New Application Training

FY2023 Continuum of Care Competition

August 16, 2023

Agenda

- ▶ NOFO Overview
- ▶ Process Overview
- ▶ Project Types
- ▶ Local Application Content
- ▶ Submission Information
- ▶ Timeline
- ▶ Resources
- ▶ Questions

Acronyms

- ARD: Annual Renewal Demand
- CE: Coordinated Entry
- CH: Chronic Homelessness
- CoC: Continuum of Care
- DV: Domestic Violence
- FPRN: Final Pro Rata Need
- HMIS: Homeless Management Information System
- NOFO: Notice of Funding Opportunity
- PSH: Permanent Supportive Housing
- RRH: Rapid Re-housing
- SSO: Supportive Services Only
- TH-RRH: Joint Transitional-Housing-Rapid Rehousing

HUD CoC Competition Background

The CoC Program (24 CFR part 578) is designed to promote a community-wide commitment to the goal of ending homelessness; to provide funding for efforts by nonprofit providers, States, and local governments to quickly re-house homeless individuals, families, persons fleeing domestic violence, and youth while minimizing the trauma and dislocation caused by homelessness; to promote access to and effective utilization of mainstream programs by homeless; and to optimize self-sufficiency among those experiencing homelessness.

Salt Lake Valley Coalition to End Homelessness

System Structure
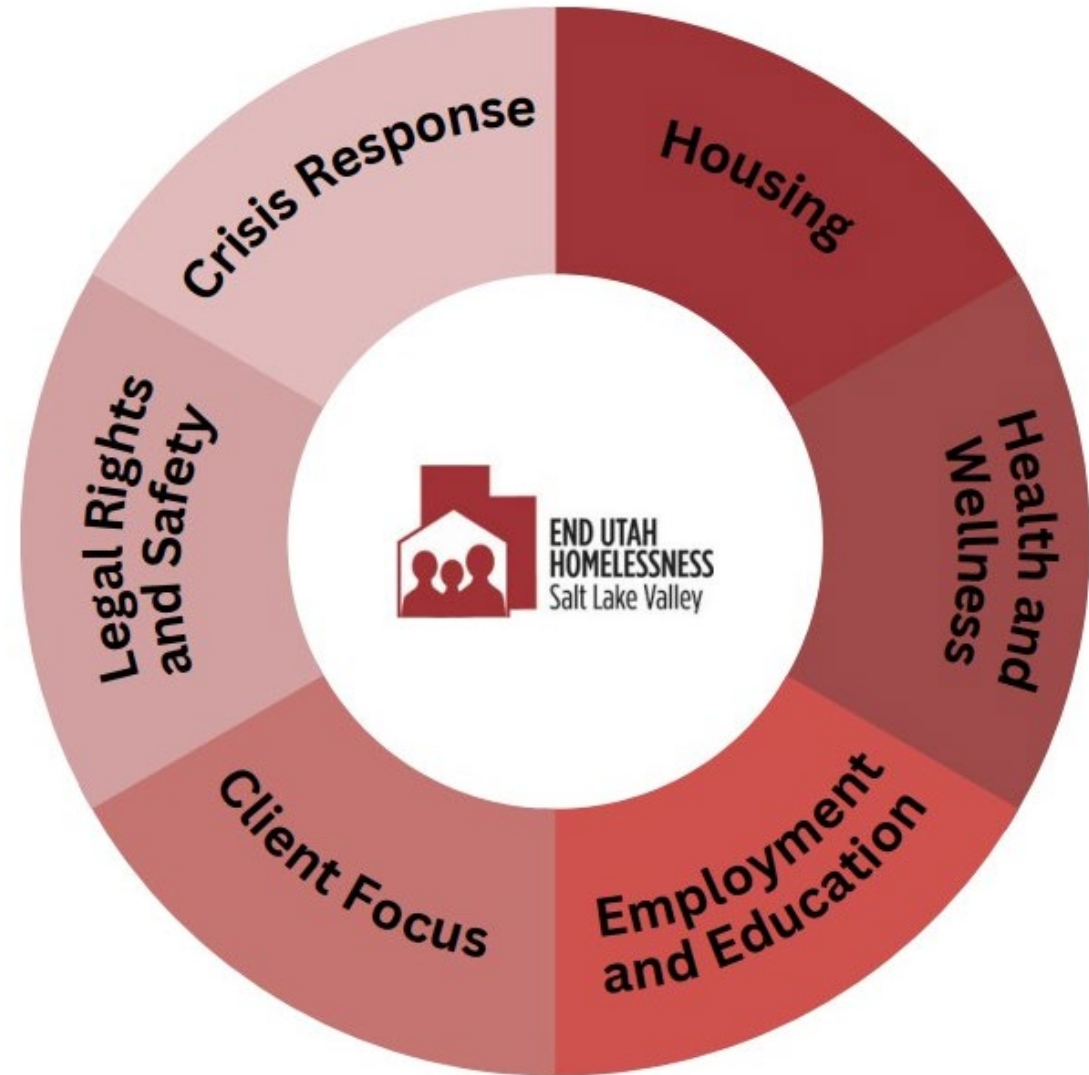
Funding for our CoC

▶ Annual Renewal Demand: $9,562,863

