

LOCAL COMPETITION, SCORE, AND RANKING PROCEDURES FOR THE FY 2023 ANNUAL COC COMPETITION

NORTHERN NEVADA CONTINUUM OF CARE (NV 501)

JULY 2023

INTRODUCTION AND BACKGROUND

The U.S. Department of Housing and Urban Development (HUD) released the [Notice of Funding Opportunity \(NOFO\) for Fiscal Year 2023 Continuum of Care \(CoC\) Competition](#) on July 5, 2023. The purpose of the funding is to promote a community-wide commitment to the goal of ending homelessness and to provide funding for efforts by nonprofit providers, states, local governments, and Indian Tribes or tribally designated housing entities to quickly rehouse homeless individuals, families, youth, persons fleeing domestic violence, dating violence, sexual assault, and stalking while minimizing the trauma and dislocation caused by homelessness; to promote access to and effective utilization of mainstream programs by homeless individuals and families, and to optimize self-sufficiency.

In FY 2023, HUD will continue to require Collaborative Applicants to rank all projects, except CoC planning and UFA Costs, in two tiers. Tier 1 is equal to 93 percent of the combined Annual Renewal Amounts (ARA) for all projects eligible for renewal. 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 but does not include projects selected with Domestic Violence (DV) Bonus funds. All new and renewal projects, except the planning grant, will need to be ranked within the two tiers.

As stated in Section II.A of the FY 2023 CoC Program Competition NOFO, approximately \$3,134,000,000 is available in the FY 2023 CoC Program Competition NOFO, including at least \$52 million available for Domestic Violence (DV) Bonus projects, described in Section I.B.2.b.(8) and I.B.3.II of the NOFO. All requirements in the FY 2023 application process, including requirements for the entire CoC Consolidated Application and the total amount of funds available, are included in the FY 2023 NOFO.

CHANGES FROM PREVIOUS NOFO

CoC Planning Grant Increases:

HUD is establishing an alternative maximum amount for CoC Planning grant applications under this NOFO. Specifically, the maximum grant amount for CoC planning activities under 24 CFR 578.39 will be the greater of \$50,000 or 5% of the applicable Final Pro Rata Need (FPRN). This new maximum replaces the 3 % cap in 24 CFR 578.39(a) for the purposes of awards under this NOFO.

New Eligible CoC Activities:

The following new budget line items will be available starting with this year's CoC Program Competition:

- A. VAWA Activities - Section 605(a)(2) of VAWA 2022 amends section 423(a) of the McKinney-Vento Homeless Assistance Act to add the following eligible activity to the CoC program: "Facilitating and

coordinating activities to ensure compliance with the emergency transfer plan requirement in 34 U.S.C. 12491(e) and monitoring compliance with the confidentiality protections in 34 U.S.C. 12491(c)(4).”

Examples of eligible costs for emergency transfer facilitation include the costs of assessing, coordinating, approving, denying, and implementing a survivor’s emergency transfer which includes:

- i. Assistance with moving costs. Reasonable moving costs to move survivors for an emergency transfer.
- ii. Assistance with travel costs. Reasonable travel costs for survivors and their families to travel for an emergency transfer.
- iii. Security Deposits. Grant funds can be used to pay for security deposits of the safe units the survivor is transferring to via an emergency transfer.
- iv. Utilities. Grant funds can be used to pay for costs of establishing utility assistance in the safe unit the survivor is transferring to.
- v. Housing Fees. Fees associated with getting survivor into a safe unit via emergency transfer, includes but not limited to application fees, broker fees, holding fees, trash fees, pet fees where the person believes they need their pet to be safe, etc.
- vi. Case management. Grant funds can be used to pay staff time necessary to assess, coordinate and implement emergency transfers.
- vii. Housing navigation. Grant funds can be used to pay staff time necessary to identify safe units and facilitate moves into housing for survivors through emergency transfers.
- viii. Technology to make an available unit safe. Grant funds can be used to pay for technology that the individual believes is needed to make the unit safe, including but not limited to doorbell cameras, security systems, phone and internet service when necessary to support security systems for the unit, etc.

Examples of eligible costs for monitoring compliance with the VAWA confidentiality requirements includes:

- i. Monitoring and evaluating compliance with VAWA confidentiality requirements.
- ii. Developing and implementing strategies for corrective actions and remedies.
- iii. Program evaluation of confidentiality policies, practices and procedures.
- iv. Training on compliance with VAWA confidentiality requirements.
- v. Reporting to Collaborative Applicant, HUD and other interested parties on compliance with VAWA confidentiality requirements.
- vi. Costs for establishing methodology to protect survivor information.
- vii. Staff time associated with maintaining adherence to confidentiality requirements.

These activities may be included in new project applications. Applicants wishing to utilize the new budget line items for their renewal projects can:

- i. Submit an expansion project to expand their existing renewal grant to add new funding to these budget line items.
- ii. Request a budget modification during the competition to shift up to 10% of funds from an eligible activity to one of the newly eligible budget line items.

- B. Rural Activities - Section 5707 of the James M. Inhofe National Defense Authorization Act for Fiscal Year 2023 (PL 117-263, December 23, 2022, 136 Stat 2395) amends section 423(a) of the McKinney-Vento Homeless Assistance Act to include activities that address barriers to transitioning families in rural areas to permanent housing and additional activities to increase the capacity to address the unique challenges CoCs face when serving people experiencing homelessness in rural areas.

The Northern Nevada CoC does not meet the criteria for a rural area as defined in section I.B.2.b.(26) of the FY 2023 NOFO. Therefore, new and renewal applicants will not be able to utilize this newly eligible activity.

Amendments to Category 4 Homeless Definition:

For purposes of the CoC Program and other HUD programs authorized by the McKinney-Vento Homeless Assistance Act, section 605 of VAWA 2022 amended section 103(b) of the McKinney-Vento Homeless Assistance Act to require HUD to consider as homeless:

any individual or family who—

- (1) is experiencing trauma or a lack of safety related to, fleeing or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous, traumatic, or life-threatening conditions related to the violence against the individual or a family member in the individual's or family's current housing situation, including where the health and safety of children are jeopardized;
- (2) has no other safe residence; and
- (3) lacks the resources to obtain other safe permanent housing.

This statutory change took effect on October 1, 2022. Rulemaking will be needed to require Continuums of Care (CoCs) and CoC Program recipients and subrecipients to make corresponding changes to the applicable written standards, coordinated entry policies, and documentation policies used to qualify individuals and families as homeless under the CoC Program. That said, because HUD must recognize as “homeless” families and individuals who meet the new statutory criteria in section 103(b) of the McKinney-Vento Homeless Assistance Act as of October 1, 2022, CoC recipients may implement the new definition prior to HUD rulemaking, provided that CoCs update the relevant written standards and policies as needed to reflect the new statutory criteria. For further information, please see [“The Violence Against Women Act Reauthorization Act of 2022: Overview of Applicability to HUD Programs”](#) which HUD published in the Federal Register on January 4, 2023.

Federal Relay Service’s Text Telephone (TTY) Service:

The Federal Relay Service contract expired in February 2022 and is no longer available. The NOFO is updated to include the use of Federal Communications Commission (FCC) relay services for individuals who are deaf or hard of hearing, or who have speech or communication disabilities. To learn more about how to make an accessible telephone call, please visit <https://www.fcc.gov/consumers/guides/telecommunications-relay-service-trs> for more information on relay services available.

ELIGIBLE APPLICANTS

Non-profit organizations and units of local government that have the capacity to administer federal funding and have experience administering programs and services that assist people experiencing homelessness and/or a housing crisis are eligible to apply for FY 2023 HUD CoC funding.

AVAILABLE FUNDING, ELIGIBLE PROJECTS, AND BONUS PROJECTS

AVAILABLE FUNDING

CoC Number and Name	PPRN	Estimated ARD	Tier 1	CoC Planning	CoC Bonus	DV Bonus
NV-501 - Reno/Sparks/ Washoe County CoC	\$2,523,642	\$2,765,763	\$2,572,160	\$138,288	\$193,603	\$252,364

ELIGIBLE PROJECTS AND BONUS PROJECTS

Renewal Projects:

Renewal project applications must be submitted by the same recipient that signed the executed grant agreement for the grant being renewed, or entity that became the recipient through a grant agreement transfer amendment. To be eligible as a renewal project, the application must (1) be for the same amount of funding before any adjustments described in the FY2023 NOFO (e.g. FMR adjustments), or the amount reduced due to reallocation of a CoC project; (2) be for the same program component; (3) in the case of CoC renewal projects, must continue to serve program participants who are enrolled in the project under the project's current grant agreement; and (4) in the case of DV Bonus renewal projects, must continue to serve the same subpopulation.

Subject to HUD approval and the terms of the NOFO, the following requests may be included in a renewal application:

- A. CoC renewal project applications may include requests to add eligible activities to a project, shift up to 10% of funds from one approved eligible activity to another, and change the subpopulation served.
- B. DV Bonus renewal project applications may include requests to add eligible activities to a project and shift up to 10% of funds from one approved eligible activity to another.

Renewal applications that include requests to shift more than 10 percent of funds from one approved eligible activity to another will not be considered during the CoC Program Competition by HUD. If an application includes a budget shift that exceeds 10%, HUD will correct the project budget to reflect the previously awarded budget amounts.

New CoC Bonus Projects:

CoCs may submit new projects created through reallocation, CoC Bonus, DV Bonus, or a combination of reallocation and CoC Bonus. The following project types are available:

- A. Permanent Supportive Housing (PH-PSH)
 - a. New PH-PSH project must serve one of the following:
 - i. persons eligible to be served by DedicatedPLUS projects as described in section I.B.2.b.(7) of the FY 2023 NOFO in which case all units funded by the project must be used to serve program participants who meet the qualifications for Dedicated PLUS; or
 - ii. persons who are experiencing chronic homelessness (see 24 CFR 578.3 definition of Chronically Homeless) at the time they initially enroll in the project.
- B. Rapid Rehousing (PH-RRH) – projects must serve persons who qualify as homeless under paragraphs (1), (2), or (4) of 24 CFR 578.3 Section 103(b) of the McKinney-Vento Homeless Assistance Act.
- C. Joint Transitional Housing and Rapid Rehousing (TH/PH-RRH) - projects must serve persons who qualify as homeless under paragraphs (1), (2), or (4) of 24 CFR 578.3 Section 103(b) of the McKinney-Vento Homeless Assistance Act.
- D. SSO- Coordinated Entry (SSO-CE) – Project to develop or operate a centralized or coordinated assessment system. Projects must serve persons who qualify as homeless under paragraphs (1), (2), or (4) of 24 CFR 578.3 Section 103(b) of the McKinney-Vento Homeless Assistance Act.
- E. Dedicated HMIS – projects that can only be carried out by the HMIS Lead listed in the CoC Applicant Profile in e-snaps. Eligible costs under a Dedicated HMIS grant can be found at 24 CFR 578.57(a).

