



# HVRP FUNDING

*January 5, 2022*

*An overview of  
upcoming HVRP  
funding in 2022 for  
the Easterseals  
network.*

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National Office*



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This deck provides a general overview of the HVRP program to help Easterseals affiliates review, plan, and prepare winning proposals to secure HVRP grants.

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# HVRP Program Overview

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*What is HVRP?*

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*Comprehensive Services*

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# What is HVRP?

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*Since 1987, veterans and their families have received comprehensive services through the Department of Labor (DOL) to increase their employment opportunities.*

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**HVRP** is the only federal program that focuses exclusively on the employment of veterans who are experiencing homelessness.

Since 1987, HVRP has aimed to provide services to assist in reintegrating homeless veterans into meaningful employment within the labor force and to stimulate the development of effective service delivery systems that will address the complex problems facing homeless veterans.

The program is administered by the **U.S. Department of Labor Veterans' Employment and Training Service (DOL-VETS)**.

Grants are awarded by DOL to workforce investment boards, local public agencies, for-profit /commercial organizations, and non-profits.

HVRP programs provide core services that support veteran reintegration and employment opportunity:

- Knowledge of Population
- Outreach
- Assessment/Intake
- Case Management
- Job-Driven Training and Employment
- Follow-Up Services/Collaboration

### Learn more

- **Office of HVRP:**  
<https://www.dol.gov/agencies/vets/programs/hvrp>
- **Statutory Authority - The 2001 Homeless Veterans Comprehensive Assistance Act:**  
<https://www.congress.gov/107/plaws/publ95/PLAW-107publ95.pdf>



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# Program Specifics

Collectively referred to as HVRP, this DOL funding opportunity includes three programs that service three population categories:

Homeless Veterans' Reintegration Program (HVRP)

Incarcerated Veterans Transition Program (IVTP)

Homeless Female Veterans and Veterans with Families Program (HFVWWF)

If your affiliate wishes to apply to any of the above programs, you will go through the HVRP RFP posted on [grants.gov](https://www.grants.gov).

HVRP serves homeless veterans and their families or those at risk for homelessness. Depending on the type of HVRP program your affiliate may implement, the target beneficiary may be women and veterans with families, incarcerated veterans, or all other veterans experiencing homeless that meet the latest FOA's criteria.

## **HVRP qualifies an individual as a homeless veteran if he/she meets one of the following definitions:**

- A person who lacks a fixed, regular, and adequate **nighttime residence**
- A person living in a public or private space not designed for or ordinarily used as a regular sleeping accommodation
- A person living in a supervised public or privately operated shelter designated to provide temporary living arrangements
- An individual or family who will imminently lose their housing they own, rent, or live in without paying rent, are sharing with others, and rooms in hotels or motels not paid for by federal, state, or local government programs for low-income individuals or by charitable organizations.



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# Comprehensive Services

HVRP programs take a case management approach to providing comprehensive, “employment focused” services that directly assist homeless veterans as well as provide critical linkages for a variety of supportive services available in their local communities.

These include job placement, training, and development; career counseling; and resume preparation services.

## More than employment support

- Housing
- Career development
- Health services
- Transportation services
- Social services
- Connections and linkages to other providers and services

## Learn more

- [HVRP Employment Assistance Guide for Service Providers:  
http://www.nchv.org/images/uploads/EAG\\_1-10.pdf](http://www.nchv.org/images/uploads/EAG_1-10.pdf)



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## Selected Statistics

(Program Year 2020, July 1, 2020 – June 30, 2021)

### Program Service Metrics

- HVRP served **14,744 veterans** reintegrate into the workforce in 2020-2021
- HVRP was available for veterans in **44 states** across the U.S.
- **61.6%** placement rate
- **\$16.23** average hourly wage at placement

### Learn more

- <https://www.dol.gov/agencies/vets/programs/hvrp>

### Funding Released in 2021

- **\$52 million** awarded to 155 grantees
- **\$12M** for **36 new grantees**
- **\$40M** for **119 continuation grants**
- Awards range in size from **\$100,000 - \$500,000**

### Learn more

- <https://www.dol.gov/newsroom/releases/vets/vets20210601>



# Affiliate Opportunity

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*Timing*

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*Funding Opportunities*

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*Strategy*

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# Timing & Funding Opportunities

HVRP and included funding opportunities have a rhythm. Grants are funded for one year at a time with two option years.

