



## FY 2018 CoC Program Local Competition Public Solicitation

July 2, 2018

Dear Contra Costa Council on Homelessness:

Please be advised that the Department of Housing and Urban Development's (HUD's) released the [Fiscal Year 2018 Continuum of Care Program Competition Notice of Funding Availability \(NOFA\)](#) last Wednesday, June 20, 2018.

This Public Solicitation for Project Applications provides a summary of the 2018 NOFA and the overall timeline for accessing this funding opportunity.

A **technical assistance workshop** for all interested parties will be held on **Thursday, July 12** from **10:00 am to 12:00 pm** in the **H3 Venti conference room at 2400 Bisso Lane, Suite D, Second Floor, Concord**. The details of upcoming deadlines are included on page 2 of this Public Solicitation.

This Public Solicitation will be posted in the following virtual and physical locations:

- Contra Costa Council on Homelessness Website
- Contra Costa Health, Housing & Homeless Services Division Website
- Contra Costa Council on Homelessness Listserv
- Contra Costa Health, Housing & Homeless Services Division Bulletin Board

The public should please forward this Public Solicitation to any interested parties, send to relevant additional listservs, and post on public bulletin boards. The CoC encourages applications from organizations that have not previously received CoC Program funding.

Inquiries about this process may be directed to [ContraCostaTA@homebaseccc.org](mailto:ContraCostaTA@homebaseccc.org).



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### AVAILABLE FUNDING FOR OUR COC

HUD determines the maximum award for which each CoC is eligible, determined by a combination of factors. This year, in our CoC, our eligible application amounts are as follows:

<b>Estimated Annual Renewal Demand:</b>	<b>\$14,234,434</b>
<b>Estimated Permanent Housing Bonus Funding:</b>	<b>\$854,066</b>
<b>Estimated DV Bonus Funding:</b>	<b>\$305,710*</b>
<b>Estimated Tier 1 Funding:</b>	<b>\$13,380,368</b>
<b>Estimated Tier 2 Funding:</b>	<b>\$854,066</b>
<b>Estimated Planning Funding:</b>	<b>\$382,602</b>

### LOCAL PROCESS TIMELINE

Event	Date
HUD Opens FY2018 CoC Program Competition	June 20, 2018
CoC Provider Meeting about New Project Scoring Tools	June 28, 2018
Renewal Project Supplemental Questionnaires Due	July 11, 2018
Technical Assistance Workshop	July 12, 2018
Scoring Tools Finalized by Council on Homelessness	July 12, 2018
New Project Letters of Intent Due	July 19, 2018
Renewal Project PRESTO Reports finalized by providers	July 25, 2018
New Project Supplemental Questionnaires Due	August 1, 2018
Review & Rank Panel Orientation	August 2, 2018
New/Renewal Project e-snaps Applications Due	August 8, 2018
Review & Rank Panel Interviews	August 16, 2018
Review & Rank Decisions Announced	August 17, 2018
Appeals of Review & Rank Decisions Due	August 22, 2018
Appeals Considered & Decisions Announced	August 23, 2018
Council on Homelessness Approval of Priority Listings	August 27, 2018
HUD Deadline for CoCs to Finalize Priority Listings	September 3, 2018
Project Application Technical Reviews and coordination with applicants	August 1 – September 10, 2018
Project Applications Finalized in e-snaps	September 10, 2018
HUD Deadline for CoCs to Post Consolidated Application Online	September 14, 2018
HUD Deadline for Submission of CoC Consolidated Application	September 18, 2018

\* HUD has not released the 2018 PPRN. This estimate is based on Contra Costa's 2017 PPRN. DV Bonus is 10% of the Preliminary Pro Rata Need or a minimum of \$50,000; FY2017 PPRN = \$3,057,101 x .10 = \$305,710.