New Domestic Violence Bonus Projects:

DV Bonus funds can be applied for by an eligible applicant for projects that are dedicated to persons actively fleeing or are survivors of domestic violence, dating violence, sexual assault, human trafficking, or stalking who qualify under the definition of homeless at 24 CFR 578.3 or section 103(b) of the McKinney-Vento Homeless Assistance Act. DV Bonus funding may be used for new projects and/or to expand an existing renewal project that is not dedicated to serving persons fleeing and/or survivors of domestic violence, as defined above, so long as the DV Bonus funds for expansion are solely used for additional units, beds, or services dedicated to persons eligible to be served with DV Bonus funding.

A CoC may apply for the following types of DV Bonus projects:

- A. Rapid Re-housing (PH-RRH)
- B. Joint Transitional Housing and Rapid Rehousing (Joint TH/PH-RRH) component projects
- C. SSO Projects for Coordinated Entry (SSO-CE) to implement policies, procedures, and practices that equip the CoC’s coordinated entry to better meet the needs of people experiencing homelessness who are survivors of domestic violence, dating violence, or stalking (e.g., to implement policies and procedures that are trauma-informed, client-centered or to better coordinate referrals between the CoC’s coordinated entry and the victim service providers coordinated entry system where they are different).
CoCs may only submit one SSO-CE project per fiscal year competition.

Rapid Rehousing and Joint TH/PH-RRH component projects must follow a Housing First approach.

Transition Grants

A Transition grant can be used to transition an eligible renewal project, being eliminated through reallocation, from one program type to another eligible project type over a one-year period. For a new project to be considered a Transition grant, the applicant for the new project must be the recipient listed on the current grant agreement for the eligible renewal grant being transitioned through reallocation. The definition of the grant and process is defined in Section I.B.2.b.(30) of the FY 2023 NOFO. Transition grants in this competition are eligible for renewal in subsequent fiscal years for eligible activities of the new program component. The new transition project must meet the following requirements to be eligible:

- A. The current renewal project recipient must have the consent of its Continuum of Care; and
- B. The new project application must meet project eligibility and project quality thresholds established by HUD in sections III.C.5.b and c. of the NOFO.

Recipients of an eligible renewal project that are interested in applying for a new Transition grant must notify the Northern Nevada CoC in writing by email fifteen days prior to the local project application submission date. The Northern Nevada CoC will work with recipients that have requested a Transition grant to determine if the transition from one project type to another is eligible, feasible, and is in line with CoC priorities.

Transition grants HUD conditionally awards in the FY 2023 CoC Program Competition will have one year to fully transition from the original project type to the new project type during the normal operating year once HUD executes the grant agreement.

Expansion Projects

The process by which a renewal project applicant submits 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 a SSO-CE or HMIS grant, increase the current activities within the CoC's geographic area. DV Bonus funds can be used to expand an existing renewal project if the expansion project is dedicated to persons fleeing and/ or fleeing domestic violence, dating violence, sexual assault, human trafficking, or stalking who qualify under paragraph (4) of the definition of homeless at 24 CFR 578.3 or section 103(b) of the McKinney-Vento Homeless Assistance Act. Only the new project application for the expansion will be considered for DV Bonus funds in these situations. The expansion project (i.e., the existing renewal project and the new expanded portion of the project) must meet the conditions below:

- A. The renewal project and the new expanded portion of the project must both have the same component type.
- B. Eligible project components for new expansion grants: PH-PSH, PH-RRH, Joint TH/PH-RRH, SSO-CE, or HMIS. The new expanded portion of the project may be funded through reallocation, CoC bonus, or DV Bonus.
- C. If using DV Bonus funds, the new expanded portion of the project is solely for additional units, beds, or services dedicated to persons fleeing and/ or survivors of domestic violence, dating violence, human trafficking, or stalking as defined above.

Once an expansion grant and its accompanying renewal application are submitted and the CoC accepts and ranks the applications the applicant will then submit a combined application to be submitted in e-snaps.

Consolidated Projects

Eligible renewal project applicants will continue to have the ability to consolidate two or more eligible renewal projects (but no more than ten projects) into one project application during the application process. The projects being combined during a grant consolidation will continue uninterrupted. To be eligible for consolidation, the projects must have the same recipient and be for the same component and will be funded in this competition only with FY 2023 funds (meaning no funds recaptured from prior years will be awarded to the project). HUD will not permit projects with the following characteristics to consolidate:

- A. outstanding audit or monitoring findings,
- B. outstanding obligation to HUD that is in arrears,
- C. unresolved construction delays,
- D. history of poor financial management or drawdown issues,
- E. history of low occupancy levels, or lack of experience in administering the project type, or
- F. other capacity issues.

HUD will not permit a transitional housing and a permanent housing project to consolidate to form a Joint TH and PH-RRH component project and will not permit a transition grant to be consolidated with any other project. If a project meeting these characteristics attempts to consolidate as part of the project application process, the submitted consolidated project will be rejected by HUD during the application review process.

To apply for a consolidated grant, applicants must submit separate renewal project applications and supplemental applications for each of the grants that are proposed to be consolidated, and an application for the new consolidated grant with the combined budget and information of all grants proposed for consolidation. Project applications for the grants that are proposed to be consolidated will be ranked, and if all those grants are selected, HUD will award the single consolidated grant. If one of the grants proposed to be consolidated is found to be ineligible for consolidation or is not selected, HUD will award all grants that are eligible for renewal and selected as separate grants. See Section III.B.4.b.(8) of the FY 2023 NOFO for additional requirements.

Youth Homeless Demonstration Program (YHDP)

These projects are not applicable to the Northern Nevada CoC. For this reason, information about YHDP projects is omitted from this procedure document.

REALLOCATION

Reallocation is a process CoCs use to shift funds in whole or part from existing eligible renewal projects to create one or more new projects without decreasing the CoC's ARD. New projects created through reallocation must meet the requirements set forth in Section I.B.3.a, III.B.4.b.(3) and the project eligibility and project quality thresholds established in sections III.C.5.b and c. of the FY 2023 NOFO. CoCs may only reallocate eligible renewal projects that have been renewed by HUD during a previous CoC Program competition.

Reallocation provides CoCs with the opportunity to:

- A. Reallocate excess project funding, and
- B. Move funding from low-performing projects to newly created projects with the intent that the new projects will be higher performing.

It is the policy of the CoC that reallocation can occur through the following methods:

A. Voluntary Reallocation:

A recipient, as defined in 24 CFR §578.3, may voluntarily reallocate its existing project by reducing its project's annual renewal amount in whole or in part, as defined in 24 CFR §578. A recipient that voluntarily reallocates an existing project and wishes to create a new, eligible project, may submit a new project application to the Northern Nevada CoC. Solicitation for voluntary reallocation will be made during the annual application process prior to the opening of the CoC competition which typically occurs during the summer or early fall. Solicitation for voluntary reallocation will occur once the Grant Inventory Worksheet (GIW) is released by HUD. If necessary, individual meetings will be scheduled with each participant to discuss project performance, HUD CoC priorities, and other factors that may affect future funding for each project.

B. Involuntary Reallocation:

The CoC will make reasonable efforts to ensure that projects are meeting performance standards and fulfilling the requirements of CoC guidelines prior to enforcing involuntary reallocation. If, after reasonable corrective efforts have been made, there continue to be deficiencies in project performance, then the Northern Nevada CoC Leadership Council (NN-CLC) may recommend the project for involuntary reallocation at the time of the rating and ranking.

A determination for involuntary reallocation will be made on the following criteria:

1. **Project Performance** takes into consideration the type of project, its performance relative to that type, timely submission of Annual Performance Reports (APRs) to HUD, and timely expenditure of funds. Reallocation will automatically be considered for any project submitting an APR or any other required reporting six months or more past its due date.
2. **Utilization and Effectiveness** factors bed/unit operating capacity and cost-effectiveness relative to project type and population served. Reallocation will automatically be considered for any project utilizing less than 80% of its bed/unit capacity for either the most recently completed project term/grant year, or the current year's Housing Inventory Count (HIC).
3. **Extent of participation in HMIS (or comparable database)** including but not limited to: bed coverage, data quality, participation in Coordinated Entry, and contribution to System Performance Measures.
 - All CoC-funded programs, including Victim Service Providers (VSPs), are expected to accept housing referrals solely from the Northern Nevada Community Queue. VSPs may operate a comparable HMIS database but are still required to accept referrals directly from the Community Queue via HMIS for CoC-funded programs;
 - Must participate in Coordinated Entry case conferencing; and
 - Must contribute to meeting local System Performance Measurement goals, including data quality goals
4. **CoC Funding Priorities** as determined by the most recent CoC Notice of Funding Opportunity (NOFO) and/or other HUD-published priority listings, and NN-CLC determined local funding priorities.

The CoC Rating and Ranking Committee (referred to herein as “the Committee,”), a sub-committee of the NN-CLC will evaluate all projects requesting funding in consultation with Collaborative Applicant staff, the most recent CoC Program Competition NOFO, HUD System Performance Measures, the CoC Strategic Plan, and other funder priorities to determine if any projects eligible for renewal should be reduced or eliminated to develop new projects. The Committee makes decisions about involuntary reallocation(s) during the CoC Rating and Ranking Committee meeting and the final Rating and Ranking recommendation is presented to NN-CLC for approval.

Recipients who administer a project that has been selected for involuntary reallocation will receive notification, including the reasons for the reallocation, from the Collaborative Applicant agency in writing, outside of e-snaps.

C. Reallocation Conditions

For voluntary and/ or involuntary allocations, an entire grant can be reallocated, or a percentage of the grant can be voluntarily or involuntarily reallocated. For voluntary reallocation, the grantee must indicate the total percentage or dollar amount of their current award to be reallocated to other projects.

