score and final funding determination.

E-Business Point of Contact (E-Biz POC) is an individual associated with the applicant organization who is responsible for the administration and management of award activities for the applicant organization. The E-Biz POC is likely to be an organization's chief financial officer or authorizing official. The E-Biz POC authorizes representatives of their organization to apply on behalf of the organization (see Authorized Organization Representative definition). There can only be one E-Biz POC per unique entity identifier (see definition of Unique Entity Identifier below).

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

Environmental Justice means investing in environmental improvements, remedying past environmental inequities, and otherwise developing, implementing, and enforcing environmental laws and policies in a manner that advances equity and provides meaningful involvement for people and communities that have been environmentally underserved or overburdened, such as Black and Brown communities, indigenous groups, and individuals with disabilities. This definition does not alter the requirements under HUD's regulations at [24 CFR 58.5\(j\)](#) and [24](#)

[CFR 50.4\(l\)](#) implementing [Executive Order 12898](#). E.O. 12898 requires a consideration of how Federally assisted projects may have disproportionately high and adverse human health or environmental effects on minority and/or low-income populations. For additional information on environmental review compliance, refer to:

https://www.hud.gov/program_offices/comm_planning/environment_energy/regulations.

Equity has the meaning given to that term in Section 2(a) of Executive Order [13985](#) and means the consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality.

Federal award, has the meaning, depending on the context, in either paragraphs (1) or (2) of this definition:

(1)

(a) The Federal financial assistance that a recipient receives directly from a Federal awarding agency or indirectly from a pass-through entity, as described in [2 CFR 200.101](#); or

(b) The cost-reimbursement contract under the Federal Acquisition Regulations that a non-Federal entity receives directly from a Federal awarding agency or indirectly from a pass-through entity, as described in [2 CFR 200.101](#).

(2) The instrument setting forth the terms and conditions. The instrument is the grant agreement, cooperative agreement, other agreement for assistance covered in paragraph (2) of the definitions of Federal financial assistance in [2 CFR 200.1](#), and this NOFO, or the cost-reimbursement contract awarded under the Federal Acquisition Regulations.

(3) Federal award does not include other contracts that a Federal agency uses to buy goods or services from a contractor or a contract to operate Federal Government owned, contractor operated facilities (GOCOs).

(4) See also definitions of Federal financial assistance, grant agreement, and cooperative agreement in [2 CFR 200.1](#).

Federal Financial Assistance has the same meaning defined at [2 CFR 200.1](#).

Grants.gov is the website serving as the Federal government's central portal for searching and applying for Federal financial assistance throughout the Federal government. Registration on Grants.gov is required for submission of applications to prospective agencies unless otherwise specified in this NOFO.

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

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

Racial Equity is the elimination of racial disparities and is achieved when race can no longer predict opportunities, distribution of resources, or outcomes – particularly for Black and Brown persons.

Recipient means an entity, usually but not limited to non-Federal entities, that receives a Federal award directly from HUD. The term recipient does not include subrecipients or individuals that are beneficiaries of the award.

Small business is defined as a privately-owned corporation, partnership, or sole proprietorship that has fewer employees and less annual revenue than regular-sized business. The definition of “small”—in terms of being able to apply for government support and qualify for preferential tax policy—varies by country and industry. The U.S. Small Business Administration defines a small business according to a set of standards based on specific industries. See [13 CFR part 121](#).

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

Subrecipient means an entity, usually but not limited to non-Federal entities, that receives a subaward from a pass-through entity to carry out part of a Federal award but does not include an individual that is a beneficiary of such award. A subrecipient may also be a recipient of other Federal awards directly from a Federal awarding agency.

System for Award Management (SAM) is the Federal Repository into which an entity must provide information required for the conduct of business as a recipient. Registration with SAM is required for submission of applications via Grants.gov. You can access the website at <https://www.sam.gov/SAM/>. There is no cost to use SAM.

Threshold Requirements are eligibility requirements that must be met for an application to be reviewed, rated, and ranked. Threshold requirements are not curable, except for documentation of applicant eligibility, which are listed in Section III.D., Threshold Eligibility Requirements. Similarly, there are eligibility requirements under Section III.E., Statutory and Regulatory Requirements Affecting Eligibility.

Underserved Communities has the meaning given to that term in Section 2(b) of Executive Order [13985](#) and refers to populations sharing a particular characteristic, as well as geographic communities, that have been systematically denied a full opportunity to participate in aspects of economic, social, and civic life, as exemplified by the list in the definition of “equity” above.

Unique Entity Identifier (UEI) means the identifier assigned by SAM to uniquely identify entities. As of April 4, 2022, the Federal government has transitioned from the use of the DUNS Number to the use of UEI, as the primary means of entity identification for Federal awards government-wide.

b. Program Definitions.

At Risk of Becoming Homeless refers to the population included in the definition of the term “At Risk of Homelessness” at 24 CFR 576.2; and this NOFO emphasizes the following:

(1) An individual or family who [...]

(iii) Meets one of the following conditions:

- (A) Has moved because of economic reasons two or more times during the 60 days immediately preceding the application for homelessness prevention assistance;
- (B) Is living in the home of another because of economic hardship;
- (C) Has been notified in writing that their right to occupy their current housing or living situation will be terminated within 21 days of the date of application for assistance;
- (D) Lives in a hotel or motel and the cost of the hotel or motel stay is not paid by charitable organizations or by federal, State, or local government programs for low-income individuals;
- (E) Lives in a single-room occupancy or efficiency apartment unit in which there reside more than two persons, or lives in a larger housing unit in which there reside more than 1.5 people per room, as defined by the U.S. Census Bureau;
- (F) Is exiting a publicly funded institution, or system of care (such as a health-care facility, a mental health facility, foster care or other youth facility, or correction program or institution); or
- (G) Otherwise lives in housing that has characteristics associated with instability and an increased risk of homelessness, as identified in the recipient's approved consolidated plan;

(2) A child or youth who does not qualify as “homeless” under this section, but qualifies as “homeless” under section 387(3) of the Runaway and Homeless Youth Act ([42 U.S.C. 5732a\(3\)](#)), section 637(11) of the Head Start Act ([42 U.S.C. 9832\(11\)](#)), section 41403(6) of the Violence Against Women Act of 1994 (formerly [42 U.S.C. 14043e-2\(6\)](#)), transferred to 34 U.S.C. 12291, section 330(h)(5)(A) of the Public Health Service Act ([42 U.S.C. 254b\(h\)\(5\)\(A\)](#)), section 3(m) of the Food and Nutrition Act of 2008 ([7 U.S.C. 2012\(m\)](#)), or section 17(b)(15) of the Child Nutrition Act of 1966 ([42 U.S.C. 1786\(b\)\(15\)](#)); or

(3) A child or youth who does not qualify as “homeless” under this section, but qualifies as “homeless” under section 725(2) of the McKinney-Vento Homeless Assistance Act ([42 U.S.C. 11434a\(2\)](#)), and the parent(s) or guardian(s) of that child or youth if living with her or him.

Community is a self-organized network of people in a defined geographic area with common agenda, cause, or interest, who collaborate by sharing ideas, information, and other resources.

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

FUP-Eligible Family means a family that the PCWA has certified as a family for whom the lack of adequate housing is a primary factor in the imminent placement of the family’s child, or children, in out-of-home care, or in the delay of discharge of a child, or children, to the family from out-of-home care.

FUP-Eligible Youth means a youth that the PCWA has certified to be at least 18 years and not

more than 24 years of age (has not reached their 25th birthday) who left foster care, or will leave foster care within 90 days, in accordance with a transition plan described in Section 475(5)(H) of the Social Security Act, and is homeless or is at risk of becoming homeless at age 16 or older.

Eligibility is not limited to single persons. Pregnant and/or parenting youth are eligible to receive FUP assistance assuming they otherwise meet FUP and HCV eligibility requirements.

Homeless has the meaning provided in 42 U.S.C. 11302. The term “homeless” means:

- (1) an individual or family who lacks a fixed, regular, and adequate nighttime residence;
- (2) an individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground;
- (3) an individual or family living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements (including hotels and motels paid for by Federal, State, or local government programs for low-income individuals or by charitable organizations, congregate shelters, and transitional housing);
- (4) an individual who resided in a shelter or place not meant for human habitation and who is exiting an institution where he or she temporarily resided;
- (5) an individual or family who—

(A) will imminently lose their housing, including housing they own, rent, or live in without paying rent, are sharing with others, and rooms in hotels or motels not paid for by Federal, State, or local government programs for low-income individuals or by charitable organizations, as evidenced by—

- (i) a court order resulting from an eviction action that notifies the individual or family that they must leave within 14 days;
- (ii) the individual or family having a primary nighttime residence that is a room in a hotel or motel and where they lack the resources necessary to reside there for more than 14 days; or
- (iii) credible evidence indicating that the owner or renter of the housing will not allow the individual or family to stay for more than 14 days, and any oral statement from an individual or family seeking homeless assistance that is found to be credible shall be considered credible evidence for purposes of this clause;

(B) has no subsequent residence identified; and

(C) lacks the resources or support networks needed to obtain other permanent housing; and

(6) unaccompanied youth and homeless families with children and youth defined as homeless under other Federal statutes who—

- (A) have experienced a long term period without living independently in permanent housing,
- (B) have experienced persistent instability as measured by frequent moves over such period, and
- (C) can be expected to continue in such status for an extended period of time because of chronic disabilities, chronic physical health or mental health conditions, substance addiction, histories of domestic violence or childhood abuse, the presence of a child or youth with a disability, or multiple barriers to employment.

Domestic violence, dating violence, sexual assault, stalking, and other dangerous, traumatic, or life-threatening conditions relating to such violence Notwithstanding any other provision of this section, the Secretary shall consider to be homeless any individual or family who—

- (1) is experiencing trauma or a lack of safety related to, or fleeing or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous, traumatic, or life-threatening conditions related to the violence against the individual or a family member in the individual's or family's current housing situation, including where the health and safety of children are jeopardized;
- (2) has no other safe residence; and
- (3) lacks the resources to obtain other safe permanent housing.

Lack of Adequate Housing means a family meets any one of the following conditions:

- Living in substandard housing;
- Homeless;
- Living in an overcrowded unit;
- Living in a unit where the presence of a household member with certain characteristics (e.g., conviction for certain criminal activities) would result in the imminent placement of the family's child, or children, in out-of-home care; or the delay in the discharge of the child, or children, to the family from out-of-home care; or
- Living in housing not accessible to the family's child or children with a disability due to the nature of the disability.

Living in Overcrowded Housing refers to a family living in a unit where one of the following conditions has been met:

- The family is separated from its child (or children) and the parent(s) are living in an otherwise standard housing unit, but, after the family is re-united, the parents' housing unit would be overcrowded for the entire family and would be considered substandard; or
- The family is living with its child (or children) in a unit that is overcrowded for the entire family and this overcrowded condition may result, in addition to other factors, in the imminent placement of its child (or children) in out-of-home care.

For purposes of the above paragraph, the determination whether the unit is “overcrowded” must be in accordance with PHA subsidy standards.

Public Child Welfare Agency (PCWA) is the agency that is responsible under applicable State law for determining that a child is at imminent risk of placement in out-of-home care or that a child in out-of-home care under the supervision of the public agency may be returned to his or her family, or that a youth is at least 18 years and not more than 24 years of age and left foster care, or will leave foster care within 90 days, in accordance with a transition plan described in Section 475(5)(H) of the Social Security Act, and is homeless or is at risk of becoming homeless at age 16 or older. For states that have privatized child welfare, the agency designated to conduct child welfare on behalf of the state may be considered a PCWA.

Substandard Housing refers to a unit where the family lives that meets any one of the following conditions:

- Does not have operable indoor plumbing;
- Does not have a usable flush toilet inside the unit for the exclusive use of the family;
- Does not have a usable bathtub or shower inside the unit for the exclusive use of the family;
- Does not have electricity, or has inadequate or unsafe electrical service;
- Does not have a safe or adequate source of heat;
- Should, but does not, have a kitchen;
- Has been declared unfit for habitation by an agency or unit of government, or in its present condition otherwise endangers the health, safety, or well-being of the family; or
- Has one or more critical defects, or a combination of intermediate defects in sufficient number or to the extent that it requires considerable repair or rebuilding. The defects may result from original construction, from continued neglect or lack of repair, or from serious damage to the structure.

Per Unit Cost (PUC) is the value of the voucher identified by HUD for the PHA. The value is based on each PHA's expenses and Unit Months Leased (UMLs). Average Per Unit Cost = Total Housing Assistance Payments (HAP) / Total UMLs. For previous years, average PUC is calculated as 12 months HAP Expenditures / 12 months UMLs. For the current year, PUC is equivalent to YTD PUC (i.e., Calculated based on total monthly HAP Expenditures to date at analysis level divided by the total monthly UMLs to date.)

B. Authority

FUP is authorized by Section 8(x) of the United States Housing Act of 1937 (42 U.S.C. 1437f(x)). Funding for this NOFO is provided by the Consolidated Appropriations Act, 2024 (Public Law 118-42, approved March 9, 2024) ("2024 Act") and the Consolidated Appropriations Act, 2023 (Public Law 117-328, approved on December 29, 2022) ("2023 Act").

The 2024 Act also made available \$25 million for incremental voucher assistance for FUP youth. HUD makes FUP assistance that is targeted to FUP youth available through the Foster Youth to Independence (FYI) initiative. In accordance with the 2024 Act, HUD will make these funds available on a non-competitive basis. HUD makes FYI vouchers available on a non-competitive basis through Notice PIH 2023-04, if it determines that the notice provisions remain consistent with the requirements in the relevant appropriations act governing FYI assistance. HUD has made this determination with respect to Notice PIH 2023-04 and the 2024 Act.

II. AWARD INFORMATION

A. Available Funds

Funding of approximately **\$5,030,814** is available through this NOFO. Subject to appropriations, HUD reserves the right to award fiscal year 2025 funds based on this NOFO competition.