 ▶ This funding can be used to fund eligible renewal projects, in whole or in part, or can be reallocated to new projects.

▶ Tier 1 Funding: $ 8,893,462 (93% of ARD)

▶ Tier 2 Funding: $ 1,987,800

 ▶ Tier 2 is the difference between Tier 1 and the maximum amount of renewal, reallocation, and CoC Bonus funds that a CoC can apply for, CoC planning projects, or projects selected with DV Bonus funds.

 ▶ Balance of ARD: $669,400

▶ Bonus Funding: $669,400

▶ DV Bonus Funding: $649,000

 ▶ 10% of Preliminary ProRata Need

▶ Total Funding: $10,881,262

NOFO Overview-Policy Priorities

▶ End homelessness for all people;

▶ Use a Housing First approach;

▶ Reduce unsheltered homelessness;

▶ Improve system performance;

▶ Partner with Housing, Health, and Service Agencies

▶ Advance racial equity and address racial disparities;

▶ Improving Assistance to LGBTQ+ Individuals;

▶ Engage people with lived experience in decision-making;

▶ Increase the Affordable Housing Supply

NOFO Overview

▶ As in past years, CoCs must prioritize projects into tiers, with projects prioritized in Tier 1 being more likely to be funded than projects of lower priority that fall into Tier 2.

▶ Communities continue to be expected to have a performance-based project review and rank process.

Collaborative Application Structure

▶ HUD Application is composed of two parts:

1. Collaborative Application-describes community planning efforts and performance

2. Community Project Applications

▶ The Collaborative Applicant (Salt Lake County) submits the application to HUD. Once awarded, project applicants are direct grantees/recipients of HUD funding.
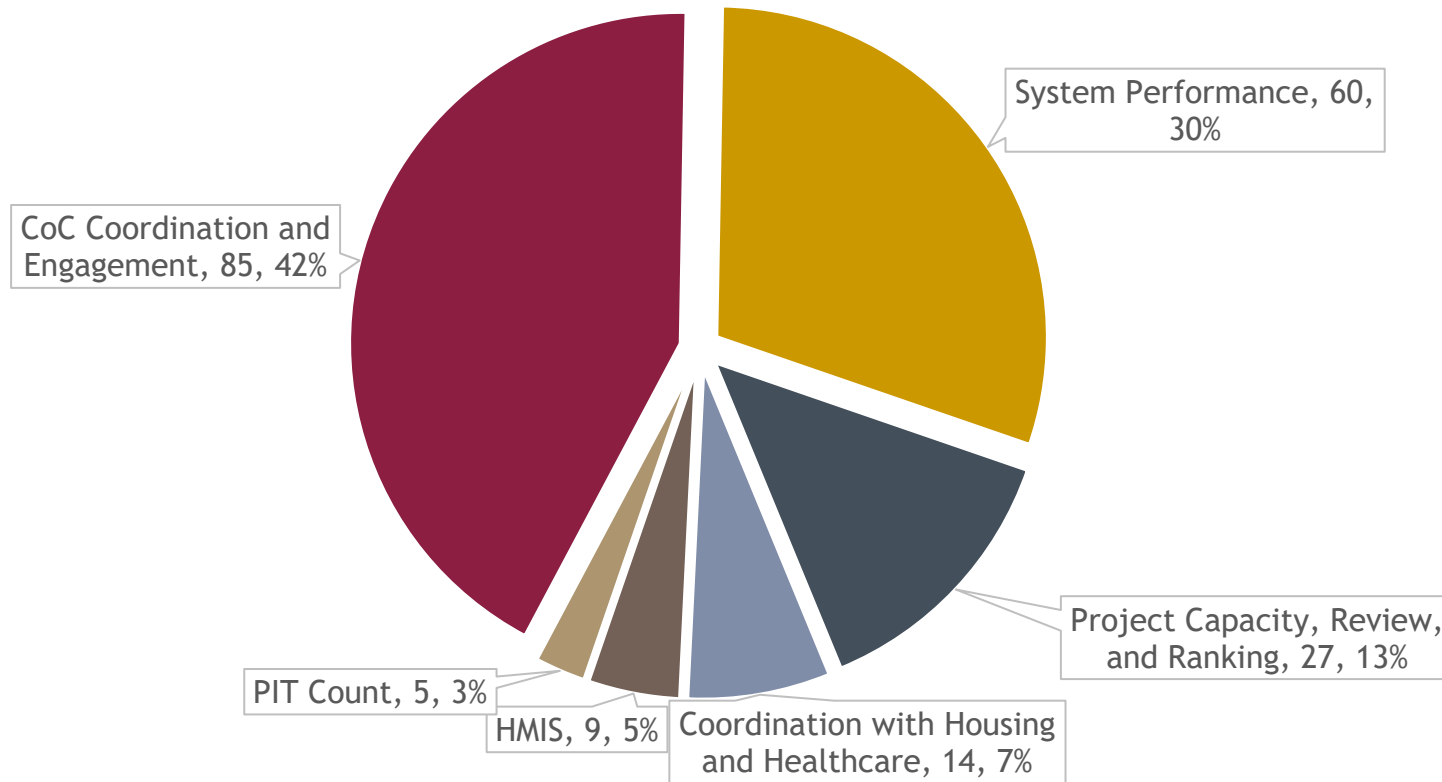
CoC Collaborative Application

Project Applications

Competitive Application to HUD
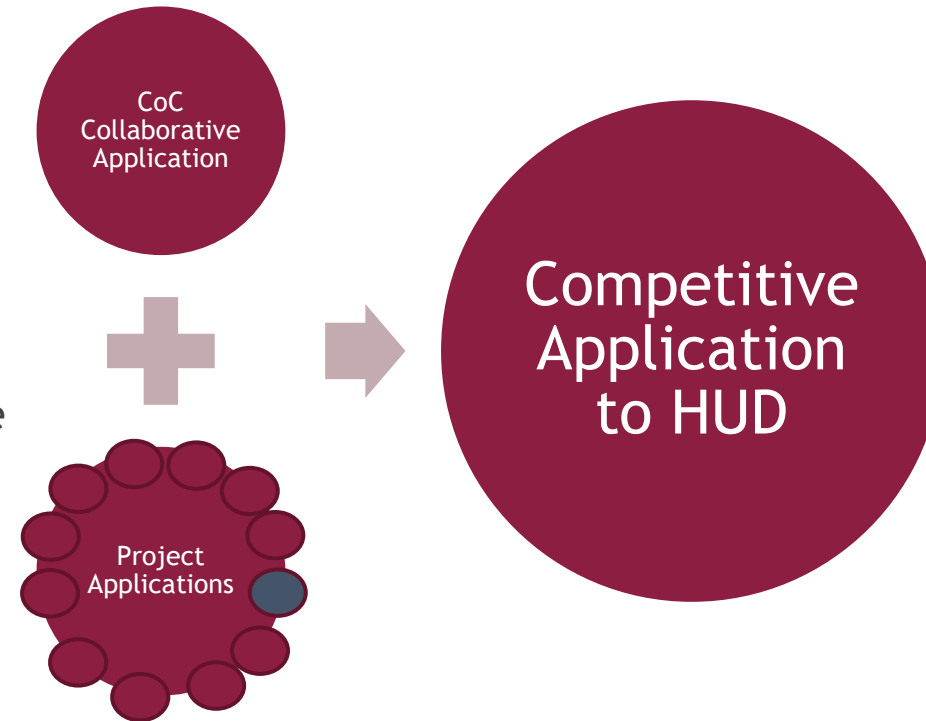
Ranking Committee

