



# FY 2025 HUD CoC NOFO: YHDP Renewal and YHDP Replacement Project Pre-Proposal Conference

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NOVEMBER 26, 2025

HOSTED BY CITY OF TUCSON

COC LEAD (AZ-501)

# Housekeeping

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Please remain muted throughout this presentation. Use the Q&A feature if you have a question during the presentation and we will field those questions at designated breaks. Do not submit questions using the chat feature.



During the designated Q&A period, you can also raise your hand and you will be called on to ask your question or provide your comment.



If you have technical difficulties, log out of the presentation and log back in. If this does not resolve the issue, please email [Elaine.MacPherson@tucsonaz.gov](mailto:Elaine.MacPherson@tucsonaz.gov)

# Today's Agenda

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Funding Overview and Eligible Project Types

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Completing the Federal Application

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Competitive YHDP Renewal and Replacement Projects

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YHDP Special Activities

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Evaluation Process, Timeline, and Resources

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# Funding Overview and Eligible Project Types

FUNDING OPPORTUNITY, FUNDING AVAILABLE, ELIGIBLE PROJECT TYPES, APPLICATION COMPONENTS, AND NON-COMPETITIVE PROCESS OVERVIEW

# FUNDING OPPORTUNITY

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**November 13, 2025**

- HUD released the FY 2025 Continuum of Care Program Notice of Funding Opportunity (NOFO).
- HUD will be renewing and reallocation YHDP projects competitively.



**November 25, 2024**

- TPCH opened the local competition for Tucson/Pima County.
- Posted at <https://tpch.net/fy25nofo>



# WHAT'S NEW AND CHANGED

## **HIGHLIGHTED CHANGES FROM PRIOR YEARS LOCAL COMPETITION**

- Tier 1 has been reduced to 30% of Tucson/Pima Annual Renewal Demand, with Tier 2 accounting for the remaining 70% of the Annual Renewal Demand.
- Permanent Housing, is limited to 30% of Tucson/Pima Annual Renewal Demand.
- All applications including YHDP Renewal and Replacement applications will be rated and ranked competitively.
- Transitional Housing, Street Outreach, and other Supportive Services Only programs are options for new project types.



## How?

- Available to ALL PROJECT TYPES and ALL AGENCIES (not just VSPs!)

## What?

- Costs of assessing, coordinating, approving, denying, and implementing a survivor's emergency transfer
- Costs for Monitoring Compliance with VAWA Confidentiality Requirements (including staff time)

Examples of New Eligible Costs to  
facilitate Emergency Transfer Plans

[SEE ALLOWABLE  
DETAIL HERE](#)

# FUNDING OPPORTUNITY (FUNDING AVAILABLE)

## Annual Renewal Demand (\$16,615,927)

- Previous NOFOs had YHDP set aside for non-competitive renewal.
- FY2025 NOFO dictates that YHDP projects be competitively renewed/replaced, so YHDP funding is not set aside from general ARD.

## Bonus Funding Opportunities (\$4,543,366)

- **CoC Bonus: \$3,323,185** (estimate – 12% of FPRN, or \$12,680,244) available for CoC Bonus project applications.
- **DV Bonus: \$1,220,181** available for Domestic Violence (DV) Bonus project applications.

Funding Amounts	
Tier 1 (30%)	\$4,984,778
Tier 2 (70%)	\$16,174,515
CoC Bonus	\$3,323,185
DV Bonus	\$1,220,181
TOTAL (if awarded Bonus)	\$21,159,293

Tier 1 is equal to 30% of the Annual Renewal Demand. Tier 2 is equal to 70% of the Annual Renewal Demand plus the amount available for CoC Bonus and DV Bonus. Renewal projects are not guaranteed placement in Tier 1 and will be competitively evaluated and ranked in Tier 1 or 2 based on community need and project impact.



# APPLICATION COMPONENTS

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## Local Application

- Submitted in Neighborly.
- If requesting Innovative YHDP Special Activities, submit letter of intent to [tpch-nofo@tucsonaz.gov](mailto:tpch-nofo@tucsonaz.gov) by December 4.



## Federal Application (All Projects)

- Submitted in e-snaps. Very minor changes to federal application in FY 2024. Renew without changes option remains available for renewal applications.
- Due in ESNAPS on or before December 11, 2025.

