



**END UTAH  
HOMELESSNESS**  
Salt Lake Valley

## **Salt Lake County Continuum of Care**

### **Request for Letter of Interest**

### **CoC Builds NOFO**

The Salt Lake County Office of Homelessness and Criminal Justice Reform serves as the for the Salt Lake County CoC, also known as the Salt Lake Valley Coalition to End Homelessness (SLVCEH). This document outlines the Letter of Interest process for projects that meet the priorities and qualifications to be funded by the U.S. Department of Housing and Urban Development (HUD) Continuum of Care (CoC) Builds Notice of Funding Opportunity (NOFO) referenced as the CoC Builds NOFO throughout this document.

### **Review of HUD Purpose and Goals**

The Continuum of Care (CoC) Builds (CoCBuils) NOFO targets efforts within CoC geographic areas to address and reduce persons experiencing homelessness by adding new units of permanent supportive housing (PSH). HUD is encouraging CoCs to leverage funds provided for construction, acquisition, or rehabilitation of new PSH units with other funding sources to maximize the amount of housing that can directed to meeting the needs of individuals and families experiencing homelessness. PSH is permanent housing in which supportive services are provided to assist individuals with a disability and families where at least one household member has a disability and is experiencing homelessness to live independently.

The types of activities that will be funded include construction, acquisition, and/or rehabilitation of permanent supportive housing projects for individuals and families experiencing homelessness. Additionally, ongoing funds can be requested for supportive services and administrative funds to support those projects.

- No more than 20% of each award may be used for other eligible CoC activities including supportive services and operating.
- No more than 10% may be used for administration.
- These are one-time funds. The grant term for this project may be up to five years.
- Projects must be occupancy-ready (have occupancy certificate and ready to lease-up) within 36 months from expected contract execution in September 2025.
- The project must be leveraged with non CoC funded housing through coordination with housing providers, health care organizations, and social services providers to provide at least 50% of the amount being requested in the application OR
- The project is leveraging non-CoC funded housing resources to provide rental subsidies for at least 25% of the units that are proposed in the application.
- For-profit entities are ineligible to apply for grants and are prohibited from being subrecipients of CoC Program grant funds.

HUD's Six Goals for the projects that result from this NOFO:

1. Increase housing opportunities for people with high risk of levels of need.
2. Increase the supply of permanent supportive housing units within CoC geographic areas to address individuals and families experiencing homelessness where one member of the household has a disability.
3. Encourage coordination between housing providers, health care organizations, and social service providers.

4. Ensure access to resources for projects to expand opportunities for new PSH units in States with populations less than 2.5 million.
5. Ensure new PSH units are conveniently located near local services; e.g., walking distance, near reliable transportation services, provide access to telehealth, etc.
6. Affirmatively further fair housing by addressing barriers that perpetuate segregation, hinder access to areas of opportunity for protected class groups and concentrate affordable housing in under-resourced areas.

The CoC Builds NOFO Highlights the following additional goals the link to HUDs Strategic Plan:

**Strategic Goal 1: Support Underserved Communities**

Fortify support for underserved communities and support equitable community development for all people.

**1B: Reduce Homelessness**

Strengthen Federal, State, Tribal, and community implementation of the Housing First approach to reducing the prevalence of homelessness, with the ultimate goal of ending homelessness.

**Strategic Goal 2: Ensure Access to and Increase the Production of Affordable Housing**

Ensure housing demand is matched by adequate production of new homes and equitable access to housing opportunities for all people.

**2A: Increase the Supply of Housing**

Enhance HUD's programs that increase the production and supply of housing across the country.

**Strategic Goal 4: Advance Sustainable Communities**

Advance sustainable communities by strengthening climate resilience and energy efficiency, promoting environmental justice and recognizing housing's role as essential to health.

**4B: Strengthen Environmental Justice**

Reduce exposure to health risks, environmental hazards, and substandard housing, especially for low-income households and communities of color.

**4C: Integrate Health and Housing**

Advance policies that recognize housing's role as essential to health.

## Letters of Interest Process

Letters of Interest (LOI) are requested from organizations for projects that can meet the HUD requirements as described in the NOFO (see above). The full NOFO can be found here:

[https://www.hud.gov/program\\_offices/cfo/gmomgmt/grantsinfo/fundingopps/CoCBuilds](https://www.hud.gov/program_offices/cfo/gmomgmt/grantsinfo/fundingopps/CoCBuilds)

Approximate Funds Available: Salt Lake County COC may submit one application for funds not to exceed \$7,500,000.