- Serves as the rank and review committee for the Continuum
- Members
  - Faith-based and non-profit providers of homeless services and housing
    - Youth, DV, Unsheltered
  - City, County & State ESG funders
  - Mental health & substance abuse coordinators
  - Person with lived experience

CA Scoring Breakdown

2023 Points

- System Performance, 60, 30%
- CoC Coordination and Engagement, 85, 42%
- Project Capacity, Review, and Ranking, 27, 13%
- PIT Count, 5, 3%
- HMIS, 9, 5%
- Coordination with Housing and Healthcare, 14, 7%

Importance of Collaborative Application

- Tier 2 Scoring:
  - **50 points for CoC application score** (Collaborative Score)
  - 40 Points for CoC's ranking
  - 10 points for Housing First commitment

HUD Process –
Final Funding Decision

Tier 1

- 93% of GIW amount
- Fund in order of Collaborative Application Score

Tier 2

- 7% of GIW amount + Bonus amount
- Assign score to each project based on 100 point scale
- May be funded
- HUD has directed CoC's to be strategic about Tier 2

HUD Process –
Amount of Funding Available Nationally

- Renewals, Reallocated, and Bonus are all funded using the same process; depending on Tier placement

DV Bonus Ranking Process

▶ If a CoC's DV Bonus projects are selected, HUD will remove the selected projects from the CoC's priority listing

   ▶ Assign score to each project based on 100 point scale

▶ If a CoC's DV Bonus projects are not selected for bonus funding, then the DV Bonus projects will remain on the CoC's priority listing and will be eligible for funding as (non-DV) bonus projects through the CoC Program.

Local Process – CoC Recommendations to HUD

Ranking Committee Review and Score → **Rankings** → **Funding Strategies (Tier Placement)**

- Renewals
- **Reallocated**
- **Bonus**

Eligible Applicants

▶ Nonprofit organizations

▶ States

▶ Local governments

▶ Instrumentalities of State and local governments

▶ Indian Tribes and TDHE

▶ Public housing agencies

▶ **For-profit entities are not eligible to apply for grants or to be subrecipients of grant funds.**

▶ Projects are limited to serving persons in Salt Lake County.

New Projects – Bonus/Reallocation

- ▶ Any eligible organization can apply, whether or not they have previously received HUD funding.

- ▶ All applicants should closely review the new project detailed instructions, instructional guides and funding announcements to ensure that applications are complete.

- ▶ New Project applicants will be assessed both on the Applicant's organizational capacity, community need and the HUD project application.

- ▶ Expansion
  - ▶ A CoC funded project can submit a new project application to expand its current program.

New Projects
Page 39 of NOFO details grant term options

▶ New Project Grant Terms

  ▶ If requesting 1 year of funding, can also request a longer initial grant term not to exceed 18 months

  ▶ Any new projects requesting capital costs (i.e., new construction, acquisition, or rehabilitation) are not eligible for 1-year requests. If 1-year of funding is requested for new projects with capital costs, HUD will increase the grant term to 3- years and the new project will be required to spend the funds requested over a 3-year period, assuming the project is conditionally selected for award.

  ▶ TBRA-1-5 year grant term

  ▶ PBRA-15 year grant term, only 5 years of funds

  ▶ Projects only requesting Operating, Supportive Services, HMIS, and admin-request a 1-5 year term

  ▶ Page 35 of NOFO indicates other grant term options

Transition Grants

- Option to transition an existing renewable project type to a new eligible project type (ex. TH to RRH) through the application process.