# Completing the Federal Application

FEDERAL  
APPLICATION  
OVERVIEW, ESNAPS  
ACCESS AND  
NAVIGATION  
OVERVIEW, AND  
ESNAPS TIPS AND  
COMMON PITFALLS

# FEDERAL APPLICATION

## FEDERAL APPLICATION COMPLETED ONLINE USING E-SNAPS

<https://esnaps.hud.gov/grantium/frontOffice.jsf>

### YHDP RENEWAL PROJECT APPLICATION

Project is applying for funds to renew an existing project expiring in Calendar Year 2026 as the project is currently operated (no change to applicant, project component, etc.). Projects can now add/modify select special YHDP activities through the renewal application. Applicants interested in applying for Innovative YHDP Special Activities must receive approval from the TPCCH Youth Action Committee. Projects can move up to 10% of funds from one activity to another.

### YHDP REPLACEMENT PROJECT APPLICATION\*

Project is applying for funds to replace existing project expiring in Calendar Year 2025 to create new projects, expand existing projects, or reallocate funds to a new recipient. Replacement applicants interested in applying for Innovative YHDP Special Activities must receive approval from the TPCCH Youth Action Committee.

### Required Federal Application

YHDP Renewal	CoC Renewal Project Application 2025
YHDP Replacement	CoC Replacement Project Application 2025

*\*Must be approved by YAC prior to submission. Applicants interested in applying for YHDP replacement are required to meet with the Youth Action Committee for review and approval.*

# COMPLETING THE FEDERAL APPLICATION (ESNAPS)



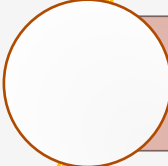
Completed at <https://esnaps.hud.gov/grantium/frontOffice.jsf>.



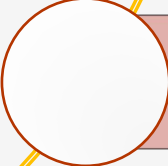
Must be completed in full and submitted prior to the application deadline.



Submission in E-SNAPS does not transmit the application to HUD, only to TPCH.



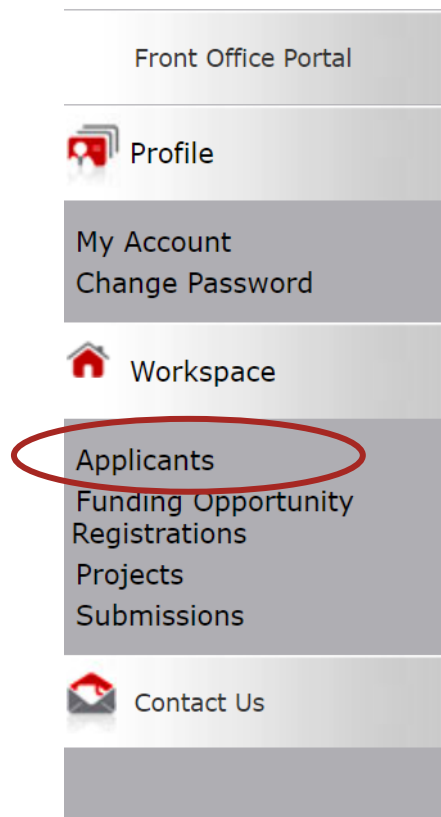
Late submissions will be rejected.







Certifications and match commitment letter dated and signed between November 1, 2025, and December 11, 2025, required. Use match letter template provided at <https://tpch.net/fy25nofo>.

# UPDATING THE ESNAPS APPLICANT PROFILE

- Log into the ESNAPS portal.
- From the home screen, select “Applicants”.
- From the Applicants page, select “Open” next to the organization name.



Applicants							
							
Children	Registrants	Parent	Open	Applicant Name	Applicant Number	Number of Projects	Last Submission
				<a href="#">City of Tucson - Housing and Community Development Department - Community Development Division</a>	072450869	93	Nov 23, 2020

From the Applicant Profile page select “Submission Summary” on the left toolbar and unlock the Applicant Profile for editing (next slide).