## Timeline

**January 28, 2022 (Estimated)** – FOA (RFP) released on <http://www.grants.gov/>

**February 28, 2022 (Estimated)** – Applications due via Grants.gov

**TBD** – Implementation start date, likely 7/1/22

**Grant Period** – three years, pending congressional funding approvals

**2021 FOA – CFDA 17.805**  
<https://www.grants.gov/web/grants/view-opportunity.html?oppId=331026>



The screenshot shows the Grants.gov website interface. At the top, there is a search bar with the text "SEARCH: Grant C". Below the search bar is a navigation menu with buttons for "LEARN GRANTS", "SEARCH GRANTS", "APPLICANTS", "GRANTORS", "SYSTEM-TO-SYSTEM", "FORMS", and "CONNECT". The main content area is titled "GRANT OPPORTUNITY" and displays the following information:

- FOA-VETS-21-01**
- Homeless Veterans' Reintegration Program (HVRP), Incarcerated Veterans' Transition Program (IVTP), and the Homeless Female Veterans' and Veterans' with Families Program (HFVWF) (referred to collectively as HVRP)
- Department of Labor
- Veterans Employment and Training Service

Below the main text, there are tabs for "PSIS", "VERSION HISTORY", "RELATED DOCUMENTS", and "PACKAGE". The "PSIS" tab is currently selected. Underneath, there is a section titled "General Information" with the following details:

<b>Document Type:</b> Grants Notice	<b>Version:</b> Synopsis
<b>Funding Opportunity Number:</b> FOA-VETS-21-01	<b>Posted Date:</b> Jan 19, 2021
<b>Funding Opportunity Title:</b> Homeless Veterans' Reintegration Program (HVRP), Incarcerated Veterans' Transition Program (IVTP), and the Homeless Female Veterans' and Veterans' with Families Program (HFVWF) (referred to collectively as HVRP)	<b>Last Updated Date:</b> Feb 02, 2021
<b>Opportunity Category:</b> Discretionary	<b>Original Closing Date for Applications:</b> Mar 01, 2021, 4:00:00
<b>Opportunity Category Explanation:</b>	<b>Current Closing Date for Applications:</b> Mar 01, 2021, 4:00:00
<b>Funding Instrument Type:</b> Grant	<b>Archive Date:</b> Mar 31, 2021
<b>Category of Funding Activity:</b> Opportunity Zone Benefits	

