



U.S. Department of Housing and Urban Development

Community Planning and Development

Fiscal Year (FY) 2023 Housing Opportunities for Persons With AIDS (HOPWA) Competitive
Grant: Housing Interventions (HINT) to End the HIV Epidemic

FR-6700-N-11
01/31/2024

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Community Planning and Development

Funding Opportunity Title:

Fiscal Year (FY) 2023 Housing Opportunities for Persons With AIDS (HOPWA) Competitive Grant: Housing Interventions (HINT) to End the HIV Epidemic

Funding Opportunity Number:

FR-6700-N-11

Assistance Listing Number (formerly CFDA Number):

14.241

Due Date for Applications:

01/31/2024

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 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 award 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 that 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 its applicable OMB control number, unless its collection of information is excluded from these requirements under [5 CFR part 1320](#).

OMB Approval Number(s):

2506-0133

I. FUNDING OPPORTUNITY DESCRIPTION

A. Program Description

1. Purpose

The Housing Opportunities for Persons With AIDS (HOPWA) program was enacted to provide states and localities with the resources and incentives to devise long-term comprehensive strategies for meeting the housing needs of low-income people with Human Immunodeficiency Virus/Acquired Immunodeficiency Syndrome (HIV/AIDS) and their families. Stable housing has

been a major issue facing many people with HIV since the beginning of the epidemic. Achieving and maintaining stable housing can be a powerful structural intervention in ending the HIV epidemic.

Collectively, our local, domestic, and global communities have committed to ending the HIV epidemic through strategies and initiatives including Ending the HIV Epidemic (EHE), the National HIV/AIDS Strategy, and Getting to Zero. With aggressive goals set to end the HIV epidemic under each of these initiatives and strategies, all available resources must be used to achieve these goals. HOPWA grantees have the opportunity to further these efforts by using housing as an effective structural intervention to end HIV epidemic. Grants funded under this NOFO will complement local and federal efforts to end the domestic HIV epidemic.

The 2022 publication of [*Needs for Shelter or Housing Assistance Among People with Diagnosed HIV by jurisdiction: United States, 2015-2020 \(Dasgupta et al\)*](#) shows 1 in 4 (27.7%) people with HIV had shelter or housing service needs and among those who needed housing services, 2 in 5 (40.4%) did not receive them. Reasons for unmet needs were multifactorial and included not being able to find the information needed to get the service or they did not know the service existed; did not meet their needs or they were not eligible for the service; and personal reasons, such as fear or embarrassment; or having other things going on in their life that made it difficult to receive the service.

The Centers for Disease Control and Prevention (CDC) highlights the importance of housing on HIV-related health outcomes in the [Issue Brief: The Role of Housing in Ending the HIV Epidemic](#) through compiled research. Housing acts as a social determinant of health, meaning it is a nonmedical factor that influences HIV-related health outcomes, and research has shown that stable housing has been associated with better HIV-related health outcomes. The brief also highlights the work currently in progress to end the HIV epidemic.

[Ending the HIV Epidemic](#) (EHE) is a federal initiative led by the Department of Health and Human Services (HHS) with a goal to end the HIV epidemic in the United States within 10 years by reducing new HIV infections in the United States by 75 percent by 2025 and by 90 percent by 2030. EHE leverages critical scientific advances in HIV prevention, diagnosis, treatment, and outbreak response by coordinating the highly successful programs, resources, and infrastructure of many HHS agencies and offices and providing a targeted infusion of new resources and support to the [jurisdictions](#) most heavily impacted. Phase I of EHE has a geographic focus on 48 counties plus Washington, DC and San Juan, PR and seven states where new HIV infections are highly concentrated.

The National HIV/AIDS Strategy was first released on July 13, 2010, and identified a set of priorities and strategic action steps tied to measurable outcomes for moving the Nation forward in addressing the domestic HIV epidemic. In July 2015, the [National HIV/AIDS Strategy for the United States: Updated to 2020](#) was released, and it expired in 2020. In January 2021, the [HIV National Strategic Plan](#) was released as the nation's third consecutive national HIV strategy. The HIV Plan was replaced by the National HIV/AIDS Strategy (2022-2025) in December 2021. The current Strategy focuses on four goals: (1) Prevent New HIV Infections, (2) Improve HIV-Related Health Outcomes of People with HIV, (3) Reduce HIV-Related Health Disparities and Health Inequities, and (4) Achieve Integrated Coordinated Efforts That Address the HIV

Epidemic among All Partners and Interested Parties. The National HIV/AIDS Strategy (2022-2025) and the EHE initiative are closely aligned and complementary, with the EHE initiative serving as a leading component of the work by HHS, in collaboration with local, state, and federal partners, to achieve the Strategy's goals.

In August 2022, a Federal Implementation Plan was released. The Federal Implementation Plan documented federal agencies' commitments to programs, policies, research, and activities during fiscal years 2022–2025 to meet the Strategy's goals, pursuant to their respective missions, funding, and resources. HUD has committed to taking meaningful action and working alongside federal partners to end the HIV epidemic. In December 2021, HUD awarded 20 grants under the Fiscal Year (FY) 2020 HOPWA Competitive Grant: Housing as an Intervention to Fight AIDS (HIFA) NOFO with a goal of aligning HOPWA funding with other federal efforts to end the HIV epidemic. HUD continues to work towards meeting the Strategy's goals with this funding announcement.

HIV-related stigma and discrimination add additional barriers to accessing and maintaining housing. To end the HIV epidemic, people with HIV must have access to high-quality and appropriate services, including housing and supportive services that are non-stigmatizing, non-discriminatory, inclusive, and responsive to their needs. Issues such as discrimination and systemic racism that contribute to differences in access to housing and lead to ongoing disparities among racial, ethnic, and LGBTQI+ communities must be addressed. Reducing these disparities requires a focus on identifying the underlying barriers to participation and challenges faced by these subpopulations, addressing those barriers and the needs of disproportionately affected populations, supporting racial justice, LGBTQI+ rights, combating HIV-related stigma and discrimination, providing leadership and employment opportunities for people with or at risk for HIV, and addressing social determinants of health and co-occurring conditions to reduce health inequities and disparities.

This NOFO announces the availability of funding under the authority for HOPWA Special Projects of National Significance (SPNS) at Section 854(c)(5) of the AIDS Housing Opportunity Act (42 U.S.C. 12903(c)(5)). This funding will provide communities an opportunity to create and implement new projects that align with initiatives aimed at ending the HIV epidemic, and elevate housing as an effective structural intervention in ending the epidemic. HUD is seeking projects with exemplary and innovative qualities, including incorporation of Housing First principles, community-level coordination, data collection with emphasis on stable housing and positive health outcomes, the use of cultural humility in providing housing and services, and a systemic approach to advance equity in underserved communities that can serve as a national place-based model.

Each project must be designed for the Grantee to achieve the following six required project objectives:

- Implement and document a low-barrier model using Housing First principles to provide housing and services to low-income people with HIV and their families that is innovative and replicable in other similar localities or nationally;
- Increase alignment with new or existing local initiatives or strategies to end the HIV epidemic by elevating housing as an effective structural intervention;

- Improve use of available community resources and coordination among local housing and service providers;
- Increase the amount of quality data collected and used for data-driven decision making with an emphasis on stable housing, positive health outcomes, and equity;
- Assess and document replicable practices that ensure equitable access and cultural humility in providing housing and services for populations of people with HIV experiencing service gaps; and
- Prioritize sustainable, effective, and equitable approaches to providing housing and services to people with HIV and their families that can be continued past the funded project's period of performance.

Each successful applicant under this NOFO will receive a one-time, non-renewable grant to fund housing assistance and supportive services for eligible individuals and families, coordination and planning activities, and grants management and administration. Reporting requirements under this NOFO are more comprehensive than traditional HOPWA program reporting. Grantees will be required to collect client-level data to produce a programmatic HIV Housing Care Continuum Model at the end of each operating year. At the end of the grant period of performance, each grantee must also develop a SPNS Grant Model, consisting of promising practices for and lessons learned in using housing as a structural intervention to end the HIV epidemic. Each SPNS Grant Model will be shared with the public, and lessons learned through these grantee efforts will help inform national and community policy and actions.

Pre-Application Webcast: HUD will conduct a Pre-Application Webcast for anyone interested in submitting an application for a Fiscal Year (FY) 2023 HOPWA Competitive Grant. The webcast will cover the information contained in this NOFO. Viewing the webcast is optional. Interested applicants who do not view the webcast are still eligible to apply and will receive equal consideration for their grant applications. More information on the webcast will be provided through the HOPWA mailing list and posted online [here](#). Sign up for the mailing list [here](#).

2. HUD and Program-Specific Goals and Objectives

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. However, of the five goals only those applicable to this NOFO are identified below.

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

1. Strategic Goal 1: Support Underserved Communities

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

2. 1A: Advance Housing Justice

Fortify support for vulnerable populations, underserved communities, and Fair Housing enforcement.

3. 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.

4. Strategic Goal 4: Advance Sustainable Communities

Advance sustainable communities by strengthening climate resilience and energy efficiency, promoting environmental justice, and recognizing housing's role as essential to health.

5. 4C: Integrate Health and Housing

Advance policies that recognize housing's role as essential to health.

3. Changes from Previous NOFO

The previous HOPWA NOFO was FR-6400-N-11, Fiscal Year (FY) 2020 Housing Opportunities for Persons With AIDS (HOPWA) Competitive Grant: Housing as an Intervention to Fight AIDS (HIFA). This FY23 NOFO departs from the FY20 NOFO by streamlining rating factors allowing applicants to provide responses more cohesively, adjusting terminology to reflect current Administration and HUD language choices, raising the minimum and maximum award amount, providing extra considerations for applicants who have never received HOPWA or HUD funding directly, adding a Capacity Building budget line item, and further aligning the NOFO to support the Administration's and HUD's goals to advance racial equity and implement Housing First approaches. This NOFO also requires two new narratives (each 1 page maximum) on Advancing Racial Equity and Affirmative Marketing (see Section III.F). Applicants should ensure responses to Rating Factor 2, Subfactor 2 are aligned with these narratives.

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 their affordable housing and community development needs and market conditions, and to make data-driven, place-based investment decisions with funding from formula grant programs. (See [24 CFR 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 organization applicant who is responsible for the administration and management of grant activities for his or her 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 laws and policies in a manner that advances environmental 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 a subrecipient receives 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.

Historically Black Colleges and Universities (HBCUs) are any historically Black college or university that was established prior to 1964, whose principal mission was, and is, the education of Black Americans, and that is accredited by a nationally recognized accrediting agency or association determined by the Secretary of Education to be a reliable authority as to the quality of training offered or is, according to such an agency or association, making reasonable progress toward accreditation. [A list of accredited HBCUs can be found at the U.S. Department of Education's website.](#)

Minority-Serving Institutions (MSIs) are

- (1) a part B institution (as defined in [20 U.S.C. 1601](#));
- (2) a Hispanic-serving institution (as defined in [20 U.S.C. 1101a\(5\)](#));
- (3) a Tribal College or University (as defined in [20 U.S.C. 1059c](#));
- (4) an Alaska Native-serving institution or a Native Hawaiian-serving institution (as defined in [20 U.S.C. 1059d\(b\)](#));
- (5) a Predominantly Black Institution (as defined in [20 U.S.C. 1059e](#));
- (6) an Asian American and Native American Pacific Islander-serving institution (as defined in [20 U.S.C. 1059g](#)); or
- (7) a Native American-serving nontribal institution (as defined in [20 U.S.C. 1059f](#)).