D. Reallocation Appeal Process

Recipients selected for involuntary reallocation may appeal the decision in writing to the Committee within seven (7) business days after notification of selection for involuntary reallocation. The written notification should provide justification for the continued need for the project(s) in question to maintain funding at its current renewal demand.

The Committee will review all appeals and provide a final recommendation to the NN-CLC within fourteen (14) business days of receipt of the appeal.

E. Reallocated Funds

CoC program funds made available through involuntary reallocation may be used to develop one or more new projects. Should no viable new projects be identified, CoC program funds made available through involuntary reallocation may be available for the expansion of other eligible renewal projects, subject to current CoC funding priorities and HUD NOFO requirements.

F. Eligible Projects

The CoC may use reallocated funds to create the following projects:

1. New Permanent Supportive Housing (PSH) projects where all beds will be dedicated for use by chronically homeless individuals and families as defined in 24 CFR §578.3,
2. New Rapid Rehousing (RRH) projects for homeless individuals and families who enter directly from the streets or emergency shelters, youth up to age 24, and persons who meet the criteria of paragraph (4) of the definition of homelessness in 24 CFR §578.3,
3. New Joint Component projects which include Transitional Housing (TH) and Rapid Rehousing (RRH) in a single project to serve individuals and families experiencing homelessness, as defined in 24 CFR §578.3,

4. New dedicated Homelessness Management Information System (HMIS) projects as allowed per 24 CFR §578.3 or
5. Other eligible project types stated in the current year's HUD CoC NOFO.

G. Wind-Down Responsibilities for Reallocated Projects

It is the responsibility of the agency whose original project is being reallocated to successfully place those currently receiving housing into another comparable or better housing and/ or services situation. New projects will accept clients from a project being wound down if the projects serve the same demographic population(s). The NN-CLC will assemble a committee to support any projects being wound down that request assistance from the Board in placing their existing clients into a new housing situation. However, the current grantee bears ultimate responsibility for successful placement of clients impacted by the dissolution of the project being wound down.

LOCAL COMPETITION DEADLINES

The CoC is requesting renewal applications and new applications that meet the criteria for a bonus project, including the DV bonus, or that would provide rapid rehousing or permanent supportive housing using reallocated funds, if made available.

1. **NOFO Mandatory Applicant Meeting.** All applicants interested in applying for funds through the local competition are required to have at least one staff member attend the mandatory meeting on **August 2, 2023 at 9:00am**. The meeting will consist of a brief overview of the FY 2023 CoC NOFO, the local competition timeline and process, and a question-and-answer period. The agenda and meeting link will be distributed through the RAH listserv. If needed, please email Catrina Peters at CPeters@washoecounty.gov for the meeting link.
2. **Project Applications Due for Rating and Ranking.** All e-snaps project applications and supplemental application (outside of e-snaps) are required to be submitted to the CoC **on or before 5 pm Pacific Standard Time August 29, 2023**. Email a copy of the project application exported from e-snaps and the Supplemental Application & Assurances to CPeters@washoecounty.gov.
3. **Rating and Ranking.** Raters will review applications individually between **August 31, 2023 and September 10, 2023**. Rating and Ranking will take place on **September 12, 2023**.
4. **Project Applicant Notification.** Applicants will be notified through written notification outside of e-snaps by **September 13, 2023**. The notification will indicate if your project(s) will be included in the CoC Application to HUD, the ranked position of your project(s) in the CoC Tiered Ranking, and the funding amount the project is being submitted for.
5. **Applicant appeals process.** CoC project applicants who have specific concerns regarding the review and scoring of their application may file an appeal starting **September 14, 2023** through **September 21, 2023**. Appeals will only be considered in cases where the applicants have material concerns specific to the review process and scoring of their application. Please see the Appeals Process section contained later in this document for more information.

6. **Rating and Ranking Debrief.** Applicants that receive notification that their application is being included in the CoC Application to HUD will receive a written rating and ranking debrief by **September 21, 2023**. The debrief will contain any revisions to the application the committee deemed necessary and any suggestions to strengthen the application. Thereafter, applicants will have the opportunity to revise and strengthen applications based on the debrief.
7. **Revised Project Applications Due.** Revised project applications are due to the CoC in e-snaps on or before **September 25, 2023**.
8. **Posting of Full Application.** The CoC will post the full application, including the Collaborative Application, project applications, priority listing and all attachments to the Washoe County website found here: <https://www.washoecounty.gov/homeless/CoC/index.php> on September 26, 2023.
9. **HUD Submission.** The FY 2023 CoC Consolidated Application and FY 2023 Priority Listing will be submitted to HUD in e-snaps by **8:00 pm on September 28, 2023**.

PROJECT APPLICATION REVIEW AND OVERSIGHT

HUD expects each CoC to implement a thorough review and oversight process at the local level for both new and renewal project applications submitted to HUD in the FY 2023 CoC Program Competition. To meet this expectation, the CoC closely reviews information provided in each project application in order to ensure that:

1. All proposed program participants will be eligible for the program component type selected;
2. The proposed activities are eligible under the 24 CFR part 578;
3. Each project narrative is fully responsive to the question being asked and that it meets all of the criteria for that question as required by the NOFO and included in the detailed instructions provided in e-snaps;
4. The data provided in various parts of the project application are consistent; and
5. All required attachments correspond to the attachments list in e-snaps and the attachments contain accurate and complete information, and are dated between May 1, 2023, and September 28, 2023.

SUPPLEMENTAL APPLICATION

All renewal and new projects are required to submit a supplemental application along with their project application. The CoC supplemental application components and narratives serve to: (1) confirm the capacity of agencies to provide CoC funded programs; (2) provide information on program delivery in order to evaluate performance and meeting HUD criteria for scoring and ranking of projects by the Rating and Ranking Committee (RRC); and (3) provide project level narrative to be utilized in the CoC Program application. **The supplemental Application Questions for New and Renewal Projects are provided in Appendix A.**

RATING CRITERIA

Each of the questions included in the Supplemental Project Applications correspond to criteria articulated in the Department of Housing and Urban Development's Rating and Ranking Tool and the FY 2023 CoC NOFO. An overview of the rating criteria that will be considered during the rating and ranking process is provided below. **Additionally, tables mapping the questions from the New and Renewal Project Supplemental Application to these criteria will be published at a later date.** According to guidance from HUD, CoCs should use objective,

performance-based scoring criteria and selection priorities that are approved by the CoC to determine the extent to which each project addresses HUD’s policy priorities.

HUD THRESHOLD CRITERIA

The CoC requires project applicants to submit an attachment entitled “Assurances” that will ask applicants to attest to their compliance with HUD Threshold criteria. These Assurances address issues such as compliance with federal law and standard accounting practices.

COC THRESHOLD CRITERIA

The CoC has established five threshold criteria. If an applicant does not meet these threshold requirements, their application will not be rated and submitted for consideration.

These threshold criteria are:

- ✓ Coordinated Entry Participation
- ✓ Housing First and/or Low Barrier Implementation
- ✓ Documented, secured minimum match of at least 25% of the CoC funds requested (excluding any amount in the leasing budget line item)
- ✓ Acceptable organizational audit/financial review
- ✓ Active participation in CoC

COC LOCAL CRITERIA

The CoC local criteria ensure that applicants are responsive to local needs and requirements, while also meeting the standards laid out in the 2023 CoC NOFO. This is a high-level overview of the local criteria. The detailed Rating and Ranking tool will be made available to all project applicants and posted on the CoC’s website as soon as possible.

New Projects

For new projects these criteria address:

- ✓ Organization experience and capacity
- ✓ Design of housing and supportive services
- ✓ Timeliness
- ✓ Documented organizational financial stability
- ✓ Project effectiveness
- ✓ Financial feasibility of project
- ✓ Cost per exit to permanent housing
- ✓ Application is complete and data is consistent throughout the application
- ✓ Serves a high need population
- ✓ Strategy to address those at risk of becoming homeless
- ✓ Strategy to reduce rate of returns to homelessness
- ✓ Identification of common factors of individuals that return to homelessness
- ✓ Street outreach
- ✓ Strategy to further fair housing and market housing and supportive services
- ✓ Assistance to clients to increase access to employment and non-employment cash resources

Additionally, rating criteria for specific new project types are included to ensure that HUD’s minimum requirements for new projects are met.

Renewal Projects

For renewal projects, these criteria address:

- ✓ System Performance measures, including length of stay, exits to permanent housing, returns to homelessness, and new or increased income and earned income
- ✓ Service to a high need population
- ✓ Project effectiveness
- ✓ Financial feasibility of project
- ✓ Reasonable cost per exit to permanent housing
- ✓ Data quality is at or above 90%
- ✓ Bed/utilizations rates are at or above 75%
- ✓ Strategy to address those at risk of becoming homeless
- ✓ Strategy to reduce rate of returns to homelessness
- ✓ Identification of common factors of individuals that return to homelessness
- ✓ Street outreach
- ✓ Strategy to further fair housing and market housing and supportive services
- ✓ Assistance to clients to increase access to employment and non-employment cash resources
- ✓ Application is complete and data is consistent throughout the application

The Rating and Ranking Committee may also review information in the Line of Credit Control System (LOCCS); Annual Performance Reports (APRs); and information derived from monitoring, including monitoring reports and financial audit reports, as applicable, as well as performance standards on prior grants.

RATING AND RANKING PROCESS

All renewal and new applications will be reviewed by an unbiased review panel composed of representatives from neutral (non-applicant) organizations, referred to as the Rating and Ranking Committee (RRC). The RRC will drive the rating and ranking process and will adopt a rating and ranking tool that meets all HUD and CoC requirements.

RATING AND RANKING COMMITTEE MEMBERS

The Rating and Ranking Committee (RRC) is comprised of local representatives and consultants who are knowledgeable about homelessness and housing in our CoC and the best practices nationally and who are broadly representative of the relevant sectors, subpopulations, and geographic areas. These representatives will be comprised of a consulting firm that specializes in the CoC program and a cross-section of groups participating in the CoC, including faith-based providers, private sector, non-profit providers of homeless services and housing and jurisdiction staff. RRC members have no financial stake or interest in a CoC funded program.