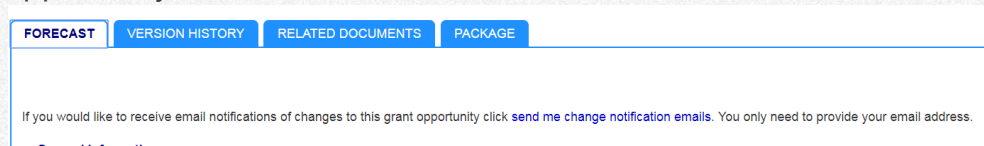


# Strategy

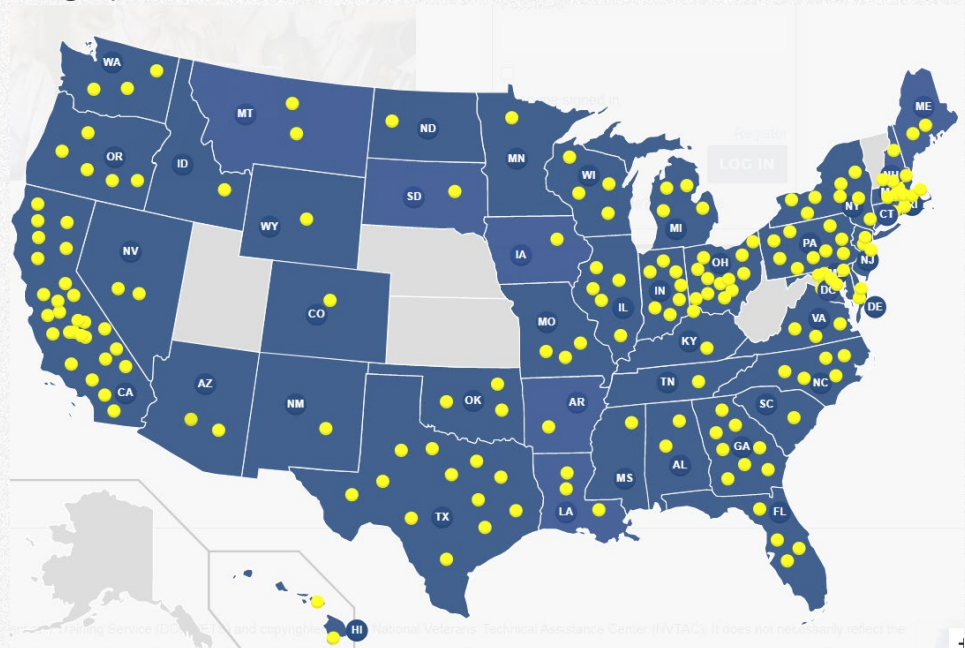


So, what can you do right now to get ready? Glad you asked. A useful feature of HVRP funding is its regularity and structure. You can (and, if interested, should) begin working on your grant development plan today.

**1) Track the RFP.** Locate the RFP on Grants.gov (FOA-VETS-22-01) and click on “send me change notification emails” to receive any updates to the opportunity.



**2) Learn more about the current providers.** Use the NVTAC Grantee Locator at <https://nvtac.org/find-a-grantee/> to find current grantees, learn about their sites, and to retrieve reports on their service profile and demographics.





# Strategy



**3) Review past RFPs and, if possible, sample proposals.** HVRP requirements are highly standardized, and RFPs generally change only slightly from year to year, based mostly on the funding availability and service targets for particular geographies. You can find past RFPs on Grants.gov by searching for “closed” or “archived” opportunities using CFDA #17.805. The requirements and structure in these RFPs should give you a strong start to structure your proposal.

**BASIC SEARCH CRITERIA:**

Keyword(s):

Opportunity Number:

CFDA:

**OPPORTUNITY STATUS:**

- Forecasted (1)
- Posted (0)
- Closed (1)
- Archived (22)

**FUNDING INSTRUMENT TYPE:**

- All Funding Instruments
- Cooperative Agreement (2)
- Grant (22)

**SORT BY:**

**1 - 24 OF 24 MATCHING RESULTS:**

Opportunity Number	
<a href="#">FOA-VETS-22-01</a>	Homeless Veterans' Rei Veterans' Transition Pro Veterans' and Veterans' collectively as HVRP)
<a href="#">FOA-VETS-21-01</a>	Homeless Veterans' Rei Veterans' Transition Pro Veterans' and Veterans' collectively as HVRP)
<a href="#">FOA-VETS-20-01</a>	Homeless Veterans' Rei Veterans' Transition Pro Veterans' and Veterans' collectively as HVRP)

**4) Be on the look-out for partners.** Not convinced that writing a proposal for a new HVRP grant is for you? Take a look at partner organizations and agencies that might be open to a partnership or a subcontract.



# Strategy



5) **Get familiar with the National Veterans' Technical Assistance Center (NVTAC).** HVRP supports a main technical assistance center to support grantees in every aspect of service delivery, compliance, best practices, and more. NVTAC is an essential resource for building out winning proposals and implementing top notch programs.

## Learn more

- **HVRP Technical Assistance Network (NVTAC):**  
<https://www.nvtac.org/>



Search ...