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, which includes Black, Latino, indigenous, Native American, Asian, Pacific Islander, and other persons of color.

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.

Resilience is a community's ability to minimize damage and recover quickly from extreme events and changing conditions.

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 business 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.

The following apply in addition to program definitions stated in 24 CFR 574.3.

Client is an eligible person as defined at 24 CFR 574.3 who is receiving HOPWA-funded assistance.

Continuous Quality Improvement (CQI) is the systematic process of identifying, describing, and analyzing strengths and problems and then testing, implementing, learning from, and revising solutions. More simply, CQI can be described as an ongoing cycle of collecting data and using it to make decisions to gradually improve program processes. For more information, see the following publication from the Office of Adolescent Health of the U.S. Department of Health and Human Services (HHS): <https://www.hhs.gov/ash/oah/sites/default/files/cqi-intro.pdf>

Cultural humility refers to *an orientation towards caring* for one's clients that is based on: self-reflexivity and assessment, appreciation of clients' expertise on the social and cultural context of their lives, openness to establishing power-balanced relationships with clients, and a lifelong dedication to learning. Cultural humility means admitting that *one does not know* and is willing to *learn from clients* about their experiences, while being aware of one's own embeddedness in culture(s). For more information, see the following publication *Rethinking Cultural Competence: Shifting to Cultural Humility*: <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC7756036/>

HIV Housing Care Continuum Model is an annual reporting document available as [form HUD-4154](#). This reporting document uses a diagnosis-based HIV Care Continuum that outlines where eligible individuals are on the sequential stages of HIV medical care including receipt of care, retained in care, and viral suppression. The HIV Housing Care Continuum Model requires grantees to collect client-level data to aggregate report where clients are on the HIV Care Continuum by type of HOPWA assistance received through this NOFO. Demographic information will also need to be reported for each data element by type of assistance received through the NOFO. For more information on the HIV Housing Care Continuum, see published CDC resources at: <https://www.cdc.gov/hiv/pdf/library/factsheets/cdc-hiv-care-continuum.pdf>; and HOPWA resources at: <https://www.hudexchange.info/programs/hopwa/hiv-housing-care-continuum-initiative/>

Household refers to either an “eligible person” or a “family” as defined in 24 CFR 574.3, depending on whether the household consists of 1 person or multiple persons. The term is used in HOPWA reporting forms and for collecting data on changes in income, changes in access to services, receipt of housing information services, and outcomes on achieving housing stability. The term “household” excludes any “live-in aide” (as defined in 24 CFR 5.403) or roommate in a “shared housing arrangement” (as that term is used in 24 CFR 574.320(b)) who resides in the same unit as the eligible person or family.

Housing as an Intervention to Fight AIDS (HIFA) Model is a reporting document available as [form HUD-4153](#). This reporting document is the SPNS Grant Model due to HUD 120 calendar days after the end of the period of performance and will be made available to the public via the Office of HIV/AIDS Housing. The HIFA Model includes the following components: a vision or goal for the project; description of the need being met by the project; description of the program design; description of the alignment with initiatives or strategies to end the HIV epidemic; description of data collection and analysis used to make data-driven decisions on stable housing, positive health outcomes, and equity; description of cultural humility practices used with clients experiencing service gaps; partnerships formed or continued with community organizations and other housing and service providers; resources and partnerships used to transition clients to self-sufficiency or other forms of housing assistance by the end of the grant period; successes and challenges in using housing as a structural intervention to end the HIV epidemic; client outcomes related to health and housing stability including a summary of HIV Housing Care Continuum results and, if applicable, employment and income growth.

Housing First, as defined by the U.S. Interagency Council on Homelessness and used in this NOFO, is an approach and framework for ending homelessness that is centered on the principles

that everyone can achieve stability in permanent housing directly from homelessness and that stable housing is the foundation for pursuing other health and social services goals. Implementing Housing First involves both project-level and community-level dimensions. Implementing Housing First at the project level, including in permanent supportive housing models, means having screening practices that promote the acceptance of applicants regardless of their sobriety or use of substances, completion of treatment, and participation in services. At the community-level, Housing First means that the homelessness crisis response system is oriented to help people obtain permanent housing as quickly and with as few intermediate steps as possible. More information on Housing First is available at:

https://www.usich.gov/resources/uploads/asset_library/Implementing_Housing_First_in_Permanent_Supportive_Housing.pdf

Operating Year refers to a single year within the grant’s period of performance. The first of these years will begin on the period of performance start date. For purposes of reporting, if HUD approves an extension of less than 6 months, the final operating year shall be considered to include the additional extension time period. For example, if HUD approves a 3-month extension, the final operating year will be a period of 15 months.

Project Sponsor is any nonprofit organization or governmental housing agency that receives funds under a contract with the grantee to carry out eligible activities under this NOFO. The selection of project sponsors is not subject to the procurement requirements of 2 CFR part 200, subpart D. This definition is specific to the HOPWA program and applies to the use of “project sponsor” in this NOFO and the HOPWA regulations at 24 CFR 574.3. A project sponsor is a “subrecipient” for purposes of 2 CFR part 200 and other applicable Federal regulations that use the term “subrecipient.”

Receipt of Care is a data element collected for the HIV Housing Care Continuum. Receipt of Care is measured as a person with diagnosed HIV qualifying the household to receive HOPWA assistance under this NOFO who had at least one CD4 or viral load test during a single operating year.

Retained in Care is a data element collected for the HIV Housing Care Continuum. Retained in Care is measured as a person with diagnosed HIV qualifying the household to receive HOPWA assistance under this NOFO who had two or more CD4 or viral load tests, performed at least three months apart, during a single operating year.

Social Determinant of Health refers to the nonmedical factors that influence health outcomes. They are the conditions in which people are born, grow, work, live, and age, and the wider set of forces and systems shaping the conditions of daily life. These forces and systems include economic policies and systems, development agendas, social norms, social policies, and political systems that are responsible for most health inequities, including the disproportionate effect of HIV on certain populations. For more information, see the CDC HIV Surveillance Supplemental Report: Social Determinants of Health among Adults with Diagnosed HIV Infection, 2019 at: <https://www.cdc.gov/hiv/pdf/library/reports/surveillance/cdc-hiv-surveillance-supplemental-report-vol-27-2.pdf>

Technical Assistance or TA means providing HOPWA grantees with the knowledge, skills, tools, capacity, and systems to successfully implement the HOPWA program and its policies. TA is provided by HUD-funded TA providers that are selected under HUD’s Community Compass

Technical Assistance and Capacity Building Program NOFO. HOPWA grantees may request TA via the TA portal on HUD Exchange, a website maintained by a HUD funded TA provider, at this link: <https://www.hudexchange.info/program-support/>

Trauma-informed is a term referring to how one thinks about and responds to those who have experienced or may be at risk for experiencing trauma. An approach that is trauma-informed reflects an understanding of the widespread impact of trauma and potential paths for recovery; recognizes the signs and symptoms of trauma in clients, families, staff, and others involved with a program, organization, or system; and responds by fully integrating knowledge about trauma into policies, procedures, and practices, while actively resisting re-traumatization. For more information, see the following publication from the Substance Abuse and Mental Health Services Administration of the U.S. Department of Health and Human Services: <http://store.samhsa.gov/shin/content/SMA14-4884/SMA14-4884.pdf>

Viral Suppression is a data element collected for the HIV Housing Care Continuum. Viral Suppression is measured as a person with diagnosed HIV qualifying the household to receive HOPWA assistance under this NOFO who has a viral load test result of <200 copies/mL at the most recent viral load test during a single operating year.

B. Authority

HUD's authority to award funding under this NOFO is provided by the AIDS Housing Opportunity Act (codified as amended at 42 U.S.C. 12901-12912), the Consolidated Appropriations Act, 2022 (Public Law 117-103, approved March 15, 2022), and the Consolidated Appropriations Act, 2023 (Public Law 117-328, approved December 29, 2022). Awards are also subject to the HOPWA program requirements under 24 CFR part 574 (as now in effect and as may be amended from time to time), except as expressly stated in Section III of this NOFO.

II. AWARD INFORMATION

A. Available Funds

Funding of approximately **\$50,000,000** is available through this NOFO.

Additional funds may become available for award under this NOFO consistent with Section 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.

B. Number of Awards

HUD expects to make approximately 20 awards from the funds available under this NOFO.

C. Minimum/Maximum Award Information

Estimated Total Funding:

\$50,000,000

Minimum Award Amount:

\$600,000

Per Project Period

Maximum Award Amount:

\$2,500,000
Per Project Period

D. Period of Performance

Estimated Project Start Date:
10/01/2024

Estimated Project End Date:
09/30/2027

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

Length of Periods Explanation of Other:
The Period of Performance and Budget Period for each grant will be a 36-month period beginning on the date the grant agreement is executed unless HUD approves an extension.

E. Type of Funding Instrument

Funding Instrument Type:
G (Grant)

III. ELIGIBILITY INFORMATION

A. Eligible Applicants

00 (State governments)

01 (County governments)

02 (City or township governments)

12 (Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education)

13 (Nonprofits without 501(c)(3) status with the IRS, other than institutions of higher education)

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

Additional Information on Eligibility

Eligible applicants for funding under this NOFO are States, units of general local government, and nonprofit organizations. To be eligible, nonprofit organizations must meet the definition of an eligible "nonprofit organization" under the HOPWA program regulations at 24 CFR 574.3.

Faith-based organizations

(1) Faith-based organizations may apply for this award on the same basis as any other organization, as set forth at [24 CFR 5.109](#), and subject to the protections and requirements of 42 U.S.C. 2000bb et seq., HUD will not, in the selection of recipients, discriminate against an organization based on the organization's religious character, affiliation, or exercise.

(2) A faith-based organization that participates in this program will retain its independence and may continue to carry out its mission consistent with religious freedom and conscience protections in Federal law, including the Free Speech and Free Exercise Clauses of the Constitution, 42 U.S.C. 2000bb et seq., 42 U.S.C. 238n, 42 U.S.C. 18113, 42 U.S.C. 2000e-1(a) and 2000e-2(e), 42 U.S.C. 12113(d), and the Weldon Amendment, among others. Religious

accommodations may also be sought under many of these religious freedom and conscience protection laws, particularly under the Religious Freedom Restoration Act.

(3) A faith-based organization may not use direct financial assistance from HUD to support or engage in any explicitly religious activities except where consistent with the Establishment Clause and any other applicable requirements. Such an organization also may not, in providing services funded by HUD, discriminate against a beneficiary or prospective program beneficiary on the basis of religion, religious belief, a refusal to hold a religious belief, or a refusal to attend or participate in a religious practice.

B. Ineligible Applicants

HUD will only score applications from eligible applicants as defined in Section III.A.

C. Cost Sharing or Matching

This Program does not require cost sharing or matching, but provides points based on leverage as described below.

More information on leveraging is available at Rating Factor 4 in Section V.A.

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. Complete Application. HUD reserves the right to determine whether an application is substantially deficient and non-responsive to the NOFO application requirements. Refer to Section IV.B., Content and Form of Application Submission, for information on the required documentation for submission.