# UPDATING THE APPLICANT PROFILE

## Applicant Profile

### 1. Profile Type

2. Organization Information

3. Contact Information

Authorized Representative

Alternate Contact

4. Additional Information

5. Forms & Attachments

HUD Form 2880

Code of Conduct

Other Attachment

6. Submission Summary

Export to PDF

Get PDF Viewer

Back to Applicants List

## 6. Submission Summary

Complete	Page	Last Updated	Mandatory
✓	<a href="#">1. Profile Type</a>	07/17/2019	Yes
✓	<a href="#">2. Organization Information</a>	07/17/2019	Yes
--	3. Contact Information	No Input Required	No
✓	<a href="#">Authorized Representative</a>	08/20/2019	Yes
✓	<a href="#">Alternate Contact</a>	09/16/2021	Yes
✓	<a href="#">4. Additional Information</a>	07/17/2019	Yes
--	5. Forms & Attachments	No Input Required	No
✓	<a href="#">HUD Form 2880</a>	09/16/2021	Yes
✓	<a href="#">Code of Conduct</a>	07/17/2019	Yes
--	<a href="#">Other Attachment</a>	No Input Required	No

Back

Next

Export to PDF

Get PDF Viewer

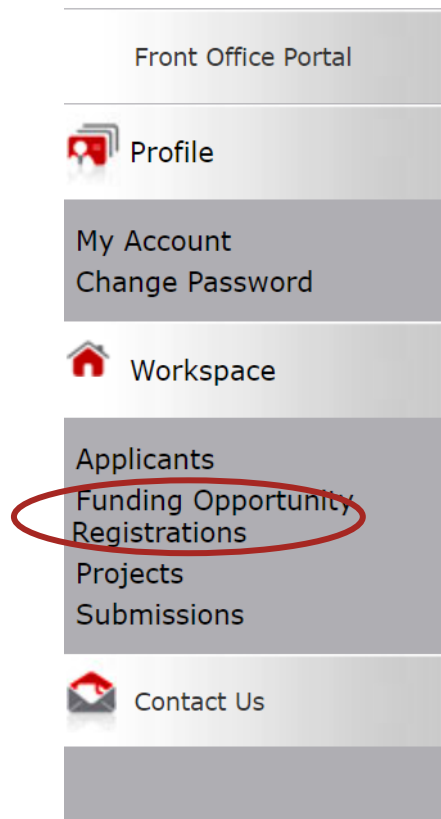
Edit

This e.Form has been marked as complete

- On the Submission Summary screen, select “Edit” to unlock the Applicant Profile.
- Once in edit mode, update certifications and forms as needed.
- Once complete, return to the Submission Summary and select “Submit” to exit edit mode.

# REGISTERING FOR THE FUNDING OPPORTUNITY

- From the ESNAPS home screen, select “Funding Opportunity Registrations”.
- From the Funding Opportunity Registrations page, select the registration icon next to appropriate Project Application (YHDP Renewal Project Application FY 2025 or YHDP Replacement Project Application FY 2025)
- When prompted, confirm that you want to register for the funding opportunity.

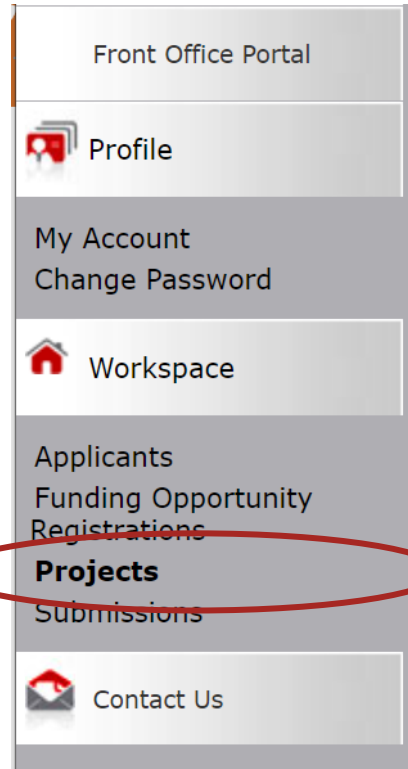


Applicant: City of Tucson - Housing and Community Development Department - Community Development Division (072450869)

