National Veterans'
Technical Assistance Center

Fiscal Year (FY) 2025 Homeless Veterans' Reintegration Program (HVRP) Funding Opportunity Announcement (FOA) Prospective Applicant Webinar

Reminders

➢ Welcome to the 2025 HVRP Prospective Applicant Webinar for the 2025 FOA!

➢ This event is being recorded

➢ Please disengage any form of Artificial Intelligence (AI) for the duration of this event

➢ Applicants should reach out to HVRPFOA@dol.gov for questions about the FOA or your application

➢ Each slide in the FOA section will list the accompanying section in the FOA where you can find full details

Today's Speakers

Miranda Moffat

Outreach Coach

✉ nvtac@dol.gov

Jenn Steigerwald

Project Manager

✉ nvtac@dol.gov

Agenda

➢ Getting started

➢ HVRP overview

➢ FOA information

➢ Project Budget

➢ Project Narrative

➢ Submission information

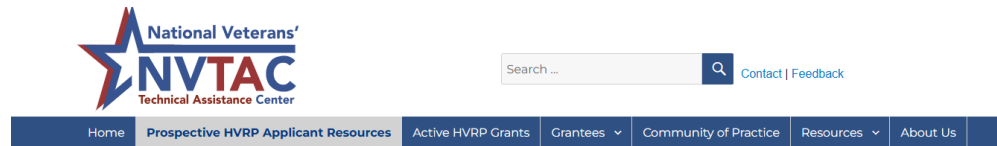➢ Review process and award information

➢ Agency contacts and resources

Where Do I Start?

➢ See FOA Section III.A to ensure your organization is eligible to apply

➢ Verify your SAM.gov registration is active

➢ Applications are due no later than Monday, March 17, 2025, at 11:59 p.m. ET

➢ Become familiar with HVRP policies and Uniform Guidance (UG) requirements

➢ Read the 2025 Funding Opportunity Announcement (FOA), and all attachments, in its entirety prior to beginning your application

    ➢ If you do not complete **all** required attachments as specified, your application will not be successful

➢ **Required:** SF-424, SF-424A, Budget Narrative, Project Narrative, and required attachments

➢ Follow all guidelines and requirements listed in the FOA, including funding limits ($150K–$500K per year), when preparing your application

Prospective HVRP Applicant Resources

Prospective HVRP applicants can find helpful microlearning videos on the various aspects of the FOA, resources, and tools to apply for the 2025 FOA on the [Prospective HVRP Applicant Resources](#) page on the NVTAC.org website.
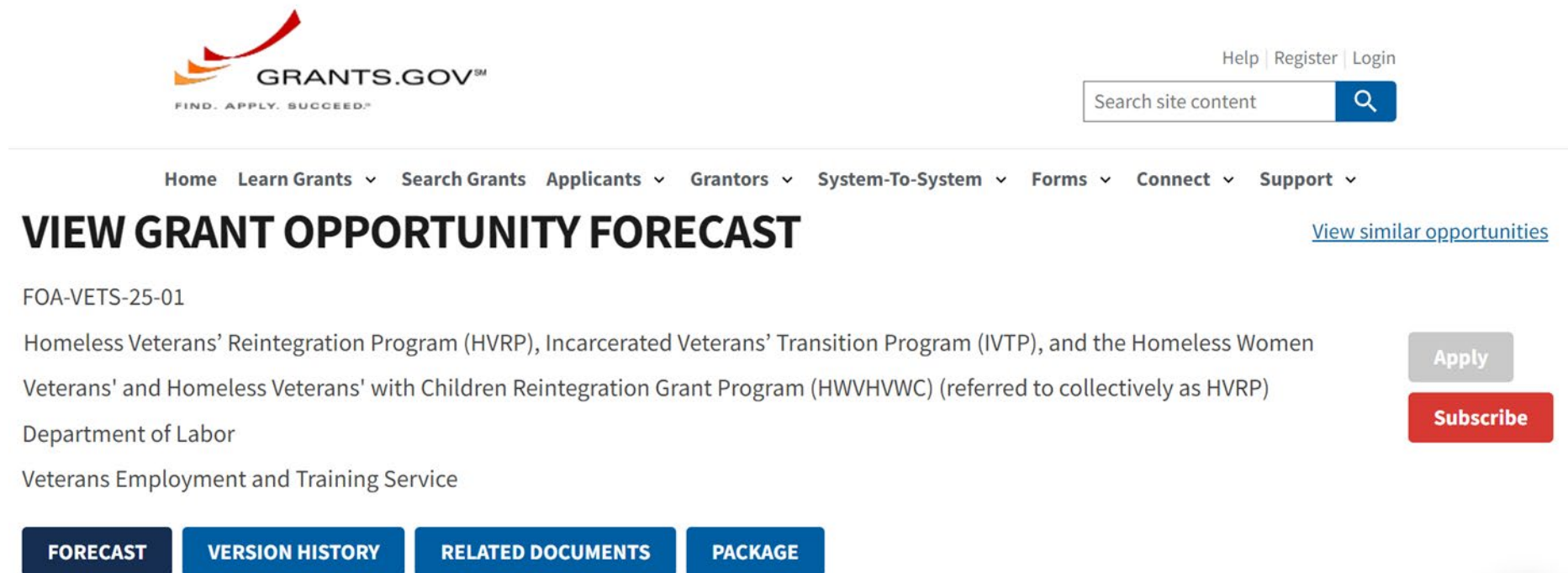
Subscribing to the HVRP FOA on Grants.gov

Subscribe to receive email updates for the 2025 HVRP FOA on [Grants.gov](#), as shown below:

Email Alerts: FOA Changes

If you subscribe to receive email updates for the 2025 HVRP FOA on Grants.gov, email alerts for FOA updates will look like the email below from do_not_reply@grants.gov. Please add do_not_reply@grants.gov to your authorized senders so these emails do not go to a spam or junk folder.