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# SUMMARY OF THE 2018 NOTICE OF FUNDING AVAILABILITY (NOFA) FOR THE CONTINUUM OF CARE (COC) PROGRAM

This summary includes highlights from the 2018 CoC NOFA, the HUD email announcement regarding its release, and a Change Log that HUD published the same day. Some relevant information is not included in the NOFA but will become known once HUD opens *e-snaps* and releases the Detailed Instructions.

### 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, dating violence, sexual assault, and stalking, 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.

The U.S. Department of Housing and Urban Development (HUD) releases an annual Notice of Funding Availability (NOFA), signifying the beginning of a funding competition among approximately 450 Continuums of Care (CoC), the community stakeholder groups that guide local responses to homelessness. The 2018 CoC NOFA was released on June 20, 2018, opening the competition making available approximate **\$2.1 BILLION NATIONALLY** to serve people experiencing homelessness. The information in the NOFA sets forth the competition rules and processes for 2018. This summary includes the highlights of the NOFA – additional guidance will be shared as it is made available.

Before the application is submitted to HUD, the CoC is required to hold a local competition to determine which projects will be included in the consolidated application, along with their relative priority. The results of the local competition dictate which projects the CoC will seek to fund. Additional information about project application requirements and standards will be available at the upcoming TA Workshop. Additional details about anything in this summary can be found in the NOFA, available at:

<https://www.hudexchange.info/resource/5719/fy-2018-coc-program-nofa/>

### KEY THEMES IN THIS YEAR'S NOFA

As described in more detail below:

- CoCs may apply for DV Bonus Projects to serve survivors of domestic violence, dating violence, and stalking.
- Reallocation and Bonus funding may be comingled and Bonus funding may be used to fund HMIS or Supportive Services Only for Coordinated Entry projects, not just housing projects.
- Applicants may transition their project(s) from one CoC Program Component to another over a one-year grant cycle.



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- Applicants may consolidate two, three, or four eligible renewal projects into one project during the application process.
- Applicants may apply for new funding to expand CoC-Program-funded or non-CoC-Program-funded projects.
- HUD had added a policy priority indicating that CoCs should work to develop partnerships with Public Housing Authorities (sometimes called PHAs) to work toward helping CoC Program participants exit Permanent Supportive Housing through Housing Choice Vouchers (formerly Section 8 vouchers) and other available housing options.
- HUD has underscored that efforts to prevent and end homelessness should consider and address racial inequities in order to achieve positive outcomes for all persons experiencing homelessness.

### HUD'S HOMELESS POLICY AND PROGRAM PRIORITIES

CoCs and Project Applications will be evaluated based on the extent to which they further HUD's policy priorities. The policy priorities outlined in the NOFA include:

- 1. Ending homelessness for all persons.**
  - a. CoCs should identify, engage, and effectively serve all persons experiencing homelessness.
  - b. CoCs should measure their performance based on local data taking into account challenges faced by all subpopulations experiencing homelessness in the geographic area (e.g., veterans, youth, families, and those experiencing chronic homelessness).
  - c. CoCs should have a comprehensive outreach strategy to identify and continuously engage all unsheltered individuals and families.
  - d. CoCs should use local data to determine the characteristics of individuals and families with the highest needs and longest experiences of homelessness to develop housing and supportive services tailored to their needs.
  - e. CoCs should use the reallocation process to create new projects that improve their overall performance and better respond to their needs.
- 2. Creating a systemic response to homelessness.**
  - a. CoCs should be using system performance measures such as the average length of homeless episodes, rates of return to homelessness, and rates of exit to permanent housing destinations to determine how effectively they are serving people experiencing homelessness.
  - b. CoCs should be using their Coordinated Entry process to promote participant choice, coordinate homeless assistance and mainstream housing and services to ensure people experiencing homelessness receive assistance quickly, and make homelessness assistance open, inclusive, and transparent.
- 3. Strategically allocating and using resources.**
  - a. Using cost, performance, and outcome data, CoCs should improve how resources are utilized to end homelessness.
  - b. CoCs should review project quality, performance, and cost effectiveness.
  - c. HUD encourages CoCs to maximize the use of mainstream and other community-based resources when serving persons experiencing homelessness.
  - d. **\*\*NEW THIS YEAR\*\*** CoCs should work to develop partnerships with Public Housing Authorities to work toward helping CoC Program participants exit Permanent



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Supportive Housing through Housing Choice Vouchers and other available housing options.