Additional funds may become available for award under this NOFO consistent with VI.A.2.e., Adjustments to Funding. Use of these funds is subject to statutory constraints. All awards are subject to the funding restrictions contained in this NOFO.

Funding of approximately \$5,030,814 includes \$5,000,000 of fiscal year 2024 funds and \$30,814 of fiscal year 2023 funds.

As mentioned above, subject to appropriations, HUD reserves the right to fund applicants to this NOFO using FY 2025 funds to the extent Congress provides funding for new incremental voucher assistance under the Family Unification Program (FUP) authorized under Section 8(x) of the U.S. Housing Act of 1937 (42 U.S.C. 1437f(x)). Use of these funds might be subject to statutory constraints or other requirements. Should funding made available by the FY 2025 appropriations add additional requirements or conditions on the receipt of this funding, HUD will publish a revised NOFO setting forth applicable requirements and deadlines. Otherwise, all awards will be subject to the funding restrictions contained in this NOFO.

HUD also reserves the right to re-open this NOFO with a new due date for the purpose of awarding FY 2025 and prior-year funds, as applicable.

B. Number of Awards

HUD expects to make approximately 10 awards from the funds available under this NOFO.

This estimate is subject to change based on the number and characteristics of the applications received.

C. Minimum/Maximum Award Information

Minimum Award

The minimum award is 3 vouchers. As a result, a PHA may apply for no fewer than 3 vouchers. HUD is not assigning a value floor to the minimum award. Instead, the corresponding value floor is tied to the PHA-specific Per Unit Cost (PUC). For PHAs that currently administer the FUP, the FUP PUC will be used. For PHAs that do not currently administer FUP, the PHA's overall PUC will be used.

Maximum Award

The maximum award will be based upon the size of the PHA's voucher program and the identified need for such vouchers (i.e., the number of vouchers projected to be needed to assist FUP-eligible families and FUP-eligible youth over a 12-month period) as reported in Field F of form HUD-52515 consistent with the following table:

PHA voucher program size	Maximum voucher award under this NOFO
Fewer than 500 HCVs	25 vouchers*
500 – 1,999 HCVs	50 vouchers*
2,000 or more HCVs	75 vouchers*

*Or identified need, if lower than the indicated cap.

Partnering PHAs. If the applicant PHA will formally partner with another PHA that will administer the vouchers on behalf of the applicant PHA (where the partner PHA is not applying for FUP vouchers), the maximum award will be based on the size of the applicant PHA's voucher program or the applicant PHA's identified need for such vouchers, if lower than the indicated cap.

Multiple PHA Administrators. Where two or more PHAs will share in the administration of the vouchers, the maximum award will be based on the size of the lead PHA’s voucher program or the identified need for the shared jurisdiction, if lower than the indicated cap.

The maximum award of vouchers to a PHA will not exceed \$1,700,000. The value of the voucher is dependent on the PUC identified by HUD for the PHA. For PHAs that currently administer the FUP, the FUP PUC will be used. Where a PHA’s PUC and maximum voucher award would result in exceeding the maximum award amount, the PHA’s award will be capped at the maximum award amount. For example, a PHA with an estimated FUP PUC of \$25,000 and a maximum voucher award of 75 vouchers would exceed the maximum award amount by \$175,000. This applicant would be eligible to receive no more than 68 vouchers before taking in to account the applicant’s score and any additional proration.

Estimated FUP PUC	Maximum Voucher Award	Estimated FUP PUC x Maximum Voucher Award	Maximum Award Amount	Maximum Award Amount/Estimated FUP PUC	Maximum Voucher Award for PHA
\$25,000	75 Vouchers	\$1,875,000	\$1,700,000	68	68 Vouchers

Within the minimum and maximum award thresholds, HUD will allocate vouchers according to the selection process described in Section V.B.

Awards may be prorated if funding has been exhausted before making awards to all of the highest scoring applications.

If, as a result of implementing the maximum voucher or award amount thresholds, additional funds remain, HUD may decide to increase the maximum voucher and/or award amount thresholds by the rate necessary to expend the remaining funds.

Estimated Total Funding:
\$5,030,814

Minimum Award Amount:
\$0

Per Project Period

Maximum Award Amount:
\$1,700,000
Per Project Period

D. Period of Performance

Estimated Project Start Date:
05/01/2025

Estimated Project End Date:
04/30/2026

Length of Project Periods:
12-month project period and budget period

Length of Periods Explanation of Other:

E. Type of Funding Instrument

Funding Instrument Type:

G (Grant)

III. ELIGIBILITY INFORMATION

A. Eligible Applicants

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

Additional Information on Eligibility

Eligible Applicants

1. Only PHAs that have an existing Annual Contributions Contract (ACC) with HUD for the HCV program are eligible to apply for funding under this announcement.
2. PHAs wishing to share the administration of the program with another PHA may apply jointly; however, the Annual Contributions Contract (ACC) will be solely with the lead PHA applicant and all reporting must be submitted by the lead PHA applicant. The maximum number of vouchers will be based on the lead PHA's voucher program size or the identified need for the shared jurisdiction, if lower than the indicated cap, in accordance with Section II.C. of this NOFO. The agreement to share in the administration of the vouchers must be included in the application package.
3. If the applicant PHA will formally partner with another PHA that will administer the vouchers on behalf of the applicant PHA (where the partner PHA is not applying for FUP vouchers), the Annual Contributions Contract (ACC) will be solely with the applicant PHA and all reporting must be submitted by the applicant PHA. The maximum number of vouchers will be based on the size of the applicant PHA's voucher program or the applicant PHA's identified need for such vouchers, if lower than the indicated cap. The agreement to administer the vouchers on behalf of the applicant PHA must be included in the application package.
4. Eligible PHAs must have demonstrated a commitment to administer FUP, which shall be verified by an executed Memorandum of Understanding (MOU) among the PHA(s), PCWA, and CoC that meets the requirements of Section III.F.5. of this NOFO.
5. HUD will only consider funding one application per PHA. This one-application limit applies regardless of whether the PHA is a State or regional PHA. In instances where a PHA has more than one PHA code number due to its operating under the jurisdiction of more than one HUD Field Office, a separate application, under each code, shall be considered for funding with the cumulative total of vouchers applied for under the applications not to exceed the maximum number of vouchers the PHA is eligible to apply for under this NOFO (i.e., no more than the number of vouchers the same PHA would be eligible to apply for if it had only one PHA code number).

B. Ineligible Applicants

During previous FUP competitions, HUD has received applications from individuals; PHAs that administer a public housing program but do not have an existing ACC with HUD for HCVs; and other entities ineligible to receive funding.

HUD will not evaluate applications from ineligible applicants. Ineligible applicants will not receive communications from HUD regarding their application.

A contract administrator that does not have an ACC with HUD for HCVs, but constitutes a PHA under 24 CFR 982.4 by reason of its administering HCVs on behalf of another PHA, is not eligible to submit an application under this NOFO.

Nonprofit administrators of HCV Mainstream assistance, which by statute are classified as PHAs solely for the purpose of administering HCV Mainstream assistance, are also ineligible to submit an application under this NOFO.

Families or youth that believe they are eligible to participate in the FUP should contact their local PHA, PCWA, or CoC for assistance.

C. Cost Sharing or Matching

This Program does not require cost sharing or matching.

D. Threshold Eligibility Requirements

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

1. Resolution of Civil Rights Matters

Outstanding civil rights matters must be resolved before the application submission deadline. Applicants with unresolved civil rights matters at the application deadline are deemed ineligible. Applications from ineligible applicants are not rated or ranked and will not receive HUD funding.

a. An applicant is ineligible for funding if the applicant has any of the charges, cause determinations, lawsuits, or letters of findings referenced in subparagraphs (1) – (5) that are not resolved to HUD’s satisfaction before or on the application deadline date for this NOFO.

- (1) Charges from HUD concerning a systemic violation of the Fair Housing Act or receipt of a cause determination from a substantially equivalent state or local fair housing agency concerning a systemic violation of a substantially equivalent state or local fair housing law proscribing discrimination because of race, color, religion, sex (including sexual orientation and gender identity), national origin, disability or familial status;
- (2) Status as a defendant in a Fair Housing Act lawsuit filed by the United States alleging a pattern or practice of discrimination or denial of rights to a group of persons raising an issue of general public importance under 42 U.S.C. § 3614(a);

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

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

(5) Receipt of a cause determination from a substantially equivalent state or local fair housing agency concerning a systemic violation of provisions of a state or local law prohibiting discrimination in housing based on sexual orientation, gender identity, or lawful source of income.

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

(1) Current compliance with a voluntary compliance agreement signed by all the parties;

(2) Current compliance with a HUD-approved conciliation agreement signed by all the parties;

(3) Current compliance with a conciliation agreement signed by all the parties and approved by the state governmental or local administrative agency with jurisdiction over the matter;

(4) Current compliance with a consent order or consent decree;

(5) Current compliance with a final judicial ruling or administrative ruling or decision; or

(6) Dismissal of charges.

2. Timely Submission of Applications

Applications submitted after the deadline stated within this NOFO that do not meet the requirements of the grace period policy are marked late. Late applications are ineligible and are not considered for funding. See Section IV. D. Application Submission Dates and Times.

3. Failure to Submit a Memorandum of Understanding (MOU)

Applicants must submit an MOU executed by the official representatives of the PHA, PCWA, and CoC that meets the requirements of Section III.F. of this NOFO. If a PCWA is authorized under State law to contract out its functions and it has done so, both the official representative of the PCWA and the official representative of the contractor organization must sign the MOU.

Where a PHA will administer the vouchers on behalf of another PHA, or where two or more PHAs will share in the administration of the vouchers, all PHA parties must sign the MOU.

The MOU execution date must be between the date this NOFO is published and the application deadline date under this NOFO, subject to the following exception. Alternatively, a PHA may submit an MOU that was executed before the publication of this NOFO along with a signed

certification by the official representatives of the PHA, PCWA (and PCWA contractor organization, if applicable), and CoC indicating that the MOU is still in effect and is the most recent and current MOU. Failure to submit an MOU (and certification, if applicable) will result in the application failing threshold and not being considered for further review.

4. Failure to Submit the Rating Factor Certification

Applicants seeking rating factor points under the criteria specified in this NOFO must submit a completed Rating Factor Certification described in section IV.B. of this NOFO. Failure to submit a Rating Factor Certification will result in the application failing threshold and not being considered for further review. However, the submission of a Rating Factor Certification that is missing the signature of the Executive Director, Chief Executive Officer, or individual of equivalent position of the PHA will be considered a curable deficiency.

E. Statutory and Regulatory Requirements Affecting Eligibility

Eligibility Requirements for Applicants of HUD's Financial Assistance Programs

The following requirements affect applicant eligibility. Detailed information on each requirement is found in the "[Eligibility Requirements for Applicants of HUD's Competitive Programs](#)" document on HUD's Funding Opportunities page. Applicants who fail to meet any of these eligibility requirements are deemed ineligible to receive HUD funding.

1. Universal Identifier and System for Award Management (SAM.gov) Requirements
2. Outstanding Delinquent Federal Debts
3. Debarments or Suspensions, or both
4. Mandatory Disclosure Requirement
5. Pre-selection Review of Performance
6. Sufficiency of Financial Management System
7. False Statements
8. Prohibition Against Lobbying Activities

In addition, each applicant under this NOFO must have the necessary processes and systems in place to comply with the Award Term in Appendix A of [2 CFR part 170](#) if the applicant receives an award, unless an exception applies as provided in [2 CFR170.110](#).

F. Program-Specific Requirements

1. Program Management Findings. The PHA must not have any major unresolved program management findings from an Inspector General's audit, HUD management review or Independent Public Accountant (IPA) audit for the PHA's HCV program or other significant program compliance problems that were not resolved or in the process of being resolved prior to this NOFO's application deadline. Major program management findings, or significant program compliance problems, are those that would cast doubt on the capacity of the applicant to effectively administer any new HCV funding in accordance with applicable HUD regulatory and statutory requirements.

2. Litigation. The PHA must not be involved in litigation where HUD determines that the litigation may seriously impede the ability of the applicant to administer the vouchers.

3. FUP Utilization. HUD expects PHAs to achieve at or near full (100 percent) utilization of FUP vouchers. PHAs administering the FUP should continually monitor their utilization of these vouchers. PHAs may review the number of FUP vouchers for which they are accountable at the FUP webpage https://www.hud.gov/program_offices/public_indian_housing/programs/hcv/family under “FUP Awards All Years.”

For PHAs currently administering FUP vouchers, the following eligibility threshold to receive additional vouchers applies:

- a. FUP utilization rate of 90 percent or greater as of the most recent comprehensive set of validated data available to HUD as of the NOFO application deadline; or
- b. Absent a utilization rate of 90 percent or greater, the adoption of an action plan to achieve full utilization within 12 months from the date of application to this NOFO.

Submission of an application under this NOFO by a PHA administering the FUP will serve as the agency’s certification that they have a FUP utilization rate of 90 percent or greater as of the most recent comprehensive set of validated data available to HUD as of the NOFO application deadline, or absent such a utilization rate, will work with its PCWA and CoC partners to adopt an action plan to fully utilize the vouchers. A stated goal of the action plan must be full FUP utilization within 12 months from date of application to this NOFO. Because the application itself becomes the PHA’s certification, the PHA does not need to submit the action plan with the application.

As required by the 2024 Act, PHAs must continue to use FUP vouchers for FUP-eligible families or for FUP-eligible youth upon turnover.

In addition, the 2024 Act provides that any PHA administering FUP vouchers that determines it no longer has an identified need for such assistance upon turnover (all or partial) shall notify HUD and HUD will recapture such assistance (all or partial) and reallocate it to any other PHA based on need. In accordance with the 2024 Act, HUD will issue additional guidance on the recapture and reallocation process.

