



TX-503 Austin/Travis County CoC FY2024/FY2025 YHDP Local Project Application

General Instructions:

- 1- Submit the completed application in **PDF format** using the following file-naming convention: **FY24-25 YHDP NOFO-Applicant Name–Project Title–Project Type**.
- 2- **Place all required attachments in one folder**, compress the folder into a ZIP file, and attach it to the submission email.
- 3- Submit both the **PDF application and the ZIP folder containing all required attachments** to NOFO@austinecho.org by the mentioned deadline below.

Applicants should answer every question that applies to their proposed project. If a question does not apply, please write "N/A" and provide a brief explanation.

Applicants must also complete all required e-snaps project application materials if selected for inclusion on the YHDP Project Priority Listing.

Submission Deadline: The last date to submit your application is **July 24, 2026, at 5:00 pm CST**. Late applications will not be accepted.

GENERAL INFORMATION *(must be completed by all applicants)*

1. **Applicant Name:**
2. **Proposed Project Title:**
3. **Project Proposed Start Date**
4. **Project Proposed End Date:**
5. **Total Project Budget:**
6. **Total Amount Requested:**
7. **Match Amount:**

SECTION 1 — THRESHOLD REQUIREMENTS (Pass/Fail): *Not all items in this section require a narrative response; some are attachments. Please read the instructions for each item carefully. Applications that do not meet threshold requirements may not advance to scoring.*



1.1 Applicant Eligibility (Attachments Only)

Provide documentation showing that your organization is an eligible YHDP project applicant. Attach applicable documentation, such as IRS determination letter, government charter, or other eligibility documentation.

Eligible project applicants may include state governments, county governments, city or township governments, special district governments, Indian Tribes and Tribally Designated Housing Entities, and eligible nonprofit organizations.

1.2 SAM.gov Registration (Attachments Only)

Provide proof of active SAM.gov registration and Unique Entity Identifier (UEI). The registration must be active at the time of application and must remain active throughout the award period.

1.3 Required HUD Forms and Certifications (Attachments Only)

Attach HUD-2880, SF-424, SF-424B, assurances, and all required NOFO Section IV.A certifications when applicable.

1.4 Eligible Population

Select the population that your project will serve;

- Youth age 24 and younger;
- Unaccompanied youth;
- Pregnant or parenting youth;
- Youth exiting foster care or justice systems;
- Youth experiencing trafficking, sexual exploitation, domestic violence, or similar trauma;
- Youth with substance use or mental health service needs;
- Youth living in unsafe situations, if applicable.

1.5 Match Requirement (200 words)

Identify your required match. Describe whether the match is cash, in-kind, or provided through an MOU or written commitment.

Attach match letters, MOUs, or other documentation demonstrating compliance with 24 CFR 578.73, unless the proposed activity is exempt under the YHDP NOFO or Appendix II.

1.6 Coordinated Entry Participation (200 words)

Does your agency commit to participating in the CoC's Coordinated Entry process in accordance with CoC written standards and any youth-specific CE procedures adopted through YHDP?

- Yes
- No

If Yes, describe how your project will receive referrals and coordinate with the CE system.

1.7 HMIS or Comparable Database Participation (200 word)

Does your agency commit to entering required client-level data into HMIS?

- Yes
- No



If No, is your agency a victim service provider or otherwise prohibited from entering data into HMIS? Describe the comparable database that will be used and how data will be reported to the CoC.

1.8 Youth Participation (500 words)

Describe how youth with lived experience were involved in the design of this proposed project. Attach evidence of youth input, which may include meeting notes, focus group summaries, advisory group feedback, youth recommendations, or other documentation.

1.9 Supportive Services Cost (200 words)

Identify the amount and percentage of your project budget dedicated to supportive services. HUD awards points to communities that demonstrate that at least 20% of total YHDP funds, excluding planning and HMIS grants, are allocated to supportive services costs.