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# RFP Run- through

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*Key Requirements*

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*Proposal Components*

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*Forms, Assurances, and  
Certifications*

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*Budgeting*

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*Review Criteria*

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*Formatting Checklist*

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*Automatic  
Disqualifications*

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# Key Requirements



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*Start your review of HVRP requirements now by studying previous RFPs or meeting with grantees.*

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In order to meet the needs of veterans experiencing homelessness, grant recipients are expected to provide an array of client-focused services utilizing a case management approach that directly assists the target population as well as provides critical linkages for a variety of support services available in their local communities.

## Cost matching

This program does not require cost matching or sharing. Applicants that include such funds in the application will not receive additional consideration during the review process. Any resources contributed to the project beyond the agency funding will be considered leveraged resources.

## Identification of Program Population Categories

Applicants must identify whether their program will prioritize HVRP, IVTP, or HFVWWF. If applicants fail to explicitly identify in the abstract that you intend for an application to be reviewed under the HFVWWF or the IVTP priorities, then the application will be reviewed under the HVRP priority.



# Proposal Components



Application Requirement	Instructions
Eligibility	Section III.A
Submission deadline	Section IV.C
Application component formatting and saving requirements	Section IV.C.2
Does not exceed the one-year ceiling amount of \$500,000	Section II.A
SAM Registration	Section IV.B.1
SF-424, Application for Federal Assistance	Section IV.B.1
SF-424 includes a DUNS Number	Section IV.B.1
SF-424A, Budget Information Form (one year)	Section IV.B.2
Budget Narrative (one year)	Section IV.B.3
Project Narrative	Section IV.B.3
A letter of support from a State Workforce Agency or a local American Job Center	Section IV.B.4
Abstract (included as an attachment)	Section IV.B.4
Completed VETS-700 Summary of Proposed Goals	Section IV.B.4

The FOA in Grants.gov will include opportunity package, application instructions, and the below referenced forms. The instructions sections referenced here are from last year's package. There are four distinct parts to the application that must be included in response to the FOA:

## First File – SF-424 “Application for Federal Assistance”

- [https://apply07.grants.gov/apply/forms/sample/SF424\\_4\\_0-V4.0.pdf](https://apply07.grants.gov/apply/forms/sample/SF424_4_0-V4.0.pdf)

## Second File – Project Budget

This includes the SF-424A Budget Information Form as well as the Budget Narrative which is uploaded to the Budget Narrative form. This will include financial statements and audit reports.

- <http://apply07.grants.gov/apply/forms/sample/SF424A-V1.0.pdf>

## Third File – Project Narrative

This must demonstrate your capability to implement the grant project in accordance with the provisions of the FOA.

## Fourth File – Attachments to the Project Narrative

- Abstract
- Letter(s) of support
- VETS-700 Planned Goals chart



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# Forms and Certifications



- SF-424 – Application for Federal Assistance
- SF-424A – Budget Information
- Budget Narrative Attachment Form
- DUNS number and SAM.gov registration

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*SF forms are included in  
the Grants.gov  
application package*

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*DUNS number and  
SAM.gov are separate  
registrations*

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# File 1: SF-424

The SF-424 must clearly identify the applicant and must be signed by an individual with authority to enter into a grant agreement. Upon confirmation of an award, the individual signing the SF-424 on behalf of the applicant is considered the Authorized Organization Representative of the applicant.

## Requirement for DUNS Number

All applicants for federal grants must have a DUNS number and supply their number in the SF-424. Grant recipients authorized to make subawards must notify potential subawardees that no entity may receive a subaward from you unless the entity has provided its DUNS number.