4. PHA Code Provided on SF-424. The SF-424 Application for Federal Assistance completed in Grants.gov MUST include the PHA’s code under field 5a. Federal Entity Identifier. The PHA code is a 5-digit code that begins with the state abbreviation and then 3 numbers identifying the PHA within that state.

5. MOU. The PHA must submit an MOU executed by the official representative of the 1) PHA, 2) PCWA, and 3) CoC. As a result, the MOU should have no fewer than three signatures. Agency and position titles should be clearly identified. For example, if it would not be clear to a reviewer that one of the parties signing the MOU is the official representative of the CoC, the MOU must make the role clear. Also, the MOU must make clear where one person has more than one role. For example, in some communities, the PHA Executive Director may also be the CoC Governing Board Chair. Failure to meet this requirement will result in the application failing threshold and will not be considered for further review.

If a PCWA is authorized under State law to contract out its functions and it has done so, both the official representative of the PCWA and the official representative of the contractor organization must sign the MOU.

Where a PHA will administer the vouchers on behalf of another PHA, or where two or more PHAs will share in the administration of the vouchers, all PHA parties must sign the MOU.

The MOU execution date must be between the date this NOFO is published and the application deadline date under this NOFO, subject to the following exception. Alternatively, a PHA may submit an MOU that was executed before the publication of this NOFO along with a signed certification by the official representatives of the PHA, PCWA (and PCWA contractor organization, if applicable), and CoC indicating that the MOU is still in effect and is the most recent and current MOU. The MOU will be considered by HUD and the signatories (the PHA, PCWA (and PCWA contractor organization, if applicable), and the CoC) as a complete statement of the responsibilities of the parties and evidence of a commitment of resources to the FUP. As such, the document should be as specific as possible. HUD strongly encourages applicants to carefully read all of the requirements of the MOU addressed in this section.

Rating Factor 3 requires the submission of supporting documentation, which may be in the form of a previously executed MOU (see more details in Section V.A. of this NOFO). If the applicant is submitting a previously executed MOU in order to meet the MOU requirement in Section III.F.5. of this NOFO, it may also use the same MOU as supporting documentation under Rating Factor 3. However, if the applicant is submitting a different MOU to receive points for Rating Factor 3, the MOU must clearly be identified as such.

Information about CoCs may be found here: [Continuum of Care \(CoC\) Program](#).

The MOU must clearly address, at a minimum, all of the following:

- a. The PHA and PCWA's commitment to administering the program.
- b. The CoC's commitment to cooperate with and assist the PHA and PCWA.
- c. The PHA and PCWA's goals and standards of success in administering the program.
- d. The PHA, PCWA, and CoC must each identify a staff position that will serve as the lead FUP liaison. (If the PCWA has contracted out its functions under applicable state law, the MOU must include the staff position at the PCWA contractor.) (This must include the staff person's name and/or position title.)
- e. A statement that all parties agree to cooperate with any program evaluation efforts undertaken by HUD, the U.S. Department of Health and Human Services (HHS), or a HUD or HHS-approved contractor, including compliance with HUD and HHS-approved evaluation protocols and data sharing requests.
- f. Identify and define the two populations (families and youth) eligible for FUP assistance, as follows:
 1. Families for whom the lack of adequate housing is a primary factor in the imminent placement of the family's child, or children, in out-of-home care; or the delay in the discharge of the child, or children, to the family from out-of-home care; and

2. Youth at least 18 years and not more than 24 years of age (have not reached their 25th birthday) who left foster care, or will leave foster care within 90 days, in accordance with a transition plan described in Section 475(5)(H) of the Social Security Act, and are homeless or at risk of becoming homeless at age 16 or older.

Eligibility is not limited to single persons. Pregnant and/or parenting youth are eligible to receive FUP assistance assuming they otherwise meet FUP and HCV eligibility requirements.

- g. A statement that the PHA will comply with the time limit for FUP vouchers issued to youth, including any extension of this time limit that the youth is entitled to under the Fostering Stable Housing Opportunities (FSHO) amendments (Section 103 of Division Q of the Consolidated Appropriations Act, 2021 (Pub. L. 116-260)) and HUD's FSHO implementation notice published in the Federal Register on January 24, 2022 (87 FR 3570) or subsequent notice.
- h. The assistance that will be provided to FUP families and youth in locating housing units and working with landlords to secure appropriate eligible units, listing the organization(s) responsible for providing this assistance.
- i. The services to be offered to FUP youth, listing the agency(ies)/organization(s) that will provide the services. The MOU must state that all of the services in (1) through (5) below will be offered for a period of at least 36 months to FUP youth regardless of age. For example, if a FUP youth enters the program at age 24 and 10 months, the PCWA or another agency/organization under agreement/contract with the PCWA must still offer 36 months of service, even though after two months the youth no longer meets the initial age of eligibility for the FUP program. FUP youth cannot be required to participate in these services as a condition of receipt of the FUP voucher.
 1. Basic life skills information/counseling on money management, use of credit, housekeeping, proper nutrition/meal preparation, and access to health care (e.g., doctors, medication, and mental and behavioral health services).
 2. Counseling on compliance with rental lease requirements and with HCV program participant requirements, including assistance/referrals for assistance on security deposits, utility hook-up fees, and utility deposits.
 3. Providing such assurances to owners of rental property as are reasonable and necessary to assist a FUP youth to rent a unit with a FUP voucher.
 4. Job preparation and attainment counseling (e.g., where to look/how to apply, dress, grooming, relationships with supervisory personnel, etc.).
 5. Educational and career advancement counseling regarding attainment of general equivalency diploma (GED); attendance/financing of education at a technical school, trade school or college; including successful work ethic and attitude models.
- j. If applying for rating criteria points under Section V.A., the MOU must describe the assistance being provided and the agency/organization that will be providing such assistance, as applicable.

k. **The MOU must address PHA responsibilities, as outlined in (1) through (9) below.**

1. Accept families and youth certified by the PCWA as eligible for FUP. The PHA, upon receipt of a referral(s) from the PCWA, must compare the name(s) with families and youth already on the PHA's HCV waiting list. Any family or youth on the PHA's HCV waiting list that matches with the PCWA's referral must be assisted in order of their position on the waiting list in accordance with PHA admission policies. Any family or youth certified by the PCWA as eligible and not on the HCV waiting list must be placed on the waiting list. If the PHA has a closed HCV waiting list, it must reopen the waiting list and place on the waiting list a FUP applicant family or youth who is not currently on the PHA's HCV waiting list. The PHA may reopen the waiting list to accept a FUP applicant family or youth without opening the waiting list for other applicants;
2. Determine whether families with children, or youth aged 18 through 24 referred by the PCWA, are eligible for HCV assistance;
3. Determine whether any families with children, or youth aged 18 through 24 on its HCV waiting list, are living in temporary shelters or otherwise meet the definition of "homeless" and may qualify for the FUP, and refer such applicants to the PCWA and/or CoC, as applicable;
4. Amend the administrative plan in accordance with applicable program regulations and requirements, if needed;
5. Administer the vouchers in accordance with applicable program regulations and requirements;
6. Upon notification that FUP vouchers have been awarded, train PCWA and CoC staff on the PHA's HCV program;
7. Work with the PCWA and CoC to develop necessary data and tracking metrics for tracking and improvement purposes;
8. Conduct regular meetings (at least quarterly) with the PCWA and CoC(s); and
9. Comply with the provisions of the MOU.

l. **The MOU must address PCWA responsibilities as outlined in (1) through (8) below.**

1. Establish and implement a system to identify FUP-eligible families and FUP-eligible youth within the agency's caseload and to review referrals from the PHA and CoC. For families, the system should prioritize families with an open case with a substantiated report of child abuse and neglect and whose children are at high risk for out-of-home placement or, for families whose children are already in out-of-home care, at high risk for experiencing additional negative child welfare outcomes (e.g., long-term open cases, reentry to the child welfare system in the form of re-reports of abuse or neglect, and repeat open cases) and where housing assistance could help the parent(s) to stabilize and participate in any other services necessary for subsequent reunification. The MOU should clarify that referrals should be made for priority families as soon as they are identified and not only upon successful completion of other aspects of family case management plans;

2. Work with the CoC to integrate into the coordinated entry process the identification, prioritization, and referral of FUP-eligible youth not currently within the PCWA's caseload;
3. Provide written certification to the PHA that a family qualifies as a FUP-eligible family, or that a youth qualifies as a FUP-eligible youth, based upon the criteria established in Section 8(x) of the United States Housing Act of 1937;
4. Commit sufficient staff resources to ensure that FUP-eligible families and FUP-eligible youth are identified and referred in a timely manner. This commitment must include a process to ensure that the PCWA's active caseload is reviewed at least once a month (when the PHA has FUP vouchers available) to identify FUP-eligible families and FUP-eligible youth and refer them to the PHA. Additionally, the PCWA must be prepared to provide referrals to the PHA within 30 working days of receiving notification from the PHA about voucher availability;
5. Provide or secure a commitment for the provision of the supportive services that must be provided to FUP youth, documenting the source of funding for these services. PCWAs are encouraged to leverage non-Federal funds from sources such as: State, local, philanthropic, and faith-based organizations. These supportive services must be offered to FUP youth for at least 36 months;
6. Upon notification that FUP vouchers have been awarded, train PHA and CoC staff on the work of the PCWA as it relates to FUP-eligible families and FUP-eligible youth;
7. Conduct regular meetings (at least quarterly) with the PHA and CoC; and
8. Comply with the provisions of the MOU.

m. **The MOU must address CoC responsibilities as outlined in (1) through (5) below.**

1. Work with the PCWA to integrate into the coordinated entry process the identification, prioritization, and referral of FUP-eligible youth not currently within the PCWA's caseload. [Youth who are part of the PCWA's active caseload do not have to be added to the CoC's coordinated entry process.] The CoC should demonstrate how they are assessing the housing and related services needs for youth, and how they come to the determination that a FUP voucher is the appropriate level of assistance needed;
2. Identify services, if any, to be provided using CoC program funds to FUP-eligible families and/or FUP-eligible youth who qualify for CoC program assistance;
3. Participate in regular meetings conducted by the PHA and PCWA (at least quarterly);
4. Upon notification that FUP vouchers have been awarded, train PHA and PCWA staff on the work of the CoC; and
5. Comply with the provisions of the MOU.

Advancing Racial Equity

In accordance with Executive Order [13985](#), Executive Order 14091, *Executive Order on Further Advancing Racial Equity and Support for Underserved Communities Through The Federal Government*, and Federal fair housing and civil rights laws, your application must address the following:

- You analyzed the racial composition of the persons or households who are expected to benefit, directly or indirectly, from your proposed award activities;
- You identified any potential barriers to persons or communities of color equitably benefiting from your proposed award activities;
- You detailed the steps you will take to prevent, reduce, or eliminate these barriers; and
- You have measures in place to track your progress and evaluate the effectiveness of your efforts to advance racial equity in your award activities.

Note that any actions taken in furtherance of this section must be consistent with Federal nondiscrimination requirements.

This narrative is required and must address the four bullets outlined in the paragraph above. Applicants must submit this narrative in Field G, Soundness of Approach, of the form HUD-52515. The applicant may attach up to one additional page, if needed. This narrative will be evaluated for sufficiency and will not change the applicant's score or rank as compared to other applicants. If the narrative is deemed insufficient, it will be a "Curable Deficiency" that will be communicated to the applicant for correction with a notice of curable deficiency.

Experience Promoting Racial Equity

In accordance with Executive Order 13985, Executive Order On Advancing Racial Equity and Support for Underserved Communities Through the Federal Government, Executive Order 14091, Further Advancing Racial Equity and Support for Underserved Communities Through the Federal Government, and Federal fair housing and civil rights laws, your application must demonstrate that the applicant has the experience and/or the resources to effectively address the needs of underserved communities, particularly Black and Brown communities. This may include experience successfully working directly with such groups, experience designing or operating programs that equitably benefit such groups, or experience successfully advancing racial equity in other ways. This may also include experience soliciting, obtaining, and applying input from such groups when designing, planning, or implementing programs and activities.

This narrative is required and must address the issues outlined in the paragraph above. Applicants must submit this narrative in Field H, Leveraging Resources, of the form HUD-52515. The applicant may attach up to one additional page, if needed. This narrative will be evaluated for sufficiency and will not change the applicant's score or rank as compared to other applicants. If the narrative is deemed insufficient, it will be a "Curable Deficiency" that will be communicated to the applicant for correction with a notice of curable deficiency.

Affirmatively Furthering Fair Housing

With some exceptions for Federally recognized Indian tribes and their instrumentalities, the application must discuss how the applicant will carry out the proposed activities in a manner that affirmatively furthers fair housing in compliance with the Fair Housing Act and its implementing regulations and how applicants will meet the requirements of the definition of affirmatively furthering fair housing at 24 CFR 5.151. If the applicant will carry out proposed activities with an Assessment of Fair Housing (AFH), the proposed activities should be consistent with the AFH's fair housing goals and with fair housing strategies specified in the jurisdiction's Consolidated Plan or Public Housing Agency Plan.

Applicants must address this requirement by submitting a written narrative which describes how their proposed NOFO activities are aligned with the requirement to affirmatively further fair

housing (AFFH). Specifically, applicants should describe how their proposed NOFO activities will meaningfully: (1) address significant disparities based on protected class in unmet housing needs; (2) address disparities based on protected class in access to opportunity; (3) address segregation and promoting integration; (4) transform racially or ethnically concentrated areas of poverty into well-resourced areas of opportunity without displacing existing residents; and/or (5) foster and maintain compliance with civil rights and fair housing laws. Applicants must submit this narrative in Field K, Other Information Required in the NOFO or Funding Notice, of the form HUD-52515. The applicant may attach up to one additional page, if needed. If the narrative is deemed insufficient, it will be a “Curable Deficiency” that will be communicated to the applicant for correction with a notice of curable deficiency.