- Provider must remain the same

- Allows for shift to new type over the course of the grant year.

- No longer limited to 50% of funding to be used for costs of eligible activities of the original project type.

PH-PSH

- New PH-PSH projects must serve one of the following:
  - (a) persons eligible to be served by DedicatedPLUS projects as described in section I.B.2.b.(7) of this NOFO in which case all units funded by the project must be used to serve program participants who meet the qualifications for DedicatedPLUS; or
  - (b) persons who are experiencing chronic homelessness [see 24 CFR 578.3 definition of Chronically Homeless] at the time they initially enroll in the project
  - Funding request can be for rental assistance, leasing, operations, supportive services, acquisition, new construction, rehabilitation, and admin
- Not eligible for DV Bonus Funds

DedicatedPLUS

▶ A PSH project where 100 percent of the beds are dedicated to serve individuals, households with children, and unaccompanied youth (including pregnant and parenting youth) who at intake meet one of the following categories:

▶ (a) experiencing chronic homelessness, meaning they qualify as "chronically homeless" as defined in 24 CFR 578.3;

▶ (b) residing in a TH project that will be eliminated and meets the definition of chronically homeless in effect at the time in which the individual or family entered the TH project;

▶ (c) residing in a place not meant for human habitation, emergency shelter, or Safe Haven and had been admitted and enrolled in a PH project within the last year but were unable to maintain a housing placement and met the definition of chronically homeless as defined by 24 CFR 578.3 prior to entering the project;

▶ (d) residing in transitional housing funded by a Joint TH/PH-RRH component project and who were experiencing chronic homelessness as defined by 24 CFR 578.3;

▶ (e) residing and has resided in a place not meant for human habitation, Safe Haven, or emergency shelter for at least 12 months in the last three years, but has not done so on four separate occasions and the individual or head of household meet the definition of 'homeless individual with a disability; or

▶ (f) receiving assistance through a Department of Veterans Affairs (VA)-funded homeless assistance program and met one of the above criteria at initial intake to the VA's homeless assistance system.

▶ (g) A renewal project where 100 percent of the beds were dedicated to individuals and families experiencing chronic homelessness, as described in section I.B.2.b.(2), under the grant that is being renewed may either be reallocated as a DedicatedPLUS project or may continue as a renewal dedicating 100 percent of its beds to individuals and families experiencing chronic homelessness. If the project is reallocated as a DedicatedPLUS project, the project must adhere to all fair housing requirements at 24 CFR 578.93.

PH-RRH

- Permanent housing-rapid rehousing (PH-RRH) projects which serve
  - Homeless individuals
  - Families
  - Unaccompanied youth
- Funding request can be for rental assistance, leasing, supportive services and admin

TH – RRH Joint Component

▶ Combined transitional housing and rapid rehousing in a single project designed to:

  ▶ provide a safe, crisis housing

  ▶ with financial assistance and wrap-around services determined by program participants

  ▶ to help them move to permanent housing as quickly as possible

▶ Allow for the client to choose when they use the RRH resources to move into PH, not the program

▶ Funding request can be for rental assistance, leasing, operations, supportive services and admin

Dedicated HMIS Project

- ▶ Add or expand HMIS capacity
- ▶ Only the HMIS Lead is eligible to apply
- ▶ *Not eligible for DV Bonus Funds*

New Projects for DV Bonus

- ▶ Dedicated to serving survivors of domestic violence, dating violence, sexual assault, or stalking
  - ▶ PH-RRH
  - ▶ Joint TH and PH-RRH
  - ▶ SSO-CE project to implement policies, procedures, and practices that equip the CoC's coordinated entry to better meet the needs of survivors of domestic violence, dating violence, sexual assault, or stalking.
- ▶ Projects funded by the DV Bonus are limited to 1-year requests
- ▶ CoCs can apply for only 1 SSO-CE project for the DV Bonus.
  - ▶ Can submit any number of other projects (minimum of $50,000)

Collaboration / Leveraging

▶ HUD is encouraging new or expansion projects that leverage existing housing resources and/or partner with healthcare organizations. For more information, please see pages 104 of the 2023 NOFO.