Funding Opportunity Registrations					
Register	View	Funding Opportunity Name	Applicants Registered	Start Date	End Date
		CoC Planning Project Application FY2022	1	May 20, 2022	Dec 31, 2025
		CoC Planning Unsheltered Homelessness Set Aside Project Application FY2022	2	Jan 11, 2021	Dec 31, 2025
		New Project Application FY2022	1	May 13, 2022	Dec 31, 2027
		Renewal Project Application FY2022	1	May 16, 2022	Dec 31, 2027
		Rural Set Aside Project Application FY2022	0	Sep 16, 2020	Dec 31, 2026
		UFA Costs Project Application FY2022	0	Jun 6, 2022	Dec 31, 2025
		UFA Costs Unsheltered Homelessness Set Aside Project Application FY2022	0	Jan 11, 2021	Dec 31, 2025
		Unsheltered Homelessness Set Aside Project Application FY2022	1	Sep 16, 2020	Dec 31, 2026
		YHDP New Project Application FY2020	0	Feb 1, 2022	Apr 30, 2023
		YHDP Planning Project Application FY2020	0	Nov 22, 2021	Dec 31, 2023
		YHDP Renewal Project Application FY2022	0	Mar 8, 2021	Dec 31, 2026
		YHDP Replacement Project Application FY2022	0	Jun 9, 2022	Dec 31, 2027

# CREATE THE PROJECT APPLICATION

- From the ESNAPS home screen, select “Projects”.
- On the Project Screen, set Project Status to Open Projects and Funding Opportunity Name to match the opportunity registered for in previous step.
- Select the “New Project” icon to create the project application.





**Applicant:** City of Tucson - Housing and Community Development Department - Community Development Division (072450869) ▼

**Projects**

**Project Status:** Open Projects ▼

**Funding Opportunity Name:** New Project Application FY2022

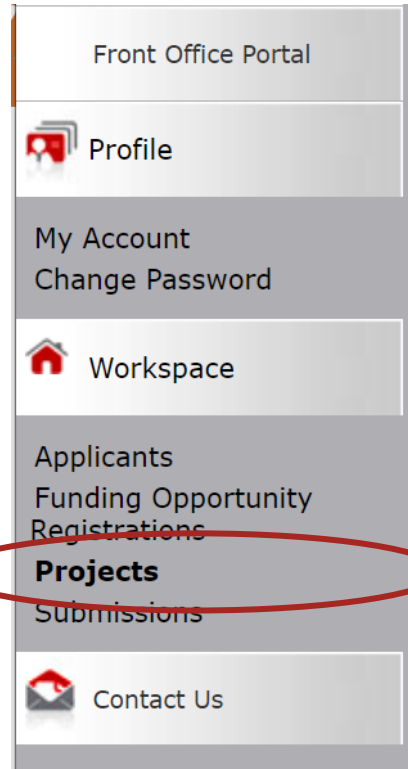
  **Project Name** ↑ **Project Number** **Funding Opportunity Name** **Applicant Name**

No records found.

Navigation buttons: First, Previous, Next, Last



# CREATE THE PROJECT APPLICATION

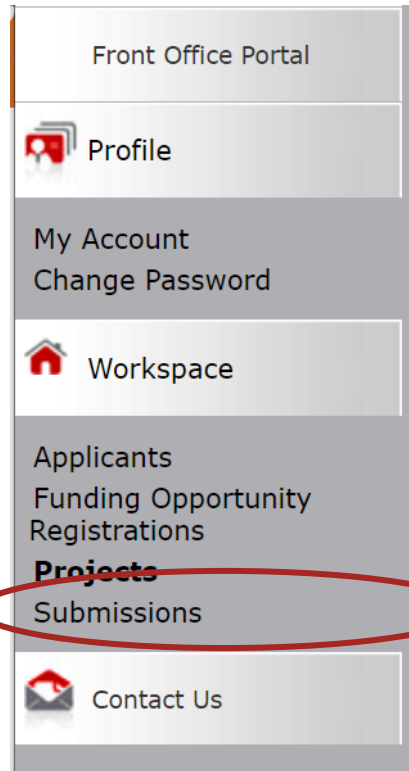


- On the New Project Application screen, enter the name of the FY 2025 project you are creating.
- **If a renewal project**, select the FY 2024 project application from which you would like to import existing data for the project application and save.
- Return to the ESNAPS Home Screen.