G. Criteria for Beneficiaries.

IV. APPLICATION AND SUBMISSION INFORMATION

A. Obtain an Application Package

Instructions for Applicants

All application materials, including the Application Instructions and Application Package, are available through Grants.gov. You must access and review all available application materials. You must submit your application electronically via Grants.gov under the Funding Opportunity Number cited within this NOFO. Your application must list the applicable Funding Opportunity Number.

You can request a waiver from the requirement for electronic submission, if you demonstrate good cause. An example of good cause may include: a lack of available Internet access in the geographic area in which your business offices are located. However, lack of SAM registration or valid UEI is not good cause. If you cannot submit your application electronically, you must ask in writing for a waiver of the electronic application submission requirements. HUD will not grant a waiver if you fail to submit to HUD by email or postmark by mail a request for a waiver at least 15 calendar days before the application deadline. If HUD grants a waiver, a paper application must be received before the deadline for this NOFO. To request a waiver, you must contact:

Name:

Email:

2024FUPNOFO@hud.gov

HUD Organization:

Street:

City:

State:

Zip:

B. Content and Form of Application Submission

You must verify that boxes 11, 12, and 13 on the SF-424 match the NOFO for which you are applying. If they do not match, you have downloaded the wrong Application Instruction and Application Package.

Submission of an application that is otherwise sufficient, but is under the wrong Assistance Listing and Funding Opportunity Number is a Non-Curable Deficiency, and will be rejected, unless otherwise stated under the Threshold requirements section. When applying with a UEI that does not match the organization name as registered in sam.gov will result in an ineligible applications.

1. Content

Forms/Assurances/Certifications	Submission Requirement	Notes/Description
Application for Federal Assistance (SF-424)	This form is required.	Review section IV.B.2.a. of this NOFO for detailed application requirements.
Applicant and Recipient Assurances and Certifications (HUD 424-B)	This form is required.	Review section IV.B.2.a. of this NOFO for detailed application requirements.
Applicant/Recipient Disclosure/Update Report (HUD 2880)	This form is required.	Review section IV.B.2.a. of this NOFO for detailed application requirements.
Disclosure of Lobbying Activities (SF-LLL)	This form is conditionally required.	Review section IV.B.2.a. of this NOFO for detailed application requirements.
Certification Regarding Lobbying Activities	This form is required.	
Federal Assistance Representations and Certifications	This form is required via sam.gov	To assure compliance with statutory requirements for HUD programs, you must complete the “Federal Assistance Representations and Certifications” section of your sam.gov registration. HUD and OMB use information reported within sam.gov for general management of Federal assistance awards programs. For more information on how to update your sam.gov registration, visit SAM.gov or the Federal Service Desk, FSD.gov. You can search for help at FSD any time or request help from an FSD agent Monday-Friday 8 a.m. to 8 p.m. ET.

Forms/Assurances/Certifications	Submission Requirement	Notes/Description
Acknowledgment of Application Receipt (HUD2993), if applicable	This form is applicable only to applications submitted on paper, following receipt of a waiver of electronic submission.	This form is not required but is available for applicants who want confirmation that their hard-copy application was received by HUD. The form must be submitted with the application, in accordance with the application submission instructions included in the waiver of electronic submission.
Funding Application (form HUD-52515)	This form is required of all applicants.	See instructions for completing this form below. The failure to submit this form will be treated as a curable deficiency (see Section IV.D.7. of this NOFO “Corrections to Deficient Applications” for more information).

Guidance for Locating and Completing Forms

General. The application consists of the “application download” and the “instructions download.” Forms referred to as “electronic” and “attachments” are part of the application download at www.grants.gov.

Note: HUD is notifying applicants that the content of an application may be used by HUD, HHS, or a HUD or HHS-approved contractor for the purpose of program evaluation and monitoring.

Application for Federal Assistance (form SF-424)

Complete all required fields unless otherwise noted in the following instructions:

Field 17 – Proposed Project Start Date and End Date. Most applicants should indicate May 1, 2025 – April 30, 2026 (however, this is an estimate and the actual dates will be determined in the grant agreement).

Field 18 – Estimated Funding. Only complete 18a and 18g. The estimate at 18a should be the number of vouchers being requested in Field C of form HUD-52515 multiplied by the PHA’s estimated PUC or FUP PUC, as applicable. This field is only an estimate and will not be used for making funding determinations.

Applicant/Recipient Disclosure/Update Report (form HUD-2880)

Complete all required fields unless otherwise noted in the following instructions:

Field 2 – Social Security Number or Employer ID Number. Enter PHA code.

Field 4 – Amount of HUD Assistance Requested/Received. Enter the number of vouchers being requested in Field C of form HUD-52515 multiplied by the PHA’s estimated PUC or FUP PUC, as applicable. This field is only an estimate and will not be used for making funding determinations.

Funding Application (form HUD-52515). This is a curable deficiency.

Complete all required fields unless otherwise noted in the following instructions:

Field C – Number of Vouchers Requested. Enter the number of FUP vouchers being requested in accordance with the maximum award limits in Section II.C. of this NOFO.

Field E – Leave blank.

Field F – Need/Extent of the Problem. Provide responses to the following questions:

1. How many FUP vouchers are needed over a 12-month period to serve FUP-eligible families? Indicate the source of these data.
2. How many FUP vouchers are needed over a 12-month period to serve FUP-eligible youth who are part of the PCWA’s active caseload? Indicate the source of these data.
3. How many FUP vouchers are needed over a 12-month period to serve FUP-eligible youth in the community who are not part of the PCWA’s active caseload? Indicate the source of these data.

If the applicant PHA will formally partner with another PHA, who will administer the vouchers on behalf of the applicant PHA (where the partner PHA is not applying for FUP vouchers), the need in the applicant PHA’s jurisdiction must be used. Where two or more PHAs will share in the administration of the vouchers, the need may be based on the shared jurisdiction.

The PHA must indicate the source of the data. For instance, the PCWA could provide data in response to questions #1 and #2 above and the CoC could provide data in response to question #3 above.

Field G – Soundness of Approach. Include the written narrative required by Section III.F. of this NOFO that describes how the applicant has carried out the activities listed with respect to advancing racial equity in a manner consistent with federal nondiscrimination requirements. The applicant may attach up to one additional page, if needed.

Field H – Leveraging Resources. Include the written narrative required by Section III.F. of this NOFO that describes the applicant’s experience promoting racial equity that demonstrates how the applicant has the experience and the resources to effectively address the needs of underserved

communities, particularly Black and Brown communities. The applicant may attach up to one additional page, if needed.

Fields I and J – Leave blank.

Field K - Other Information Required in the NOFA or Funding Notice. Include the written narrative required by Section III.F. of this NOFO that describes how the applicant will carry out the proposed activities in a manner that affirmatively furthers fair housing (AFFH) in compliance with the Fair Housing Act and its implementing regulations. The applicant may attach up to one additional page, if needed.

Field L - Leave blank.

HUD recently updated the form HUD-52515. The most current version of the form has an expiration of April 30, 2026.

Additionally, your complete application must include the following narratives and non-form attachments. The following elements are threshold requirements.

Attachment 1. MOU among the PHA, PCWA, and CoC

Requirements of the MOU are explained in Section III.F.5. of this NOFO.

If you are submitting an MOU that was executed before the publication of this NOFO, you must also submit a signed certification by the official representatives of the PHA, PCWA (and PCWA contractor organization, if applicable), and CoC indicating that the MOU is still in effect and is the most recent and current MOU.

Attachment 2. Rating Factor Certification

In order to get points for Rating Factors 1 through 6 as provided for in Section V.A.1. of the NOFO, the PHA must provide a Rating Factor Certification. The certification must be provided as one attachment. The certification must be signed by the Executive Director, Chief Executive Officer, or individual of equivalent position of the PHA. The file must be no longer than 5 pages. A sample document that includes all required elements is included in the appendix.

NOFO reviewers will only review rating criteria elements that have been identified in the Rating Factor Certification. In the Rating Factor Certification, applicants must clearly identify where a NOFO reviewer may find the applicable rating factor element by document name and page number. Please include specific page numbers and not a range (e.g., page 4, not pages 4-8). Reviewers will only look at the document and page(s) identified in the Rating Factor Certification. NOFO reviewers will be looking for specific language. For example, to earn points under Rating Factor 1: Housing Search Assistance in Low-Poverty Census Tracts, the NOFO provides that at least one of the following three activities must occur: neighborhood tours, unit viewings, or landlord introductions. An applicant will only be awarded points if at least one of the three items is listed. Alternative language will not be considered.

Where a PHA will administer the vouchers on behalf of another PHA, or where two or more PHAs will share in the administration of the vouchers, the agreement to administer the vouchers on behalf of the applicant PHA or the agreement to share in the administration of the vouchers must be included in the application package. If the required agreement is not included in the application package, HUD will consider this to be a curable deficiency.

If you are seeking points under Rating Factor 3 and/or Rating Factor 6, your complete application must include the appropriate supporting documentation. Failure to submit the appropriate supporting documentation will result in receiving 0 points for the applicable rating factor.

2. Other Submission Requirements

a. Standard Application, Assurances, Certifications and Disclosures

(1) Standard Form 424 (SF-424) Application for Federal Assistance

The SF-424 is the government-wide form required to apply for Federal assistance programs, discretionary awards, and other forms of financial assistance programs. You must complete and submit the form with the other required forms and information as directed in this NOFO.

By signing the forms in the SF-424 either through electronic submission or in paper copy submission (for those granted a waiver), you and the signing authorized organization representative affirm that you both have reviewed the certifications and assurances associated with the application for Federal assistance and (1) are aware the submission of the SF-424 is an assertion that the relevant certifications and assurances are established and (2) acknowledge that the truthfulness of the certifications and assurances are material representations upon which HUD will rely when making an award to the applicant. If it is later determined the signing authorized organization representative to the application made a false certification or assurance, caused the submission of a false certification or assurance, or did not have the authority to make a legally binding commitment for the applicant, the applicant and the individual who signed the application may be subject to administrative, civil, or criminal action. Additionally, HUD may terminate the award to the applicant organization or pursue other available remedies. Each applicant is responsible for including the correct certifications and assurances with its application submission, including those applicable to all applicants, those applicable only to Federally recognized Indian tribes, or Alaskan native villages and those applicable to applicants other than Federally recognized Indian tribes, or Alaskan native villages.

(2) Assurances (HUD 424-B)

By submitting your application, you provide assurances that, if selected to receive an award, you will comply with U.S. statutory and other requirements, including, but not limited to civil rights requirements. All recipients and subrecipients of the award are required to submit assurances of compliance with Federal civil rights requirements. *See, e.g.*, Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments Act of 1972, Section 504 of the Rehabilitation Act of 1973, Violence Against Women Act, and the Age Discrimination Act of 1975; *see also* [24 CFR §§ 1.5; 3.115; 8.50; and 146.25](#). HUD accepts these assurances in the form of the HUD 424-B, which also require compliance with HUD Reform Act requirements and all general Federal nondiscrimination requirements in the administration of the Federal assistance award.

(3) Applicant Disclosure Report Form 2880 (HUD 2880)

The form HUD 2880 is required if you are applying for assistance within the jurisdiction of HUD to any project subject to Section 102(d) of the HUD Reform Act . Assistance is provided directly by HUD to any person or entity, but not to subrecipients. It includes assistance for the acquisition, rehabilitation, operation, conversion, modernization, renovation, or demolition of any property containing five or more dwelling units that is to be used primarily for residential purposes. It includes assistance to independent group residences, board and care facilities, group homes and transitional housing but does not include primarily nonresidential facilities such as intermediate care facilities, nursing homes and hospitals. It also includes any change requested by a recipient in the amount of assistance previously provided, except changes resulting from annual adjustments in Section 8 rents under Section 8(c)(2)(A) of the United States Housing Act of 1937 ([42 U.S.C. § 1437f](#)). [See 24 CFR part 4 for additional information.](#)

(4) Code of Conduct

Both you, as the award recipient, and all subrecipients must have a code of conduct (or written standards of conduct). The code of conduct must comply with the requirements included in the “Conducting Business in Accordance with Ethical Standards” section of the Administrative, National and Department Policy Requirements and Terms for HUD Financial Assistance Awards-- 2024, as well as any program-specific requirements. These requirements include ethical standards related to conflicts of interest for procurements in [2 CFR 200.318\(c\)](#) and [2 CFR 200.317](#), as well as HUD-specific conflict of interest standards. HUD maintains a list of organizations that have previously submitted written standards of conduct on its [Code of Conduct for HUD Grant Programs webpage](#). But it is your responsibility to ensure that the standards are compliant with the noted requirements and that HUD has the latest version of the written standards. Updated written standards should be submitted with the application. Any updates to your written standards, after the application period, should be submitted as directed by the HUD program contact for this NOFO.

(5) False Statements

Applicant understands that providing false or misleading information during any part of the application, award, or performance phase of an award may result in criminal, civil or administrative sanctions, including but not limited to: fines, restitution, and/or imprisonment under 18 USC 1001, 18 USC 1012, or 18 USC 287; treble damages and civil penalties under the False Claims Act, 31 USC 3729 et seq.; double damages and civil penalties under the Program Fraud Civil Remedies Act, 31 USC 3801 et seq.; civil recovery of award funds; suspension and/or debarment from all federal procurement and non-procurement transactions, FAR Part 9.4 or 2 CFR Part 180; and other remedies including termination of active HUD award.

(6) Lobbying Activities

Applicants are subject to the provisions of Section 319 of Public Law 101-121, 31 U.S.C. 1352, (the Byrd Amendment), and 24 CFR part 87, which prohibit recipients of federal awards from using appropriated funds for lobbying the executive or legislative branches of the Federal government in connection with a Federal award. All applicants must submit with their application the signed “Certification Regarding Lobbying” form. In addition, applicants must disclose, using Standard Form LLL (SF-LLL), “Disclosure of Lobbying Activities,” any funds, other than federally appropriated funds, that will be or have been used to influence federal

employees, members of Congress, or congressional staff regarding specific awards. Federally recognized Indian tribes and tribally designated housing entities (TDHEs) established by Federally recognized Indian tribes as a result of the exercise of the tribe's sovereign power are excluded from coverage of the Byrd Amendment, but state-recognized Indian tribes and TDHEs established only under state law shall comply with this requirement.