The Rating and Ranking process will take place between August 31, 2023 and September 10, 2023. RRC members will be oriented to the NOFO, the CoC competition, the Rating and Ranking tool, and the CoC's priorities. They will receive each application electronically and review each application independently. Projects will first be rated based on minimum threshold requirements, then ratings will be assigned based on customized rating criteria established by the CoC. Five raters will independently rate each application.

On September 12, 2023, raters will convene to review rating scores and rank applications. Thereafter, the RRC will discuss and adjust the ranking for each project based on its established criteria and the CoC's priorities. The RRC will finalize the Ranking to best meet the priorities of the CoC.

The final ranking will include a motion, a second and a majority of the RRC voting in favor of the final ranking for distribution to the NNCLC, posting on the CoC website and submission to HUD.

RATING

Each project application will be reviewed and scored by five independent reviewers from the RRC before the date of Rating and Ranking.

- The reviewers will first read through each application for completeness, then double check to see if each application meets the Threshold Requirements.
- After each independent reviewer has double checked to see if the application meets the Threshold Requirements, they will score the application based on the criteria outlined in the previous section entitled “Rating Criteria”.
- After each reviewer scores the application using the published Rating and Ranking Tool, the committee will calculate the average of the scores, and enter the calculated scores in the final scoring matrix. This calculation will give the Rating and Ranking committee the preliminary project ratings.

RANKING AND HUD’S HOMELESS POLICY PRIORITIES

The scores from each Rating and Ranking Committee member will be computed and averaged for each project and entered into HUD’s Rating and Ranking tool, which generates the preliminary project ranking list from highest to lowest average score. The CoC ranking committee will then discuss all projects and move up in ranking those project applications that the CoC determines are high priority, high performing, and meet the needs and gaps as identified in the CoC. The CoC considers the policy priorities established in the NOFO in conjunction with local priorities to determine the ranking of new and renewal project application requests.

CoCs should use objective, performance-based scoring criteria and selection priorities that are approved by the CoC to determine the extent to which each project addresses HUD’s policy priorities. See Section I.A.4.b. of the NOFO for more information on HUD’s homeless policy and program priorities. The following provides additional context regarding the selection criteria:

- **Ending homelessness for all persons.** In 2022, the United States Interagency Council on Homelessness (USICH) presented All In: The Federal Strategic Plan to Prevent and End Homelessness to the President and Congress. The plan is built around six pillars: three foundations—equity, data and evidence, and collaboration—and three solutions—housing and support, crisis response, and prevention. The work funded through this NOFO will support the actions and strategies proposed within the pillars. To end homelessness, CoCs should identify, engage, and effectively serve all persons experiencing homelessness. CoCs should measure their performance based on local data that consider the challenges faced by all subpopulations experiencing homelessness in the geographic area (e.g., veterans, youth, families, those experiencing chronic homelessness, and people with disabilities, including those living with HIV/AIDS). CoCs should partner with housing, health care, and supportive services providers to expand housing options, such as permanent supportive housing, housing subsidies, and rapid rehousing. Additionally, 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.
- **Using a Housing First approach.** Housing First prioritizes rapid placement and stabilization in permanent housing and does not have service participation requirements or preconditions. CoC Program funded projects should help individuals and families move quickly into permanent housing, and CoCs should measure and help projects reduce the length of time people experience homelessness. Additionally, CoCs should engage landlords and property owners to identify housing units available for rapid rehousing and permanent supportive housing participants, remove barriers to entry, and adopt client-

centered service methods. HUD encourages CoCs to assess how well Housing First approaches are being implemented in their communities.

- **Reducing Unsheltered Homelessness.** In recent years, the number of people experiencing unsheltered homelessness has risen significantly, including a rising number of encampments in many communities across the country. People living unsheltered have extremely high rates of physical and mental illness and substance use disorders. CoCs should explore all available resources, including CoC and ESG funded assistance, housing subsidies, and supportive services to provide permanent housing options for people who are unsheltered. CoCs should work with law enforcement and their state and local governments to eliminate policies and practices that criminalize homelessness.
- **Improving System Performance.** CoCs should be using system performance measures (e.g., average length of homeless episodes, rates of return to homelessness, rates of exit to permanent housing destinations) to determine how effectively they are serving people experiencing homelessness. Additionally, CoCs should use 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. CoCs should review all projects eligible for renewal in FY 2023 to determine their effectiveness in serving people experiencing homelessness, including cost-effectiveness. CoCs should also look for opportunities to implement continuous quality improvement and other process improvement strategies.
- **Partnering with Housing, Health, and Service Agencies.** Using cost performance and outcome data, CoCs should improve how all available resources are utilized to end homelessness. This is especially important as the CARES Act and American Rescue Plan have provided significant new resources to help end homelessness. HUD encourages CoCs to maximize the use of mainstream and other community-based resources when serving persons experiencing homelessness and should:
 - Work closely with public and private healthcare organizations and assist program participants to receive primary care, receive housing related services, and obtain medical insurance to address healthcare needs. This includes developing close partnerships with public health agencies to analyze data and design approaches that reduce homelessness, improve the health of people experiencing homelessness, and prevent and address disease outbreaks, including HIV/AIDS.
 - Partner closely with PHAs and state and local housing organizations to utilize coordinated entry, develop housing units, and provide housing subsidies to people experiencing homelessness. These partnerships can also help CoC Program participants exit permanent supportive housing through Housing Choice Vouchers and other available housing options. CoCs and PHAs should especially work together to implement targeted programs such as Emergency Housing Vouchers, HUD-VASH, Mainstream Vouchers, Family Unification Program (FUP) Vouchers, and other housing voucher programs targeted to people experiencing homelessness. CoCs should coordinate with their state and local housing agencies on the utilization of new program resources provided through the Homelessness Assistance and Supportive Services Program (HOME-ARP) that was created through the American Rescue Plan.
 - Partner with local workforce development centers to improve employment opportunities.
 - Work with Tribal organizations to ensure that Tribal members can access CoC-funded assistance when a CoC's geographic area borders a Tribal area.
- **Racial Equity.** In nearly every community, Black, Indigenous, and other people of color are substantially over-represented in the homeless population. HUD is emphasizing system and program changes to address racial equity within CoCs. Responses to preventing and ending homelessness should address racial inequities to ensure successful outcomes for all persons experiencing homelessness using proven approaches, such as: developing a coordinated community response created in partnership with a racially diverse set of stakeholders and people experiencing homelessness and partnering with

organizations with experience serving underserved populations. CoCs should review local policies, procedures, and processes with attention to identifying barriers that result in racial disparities and taking steps to eliminate barriers to improve racial equity and to address disparities.

- **Improving Assistance to LGBTQ+ Individuals.** Discrimination on the basis of gender identity or sexual orientation manifests differently for different individuals and often overlaps with other forms of prohibited discrimination. CoCs should address the needs of LGBTQ+, transgender, gender non-conforming, and non-binary individuals and families in their planning processes. Additionally, when considering which projects to select in their local competition to be included in their application to HUD, CoCs should ensure privacy, respect, safety, and access regardless of gender identity or sexual orientation in projects. CoCs should also consider partnering with organizations with expertise in serving LGBTQ+ populations.
- **Persons with Lived Experience.** The people who know best what solutions will effectively end homelessness are those who are experiencing homelessness. HUD expects CoCs to include people with lived homeless expertise and experience in their local planning and decision-making process. People with lived experience should determine how local policies may need to be revised and updated to improve the effectiveness of homelessness assistance programs, including participating in planning and oversight activities, and developing local competition processes. CoC leaders and stakeholders should prioritize hiring people who have experienced homelessness in areas where their expertise is needed.
- **Increasing Affordable Housing Supply.** The lack of affordable housing is the main driver of homelessness. CoCs play a critical role in educating local leaders and stakeholders about the importance of increasing the supply of affordable housing and the specific consequences of the continued lack of affordable housing. CoCs should be communicating with jurisdiction leaders, including for the development of Consolidated Plans, about the harmful effects of the lack of affordable housing, and they should engage local leaders about steps such as zoning and land use reform that would increase the supply of affordable housing. This FY 2023 CoC NOFO awards points to CoCs that take steps to engage local leaders about increasing affordable housing supply.

New projects created through reallocation will be ranked based on the performance of the renewal application which is being reallocated if the same organization is submitting the new project application. New projects created through reallocation will be ranked based on the criteria set forth in the Rating and Ranking Tool for new project applications.

Any remaining projects not fitting in the amount allocated under Tier 1 are placed in Tier 2. The remaining projects selected for funding will be ranked and placed into Tier 2 until all Tier 2 funds are allocated. Projects that scored well but fell outside the pro rata share are encouraged to re-submit in a future competition.

TIERS

To ensure that CoCs have the opportunity to prioritize their projects locally in the event that HUD is not able to fund all renewals, HUD requires that CoCs rank projects in two tiers. Tier 1 is equal to 93 percent of the CoC's Annual Renewal Demand (ARD) minus the Annual Renewal Amounts (ARAs) of YHDP renewal and YHDP replacement projects. 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, but does not include YHDP renewal or YHDP replacement projects, CoC planning projects, or projects selected with DV Bonus funds. All projects except the planning grant will be rated and ranked within two tiers.

RANKING RESULTS

The Rating and Ranking Committee, which will meet on September 12, 2023, to establish and approve the rankings has the authority to approve the rating and ranking on behalf of the CoC. The results will be distributed via email to NNCLC members by September 14th.

PROJECT APPLICATION APPEALS PROCESS

If an applicant wishes to appeal rating and ranking outcomes that resulted in denied or decreased funding, they must submit a letter of appeal to the chair of the CoC. Applicants will have 8 days from the receipt of their written confirmation that their application will or will not be include in the CoC Application. The governing body of the CoC will be convened to review any such appeal prior to September 26, 2023 and will notify the appellant in writing of the results of the appeal.

SOLO APPLICANTS

Project applicants whose project was rejected may appeal the local CoC competition decision to HUD if the project applicant believes it was denied the opportunity to participate in the local CoC planning process in a reasonable manner by submitting a Solo Application in e-snaps directly to HUD prior to the application deadline of 8:00 PM EST on September 28, 2023. See Section VII.C. in the FY 2023 NOFO for more information.