1.10 Safety and Legal Certifications

Confirm the following:

- The project will not use YHDP funds for illegal racial preferences or discriminatory practices.
- The project will not operate drug injection sites or safe consumption sites.
- The project will not knowingly distribute drug paraphernalia.
- The project will not permit the use or distribution of illicit drugs on property under its control.
- If the project provides site-based housing for youth under 18, the project will not allow registered sex offenders or individuals with violent criminal records to live in the housing, except in justice system re-entry programs.
 - I confirm

SECTION 2 — ORGANIZATIONAL CAPACITY (20 Points): *Provide your narrative as an answer to each question. Attach supporting documentation where requested.*

2.1 Previous Experience Serving Youth Experiencing Homelessness (5 points) (500 words)

Describe your organization's experience serving youth and young adults experiencing or at risk of homelessness.

Include:

- Number of years serving youth;
- Types of youth programs operated;
- Populations served;
- Housing or supportive service outcomes;
- Experience serving youth with high service needs;
- Experience serving pregnant or parenting youth, trafficking survivors, youth exiting systems, or youth with behavioral health needs, if applicable.

2.2 Federal, State, or Local Grant Experience (5 points) (500 words)

Describe your experience managing federal, state, or local grants.

Include:



- Funding sources;
- Award amounts;
- Years managed;
- Monitoring results;
- APR or performance outcomes;
- Any unresolved findings, audit concerns, or corrective action plans.

Attach recent monitoring reports, audit reports, APRs, or other documentation if available.

2.3 Financial Management and Administrative Capacity (5 points) (500 words)

Describe your organization's financial management capacity.

Include:

- Internal controls;
- Grant accounting systems;
- Cost allocation procedures;
- Procurement policies;
- Ability to track match;
- Ability to invoice, draw funds, and maintain documentation.

Attach audits, financial statements, fiscal policies, or other evidence of financial capacity.

2.4 Staffing and Organizational Management (5 points) (500 words)

Describe the staffing structure for the proposed project.

Include:

- Proposed positions;
- Staff qualifications;
- Supervision structure;
- Training plan;
- Backfill or vacancy plan;
- Experience working with youth;
- Experience implementing trauma-informed, youth-centered, and culturally responsive services.

Attach organizational chart, project staffing chart, position descriptions, or staffing plan.

SECTION 3 — PROJECT DESIGN (60 Points): *Provide your narrative as an answer to each question. Responses should be specific, data-informed, and connected to the YHDP NOFO priorities.*

3.1 Project Description and YHDP Alignment (5) (2000 words max)

Provide a clear description of the proposed project. **Include:**

- Project type;
- Services or housing to be provided;
- Number of youth to be served;



- Proposed service area;
- Project goals;
- How the project will help reduce youth homelessness.

Explain how the project aligns with the YHDP NOFO goal of demonstrating a comprehensive approach to serving homeless youth age 24 and younger.

3.2 Target Population and Need (5 points)

Describe the target population for the project and the need for the proposed intervention. Include Strategies for identifying and assisting the targeted population

Include data and community experience related to:

- Youth homelessness;
- Unsheltered youth;
- Youth exiting foster care or justice systems;
- Pregnant or parenting youth;
- Youth experiencing trafficking, exploitation, domestic violence, or abuse;
- Youth with substance use or mental health needs;
- Gaps in the current youth homeless response system.

3.3 Supportive Services and Self-Sufficiency Plan (10 points)

Describe how your project will connect youth to supportive services that promote stability, self-sufficiency, and independent living.

Include strategies related to:

- Case management;
- Education;
- Job training;
- Employment;
- Income growth;
- Life skills;
- Behavioral health;
- Substance use disorder, Must include sober living options for youth to receive full points
- Family counseling or mediation;
- Childcare, transportation, or other supports for parenting youth;
- Mainstream benefits.

Explain how services will be offered, encouraged, documented, and evaluated.