3. Format and Form

Narratives and other attachments to your application must follow the following format guidelines. Do not submit password protected or encrypted files.

Other

1. File Name. Each document must be clearly labeled using the following structure [PHA Code_Name of Document (e.g., MOU, Rating Factor Certification, etc.)_2024FUPNOFO]
2. Use 8-1/2 X 11-inch paper.
3. All margins should be approximately one inch.
4. Text size should be between 11 and 12 point.
5. All narrative documents must have page numbers.
6. No more than one page of text may be placed on one sheet of paper; i.e., do not shrink pages to get two or more on a page. Such text will not be reviewed.
7. The Rating Factor Certification must be no longer than 5 pages. There is no page limit for the MOU. For the Advancing Racial Equity, Experience Promoting Racial Equity, and AFFH narratives, the applicant must include these narratives in the form HUD-52515 in Fields G, H, and K, respectively. For each of these narratives, the applicant may attach up to one additional page, if needed.

HUD recommends reviewing all submitted material prior to the NOFO deadline to ensure that the application package is complete, including that documents include all necessary pages, and are legible. During previous competitions, some applicants uploaded scanned documents with missing pages or pages that were illegible, uploaded outdated documents, or failed to upload required documents.

C. System for Award Management (SAM) and Unique Entity Identifier (UEI)

1. SAM Registration Requirement

You must register at www.sam.gov before submitting an application. You must maintain current information in SAM on immediate and highest-level owner and subsidiaries, as well as on all predecessors that a Federal award within the last three years, if applicable. Information in SAM must be current for all times during which you have an active Federal award or an application or plan under consideration by HUD.

2. UEI Requirement

All entities doing business with the Federal government must use the UEI created in SAM.gov. Your application must include a valid UEI that is registered and active at www.sam.gov. For more information, see: <https://www.gsa.gov/about-us/organization/Federal-acquisition-service/office-of-systems-management/integrated-award-environment-iae/iae-systems->

[information-kit/unique-entity-identifier-update](#). **When submitting an application with a UEI that does not match the organization name as registered in sam.gov will result in an ineligible application.**

3. Requirement to Register with Grants.gov

Anyone planning to submit applications on behalf of an organization must register at Grants.gov and be approved by the E-Biz POC in SAM to submit applications for the organization. Registration for SAM and Grants.gov is a multi-step process and can take four (4) weeks or longer to complete if data issues arise. Applicants without a valid registration cannot apply through Grants.gov. Complete registration instructions and guidance are provided on Grants.gov.

D. Application Submission Dates and Times

1. Application Due Date Explanation

The application deadline is 11:59:59 PM Eastern time on

10/30/2024

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

“Received by Grants.gov” means the applicant received a confirmation of receipt and an application tracking number from Grants.gov. Grants.gov then assigns an application tracking number and date-and timestamp each application upon successful receipt by the Grants.gov system. A submission attempt not resulting in confirmation of receipt and an application tracking number is not considered received by Grants.gov.

Applications received by Grants.gov must be validated by Grants.gov to be received by HUD.

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

HUD strongly recommends you review your application before you submit it at Grants.gov. Also, HUD recommends you submit your application at least **48 hours before the deadline** and during regular business hours to allow enough time to correct errors or overcome other problems.

2. Grants.gov Customer Support

Grants.gov provides customer support information on its website at <https://www.grants.gov/web/grants/support.html>. If you have difficulty accessing the application and instructions or have technical problems, contact Grants.gov customer support center by calling (800) 518-GRANTS (this is a toll-free number) or by sending an email to support@grants.gov. The customer support center is open 24 hours a day, seven days per week, except Federal holidays. Individuals who are deaf or hard of hearing, as well as individuals who have speech or other communication disabilities may use a relay service to reach Grants.gov

Customer Support. To learn more about how to make an accessible telephone call, visit the [webpage for Federal Communications Commission](#).

3. Grants.gov Application Submission

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

- Log in to Grants.gov.
- Click the Check Application Status link, which appears under the Grant Applications heading in the Applicant Center page. This will take you to the Check Application Status page.
- Enter search criteria and a date range to narrow your search results.
- Click the Search button. To review your search results in Microsoft Excel, click the Export Data button.
- Review the Status column. To view more detailed submission information, click the Details link in the Actions column.
- To download the submitted application, click the Download link in the Actions column.

Take note of the Grants.gov tracking number, as it is needed by the Grants.gov customer support center should you seek their assistance.

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

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

If these events occur, HUD will post a notice on its website establishing the new, extended deadline for the affected applicants. HUD will also publish the extension on Grants.gov.

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

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

4. Amend or Revise an Application

Before the submission deadline, you may amend a validated application through Grants.gov by submitting a revised and complete application including the new or changed material. The revised application must be received and validated by Grants.gov by the applicable deadline.

If HUD receives an original and a revised application for a single proposal, HUD will evaluate only the last submission received by Grants.gov before the deadline.

5. Grace Period for Grants.gov Submissions

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

6. Late Applications

An application received after the NOFO deadline date that does not meet the Grace Period requirements will be marked late and will not be reviewed by HUD for funding

consideration. Improper or expired registration and password issues are not sufficient causes to allow HUD to accept applications after the deadline date.

7. Corrections to Deficient Applications

HUD will not consider information from applicants after the application deadline except for curable deficiencies.

HUD will uniformly notify applicants of each curable deficiency. See curable deficiency definition in section I.A of this NOFO. Examples of curable (correctable) deficiencies include inconsistencies in the funding request and failure to submit required certifications. These examples are non-exhaustive.

When HUD identifies a curable deficiency, HUD will notify the authorized organization representative identified on the SF-424 Application for Federal Assistance via email. This email is the official notification of a curable deficiency.

You must email corrections of Curable Deficiencies to applicationsupport@hud.gov within the time limits specified in the notification. The time allowed to correct deficiencies will be no less than 48 hours and no more than 14 calendar days from the date of the email notification. The start of the cure period will be the date stamp on the email sent from HUD. If the deficiency cure deadline date falls on a Saturday, Sunday, Federal holiday, or on a day when HUD's Headquarters are closed, then the applicant's correction must be received on the next business day HUD Headquarters offices in Washington, DC are open.

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

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

8. Authoritative Versions of HUD NOFOs

The version of this NOFO posted on Grants.gov includes the official documents HUD uses to solicit applications.

9. Exemptions

Parties that believe the requirements of the NOFO would impose a substantial burden on the exercise of their religion should seek an exemption under the [Religious Freedom Restoration Act \(RFRA\)](#).

E. Intergovernmental Review

This program is not subject to [Executive Order 12372, Intergovernmental Review of Federal Programs](#).

F. Funding Restrictions

No restrictions.

Indirect Cost Rate

Statutory or regulatory restrictions Apply – ONLY if a statute or regulation imposes restrictions that are different from the indirect cost rate requirements in 2 CFR 200.

G. Other Program-specific Requirements

V. APPLICATION REVIEW INFORMATION

A. Review Criteria

1. Rating Factors

Applicants can receive up to 100 points by addressing the rating criteria in this section.

The rating factors will be used to rank the applicants for the purposes of funding.

The minimum score for an application to be considered for funding is 61 points. This does not mean that a PHA that scores 61 points or greater will be funded.

Should HUD determine that not enough eligible applicants have scored at least 61 points, HUD may award funds to an applicant scoring below 61 points or choose to hold back some funding for a future NOFO. Given the limited funds available under this NOFO, HUD expects only the highest scoring applications will receive funds. If more than one PHA has the same score, and there is insufficient funding to fully fund all applications with the same score, HUD will prorate the award accordingly.

Applicants seeking rating factor points under the criteria specified in this section must submit a completed Rating Factor Certification described in section IV.B of this NOFO. Providing this information is a threshold requirement and is necessary to aid the NOFO reviewer in identifying

and scoring rating factor elements.

If information is not clearly identifiable to the NOFO reviewer, the reviewer will not search submitted documentation or request clarification from the applicant. For example, in previous competitions, some applicants submitted Rating Factor Certifications that cited to attachments that were not included, pages or content that did not exist, or to an entire document without specifying a precise page or pages that included the required information. For instance, if the information is located on page 8 of a document, it would not be acceptable to reference pages 5-10.

The use of CoC program assistance identified in the following Rating Factor elements is limited to FUP-eligible families and FUP-eligible youth who are also CoC funding eligible.

NOFO Rating Factors		
Rating Factor	Category	Maximum Points
1	Housing Search Assistance in Low-Poverty Census Tracts	22
2	Financial Assistance	22
3	Previous Coordination	6
4	Post-Move Counseling	14
5	Case Management to FUP Families	20
6	Self-Sufficiency Programs	16
	Total	100

Rating Factor 1. Housing Search Assistance in Low-Poverty Census Tracts

Maximum Points: 22

Scoring. Assign up to 22 points if housing search assistance in low-poverty census tracts will be made available to all FUP participants (families and youth). For the purpose of this NOFO, low-poverty census tracts are defined as having a poverty rate of 20 percent or less as determined in the most recent American Community Survey 5-Year Estimates. Poverty rates by census tract may be found at the following link: <https://www.huduser.gov/portal/maps/hcv/home.html>.

Each of the following types of housing search assistance in low-poverty census tracts is worth 11 points: neighborhood tours, unit viewings, or landlord introductions.

A cumulative maximum of 22 points will be awarded under this category. This means that an applicant may only receive points for up to two of the three activities listed above.

Documentation. To receive points, this rating criteria element must be included in the MOU and identified in the Rating Factor Certification. The Rating Factor Certification must provide responses to the following:

Question 1: Will housing search assistance in low-poverty census tracts be made available to all

FUP participants (families and youth)? **(Yes or No) (If No, skip to the next Rating Factor.)**

Question 2: Which of the following types of housing search assistance in low-poverty census tracts will be made available to all FUP participants (families and youth)? **(Neighborhood tours, unit viewings, and/or landlord introductions)**

Question 3: Does the MOU specify the type(s) of housing search assistance in low-poverty census tracts that will be made available to all FUP participants (families and youth) and the agency/organization that will provide the assistance? **(Yes or No) (If No, skip to the next Rating Factor.)**

Question 4: Identify the page number(s) in the MOU where this information is included. No points will be provided where the MOU does not cite to at least one of the housing search assistance activities listed in Question #2. For example, an MOU that says that a list of landlords will be made available to all FUP participants (families and youth) does not meet the requirement of providing landlord introductions. The MOU would have to say that landlord introductions will be made available to all FUP participants (families and youth) and identify the agency/organization that will provide the assistance.

Rating Factor 2. Financial Assistance

Maximum Points: 22

Scoring. Assign up to 22 points if financial assistance will be made available to all FUP participants (families and youth) to assist them with leasing up with a FUP voucher.

Each of the following types of financial assistance is worth 11 points: (1) moving cost assistance, (2) security deposit assistance, or (3) utility startup (including utility arrears).

A cumulative maximum of 22 points will be awarded under this category. This means that an applicant may only receive points for up to two of the three activities listed above.

Documentation. To receive points, this rating criteria element must be included in the MOU and identified in the Rating Factor Certification. The Rating Factor Certification must provide responses to the following:

Question 1: Will financial assistance be made available to all FUP participants (families and youth) to assist them with leasing up with a FUP voucher? **(Yes or No) (If No, skip to the next Rating Factor.)**

Question 2: Which of the following types of financial assistance will be made available to all FUP participants (families and youth)? **(Moving cost assistance, security deposit assistance, and/or utility startup (including utility arrears))**

Question 3: Does the MOU specify the type(s) of financial assistance that will be made available to all FUP participants (families and youth) and the agency/organization that will provide the assistance? **(Yes or No) (If No, skip to the next Rating Factor.)**

Question 4: Identify the page number(s) in the MOU where this information is included. No points will be provided where the MOU does not cite to at least one of the financial assistance activities listed in Question #2. For example, an MOU that says that moving assistance will be made available to all FUP participants (families and youth) does not meet the requirement of providing moving cost assistance. The MOU would have to say that moving cost assistance will be made available to all FUP participants (families and youth) and identify the agency/organization that will provide the assistance.

Rating Factor 3. Previous Coordination

Maximum Points: 6

Scoring. Assign 6 points if the PHA and/or PCWA has an established agreement with a local CoC to receive referrals from the local coordinated entry system.

Evidence of an established agreement between the PHA and/or PCWA and a local CoC must be in the form of an executed MOU, signed certification from both parties, or an excerpt from a PHA's or PCWA's policy document that describes the referral process. The agreement must have been established prior to the publication of this NOFO. This documentation must be included as part of the NOFO application.

A maximum of 6 points will be awarded under this category.

Documentation. To receive points, this rating criteria element must include the required documentation and be identified in the Rating Factor Certification. The Rating Factor Certification must provide responses to the following:

Question 1: Does the PHA and/or PCWA have an established agreement with a local CoC to receive referrals from the local coordinated entry system? **(Yes or No) (If No, skip to the next Rating Factor.)**

Question 2: Did the PHA and/or PCWA and a local CoC establish this agreement prior to the publication of this NOFO? **(Yes or No) (If No, skip to the next Rating Factor.)**

Question 3: What type of documentation is included in this NOFO application as evidence of this agreement? **(MOU, signed certification from the PHA and/or PCWA and a local CoC, or PHA or PCWA's policy document that describes the referral process)**

Question 4: Identify the document and page number(s) where this information is included. If you are submitting a previously executed MOU in order to meet the MOU requirement in Section III.F.5. of this NOFO, you may also use the same MOU as supporting documentation for this rating factor. However, if you are submitting a different MOU to receive points for this rating factor, the MOU must clearly be identified as such.