DENIED OR DECREASED FUNDING BY HUD

Eligible applicants, including project applicants and Collaborative Applicants, that submitted an application to HUD in response to this NOFO, that were either not awarded funds by HUD, or that requested more funds than HUD awarded, may appeal HUD's decision within 45 days after the final funding announcement. HUD will only consider for funding or additional funding applicants the CoC ranked within the CoC's maximum amount available. Collaborative Applicants that submitted CoC planning, and if applicable, UFA Costs project applications can appeal decreased funding if they can demonstrate HUD decreased the submitted project application's funding request to less than 5 percent of the CoC's FPRN or \$1,250,000; whichever is less. To appeal HUD's decision, the applicant must submit a written appeal to HUD, with a copy to the authorized representative from the CoC's designated Collaborative Applicant. The written appeal must include evidence demonstrating HUD error and follow the instructions in this section.

The applicant must submit its written appeal by email to snapsappeals@hud.gov, from the organization's email address on the organization's letterhead and signed by the authorized representative—electronic signatures are acceptable.

For more information about denied or decreased funding by HUD please see section VII.D.1. and 2. In the FY 2023 NOFO.

COC BONUS - NEW PROJECT SUPPLEMENTAL APPLICATION

Project Name: Click or tap here to enter text.

Agency Name: Click or tap here to enter text.

Project Type: Permanent Housing Rapid Rehousing

Joint Transitional Housing/ Rapid Rehousing HMIS SSO

Section I – Threshold Requirements

1. **Do you currently participate in Coordinated Entry?** Yes No
 - a. **If so, please describe for which program or project.** Click or tap here to enter text.
 - b. **If not, please describe your plan for quickly moving to full participation in Coordinated Entry.**
Click or tap here to enter text.

2. **Do you currently participate in Case Conferencing meetings? Describe current agency Case Conferencing participation, if applicable.**
Click or tap here to enter text.

3. **Amount of Funding Requested (cannot exceed CoC Bonus and/or reallocation amounts):**
Click or tap here to enter text.

4. **Number of CoC Leadership, Subcommittee, Working Group or General Meetings attended July 2022-June 2023:**

Meeting	Dates Attended
CoC Leadership Meetings (RAAH Leadership Council)	Click or tap here to enter text.
Subcommittee Meetings	Click or tap here to enter text.
Working Group Meetings	Click or tap here to enter text.
General Meetings (RAAH General Meetings)	Click or tap here to enter text.
Other: (please specify)	Click or tap here to enter text.

5. **Amount of Match documented with letters attached to project application in e-snaps:**
Click or tap here to enter text.
6. **Does the project intend to offer a Housing First approach?** Yes No
 - a. **If yes, describe how the project will utilize a Housing First and Low Barrier approach.**
Click or tap here to enter text.

Section II – Local Criteria

Financial Information

7. **HUD grant agreements are often delayed, the organization should have a minimum of three months of operating reserve for each CoC project. How much funding does the organization have in reserve to support the operations for this proposed project? How many months do you estimate this funding will support the uninterrupted operations of the proposed project?**
Click or tap here to enter text.

8. Has the project had an audit or been monitored by HUD in the last 24 months? Yes No
If so, please attach a copy of the monitoring report provided by HUD.
9. Describe the resources available within the organization to provide financial management and oversight of grant funds and ensure compliance with federal grant requirements. Describe by position title who will be responsible for conducting drawdowns of federal funds and completing all required grant reporting. [Click or tap here to enter text.](#)

Experience

10. Describe how street outreach will be conducted and tailored to persons experiencing homelessness who are least likely to request assistance. In your answer, please indicate how frequently street outreach will be conducted (e.g., monthly, weekly, when identified by community members, etc.).
[Click or tap here to enter text.](#)
11. Describe how the organization addresses both housing and service needs to ensure families/individuals will successfully maintain their housing once assistance ends.
[Click or tap here to enter text.](#)
12. Describe how the organization will promote access to employment opportunities with private employers and private employment organizations (such as holding job fairs, outreach to employers, and partnering with staffing agencies) and is providing education and training, on-the-job training, internships, and employment opportunities for program participants.
[Click or tap here to enter text.](#)
13. Please describe the organization's experience in working with the proposed population and in providing housing as proposed in the application.
[Click or tap here to enter text.](#)
14. Describe the project's eligibility criteria (see question 17 for needs and vulnerabilities to consider). State any reasons or criteria by which a referral from Coordinated Entry would be denied.
[Click or tap here to enter text.](#)
15. Describe the process and criteria for exiting clients, including any Moving On strategies that would be implemented, if applicable. [Click or tap here to enter text.](#)
16. Describe the proposed process to address clients' situations that may jeopardize housing or project assistance. [Click or tap here to enter text.](#)

Design of Housing and Supportive Services

17. Please check if the project considers the severity of needs and vulnerabilities of program participants experiencing any of the following (Check all that apply and respond to the question in italics)
- Low or no income.** *Briefly describe your service approach to participants with this need/vulnerability*
[Click or tap here to enter text.](#)

Current or past substance use or misuse. *Briefly describe your service approach to participants with this need/ vulnerability.*

Click or tap here to enter text.

Criminal record—with the exception of restrictions imposed by federal, state, or local law or ordinance. *Briefly describe your service approach to participants with this need/ vulnerability.*

Click or tap here to enter text.

Chronic homelessness. *Briefly describe your service approach to participants with this need/ vulnerability.*

Click or tap here to enter text.

History of victimization/abuse, domestic violence, sexual assault, childhood abuse. *Briefly describe your service approach to participants with this need/ vulnerability.*

Click or tap here to enter text.

Mental Illness. *Briefly describe your service approach to participants with this need/ vulnerability*

Click or tap here to enter text.

Chronic Health Conditions and/or Physical Disabilities. *Briefly describe your service approach to participants with this need/ vulnerability.*

Click or tap here to enter text.

Developmental Disabilities. *Briefly describe your service approach to participants with this need/ vulnerability.*

Click or tap here to enter text.

Unaccompanied Youth under age 18. *Briefly describe your service approach to participants with this need/ vulnerability.*

Click or tap here to enter text.

Unaccompanied transition aged youth (TAY) age 18-24 years. *Briefly describe your service approach to participants with this need/ vulnerability.*

Click or tap here to enter text.

18. Is this project the only project of its kind in the CoC's geographic area serving a special homeless population/subpopulation? Yes No

a. **If yes, please specify:** Click or tap here to enter text.

19. Does your agency have materials in languages other than English and/or staff with bilingual capability? Yes No

a. **If yes, detail any staff with bilingual capability and materials that are available in other languages.** Click or tap here to enter text.

20. Describe the agency's plan to assist clients to rapidly secure and maintain permanent housing that is safe, affordable, accessible, and acceptable to their needs.

Click or tap here to enter text.

21. Describe how clients will be assisted to increase employment and/or income and to maximize their ability to live independently.

Click or tap here to enter text.

22. Does the project leverage housing resources with subsidies or units not funded through the CoC or ESG programs? Yes No

a. **If yes, how?** Click or tap here to enter text.

- b. If the housing resources being leveraged for the project through a partnership is there a MOU in place? Yes No
If so, please attach a copy of the MOU in place.

23. Does the project include a partnership commitment with a healthcare organization that leverages health resources? Yes No
a. If yes, how? [Click or tap here to enter text.](#)
Please attach a copy of the MOU in place.

Equity and Representation

24. Does the organization have underrepresented individuals (BIPOC, LGBTQ+, etc.) in managerial and leadership positions? Yes No
25. Does the organization's board of directors include representation from someone with lived experience of homelessness? Yes No
26. Does the organization have a process for receiving and incorporating feedback from persons with lived experience? Yes No
a. If yes, how? [Click or tap here to enter text.](#)
27. What steps have you taken to identify barriers of participation faced by persons of different races and identities, particularly those overrepresented in the local homeless population?

[Click or tap here to enter text.](#)

28. What steps have you taken or will you take to eliminate these barriers?

[Click or tap here to enter text.](#)

29. Describe the organization's plan to review participant outcomes data disaggregated by race, ethnicity, gender identity, and/or age to identify disparities in your service provision, including any plans to collaborate with HMIS to develop a schedule for data review?

[Click or tap here to enter text.](#)

30. Describe the organization's plan to review whether programmatic changes are needed to make program participant outcomes more equitable.

[Click or tap here to enter text.](#)

Attachments and Commitments

- Please attach the most recent audit and management letter**
- Most recent HUD monitoring letter, if received in the last 24 months**
- If funded, this project commits to developing policies to include:**
 - **Housing First Policy**
 - **Policy ensuring that families are not separated**
 - **Fair Housing Policy**
 - **Policy ensuring that self-reported sexual orientation and gender identity are respected (Equal Access to Housing Final Rule)**
 - **Denial of Service Policy and Grievance Procedure**
 - **Reasonable Accommodation Policy and form (if applicable)**

Assurances- New Project Grant Applicants

Please review and certify that your organization meets the following criteria. **You must check either Yes or No for each question; do not leave any questions blank.**

- Yes No 1. Applicant has Active SAM registration with current information.
- Yes No 2. Applicant has Valid DUNS number in application.
- Yes No 3. Applicant has no Outstanding Delinquent Federal Debts- It is HUD policy, consistent with the purposes and intent of 31 U.S.C. 3720B and 28 U.S.C. 3201(e), that applicants with outstanding delinquent federal debt will not be eligible to receive an award of funds, unless:
- (a) A negotiated repayment schedule is established and the repayment schedule is not delinquent, or
 - (b) Other arrangements satisfactory to HUD are made before the award of funds by HUD.
- Yes No 4. Applicant has no Debarments and/or Suspensions - In accordance with 2 CFR 2424, no award of federal funds may be made to debarred or suspended applicants, or those proposed to be debarred or suspended from doing business with the Federal Government.
- Yes No 5. Applicant has Accounting System - HUD will not award or disburse funds to applicants that do not have a financial management system that meets federal standards as described at 2 CFR 200.302. HUD may arrange for a survey of financial management systems for applicants selected for award who have not previously received federal financial assistance or where HUD Program officials have reason to question whether a financial management system meets federal standards, or for applicants considered high risk based on past performance or financial management findings.
- Yes No 6. Applicant has disclosed any violations of Federal criminal law - Applicants must disclose in a timely manner, in writing to HUD, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Failure to make required disclosures can result in any of the remedies described in 2 CFR §200.338, Remedies for noncompliance, including suspension or debarment. This mandatory disclosure requirement also applies to subrecipients of HUD funds who must disclose to the pass-through entity from which it receives HUD funds.
- Yes No 7. Applicant has demonstrated they are Eligible Project Applicants - Eligible project applicants for the CoC Program Competition are, under 24 CFR 578.15, nonprofit organizations, States, local governments, and instrumentalities of State and local governments. Public housing agencies, as such term is defined in 24 CFR 5.100, are eligible without limitation or exclusion. Neither for-profit entities nor Indian tribes are eligible to apply for grants or to be subrecipients of grant funds.
- Yes No 8. Applicant has submitted the required certifications as specified in the NOFA.
- Yes No 9. Applicant has demonstrated the project is cost-effective, including costs of construction, operations, and supportive services with such costs not deviating substantially from the norm in that locale for the type of structure or kind of activity.