## Requirement for Registration with SAM.gov

Applicants must maintain an active System for Award Management (SAM.gov) registration before applying for funding from HVRP. **It can take up to two weeks to process a registration application and an additional business day to update Grants.gov.**



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# File 2: Project Budget



**Project Budget:** complete the SF-424A Budget Information Form, available at <http://apply07.grants.gov/apply/forms/sample/SF424A-V1.0.pdf>

## Budget Categories

1. Personnel
2. Fringe Benefits
3. Travel
4. Equipment
5. Supplies
6. Contractual
7. Construction
8. Other Costs
9. Indirect Costs

## Budget Narrative

The budget narrative must provide a description of costs associated with each line item on the SF-424A. It should also include a description of leveraged resources (cash and in-kind) provided (as applicable) to support grant activities.

Budget calculations must include estimation methods, quantities, unit costs, and other similar quantitative detail sufficient for the calculation to be duplicated. Cost share/match sources must be identified on the SF-424 and SF-424A. If you have a Negotiated Indirect Cost Rate Agreement (NICRA), describe how the indirect costs are calculated. If claiming the 10 percent de minimis rate, confirm your eligibility under 2 CFR 200.414(f).

## Supplies vs. Equipment

Generally, "equipment" means an article of nonexpendable, tangible property with a cost of at least \$5,000. "Supplies" refer to tangible property other than that included under Equipment, such as office and other supplies with a per-unit cost of less than \$5,000 that will be specifically consumed by the project.



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# File 3: Project Narrative

This section provides a comprehensive framework and description of all aspects of the proposed project. It must be succinct, self-explanatory, and well organized so that reviewers can understand the proposed project.

## Project Narrative Sections (use headers):

Statement of Need

Expected Outcomes and Outputs

Project Design

Organizational, Administrative, and Fiscal Capacity

Past Performance – Programmatic Capability

Budget and Budget Narrative\*

Opportunity Zone Identification (if applicable, adds 2 bonus pts to evaluation score)

\*Do not count toward the Project Narrative's page limit

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*The page limit for these combined documents is 15 double-spaced, single-sided pages.*

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*The font must be Times New Roman 12 point and 1 inch margins. The Narrative must start with page number 1.*

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## File 4: Attachments to the Project Narrative

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*There is no page limit on these listed appendices.*

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*These files will be submitted in the Third File.*

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In addition to the Project Narrative and budget components, you must submit attachments as relevant. Save all files with descriptive file names of 50 characters or fewer and use only standard characters in file names: A-Z, a-z, 0-9, and underscore (\_).

### Required Attachments:

**Abstract** – up to two pages summarizing the proposed project, including scope and proposed outcomes. You need to stipulate which HVRP program you are applying to here.

**Letter of Support** – a letter from a State Workforce Agency (SWA) or Local American Job Center (AJC).

**Competitive Grants Planned Goals Chart** – chart included in FOA package.

### Requested Attachments or Required, as Applicable:

**Negotiated Indirect Cost Rate Agreement (required if claiming its rate in the budget)** – Label “NICRA” or “CAP.”

**Past Performance Documentation** – Complete and upload the completed Chart of Past Performance template (or a file that supplies the same information) if you have not recently or never operated an HVRP program. Label file “Past Performance.”



# Review Process Criteria

## Review Process

The review Criteria is designed to objectively select qualified applicants based on technical merit.

These criteria are based on the policy goals, priorities, and emphases set forth in the FOA.

Criterion	Points (maximum)
1. Statement of Need (See Section IV.B.3.a. Statement of Need)	12
2. Expected Outcomes (See Section IV.B.3.b. Expected Outcomes and Outputs)	12
3. Project Design (See Section IV.B.3.c. Project Design)	26
4. Organizational, Administrative, and Fiscal Capacity (See Section IV.B.3.d. Organizational, Administrative, and Fiscal Capacity)	12
5. Past Performance – Programmatic Capability (See Section IV.B.3.e. Past Performance – Programmatic Capability)	28
6. Budget and Budget Narrative (See Section IV.B.2. Project Budget)	10
<b>TOTAL</b>	<b>100</b>
7. Opportunity Zone – Bonus Points (See Section IV.B.3.g. Opportunity Zone)	2
	<b>102</b>



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# Review Process

## Review & Selection

### Review & Selection

The review process includes a technical merit review panel that evaluates applications against the selection criteria.