Rating Factor 4. Post-Move Counseling

Maximum Points: 14

Scoring. Assign up to 14 points if post-move counseling will be made available to all FUP participants (families and youth)

Each of the following types of post-move counseling is worth 7 points: (1) subsequent-move counseling if the family or youth decides to move a second time, or (2) landlord-tenant mediation.

A cumulative maximum of 14 points will be awarded under this category.

Documentation. To receive points, this rating criteria element must be included in the MOU and identified in the Rating Factor Certification. The Rating Factor Certification must provide responses to the following:

Question 1: Will post-move counseling be made available to all FUP participants (families and youth)? **(Yes or No) (If No, skip to the next Rating Factor.)**

Question 2: Which of the following types of post-move counseling will be made available to all FUP participants (families and youth)? **(Subsequent-move counseling if the family or youth decides to move a second time, and/or landlord-tenant mediation)**

Question 3: Does the MOU specify the type(s) of post-move counseling that will be made available to all FUP participants (families and youth) and the agency/organization that will provide the counseling? **(Yes or No) (If No, skip to the next Rating Factor.)**

Question 4: Identify the page number(s) in the MOU where this information is included. No points will be provided where the MOU does not cite to at least one of the post-move counseling activities listed in Question #2. For example, an MOU that says that post-move counseling will be made available to all FUP participants (families and youth) does not meet the requirement. The MOU would have to say the type of post-move counseling that will be made available to all FUP participants (families and youth) and identify the agency/organization that will provide the counseling.

Rating Factor 5. Case Management to FUP Families

Maximum Points: 20

Scoring. Assign up to 20 points if case management will be made available to FUP families after they have been issued a voucher. A FUP family cannot be required to participate in these services as a condition of receipt of the FUP voucher. To receive points under this category, the case management must include, at a minimum, a needs assessment to identify all of the family's needs, including housing-related needs and non-housing-related needs (such as behavioral health, physical health, employment, child care, and other services needed), referrals to services to address the family's needs, and regular contact (based on need) with the family to follow up on these referrals and provide new referrals as necessary.

To receive 10 points, case management must be made available to all FUP families for a **minimum of 6 months** after the family is issued a voucher. A partial award is available where not all FUP families will be offered case management. In such instances, a maximum of 5 points will be made available.

To receive 20 points, case management must be made available to all FUP families for a **minimum of 12 months** after the family is issued a voucher. A partial award is available where not all FUP families will be offered case management. In such instances, a maximum of 10 points will be made available.

A maximum of 20 points will be awarded under this category.

Documentation. To receive points, this rating criteria element must be included in the MOU and identified in the Rating Factor Certification. The Rating Factor Certification must provide responses to the following:

Question 1: Will case management be made available to FUP families after they have been issued a voucher? **(Yes or No) (If No, skip to the next Rating Factor.)**

Question 2: Will a needs assessment to identify all of the family's needs, including housing-related needs and non-housing-related needs be carried out? **(Yes or No) (If No, skip to the next Rating Factor.)**

Question 3: Will families receive referrals to services to address the family's needs? **(Yes or No) (If No, skip to the next Rating Factor.)**

Question 4: Will regular contact (based on need) be made with the family to follow up on referrals and provide new referrals as necessary? **(Yes or No) (If No, skip to the next Rating Factor.)**

Question 5: Will case management be made available to FUP families for a minimum of 6 months or a minimum of 12 months after the family has been issued a voucher? **(A minimum of 6 months after the family has been issued a voucher, or a minimum of 12 months after the family has been issued a voucher)**

Question 6: To whom will the case management be provided? **(All FUP families, some FUP families)**

Question 7: Does the MOU specify the agency/organization that will provide the case management? **(Yes or No) (If No, skip to the next Rating Factor)**

Question 8: Identify the page number(s) in the MOU where this information is included. No points will be provided where the MOU does not state that the case management to FUP families will include, at a minimum, the activities listed above. For example, an MOU that says that case management will be made available to all FUP families does not meet the requirement. The MOU would have to say that the case management that will be made available to all FUP families will include, at a minimum, a needs assessment to identify all of the family's needs, including housing-related needs and non-housing-related needs, referrals to services to address the family's needs, and regular contact (based on need) with the family to follow up on these referrals and provide new referrals as necessary. The MOU would also have to identify the agency/organization that will provide the case management and state whether the case

management will be made available to all FUP families or some FUP families for a minimum of 6 months or a minimum of 12 months after the family has been issued a voucher.

Rating Factor 6. Self-Sufficiency Programs

Maximum Points: 16

Scoring. Assign up to 16 points if the PHA administers the HUD Family Self-Sufficiency program, or similar program promoting self-sufficiency, that is active at the time of application and has current targeted policies or proposed strategies to encourage enrollment of FUP families and/or FUP youth. A similar program promoting self-sufficiency refers to a self-sufficiency program that promotes the development of local strategies to coordinate the use of assistance under the HCV program with public and private resources to enable participating families to increase earned income and financial literacy, reduce or eliminate the need for welfare assistance, and make progress toward economic independence and self-sufficiency.

The policies or strategies must specifically target FUP families and/or FUP youth. No points will be awarded for policies or strategies that generally encourage enrollment of HCV families in the HUD Family Self-Sufficiency program or similar program promoting self-sufficiency.

Evidence that a PHA administers the HUD Family Self-Sufficiency program, or similar program promoting self-sufficiency that is active at the time of application and has current, targeted policies or proposed strategies to encourage enrollment of FUP families and/or FUP youth must be in the form of a policy excerpt, pamphlet, policy proposal description, or other document. This documentation must be included as part of the NOFO application.

1. To receive 10 points, the PHA must administer the HUD Family Self-Sufficiency program, or similar program promoting self-sufficiency that is active at the time of application and have current targeted policies or proposed strategies to encourage enrollment of FUP youth. The policies or strategies to encourage enrollment must include all FUP youth. A partial award is not available.
2. To receive 6 points, the PHA must administer the HUD Family Self-Sufficiency program, or similar program promoting self-sufficiency that is active at the time of application and have current targeted policies or proposed strategies to encourage enrollment of FUP families. The policies or strategies to encourage enrollment must include all FUP families. A partial award is not available.

A cumulative maximum of 16 points will be awarded under this category.

Documentation. To receive points, this rating criteria element must include the required documentation and be identified in the Rating Factor Certification. The Rating Factor Certification must provide responses to the following:

Question 1: Does the PHA administer the HUD Family Self-Sufficiency program, or similar program promoting self-sufficiency, that is active at the time of application? **(Yes or No) (If No, skip to the next Rating Factor.)**

Question 2: Does the PHA have current targeted policies or proposed strategies to encourage enrollment of FUP families and/or FUP youth in the HUD Family Self-Sufficiency program or similar program promoting self-sufficiency? **(Yes or No) (If No, skip to the next Rating Factor.)**

Question 3: Are the targeted policies or strategies existing, proposed, or a combination of the two (e.g., existing policies to encourage enrollment of FUP youth and proposed strategies to encourage enrollment of FUP families)? **(Existing, proposed, or a combination of the two (if combination, explain))**

Question 4: If proposed, is the PHA certifying to the adoption of the targeted policies or strategies within three months of being awarded FUP vouchers under the NOFO? **(Yes, No, or Not Applicable/Current Policy) (If No, skip to the next Rating Factor.)**

Question 5: Who is the target population for the current policies and/or proposed strategies? **(FUP families, and/or FUP youth)**

Question 6: Identify the document (e.g., policy excerpt, pamphlet, policy proposal description, etc.) and page number(s) where this information is included.

This program does not offer points for Section 3.

2. Other Factors

Policy Initiative Preference Points

This NOFO does not offer any preference points

You may voluntarily choose to address preference point policy initiatives in your application. Addressing these policy initiatives is not a requirement to apply for or receive an award. If you voluntarily choose to address a policy initiative in your application, you will be required to adhere to the information submitted with your application should you receive an award. The proposed information will be included as a binding requirement of any Federal award you receive as a term and condition of that award.

B. Review and Selection Process

1. Past Performance

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

OMB-designated repositories of governmentwide data, as noted in [2 CFR 200.206\(a\)](#)

The ability to account for funds in compliance with applicable reporting and recordkeeping requirements

Timely use of funds received from HUD

Timely submission and quality of reports submitted to HUD

Meeting program requirements

Meeting performance targets as established in the HUD agreement

The applicant's organizational capacity, including staffing structures and capabilities

Timely completion of activities and receipt and expenditure of promised matching or leveraged funds

The number of persons served or targeted for assistance

Promoting self-sufficiency and economic independence

HUD may reduce scores based on the past performance review, if specified under V.A. Rating Factors. Whenever possible, HUD will obtain and review past performance information. If this review results in an adverse finding related to integrity of performance, HUD reserves the right to take any of the remedies provided in the [Pre-Selection Review of Performance section of the Eligibility Requirements for Applicants of HUD Financial Assistance Programs](#).

2. Assessing Applicant Risk

In evaluating risks posed by applicants, HUD may use a risk-based approach and may consider any items such as the following:

- (1) Financial stability;
- (2) Quality of management systems and ability to meet the management standards prescribed in this part;
- (3) History of performance. The applicant's record in managing Federal awards, if it is a prior recipient of Federal awards, including timeliness of compliance with applicable reporting requirements, failing to make significant progress in a timely manner, failing to meet planned activities in a timely manner, conformance to the terms and conditions of previous Federal awards, and if applicable, the extent to which any previously awarded amounts will be expended prior to future awards;
- (4) Reports and findings from audits performed under Subpart F—Audit Requirements of 2 CFR part 200 or the reports and findings of any other available audits; and
- (5) The applicant's ability to effectively implement statutory, regulatory, or other requirements imposed on non-Federal entities.

VI. AWARD ADMINISTRATION INFORMATION

A. Award Notices

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

1. Final Award

After HUD has made selections, HUD will finalize specific terms of the award and budget in consultation with the selected applicant. If HUD and the selected applicant do not finalize the

terms and conditions of the award in a timely manner, or the selected applicant fails to provide requested information, an award will not be made to that applicant. In this case, HUD may select another eligible applicant. HUD may also impose specific conditions on an award as provided under [2 CFR 200.208](#).

2. Adjustments to Funding

To ensure fair distribution of funds and enable the purposes or requirements of a specific program to be met, HUD reserves the right to fund less than the amount requested in an application.

a. HUD may fund no portion of an application that:

- (1) Is ineligible for funding under applicable statutory or regulatory requirements;
- (2) Fails, in whole or in part, to meet the requirements of this notice;
- (3) Duplicates activities funded by other Federal awards; or
- (4) Duplicates activities funded in a prior year.

b. HUD may adjust the funding for an application to ensure funding diversity, geographic diversity, and alignment with HUD administrative priorities.

c. If an applicant turns down an award offer, or if HUD and an applicant do not finalize the terms and conditions of the award in a timely manner, HUD may withdraw the award offer and make an offer of funding to another eligible application.

d. If funds remain after all selections have been made, remaining funds may be made available within the current FY for other competitions within the program area, may be held for future competitions (if allowable in accordance with the applicable appropriation or authorizing statute), or may be used as otherwise provided by authorizing statute or appropriation.

e. If, after announcement of awards made under the current NOFO, additional funds become available either through the current appropriations, a supplemental appropriation, other appropriations or recapture of funds, HUD may, in accordance with the appropriation, use the additional funds to provide additional funding to an applicant awarded less than the requested amount of funds to make the full (or nearer to full) award, and/or to fund additional applicants that were eligible to receive an award but for which there were no funds available.

3. Funding Errors

If HUD commits an error that, when corrected, would cause selection of an applicant during the funding round of a Program NOFO, HUD may select that applicant for funding, subject to the availability of funds. If funding is not available to award in the current fiscal year, HUD may make an award to this applicant during the next fiscal year if funding is available.

B. Administrative, National and Departmental Policy Requirements and Terms for HUD Applicants and Recipients of Financial Assistance Awards

Unless otherwise specified, the following requirements apply and are detailed on HUD's Funding Opportunity page in the document titled, "[Administrative, National & Departmental Policy Requirements and Terms for HUD Financial Assistance – 2024](#)." You must review each requirement to ensure compliance is considered when preparing your application materials (e.g., staff, budget, and timeline). Failure to comply with these requirements may impact your ability to receive or retain a financial assistance award from HUD.