A screenshot of the 'Create a Project' form. At the top, there is a dropdown menu showing 'Community Development Department - Community Development Division (072450869)'. Below this is a section titled 'Create a Project'. The form contains the following fields and labels: 'Funding Opportunity Name: Renewal Project Application FY2022', '\* Applicant: City of Tucson - Housing and Community Development Department - Community Dev (072450869)', and '\* Applicant Project Name: ' followed by an empty text input field. Below the text input field is a dropdown menu with 'None' selected. To the right of the dropdown menu is the label 'Import Data From:'. At the bottom of the form are four buttons: 'Save', 'Save & Add Another', 'Save & Back', and 'Cancel'. A red oval highlights the '\* Applicant Project Name' text input field and the 'Import Data From:' dropdown menu.

# EDITING THE PROJECT APPLICATION

- From the ESNAPS home screen, select “Submissions”.
- On the Submissions Screen, select the FY 2025 project name you entered on the last screen from the Applicant Project Name drop down menu.
- Select the “Edit” icon to edit the project application.



**Submissions**

[Hide Filters](#) [Clear Filters](#)


**Applicant Project Name:** All Projects

**Date Submitted:** On  23

**Project Status:** All Projects

**Submission Version:** All Versions

**Associate Type:** All

Actions	Project Name Project Number	Funding Opportunity Name Step Name	Start Date	End Date	Associate Type	Version	Date Submitted
	FY 2021 CoC Planning Grant 185138	CoC Planning Project Application FY2021 CoC Planning Project Application FY2021	Jan 12, 2021	Dec 31, 2021	Primary Applicant	1	



# TIPS FOR COMPLETING THE ESNAPS APPLICATION

- Start early and save often. ESNAPS has frequent technical challenges and slows during high use periods.
- Consult the NOFO, ESNAPS Detailed Instructions, and ESNAPS Navigational Guides for instructions as you complete the ESNAPS application (posted at [https://www.hud.gov/program\\_offices/comm\\_planning/coc/competition](https://www.hud.gov/program_offices/comm_planning/coc/competition)).
- **Forms and Certifications:** Standard Forms and Certifications will import from the completed applicant profile. Certification acknowledgments must be saved before the rest of the project application will be visible.
- **Submission without Changes:** Renewal applicants are encouraged to make use of the Submission without Changes feature which allows you to unlock only those screens which require changes to the project application. Review the FY 2024 application fully to determine which screens require changes and only unlock those screens for editing.



# TIPS FOR COMPLETING THE ESNAPS APPLICATION

## Unallowed Changes

Renewal project applications must conform to the approved FY 2025 Grants Inventory Worksheet (GIW) posted at <https://tpch.net/fy25nofo>

- No changes to the number of units, beds, or persons served from prior year application and GIW.

If significant budget changes are needed, this must be accomplished through the amendment process after grant award.



# COMMON PITFALLS

**Indirect Costs:** If the project intends to apply an indirect cost rate or claim de minimis indirect costs for the FY 2025 CoC project award, this must be indicated in the applicable application and applicant profile screens. If applying an indirect cost rate, the organization's current federally negotiated indirect cost agreement must be attached to the project application.

Indirect costs may only be claimed on costs included within the organization's direct cost base and must be applied within the appropriate budget line items (e.g., supportive services, operating, administration).

**Match Requirements:** Matching funds are required for all CoC and YHDP projects. Match letters must be signed between November 1 and December 11, 2025, attached to the project application, and include the following details:

- Grant Name and PIN
- Date range for which funds are available: 1 year beginning first day of the grant period.
- Specific source and type of funds (e.g. – Government, CDBG)
- Dollar amount of commitment: Must be 25% of federal funds (excluding Leasing funds)
- Specific use of funds (e.g., project staff salary, office supplies, etc.)

Match Letter Template provided at <https://tpch.net/fy25nofo>

# Competitive YHDP Renewal and Replacement Projects

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YHDP RENEWAL AND REPLACEMENT  
PROJECT ELIGIBILITY, REQUESTING  
SPECIAL ACTIVITIES, AND REQUIRED  
APPLICATION ATTACHMENTS

# COMPETITIVE YHDP RENEWAL AND REPLACEMENT PROCESS

All existing YHDP projects are eligible for competitive renewal or replacement.


Existing YHDP projects are required to complete the TPCH Application in Neighborly and will be reflected on the CoC Renewal Project Score Card. They will be competitively scored into Tier 1 or Tier 2.