▶ HUD is encouraging at least one permanent supportive housing or rapid re-housing project that utilizes healthcare resources to help individuals and families experiencing homelessness.

  ▶ (i) substance abuse treatment or recovery provider, providing access to treatment or recovery services for all program participants who qualify and choose those services; or

  ▶ (ii) the value of assistance being provided is at least an amount that is equivalent to 25 percent of the funding being requested for the project, which will be covered by the healthcare organization.

  ▶ Leveraged resources coming from Public and private health insurance provider, healthcare services tailored to the program participants.

Local Application Content

Scoring Guidelines-New Housing Projects

- From Local Application
- From E-snaps Application
  - Project Description and Budget
- All scored by Ranking Committee
- Scoring guidelines available on Salt Lake CoC Competition page

CATEGORY & WEIGHT

- Application / Budget Quality 10%
- Organizational Experience and Capacity 20%
- Unmet Need 20%
- Timeliness 15%
- Supportive Services and Housing First 35%
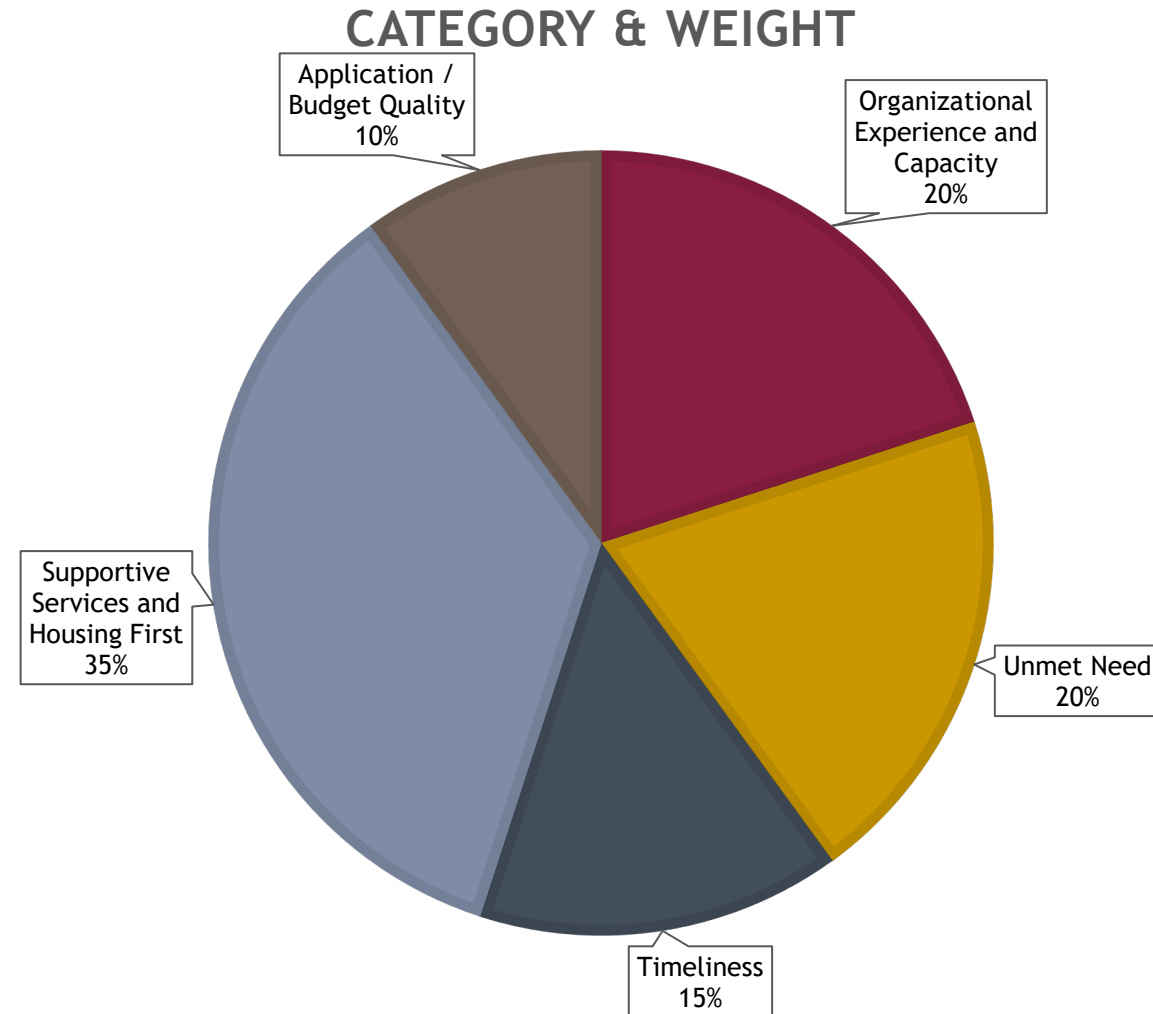
Threshold Certifications