1. Compliance with The Fair Housing Act ([42 U.S.C. 3601-3619](#)) and implementing regulations at [24 CFR part 100 et seq](#)
2. Compliance with Title VI of the Civil Rights Act of 1964, [42 U.S.C. 2000d-2000d-4](#)(Nondiscrimination in Federally Assisted Programs) and implementing regulations at [24 CFR part 1](#)
3. Compliance with the Age Discrimination Act of 1975 ([42 U.S.C. 6101-6107](#)) and implementing regulations at [24 CFR part 146](#)
4. Compliance with Section 504 of the Rehabilitation Act of 1973 ([29 U.S.C. 794](#)) and implementing regulations at [24 CFR part 8](#)
5. Compliance with the Americans with Disabilities Act, [42 U.S.C. 12101 et seq](#)
6. Compliance with Affirmatively Furthering Fair Housing (AFFH) requirements, including 24 CFR 5.150 et seq
7. Compliance with Economic Opportunities for Low-and Very Low-income Persons (12 U.S.C. 1701u) requirements, including those listed at [24 CFR part 75](#)
8. Compliance with Improving Access to Services for Persons with Limited English Proficiency (LEP) requirements, including those listed within [Federal Register Notice, FR-4878-N-02](#) (also see [HUD's webpage](#))
9. Compliance with Accessible Technology requirements, including those listed on in [HUD's Policy on Section 508 of the Rehabilitation Act and Accessible Technology](#)
10. Compliance with Equal Access Requirements (e.g., [24 CFR 5.105\(a\)\(2\)](#) and [5.106](#))
11. Compliance with Ensuring the Participation of Small Disadvantaged Business, and Women-Owned Business requirements at [2 CFR 200.321](#)
12. Compliance with Energy Efficient and Sustainable by Design
13. Compliance with Uniform Relocation Assistance and Real Property Acquisition Policies Act (42 USC 4601 et seq.) (URA) requirements, [49 CFR part 24](#), and applicable program regulations
14. Compliance with Participation in HUD-Sponsored Program Evaluation

15. Compliance with OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards ([2 CFR part 200](#)). Awards made from this NOFO will conform with the updated 2 CFR 200 regulations, which are effective on October 1, 2024.
16. Compliance with Drug-Free Workplace requirements ([2 CFR part 2429](#))
17. Compliance with the requirements related to safeguarding resident/client files (e.g., 2 CFR 200.303(e))
18. Compliance with the Federal Funding Accountability and Transparency Act of 2006 ([2 CFR part 170](#)) (FFATA), as amended
19. Compliance with Eminent Domain
20. Compliance with Accessibility for Persons with Disabilities requirements, including 24 CFR parts 8 and 100; 28 CFR part 35
21. Compliance with applicable Violence Against Women Act requirements in the Housing Chapter of VAWA, 34 U.S.C. 12491-12496, 24 CFR part 5, subpart L, and program-specific regulations, if applicable
22. Compliance with Conducting Business in Accordance with Ethical Standards/Code of Conduct, including [2 CFR 200.317](#), [2 CFR 200.318\(c\)](#) and other applicable conflicts of interest requirements
23. Compliance with the [Build America, Buy America \(BABA\) Act](#) procurement requirements
24. Compliance with System for Award Management and Universal Identifier Requirements at [2 CFR part 25](#)
25. Compliance with [section 106\(g\) of the Trafficking Victims Protection Act of 2000 \(TVPA\), as amended \(22 U.S.C. 7104\(g\)\)](#) and implementing regulations at [2 CFR part 175](#) (Award Term for Trafficking in Persons)
26. Compliance with Award Term and Condition for Recipient Integrity and Performance Matters (see [Appendix XII to 2 CFR part 200](#))
27. Compliance with Suspension and Debarment regulations ([2 CFR part 2424](#) and [2 CFR part 180](#))
28. Compliance with environmental justice requirements that apply in accordance with Executive Orders [12898](#) and [14008](#), and OMB Memorandum [M-21-28](#), which implements the *Justice40 Initiative*, section 223 of Executive Order [14008](#).
29. Compliance with [HUD Secretary Fudge’s April 12, 2022 memorandum](#), “Eliminating Barriers That May Unnecessarily Prevent Individuals with Criminal Histories from Participation in HUD Programs”
30. Compliance with equity requirements, including racial equity and underserved communities and LGBTQ+ requirements that apply in accordance with Executive Orders [13985](#), [13988](#), and 14091
31. Compliance with 41 U.S.C. § 4712, which includes informing your employees in writing of their rights and remedies, in the predominant native language of the workforce. Under 41 U.S.C.

§ 4712, employees of a contractor, subcontractor, grantee, subgrantee, and personal services contractor may not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing information that the employee reasonably believes is evidence of gross mismanagement of a Federal contract or grant, a gross waste of Federal funds, an abuse of authority relating to a Federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a Federal contract (including the competition for or negotiation of a contract) or grant. (See [Federal Contractor or Grantee Protections | Office of Inspector General, Department of Housing and Urban Development \(hudoig.gov\)](#))

32. Compliance with [2 CFR 200.216, Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment](#) and Executive Orders 14091 and 14110, which includes prohibition on the use of HUD funds to purchase or fund any form of facial or biometric recognition technology for the purpose of surveillance or any other use that may adversely impact equitable access to housing

Environmental Review

Compliance with environmental requirements, including regulations at [24 CFR 50](#) or [58](#):

Project-based assistance is subject to the environmental review provisions at 24 CFR 983.56.

Per 24 CFR 983.56(a)(2), for projects or proposals that were selected in accordance with the site selection standards at § 983.55 in effect on or after June 6, 2024, no environmental review is required to be undertaken before entering into a HAP contract for existing housing, except to the extent a Federal environmental review is required by law or regulation relating to funding other than PBV housing assistance payments.

When an environmental review is required, a PHA may not execute an Agreement or HAP contract with an owner, and the PHA, the owner, and its contractors may not acquire, rehabilitate, convert, lease, repair, dispose of, demolish, or construct real property or commit or expend HUD or non-HUD funds for these activities, until one of the following occurs: (1) the responsible entity has determined that the activities to be undertaken are exempt under 24 CFR 58.34(a) or categorically excluded and not subject to compliance with environmental laws under 24 CFR 58.35(b); (2) the responsible entity has completed the environmental review procedures required by 24 CFR part 58, and HUD has approved the PHA's Request for Release of Funds and Certification (form HUD-7015.15) by issuing a Letter to Proceed or form HUD-7015.16, thereby authorizing the PHA to execute an Agreement or HAP contract, as applicable; or (3) HUD has performed an environmental review under 24 CFR part 50 and has notified the PHA in writing of environmental clearance.

In accordance with 24 CFR § 50.19(b)(11) and 24 CFR § 58.35(b)(1), tenant-based rental assistance under this program is categorically excluded from the requirements of the National Environmental Policy Act of 1969 (NEPA) and is not subject to environmental review under the related laws and authorities.

Environmental review resources including training, guidance, forms, sample letters and worksheets are available on the hud.gov webpage at: [Environment and Energy | HUD.gov / U.S. Department of Housing and Urban Development \(HUD\)](#).

Remedies for Noncompliance

HUD may apply the remedies at [2 CFR 200.339](#) or impose additional conditions to remedy noncompliance with any Federal State, or local statutes, regulations, or terms and conditions of the financial assistance award. If noncompliance cannot be remedied, HUD may terminate a Federal award, in whole or in part, for any of the reasons specified in [2 CFR 200.340, Termination](#).

PHAs must continue to use FUP vouchers awarded under this NOFO for FUP-eligible families and FUP-eligible youth upon turnover. In accordance with the 2024 Act, any PHA administering FUP vouchers that determines it no longer has an identified need for such assistance upon turnover (all or partial) shall notify HUD and HUD will recapture such assistance (all or partial) and reallocate it to any other PHA based on need. In accordance with the 2024 Act, HUD will issue additional guidance on the recapture and reallocation process

Lead-Based Paint Requirements

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

When providing education or counseling on buying or renting housing that may include pre-1978 housing under your HUD award you must inform clients of their rights under the Lead Disclosure Rule ([24 CFR part 35, subpart A](#)), and, if the focus of the education or counseling is on rental or purchase of HUD-assisted pre-1978 housing, then you must also inform clients of the Lead Safe Housing Rule (subparts B, R, and, as applicable, F - M).

C. Reporting

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

1. Recipient Integrity and Performance Matters

You should be aware that if the total Federal share of your Federal award includes more than \$500,000 over the period of performance, the award will be subject to post award reporting requirements reflected in [Appendix XII to 2 CFR part 200, Award Terms and Conditions for Recipient Integrity and Performance Matters](#).

2. Race, Ethnicity and Other Data Reporting

HUD requires recipients that provide HUD-funded program benefits to individuals or families to report data on the race, color, religion, sex, national origin, age, disability, and family characteristics of persons and households who are applicants for, participants in, or beneficiaries or potential beneficiaries of HUD programs in order to carry out the Department's responsibilities under the Fair Housing Act, Executive Order 11063, Title VI of the Civil Rights Act of 1964, and Section 562 of the Housing and Community Development Act of 1987. These authorities prohibit discrimination in housing and in programs receiving financial assistance from the Department and direct the Secretary to administer the Department's programs and activities in a manner affirmatively to further these policies and to collect certain data to assess the extent of compliance with these policies. Each recipient shall keep such records and submit

to the Department timely, complete, and accurate compliance reports at such times, and in such form and containing such information, as the Department may determine to be necessary to enable it to ascertain whether the recipient has complied or is complying with 24 CFR parts 1 and 121. In general, recipients should have available for the Department data showing the demographics of beneficiaries of Federally-assisted programs.

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

FFATA requires information on Federal awards be made available to the public via a single, searchable website, which is www.USASpending.gov. Accordingly, each award HUD makes under this NOFO will be subject to the requirements provided by the Award Term in Appendix A to [2 CFR part 170](#), “REPORTING SUBAWARD AND EXECUTIVE COMPENSATION INFORMATION,” unless the Federal funding for the award (including funding that may be added through amendments) is not expected to equal or exceed \$30,000. Requirements under this Award Term include filing subaward information in the Federal Funding Accountability and Transparency Act (FFATA) Sub-award Reporting System (FSRS.gov) by the end of the month following the month in which the recipient awards any sub-award equal to or greater than \$30,000.

4. Program-Specific Reporting Requirements

PIC Reporting. PHAs are required to maintain a special program code for FUP participants in line 2n of the Family Report (form HUD-50058) or the MTW Expansion Family Report (form HUD-50058 MTW Expansion) or line 2p of the MTW Family Report (form HUD-50058 MTW), as applicable; FUPF and FUPY must be used in lieu of the FUP code:

Special Program Code	FUP Participant
FUPF	Use if the FUP participant is a FUP eligible family
FUPY	Use if the FUP participant is a FUP eligible youth

D. Debriefing

For a period of at least 120 calendar days, beginning 30 calendar days after the public announcement of awards under this NOFO, if requested, HUD will provide a debriefing related to their application. The AOR or the AOR’s successor must submit a written request for debriefing via mail or email to the POC in Section VII Agency Contact(s) of this NOFO. Information provided during a debriefing may include the applicant’s final score for each rating factor, final evaluator comments for each rating factor, and the final assessment indicating the basis upon which funding was approved or denied.

For this NOFO, debriefing requests must be submitted by email to 2024FUPNOFO@hud.gov. Information provided during a debriefing will not include evaluator comments.

VII. AGENCY CONTACT(S)

HUD staff will be available to provide clarification on the content of this NOFO. Questions regarding specific program requirements for this NOFO should be directed to the POC listed below.

Name:

Phone:

Email:

2024FUPNOFO@hud.gov

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

Note that HUD staff cannot assist applicants in preparing their applications.

VIII. OTHER INFORMATION

1. Compliance of this NOFO with the National Environmental Policy Act (NEPA)

This NOFO provides funding under, and does not alter the environmental requirements of 24 CFR parts 982 and 983. Accordingly, under 24 CFR 50.19(c)(5)(i), this NOFO is categorically excluded from environmental review under the National Environmental Policy Act of 1969 (42 U.S.C.4321). Activities under the NOFO are subject to environmental review provisions set out at 24 CFR 983.56 and Section VI.B of this NOFO.

2. Web Resources.

- [Affirmatively Furthering Fair Housing](#)
- [Assistance Listing\(formerly CFDA\)](#)
- [Climate Action Plan](#)
- [Climate and Economic Justice Screening Tool \(CEJST\)](#)
- [Code of Conduct Requirements and E-Library](#)
- [Environmental Review](#)
- [Equal Participation of Faith-Based Organizations](#)
- [Fair Housing Rights and Obligations](#)
- [Federal Awardee Performance and Integrity Information System](#)
- [Federal Funding Accountability and Transparency Act \(FFATA\) Subaward Reporting System](#)
- [Grants.gov](#)
- [Healthy Homes Strategic Plan](#)
- [Healthy Housing Reference Manual](#)
- [Historically Black Colleges and Universities \(HBCUs\)](#)
- [HUD's Disability Overview](#)
- [HUD's Strategic Plan](#)
- [HUD Grants](#)
- [HUD Reform Act](#)
- [HUD Reform Act: Hud Implementing Regulations](#)
- [Limited English Proficiency \(LEP\)](#)
- [NOFO Webcasts](#)

- [Procurement of Recovered Materials](#)
- [Promise Zones](#)
- [Rural.gov](#)
- [Rural Partners Network Community Networks](#)
- [Section 3](#)
- [State Point of Contact List](#)
- [System for Award Management \(SAM\)](#)
- [Real Estate Acquisition and Relocation](#)
- [Unique Entity Identifier](#)
- [USA Spending](#)

3. Program Relevant Web Resources

HUD will provide responses regarding specific program requirements for this NOFO to a Frequently Asked Questions (FAQs) document that will be made available at the following webpage: https://www.hud.gov/program_offices/public_indian_housing/programs/hcv/family. The document will be titled “2024 FUP NOFO FAQs.” Please review the FAQs before submitting a question as your question may have already been answered. Questions may be submitted by email to 2024FUPNOFO@hud.gov. Early submission of questions is recommended. During previous FUP competitions some applicants waited until just before the NOFO deadline to submit their question(s). Depending on the volume, nature, and the timing of the submission, HUD may not be able to review and post a response prior to the NOFO deadline.

APPENDIX

Sample 1. Rating Factor Certification

The Rating Factor Certification must use the following format:

[Insert Date]

[Insert PHA Name]

[Insert PHA Code]

Rating Factor Certification

Rating Factor 1. Housing Search Assistance in Low-Poverty Census Tracts

Question 1: Will housing search assistance in low-poverty census tracts be made available to all FUP participants (families and youth)? **(Yes or No) (If No, skip to the next Rating Factor.)**

Question 2: Which of the following types of housing search assistance in low-poverty census tracts will be made available to all FUP participants (families and youth)? **(Neighborhood tours, unit viewings, and/or landlord introductions)**

Question 3: Does the MOU specify the type(s) of housing search assistance in low-poverty census tracts that will be made available to all FUP participants (families and youth) and the agency/organization that will provide the assistance? **(Yes or No) (If No, skip to the next Rating Factor.)**

Question 4: Identify the page number(s) in the MOU where this information is included.

Rating Factor 2. Financial Assistance

Question 1: Will financial assistance be made available to all FUP participants (families and youth) to assist them with leasing up with a FUP voucher? **(Yes or No) (If No, skip to the next Rating Factor.)**

Question 2: Which of the following types of financial assistance will be made available to all FUP participants (families and youth)? **(Moving cost assistance, security deposit assistance, and/or utility startup (including utility arrears))**

Question 3: Does the MOU specify the type(s) of financial assistance that will be made available to all FUP participants (families and youth) and the agency/organization that will provide the assistance? **(Yes or No) (If No, skip to the next Rating Factor.)**

Question 4: Identify the page number(s) in the MOU where this information is included.