Subject: Grants.gov Opportunities Update

INFO ONLY: This email originated outside the Department of Labor but from a validated government source. Do not click (select) links or open attachments unless you recognize the sender and know the content is safe. Report suspicious emails through the "Report Phishing" button on your email toolbar.

The following grant opportunities were created, updated, or deleted on Grants.gov:

DOL
Department of Labor
Veterans Employment and Training Service Homeless Veterans' Reintegration Program (HVRP), Incarcerated Veterans' Transition Program (IVTP), and the Homeless Women Veterans' and Homeless Veterans' with Children Reintegration Grant Program (HWVHVWC) (referred to collectively as HVRP) Synopsis 1

HVRP Overview

HVRP Overview

➤ [What is HVRP?](#)

    ➤ A job-focused federal grant

➤ **Who funds HVRP?**

    ➤ U.S. Department of Labor's Veterans' Employment and Training Service (DOL/VETS)

➤ **How long does HVRP funding last?**

    ➤ The HVRP grant has a three-year period of performance (for program year [PY] 2025, it is July 1, 2025 – June 30, 2028) and is funded incrementally on an annual basis

    ➤ The Funding Opportunity Announcement (FOA) will provide the funding levels for which applicants may apply

➤ **Why HVRP?**

    ➤ To provide veterans experiencing and at risk of homelessness with the training and tools they need to build successful careers

Title 38 United States Code (U.S.C.) § 2021, 2021A, and 2023 and the Public Law under which fiscal year (FY) 2024 funding is appropriated for this program

HVRP Policies

Active Policy Guidance

VETS policies are on the [Policy Guidance | U.S. Department of Labor](#) page

➢ [VPL 06-24: HVRP Requirements and Functions](#)

➢ [VPL 04-24: HVRP Award Amendments](#)

    ➢ [VPL 04-24 Attachment A: HVRP Award Amendments Attachment A – Technical Assistance Guide](#)

➢ [VPL 03-24: HVRP Performance, Management, and Reporting](#)

    ➢ [VPL 03-24 Attachment 1: HVRP Corrective Action Plan Technical Assistance Guide](#)

    ➢ [VPL 03-24 Attachment 2: HVRP High-Risk Designations Technical Assistance Guide](#)

HVRP Goals

➢ Provide career exploration, training, and supportive services to veterans at risk of or experiencing homelessness, helping them find good jobs in stable, high-demand fields

➢ Build strong partnerships between public, private, and nonprofit organizations that work with or employ veterans experiencing homelessness

HVRP Umbrella

➢ HVRP includes three specific programs:

   ➢ Homeless Veterans' Reintegration Program (HVRP)

   ➢ Incarcerated Veterans' Transition Program (IVTP)

   ➢ Homeless Women Veterans and Homeless Veterans with Children (HWVHVWC)

HVRP Participant Eligibility

To qualify for HVRP services, an individual must:

1. Meet the definition of a "veteran"; **and**

2. Be experiencing homelessness or at risk of homelessness or participating in a qualifying partner service, or transitioning from certain institutions; **and**

3. In need of or would benefit from employment services.

HVRP Participant Eligibility: Homeless and At Risk of Homelessness

Eligible participants who meet the veteran definition must meet one of the following:

➢ Veterans **experiencing homelessness** must meet the criteria as defined in the [Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act of 2009](#)

➢ Veterans **at risk of homelessness**

➢ Veterans **participating in a partner program**

➢ Veterans **transitioning from penal institutions and long-term care mental health facilities**

For more information on the definitions of the terms above, please see *Appendix: HVRP Definitions and Obtaining Documentation* in [Veterans' Program Letter (VPL) 06-24](#)

FOA Information

Content and Form of Application Submission

Applications submitted in response to this FOA **must** consist of four separate and distinct parts:

1. SF-424, Application for Federal Assistance;

2. Project Budget, composed of the SF-424A and Budget Narrative;

3. Project Narrative; and

4. Attachments to the Project Narrative

You **must** ensure that the funding amount requested is consistent across all parts and sub-parts of the application

(Section IV.B of the FOA)

SAM.gov

➤ As of January 18, 2025, fully registered and active SAM.gov accounts will become a baseline system requirement for submitting applications for funding opportunities on Grants.gov

➤ As a result, all grant recipients must have and maintain an active SAM.gov registration from the time of application through the end of the grant's period of performance

➤ An applicant must renew their SAM.gov registration every 12 months or it will expire

➤ Applicants are encouraged to start the SAM.gov registration process at least 30 days prior to the FOA deadline

➤ Expired SAM.gov renewal is a minimum of 10 business days

➤ Applicants are encouraged to check their entity status in Sam.gov

➤ The Unique Entity Identifier (UEI) replaced the Data Universal Numbering System (DUNS) number

(Section IV.B.1.b of the FOA)

Unique Entity Identifier (UEI)