If a YHDP project wishes to replace an existing project, and that replacement project will be requesting Innovative YHDP Special Activities, a letter of intent must be submitted to [tpch-nofo@tucsonaz.gov](mailto:tpch-nofo@tucsonaz.gov) indicating the specific nature of the request and proposed changes no later than 11:59pm, December 4.

Agencies submitting YHDP replacement project applications that are requesting Innovative YHDP Special Activities are required to attend a TPCH Youth Action Committee to discuss their replacement request with the committee. Agencies may not apply for Innovative Activities if this process is not followed.

# YHDP Renewal Projects

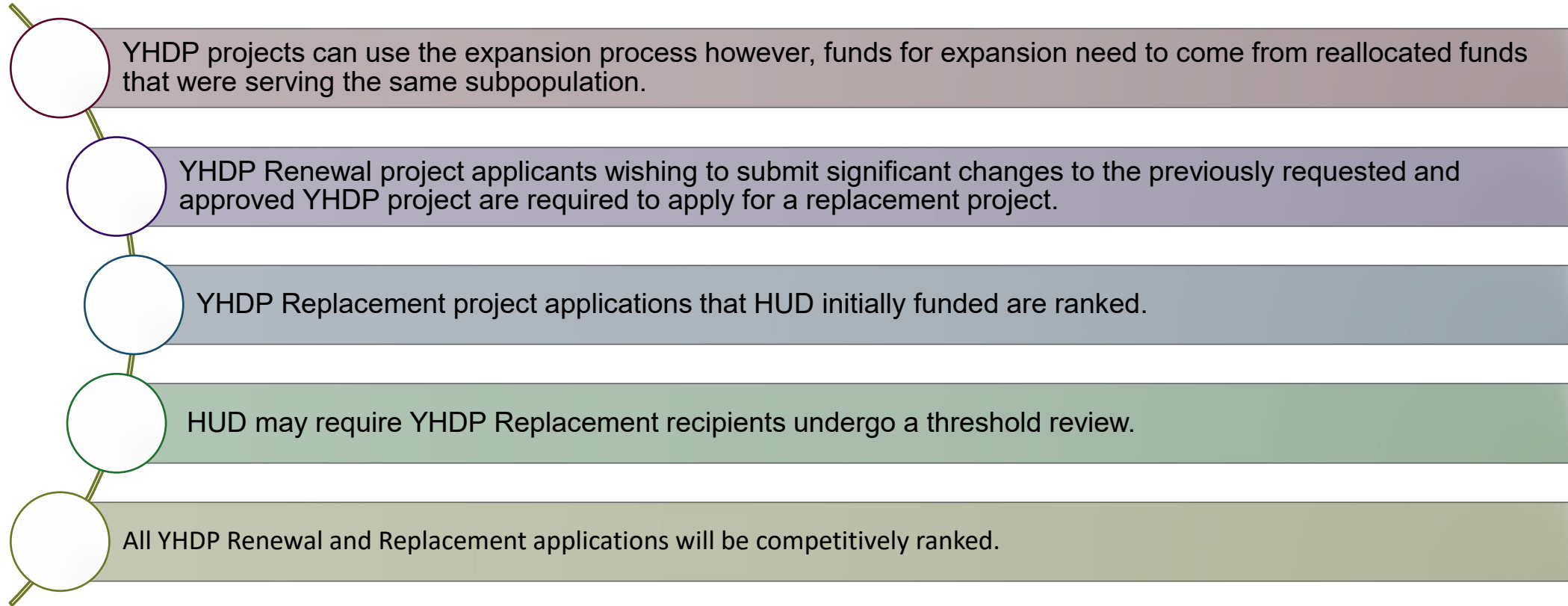
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- 
- YHDP Renewal project applicants may not change the unit configuration, number of persons to be served, or make other substantive changes to the project through the renewal process.
  - YHDP Renewal project applicants from any round may include requests add or modify select special YHDP activities.
  - YHDP Renewal project applicants may submit renewal applications for minor changes to a project, but larger changes will require applying for a YHDP Replacement project.
  - YHDP Renewal project applicants from any round may request to shift up to 10 percent (10%) of funds from one approved eligible activity to another.
  - All YHDP Renewal and Replacement applications will be competitively ranked.
  - HUD will conditionally select all YHDP Renewal project applications initially awarded during the FY 2017 (Round 2) or later YHDP competitions that pass project eligibility and project quality threshold review.