Expectations for projects include:

- Coordination with other Housing Providers and Healthcare
  - The project should demonstrate that is leveraging non-CoC funded housing resources through coordination with housing providers, healthcare organizations, and social service providers for new construction, acquisition, and rehabilitation to provide at least 50 percent of the amount being requested in the application, or
  - the project is leveraging non-CoC funded housing resources to provide subsidies for at least 25 percent of the units that are proposed in the application.

- Project has the match requirement of 25% as described in [24 CFR 578.73](#)
- Once the project is ready for occupancy, units funded through this NOFO will be required to participate in Coordinated Entry and receive referrals from the local prioritization process.

Interested organizations are encouraged to submit a Letter of Interest. The purpose of the LOI is to identify organizations that have the capability and capacity to execute a project within Salt Lake County. The organizations that propose the most viable projects will be contacted for a formal discussion. This discussion will include an in-depth review of the application requirements outlined in the NOFO to ensure the organization fully understands the intricacies of the HUD application and has the capacity to meet the requirements. Based on the LOI and this discussion, the organization(s) with most viable project will be contacted and invited to develop the application for submittal to HUD. The application development will be a collaborative process between Salt Lake County CoC and the organization. The application is due to HUD on November 21, 2024, and must be submitted by Salt Lake County staff through the Grants.gov website.

The LOI utilizing the template on the following pages is due **October 9, 2024 by 5 pm** and must be submitted via the Smartsheets form here: <https://slco.to/CoCBuildsLOI>

Please contact Tarra McFadden, Program and Grants Manager, at [tmcfadden@saltlakecounty.gov](mailto:tmcfadden@saltlakecounty.gov) if you have questions about the NOFO and LOI process.

Salt Lake County Continuum of Care  
Letter of Interest Template  
CoC Builds NOFO

Please answer each question. The completed Letter of Interest must be submitted by October 9, 2024 at 5 pm and must be submitted via the Smartsheets form here:

<https://slco.to/CoCBuildsLOI>

No emailed or mailed LOIs will be accepted. Please contact Tarra McFadden, Program and Grants Manager, at [tmcfadden@saltlakecounty.gov](mailto:tmcfadden@saltlakecounty.gov) if you have questions about the NOFO and LOI process

The LOI may not be longer than five (5) pages including this cover page. The document should be 12-point (minimum) Times Roman font on letter sized paper (8 1/2 x 11 inches) with at least 1-inch margins on all sides.

Name of Organization	
Type of Organization (non-profit, city or county government, public housing authority )	
Address	
Contact Person	
Contact Person Telephone Number	
Contact Person EMAIL	
Unique Entity ID (UEI)	
Is the organization registered in SAM.gov	
Employer Identification Number	

**Project Description**

1. Project Description (include estimated number of units and type such as studios, 1 bedrooms, etc.)
2. Does the organization have potential property, motel, building identified that would be a good fit for the project? Do you currently have site control or a proposed schedule for obtaining site control? If yes, provide location and brief description.
3. Is the proposed project site correctly zoned for the intended use? Has the applicant engaged the local government in current planning efforts for the proposed project?
4. Based on the organization’s experience what is the estimated cost per door of the project’s development (identify what is included –e.g. acquisition, rehab, etc.). If a formal pro-forma for the project is available, please upload the document with your application.

### **Applicant Experience**

5. Describe the organization's experience in working with individuals that have disabilities to increase their self-sufficiency. Does the organization have other expertise in working other populations such as families, households that meet the definition of chronic homelessness, survivors of domestic violence and others?
6. Describe the organization's experience in providing affordable housing or housing that is specifically for persons who have experienced homelessness.
7. Describe the organization's experience in managing a construction/rehabilitation project and project schedule/milestones.
8. Describe the organization's experience in maintaining properties owned by the organization.

### **Collaboration**

9. Describe the organization's current health care collaborations/partners. Does the organization have any active Memorandum of Understandings or other agreements with health care organizations?
10. Describe the organization's collaborations/partnerships with service organizations in the community where the project will be located.
11. List and briefly describe the organizations/potential partners related to acquisition, construction, and rehabilitation.

### **Financial Capacity**

12. Describe potential in-kind or other sources that will be utilized to meet the match and leverage requirements.
13. Describe the organization's financial management experience in managing multiple funding sources related to a single project.