Rating Factor 3. Previous Coordination

Question 1: Does the PHA and/or PCWA have an established agreement with a local CoC to receive referrals from the local coordinated entry system? **(Yes or No) (If No, skip to the next Rating Factor.)**

Question 2: Did the PHA and/or PCWA and a local CoC establish this agreement prior to the publication of this NOFO? **(Yes or No) (If No, skip to the next Rating Factor.)**

Question 3: What type of documentation is included in this NOFO application as evidence of this agreement? **(MOU, signed certification from the PHA and/or PCWA and a local CoC, or PHA or PCWA's policy document that describes the referral process)**

Question 4: Identify the document and page number(s) where this information is included.

Rating Factor 4. Post-Move Counseling

Question 1: Will post-move counseling be made available to all FUP participants (families and youth)? **(Yes or No) (If No, skip to the next Rating Factor.)**

Question 2: Which of the following types of post-move counseling will be made available to all FUP participants (families and youth)? **(Subsequent-move counseling if the family or youth decides to move a second time, and/or landlord-tenant mediation)**

Question 3: Does the MOU specify the type(s) of post-move counseling that will be made available to all FUP participants (families and youth) and the agency/organization that will provide the counseling? **(Yes or No) (If No, skip to the next Rating Factor.)**

Question 4: Identify the page number(s) in the MOU where this information is included.

Rating Factor 5. Case Management to FUP Families

Question 1: Will case management be made available to FUP families after they have been issued a voucher? **(Yes or No) (If No, skip to the next Rating Factor.)**

Question 2: Will a needs assessment to identify all of the family's needs, including housing-related needs and non-housing-related needs be carried out? **(Yes or No) (If No, skip to the next Rating Factor.)**

Question 3: Will families receive referrals to services to address the family's needs? **(Yes or No) (If No, skip to the next Rating Factor.)**

Question 4: Will regular contact (based on need) be made with the family to follow up on referrals and provide new referrals as necessary? **(Yes or No) (If No, skip to the next Rating Factor.)**

Question 5: Will case management be made available to FUP families for a minimum of 6 months or a minimum of 12 months after the family has been issued a voucher? **(A minimum of 6 months after the family has been issued a voucher, or a minimum of 12 months after the family has been issued a voucher)**

Question 6: To whom will the case management be provided? **(All FUP families, some FUP families)**

Question 7: Does the MOU specify the agency/organization that will provide the case management? **(Yes or No) (If No, skip to the next Rating Factor)**

Question 8: Identify the page number(s) in the MOU where this information is included.

Rating Factor 6. Self-Sufficiency Programs

Question 1: Does the PHA administer the HUD Family Self-Sufficiency program, or similar program promoting self-sufficiency, that is active at the time of application? **(Yes or No) (If No, skip to the next Rating Factor.)**

Question 2: Does the PHA have current targeted policies or proposed strategies to encourage enrollment of FUP families and/or FUP youth in the HUD Family Self-Sufficiency program or similar program promoting self-sufficiency? **(Yes or No) (If No, skip to the next Rating Factor.)**

Question 3: Are the targeted policies or strategies existing, proposed, or a combination of the two (e.g., existing policies to encourage enrollment of FUP youth and proposed strategies to encourage enrollment of FUP families)? **(Existing, proposed, or a combination of the two (if combination, explain))**

Question 4: If proposed, is the PHA certifying to the adoption of the targeted policies or strategies within three months of being awarded FUP vouchers under the NOFO? **(Yes, No, or Not Applicable/Current Policy) (If No, skip to the next Rating Factor.)**

Question 5: Who is the target population for the current policies and/or proposed strategies? **(FUP families, and/or FUP youth)**

Question 6: Identify the document (e.g., policy excerpt, pamphlet, policy proposal description, etc.) and page number(s) where this information is included.

Signature

Name and Title*

Date

**The certification must be signed by the Executive Director, Chief Executive Officer, or individual of equivalent position of the PHA.*

Sample 2. Memorandum of Understanding

Memorandum of Understanding

[** This sample document demonstrates the Memorandum of Understanding requirements listed in Section III.F.5. of the 2024 Family Unification Program Notice of Funding Opportunity, it does not include the optional Rating Factor elements listed in Section V.A.1. Unless otherwise noted, all elements are threshold requirements. **]

*This Memorandum of Understanding (MOU) has been created and entered into on [** Insert execution date **] by and between the following parties in relation to their application.*

[PHA Name and Address]

[PCWA Name and Address]

[PCWA Contractor Organization Name and Address]

[Include only if the PCWA has contracted out its functions to another organization under applicable state law. **]**

[CoC Name and Address]

Introduction and Goals

1. PHA and PCWA's commitment to administering the program.
2. CoC's commitment to cooperate with and assist the PHA and PCWA.
3. PHA and PCWA's goals and standards of success in administering the program.
4. Identification of the staff positions at the PHA, PCWA, and CoC that will serve as the lead FUP liaisons. **[** Include the staff position at the PCWA contractor organization if the PCWA has contracted out its functions under applicable state law. **]**
5. Responsibilities of the FUP liaison in this section. **(optional)**

Lead FUP Liaison:

[Name and title of PHA staff position]

[Name and title of PCWA staff position]

[Name and title of CoC staff position]

Statement of Cooperation

The PHA, PCWA, PCWA Contractor Organization (if applicable), and CoC agree to cooperate with any program evaluation efforts undertaken by HUD, HHS, or a HUD or HHS-approved contractor, including compliance with HUD and HHS-approved evaluation protocols and data sharing requests.

Define the two populations (families and youth) eligible for FUP assistance:

1. Families for whom the lack of adequate housing is a primary factor in the imminent placement of the family's child, or children, in out-of-home care; or the delay in the discharge of the child, or children, to the family from out-of-home care; and
2. Youth at least 18 years and not more than 24 years of age (have not reached their 25th birthday) who left foster care, or will leave foster care within 90 days, in accordance with a transition plan described in Section 475(5)(H) of the Social Security Act, and are homeless or at risk of becoming homeless at age 16 or older.

Eligibility is not limited to single persons. Pregnant and/or parenting youth are eligible to receive FUP assistance assuming they otherwise meet FUP and HCV eligibility requirements.

Time Limit for FUP Vouchers Issued to Youth and Extensions under the Fostering Stable Housing Opportunities (FSHO) Amendments

A statement that the PHA will comply with the time limit for FUP vouchers issued to youth, including any extension of this time limit that the youth is entitled to under the Fostering Stable Housing Opportunities (FSHO) amendments (Section 103 of Division Q of the Consolidated Appropriations Act, 2021 (Pub. L. 116-260)) and HUD's FSHO implementation notice published in the Federal Register on January 24, 2022 (87 FR 3570) or subsequent notice.

Housing Search Assistance

Include a detailed description of the assistance that will be provided to FUP families and youths in locating housing units and working with landlords to secure appropriate eligible units. List the organization(s) responsible for providing this assistance.

Supportive Services

List the services to be offered to FUP youth and the agency(ies)/organization(s) that will provide the services. This list must include all the following services:

1. Basic life skills information/counseling on money management, use of credit, housekeeping, proper nutrition/meal preparation, and access to health care (e.g., doctors, medication, and mental and behavioral health services).
2. Counseling on compliance with rental lease requirements and with HCV program participant requirements, including assistance/referrals for assistance on security deposits, utility hook-up fees, and utility deposits.
3. Providing such assurances to owners of rental property as are reasonable and necessary to assist a FUP youth to rent a unit with a FUP voucher.
4. Job preparation and attainment counseling (where to look/how to apply, dress, grooming, relationships with supervisory personnel, etc.).
5. Educational and career advancement counseling regarding attainment of general equivalency diploma (GED); attendance/financing of education at a technical school, trade school or college; including successful work ethic and attitude models.

The MOU **must** include a statement that all of the above services will be offered for a period of at least 36 months to FUP youth regardless of age. For example, if a FUP youth enters the program at age 24 and 10 months, the PCWA or another agency/organization under agreement/contract with the PCWA must still offer 36 months of service, even though after two months the youth no longer meets the initial age of eligibility for the FUP program. A FUP youth cannot be required to participate in these services as a condition of receipt of the FUP voucher.

[The MOU may include additional services beyond those listed above (1-5). **]**

If applying for rating criteria points under Section V.A., the MOU must describe the assistance being provided and the agency/organization that will be providing such assistance, as applicable.

PHA Responsibilities

Address how the PHA will fulfill each of the following responsibilities:

1. Accept families and youths certified by the PCWA as eligible for the FUP. The PHA, upon receipt of a referral(s) from the PCWA, must compare the names with those of families and youths already on the PHA's HCV waiting list. Any family or youth on the PHA's HCV waiting list that matches with the PCWA's referral must be assisted in order of their position on the waiting list in accordance with PHA admission policies. Any family or youth certified by the PCWA as eligible and not on the HCV waiting list must be placed on the waiting list. If the PHA has a closed HCV waiting list, it must reopen the waiting list and place on the waiting list a FUP applicant family or youth who is not currently on the PHA's HCV waiting list. (The PHA may reopen the waiting list to accept a FUP applicant family or youth without opening the waiting list for other applicants.)
2. Determine whether families with children, or youth age 18 through 24 referred by the PCWA, are eligible for HCV assistance.
3. Determine whether any families with children, or youth age 18 through 24 on its HCV waiting list, are living in temporary shelters or otherwise meet the definition of "homeless" and may qualify for the FUP, and refer such applicants to the PCWA and/or CoC, as applicable
4. Amend the administrative plan in accordance with applicable program regulations and requirements, if needed.
5. Administer the vouchers in accordance with applicable program regulations and requirements.
6. Upon notification that FUP vouchers have been awarded, train PCWA and CoC staff on the PHA's HCV program.
7. Work with the PCWA and CoC to develop necessary data and tracking metrics for tracking and improvement purposes.
8. Conduct regular meetings (at least quarterly) with the PCWA and CoC.
9. Comply with the provisions of this MOU.

PCWA Responsibilities

Address how the PCWA will fulfill each of the following responsibilities:

1. Establish and implement a system to identify FUP-eligible families and FUP-eligible youth within the agency's caseload and to review referrals from the PHA and CoC. For families, the system should prioritize families with an open case with a substantiated report of child abuse and neglect, and whose children are at high risk for out-of-home placement or, for families whose children are already in out-of-home care, at high risk for experiencing additional negative child welfare outcomes (e.g., long-term open cases, reentry to the child welfare system in the form of re-reports of abuse or neglect, and repeat open cases), and where housing assistance could help the parent(s) to stabilize and

participate in any other services necessary for subsequent reunification. The MOU should clarify that referrals should be made for priority families as soon as they are identified and not only upon successful completion of other aspects of families' case management plans.

2. Work with the CoC to integrate into the coordinated entry process the identification, prioritization, and referral of FUP-eligible youth not currently within the PCWA's caseload.
3. Provide written certification to the PHA that a family qualifies as a FUP-eligible family, or that a youth qualifies as a FUP-eligible youth, based upon the criteria established in Section 8(x) of the United States Housing Act of 1937.
4. Commit sufficient staff resources to ensure that FUP-eligible families and FUP-eligible youth are identified and referred in a timely manner. This commitment must include a process to ensure that the PCWA's active caseload is reviewed at least once a month (when the PHA has FUP vouchers available) to identify FUP-eligible families and FUP-eligible youth and refer them to the PHA. Additionally, the PCWA must be prepared to provide referrals to the PHA within 30 working days of receiving notification from the PHA about voucher availability.
5. Provide or secure a commitment for the provision of the supportive services that must be provided to FUP youth, documenting the source of funding for these services. PCWAs are encouraged to leverage non-Federal funds from sources such as: State, local, philanthropic, and faith-based organizations. These supportive services must be offered to FUP youth for at least 36 months.
6. Upon notification that FUP vouchers have been awarded, train PHA and CoC staff on the work of the PCWA as it relates to FUP-eligible families and FUP-eligible youth.
7. Conduct regular meetings (at least quarterly) with the PHA and CoC.
8. Comply with the provisions of this MOU.

CoC Responsibilities

Address how the CoC will fulfill each of the following responsibilities:

1. Work with the PCWA to integrate into the coordinated entry process the identification, prioritization, and referral of FUP-eligible youth not currently within the PCWA's caseload. [Youth who are part of the PCWA's active caseload do not have to be added to the CoC's coordinated entry process.] The CoC should demonstrate how they are assessing the housing and related service needs for youth, and how they come to the determination that a FUP voucher is the appropriate level of assistance needed.
2. Identify services, if any, to be provided using CoC program funds to FUP-eligible families and/or FUP-eligible youth who qualify for CoC program assistance.
3. Participate in regular meetings conducted by the PHA and PCWA (at least quarterly).

4. Upon notification that FUP vouchers have been awarded, train PHA and PCWA staff on the work of the CoC; and
5. Comply with the provisions of this MOU.

[**In addition to meeting all of the threshold requirements of the 2024 FUP NOFO, applicants can receive points that will be used to rank each applicant for funding. Additional information on the requirement of each Rating Factor element are included in section V.A.1. of the NOFO. This includes instructions on which Rating Factor elements must be contained in the MOU.**]

[Signed and dated by the official representatives of the PHA, PCWA, PCWA Contractor organization (if applicable), and CoC]

[** The execution date must be between the publication date and the application deadline of the 2024 Family Unification Program Notice of Funding Opportunity. Alternatively, a PHA may submit an MOU that was executed before the publication of this NOFO along with a signed certification by the official representatives of the PHA, PCWA (and PCWA contractor organization, if applicable), and CoC indicating that the MOU is still in effect and is the most recent and current MOU. **]