Yes **No** 10. Applicant has demonstrated they Participate in HMIS - Project applicants, except Collaborative Applicants that only receive awards for CoC planning costs and, if applicable, UFA Costs, must agree to participate in a local HMIS system. However, in accordance with Section 407 of the Act, any victim service provider that is a recipient or subrecipient must not disclose, for purposes of HMIS, any personally identifying information about any client. Victim service providers must use a comparable database that complies with the federal HMIS data and technical standards. While not prohibited from using HMIS, legal services providers may use a comparable database that complies with federal HMIS data and technical standards, if deemed necessary to protect attorney client privilege.

Yes **No** 11. Applicant has demonstrated Project Meets Minimum Project Standards - HUD will assess all new projects for the following minimum project eligibility, capacity, timeliness, and performance standards. Please note that these are minimum threshold criteria. CoCs and project applicants should carefully review each year's NOFA to ensure they understand and have accounted for all applicable standards. To be considered as meeting project quality threshold, all new projects must meet all of the following criteria:

- (a) Project applicants and potential subrecipients must have satisfactory capacity, drawdowns, and performance for existing grant(s) that are funded under the SHP, S+C, or CoC Program, as evidenced by timely reimbursement of subrecipients, regular drawdowns, and timely resolution of any monitoring findings;
- (b) For expansion projects, project applicants must clearly articulate the part of the project that is being expanded. Additionally, the project applicants must clearly demonstrate that they are not replacing other funding sources; and,
- (c) Project applicants must demonstrate they will be able to meet all timeliness standards per 24 CFR 578.85. Project applicants with existing projects must demonstrate that they have met all project renewal threshold requirements of this NOFA. HUD reserves the right to deny the funding request for a new project, if the request is made by an existing recipient that HUD finds to have significant issues related to capacity, performance, unresolved audit or monitoring finding related to one or more existing grants, or does not routinely draw down funds from eLOCCS at least once per quarter. Additionally, HUD reserves the right to withdraw funds if no APR is submitted on the prior grant.

Project Name: Click or tap here to enter text.

Agency Name: Click or tap here to enter text.

Project Type: Permanent Housing Rapid Rehousing

Transitional Housing/Rapid Rehousing HMIS SSO

Section I – Threshold Requirements

1. **How many referrals did this project receive from Coordinated Entry from July 1, 2022 to June 30, 2023?** Enter #.
 - a. **Of those referrals, how many clients were accepted into the project?** Enter #
 - b. **Of those referrals, how many clients were denied and what criteria was utilized to determine if a client should be denied?**
 - c. **State any reasons or criteria by which a referral from Coordinated Entry would be denied.**

2. **Do you currently participate in Case Conferencing meetings? Describe current agency Case Conferencing participation, including specific meetings attended.**

3. **Does this project follow a Housing First and Low Barrier Approach to serving individuals and families?** Yes No
 - a. **If yes, describe how the project utilizes a Housing First and Low Barrier approach.**
Click or tap here to enter text.

4. **Amount of funding requested (cannot exceed FY2022 award amount):** Enter \$

5. **Amount of match documented with letters attached to project application in e-snaps:** Enter \$

6. **What is the cost per exit to permanent housing? This is determined by dividing total project costs by the number of exits to permanent housing.** Click or tap here to enter text.

7. **Number of CoC Leadership, Subcommittee, Working Group or General Meetings attended July 2022 - June 2023:**

Meeting	Dates Attended
CoC Leadership Meetings (RAAH Leadership Council)	Click or tap here to enter text.
Subcommittee Meetings	Click or tap here to enter text.
Working Group Meetings	Click or tap here to enter text.
General Meetings (RAAH General Meetings)	Click or tap here to enter text.
Other: (please specify)	Click or tap here to enter text.

Section II – Local Criteria

Financial Information

8. **HUD grant agreements are often delayed, the organization should have a minimum of three months of operating reserve for each CoC project. How much funding does the organization have in reserve to support the operations for this project? How many months do you estimate this funding will support the uninterrupted operations of the project?**
Click or tap here to enter text.
9. **Describe the resources available within the organization to provide financial management and oversight of grant funds and ensure compliance with federal grant requirements. Describe by position title who will be responsible for conducting drawdowns of federal funds and completing all required grant reporting.** Click or tap here to enter text.
10. **Estimate the percentage of funding that will be expended by the end of your grant term for the current CoC grant in operation (Based on the eLOCCS report and any unreported draw request):** Enter percentage
11. **Based on the percentage of funding that is estimated to be expended would the organization like to make any funds available for reallocation, if yes how much?** Enter amount available for reallocation
12. **Describe any challenges the organization has faced in executing and implementing the most recent CoC grant and if applicable, steps taken or plan to address those challenges.**
Click or tap here to enter text.
13. **Has the project had an audit or been monitored by HUD in the last 24 months?** Yes No
If so, please attach a copy of the monitoring report provided by HUD.

Service Population

14. **Please check if the project considers the severity of needs and vulnerabilities of program participants experiencing any of the following: (Check all that apply and respond to the question in italics)**
- Low or no income.** *Briefly describe your service approach to participants with this need/ vulnerability*
Click or tap here to enter text.
 - Current or past substance use or misuse.** *Briefly describe your service approach to participants with this need/ vulnerability.*
Click or tap here to enter text.
 - Criminal record—with the exception of restrictions imposed by federal, state, or local law or ordinance.** *Briefly describe your service approach to participants with this need/ vulnerability.*
Click or tap here to enter text.
 - Chronic homelessness.** *Briefly describe your service approach to participants with this need/ vulnerability.*
Click or tap here to enter text.
 - History of victimization/abuse, domestic violence, sexual assault, childhood abuse.** *Briefly describe your service approach to participants with this need/ vulnerability.*
Click or tap here to enter text.

Mental Illness. Briefly describe your service approach to participants with this need/ vulnerability

Click or tap here to enter text.

Chronic Health Conditions and/or Physical Disabilities. Briefly describe your service approach to participants with this need/ vulnerability.

Click or tap here to enter text.

Developmental Disabilities. Briefly describe your service approach to participants with this need/ vulnerability.

Click or tap here to enter text.

Unaccompanied Youth under age 18. Briefly describe your service approach to participants with this need/ vulnerability.

Click or tap here to enter text.

Unaccompanied transition aged youth (TAY) age 18-24 years. Briefly describe your service approach to participants with this need/ vulnerability.

Click or tap here to enter text.

15. Is this project the only project of its kind in the CoC's geographic area serving a special homeless population/subpopulation? Yes No

a. **If yes, please specify:** Click or tap here to enter text.

16. Does your agency have materials in languages other than English and/or staff with bilingual capability? Yes No

a. **If yes, detail any staff with bilingual capability and materials that are available in other languages.** Click or tap here to enter text.

17. Do you have a reasonable accommodations policy and form for clients to fill out?

Yes No

a. **If yes, describe your policy and how participants are informed of the policy.**

Click or tap here to enter text.

PERMANENT SUPPORTIVE HOUSING PROJECTS ONLY

18. Moving On strategy. Describe how the project identifies and engages participants who no longer require intensive services who are able and willing to move out of the PSH program with a rental subsidy—to other housing assistance programs (including, but not limited to, Housing Choice Vouchers and Public Housing). Click or tap here to enter text.

19. Unit Turnkey. What is the average number of days it takes for the project to turnover a PSH unit and move in a new client? Click or tap here to enter text.

a. **Describe how the project quickly turns PSH units over in preparation for new clients.**

Click or tap here to enter text.

Collaboration and Coordination

20. Describe any CoC, CDC, HUD, or other training that CoC funded program staff have participated in during the past year. Click or tap here to enter text.

21. Describe how the organization collaborates with youth education providers, local education agencies, and school districts to support youth experiencing homelessness, if applicable.

Click or tap here to enter text.

22. Does the project actively coordinate with the following systems of care to ensure that persons who have resided in them longer than 90 days are not discharged directly to the streets, emergency shelter (ES), or other homeless assistance programs?
- a. Foster Care Yes No
 - b. Health Care Yes No
 - c. Mental Health Care Yes No
 - d. Correctional Facilities Yes No

23. Describe how the organization partners with local workforce development centers to improve employment opportunities.

Click or tap here to enter text.

Equity and Representation

24. Does the organization have underrepresented individuals (BIPOC, LGBTQ+, etc.) in managerial and leadership positions? Yes No
25. Does the organization's board of directors include representation from someone with lived experience of homelessness? Yes No
26. Does the organization have a process for receiving and incorporating feedback from persons with lived experience? Yes No
- a. If yes, how? Click or tap here to enter text.
27. What steps have you taken to identify barriers of participation faced by persons of different races and identities, particularly those overrepresented in the local homeless population?
Click or tap here to enter text.
28. What steps have you taken or will you take to lower or eliminate these barriers? Click or tap here to enter text.
29. Describe the organization's plan to review participant outcomes data disaggregated by race, ethnicity, gender identity, and/or age to identify disparities in your service provision, including any plans to collaborate with HMIS to develop a schedule for data review. If already implementing, describe findings: Click or tap here to enter text.
30. Describe the organization's plan to review whether programmatic changes are needed to make program participant outcomes more equitable. If already implementing, describe findings:

Click or tap here to enter text.

System Performance

For this section the CoC will use the Annual Performance Report (APR) from the most recently completed grant period in SAGE.