- e. CoCs should review all projects eligible for renewal in FY 2018 to determine their effectiveness in serving people experiencing homelessness, including cost effectiveness.

#### 4. Use a Housing First approach.

- a. CoC-Program-funded projects should help individuals and families move quickly into permanent housing, and the CoC should measure and help projects reduce the length of time people experience homelessness.
- b. CoCs should engage landlords and property owners, remove barriers to entry, and adopt client-centered service methods.

### HUD DEADLINES AND TIMELINE

- **Wednesday, June 20, 2018:** 2017 CoC NOFA release date.
- On or after **Thursday, June 28, 2018:** eSNAPS will be available
- On or before **Sunday, August 19, 2018** (30 days prior to submission deadline): All project applications are required to be submitted to the CoC
- On or before **Monday, September 3, 2018** (15 days prior to submission deadline): The CoC is required to notify all project applicants who submitted their project applications to the CoC by the CoC-established deadline whether their project application(s) will be accepted and ranked on the CoC Priority Listing, rejected, or reduced by the CoC.
- On or before **Sunday, September 16, 2018** (2 days prior to submission deadline): CoCs must post on their website (or a partner's website) all parts of the CoC Consolidated Application, including the CoC Application attachments and the completed Priority Listing (but not project applications), and notify community members and key stakeholders that the Consolidated Application is available.
- **Submission Deadline: Tuesday, September 18, 2018 at 8:00 PM EDT/7:00PM CDT/5:00 PM PDT**
- HUD may issue up to two conditional funding announcements.
- **September 30, 2020:** All conditional funds awarded in this competition must be obligated.
- **September 30, 2025:** Obligated funds must be expended.

### APPLICATION STRUCTURE

The CoC Consolidated Application is made up of three parts:

- **CoC Application:** Describes the CoC's plan for ending homelessness, its system-level performance, and addresses the NOFA's selection criteria. This part of the application is scored and will determine the order in which CoCs are funded.
- **Project Applications**
- **CoC Priority Listing:** Ranks projects in order of priority.



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### RANKING INFORMATION

HUD requires CoCs to review and rank projects submitted by project applicants, except CoC planning projects, having them fall into two Tiers based on a financial threshold. All projects must pass HUD's eligibility and threshold requirements to be funded, no matter their priority.

#### TIER 1

- In 2018, Tier 1 is equal to 94% of the CoC's FY 2018 Annual Renewal Demand.
- Tier 1 projects will be conditionally selected from the highest-scoring CoC to the lowest-scoring CoC, provided the project applications pass both eligibility and threshold review. In the event insufficient funding is available under this NOFA to award all Tier 1 projects, Tier 1 will be reduced proportionately, which could result in some Tier 1 projects falling into Tier 2. Therefore, CoCs should carefully determine the priority and ranking for all project applications in Tier 1 as well as Tier 2.

#### TIER 2

- Projects in Tier 2 are less likely to be funded, and every Tier 2 project will be scored using a 100-point scale based on three factors that have not changed since last year's competition:
  - **COC SCORE.** Up to 50 of 100 points will be awarded in direct proportion to the score received on the CoC Application.
  - **COC PROJECT RANKING.** Up to 40 of 100 points for the CoC's ranking of the project application(s). To more evenly distribute funding across CoCs and take into account the CoC's ranking of projects, point values will be assigned directly related to the CoC's ranking of projects. Additional details are available in the NOFA.
  - **COMMITMENT TO HOUSING FIRST.** Up to 10 of 100 points for:
    - How the permanent housing project commits to applying the Housing First model;
    - How the Transitional Housing project, Joint Transitional Housing and Rapid Rehousing Component project, safe haven project, or Supportive Services Only project that is not for centralized or coordinated assessment demonstrates that it is low-barrier, prioritizes rapid placement and stabilization in permanent housing, and does not have service participation requirements or preconditions to entry (such as sobriety or a minimum income threshold); or
    - HMIS project or Supportive Services Only project for a centralized or coordinated assessment system will automatically receive 10 points.