➢ To apply for federal grants and funding opportunities, all applicants must have a UEI, and it must be included on the SF-424 form
➢ A UEI is a 12-character alphanumeric code that uniquely identifies each entity doing business with the government
➢ The identifier is issued by SAM.gov and is part of an entity's record in the Entity Information section on that site
  ➢ If your organization does not have a UEI, you can obtain one for free at SAM.gov
➢ Grant recipients who are authorized to make subawards must follow these UEI requirements:
  ➢ Recipients must inform potential sub-awardees that they cannot receive a subaward without providing their UEI
  ➢ Recipients cannot issue a subaward to any entity unless that entity has submitted its UEI

(Section IV.B.1.a of the FOA)

Grants.gov

- Register on Grants.gov in advance; the process can take up to four weeks
  - Assign an Agency Organizational Representative (AOR) to approve and sign applications
- Use the Grants.gov workspace for application submission
- After submission, you will receive:
  - An email with a tracking number confirming receipt
  - A second email validating or rejecting the application
- Grants.gov resources:
  - Visit the "How to Apply for Grants" page for tutorials and FAQs
  - View the "Grant Applications 101" tutorial on WorkforceGPS
- **Help Desk:** Call 1-800-518-4726 or email support@grants.gov (available 24/7 except federal holidays)
  - Get a ticket number if you encounter issues

FOA Considerations

50-Mile Radius

➢ Applicants must maintain a physical location within the identified proposed Service Delivery Areas (SDA) where staff will be located and provide participant support and services

➢ As a result, you must provide the proposed physical address(es) where staff will be located

➢ The address(es) must be within 50 continuous miles of each proposed SDA

➢ Please use the StatsAmerica Big Radius Tool to determine if your physical location(s) is within 50 miles of the counties in your SDA

➢ If not, you will either need to provide an additional physical address that is within 50 miles of the county, or you will need to remove the county from the proposed SDA

➢ For more information, please view the Supplementary Video: Determining If Your Service Delivery Area Is Within a 50-Mile Radius of Your Location available on the NVTAC Prospective HVRP Applicant Resources page

(Section IV.B.3.a of the FOA)

Saturation Level

- DOL/VETS will consider the saturation levels of grant recipients versus the homeless veteran population in each geographical area to ensure services are within saturation limits

- On the FOA PY2025 SDA Saturation Map, saturation level is calculated by dividing the total number of HVRP planned enrollments in the HUD Continuum of Care (CoC) by the most recent HUD Point-in-Time (PIT) Count for the number of veterans experiencing homelessness in that CoC.

  - CoCs with saturation levels of 100 percent or more indicate that current HVRP grant recipients are already planning to enroll more participants than the estimated number of veterans experiencing homelessness for the CoC.
  - Applicants should be aware that requesting to serve counties located in an oversaturated SDA may result in challenges meeting their planned enrollment goals.

- Applicants may submit more than one application for different SDAs

- For more information, view the *Supplementary Video: How to Read the HVRP FOA PY2025 SDA Saturation Map* available on the NVTAC Prospective HVRP Applicant Resources page

(Section III.C.2 of the FOA)

Service Delivery Area (SDA) Saturation Map
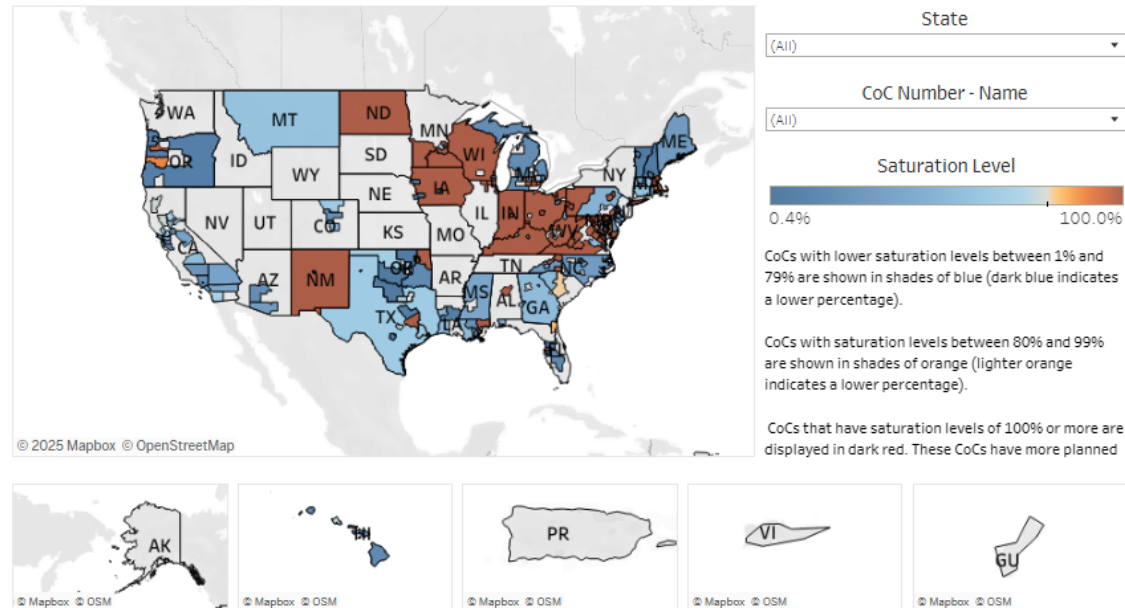
Project Budget

Budget Narrative

- Submitted as an attachment either using *FOA Attachment B: Budget Narrative Template* or an organization's own Budget Narrative template

- One-year budget with a minimum of $150,000 up to $500,000, including direct and indirect costs

- Costs must support the targeted population and SDA

- Each item in the budget must align with [SF-424A Budget Information Form](#)

  - Applicants must complete the SF-424A Budget Information Form, and the totals in Sections A, B, and D **must** match

- Should include a section describing leveraged resources provided to support grant activities, if applicable

- Follow 2 C.F.R. Part 200 guidelines for allowable, necessary, and reasonable costs

(Section IV.B.2.a of the FOA)

Budget Categories

- Personnel
  - Include titles, roles, responsibilities, FTE, and salaries
  - Use Bureau of Labor Statistics data for benchmarks
  - Personnel salaries for case managers/employment specialists should be **at least** 10 percent above average

- Fringe Benefits
  - Breakdown of health insurance, FICA, retirement, etc.