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 Financial Assistance Programs” document on HUD's Funding Opportunities page.](#)

- Universal Identifier and System for Award Management (SAM.gov) Requirements
- Outstanding Delinquent Federal Debts
- Debarments or Suspensions, or both
- Mandatory Disclosure Requirement
- Pre-selection Review of Performance
- Sufficiency of Financial Management System

- False Statements
- 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 [24 CFR part 170](#) if the applicant receives an award, unless an exception applies as provided in [2 CFR170.110](#).

F. Program-Specific Requirements

1. Required Project Objectives. Each Project must be designed for the Grantee to achieve the following six required project objectives. Applicants must clearly show how the proposed project will achieve the required project objectives in the submitted application narratives.

- Implement and document a low-barrier model using Housing First principles to provide housing and services to low-income people with HIV and their families that is innovative and replicable in other similar localities or nationally;
- Increase alignment with new or existing local initiatives or strategies to end the HIV epidemic by elevating housing as an effective structural intervention;
- Improve use of available community resources and coordination among local housing and service providers;
- Increase the amount of quality data collected and used for data-driven decision making with an emphasis on stable housing, positive health outcomes, and equity;
- Assess and document replicable practices that ensure equitable access and cultural humility in providing housing and services for populations of people with HIV experiencing service gaps; and
- Prioritize sustainable, effective, and equitable approaches to providing housing and services to people with HIV and their families that can be continued past the funded project's period of performance.

2. Required Participation in a Peer Learning Cohort. Awarded grantees and their project sponsors must participate in a Peer Learning Cohort through a HUD-funded technical assistance (TA) initiative that will support grantee efforts to identify and document promising practices and replicable innovative qualities from the projects to share with the broader HIV housing and service provider networks. The Peer Learning Cohort will provide a structured environment where grantees and project sponsors will have the opportunity to collaboratively problem solve, share successes and challenges, and engage in peer-learning. Grantees will be expected to engage in continuous quality improvement (CQI) efforts with the support of this TA initiative. The TA initiative will consist of regular facilitated virtual meetings and may also require travel for a group meeting in Washington, DC, and/or participation in conferences.

3. Housing First. Proposed projects must incorporate Housing First principles that ensure additional barriers or conditions are not imposed on clients in order to be placed into permanent supportive housing. Projects are not required to target individuals experiencing homelessness, but are expected to incorporate the core elements of Housing First as defined in the U.S.

Interagency Council on Homelessness Housing First Checklist accessible here:

https://www.usich.gov/resources/uploads/asset_library/Housing_First_Checklist_FINAL.pdf

4. Eligible Activities. Funded projects must comply with the HOPWA program requirements at 24 CFR 574, as modified below. Applicants may choose to use a combination of eligible activities under this NOFO to achieve the funding opportunity's required project objectives and address the housing and service needs of eligible households in the service area.

a. Housing Assistance. Applicants must commit to providing housing assistance as a main focus of program activities, and at least 60 percent of the proposed budget must consist of housing assistance costs. All housing assistance eligible under 24 CFR 574 can be funded under this NOFO, except for the following activities, which are ineligible for this funding: acquisition, new construction, or rehabilitation of housing facilities; and assistance through emergency shelters. **HUD is providing funding via this NOFO on a one-time-only basis.** It is expected that all program clients will have secured permanent housing by the end of the grant period of performance. This includes moving to self-sufficiency or to permanent rental housing subsidized by HUD or other Federal, state, and local resources. Housing assistance must not be conditioned on the eligible person's acceptance of and/or participation in supportive services.

i. Operating Costs. Funding may be used for the grantee's or project sponsor's cost of operating all or a portion of a building owned or leased by the grantee or project sponsor, to the extent the costs are necessary to house eligible households. Eligible Operating Costs include utilities, property insurance, minor repairs and upkeep, maintenance both inside and outside of the building, procurement and contracting of services for building operation or maintenance, furniture and appliances that will remain with the unit or building, food purchases and kitchen operation for HOPWA clients residing at the building, and staff time for directing the operation of all activities at the building for HOPWA clients.

ii. Leasing. Funding may be used to lease all or a portion of a building as needed to provide housing to eligible households. For clients unable to hold leases in their names, funding may be used to master lease units, where the clients choose the units, the grantee or project sponsor leases the units and pays the full rent to the landlord, and the client pays the grantee or project sponsor the amount required by 24 CFR 574.310(d). This type of master leasing can be administered as "turn-key" housing assistance, to be replaced with TBRA if the landlord agrees to transfer the lease to the eligible person. Funding may also be used to master lease units to be operated as transitional housing for clients. For example, post-incarceration programs often lease a unit to temporarily house an eligible person returning to the community until other more permanent housing arrangements can be made. The lease is always in the organization's name. Any furniture, housing equipment, and supplies, eligible under the operating budget line item, belong to the organization and remain in the leased building or unit for the next household's use. Eligible leasing costs include the cost to lease a housing facility or scattered site units, staff time to negotiate lease terms with lessor or landlord, and annual housing inspections to ensure HOPWA habitability standards are met for scattered-site units assisted with Leasing.

iii. Tenant-Based Rental Assistance (TBRA). Funding may be used for TBRA to provide eligible households with a rental subsidy through the duration of the grant

period and give them the opportunity to transition in place to self-sufficiency or another subsidy. Eligible TBRA costs include client income verification for TBRA assistance, calculation of resident rent payment, monthly rental payments, processing a TBRA rental payment on behalf of the program client, annual housing inspections to ensure HOPWA habitability standards are met for units being assisted with TBRA, reasonable travel costs to units for housing inspections, review of a program client's selected unit for rent reasonableness and rent standard, annual recertifications for program clients receiving on-going TBRA, and staff time for resolving landlord issues directly related to providing the TBRA. Security deposits are not an eligible expense under TBRA. PHP can be used in conjunction with TBRA, where PHP covers the security deposit and TBRA covers ongoing rental assistance.

iv. Short-Term Rent, Mortgage, and Utility (STRMU). Funding may be used for STRMU to prevent homelessness of the tenant or mortgagor of a dwelling. The goal of STRMU assistance under the HOPWA program is to provide short-term, stabilizing interventions to HOPWA eligible households experiencing a financial crisis as a result of their HIV/AIDS health condition or a change in their economic circumstances. The amount of STRMU assistance provided to a client should be based on need, and not applied uniformly to all clients. Eligible STRMU costs include up to 21 weeks of the client's rent, mortgage, and/or utility costs, and the costs of staff time to review and determine client's need for STRMU assistance, and make the STRMU payments. For the purposes of STRMU assistance, to the extent that taxes, insurance, condominium fees, or other building operation costs are included in the monthly mortgage payment either by federal regulation or the terms of the mortgage, these expenses are eligible to be included in STRMU mortgage assistance payments. STRMU mortgage assistance for taxes, insurance, or condo fees that are not included on the monthly mortgage statement are not eligible.

v. Housing Information Services. Funding may be used for Housing Information Services to provide counseling, information, or referral services to assist an eligible person to locate, acquire, finance, and maintain housing. Some eligible costs under Housing Information Services include staff time to assist clients in searching for or locating appropriate housing whether HOPWA-subsidized or not; staff time to provide fair housing guidance for eligible persons who may encounter discrimination on the basis of race, color, religion, sex (including sexual orientation and gender identity), age, national origin, familial status, or disability; staff time to provide housing counseling to acquire and finance housing; and development and use of Homeless Management Information System (HMIS) elements to coordinate housing and services. HMIS costs billed to housing information services must be pro-rated and not include HMIS reporting. Use of HMIS for reporting purposes is considered an administration activity and must be billed to administrative costs.

vi. Permanent Housing Placement Assistance (PHP). Funding may be used for PHP authorized at 24 CFR 574.300(b)(7) in connection with the provision of housing support provided under these awards and is not considered a supportive service. Some eligible costs under PHP include security deposits not to exceed two months' rent, rental application fees, credit checks, one-time utility hook-up fees

paid directly to the utility company, utility arrears only if the cost is creating a barrier to establishing permanent housing in a new unit, rent arrears only if past due rent debt at a prior unit is a barrier to accessing a new unit, initial housing inspections, reasonable travel costs to units for initial housing inspections, staff time to review and identify causes for eviction and responsibilities of the tenant within the lease, staff time for assisting clients with executing the lease, and staff time for resolving landlord issues directly related to the PHP assistance being provided. PHP can be used in conjunction with TBRA where PHP pays the security deposit and TBRA covers ongoing monthly rent payments starting with the first month. PHP should only be used to assist the client in entering permanent housing. PHP should never be used for monthly rent or on-going utility costs where a client is already in permanent housing.

vii. Other HUD-Approved Activities. Other housing activities not already authorized at 24 CFR 574.300(b) may be proposed but are subject to HUD's approval. Your proposal must address the expected beneficial impact of this alternative activity in addressing housing needs of eligible households by describing the project impact and the identified performance output and client outcome measures for this activity. Examples of past approved Other HUD-approved Activities include rental assistance allowing clients to pay more or less than the required resident rent payment at 24 CFR 675.310(d), moving costs, landlord incentives, and homeownership assistance. Funding restrictions for acquisition, new construction, or rehabilitation of housing facilities, and assistance through emergency shelters still apply. HUD will not approve Other Activities outside the application submission process.

b. Supportive Services. Funding may be used for Supportive Services to provide housing stability services, access to mainstream resources, public benefits, improve access to healthcare and support positive health outcomes, subject to the supportive services requirements in 24 CFR Part 574, such as 24 CFR 574.300(b)(7). Eligible supportive services costs include staff time to develop, update and review individualized housing and service plans for clients; staff time to connect clients to appropriate services and treatment in accordance with their housing and service plans; case staffing between caseworker and supervisor to ensure the housing and service plan is responsive to all the client's needs; health and mental health assessment services; direct outpatient treatment by licensed professionals of mental health conditions; substance use disorder services provided by licensed or certified professionals; individual, family, or group therapy to address co-occurring disorders; nutritional services including food banks, nutritional supplements, and counseling on nutrition by certified nutrition specialists; life skills trainings such as budgeting resources, resolving conflict, shopping for food and needed items, improving nutrition, using public transportation, parenting, and housekeeping; credit counseling; education services including instruction or training in consumer education, health education, substance use prevention, literacy, English as a Second Language, and General Educational Development (GED); job training or job coaching including resume development; client transportation to and from medical care, employment, child care, or

other eligible essential services facilities; and HOPWA provider transportation to meet with clients for supportive service needs.

c. Resource Identification. Funding may be used for Resource Identification to comprehensively plan, coordinate, and integrate housing and services for program clients with strategies and resources in the service area. There are four activities for which Resource Identification funds should be used: (1) Increasing coordination with local initiatives or strategies to end the HIV epidemic; (2) Conducting preliminary research and making expenditures necessary to determine the feasibility of specific housing-related initiatives; (3) Planning and Coordination for Client Transitions; and (4) Participation in a Peer Learning Cohort. Applicants may propose through the application narratives other use of Resource Identification funds for purposes not listed here if the activities are in compliance with HOPWA regulations at 24 CFR 574.300.

i. Increasing coordination with local initiatives or strategies to end the HIV epidemic. Two of the required project objectives for this funding opportunity are (1) Increase alignment with new or existing local initiatives or strategies to end the HIV epidemic by elevating housing as a structural intervention; and (2) Improve use of available community resources and coordination among local housing and service providers. Grantee planning and coordination efforts should strive to meaningfully integrate HIV housing into local efforts to end the HIV epidemic by creating new or strengthening existing community partnerships. Resource identification can be used for staff time to participate in local planning bodies where staff are establishing, coordinating, or developing housing assistance resources for HOPWA eligible persons. Applicants must provide signed commitment letters with community organizations regarding intentions to partner. These commitment letters should be submitted with the leveraged resources narrative information under Rating Factor 4. Applicants must address their planning and coordination activities under Rating Factor 3, Soundness of Approach.