The CoC will review this report and score the project for information related to HUD's System Performance Measures, which include but are not limited to:

- Exits to permanent housing destinations
- Growth in employment
- Growth in income
- Length of participation in project before move-in

Application Attachments

- Most recent audit and management letter
- Most recent HUD monitoring letter, if received in the last 24 months
- Project's policies and procedures manual. Please note the page numbers where the following policies can be found.
 - **Housing First Policy** Click or tap here to enter text.
 - **Policy ensuring that families are not separated** Click or tap here to enter text.
 - **Fair Housing Policy** Click or tap here to enter text.
 - **Policy ensuring that self-reported sexual orientation and gender identity are respected (Equal Access to Housing Final Rule)** Click or tap here to enter text.
 - **Denial of Service Policy and Grievance Procedure** Click or tap here to enter text.
 - **Reasonable Accommodation Policy and form (if applicable)** Click or tap here to enter text.

Assurances- Renewal/Expansion Grant Applicants

Please review and certify that your organization meets the following criteria. **You must check either Yes or No for each question; do not leave any questions blank.**

- Yes** **No** 1. Applicant has Active SAM registration with current information.
- Yes** **No** 2. Applicant has Valid DUNS number in application.
- Yes** **No** 3. Applicant has no Outstanding Delinquent Federal Debts- It is HUD policy, consistent with the purposes and intent of 31 U.S.C. 3720B and 28 U.S.C. 3201(e), that applicants with outstanding delinquent federal debt will not be eligible to receive an award of funds, unless:
- (a) A negotiated repayment schedule is established and the repayment schedule is not delinquent, or
 - (b) Other arrangements satisfactory to HUD are made before the award of funds by HUD.
- Yes** **No** 4. Applicant has no Debarments and/or Suspensions - In accordance with 2 CFR 2424, no award of federal funds may be made to debarred or suspended applicants, or those proposed to be debarred or suspended from doing business with the Federal Government.
- Yes** **No** 5. Applicant has disclosed any violations of Federal criminal law - Applicants must disclose in a timely manner, in writing to HUD, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Failure to make required disclosures can result in any of the remedies described in 2 CFR §200.338, Remedies for noncompliance, including suspension or debarment. This mandatory disclosure requirement also applies to subrecipients of HUD funds who must disclose to the pass-through entity from which it receives HUD funds.
- Yes** **No** 6. Applicant has submitted the required certifications as specified in the NOFA.
- Yes** **No** 7. Applicant has demonstrated the population to be served meets program eligibility requirements as described in the Act, and project application clearly establishes eligibility of project applicants. This includes any additional eligibility criteria for certain types of projects contained in the NOFA.
- Yes** **No** 8. Applicant has agreed to Participate in HMIS - Project applicants, except Collaborative Applicants that only receive awards for CoC planning costs and, if applicable, UFA Costs, must agree to participate in a local HMIS system. However, in accordance with Section 407 of the Act, any victim service provider that is a recipient or subrecipient must not disclose, for purposes of HMIS, any personally identifying information about any client. Victim service providers must use a comparable database that complies with the federal HMIS data and technical standards. While not prohibited from using HMIS, legal services providers may use a comparable database that complies with federal HMIS data and technical standards, if deemed necessary to protect attorney client privilege.
- Yes** **No** 9. Applicant has met HUD Expectations - When considering renewal projects for award, HUD will review information in eLOCCS; Annual Performance Reports (APRs); and information provided from the local HUD CPD Field Office, including monitoring reports and A-133 audit reports as applicable, and performance standards on prior grants. HUD will also assess renewal projects using the following performance standards in relation to the project's prior grants:
- (a) Whether the project applicant's performance met the plans and goals established in the initial application, as amended;
 - (b) Whether the project applicant demonstrated all timeliness standards for grants being renewed, including those standards for the expenditure of grant funds that have been met;

(c) The project applicant's performance in assisting program participants to achieve and maintain independent living and records of success, except HMIS-dedicated projects that are not required to meet this standard; and,

(d) Whether there is evidence that a project applicant has been unwilling to accept technical assistance, has a history of inadequate financial accounting practices, has indications of project mismanagement, has a drastic reduction in the population served, has made program changes without prior HUD approval, or has lost a project site.

Yes **No** 10. Applicant has met HUD financial expectations – If a project applicant has previously received HUD grants, the organization must have demonstrated its ability to meet HUD’s financial expectations. If any of the following have occurred, the project applicant would NOT meet this threshold criteria:

- (a) Outstanding obligation to HUD that is in arrears or for which a payment schedule has not been agreed upon;
- (b) Audit finding(s) for which a response is overdue or unsatisfactory;
- (c) History of inadequate financial management accounting practices;
- (d) Evidence of untimely expenditures on prior award;
- (e) History of other major capacity issues that have significantly affected the operation of the project and its performance;
- (f) History of not reimbursing subrecipients for eligible costs in a timely manner, or at least quarterly; and
- (g) History of serving ineligible program participants, expending funds on ineligible costs, or failing to expend funds within statutorily established timeframes.

Project Name: Click or tap here to enter text.

Agency Name: Click or tap here to enter text.

Project Type: Permanent Housing Rapid Rehousing

Joint Transitional Housing/ Rapid Rehousing HMIS SSO

Section I – Threshold Requirements

1. **Do you currently participate in Coordinated Entry?** Yes No
 - a. **If so, please describe for which program or project.** Click or tap here to enter text.
 - b. **If not, please describe your plan for quickly moving to full participation in Coordinated Entry.** Click or tap here to enter text.
2. **Do you currently participate in Case Conferencing meetings? Describe current agency Case Conferencing participation, including specific meetings attended.**
3. **Amount of Funding Requested (cannot exceed CoC Bonus and/ or reallocation amounts):**
Click or tap here to enter text.

4. **Number of CoC Leadership, Subcommittee, WIB or General Meetings attended July 2022-June 2023:**

Meeting	Dates Attended
CoC Leadership Meetings (RAAH Leadership Council)	Click or tap here to enter text.
Subcommittee Meetings	Click or tap here to enter text.
Working Group Meetings	Click or tap here to enter text.
General Meetings (RAAH General Meetings)	Click or tap here to enter text.
Other: (please specify)	Click or tap here to enter text.

5. **Amount of Match documented with letters attached to project application in e-snaps:**
Click or tap here to enter text.
6. **Does the project intend to offer a Housing First approach?** Yes No
 - a. **If yes, describe how the project will utilize a Housing First and Low Barrier approach.**
Click or tap here to enter text.

Section II – Local Criteria

Financial Information

7. **HUD grant agreements are often delayed, the organization should have a minimum of three months of operating reserve for each CoC project. How much funding does the organization have in reserve to support the operations for this proposed project? How many months do you estimate this funding will support the uninterrupted operations of the proposed project?**
Click or tap here to enter text.

8. Describe the resources available within the organization to provide financial management and oversight of grant funds and ensure compliance with federal grant requirements. Describe by position title who will be responsible for conducting drawdowns of federal funds and completing all required grant reporting. [Click or tap here to enter text.](#)

8. Has the project had an audit or been monitored by HUD in the last 24 months? Yes No
If so, please attach a copy of the monitoring report provided by HUD.

[Click or tap here to enter text.](#)

Experience

9. Describe how street outreach will be conducted and tailored to persons experiencing homelessness who are least likely to request assistance. In your answer, please indicate how frequently street outreach will be conducted (e.g., monthly, weekly, when identified by community members, etc.).

[Click or tap here to enter text.](#)

10. Describe how the organization addresses both housing and service needs to ensure families successfully maintain their housing once assistance ends.

[Click or tap here to enter text.](#)

11. Describe how the organization will promote access to employment opportunities with private employers and private employment organizations (such as holding job fairs, outreach to employers, and partnering with staffing agencies) and is providing education and training, on-the-job training, internships, and employment opportunities for program participants.

[Click or tap here to enter text.](#)

12. Please describe the organization's experience in working with the proposed population and in providing housing as proposed in the application.

[Click or tap here to enter text.](#)

13. Describe the project's eligibility criteria (see question 17 for needs and vulnerabilities to consider).

[Click or tap here to enter text.](#)

14. Describe the process and criteria for exiting clients. [Click or tap here to enter text.](#)

15. Describe the proposed process to address clients' situations that may jeopardize housing or project assistance. [Click or tap here to enter text.](#)

Design of Housing and Supportive Services

16. Please check if the project considers the severity of needs and vulnerabilities of program participants experiencing any of the following (Check all that apply and respond to the question in italics)

Low or no income. *Briefly describe your service approach to participants with this need/vulnerability*

[Click or tap here to enter text.](#)

- Current or past substance use or misuse.** *Briefly describe your service approach to participants with this need/ vulnerability.*
Click or tap here to enter text.
- Criminal record—with the exception of restrictions imposed by federal, state, or local law or ordinance.** *Briefly describe your service approach to participants with this need/ vulnerability.*
Click or tap here to enter text.
- Chronic homelessness.** *Briefly describe your service approach to participants with this need/ vulnerability.*
Click or tap here to enter text.
- History of victimization/abuse, domestic violence, sexual assault, childhood abuse.** *Briefly describe your service approach to participants with this need/ vulnerability.*
Click or tap here to enter text.
- Mental Illness.** *Briefly describe your service approach to participants with this need/ vulnerability*
Click or tap here to enter text.
- Chronic Health Conditions and/or Physical Disabilities.** *Briefly describe your service approach to participants with this need/ vulnerability.*
Click or tap here to enter text.
- Developmental Disabilities.** *Briefly describe your service approach to participants with this need/ vulnerability.*
Click or tap here to enter text.
- Unaccompanied Youth under age 18.** *Briefly describe your service approach to participants with this need/ vulnerability.*
Click or tap here to enter text.
- Unaccompanied transition aged youth (TAY) age 18-24 years.** *Briefly describe your service approach to participants with this need/ vulnerability.*
Click or tap here to enter text.

17. Is this project the only project of its kind in the CoC’s geographic area serving a special homeless population/subpopulation? Yes No

a. If yes, please specify: Click or tap here to enter text.

18. Does your agency have materials in languages other than English and/or staff with bilingual capability? Yes No

a. If yes, detail any staff with bilingual capability and materials that are available in other languages. Click or tap here to enter text.

19. Describe the agency’s plan to assist clients to rapidly secure and maintain permanent housing that is safe, affordable, accessible, and acceptable to their needs.

Click or tap here to enter text.

20. Describe how clients will be assisted to increase employment and/or income and to maximize their ability to live independently.

Click or tap here to enter text.