- Travel
  - Purpose of proposed travel, staff, location, and compliance with GSA per diem rates

- Supplies
  - <$10,000 per unit

- Equipment
  - ≥$10,000 with justification

- Contractual
  - Separate contracts and subawards
  - Specify purpose and cost

- Other Costs
  - Include participant support costs, training, and incentives with standard operating procedure (SOP) for disbursement

(Section IV.B.2.a of the FOA)

Case Managers/Employment Specialists Wage Benchmark

➢ Applicants must establish the 10th percentile wage benchmark for the proposed grant's case managers/employment specialists by utilizing the O*NET OnLine national wage website for Government Program Eligibility Interviewers (43-4061.00)

➢ For a walkthrough example of completing the wage benchmark, please view the PY25 HVRP FOA: Completing the Case Managers/Employment Specialists Wage Benchmark for Wage Estimates video available on the NVTAC Prospective HVRP Applicant Resources page

Indirect Costs

Option 1: Negotiated Indirect Cost Rate Agreement (NICRA)

➢ Must provide an explanation of how the indirect costs are calculated

➢ Include which line items and associated costs are included in the cost allocation base

➢ Submit a current version of the NICRA

Option 2: 15 percent De Minimis Rate

➢ Confirm your organization meets the requirements outlined in
2 C.F.R. § 200.414(f)

➢ State that your organization does not have a current negotiated rate

➢ Use Modified Total Direct Costs (MTDC) as the cost allocation base
(2 C.F.R. § 200.1)

(Section IV.B.2.a of the FOA)

Participant Support Costs

➢ Temporary assistance used to support eligible veteran's participation in HVRP services, tied to a specific service in their employment plan

➢ Costs must be both reasonable and necessary to engage in HVRP activities

➢ Costs should not overlap with services the participant is receiving from other programs (federal, state, and local)

➢ Full details for participant support costs can be found in VPL 06-24 HVRP Requirements and Functions

(Section IV.B.2.a of the FOA)

Participant Support Cost Examples

Examples include, but are not limited to:

➤ Transportation assistance, if reasonable and necessary to obtain or maintain employment

➤ Child care services **only** for participants who meet the definition of a homeless veteran with children

  ➤ Limited to 45 days and amount must be reasonable considering the average cost of child care within the local community

➤ Fines/fees that are creating a barrier to employment

  ➤ Up to $100 per participant

Participant Wages

➢ HVRP funds may be used to pay participant wages for job training, including On-the-Job Training (OJT), subsidized apprenticeships, and transitional jobs

➢ The participant must be engaged in training with the expectation of post-training employment

➢ Funds may cover job training wages for up to 90 days and can contribute up to 50 percent of wages, based on the relevant market wage

➢ An agreement with the employer is required

➢ Must outline the subsidy terms, training duration, and job placement expectations

➢ Grant recipients must have a SOP to ensure consistent execution of the process

➢ Please note, subsidized job training is not considered job placement for HVRP purposes

(Section IV.B.2.a of the FOA)

Incentives

- Grant recipients may use incentives to recognize and reward achievements tied to program participants and employment goals

- May be given to participants actively engaged in HVRP and those maintaining employment during the 12-month retention period

- Incentive requirements:
  - Must include planned amount and type of incentives (i.e., gift cards) in the Budget Narrative
  - Incentives must be listed under "Other" costs, **not** Participant Support Costs
  - An SOP with a disbursement policy and tracking system must be in place to ensure consistent and fair distribution

- For complete guidance, refer to [VPL 06-24 HVRP Requirements and Functions](#)

(Section IV.B.2.a of the FOA)

Tips and Reminders: Project Budget

- Review [IRS Notice 2025-5](#) for updated 2025 mileage rates
  - Rates have changed as of January 1, 2025
- Verify that budget totals match across **all documents** to avoid inconsistencies
  - Budget consistency across SF-424, SF-424A, and narrative
- Separate direct and indirect costs to prevent duplication
- Justify expenses as both "necessary" and "reasonable" per [2 C.F.R. § 200.403](#) and [2 C.F.R. § 200.404](#)
  - Clear necessity of costs/avoid unallowable expenses
- Explain how each expense directly supports participant services or project objectives

Project Narrative

Project Narrative Overview

➢ Demonstrate your capability to implement the grant project in accordance with the provisions of the FOA

➢ Limited to 25 double-spaced, single-sided, 8.5 x 11-inch pages with Times New Roman 12-point text font and 1-inch margins (must number the pages of the Project Narrative beginning with page number 1)

➢ Use clear, organized, and concise writing to cover **all required** sections

➢ Provides a comprehensive framework and description of all aspects of the proposed project

➢ Evaluated based on specific criteria listed within the FOA; make sure to address all points thoroughly or your application will not be successful