### Section 1: Merit Review and Selection Process

The final calculated scores of each application will serve as the primary basis for selection applications for funding. The panel results are advisory and are not binding on the Grant Officer. The Grant Officer reserves the right to make selections based solely on the final scores or to take into consideration other relevant factors.

### Section 2: Risk Review Process

Prior to making an award, ETA will review information available through any OMB-designated repository of government-wide eligibility qualification or financial integrity information. The risk evaluation may incorporate results of the evaluation of the applicant's eligibility (application screening) or the quality of its application (merit review).



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# Formatting Checklist



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*There are usually extensive file formatting and file naming requirements in the HVRP FOA. Please refer to the actual RFP for the most current guidance.*

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## 1) Clear language, acronyms identified

**2) Font and Spacing:** All narrative documents must be in Times New Roman, 12-point font. Footnotes may be 10-point. Narrative documents must be double-spaced, with the exception of the Project Summary/Abstract, Table of Contents, and Budget and Budget Justification which may be single-spaced. *Numerical* budget tables included in the narrative may be single-spaced.

**3) Appendices:** Documents submitted in the Appendices must be readable. If the font size is not readable, all unreadable pages will be removed from the application and will not be reviewed.

**4) Page Limits:** 15 pages total for the sections of the Project Narrative. The previously noted attachments (e.g., Budget and Budget Narrative) are not included in the 15-page limit.



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# Automatic Disqualifications



If your application hits any of these thresholds, it will assuredly be disqualified.

**1) Ineligible entities:** Applications from individuals, foreign entities, and 501(c)4 organizations.

**2) Budgets exceeding award ceiling:** Applications that request an award amount exceeding the Award Ceiling per budget or project period will be disqualified from competitive review.

**3) Applications not submitted on time through Grants.gov.** Please ensure that you are registered on Grants.gov well in advance of the deadline and plan to submit your application at least 3 days before the deadline.

**4) Non-responsiveness:** If your application does not properly or adequately respond to the requirements in the RFP, it will be disqualified.



# Resources for Proposal Success



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# HVRP

## History and Policy

### A wealth of information

HVRP has served veterans across the country for 30 years. There is a wealth of resources and research for organizations to build programs that meet the needs of the veterans and their families in their communities and take advantage of the strengths of the organization and its partners.

- *The Office of HVRP* – <https://www.dol.gov/vets/programs/hvrp/>
- *The HVRP in Congress* – <https://www.congress.gov/congressional-report/114th-congress/senate-report/395/1>
- *National Veterans' Technical Assistance Center* – <https://nvtac.org/>



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# HVRP Resources

## Designing Programs and Services

*The National Veterans Technical Assistance Center (NVTAC)* provides free training and technical assistance to HVRP grantees. It has two primary objectives:

1. provide comprehensive, informed services to nonprofits, employers, Veterans' Service Organizations, and federal, state, and local government agency partners that cooperate to meet the goals of HVRP
2. serve as a critical liaison between DOL-VETS program leadership and grantees to ensure timely and thorough communication of information.

Direct,  
Intensive TA

Web-based  
Training

Products and  
Resources

Best Practices  
and Research

Community of  
Practice

NVTAC.org



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# Funding Information

- **Grants.gov** – <https://www.grants.gov/>  
*Search Grants.gov under Funding Number FOA-VETS-21-01 to find current, forecasted, and closed funding opportunities. Researching past funding is a useful tool to review RFPs and application packages.*
- **USASpending.gov** – <https://www.usaspending.gov/>  
*This site is a database of competitive federal funding and can be used to find current grantees and awards. This information can be very useful in competitive analysis.*
- **Department of Labor HVRP Funding Opportunities** – <https://www.dol.gov/vets/programs/hvrp/>



**Easterseals'**  
**HVRP**  
**Presence**



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# Easterseals and HVRP

*Affiliates currently or formerly in the HVRP network include:*

- *Easterseals Serving DC/MD/VA*
- *Easterseals New York*
- *Easterseals New Hampshire/Maine*
- *Easterseals TriState*
- *Easterseals Oregon*
- *Easterseals Massachusetts*
- *Easterseals Capital Region & Eastern Connecticut*
- *Crossroads*



# Affiliate HVRP Materials

## Easterseals Oregon

This colorful newsletter shares program highlights and helpful tips for veterans and their families enrolled in HVRP.