ii. Conducting research and making expenditures necessary to determine the feasibility of specific housing-related initiatives. Four of the required project objectives for this funding opportunity are (1) Implement and document a low-barrier model using Housing First principles to provide housing and services to low-income people with HIV and their families that is innovative and replicable in other similar localities or nationally; (2) Increase the amount of quality data collected and used for data-driven decision making with an emphasis on stable housing, positive health outcomes, and equity; (3) Assess and document replicable practices that ensure equitable access and cultural humility in providing housing and services for populations of people with HIV experiencing service gaps; and (4) Prioritize sustainable, effective, and equitable approaches to providing housing and services to people with HIV and their families that can be continued past the funded project's period of performance. The client-level data collected for the HIV Housing Care Continuum Model should be used to identify service gaps preventing stable housing and viral suppression. Identified service gaps should be analyzed to determine whether discrimination and systemic racism contributed to differences in access in housing and services for people of color and others who have been historically underserved. The Resource Identification budget line item can be used to analyze

the client-level data collected and research causes preventing clients from achieving stable housing and viral suppression. Collected data should also be analyzed to determine whether, and to what extent programmatic policies and procedures are perpetuating systemic barriers to opportunities and benefits for people of color and other underserved groups being served under this grant. It can be used to make necessary expenditures to determine the feasibility of approaches to providing housing and services to people with HIV and their families being equitable, effective, sustainable, and whether they are being provided with cultural humility. It can also be used to write and publish the SPNS Grant Model at the end of the grant period of performance to document housing and services models for low-income people with HIV and their families that are innovative and replicable in other similar localities or nationally. Please note that Resource Identification cannot be used for data collection or reporting on form HUD-4155, HOPWA Consolidated Annual Progress Report (APR) and Consolidated Annual Performance and Evaluation Report (CAPER) and form HUD-4154, HIV Housing Care Continuum Model which are administrative costs.

iii. Planning and Coordination for Client Transitions. As funding under this NOFO will be provided on a one-time only basis and **will not** be eligible for renewal, grant recipients must ensure the full integration of their clients into local systems of care including any continuing housing assistance and services, if needed. The Resource Identification budget line item can be used to identify and coordinate local resources and develop new or strengthen existing partnerships with Public Housing Agencies and other local housing programs and providers to ensure the successful transition of assisted clients to permanent housing by the end of the grant operating period.

iv. Participation in a Peer Learning Cohort. Awarded grantees and their project sponsors must participate in a Peer Learning Cohort supported by a HUD-funded Technical Assistance (TA) initiative as part of this funding opportunity. The TA initiative will consist of regular facilitated virtual meetings with an emphasis on assisting grantees to establish, coordinate, and develop housing assistance resources, and may also require travel for a group meeting in Washington, DC, and/or participation in conferences. Resource Identification can be used for staff time and reasonable travel costs related to participating in the Peer Learning Cohort. Applicants should, at minimum, include staff costs to participate in the Peer Learning Cohort and travel costs for two staff persons to attend a two-day meeting in Washington, DC.

d. Capacity Building. Funding may be used for capacity building to participate in HUD-funded TA aimed at building administrative and programmatic capacity that will contribute to meeting performance benchmarks for the proposed project and furthering the purposes of the HOPWA program. Capacity building can be used for staff time to participate in individualized HUD-funded TA and to support new grantees as provided under Section V.B.4. This budget line item is only eligible under this NOFO and should be included in the HOPWA budget form (HUD-40110-B) under item 12, Other Housing Activity.

e. Administrative Costs. HOPWA regulations (24 CFR 574.300(b)(10)) limit administrative costs to 3 percent of the award for grantees and, for project sponsors, 7 percent of the amounts received. HOPWA funds may be used for administrative costs as provided under 24 CFR 574, including costs of compiling data for and preparing form HUD-4155, HOPWA Consolidated APR/CAPER, and form HUD-4154, HIV Housing Care Continuum Model report, at the end of each operating year.

5. Required Performance Goals and Reporting. Grant recipients must conduct eligible HOPWA activities consistent with their planned annual performance output goals, objectively measure actual achievements against anticipated achievements, report on their actual performance in form HUD-4155, HOPWA Consolidated APR/CAPER, and report aggregated client-level health outcomes through an annual HIV Housing Care Continuum Model Report. The HIV Housing Care Continuum Model report requires grantees to collect client-level data elements including receipt of care, retained in care, and viral suppression to aggregately report on client outcomes through this NOFO. Applicants are also required to use the HOPWA Budget Form (form HUD-40110-B) found in the attachments to this NOFO for recording the funds being requested with the proposed performance outputs for each activity, and any commitments of leveraged funding to support the program. Applicants will be required to establish strategic project goals in Rating Factor 3 and projected outcomes in Rating Factor 5 to be reported on in the narrative section of the Consolidated APR/CAPER and the SPNS Grant Model through form HUD-4153. Project goals must incorporate the six required project objectives.

HUD expects that each grantee will show that eligible program clients have achieved stable housing, have reduced risks of homelessness, and improved or maintained access to care in their program during the operating year, as shown by an assessment of the housing status and health outcomes for the household at the end of each operating year. Required Outputs refer to the number of units of housing or households assisted during the year, as measured by the annual use of HOPWA funding. The application must specify yearly goals for the number of households to be provided housing and services through the use of eligible activities. See Section III.F.3 of this NOFO for more information on eligible activities. Required Outcomes refer to the number of eligible households that have been provided housing assistance (as noted above for outputs) and thereby maintain a stable living environment in housing that is safe, decent, and sanitary. The program will measure these results in annual assessments on the housing status of clients along with other outcome measures on the reduced risks of homelessness, improved access to HIV treatment and other health care and supportive services, and achieved or maintained viral suppression. On a nationwide basis, the HOPWA program is expected to demonstrate stable housing results, reduced risks of homelessness, and improved access to care results for clients.

Reporting requirements under this NOFO are more comprehensive than traditional HOPWA program reporting. During the period of performance, Grantees will be required to submit a HOPWA Consolidated APR/CAPER (form HUD-4155) and HIV Housing Care Continuum Model (form HUD-4154) report within 90 calendar days after the end of each operating year. Grantees will also be required to submit a SPNS grant Model through form HUD-4153, Housing as an Intervention to Fight AIDS (HIFA) Model at the end of the grant period of performance. The final year of the grant all three reports will be due within 120 calendar days after the period of performance end date. More information on reporting requirements under this NOFO can be found in Section VI.C.5.

6. Disbursement of Funds. Grant recipients must fully expend their grant funding no later than 36 months following the execution of the grant agreement, unless HUD approves a requested extension or coordinates an extension in conjunction with HUD-funded TA received at the beginning of the grant.

HOPWA grantees are required to use HUD's Integrated Disbursement and Information System (IDIS) for financial transactions and reimbursement of approved project activities. It is important that grantees understand the required separation of duties to draw down funding and how to keep the accounts active. New IDIS users will need to work with HUD to submit a request for access to an IDIS account. More information on IDIS account creation and maintenance can be found here: <https://www.hudexchange.info/programs/idis/idis-technical-assistance/>.

Grant funds under this award are expected to be used in a consistent and regular manner over the 36-month period of performance. Grantees that draw down funds and reconcile the account in IDIS less than once every 90 calendar days from start of the period of performance may be flagged for closer scrutiny to make sure they are complying with the terms and conditions of their grant, including the financial management, internal controls, and payment requirements in 2 CFR 200.302, 200.303, and 200.305. The payments standards provided by 2 CFR 200.305 apply to both HUD's payments to the grantee and the grantee's payments to project sponsors. . Grantees should track the balance and spending rate of the grant by comparing the percentage of funds drawn from IDIS relative to the months completed on the grant. This ongoing comparison, along with planned activities for the remaining of the grant, is an important part of managing the grant throughout the three years.

Certification of Consistency with the Consolidated Plan. This program requires a certification of Consistency with the Consolidated Plan under [24 CFR 91.2](#). This certification means the proposed activities in the application are consistent with the jurisdiction's strategic plan, and the location of the proposed activities is consistent with the geographic areas specified in the Consolidated Plan.

Advancing Racial Equity

In accordance with Executive Order [13985](#), *Executive Order On Advancing Racial Equity and Support for Underserved Communities Through the Federal Government*, and federal fair housing and civil rights laws, you must submit a narrative demonstrating the following:

- You analyzed the racial composition of the persons or households who are expected to benefit from your proposed grant activities;
- You identified any potential barriers to persons or communities of color equitably benefiting from your proposed grant 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 grant 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 (1 page maximum). This narrative will be submitted according to the instructions in Section IV.B

and while a separate narrative, this narrative response should align with the narrative response to Rating Factor 2 Subfactor 2. The Advancing Racial Equity narrative will be evaluated for sufficiency and will not change the applicant's score or rank as compared to other applicants. This narrative will not count toward the 50-page limit.

Affirmative Marketing

You must submit a narrative demonstrating that the housing, services, or other benefits provided under this grant will be affirmatively marketed broadly throughout the local area and nearby areas to any demographic groups that would be unlikely or least likely to apply absent such efforts. Such demographic groups may include, for example, Black and Brown persons or communities, individuals with limited English proficiency, individuals with disabilities, or families with children. Such activities may include outreach through community contacts or service providers or at community centers serving the target population; and marketing on websites, social media channels, television, radio, and print media serving local members of the targeted group. Documentation for this factor consists of a narrative describing the activities that will fulfill the factor requirements.

This narrative is required and must address the issues outlined in the paragraph above (1 page maximum). This narrative will be submitted according to the instructions in Section IV.B and while a separate narrative, this narrative response should align with the narrative response to Rating Factor 2 Subfactor 2. The Affirmative Marketing narrative will be evaluated for sufficiency and will not change the applicant's score or rank as compared to other applicants. This narrative will not count toward the 50-page limit.

G. Criteria for Beneficiaries.

To receive assistance funded under this NOFO, an individual or family must meet the eligibility criteria that applies to that assistance under 24 CFR 574.

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 a good cause. If you cannot submit your application electronically, you must ask in writing for a waiver of the electronic grant submission requirements. HUD will not grant a waiver if you fail to submit to HUD in writing or via email 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:

HOPWA@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, under the wrong Assistance Listing and Funding Opportunity Number is a Non-Curable Deficiency, unless otherwise stated under the Threshold requirements section.