(Section IV.B.3 of the FOA)

Statement of Need

➢ Identify proposed SDAs, including states, counties, cities, tribal areas, and other applicable geographic areas

➢ Provide physical location of staff serving proposed SDAs within 50 miles

➢ Justify project need in each SDA, including:

  ➢ Veteran enrollment numbers

  ➢ Local employer job training needs

  ➢ Sheltered and unsheltered veteran estimates

  ➢ Current Labor Market Information (LMI)

  ➢ Factors contributing to homelessness or at-risk veterans

(Section IV.B.3.a of the FOA)

Expected Outcomes and Outputs

- Cost per Enrollment
  - Cost must be between $1,000 and $4,000 for full points
- Other indicators include:
  - Placement rate
  - Average hourly wage at placement
  - Cost per placement
  - Percentage of enrollments that completed training
  - Employment rate in 2nd and 4th quarters after exit
  - Median earnings in 2nd quarter after exit
- Goals must be realistic, programmatically aligned, and supported by sound methods
- Must report quarterly progress on goals

(Section IV.B.3.b of the FOA)

Project Design

➢ Outline a client-centered approach for providing employment and job training services to veterans currently experiencing, and at risk of, homelessness

➢ Emphasize a cohesive and well-designed approach that addresses unique needs, with a multi-disciplinary strategy for success

➢ Ensure that you are fully describing the approach for **how** your organization plans to approach/implement each required section; it is **not enough** to simply state that you will complete requirements without providing detail

(Section IV.B.3.c of the FOA)

Outreach, Recruitment, and Engagement

➢ Describe strategies for reaching and engaging veterans

➢ Address outreach for sheltered and unsheltered veterans, including those in encampments or institutions, and the involvement of partners like American Job Centers, shelters, penal institutions, and institutions in recruitment

➢ Describe how you will proactively engage both public and private employers and conduct effective outreach to potential employers, including engagement with prevalent or growing industry sectors in your proposed SDA(s), and in-demand jobs identified by the local labor market information (LMI)

➢ Highlight participation in Stand Down events, collaboration with HUD CoC, and proactive employer outreach

(Section IV.B.3.c.i of the FOA)

Intake and Assessment

➢ Explain the intake process and assessment methods your organization intends to utilize

➢ Provide in-person, virtual, or hybrid service models and strategies to remove barriers to veteran participation

➢ Describe methods for determining eligibility and assessing job-related service needs

(Section IV.B.3.c.ii of the FOA)

Employment and Job Training

- Job-driven training (JDT) received by participants may be provided through the following:
  - Directly through the HVRP grant; OR
  - Partnerships with an AJC, GI Bill Benefits, Veteran Readiness and Employment (formerly known as Vocational Rehabilitation and Employment), State Vocational Rehabilitation programs, or other training providers

- For more information on participant training for HVRP, please see the NVTAC HVRP Participant Training Desk Guide and VPL 06-24

(Section IV.B.3.c.iii of the FOA)

Linkages and Supportive Services

➢ Establish partnerships to provide critical supportive services

➢ Propose strategies for housing and connect participants to housing resources

➢ Build relationships with agencies providing health care, child care, and transportation

➢ Leverage resources from national and local organizations

➢ Develop relationships with Continuums of Care and employer partners

(Section IV.B.3.c.iv of the FOA)

Employer Engagement Strategies

➢ Ensure that you are fully describing the approach for **how** you will engage with employers and apprenticeship programs

➢ Applicants must describe EACH of the four requirements listed in the FOA to receive full points:

  ➢ Approach for targeting employers and the outreach strategy/approaches used

  ➢ How you will engage employers in work experience/career exploration activities

  ➢ Employment opportunities for participants

  ➢ Approach for ongoing communication and feedback with employers

(Section IV.B.3.c.v of the FOA)

Attachment A: VETS-704 Form – Abstract Tab 1

United States Department of Labor
Veterans' Employment & Training Service
VETS-704 | Abstract (tab 1 of 3)
OMB Approval 1293-0014 | Expires 1/31/2

When completing Abstract Tab 1, keep in mind the following:

➢ The Request Year 1 amount must match the SF-424, SF-424A, and budget narrative

➢ Funding requests for Year 2 and Year 3 must not exceed the accompanying amounts listed on Tab 1

➢ Funds are available for the entire period of performance (PoP) upon award of the grant

➢ If an applicant does not specify Grant Type Category, panelists will review the application as Grant Type Category 1

  ➢ Grant Type Category 1 (HVRP), Category 2 (HWVHVWC), or Category 3 (IVTP)

Attachment A: VETS-704 Form – Abstract Tab 2

United States Department of Labor | Veterans' Employment & Training Service | Abstract (tab 2 of 3)   OMB Approval 1293-0014 | Expires 1/31/2027

# of States Served	# of Counties/ County Equivalents Served	# of CoCs Served	SDA Avg Living Wage		Total # of Annual Enrollments
0	0	0	$0.00		0

Service Delivery Area (SDA)
1. Starting with Row 12, select the State or Territory to be served from the drop down; do not key in entries.
2. Select the County or County Equivalent to be served from the drop down; do not key in entries.
For Native American tribal areas, select the corresponding county or county equivalent(s).

Planned Enrollments by CoC
3. Enter the expected number of enrollments for each program year (July 1 to June 30) for all of the HUD Continuums of Care (CoCs) identified below. You must enter at least 1 enrollment for each CoC. DOL-VETS will add 1 enrollment for any blank (yellow highlighted) entries associated with a CoC identified below.