### Who We Are



#### Mission

Easterseals Oregon provides exceptional services to ensure that children and adults living with disabilities or special needs and their families have equal opportunities to live, learn, work and play in their communities.

#### Vision

Believing that all people should enjoy access, opportunities and independence, Easterseals Oregon will annually demonstrate a measurable increase in services to people with disabilities or special needs.

#### Values

- Integrity
- People Focused
- Independence
- Respect
- Shared Purpose
- Excellence
- Stewardship
- Philanthropy

Our HVRP Services are available to assist homeless veterans with reintegration and employment in Multnomah County.

### Let us help you

Gain the skills and experience you need to return to the workforce.

The Homeless Veterans' Reintegration Program (HVRP) was established by the Department of Labor to help homeless veterans get back on their feet by assisting them in their efforts to return to work.

Whether you served in the Vietnam War, the Gulf War, or the current conflict in Iraq, this employment training and placement program is for the homeless veterans who want to be gainfully employed in their communities.

#### Easterseals Oregon will help you with:

- Individualized support based on specific needs.
- Employment support services such as job related equipment, clothing, transportation, food or child care.
- Training and remedial education, job preparation services, trade certification and licensing assistance.
- Assistance finding shelter, transitional, and permanent housing.
- Referral for other services or treatments.



### Employer Benefits

- Pool of individuals ready to work.
- Pre-screened, qualified applicants.
- Supported employees.
- Resources for long term success.
- Reasonable continuous training on the job and education support.
- Strategic marketing advantage in hiring veterans.

#### Program Services Include:

- Employability and skills assessment.
- Job readiness services, including life skills & money management, vocational counseling & guidance, job club, workshops, job search assistance and addressing barriers to successful employment.
- 90, 180, and 270-day job retention follow up.





# Affiliate HVRP Materials

## Easterseals Maine

This top-level web page shares helps connect families directly to services.

