NC Balance of State Continuum of Care

New Applicants Call for Continuum of Care Competition

September 23, 2015

3:00 p.m.

Welcome

- Attendance
- Reminders
  - *6 to mute/unmute line
  - Please do not put us on hold
    - Hold music is disruptive

Today's Agenda

- Review NOFA highlights
  - Eligible projects
  - Eligible applicants
  - Project quality thresholds
- Applicant requirements
  - Esnaps
  - DUNS & SAM registration
  - Match & leverage
- Resources and more information

First step, read the NOFA.

- https://www.hudexchange.info/resources/documents/FY-2015-CoC-Program-NOFA.pdf

- NOFA = Notice of Funding Availability

- NOFA includes:
  - HUD funding priorities
  - Applicant eligibility
  - Needed documentation
  - Eligible activities

Funding for new projects will come from available PH Bonus Project.

- Up to 15% of FPRN: Amount available for BoS will be posted by HUD no later than October 9th*

- Eligible projects**
  - PSH projects that will serve 100 percent chronically homeless families and individuals
  - RRH projects that will serve homeless individuals, families, or unaccompanied youth coming directly from the streets, emergency shelters, or are fleeing domestic violence or other persons meeting the criteria of paragraph (4) of the definition of homeless

* p. 15: II.B.15
** p. 12: II.B.3; p. 19: III.A.3.g

Grant Terms

- CoCs can fund more than one PH Bonus Project
- New projects can be for multiple year terms:
  - TBRA: 1, 2, 3, 4, or 5 year grant term
  - Leasing: May only request up to a 3 year grant term
  - Project-based rental assistance, sponsor-based rental assistance, or operating costs: May request up to a 15-year grant term; however, the project applicants may only request up to 5 years of funds*
- Best to consult with NCCEH staff on this – grant terms will be determined on case-by-case basis

*p. 22: IV.B.2

Agencies Eligible to Apply

- Eligible applicants*:
  - Nonprofit organizations
  - States, local governments, and instrumentalities of state and local governments
  - Public housing authorities

- Ineligible:
  - For-profit entities
  - Individuals

*p. 23: V.A

HUD Project Eligibility & Quality

- New projects must meet the project eligibility and quality requirements established by HUD in Sections V.E.2.d and V.E.2.e. of the NOFA. (Read carefully)*

- Project eligibility:
  - Agency has financial and management capacity
  - Project serves eligible participants
  - Project is cost-effective
  - Project participates in HMIS

* p. 19: III.A.3.g; p. 27: V.E.2.d & e

HUD Project Quality Thresholds

- More information: NOFA Section V.E.2.e (p. 29)
- New PSH and RRH must meet 3 out of 5 points
  - Type, scale, and location of the housing fit the needs of the program participants (1 point)
  - Supportive services fit the needs of the program participants—this includes all supportive services, regardless of funding source (1 point)
  - Plan for ensuring program participants will be individually assisted to obtain the benefits of the mainstream health, social, and employment programs for which they are eligible to apply meets the needs of the program participants (1 point)

HUD Project Quality Thresholds

- New PSH and RRH must meet 3 out of 5 points (continued)
  - Participants are assisted to obtain and remain in permanent housing in a manner that fits their needs (1 point)
  - At least 75 percent of the proposed program participants come from the street or other locations not meant for human habitation, emergency shelters, safe havens, or fleeing domestic violence (1 point)

Existing grantees applying for new projects must demonstrate capacity

- More information: NOFA Section V.E.e.5 (p. 31-32)
- Project applicants with existing CoC grants must have satisfactory capacity, drawdowns, and performance
  - timely reimbursement of subrecipients
  - regular drawdowns
  - timely resolution of any monitoring findings
- HUD may deny a new project if the existing grantee has significant issues related to capacity, performance, or unresolved audit/monitoring findings
- HUD may withdraw funds if no APR is submitted on a prior grant

BoS Project Quality Standards

- BoS Project Review Committee uses scorecard to review and rank projects
  - Committee is composed of representatives from BoS Regional Committees (not applicants)
  - Scorecard posted at www.ncceh.org/bos/currentcocapplication/

- New Project Scorecard includes questions about:
  - Targeting priority populations
  - Funding for housing over services
  - Organizational capacity
  - Performance on prior grants
  - Relationship to community/Regional Committee

Application Requirement: Esnaps

- Esnaps is HUD's online system for the CoC application
- Log in: https://esnaps.hud.gov/grantium/index.jsf

- 2 items to complete in esnaps:
  - Applicant Profile
  - Project Application

- HUD has detailed guides with screen shots of each step: https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources
  - look under "CoC Program Competition – Project Applicants"

Esnaps Guides

New Project Application

2A. Subrecipients (continued)

Step	**Description**
6.	Under "Congressional Districts," select the Congressional district(s) in which the subrecipient is located.
• Highlight one district, or hold the CTRL+Key to make more than one selection.
• Using the single arrow key, move your selection from the left box to the right box.
7.	Select "Yes" or "No" to indicate if the subrecipient is a faith-based organization.

- Print out, use early and often!

Esnaps: Applicant Profile

- Step 1 of process – must complete before starting project application
- Info about agency plus several required forms

- Agencies with existing CoC grants already have a profile – need to update it
- Agencies without existing grants need to create profile

Esnaps: Project Application

- Info about program and request for funding
- Questions include:
  - Description of program
  - Housing type, location, number of beds/units
  - Households to be served
  - Services to be provided
  - Budget

Other Requirements

- DUNS Number
  - Required to be entered in Applicant Profile
- SAM (System for Award Management) Registration
  - Required to receive HUD funds

- If you don't already have these, do them now!
- Handy dandy HUD guide: DUNS and SAM

Other Requirements

- Match and leverage
- Match=25% of all budget line items except leasing
  - Required by HUD
- Leverage=additional funds/resources going to project
  - All projects must have some leverage
  - Scorecard: standard=1.5:1 ratio, max points=2:1 ratio
- Can be cash or in-kind
- Must be documented by letters submitted with application
- Handy dandy NCCEH explainer: Match and Leverage

Other Requirements

- Applicant must be located in area with official 2015 BoS Regional Committee
  - List of RCs at www.ncceh.org/bos/regionalcommittee/

- Scorecard requires new project applications to be presented to their local Regional Committee for review and approval
  - Form will be made available for RC to confirm this was done and provide optional feedback
  - RC lead must submit signed form to NCCEH by Oct. 23

Next Steps

- Read the NOFA

- Intent to Apply Form
  - Agencies that have not filled out Intent to Apply Form, please do so now: http://bit.ly/1LEJDzO
  - Agencies that filled out Intent to Apply Form and are no longer interested in applying, please email bos@ncceh.org

- Start DUNS and SAM registration now if needed
- NCCEH will be sending out an email within the next day with instructions for beginning application process

Resources and Instructions

- HUD guides: www.hudexchange.info/e-snaps/guides/coc-program-competition-resources

- NCCEH instructions and explainers: www.ncceh.org/bos/currentcocapplication/
  - Project Applicant Instructions – coming soon
    - List & explanation of all required application materials
  - Esnaps Explainer (with links to HUD guides) – coming soon
  - Match and Leverage Explainer
  - Scorecards
  - Link to submit your application materials

- NCCEH contact info
  - bos@ncceh.org
  - 919-755-4393