# YHDP Replacement Projects

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# YHDP Special Activities

YHDP SPECIAL  
ACTIVITIES  
OVERVIEW AND  
FY 2025 YHDP  
PROCESS FOR  
MAINTAINING OR  
REQUESTING USE  
OF ADDITIONAL  
SPECIAL  
ACTIVITIES

# How?

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Renewal and YHDP Projects with written notice to the Deputy Assistant Secretary for Special Needs via the project applications subject to the conditions specified in section III.B.4.b.(5) of the [FY 2024-2025 CoC Program NOFO](#).

**Applicants requesting authorization for Innovative YHDP Special Activities must email a one-page letter of interest which includes the following information to [tpch-nofo@tucsonaz.gov](mailto:tpch-nofo@tucsonaz.gov) no later than 11:59pm Arizona time on December 4, 2025.**

- Name of the Current YHDP Project
- Current Activities Proposed for Replacement
- New Activities Proposed for Inclusion
- Rationale for Replacement (Community/Participant Need) and Anticipated Benefit
- Any Changes to the Number of Youth Served by the Project Resulting from Replacement

The TPCCH Youth Action Committee will review requests for YHDP Replacement Innovative YHDP Special Activities at a meeting to be scheduled. Organizations submitting requests for YHDP replacement activities are required to have at least one representative present who can answer questions regarding the project's current activities, proposed replacement activities, and budget.

**Failure to attend the scheduled Youth Action Committee meeting will result in rejection of YHDP special activity requests.**

# Special YHDP Activities

YHDP Renewal and YHDP Replacement projects may submit applications that include activities listed on pages 27 through 30 of the [FY 2025 CoC NOFO](#).

LEASE TERMS

SBRA & PBRA

YAB stipends

CONFERENCES

EMPLOYING YOUTH BEING SERVED

HABITABILITY

MOVING EXPENSES

HOST HOMES

AFTERCARE

ADDITIONAL FUNDS

# Threshold Review

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THRESHOLD REVIEW FOR ALL  
PROJECTS

# Threshold Review

- HUD will consider Renewal projects as having passed threshold, but will need to certify that projects will comply with two new criteria:
  - The project applicant will not engage in racial preferences or other forms of illegal discrimination
  - The project applicant will not operate drug injection sites or “safe consumption sites,” knowingly distribute drug paraphernalia on or off of property under their control, permit the use or distribution of illicit drugs on property under their control, or conduct any of these activities under the pretext of “harm reduction.”
- YHDP Replacement projects are exempt from the Project Quality Threshold if the application, activities, and costs are eligible under the FY 2025 HUD CoC NOFO. YHDP Replacement projects are still subject to the Project Eligibility Threshold, including the new additions above.
- Read the FY 2025 HUD CoC NOFO for more information.

# Timeline and Resources

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KEY DATES AND IMPORTANT  
RESOURCES



# KEY DATES

December 4, 2025

- Letters of intent for YHDP Renewal / Replacement Innovative YHDP Special Activities due

December 15, 2025

- Responses to Threshold Review sent to recipients for correction

TBD

- YAC will meet to approve / suggest changes for special activities being renewed or added for each YHDP project

December 11, 2025

- FY 2025 New and Renewal Project Applications Due.

December 17, 2025

- Corrections requested from Threshold Review due back to CoC Lead

SEE PROCESS DOCUMENT FOR  
DETAILED CALENDAR



# IMPORTANT RESOURCES

## HUD Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2025 Continuum of Care Competition

- HUD priorities and threshold review processes

## FY 2025 TPCH Process Document

- Local priorities and specific submission process

## How to access Project Applications in eSNAPS

- Screen by screen guide for how to get into the federal application

## Renewal Projects Detailed Instructions

- Question by question guidance for how to respond and submit

## Renewal Projects Navigational Guides (soon to be posted)

- Support in navigating the eSNAPS platform, which can be daunting!

## Replacement and Reallocation Detailed Instructions

- Use this if you're planning to change your project or conduct reallocation.