21. Does the project leverage housing resources with subsidies or units not funded through the CoC or ESG programs? Yes No

a. If yes, how? Click or tap here to enter text.

b. If the housing resources being leveraged for the project through a partnership is there a MOU in place? Yes No

If so, please attach a copy of the MOU in place.

22. Does the project include a partnership commitment with a healthcare organization that leverages health resources? Yes No

a. If yes, how? Click or tap here to enter text.

Please attach a copy of the MOU in place.

Equity and Representation

23. Does the organization have underrepresented individuals (BIPOC, LGBTQ+, etc.) in managerial and leadership positions? Yes No

24. Does the organization's board of directors include representation from someone with lived experience of homelessness? Yes No

25. Does the organization have a process for receiving and incorporating feedback from persons with lived experience? Yes No

a. If yes, how? Click or tap here to enter text.

26. What steps have you taken to identify barriers of participation faced by persons of different races and identities, particularly those overrepresented in the local homeless population?

Click or tap here to enter text.

27. What steps have you taken or will you take to eliminate these barriers?

Click or tap here to enter text.

28. Describe the organization's plan to review participant outcomes data disaggregated by race, ethnicity, gender identity, and/or age to identify disparities in your service provision, including any plans to collaborate with HMIS to develop a schedule for data review?

Click or tap here to enter text.

29. Describe the organization's plan to review whether programmatic changes are needed to make program participant outcomes more equitable.

Click or tap here to enter text.

Domestic Violence Bonus Questions

1. If you have an existing domestic violence project, please provide:

a.) The percentage of DV survivors applying for housing that were placed into permanent housing. Click or tap here to enter text.

b.) The percentage of DV survivors that remained housed. Click or tap here to enter text.

c.) How was this calculated and what was the data source? Click or tap here to enter text.

2. Briefly describe the project or agency's experience with the following:

a.) Ensuring DV survivors experiencing homelessness were assisted to quickly move into safe affordable housing;

- b.) **Prioritizing survivors**—address the process the project applicant used in the past, e.g., Coordinated Entry, prioritization list, CoC’s emergency transfer plan, etc.;
- c.) **Determined which supportive services survivors needed;**
- d.) **Connecting survivors to supportive services; and**
- e.) **Moving clients from assisted housing to housing they could sustain**—address housing stability after the housing subsidy ends

Click or tap here to enter text.

3. Briefly describe the organization’s experience and how it plans to ensure the safety of DV survivors experiencing homelessness by doing each of the following:

- a.) **Took steps to ensure privacy/confidentiality during the intake and interview process to minimize potential coercion of survivors;**
- b.) **Made determinations and placements into safe housing;**
- c.) **Kept information and locations confidential;**
- d.) **Trained staff on safety and confidentiality policies and practices; and**
- e.) **Took security measures for units (congregate or scattered site), that support survivors’ physical safety and location confidentiality.**

Click or tap here to enter text.

4. Describe how the project has evaluated its ability to ensure the safety of DV survivors the project served in the project, including any areas identified for improvement during the course of the proposed project. Click or tap here to enter text.

5. Briefly describe examples of the project applicant’s experience as well as how it plans to implement trauma-informed, victim-centered approaches to meet needs of DV survivors by:

- a.) **Prioritizing placement and stabilization in permanent housing consistent with the program participants’ wishes and stated needs;**
- b.) **Establishing and maintaining an environment of agency and mutual respect, e.g., the project does not use punitive interventions, ensures program participant staff interactions are based on equality and minimize power differentials;**
- c.) **Providing program participants access to information on trauma, e.g., training staff on providing program participants with information on the effects of trauma;**
- d.) **Emphasizing program participants’ strengths, strengths, e.g., strength-based coaching, questionnaires and assessment tools include strength-based measures, case plans worked towards survivor-defined goals and aspirations;**
- e.) **Centering on cultural responsiveness and inclusivity, e.g., training on equal access, cultural competence, nondiscrimination, language access, improving services to be culturally responsive, accessible, and trauma-informed;**
- f.) **Providing variety of opportunities for connection for program participants, e.g., groups, mentorships, peer-to-peer, spiritual needs; and**
- g.) **Offering support for survivor parenting, e.g., trauma-informed parenting classes, childcare, connections to legal services.**

Click or tap here to enter text.

6. Describe below examples of supportive services the project provided to domestic violence survivors while quickly moving them into permanent housing and addressing their safety needs.

Click or tap here to enter text.

7. Provide examples in the field below of how the new project will:

- a.) prioritize placement and stabilization in permanent housing consistent with the program participants' wishes and stated needs;
- b.) establish and maintain an environment of agency and mutual respect, e.g., the project does not use punitive interventions, ensures program participant staff interactions are based on equality and minimize power differentials;
- c.) provide program participants access to information on trauma, e.g., training staff on providing program participants with information on the effects of trauma;
- d.) emphasize program participants' strengths—for example, strength-based coaching, questionnaires and assessment tools include strength-based measures, case plans works towards survivor-defined goals and aspirations;
- e.) center on cultural responsiveness and inclusivity, e.g., training on equal access, cultural competence, nondiscrimination, language access, improving services to be culturally responsive, accessible, and trauma-informed;
- f.) provide a variety of opportunities for connection for program participants, e.g., groups, mentorships, peer-to-peer, spiritual needs; and
- g.) offer support for survivor parenting, e.g., trauma-informed parenting classes, childcare, connections to legal services.

Click or tap here to enter text.

8. Describe in the field below how the new project will involve survivors with a range of lived expertise in policy and program development throughout the project's operation.

Click or tap here to enter text.

Attachments and Commitments

- Please attach the most recent audit and management letter
- Most recent HUD monitoring letter, if received in the last 24 months
- If funded, this project commits to developing policies to include:
 - Housing First Policy
 - Policy ensuring that families are not separated
 - Fair Housing Policy
 - Policy ensuring that self-reported sexual orientation and gender identity are respected (Equal Access to Housing Final Rule)
 - Denial of Service Policy and Grievance Procedure
 - Reasonable Accommodation Policy and form (if applicable)

Assurances- New Project Grant Applicants

Please review and certify that your organization meets the following criteria. **You must check either Yes or No for each question; do not leave any questions blank.**

- Yes No 1. Applicant has Active SAM registration with current information.
- Yes No 2. Applicant has Valid DUNS number in application.
- Yes No 3. Applicant has no Outstanding Delinquent Federal Debts- It is HUD policy, consistent with the purposes and intent of 31 U.S.C. 3720B and 28 U.S.C. 3201(e), that applicants with outstanding delinquent federal debt will not be eligible to receive an award of funds, unless:
- (a) A negotiated repayment schedule is established and the repayment schedule is not delinquent, or
 - (b) Other arrangements satisfactory to HUD are made before the award of funds by HUD.
- Yes No 4. Applicant has no Debarments and/or Suspensions - In accordance with 2 CFR 2424, no award of federal funds may be made to debarred or suspended applicants, or those proposed to be debarred or suspended from doing business with the Federal Government.
- Yes No 5. Applicant has Accounting System - HUD will not award or disburse funds to applicants that do not have a financial management system that meets federal standards as described at 2 CFR 200.302. HUD may arrange for a survey of financial management systems for applicants selected for award who have not previously received federal financial assistance or where HUD Program officials have reason to question whether a financial management system meets federal standards, or for applicants considered high risk based on past performance or financial management findings.
- Yes No 6. Applicant has disclosed any violations of Federal criminal law - Applicants must disclose in a timely manner, in writing to HUD, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Failure to make required disclosures can result in any of the remedies described in 2 CFR §200.338, Remedies for noncompliance, including suspension or debarment. This mandatory disclosure requirement also applies to subrecipients of HUD funds who must disclose to the pass-through entity from which it receives HUD funds.
- Yes No 7. Applicant has demonstrated they are Eligible Project Applicants - Eligible project applicants for the CoC Program Competition are, under 24 CFR 578.15, nonprofit organizations, States, local governments, and instrumentalities of State and local governments. Public housing agencies, as such term is defined in 24 CFR 5.100, are eligible without limitation or exclusion. Neither for-profit entities nor Indian tribes are eligible to apply for grants or to be subrecipients of grant funds.
- Yes No 8. Applicant has submitted the required certifications as specified in the NOFA.
- Yes No 9. Applicant has demonstrated the project is cost-effective, including costs of construction, operations, and supportive services with such costs not deviating substantially from the norm in that locale for the type of structure or kind of activity.

Yes **No** 10. Applicant has demonstrated they Participate in HMIS - Project applicants, except Collaborative Applicants that only receive awards for CoC planning costs and, if applicable, UFA Costs, must agree to participate in a local HMIS system. However, in accordance with Section 407 of the Act, any victim service provider that is a recipient or subrecipient must not disclose, for purposes of HMIS, any personally identifying information about any client. Victim service providers must use a comparable database that complies with the federal HMIS data and technical standards. While not prohibited from using HMIS, legal services providers may use a comparable database that complies with federal HMIS data and technical standards, if deemed necessary to protect attorney client privilege.

Yes **No** 11. Applicant has demonstrated Project Meets Minimum Project Standards - HUD will assess all new projects for the following minimum project eligibility, capacity, timeliness, and performance standards. Please note that these are minimum threshold criteria. CoCs and project applicants should carefully review each year's NOFA to ensure they understand and have accounted for all applicable standards. To be considered as meeting project quality threshold, all new projects must meet all of the following criteria:

- (a) Project applicants and potential subrecipients must have satisfactory capacity, drawdowns, and performance for existing grant(s) that are funded under the SHP, S+C, or CoC Program, as evidenced by timely reimbursement of subrecipients, regular drawdowns, and timely resolution of any monitoring findings;
- (b) For expansion projects, project applicants must clearly articulate the part of the project that is being expanded. Additionally, the project applicants must clearly demonstrate that they are not replacing other funding sources; and,
- (c) Project applicants must demonstrate they will be able to meet all timeliness standards per 24 CFR 578.85. Project applicants with existing projects must demonstrate that they have met all project renewal threshold requirements of this NOFA. HUD reserves the right to deny the funding request for a new project, if the request is made by an existing recipient that HUD finds to have significant issues related to capacity, performance, unresolved audit or monitoring finding related to one or more existing grants, or does not routinely draw down funds from eLOCCS at least once per quarter. Additionally, HUD reserves the right to withdraw funds if no APR is submitted on the prior grant.