State/ Territory	County/County Equivalent If a county is listed more than once, select the option(s) that aligns to the CoC service area.	CoC Number & Name	County Living Wage	FIPS Code	# of Annual Enrollments in this CoC	Unduplicated CoC Number & Name This is a list of the SDA's CoCs based on the county(ies) selected at left. More than one county may be assigned to a single COC.	PIT Count	Current Planned Enroll-ments	Current Saturation Level	Add'l Enroll-ments w/in Saturation Limits	CoC Saturation w/ proposed # of Annual Enrollments
						Select SDA State and County					

➢ Applicants must identify the SDA for the proposed project on Tab 2

➢ Complete the applicable yellow cells; note that additional yellow cells in the Planned Enrollments by CoC table may appear based on the selections in the SDA table

➢ The white cells are locked and auto-populate based on what is entered in the yellow cells

➢ Enter each state/territory in which the grant will operate, the county/county equivalent, and the number of annual enrollments expected in each of the SDA's auto-populated CoC

  ➢ DOL panelists **will not read** the entire application (i.e., Project Narrative) to make this determination, so applicants must ensure it is clearly listed on the spreadsheet

Attachment A: VETS-704 Form – Abstract Tab 3

United States Department of Labor | Veterans' Employment & Training Service | Abstract (tab 3 of 3)
OMB Approval 1293-0014 | Expires ¥3½2027

- Applicants will need to complete each yellow cell and clearly identify the following:
  - Purpose of the project
  - Activities to be funded by the grant
  - Intended beneficiaries of the project
  - Expected outcomes of the project
  - Subrecipient activities, if applicable
  - Name of local AJC(s) in the SDA(s)
  - Justification for enrollments in oversaturated CoCs, if applicable
  - Justification for more than one application to serve the exact same SDA, if applicable
  - Justification for the application's SDA overlap (less than 25 percent) with current grant's SDA, if applicable
    - Reminder: applications with an SDA overlap greater than 25 percent will be disqualified. This field is meant for applications that have an SDA overlap of less than 25% but still require justification for why services are being provided in the same location as an existing HVRP grant.
  - Key partnerships
  - Recipient of Other Funding
  - Tribal areas served, if applicable
  - Bureau of Federal Prisons, penal institutions, and/or long-term care facilities served, if applicable
- If it is not applicable, enter N/A in the yellow cell

Attachment A: VETS-704 Form - Planned Goals Chart Tab 4 (1 of 2)

United States Department of Labor | Veterans' Employment & Training Service | VETS-700 Planned Goals Chart | OMB Approval 1293-0014 | Expires 1/31/2027

Input data in the yellow highlighted cells below. Rows not highlighted in yellow are locked and cannot be edited.

Applicant Name	Annual # of Enrollments in PY	Total # of Enrollments in PoP	Funding Request Year 1	Funding Estimate Year 2	Funding Estimate Year 3	PoP Total Funding Amount	Cost per Enrollment (CPE)	# of States Served	# of Counties Served	# of CoCs Served	SDA Average Living Wage
0	0	0	$0	$0	$0	$0	$0	0	0	0	$0.00

Planned Goals

Click to view the "HVRP Quarterly Performance Report Desk Guide" on the DOL HVRP website for measure formulas

	Program Year (PY) 1				Program Year (PY) 2				Program Year (PY) 3			
	Q1 Jul-Sep	Q2 Oct-Dec	Q3 Jan-Mar	Q4 Apr-Jun	Q5 Jul-Sep	Q6 Oct-Dec	Q7 Jan-Mar	Q8 Apr-Jun	Q9 Jul-Sep	Q10 Oct-Dec	Q11 Jan-Mar	Q12 Apr-Jun
Maximum Number of Enrollments in Each Quarter	0	0	0	0	0	0	0	0	0	0	0	0
Number of Enrollments - Quarterly Goal				0				0				0
Number of Participants Enrolled - Cumulative Goal	0	0	0	0	0	0	0	0	0	0	0	0
Maximum Number of Exiters in Each Quarter	0	0	0	0	0	0	0	0	0	0	0	0
Number of Exiters - Quarterly Goal												0
Number of Participants Exited - Cumulative Goal *(cannot exceed cumulative enrollments)*	0	0	0	0	0	0	0	0	0	0	0	0
Percentage of exiters placed into employment												
# of Exiters Placed into Employment - Quarterly Goal - *The # of Exiters - Quarterly Goal multiplied by the % of exiters placed into employment and rounded to the nearest whole person*	0	0	0	0	0	0	0	0	0	0	0	0
# of Exiters Placed into Employment - Cumulative Goal	0	0	0	0	0	0	0	0	0	0	0	0
Placement Rate - Quarterly Goal	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Placement Rate - Cumulative Goal	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Percentage of SDA average living wage for exiters placed into employment (100% will match the SDA Average Living Wage)	SDA Average Living Wage	$0.00										
Average Hourly Wage at Placement - Quarterly Goal	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

➤ Applicants must complete all yellow cells on the VETS-704 Tab 4 *Planned Goals Chart*
➤ White cells are auto-populated based on what you entered in yellow cells
➤ Applicants may reference the HVRP Quarterly Performance Desk Guide for guidance on measure formulas

Attachment A: VETS-704 Form - Planned Goals Chart Tab 4 (2 of 2)