1. Content

Forms/Assurances/Certifications	Submission Requirement	Notes/Description
Application for Federal Assistance (SF-424)	Review section IV.G. of this NOFO for detailed submission requirements.	
Applicant and Recipient Assurances and Certifications (HUD 424-B)	Review section IV.G. of this NOFO for detailed submission requirements.	
Applicant/Recipient Disclosure/Update Report (HUD 2880)	Review section IV.G. of this NOFO for detailed submission requirements	
Disclosure of Lobbying Activities (SF-LLL)	Review section IV.G. of this NOFO for detailed	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

Forms/Assurances/Certifications	Submission Requirement	Notes/Description
	submission requirements.	Amendment, but state-recognized Indian tribes and TDHEs established only under state law shall comply with this requirement.
Certification Regarding Lobbying (Lobbying Form)	Review section IV.G. of this NOFO for detailed submission requirements.	
Representations and Certification in SAM.gov	Review section IV.G. of this NOFO for detailed submission requirements.	
Certification of Consistency with the Consolidated Plan (HUD-2991)	Submission is required for all applicants by the application due date.	Applicants must obtain a Consolidated Plan certification signed by the applicable state or local government official for submitting the appropriate plan for the areas in which activities are targeted. The authorizing official from the state or local government must sign this certification. If your project will be carried out on a national basis or will be located on an Indian reservation or in one of the U.S. Territories of Guam, the Virgin Islands, American Samoa, or the Northern Mariana Islands, you are not required to include a Consolidated Plan certification from these areas with your application.
HOPWA Budget (HUD-40110-B)	Submission is required for all applicants by the	Applicants must use this program-specific budget form (HUD-40110-B) that demonstrates how HOPWA funds will be used for eligible activities. The HUD-40110-B will provide a summary

Forms/Assurances/Certifications	Submission Requirement	Notes/Description
	application due date.	of the total budget for the project, the annual HOPWA amounts to be used in each of the three years of operation, the amount of leveraged resources, and a detailed budget for each project sponsor and the grantee. On the detailed budget, applicants must provide a short narrative which summarizes each of the requested budget line items and how the funds will be used, including the projected number of households/units to be assisted and the amount of requested funding by budget line item for the grantee and project sponsors and, as appropriate, community team members.
Commitment Letter(s)	Submission is required for all applicants by the application due date. This is required for all leveraged resources, and planning partnerships that increase coordination under Resource Identification. Review section IV.G of this NOFO for detailed submission requirements.	Each organization committing as a partner and/or providing leveraged resources for this project must submit a signed letter from an Authorized Representative to the grantee during the development of the application. The commitment letter must include: the name and address of the organization(s) providing the commitment(s) (state if the organization will serve as a project sponsor); the type of commitment (applicant or third party cash resources, non-cash resources, volunteer time, contribution of a building, contribution of a lease hold interest, etc.); the dollar value of the commitment; the date of the commitment letter or other document; the source of the funding (federal, state, local, private, or in-kind contribution); and the organization's Authorized Representative's name, title, and contact information who has made this commitment. A single commitment letter from the lead Ending the Epidemic (EHE) planning agency is acceptable to show partnership with all organizations

Forms/Assurances/Certifications	Submission Requirement	Notes/Description
		involved with EHE in a community, but the letter should provide the names of all relevant organizations involved in the work and the amount of funding leveraged for the project.

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

a. **Narratives.** Each narrative must be titled with a corresponding heading. The application must contain the following narratives:

i. Narrative to Address Advancing Racial Equity. Applicants must submit a narrative to address Advancing Racial Equity as outlined in Section III.F..

ii. Narrative to Address Affirmative Marketing. Applicants must submit a narrative to address Affirmative Marketing as outlined in Section III.F..

iii. Narratives to Address the Rating Factors for Award. Applicants must provide written responses to each of the five rating factors described in Section V.A. of this NOFO. The rating factor narratives are where applicants should provide a clear vision of their proposed project within the guidelines provided. Responses should follow the formatting in Section IV.B.2. and be within the page limit stated under each rating factor.

2. Format and Form

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

50 Pages maximum length of narratives

Double spaced 12-point (minimum) Times Roman font on letter sized paper (8 1/2 x 11 inches) with at least 1-inch margins on all sides

Other

All narratives should be formatted as described here. Page limits for each narrative are provided with its Rating Factor description in Section V.A.

- Font size/style for headings: 14 point, Bold. (subheadings - 12 point, Bold.)
- Headers: Left-justified - indicate the rating factor or executive summary.
- Footers: Left-justified - name of applicant. Right-justified - page number out of total pages. (ex. Page 1 of 3)

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

1. SAM Registration Requirement

You must register with <https://www.sam.gov/> before submitting their application. You must maintain current information in SAM on immediate and highest-level owner and subsidiaries, as well as on all predecessors that have been awarded a federal contract or grant 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

As of April 4, 2022, entities doing business with the federal government must use the UEI created in SAM.gov. Also, you must provide a valid UEI, registered and active at www.sam.gov/ in the application. 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>.

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

01/31/2024

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 submit your applications 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, or who have speech and 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. Amending or Resubmitting an Application

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

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

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

This NOFO will NOT fund acquisition, development, construction, rehabilitation, or emergency shelters.

Indirect Cost Rate

Normal indirect cost rules under [2 CFR part 200, subpart E](#) apply. If you intend to charge indirect costs to your award, your application must clearly state the rate and distribution base you intend to use. If you have a Federally negotiated indirect cost rate, your application must also include a letter or other documentation from the cognizant agency showing the approved rate. Successful applicants whose rate changes after the application deadline must submit the new rate and documentation to assure the award agreement incorporates the applicable rate.

G. Other Submission Requirements

1. Standard Application, Assurances, Certifications and Disclosures

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 Federal grants, 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.

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 C.F.R. §§ 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.

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 HUD Reform Act regulation for additional information.](#)

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](#), 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.

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 AFFH at 24 CFR 5.151. Applicants may propose activities that are consistent with their jurisdiction's Analysis of Impediments (AI), an Assessment of Fair Housing (AFH), or other means of fair housing planning that meaningfully supports their AFFH certification.

If the applicant will carry out proposed activities in a jurisdiction with an 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.

An applicant will submit their response to this requirement under Rating Factor 3 Soundness of Approach,(2) Operations plan (e) Supporting Housing Stability.

2. Other Program-Specific Requirements

Disclosure of Lobbying Activities (SF-LLL)

Applicants participating in lobbying activities must disclose, using Standard Form LLL (SF-LLL), "Disclosure of Lobbying Activities," any funds, other than federally appropriated funds, that will be or have been used to influence federal employees, members of congress, or congressional staff regarding specific grants or contracts. This form is included in the Application Package.

Certification Regarding Lobbying (Lobbying Form)

This certification is required for all applicants. Applicants are subject to Section 319 of Public Law 101-121, 31 U.S.C. 1352 (The Byrd Anti-Lobbying Amendment) and implementing regulations at 24 CFR Part 87, which prohibit recipients of Federal contracts, grants, or loans from using appropriated funds for lobbying the executive or legislative branches of the Federal Government for a specific contract, grant, or loan. This form is included in the Application Package.

Representations and Certification in SAM.gov

Applicants are required to complete the Representations and Certifications (Reps and Certs) section when registering in SAM.gov. The completed Reps and Certs apply to all federal financial assistance awards for the registering entity.

Commitment Letters

Applicants are required to demonstrate commitments from outside organizations that are integral to the implementation of the proposed project as part of the application process. Each organization committing as a partner and/or providing leveraged resources for this project must submit a signed letter from an Authorized Representative to the grantee during the development

of the application. Commitment letters submitted from awarded applicants will be incorporated into the grant agreement.

The commitment letter must include: the name and address of the organization(s) providing the commitment(s) (state if the organization will serve as a project sponsor); the type of commitment (partnership agreement with specific terms; applicant or third party cash resources, non-cash resources, volunteer time, contribution of a building, contribution of a lease hold interest, etc.); the dollar value of the commitment; the date of the commitment letter or other document; the source of the funding (federal, state, local, private, or in-kind contribution); and the organization's Authorized Representative's name, title, and contact information who has made this commitment. A single commitment letter from the lead Ending the Epidemic (EHE) planning agency is acceptable to show partnership with all organizations involved with EHE in a community, but the letter should provide the names of all relevant organizations involved in the work and the amount of funding leveraged for the project.

V. APPLICATION REVIEW INFORMATION

A. Review Criteria

1. Rating Factors

The factors for rating and ranking applications and the points for each factor are provided below. Partial points may be awarded for a criterion if the applicant does not fully address the information needed for full points. Applicants should be responsive to each criterion for full points as reviewers will not consider information provided in other criteria responses when awarding points unless the criterion makes the reference. Narrative responses outside the page limits for each rating factor will not be reviewed. A maximum of 100 points may be awarded under Rating Factors 1 through 5. Applicants must receive a minimum of 70 points to be eligible for funding.

Rating Factor 1: Capacity of the Applicant and Relevant Organizational Staff (21 points)

Rating Factor 2: Need/Extent of the Problem (15 points)

Rating Factor 3: Soundness of Approach (34 points)

Rating Factor 4: Leveraging Resources (10 points)

Rating Factor 5: Achieving Results and Program Evaluation (20 points)

Rating Factor 1: Capacity of the Applicant and Relevant Organizational Staff

Maximum Points: 21

Applicants may receive a maximum of 21 points for this factor. A minimum of 12 points are required in Rating Factor 1 to qualify for funding. Responses are limited to six pages plus up to two extra pages for each project sponsor. An applicant that plans to use project sponsors but fails to provide information on their capacity will not receive the minimum score.

This factor addresses the extent to which the applicant has the organizational resources necessary to successfully implement the proposed activities. It is important that the applicant demonstrates its administrative and organizational capacity to implement, monitor, and evaluate effective housing and service programs for low-income people with HIV. Applicants should strategically choose and involve team members with relevant experience. The team members include the

proposed project manager and key staff relevant to carrying out the proposed activities. Team members will be evaluated in terms of recent, relevant, and successful experience in undertaking eligible program activities. If the applicant anticipates hiring a new position to implement their proposed project, the potential team member can be evaluated based on the minimum qualifications that will be advertised for the position. Applicants may also present a division or department within the organization as a team member if a group of people are responsible for carrying out a specific activity such as reporting. Responses that generally reference the organization will not receive full points.

1. Describe team member experience and knowledge in serving people with HIV and their families.

2 points - Full points will be awarded if the application presents direct, extensive, and clear evidence of team member experience relevant to the proposed project activities in serving people with HIV and their families.

2. Describe how organizational leadership and team members align demographically and/or characteristically with community members eligible for HOPWA assistance in the defined service area.

2 points - Full points will be awarded if the application presents clear evidence of shared demographics or characteristics between organizational leadership, team members, and community members eligible for HOPWA assistance in the defined service area.

3. Describe the involvement of HOPWA eligible individuals in project-level processes for the planning, implementation, and evaluation stages of the proposed project. This can include paid or unpaid positions related to the proposed project.

2 points - Full points will be awarded if the application presents direct, meaningful, and clear evidence of involvement of HOPWA eligible individual(s) in the planning, implementation, and evaluation stages of the proposed project.

4. Describe team member experience in implementing trauma-informed approaches into programs and services for people with special needs.

1 point - Full points will be awarded if the application presents direct, extensive, and clear evidence of team member experience in implementing trauma-informed approaches into programs and services for people with special needs.

5. Describe team member experience in data collection and data analysis in adherence with confidentiality and/or privacy law and regulations.

2 points - Full points will be awarded if the application presents direct, extensive, and clear evidence of team member experience in data collection and data analysis in adherence with confidentiality and/or privacy law and regulations.

6. Describe team member experience with managing and implementing programs similar to those proposed in your application, including HOPWA, and other housing and service programs for special needs populations.

3 points - Full points will be awarded if the application presents direct, extensive, and clear evidence of team member experience and knowledge in providing activities similar to the range of housing and service activities proposed in the application.

7. Describe team member experience in coordinating with local planning bodies and building partnerships to leverage resources. Local planning bodies could include a Ryan White Planning Council, Continuum of Care (CoC), or EHE Planning Committee.