▶ Administered by an eligible organization

▶ Budget

   ▶ Match at 25% for eligible activities

▶ Data Collection

   ▶ As applicable, participate in the most recent PIT, HIC, and LSA as applicable

   ▶ Participate in HMIS, or comparable database

▶ Coordinated Entry

   ▶ Receive referrals for project through Coordinated Entry

▶ Compliance

   ▶ Meet all requirements listed in FY2023 HUD CoC NOFO (part of E-snaps review)

Organizational Experience and Capacity (All Applications)

▶ No/minor past audit or monitoring findings or concerns (fiscal or program) from HUD or independent auditors

▶ Grant management system in place for complying with government grants

▶ Involvement in the local homeless housing and services system or local low-income housing and services system

▶ Effective record of administering government funded housing programs for homeless persons or housing for low-income persons

Unmet Need (All Applications)

- Target population

- Demonstrate Need

- Impact on community performance related to HUD system performance measures

- Addressing Racial Disparities

Timeliness(All Applications)

- ▶ Timeline for project implementation
- ▶ Plan to fully expend HUD funds

Supportive Services and Housing First
(All Housing Applications)

▶ Utilization of Housing First

▶ Rapidly securing housing for clients

▶ Utilizing Coordinated Entry

▶ Coordinate with mainstream health, social services, and employment

▶ Assisting clients with employment/other income

▶ (DV) Trauma-informed and client-centered policies

Supportive Services *(Coordinated Entry Projects Applications)*

▶ Inclusive plan for coordination with stakeholders

▶ System design that is accessible for all persons seeking information regarding homelessness assistance

▶ Strategy for advertising the program to reach homeless persons with the highest barriers

▶ Standardized assessment process

▶ Ensuring that program participants are directed to appropriate housing and services

System Design
(*HMIS Applications*)

- ▶ How the HMIS funds will be expended in a way that is consistent with the CoC's funding strategy for the HMIS and furthers the CoC's HMIS implementation.

- ▶ The HMIS collects all Universal Data Elements as set forth in the HMIS Data Standards.

- ▶ The ability of the HMIS to un-duplicate client records.

- ▶ The HMIS produces all HUD-required reports and provides data as needed for HUD reporting (e.g., APR, quarterly reports, data for CAPER/ESG reporting) and other reports required by other federal partners.

- ▶ Not eligible for DV bonus, but may still serve (DV)

  - ▶ Trauma-informed and client-centered policies

Housing First

Three Part Process:

1. Quickly moving into housing
2. Minimal entry barriers
3. Tenancy only contingent on meeting standard lease agreement requirements

Attachments

1. Complete copy of your most recent independent financial audit (not just the management letter)

2. Copy of recent HUD, SLCo, or HMIS monitoring letters-for any CoC funded program

3. Copy of agency's accounting policy and procedures

4. For new housing projects: Copy of program's eligibility and termination policies and procedures

E-snaps Application

New Projects Application Detailed Instructions and Navigational Guide

▶ https://www.hudexchange.info/resource/2909/coc-project-application-instructions-for-new-projects/

▶ All applicants should closely review the new project detailed instructions, instructional guides and supporting materials to confirm that applications are completed correctly.