Expected Outcomes & Outputs - Scoring Criteria and Points Awarded

Scored Outcomes & Outputs	Scored Value	Points Awarded	Below Minimum Value	Below Minimum Points	Minimum Value	Maximum Value	Min/Max Points	Above Maximum Value	Above Maximum Points
Cost per Enrollment (CPE) - autocalculated	$3,311	9	<$1,000	0	≥$1,000	≤ $4,000	9	>$4,000	0
Placement Rate - percentage of exiters placed into employment	65.0%	1	<60.0%	0	≥ 60.0%	≤ 80.0%	1	>80.0%	0
Average Hourly Wage at Placement - percentage of SDA average living wage for exiters placed into employment	85.0%	0	<90.0%	0	≥ 90.0%	≤ 110.0%	1	>110.0%	0
Cost per Placement (CPP) - autocalculated	$5,068.03	1	<$4,000.00	0	≥$4,000.00	≤ $12,000.00	1	>$12,000.00	0
Percentage of enrollments completing at least one training	55%	1	<55.0%	0	≥ 55.0%	≤ 80.0%	1	>80.0%	0
Employment Rate 2nd Quarter After Exit - percentage of exiters earning wages in the 2nd qtr after exit	60%	1	<50.0%	0	≥ 50.0%	≤70.0%	1	>70.0%	0
Median Earnings 2nd Quarter After Exit - average number of hours worked per week for exiters earning wages in the 2nd Qtr after exit	30	1	<20 hours	0	≥ 20 hours	≤40 hours	1	>40 hours	0
Employment Rate in the 4th Quarter After Exit - percentage of exiters earning wages in the 2nd qtr after exit	25%	0	<30.0%	0	≥ 30.0%	≤ 50.0%	1	>50.0%	0
Total Points Awarded	14								

➢ This section is auto-populated based on what you entered in yellow cells
➢ Your scores automatically calculate with a green conditional formatting if you earned points and a red conditional formatting if you did not earn points
➢ The Minimum Value and Maximum Value columns provide the range of acceptable values to receive points for each indicator

HUD CoC Letter(s) of Support

➢ As of February 21, 2025, the HUD CoC Letter(s) of Support is a requested document; it is not required

➢ Applicants should submit a letter of support from a HUD CoC within your SDA(s)

➢ Reference the [HUD FY 2024 Grant Inventory Worksheet](#) to locate the CoC in your SDA

➢ Must be dated within 12 months from the FOA publication date

➢ If you are proposing to serve multiple SDAs, you should submit a letter of support for **each CoC you are proposing to serve**

Attachment C: Chart of Past Performance (1 of 3)

U.S. Department of Labor
Veterans' Employment and Training Service
VETS-705 Chart of Past Performance

Applicant Name

Grant or Cooperative Agreement Award History

Select the response that best describes the organization's grant or cooperative agreement award history. Applicants that have received a Homeless Veterans' Reintegration Program (HVRP) grant must only select option #2.

1. No Grant or Cooperative Agreement History	2. Homeless Veterans' Reintegration Program (HVRP) Award History	3. Other Entity Award History
☐ The organization has **never** been awarded a grant or cooperative agreement from any entity.	☐ The organization **has been** awarded an HVRP, Homeless Women Veterans and Homeless Veterans with Children (**HWVHVWC**), or Incarcerated Veterans' Transition Program (**IVTP**) (collectively known as "HVRP") grant.	☐ The organization **has never** received an HVRP award but has been awarded a grant or cooperative agreement from any other entity.
Form complete; no further information is required. The application will receive zero points for past performance.	Continue to Section I. HVRP Award History	Skip to Section II. Other Entity Award History

- Applicants must first select which option accurately reflects their organization's award history. An instructional video is linked for each option below:
  - **Option 1:** For organizations that have never been awarded a grant or cooperative agreement from ANY entity
  - **Option 2:** For organizations that have been awarded an HVRP, HWVHVWC, or IVTP grant previously
  - **Option 3:** For organizations that have never had an HVRP grant, but have been awarded a grant/cooperative agreement from *any other* entity
- Applicants without grant/cooperative agreement history **have completed the form** after checking the box for Option 1 in the "Grant or Cooperative Agreement Award History" section

Attachment C: Chart of Past Performance (2 of 3)

Category C. HVRP Grant Award in PY20-PY23

C1. Enter all HVRP grant number(s) the organization was awarded for the PoP dates below.

PoP Start and End Dates	7/1/2023 to 6/30/2026 23560HV0000##	7/1/2022 to 6/30/2025 HV38###2260###	7/1/2021 to 6/30/2024 HV36###2160###	7/1/2020 to 6/30/2023 HV35###2060###
Grant Number(s)				

- ➢ Only applicants that were awarded an HVRP grant(s) with a PoP start date of July 1, 2020, 2021, 2022 or 2023 must complete the chart in Category C

- ➢ Category C applicants must provide all applicable grant numbers for each PoP.

- ➢ Category C applicants may stop completing the form after completing the chart

Attachment C: Chart of Past Performance (3 of 3)

II. Other Entity Award History

Select either a Yes or No response based on one grant or cooperative agreement awarded by another entity.

- It may be a federally or non-federally funded grant or cooperative agreement, but not a contract.
- All three questions must have a "Yes" response for the grant or cooperative agreement to meet the minimum requirements for past performance. For any question with a "No" response, DOL reserves the right to assign zero points for past performance.