3 points - Full points will be awarded if the application presents direct, extensive, and clear evidence of team member experience coordinating with local planning bodies and building partnerships to leverage resources.

8. Describe team member experience in achieving measurable results and meeting applicable performance benchmarks in the operation of existing or previous HOPWA grants, or other similar housing and supportive service grants. This includes meeting project goals and objectives, such as the number of people assisted in comparison to the number that was planned at the time of the application; submitting timely performance reports; and expending funding as outlined in grant agreements/contracts, with no outstanding audit or monitoring issues.

3 points - Full points will be awarded if the application presents clear evidence of team member experience in achieving results and meeting benchmarks under existing or previous HOPWA grants or other similar grant programs.

9. Describe team member experience and knowledge in: (1) monitoring and evaluating the performance of housing and service programs; and (2) reporting on project outcomes on health such as viral suppression and housing similar to the HOPWA client outcomes of housing stability, reduced risks of homelessness, and access to care.

3 points – Full points will be awarded if the application fully describes team member experience in monitoring and evaluating program performance, and reporting on project outcome information on health and housing.

10. Provide clarification and action taken for any past performance issues that may have occurred in the last 5 years. Past Performance of HOPWA grants will be evaluated by HUD and up to 8 points may be deducted due to untimely, inaccurate, and/or incomplete performance reports; financial issues with expending funding as outlined in grant agreements/contracts, and outstanding audit or monitoring issues. HOPWA CARES Act grants will not be evaluated as part of this past performance but can be included in the justification if relevant.

Minus 2 points - Up to 2 points will be deducted for untimely, inaccurate, and/or incomplete performance reports. Any time period from January 1, 2023 or later that required the submission of the new HOPWA Consolidated APR/CAPER (form HUD-4155) will not be

considered.

Minus 2 points - Up to 2 points will be deducted for issues with expending funding as outlined in grant agreements/contracts including erratic spending where funds were drawn less than every 90 calendar days from the start of the period of performance and unexpended funds of \$10,000 or more were recaptured.

Minus 4 points - Up to 4 points will be deducted for unaddressed and unresolved audit or monitoring issues.

Rating Factor 2: Need/Extent of the Problem

Maximum Points: 15

Applicants may receive a maximum of 15 points for this factor. Responses for Rating Factor 2 are limited to five pages. This factor must show a clear need for housing and coordinated services addressing the unique needs of low-income people with HIV and how the proposed project aligns with those needs.

1. Define your planned service area to the county-level. A total of 2 *points* is available for this criterion. The geographic location of your project will determine whether you receive the points below.

- a. HIV diagnoses, *1 point*. To be awarded a point, the defined service area has higher relative numbers of HIV cases and per capita HIV incidence than the majority of applicants under this NOFO. HUD will use HIV surveillance data pertinent to the service area from the Centers for Disease Control and Prevention (CDC) to the relative numbers of HIV cases and per capita HIV incidence within your service area. If there is a discrepancy in ranking applicants when looking at both relative HIV cases and per capita HIV incidence, HUD will use per capita HIV incidence to determine which applicants receive the point.
- b. HOPWA formula funding availability, *1 point*. To be awarded a point, at least part of the defined service area must be in a State that is not currently eligible to receive HOPWA formula funding.

2. Describe the need for housing and services for low-income people with HIV in the service area and provide demographic and characteristic information about subpopulations that are currently underserved with local housing and services. Applicants should clearly define the demographics and shared characteristics of any identified target subpopulation that the proposed project will affirmatively market and tailor housing and services to in order to advance equity and remove barriers to assistance. Demographics and shared characteristics may include but are not limited to race, sex (including sexual orientation and gender identity), age (e.g. youth or aged 50+), history of incarceration, intimate partner or domestic violence victimization, chronic homelessness, injection drug use, substance use, and co-occurring or multiply diagnosed medical conditions. The information provided in response to this criterion should be consistent with applicant submissions for the Advancing Racial Equity narrative and the Affirmative Marketing

narrative. Data sources could include census data, health department statistics, CDC data sets, and other locally available data.

4 points – Full points will be awarded if there is a clear description of the need for housing and services for low-income people with HIV in the service area and a defined subpopulation that is currently underserved who are eligible to receive assistance through the proposed project.

3. Identify the public and private resources/organizations available to coordinate housing and services for low-income people with HIV. Applicants should demonstrate viability through strong community partnerships linking together local organizations and resources, including existing HOPWA competitive and formula grants, to ensure that project efforts are sustained after the conclusion of the funding period. It is expected that applicants in EHE Priority Jurisdictions will be working in partnership with organizations receiving EHE funding through HHS. All organizations identified should also have a signed Commitment Letter submitted with the application. A single commitment letter from the lead EHE planning agency is acceptable to show partnership with all organizations involved with EHE work in a community, but the letter should provide the names of all relevant organizations involved in the work and the amount of funding leveraged for the project.

3 points – Full points will be awarded if the community resources/organizations identified for coordination in this project clearly show experience with housing and services for low-income people with HIV, and exhibit formed partnerships through a Commitment Letter for each organization.

4. Identify local initiatives or strategies to end the HIV epidemic and how the applicant and the proposed project will align and integrate with local efforts by elevating housing as an effective structural intervention.

4 points - Full points will be awarded if the application clearly identified the local initiatives or strategies to end the HIV epidemic and can clearly show how the applicant and the proposed project will align and integrate with local efforts through two or more specific actions that will elevate housing as an effective structural intervention.

5. Identify the need for systems level improvement in the community and how improved coordination among local housing and service providers and utilization of available community resources will benefit community members in the planned service area. Applicants are encouraged to consider new and non-traditional community partnerships and resources to address barriers such as discrimination and systemic racism that contribute to differences in access in housing and lead to ongoing disparities among underserved communities. Reducing these disparities requires a focus on the needs of disproportionately affected populations, supporting racial justice, LGBTQI+ rights, combatting HIV-related stigma and discrimination, providing leadership and employment opportunities for people with or at risk for HIV, and addressing social determinants of health and co-occurring conditions to reduce health inequities and disparities.

2 points – Full points will be awarded if the application clearly identifies current community barriers to coordination among local housing and service providers and discusses two or more high-quality benefits of planned project activities to overcome barriers and advance equity.

Rating Factor 3: Soundness of Approach

Maximum Points: 34

Applicants may receive a maximum of 34 points for this factor. Responses for Rating Factor 3 are limited to a total of 10 pages.

This factor evaluates the proposed housing and supportive service activities to be carried out through this funding opportunity to help participants obtain and/or maintain safe, stable housing using Housing First principles, the roles and responsibilities of coordinating organizations, and the innovative strategies in cross-agency coordination, resource utilization, and data-driven approaches to providing housing and services and reducing HIV-related disparities that can serve as models for other programs and/or support long-term change.

1. Provide a clear strategy that includes an executive summary and strategic project goals to achieve the six required project objectives listed in Section III.F.1, Required Project Objectives, of this NOFO. The project should exhibit exemplary and/or innovative qualities, including incorporation of Housing First principles; community level coordination; data collection with emphasis on stable housing, positive health outcomes, and equity; and replicable practices that ensure equitable access and cultural humility in providing housing and services that can serve as a national place-based model. Funds for Resource Identification are available to facilitate coordination during the program period, but applicants are expected to establish relevant partnerships and have an innovative strategy for cross-agency coordination, resource utilization, and data-driven approaches to providing housing and services and reducing HIV-related disparities that can serve as models for other program and/or support long-term change at the time of application.

A total of *10 points* is available for the response to this criterion. The response will be rated on the below sub-criteria.

- a. Executive Summary, *2 points*. To be awarded full points, the executive summary should provide a high-level summary of the proposed project with the following components:
 - i. Purpose: This should include how and where the award funds will be used. The summary should briefly identify your innovative approach to achieving the required project objectives for this NOFO. The location of the use of funds should be the defined service area for the project.
 - ii. Activities to be performed. This should include proposed housing and service activities and any special service delivery method.
 - iii. Expected Outcomes. This should include projected annual housing outputs.
 - iv. Intended Clients. This should include the identified target subpopulation to which the proposed project will affirmatively market and tailor housing and services.

- v. Project Sponsor Activities. Project sponsors for the proposed project should be clearly identified with a brief description of their role in the project.
- b. Strategic Goals, *6 points*. To be awarded full points, there should be established goals connected to accomplishing each of six required project objectives for this NOFO.
- c. Alignment to ending the HIV Epidemic, *2 points*. To be awarded full points, there should be a clear connection between the strategic goals for the proposed project and locally established goals to end the HIV epidemic. For example, if the local community is collectively working towards a goal of increasing the percentage of individuals who are virally suppressed to 80 percent, applicants should clearly show how the project's goals will align with and contribute to accomplishing this locally established goal.

2. Provide an operations plan that clearly defines how planned project activities will accomplish the strategic goals. The operations plan should detail the housing and supportive services assistance planned to be implemented under the grant and logistics for providing assistance to HOPWA-eligible clients.

A total of 18 *points* is available for response to this criterion. The response will be rated on the below sub-criteria.

- a. Type of Housing Assistance, *4 points*. To be awarded full points, the operations plan should clearly define the type of housing assistance being proposed with the projected number of households to be served through each type of housing assistance for each year of the program, over a 3-year period. For rental assistance programs, this will include a plan for providing rental assistance and length of stay. The projected yearly number of households to be served should be identified for each type of housing assistance and the number should be appropriate and feasible. Applicants are encouraged to use a chart to display this information.
- b. Client Access to Housing, *4 points*. To be awarded full points, the operations plan should describe how HOPWA eligible clients will access the housing assistance provided through the project and through any specific commitments with other community housing providers. Include a description of how a client moves through the housing program from outreach, intake, client assessment, the delivery of housing services, and when appropriate, the outplacement to more self-sufficient independent housing or permanent rental housing. The description should recognize and align with the needs of eligible HOPWA clients in underserved subpopulations described in Rating Factor 2 and should exhibit equitable access and cultural humility in the approaches to provide housing for the identified subpopulation of people with HIV. The description should include consideration of systemic barriers that may prevent people of color and other underserved groups from fully accessing housing and services.
- c. Transition to Permanent Housing, *3 points*. To be awarded full points, the operations plan should describe plans to facilitate the movement of eligible persons receiving housing support to permanent subsidized housing or self-sufficiency within the 36 months of the grant period of performance. Transitions to permanent housing includes permanent rental housing subsidized by HUD or other Federal, state, and local resources. If funds will be used to help clients secure new housing units, applicants must describe plans to use the funds and the related housing outputs for these permanent housing placement services

(under that budget line item), such as costs for first month's rent and security deposits. There should be a clear, feasible plan to transition program clients off housing assistance provided through this program to alternative permanent housing or self-sufficiency, that presents flexibility and the necessity to address varying needs of individuals receiving housing assistance, without any risk of homelessness or housing instability.