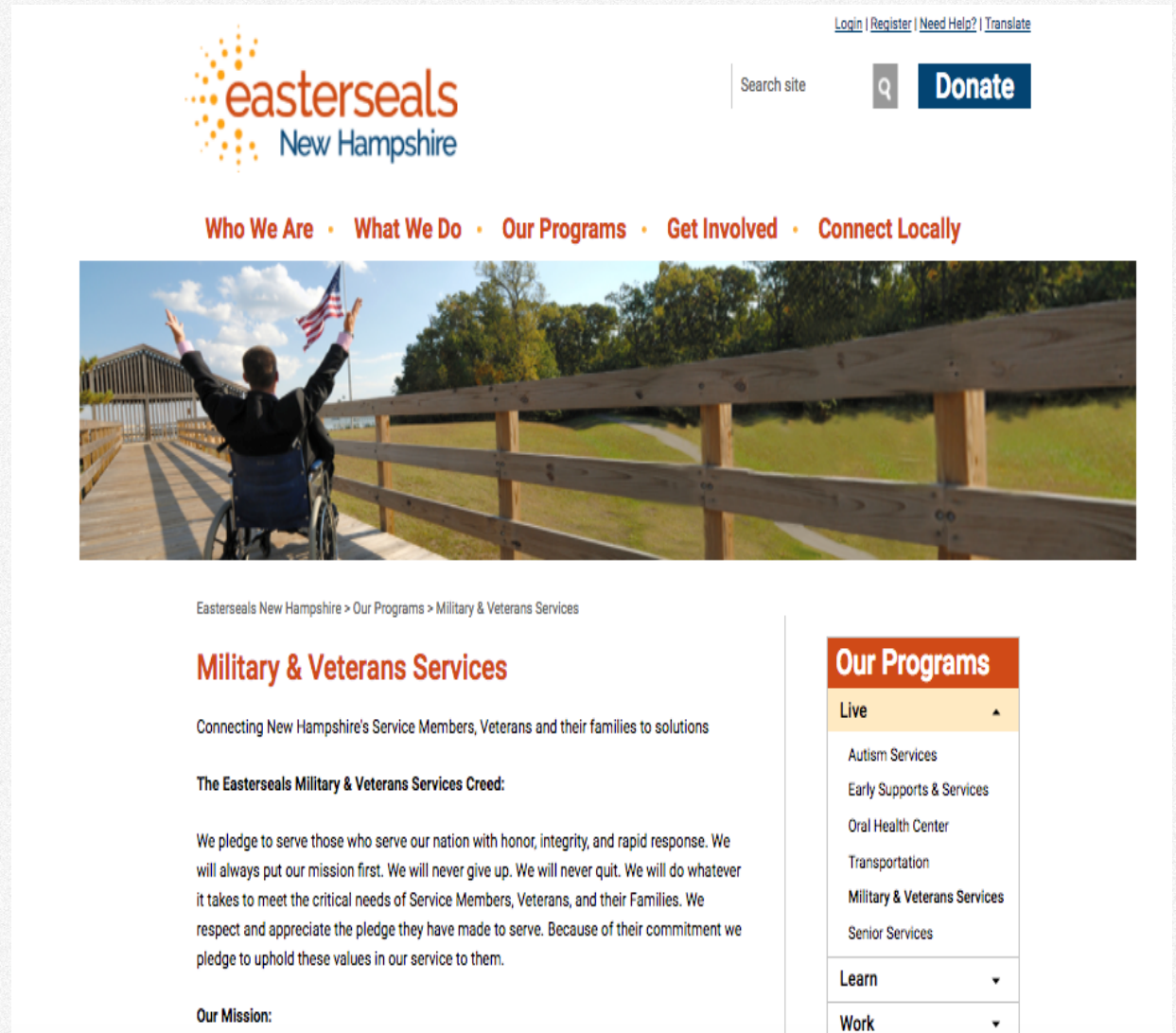




# Affiliate HVRP Materials

## Easterseals New Hampshire

This top-level web page markets HVRP's programs, as well as connects families to services and resources across the state.



The screenshot displays the Easterseals New Hampshire website. At the top right, there are links for [Login](#), [Register](#), [Need Help?](#), and [Translate](#). Below these is a search bar with the text "Search site" and a magnifying glass icon, followed by a dark blue "Donate" button. The main navigation menu includes [Who We Are](#), [What We Do](#), [Our Programs](#), [Get Involved](#), and [Connect Locally](#). A large photograph shows a person in a wheelchair on a wooden walkway, waving an American flag. Below the photo is the breadcrumb trail: [Easterseals New Hampshire](#) > [Our Programs](#) > [Military & Veterans Services](#). The main heading is "Military & Veterans Services" in a dark red font. Below it is the subtext: "Connecting New Hampshire's Service Members, Veterans and their families to solutions". The section is titled "The Easterseals Military & Veterans Services Creed:" followed by a paragraph: "We pledge to serve those who serve our nation with honor, integrity, and rapid response. We will always put our mission first. We will never give up. We will never quit. We will do whatever it takes to meet the critical needs of Service Members, Veterans, and their Families. We respect and appreciate the pledge they have made to serve. Because of their commitment we pledge to uphold these values in our service to them." At the bottom left of the content area is the heading "Our Mission:". On the right side, there is a sidebar titled "Our Programs" with a dropdown menu. The dropdown is currently open, showing a list of services: "Live" (with an upward arrow), "Autism Services", "Early Supports & Services", "Oral Health Center", "Transportation", "Military & Veterans Services" (highlighted), and "Senior Services". Below the list are two more dropdown options: "Learn" and "Work", both with downward arrows.





# Questions?

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*January 5, 2022*