Other Entity Award Past Performance Requirements	Yes	No
The grant or cooperative agreement was similar in size, scope, funding, and relevance to the application grant type.	☐	☐
The period of performance (PoP) end date is within three years of the Funding Opportunity Announcement's (FOA) posted date. *Example:* If the FOA posted date is January 29, 2025, the grant or cooperative agreement's PoP end date must be no earlier than January 29, 2022, and no later than January 29, 2025.	☐	☐
The grant or cooperative agreement was in operation for at least 12 consecutive months.	☐	☐

➢ For applicants whose most recently awarded HVRP grant was prior to PY20 or after PY23, the "Other Entity Award History" section should NOT use a previous HVRP grant to complete this section

➢ If your organization has been awarded a grant or cooperative agreement from another entity (not HVRP), you must complete this section

Attachment D: FOA Financial System Risk Assessment Information

U.S. DEPARTMENT OF LABOR -EMPLOYMENT AND TRAINING ADMINISTRATION (ETA)
FUNDING OPPORTUNITY ANNOUNCEMENT: FINANCIAL SYSTEM RISK ASSESSMENT

- ➢ All applicants are requested to submit the Financial System Risk Assessment form (Attachment D for suggested template) as an attachment to their application for ETA to assess the applicant's financial system

- ➢ DOL uses the form to assess the applicant's financial system as one component of their Risk Review Process

- ➢ Please note: It is unlikely that an organization will be able to manage a federal grant without the applicable system/processes in place

- ➢ For details on the Risk Review Process, please see section V.B.2

Additional Requested Attachments

➢ Omitting these attachments will not disqualify your application but could impact scoring unless otherwise noted

➢ Upload all requested attachments in "Other Attachment Forms" in Grants.gov

➢ In addition to Attachment D, additional requested attachments include:

  ➢ HUD CoC Letter(s) of Support

  ➢ The wage benchmarks for case managers/employment specialists using O*NET

    ➢ Include a print to PDF for each Zip Code listed in the Abstract, following the naming convention listed in the FOA

  ➢ Recent letter of support from an AJC in your CoC

    ➢ Must be dated within 12 months of the FOA, following the naming convention listed in the FOA

  ➢ Most recent Indirect Cost Rate Agreement (NICRA), if applicable

Submission

Application Submission

➤ **Due:** March 17, 2025, by 11:59 p.m. ET

➤ Applications **must** be submitted electronically through Grants.gov

➤ Applications received after the deadline will not be reviewed

➤ No applications will be accepted via mail, email, fax, or hand delivery

➤ Submit early to avoid technical issues or delays

   ➤ Submitting on the final day increases your risk of missing the deadline due to technical issues

➤ Allow time to fix errors and resubmit before the deadline

Agency Contacts and FOA Resources

➤ For further information about this FOA, please contact **Glenwood Williams, Grants Management Specialist, Office of Grants Management**, at HVRPFOA@dol.gov

➤ Applicants should e-mail all technical questions to HVRPFOA@dol.gov and **must** specifically reference FOA-VETS-25-01

  ➤ Include a contact name and phone number along with the question

Review Process and Award Information

Scoring Criteria

Criterion	Points (maximum)
1. Statement of Need (See Section IV.B.3.a. Statement of Need)	12
2. Expected Outcomes and Outputs (See Section IV.B.3.b. Expected Outcomes and Outputs)	16
3. Project Design (See Section IV.B.3.c. Project Design)	34
4. Organizational, Administrative, and Fiscal Capacity (See Section IV.B.3.e. Organizational, Administrative, and Fiscal Capacity)	12
5. Past Performance – Programmatic Capability (See Section IV.B.3.f. Past Performance – Programmatic Capability)	20
6. Budget and Budget Narrative (See Section IV.B.2. Project Budget)	6
TOTAL	**100**

Award Notices

➢ HVRP award notices will be posted on the [DOL/VETS homepage](#)

➢ Awarded applicants will be contacted directly before grant execution

➢ Non-selected applicants can request a written debriefing

➢ Per VPL 04-24, grant recipients may be required to respond to Conditions of Award (COA) identified by the Grant Officer

➢ The COA assigns a condition number to each issue and includes condition-specific instructions on how to resolve the issue(s), which may require the submission of an amendment application

➢ Grant recipients must respond to the conditions as instructed within the specified timeframe, or the Grant Officer may exercise the legal remedies under 2 C.F.R. § 200.339

Sample SOP and Continuity of Operation Plans (COOP)

SOP and COOP samples for HVRP, an SOP Guide and COOP Guidelines and Instructions, are available for reference on the NVTAC website:

SOPs

- NVTAC SOP Guide
- Example SOPs for HVRP

COOPs

- COOP Guidelines and Instructions
- Sample COOP Template

Standard Operating Procedures (SOP)

What are they, and why do you need them?

HVRP Grant Recipient Resources

National Veterans' Technical Assistance Center (NVTAC)

➢ Funded by DOL/VETS to provide training and technical assistance (TA) to HVRP grant recipients

➢ Grant recipients may request TA or training based on their needs at no cost

➢ All HVRP grant recipients are required to participate in an introductory NVTAC consultation within the first quarter of their grant

National Veterans' Training Institute (NVTI)

➢ Funded by DOL/VETS to provide specialized training to further develop and enhance the professional skills of service providers for veterans' employment and training

➢ Offers training to HVRP grant recipients on veteran-focused employment programs, HVRP grant management and oversight, veterans' benefits, case management, and other veteran-centered courses

➢ HVRP grant recipients can enroll and participate in several training courses for free