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### NEW HUD POLICIES RELATED TO PROJECT APPLICATIONS IN 2018

#### TRANSITION GRANTS

- Applicants may transition renewal projects from one CoC Program component (e.g., Transitional Housing to Rapid Rehousing, Rapid Rehousing to Permanent Supportive Housing) to another using the CoC Program Competition.
- To be eligible to receive a transition grant, the renewal project applicant must have the consent of its CoC.
- To create a transition grant, the CoC must wholly eliminate one or more projects and use those funds to create the single, new transition grant.
- For a new project to be considered a transition grant, the applicant for the new project must be the same recipient for the eligible renewal grant(s) being eliminated, and the applicant must provide the grant number(s) of the projects being eliminated to create the new project and attach a copy of the most recently awarded project application (e.g., if the project was last funded in the FY 2017 CoC Program Competition, a copy of the FY 2017 CoC Program Competition project application must be attached to the project application).

#### CONSOLIDATED PROJECTS

- Eligible renewal project applicants may consolidate two, three, or four eligible renewal projects into one project application during the application process.
- This means that a CoC Program recipient no longer must wait for a grant agreement amendment to be executed to consolidate two or more grants before it can apply for a single consolidated project in the CoC Program Competition. However, prior to beginning the consolidation process in the project application, the applicant should consult with the local HUD field office to ensure it is eligible to consolidate the projects.
- The projects being combined during a grant consolidation will continue uninterrupted.

#### EXPANSION PROJECTS

- A renewal project applicant may submit a new project application to expand its current operations by adding units, beds, persons served, services provided to existing program participants, or in the case of HMIS, increase the current HMIS grant activities within the CoC's geographic area.
- There are two types of expansions:
- **Expanding a CoC-Program-funded Project.** Expansion in which a project applicant submits a new project application to expand the current operations of an eligible renewal project for which it is the recipient by adding additional CoC Program funds. Under this type of expansion, for the new expansion project to be selected for conditional award the renewal project application must also be selected for conditional award.



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- **Expanding a non-CoC Program funded project.** Expansion in which a project applicant submits a new project application that requests CoC Program funds to add to a current homeless project that is funded from sources other than CoC Program funds. Note that project applicants are prohibited from using CoC Program funds to replace state and local funds.

### REALLOCATION

- CoCs may only reallocate eligible renewal projects that have previously been renewed under the CoC Program.

### NEW ELIGIBLE PROJECT TYPES

- **\*\*NEW THIS YEAR\*\*** CoCs may submit new projects created through reallocation, bonus, or a combination of reallocation and bonus; new DV Bonus projects; and CoC planning project.
  - Because new project applications may be created through the reallocation or bonus processes, if HUD determines that a project applicant or a CoC incorrectly classified one or more new projects as reallocation or bonus, HUD may reclassify the project(s) as either reallocation or bonus if the CoC exceeded either its reallocation or bonus amount.
  - If a project applicant uses both reallocation and bonus amounts to create a single new project but did not have sufficient amounts available from either source, HUD will reduce the project to the amount available, if any.