- d. *Supportive Services, 4 points.* To be awarded full points, the operations plan should describe how the supportive service needs of HOPWA eligible clients will be met and the use of any additional leveraged resources by describing the type of supportive services that will be offered directly under the grant and/or how agreements and project plans will ensure that services will be accessed and coordinated from other mainstream health and social services sources. Projects should provide access to a wide range of flexible and optional services that reflect the varying individual needs of people with HIV. Individualized services may be offered, such as counseling, support groups, and advocacy services, case management, licensed childcare, employment services, nutritional support, transportation, and referrals to other agencies. Supportive services must never be required to receive housing assistance, but the plan should clearly show how the applicant plans to engage clients uninterested in receiving supportive services. The description should recognize and align with the needs of eligible HOPWA clients in underserved subpopulations described in Rating Factor 2. There should be a precise, feasible plan ensuring program clients have viable access to a wide variety of supportive services that address needs associated with maintaining stable housing and achieving positive health outcomes. The proposed plan should clearly allow program clients to choose the course of action that is best for them and demonstrate cross-agency coordination, resource utilization and data-driven approaches to provide services with cultural humility.
- e. *Supporting Housing Stability, 3 points.* To be awarded full points, the operations plan should describe the ways in which the planned services will help HOPWA clients obtain and/or maintain stable housing. Applicants should describe how activities will address the disproportionate need for safe and healthy housing for protected class groups, including persons with disabilities, families with children and underserved communities of color. Applicants must explain their comprehensive plan for ensuring equitable access and cultural humility when delivering supportive services in coordination with project partners and show how agreements with community organizations will ensure that eligible individuals and families receive adequate services to support housing stability. Services supporting housing stability could include budgeting, reviews of lease requirements and rental community norms, employment services, and case management. The roles and responsibilities of the organizations carrying out each eligible activity should be reasonable and clearly identified, and the plan should clearly exhibit how the housing and service needs of clients will be addressed with cultural humility in an equitable, and holistic manner. The response to this rating factor provides the AFFH response required at IV.G.1.

3. Explain how the coordination of HIV housing assistance and related services will continue past the funded period.

3 points – Full points will be awarded if the coordination of HIV housing assistance and related services exemplifies long-term partnerships that will continue past the conclusion

of funding.

4. Complete the HOPWA budget form (HUD-40110-B) with amounts and descriptions that reflect the planned eligible activities in the operations plan along with leveraged resources discussed in the Rating Factor Narratives. The budget must follow the guidelines and requirements within this funding announcement. If the applicant is proposing an Other Activity to be approved by HUD, there must be an accompanying narrative description (maximum two pages which are not included in page limit for Rating Factor 3) specifically describing the Other Activity proposed in the budget. The Other Activity narrative must address the expected beneficial impact of this alternative activity in addressing housing needs of clients by describing the project impact and the identified performance output and client outcome measures for this activity. Proposed Other Activities will be approved through the application review process if the description of the Other Activity shows a beneficial impact to the project and eligible people. HUD will not consider proposals for use of the Other Activity outside the application process.

3 points – Full points will be awarded if all budget amounts and descriptions reflect the planned activities discussed in this narrative section, reflect funding amounts reasonable for the locality, and follow the guidelines and requirements within this funding announcement. If the applicant is proposing an Other Activity to be approved by HUD, there is a clear description of the proposed Other Activity including the project impact, the performance output and client outcome measures, and how the funds included in the budget will be expended.

Rating Factor 4: Leveraging Resources

Maximum Points: 10

Applicants may receive a maximum of 10 points for this factor. Applicants must receive a minimum of 2 points in Leveraging Resources to be eligible for funding.

This factor addresses the applicant's ability to secure community resources that can be combined with NOFO funds to achieve program purposes and to ensure sustainability of the housing efforts. Such commitments may involve provisions of funding or services by other agencies, or in-kind donation of dedicated personnel to lead or plan collaborative activities. Applicants can receive up to 10 points based on the extent to which resources from other state, local, federal, or private resources are listed with the required elements to demonstrate that these funds are committed at the time of application to support and sustain the project.

The leveraging information must be presented on a list or chart with the following information: the name and address of the organization(s) providing the commitment(s) (state if the organization will serve as a project sponsor); the type of commitment (applicant or third party cash resources, non-cash resources, volunteer time, contribution of a building, contribution of lease hold interest); the dollar value of the commitment; the date of the commitment letter or other document; the source of the funding or in-kind contribution, such as federal, state, local, private; and the organization's authorized representative's name, title, and contact information who has made this commitment. The chart should also include a total amount of all leveraged resources. See Appendix A for an example leveraging chart.

Applicants will be awarded points based on the percentage of commitment dedicated to the project. The percentage of leveraging is determined by comparing the determined total amount of leveraged resources to the total grant amount requested by the applicant under this NOFO.

10 points - 200.0% or greater

8 points - 150.0% to 199.9%

6 points - 100.0% to 149.9%

4 points - 50.0% to 99.9%

2 points - 1% to 49.9%

Rating Factor 5: Achieving Results and Program Evaluation

Maximum Points: 20

Applicants may receive a maximum of 20 points for this factor. Responses for Factor 5 are limited to five pages.

Reporting requirements under this NOFO are more comprehensive than traditional HOPWA program reporting. Responses for this factor must describe the project's specific outcomes and goals and how data will be collected to ensure reporting is accurate and complete. This must also include a clear plan to monitor and evaluate project achievements based on the established goals.

1. Determine aggregated client-level outcomes for the project based off the strategic goals established in Rating Factor 3 including, but not limited to, improved housing stability, reduced risk of homelessness, improved access to appropriate supportive services, increased access to healthcare, improved individual health (ex. CD4 count, viral load, perceived health, etc.), and, if applicable, employment and income growth.

4 points – Full points will be awarded if outcomes are clearly stated, reasonable, and inclusive of housing and health.

2. Determine quantifiable systems-level outcomes for the project based off the strategic goals established in Rating Factor 3 including, but not limited to, increased alignment with initiatives or strategies to end the HIV epidemic; reduced HIV-related disparities and health inequities for underserved communities; increased partnerships formed or continued with community organizations and other housing and service providers; increased utilization and leverage of available community resources.

4 points – Full points will be awarded if quantifiable outcomes are clearly stated, reasonable, and inclusive of system-level improvements identified in the established strategic goals for the project.

3. Provide a clear plan for collecting client-level data and other necessary project data to produce accurate and complete reports for this NOFO inclusive of the HOPWA Consolidated APR/CAPER, HIV Housing Care Continuum Model, and SPNS Grant Model. The applicant

should show they have systems or processes in place to accommodate the data collection for this funding opportunity.

4 points – Full points will be awarded if there is a clear data collection plan to gather all the required data elements in the required reporting forms under this NOFO.

4. Provide a clear plan to monitor and evaluate the delivery of housing and services that objectively measures actual achievements against anticipated achievements. This should include a timeline with activities, benchmarks, and performance indicators.

4 points – Full points will be awarded if there is a clear monitoring and evaluation plan to measure achievements with a timeline that includes activities, benchmarks, and performance indicators.

5. Indicate how monitoring will be used to make programmatic adjustments throughout the grant operating period to ensure goals are achieved. Applicants should consider when adjustments would be needed to advance equity for underserved communities at both a client level and a systems level.

4 points – Full points will be awarded if there is clear indication that monitoring throughout the operating period will be used in set time intervals to ensure goals are being achieved with adjustments as needed.

This program does not offer points for Section 3.

2. Other Factors

Preference Points

This program does not offer any preference points.

You may choose to voluntarily commit to address policy initiatives in your application. Addressing these policy initiatives is not a requirement to apply for or receive an award. If you choose to address a voluntary policy initiative in your application, however, 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.

Pursuant to Executive Orders [13985](#), [14041](#), [14045](#), and [14031](#), you may receive up to two (2) preference points if you are an applicant designated as a minority-serving institution (MSI) or if your application proposes one or more partnerships with minority-serving educational institutions that have been historically underserved.

This program does not offer preference points related to minority-serving institutions.

This program does not offer Promise Zone preference points.

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 grant 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

Producing positive outcomes and results

HUD may reduce scores based on the past performance review, as specified under V.A. Review Criteria. 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 this part 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.

3. Experience Promoting Racial Equity

In evaluating applications for funding, HUD will consider the extent to which the application demonstrates that the applicant has the experience and 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.

Applicants should describe their experience promoting racial equity in Rating Factor 1, Organizational Experience. Direct experience should be provided under criteria 2 and 3 of Rating Factor 1.

4. Support for New Grantees

HUD encourages eligible applicants who have never administered a HOPWA or HUD grant or subaward to apply under this competition. HUD may support awarded applicants with limited HOPWA or HUD grant experience through individualized technical assistance (TA) to ensure successful startup and implementation of the awarded project. This TA can begin once the applicant signs a grant agreement with HUD and may take place over the first months of the grant. In circumstances where a grantee accepts this TA at the beginning of the grant and works diligently to meet the approved TA objectives before providing the grant-funded services to HOPWA-eligible clients, HUD may provide a grant extension so that the grantee can still have a full three-year period to provide direct services after the approved TA objectives have been met.

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 Grant

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 the 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 fiscal year for other competitions within the program area, or be held for future competitions (if allowable in accordance with the applicable appropriation or authorizing statute), or 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 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.

4. Program-specific Adjustments to Funding. HUD reserves the right to redistribute or remove incorrectly allocated activity costs on the HOPWA budget form (HUD-40110-B). Applicants should refer to Section III.F.3. for eligible costs under this NOFO's eligible budget line items.

5. Rating and Selection of Applications. HUD will select applications in order of the highest ranking score to the extent that funds are available. HUD will not select an application that is rated below 70 points, nor will an application be funded if it receives lower than 12 points for Rating Factor 1 or lower than 2 points for Rating Factor 4. If there is more than one applicant with planned activities in the same exact service area, the applicant with the highest score for that service area will receive the award and the lower scored application will only be considered if funding remains after all other eligible applications have been selected. Applicants may coordinate on a regional level with portions of their service areas overlapping; this would not be considered the same exact service area. In the event of a tie score between applications, HUD reserves the right to break the tie by selecting the application that was scored higher on a rating factor in the following order: Rating Factor 3, Rating Factor 1, Rating Factor 2, Rating Factor 5, and Rating Factor 4.

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

Unless otherwise specified, the following [Administrative, National and Department Policy Requirements and Terms for HUD Financial Assistance Awards](#) apply. Failure to comply with

these requirements may impact your ability to receive or retain a financial assistance award from HUD. Read the requirements carefully as the requirements are different among HUD's programs.