## FY 2024-2025 HUD CONTINUUM OF CARE PROGRAM ANNUAL FUNDING COMPETITION & NON-COMPETITIVE RENEWAL OF YOUTH HOMELESSNESS DEMONSTRATION PROJECTS

### Competition Overview, Instructions, and Process for Tucson/Pima County

Applications Due 12:00pm (NOON) Arizona Time - September 13, 2024



## Accessing the Project Application in e-snaps

### Introduction

This document provides step-by-step instructions on how to access the Project Application in e-snaps. It is organized into the following sections:

- [Access e-snaps](#)
- [Complete the Project Applicant Profile](#)
- [Establish the Project Application](#)
- [Access the Project Application](#)

These instructions are written with reference to the FY 2023 Renewal Project Application as the example, but they are applicable to other FY 2023 Project Applications (New, Continuum of Care (CoC) Planning, and Unified Funding Agency (UFA) CoC) as well as to future CoC Program Competitions. When the steps are no longer applicable, this document will be revised and reposted on HUD.gov.

### Posted Resources

HUD has determined that some CoC- and e-snaps-related resources need to be posted to HUD.gov, HUD's official website, rather than to the HUD Exchange, which focuses on technical resources for communities and grant recipients. FY 2023 NOFO information (e.g., detailed instructions), including the FY 2023 e-snaps Navigational Guides, will be published and updated on HUD.gov. Many of the other CoC- and e-snaps-related technical resources will remain on the HUD Exchange.

### Have a question?

The e-snaps Ask A Question (AAQ) desk on HUD Exchange is no longer active. Questions about e-snaps and the CoC Program NOFO must be submitted to the appropriate HUD.gov email address as follows:

- [CocNOFO@hud.gov](mailto:CocNOFO@hud.gov) for questions about the NOFO, competition, and applications.
- [e-snaps@hud.gov](mailto:e-snaps@hud.gov) for questions about e-snaps technical issues such as creating an individual user profile, technical/password resets, requesting access to a CoC's or Project Applicant's e-snaps account, navigating e-snaps, updating the Applicant Profile, identifying the funding opportunity, creating a project, and accessing the application on the "Submissions" screen.

In your email, please provide:

- The specific details regarding the issue you are encountering.
- The steps you have taken up to the point the issue occurs.
- Any error messages.

You may also want to provide a screenshot.

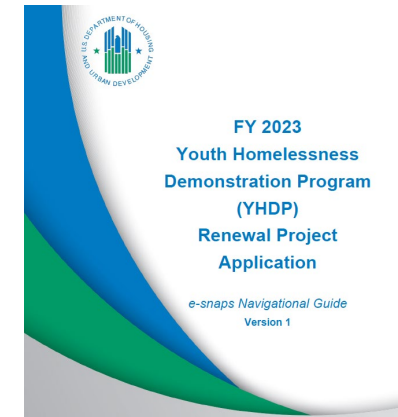
## CoC Renewal YHDP Project Application Detailed Instructions

Fiscal Year 2024 CoC Program Competition



U.S. Department of Housing and Urban Development  
Community Planning and Development  
Office of Special Needs Assistance Programs

July 2024



## CoC YHDP Replacement and Reallocation Project Application Detailed Instructions

Fiscal Year 2024 CoC Program Competition



U.S. Department of Housing and Urban Development  
Community Planning and Development  
Office of Special Needs Assistance Programs

July 2024

## GENERAL AND LOCAL COMPETITION QUESTIONS

Email [tpch-nofo@tucsonaz.gov](mailto:tpch-nofo@tucsonaz.gov)

## HELP WITH ESNAPS

Password resets, system errors, technical issues, etc.

Email [e-snaps@hud.gov](mailto:e-snaps@hud.gov)

## QUESTIONS FOR HUD NOFO clarification, etc.

Email [cocnofo@hud.gov](mailto:cocnofo@hud.gov)



# Questions?

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Please take a moment to ensure any questions typed into the chat have been moved to the Q&A feature.



Tucson Pima Collaboration  
To End Homelessness

# Thank you!

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IF YOU OR YOUR ORGANIZATION HAS  
ADDITIONAL QUESTIONS, PLEASE EMAIL:  
[TPCH-NOFO@TUCSONAZ.GOV](mailto:TPCH-NOFO@TUCSONAZ.GOV)