### ELIGIBLE NEW PROJECTS

#### DOMESTIC VIOLENCE (DV) BONUS

- Due to up to \$50 million set aside in the FY2018 HUD Appropriations Act, CoCs will be able to apply for a DV Bonus for Rapid Rehousing projects, Joint Transitional Housing and Rapid Rehousing Component projects, and Supportive Services Only projects for Coordinated Entry. A CoC may apply for up to 10% of its PPRN, or a minimum of \$50,000, whichever is greater, or a maximum of \$5 million, whichever is less, to create up to three DV Bonus projects with 1-year grant terms.
- A CoC may apply for **ONE OF EACH** of the following types of projects:
  - **Rapid rehousing** projects that must follow a housing first approach.
  - **Joint Transitional Housing and Rapid Rehousing** component projects that must follow a housing first approach.
  - **Supportive Services Only Projects for Coordinate Entry** 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.
- A CoC can only submit one project application for each of the project types above. If a CoC submits more than one project application for each project type, HUD will only consider the





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highest ranked project that passes eligibility and quality threshold review for the DV Bonus and will consider any other project for funding as a regular bonus project.

- A CoC may apply to expand an existing renewal project that is *not* dedicated to serving survivors of domestic violence, dating violence, sexual assault, or stalking to dedicate additional units, beds, persons served, or services provided to existing program participants to this population.
- CoCs are required to rank all DV Bonus projects on the New Project Listing of the CoC Priority Listing with a unique rank number. If a project application designated as DV Bonus is conditionally selected by HUD with DV Bonus funds, HUD will remove the ranked DV Bonus project from the New Project Listing and all other project applications ranked below the DV Bonus project will slide up one rank position. If the DV Bonus project application is not conditionally selected with DV Bonus funds, the project application will remain in its ranked position and will be considered for conditional award under the regular bonus amount available to the CoC.
- For projects the CoC indicates it would like considered as part of the DV Bonus, HUD will award a point value to each project application combining both the CoC Application score and responses to the DV-Bonus-specific questions in the CoC Application using the following 100-point scale:
  - For Rapid Rehousing and joint Rapid Rehousing and Transitional Housing component projects:
    - **COC SCORE.** Up to 50 points in direct proportion to the score received on the CoC Application.
    - **NEED FOR THE PROJECT.** Up to 25 points based on the extent the CoC is able to quantify the need for the project in its portfolio, the extent of the need, and how the project will fill that gap.
    - **QUALITY OF THE PROJECT APPLICANT.** Up to 25 points based on the previous performance of the applicant in serving survivors of domestic violence, dating violence, sexual assault, or stalking, and their ability to house survivors and meet safety outcomes.
  - For Supportive Services Only projects for Coordinated Entry:
    - **COC SCORE.** Up to 50 points in direct proportion to the score received on the CoC Application.
    - **NEED FOR THE PROJECT.** Up to 50 points based on the extent to which the CoC is able to demonstrate the need for a Coordinated Entry system that better meets the needs of survivors of domestic violence, dating violence, sexual assault, or stalking, and how the project will fill this need.



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### ELIGIBLE TYPES OF NEW PROJECTS CREATED THROUGH REALLOCATION AND/OR BONUS

- **PERMANENT HOUSING-PERMANENT SUPPORTIVE HOUSING PROJECTS** that meet the requirements of DedicatedPLUS or where 100% of the beds are dedicated to individuals and families experiencing chronic homelessness, as defined in 24 CFR 578.3.
- **PERMANENT HOUSING-RAPID REHOUSING PROJECTS** that will serve homeless individuals and families, including unaccompanied youth.
- **JOINT TRANSITIONAL HOUSING AND RAPID REHOUSING COMPONENT PROJECTS** to better serve homeless individuals and families, including particular client eligibility criteria
- **DEDICATED HMIS PROJECTS** to be carried out by HMIS Lead, which is the recipient or subrecipient of an HMIS grant.
- **SUPPORTIVE SERVICES ONLY PROJECTS FOR COORDINATED ENTRY** to develop or operate a centralized or coordinated assessment system.