▶ Navigational Guide: Provides screen shots for working through the application

▶ Detailed Instructions: Detailed information about what responses should contain, updates to this year's application

Things to Remember

- Project Name
  - Standard naming convention for project applications
    - Agency Acronym, Project Name, HUD Competition Year
    - EX: SLCO CH Housing Project FY2023

Budget & Match

▶ Detailed line-item information

▶ Instructions available in the Navigational Guides and Detailed Instructions

▶ Match

    ▶ Regulations require all grant funds, except for leasing funds, to be matched with no less than 25 percent of funds or in-kind contributions from other sources

Submission Instructions

▶ New Application Deadline:

▶ The application is due via SmartSheets and e-snaps by

    ▶ **5 pm on Monday, August 28, 2023**

    ▶ **(Renewal Applications due 8/25)**

    1.   Submit via SmartSheets

    2.   Submit via E-snaps (this releases the application to the CoC, not to HUD)

        ▶   Export a PDF copy of the application and email to Tarra McFadden (tmcfadden@slco.org)

SmartSheets Submission

- Not able to save and return to SmartSheets

- Utilizing a fillable PDF application form

- Once all Threshold items are selected an upload box will appear
  - Upload Application Form & Relevant Attachments

- Check and Double-check, form doesn't have built-in validation

- Reach out prior to the deadline if you have any issues

- You can opt to receive a copy of your responses as a proof of submission

Post-NOFO Activities for Applicants
(preliminary dates, subject to SLCO adjustment)

Applicants

- Submit SmartSheets and E-Snaps Renewal Applications (8/25)
- New Applicants Submit SmartSheets and E-Snaps Application (8/28)
- Update applications based on feedback (TBD)
- Submit final application to CoC

SLCO

- Release Renewal Application (8/4)
- Release Application for New Projects (8/9)
- Coordinate Rank and Review Process (Through 9/13)
- Complete Collaborative Application and Priority Project Listing (9/23)
- Submit to HUD (9/28)

Ranking Committee

- Approve Scoring Guidelines for Renewals (8/4)
- Approve Scoring Guidelines for New Projects (8/9)
- Review SmartSheets and E-snaps Applications (8/29-9/9)
- Complete Rank and Review Process (9/13)

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Consolidated (Community) Application

- Initial meeting-TBD
  - Street Outreach Task Group - 8/28
  - Digital Inclusion Task Group - 8/25
  - Employment & Education CF Group Meeting - 9/8
  - Health & Wellness CF Group Meeting 9/8
  - Safety & Legal Rights CF Group Meeting - 9/11
  - Crisis Response CF Group Meeting - 9/13
  - Housing CF Group Meeting - 9/21
- Posted to https://endutahhomelessness.org/salt-lake-valley/salt-lake-continuum-of-care-competition/ for community review

- Final Community Portion of Collaborative Application Review – 9/20

Resources

- HUD NOFO Information
  - https://www.hud.gov/sites/dfiles/CPD/documents/FY-2023-CoC-NOFO-Publication.pdf
  - https://www.hud.gov/program_offices/comm_planning/coc/competition
  - cocnofo@hud.gov for questions about the NOFO, competition, and applications.
  - e-snaps@hud.gov for questions about e-snaps technical issues
- Potential applicants for funding are strongly encouraged to take advantage of the extensive resources for the application process found on this HUD website. Instructions, guidebooks, and other resources for the application process are found here: https://www.hudexchange.info/programs/e-snaps/
  - https://www.hudexchange.info/programs/e-snaps/#Project
- Information related to our local process will be posted regularly here:
  - https://endutahhomelessness.org/salt-lake-valley/salt-lake-continuum-of-care-competition/

Contact Information

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Email: tmcfadden@slco.org

Katie Zimmerman
Continuum of Care Program Coordinator
Phone: 385-468-7147
Email: katzimmerman@slco.org

E-mail contact is preferred so that issues may be
documented and common issues can be used to create
an FAQ document if necessary.