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 those listed on HUD's [Affirmatively Furthering Fair Housing](#) webpage
7. Compliance with Economic Opportunities for Low-and Very Low-income Persons (Section 3) 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 (see [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, Sustainable, Accessible, and Free from Discrimination by Design
13. Compliance with Real Estate Acquisition and Relocation requirements (see [49 CFR part 24](#) and applicable program regulations)
14. Compliance with Participation in HUD-Sponsored Program Evaluation (see [Federal Register Notice, FR-6278-N-01](#))
15. Compliance with OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (see [2 CFR part 200](#))
16. Compliance with Drug-Free Workplace requirements (see [2 CFR part 2429](#), which is HUD's implementation of [41 U.S.C. 701, et seq.](#))
17. Compliance with the requirements related to safeguarding resident/client files
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 on [HUD's Disability Overview](#) webpage
21. Compliance with Violence Against Women Act at [24 CFR part 5](#), subpart L and applicable program regulations
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 and [implementing guidance available on HUD's dedicated webpage](#)
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 USC 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 (see [2 CFR part 2424](#) and [2 CFR part 180](#))
28. Compliance with environmental justice requirements under 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 Eliminating Barriers That May Unnecessarily Prevent Individuals with Criminal Histories from Participation in HUD Programs (see [HUD Secretary Fudge's April 12, 2022 memorandum](#))
30. Compliance with equity requirements, which include compliance with racial equity and underserved communities and LGBTQ+ requirements under Executive Orders [13985](#) and [13988](#)

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 \(hudoig.gov\)](#))

Environmental Review

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

All HOPWA assistance is subject to the National Environmental Policy Act of 1969 (NEPA), 42 U.S.C. 4321, and applicable related federal environmental authorities. Under 24 CFR 58.34(a)(3); 58.35(b)(1) and (2), many eligible HOPWA activities under this NOFO, such as tenant-based rental assistance, supportive services, and administrative costs, are exempt or categorically excluded not subject to the laws and authorities at 24 CFR 58.5 (CENST). However, exempt and CENST activities still require an environmental review determination demonstrating compliance with the applicable laws and authorities at 24 CFR 58.6. Other activities, including project-based assistance, require a higher level of environmental review. In accordance with Section 856(h) of the AIDS Housing Opportunity Act and the HOPWA regulations at 24 CFR 574.510, environmental reviews for HOPWA activities are to be completed by a responsible entity (as defined in 24 CFR 58.2) in accordance with 24 CFR part 58. Grant recipients that are states or units of general local government are the responsible entities under 24 CFR 58.2(a)(7) and must perform the environmental review for subrecipients.

Applicants or grantees that are not a responsible entity must request the unit of general local government to serve as responsible entity to perform the environmental review, or HUD may make a finding in accordance with 24 CFR 574.510(c) and 24 CFR 58.11(d) and may itself perform the environmental review under the provisions of 24 CFR part 50. HOPWA grantees and project sponsors may not undertake any project or activity, or commit or expend any HUD or non-HUD funds on project activities (other than those listed in 24 CFR 58.22(f), 58.34 or 58.35(b) for which the responsible entity documents its findings of exemption or categorical exclusion for the environmental review record (24 CFR 58.34(b) or 24 CFR 58.35(d)) that could limit the choice of reasonable alternatives or have an adverse environmental impact until HUD has approved a “Request for Release of Funds and Certification” (RROF), form HUD-7015.15, in compliance with NEPA and 24 CFR Part 58, when applicable, or until HUD has completed the environmental review and the recipient has received HUD approval. The recipient, its project sponsors and their contractors may not lease property for a project, or commit or expend HUD or non-HUD funds for this eligible activity, until the responsible entity (as defined in 24 CFR 58.2) has completed the environmental review procedures required by 24 CFR part 58 and the environmental certification and the RROF have been approved, or until HUD has completed the environmental review and the recipient has received HUD approval. HUD will not release grant funds if the recipient or any other party commits HUD or non-HUD funds (i.e., incurs any costs or expenditures to be paid or reimbursed with such funds) before the recipient submits and HUD approves its RROF (where such submission is required). The recipient shall supply all available, relevant information necessary for the responsible entity or HUD to perform, for each property, any environmental review required.

Prohibition on Surveillance

Compliance with [2 CFR 200.216, Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment](#) is required.

Remedies for Noncompliance

HUD may terminate a Federal award, in whole or in part, for any of the reasons specified in [2 CFR 200.340, Termination](#).

A default shall occur when the Grantee fails to comply with the provisions of the executed Grant Agreement. In the event of a default, HUD may take one or more of the actions provided in 24 CFR 200.339 after providing the Grantee with an opportunity for informal consultation in accordance with 24 CFR 574.500(c). Nothing in the Grant Agreement shall limit any remedies otherwise available to HUD in the case of a default by the Grantee. No delay or omissions by HUD in exercising any right or remedy available to it under the Grant Agreement shall impair any such right or remedy or constitute a waiver or acquiescence in any Grantee default.

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 grant 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, 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-grant equal to or greater than \$30,000.

4. Program-Specific Reporting Requirements

Reporting requirements under this NOFO are more comprehensive than traditional HOPWA program reporting. Grantees will be required to submit three different reporting documents including the HOPWA Consolidated APR/CAPER, an HIV Housing Care Continuum Model Report, and a Housing as an Intervention to Fight AIDS (HIFA) Model.

a. **HOPWA Consolidated APR/CAPER (form HUD-4155)**. Grantees will be required to submit a Consolidated APR/CAPER within 90 calendar days after the end of each operating year. The final report is due within 120 calendar days after the period of performance end date. A sample HOPWA Consolidated APR/CAPER can be accessed at: <https://www.hud.gov/sites/dfiles/OCHCO/documents/4155.pdf>

b. **HIV Housing Care Continuum Model (form HUD-4154)**. Grantees will be required to submit an HIV Housing Care Continuum Model report (as updated) within 90 calendar days after the end of each operating year. The final report is due within 120 calendar days after the period of performance end date. The HIV Housing Care Continuum Model being reported under this NOFO uses the diagnosis-based approach established by the Center for Disease Control (CDC) through their fact sheet, "Understanding the HIV Care Continuum", published in July 2019. This fact sheet can be accessed at <https://www.cdc.gov/hiv/pdf/library/factsheets/cdc-hiv-care-continuum.pdf>. The HIV Housing Care Continuum Model will require grantees to collect four client-level data elements for each person with diagnosed HIV qualifying the household to receive HOPWA assistance by type of assistance received through this NOFO. Demographic information will also need to be reported for each data element by type of assistance received through the NOFO. The data elements include:

- **Receipt of Care.** Receipt of care is measured as a person with diagnosed HIV qualifying the household to receive HOPWA assistance under this NOFO who had at least one CD4 or viral load test during the operating year.
- **Retained in Care.** Retained in care is measured as a person with diagnosed HIV qualifying the household to receive HOPWA assistance under this NOFO who had two or more CD4 or viral load tests, performed at least three months apart during the operating year.
- **Viral Suppression.** Viral suppression is measured as a person with diagnosed HIV qualifying the household to receive HOPWA assistance under this NOFO who had a viral load test result of <200 copies/mL at the most recent viral load test during the operating year.
- **Type of HOPWA assistance received.** The type of HOPWA assistance received by the person with diagnosed HIV qualifying the household to receive HOPWA assistance includes any HOPWA assistance for housing or supportive services funded through this NOFO. This data element will provide the denominator for the variety of HIV Housing Care Continuums created through the HIV Housing Care Continuum Model report. Grantees will be required to separately report receipt of care, retained in care, and viral suppression for persons with diagnosed HIV receiving the following categories of type of HOPWA assistance under this NOFO:
 - Any eligible HOPWA assistance;
 - Housing assistance defined in Section III.F.3.a. only;
 - Supportive Services only;

- Both Housing assistance and Supportive Services;
- TBRA and Master Leasing only;
- TBRA, Master Leasing, and Supportive Services;
- Facility-based Housing only;
- Facility-based Housing and Supportive Services;
- STRMU only;
- STRMU and Supportive Services;
- Other Housing Activities only;
- Other Housing Activities and Supportive Services.

Each annual submission of the HIV Housing Care Continuum Model will cover only the data from the operating year covered. The client-level data elements should be collected at minimum annually and at the following times: Client Intake, HOPWA Assistance Ends, Type of HOPWA Assistance Changes, or Recertification for HOPWA Assistance. In addition to the data elements collected, the grantee will provide a brief narrative to interpret the data reported.

c. **SPNS Grant Model (form HUD-4153).** Grantees will also develop a SPNS Grant Model through form HUD-4153 (Housing as an Intervention to Fight AIDS (HIFA) Model) to be submitted within 120 days after the period of performance end date. The SPNS Grant Model will document the project's design, implementation, and outcomes, and identify best practices and model qualities related to the use of housing as a structural intervention in ending the HIV epidemic. The SPNS Grant Model will include the following components: a vision or goal for the project; description of the need being met by the project; description of the program design; description of the alignment with initiatives or strategies to end the HIV epidemic; description of data collection and analysis used to make data-driven decisions on stable housing, positive health outcomes, and equity; description of the use of cultural humility for clients experiencing service gaps; partnerships formed or continued with community organizations and other housing and service providers; resources and partnerships used to transition clients to self-sufficiency or other forms of housing assistance by the end of the grant period; successes and challenges in using housing as a structural intervention to end the HIV epidemic; client outcomes related to health and housing stability including a summary of HIV Housing Care Continuum results and, if applicable, employment and income growth. Health outcome measures will include HOPWA client CD4 count, viral load, and perceived health. Data will be provided in the aggregate. Each SPNS Grant Model will be shared with the public, and lessons learned through these grantee efforts will help inform national and community policy and actions.

D. Debriefing

For a period of at least 120 calendar days, beginning 30 calendar days after the public announcement of awards under this NOFO, HUD will provide a debriefing related to their application to requesting applicants. A request for debriefing must be made in writing or by email by the AOR whose signature appears on the SF-424 or by his or her successor in office and be submitted to the POC in Section VII Agency Contact(s) of this NOFO. Information provided during a debriefing may include the final score the applicant received for each rating factor, final

evaluator comments for each rating factor, and the final assessment indicating the basis upon which funding was approved or denied.

VII. AGENCY CONTACT(S)

HUD staff will be available to provide clarification on the content of this NOFO.

Questions regarding specific program requirements for this NOFO should be directed to the POC listed below.

Name:

Phone:

Email:

HOPWA@hud.gov

Individuals who are deaf or hard of hearing, or who have speech and other 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)

A Finding of No Significant Impact (FONSI) with respect to the environment has been made for this NOFO in accordance with HUD regulations at [24 CFR part 50](#), which implement section 102(2)(C) of the National Environmental Policy Act of 1969 (42 U.S.C. 4332(2)(C)). The FONSI is available for inspection at [HUD's Funding Opportunities](#) web page.

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 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](#)
- [Section 3 Business Registry](#)
- [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.gov HOPWA website](#)
- [HUD.gov HOPWA Listserv Sign up](#)
- [HUD.gov HOPWA Published Listservs](#)
- [HUD Exchange HOPWA Listserv Sign up](#)
- [HUD Exchange HOPWA Technical Assistance website](#)

APPENDIX

APPENDIX A: Sample Leveraged Resources Chart

Chart of Leveraged Resources (SAMPLE)

Applicant:					
Name/Address of Organization	Type of Commitment	\$ Amount	Date of Commitment Letter	Source of Funding or In-kind Contribution	Organization Contact (name, title, phone, email)
We Leverage! Inc. 25 Percent Avenue Here, PP 00000	Third Party Cash Resources (for IT Services)	\$200,000 (3 yrs)	1/1/11	Private Funding	Guy Help, Director 1-555-XXX- XXXX, [email]
Volunteers on Earth 2 Earth Dr. Gaia, EA 00001	Volunteer Time (Support Groups)	\$5,000 (1,000hrs*\$5/hr)	1/2/11	Private In- Kind Contribution	Phil Anthropist, Executive Director 1-555-XXX- XXXX, [email]

Junkyard Revival 2b 2nd Life Blvd. Hope, WE 00002	Vehicle for client transportation	\$40,000 (Vehicle and 3 yrs of maintenance)	1/3/11	State In-Kind Contribution	Manual Transmission, Owner 1-555-XXX- XXXX, [email]
City of Sunshine 25 Rainbow Road Sunshine, XO 00003 *Applicant	Housing Placement Services	\$100,000 (2,000hrs * \$50/hr)	1/4/11	Local Funding	Rosie Outlook, Mayor 1-555-XXX- XXXX, [email]
		Total: \$345,000			