### QUICK HINTS FOR PROJECT APPLICANTS

#### IMPORTANT POINTS FOR RENEWAL PROJECTS

- **DEDICATED PLUS PROJECTS.** A renewal project that is Permanent Supportive Housing 100% dedicated to chronically homeless people may either become a DedicatedPLUS project or may continue to dedicate 100% of its beds to chronically homeless individuals and families. If a renewal project that has 100% of its beds dedicated to chronically homeless individuals and families elects to become a DedicatedPLUS project, the project will be required to adhere to all fair housing requirements at 24 CFR 578.93.
- **RENEWAL GRANTS PER UNIT COST.** Applicants requesting renewal of grants for rental assistance are permitted to request a per-unit amount less than the Fair Market Rent (FMR), if the actual rent per unit under lease is less than the FMR. This will help reduce the number of projects receiving rental assistance that have large balances of unspent funds remaining at the end of the operating year. Renewal project applicants must ensure the amount requested will be sufficient to cover all eligible costs as HUD cannot provide funds beyond the amount awarded through this Competition. **\*\*NEW THIS YEAR\*\*** The Applicants must provide copies of the leases to establish the actual rents.
- **RAPID REHOUSING ELIGIBILITY.** Certain renewal Rapid Rehousing projects may be allowed to serve participants beyond those proposed in the initial funding application. For example, if a renewing Rapid Rehousing project was originally funded to serve only families with children, that project, through the FY 2018 project application, may be able to also serve individuals if it so chooses, depending on whether the original application was a Bonus project



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### IMPORTANT POINTS FOR ALL PROJECT APPLICANTS

- **DUNS/SAM REGISTRATION.** All project applicants must have a DUNS number and an active SAM registration. **\*\*NEW THIS YEAR\*\*** SAM registration requires additional steps this year, and applicants should begin their registration process immediately.
- **REQUIRED READING.** Project applicants should read the CoC NOFA, CoC Program Interim Rule, and the General NOFA.
- **NO LEVERAGE.** No leverage again this year!
- **CODES OF CONDUCT.** All applicants must have a current HUD-approved Code of Conduct. Be sure to review the [Code of Conduct for HUD Grant Programs](#) page on HUD's website to ensure your organization is listed (which means you have submitted an approved Code of Conduct). If you do not see your organization on the list, be sure to attach a current and complete Code of Conduct to your Project Applicant Profile in *e-snaps*.
- **ESTIMATE AMOUNT OF PROGRAM INCOME AS MATCH.** Project applicants that intend to use program income as match must provide an estimate of how much program income will be used for match.
- **2018 FMRS WILL APPLY.** Because the CoC Consolidated Application is due prior to the publication of the final FY 2019 FMRs, the FY 2018 FMRs will be used for funding amounts.
- **\*\*NEW THIS YEAR\*\* PAST PERFORMANCE.** In evaluating applications for funding, HUD will consider an applicant's past performance in managing funds. Items HUD may consider include, but are not limited to:
  - The ability to account for funds appropriately;
  - Timely use of funds received from HUD;
  - Timely submission and quality of reports submitted to HUD;
  - Meeting program requirements.

### RESOURCES

- 2018 CoC NOFA: <https://www.hudexchange.info/resource/5719/fy-2018-coc-program-nofa/>
- CoC Program Interim Rule (24 CFR part 578): <https://www.hudexchange.info/resource/2035/coc-program-interim-rule-formatted-version>
- E-snaps application system: <https://esnaps.hud.gov>
- HUD Websites:
  - [www.hud.gov](http://www.hud.gov)
  - [www.hudexchange.info](http://www.hudexchange.info)
- Funding Application: <https://www.hudexchange.info/programs/e-snaps/>
- Training and Resources: [www.hudexchange.info/homelessness-assistance/](http://www.hudexchange.info/homelessness-assistance/)
- HUD Exchange Ask A Question (AAQ): <https://www.hudexchange.info/program-support/my-question/>
- Listserv: [www.hudexchange.info/maillinglist](http://www.hudexchange.info/maillinglist)