3.4 Youth Leadership and Youth Voice (15 points)

Describe how youth with lived experience were involved in project design and how youth will continue to be involved during implementation.

Include:

- How many youth were consulted;
- How youth feedback changed the project design;



- Whether youth will participate in advisory roles, hiring, training, evaluation, or governance;
- Whether youth will receive compensation, support, or leadership development opportunities.

3.5 Coordinated Entry and Referral Process (5 points)

Describe how youth will access the project. To receive full points, screening and assessment tools must identify: Pregnant/Parenting youth, Youth exiting foster care/justice systems, Labor or sexually exploited or trafficked youth and Youth in need of substance use or mental health services

Include:

- How referrals will be received;
- How the project will coordinate with CE;
- How youth will be assessed and prioritized;
- How the project will ensure access for youth with disabilities;
- How the project will address barriers to access;
- How the project will coordinate with outreach, schools, child welfare, juvenile justice, and other referral sources.

3.6 Specialized Youth Subpopulations (5 points)

Describe whether your project will provide a preference or specialized services for any youth subpopulation.

Examples include:

- Pregnant or parenting youth;
- Youth fleeing domestic violence;
- Youth experiencing trafficking or exploitation;
- Youth with substance use disorders;
- Youth with mental health needs;
- Youth exiting foster care;
- Youth exiting juvenile or adult justice systems.

Explain why the preference is needed and how specialized services will be provided.

3.7 Family Reunification and Preservation (5 points)

Describe how the project will support family reunification or family preservation when safe and appropriate.

Include:

- Family counseling;
- Mediation;
- Kinship connections;
- Safety planning;
- Reunification decision-making;
- How the project will ensure reunification is voluntary, safe, and youth-centered.



3.8 Building Safe Communities and Crisis Coordination (10 points):

Describe how your project will contribute to safer conditions for youth experiencing homelessness and support coordination with local crisis response, first responders, outreach teams, behavioral health providers, substance use providers, victim service providers, and other relevant partners. Include how the project will help identify and connect youth living in encampments or other public spaces to appropriate services, how the project will respond to public substance use or overdose risks, how the project will address youth who may be a danger to themselves or others, and how the project will follow applicable safety, confidentiality, and information-sharing requirements.

Attach any relevant protocols, MOUs, referral workflows, safety policies, crisis response procedures, or partner letters that support this response.

SECTION 4 — PERFORMANCE MEASUREMENT AND DATA (20 Points): *Provide your narrative as an answer to each question.*

4.1 Housing Stability and Positive Exit Outcomes (5 points)

Describe how the project will support youth in achieving safe and stable housing outcomes.

Include:

- Formal Partnerships with PHAs
- Expected exits to stable housing;
- Strategies to reduce returns to homelessness;
- Housing navigation or landlord engagement, if applicable;
- Follow-up planning;
- Connections to long-term housing resources.

4.2 Education, Employment, and Income Growth Strategies and Partnerships (5 points)

Describe how the project will support youth in improving education, employment, and income outcomes, citing at least one collaborative project that has supported youth and young adults experiencing homelessness

Include:

- School re-engagement;
- GED or diploma support;
- Higher education connections;
- Workforce development;
- Job readiness;
- Employment placement;
- Income growth;

4.3 Social and Emotional Well-Being (5 points)

Describe how the project will support social and emotional well-being.

Include:



- Positive youth development;
- Trauma-informed care;
- Peer support;
- Behavioral health connections;
- Substance use recovery supports;
- Permanent social connections;
- Crisis planning;
- Mentoring or natural supports.

4.4 HMIS, Data Quality, and Continuous Quality Improvement (5 points)

Describe your plan for HMIS participation, data quality, performance monitoring, and continuous quality improvement.

Include:

- Data entry process;
- Staff responsible for HMIS;
- Data quality review schedule;
- Performance measures;
- Client feedback;
- Youth feedback;
- How performance data will be used to improve the project.