

Project applicant training 2021



Agenda

- Overview of NOFA process
- Renewals
- New projects
- E-snaps application
- Helpful resources
- Questions

The Annual CoC NOFA is a national and local competition for HUD funding.

- HUD strategically allocates resources to communities that are more effective at preventing and ending homelessness.
- Highly effective communities receive funding to support existing housing programs and may receive “bonus” funding to start new programs.



2021 Annual CoC NOFA

1. Renew existing projects
2. New projects:
 - Regular Bonus funding
 - DV Bonus funding

2021 Continuum of Care Process for Suburban Cook County

TIMELINE – last revised 5/19/21*

*NOTE: The timeline is subject to change. Check for updates and information at the Alliance NOFA page:
<http://suburbancook.org/nofa>

Continuum of Care NOFA released by HUD	TBD
Continuum of Care Orientation and Annual Meeting Training on CoC and Other Resources	Wed, May 19, 9:30-11:30am <i>CoC meeting</i>
Alliance Application Forms released for new and renewal projects – see Alliance website	Tues June 1 st
Application and E-Snaps Training: New and renewal project applicants encouraged to attend for application guidance	Tues June 8, 9-11:00 am <i>CoC</i>
Renewals: Alliance application submitted – Alliance app and required attachments emailed to nofa@suburbancook.org .	Friday June 18, 5pm
New Projects: Alliance application submitted – Alliance app and all other attachments emailed to nofa@suburbancook.org .	Friday June 25, 5pm
Alliance staff completes threshold review of project applications	Following the application deadlines
Renewal and new project review panel: receive materials/instructions	Thurs July 1, 1-3pm*
Project Review Panel: Renewal/new project Review Day – meeting to score and rank renewal projects and new project written application	Tues July 13, 9-12:30pm*
New Project oral presentations/final scoring: All-day meeting to score/new projects presentations <i>(mandatory for New Projects to present)</i>	Thurs July 15, 9:00-5:00 pm* <i>CoC</i>
Written Notice of Review Panel Recommendations: the ranked order of new and renewal projects, including recommended dollar amounts, to be posted on Alliance website	July 19, 5pm* www.suburbancook.org/nofa
Alliance Board of Directors approves Project List	July 23, 10am-12pm* Board Mtg
Project applicants notified in writing – whether project was accepted or rejected, notice delivered via email	July 27*
Rejected/reduced projects: appeal deadline	July 30th, 12pm*
Executive Cmte call to make final decision on any written appeals, if applicable	August 3, 1:00pm*
Renewal and New Projects: E-Snaps application – E-Snaps application submitted and emailed to nofa@suburbancook.org	TBD
CoC Application and CoC Priority Listing posted to www.suburbancook.org ; Stakeholders notified via email	TBD
Combined application submitted by the Alliance to HUD – in time for HUD's deadline	TBD

Timelines are subject to change*

For updates visit:

<http://www.suburbancook.org/nofa2021>

Or subscribe to the [Alliance mailing list](#)

Key dates:

- Application and Esnaps training: 6/8, 9-11am
- Renewal applications due: 6/18, by 5pm
- New project applications due: 6/25, by 5pm
- New project oral presentations: 7/15

*Timelines are dependent on when HUD releases annual NOFA

Options for Renewal Projects

1. Keep project the same
2. Voluntary reallocation
3. Consolidate multiple projects of the same type into one project (i.e. two PSH projects into one PSH project)

Renewal application

- Due Friday 6/18 at 5pm
- E-snaps application TBD
- Thresholds
- Attachments
 - Last APR submitted to HUD
 - APR report for 5/1/2020-4/30/21 pdf (NOTE: projects with multiple partners do not need to submit this APR)
 - VAWA transfer policy

New Projects: Regular Bonus Funding

1. Estimated \$400k-\$1M in funding for competition
2. Eligible project types and target populations:
 - **Permanent Supportive Housing ([PSH](#))**
 - Households that are chronically homeless
 - **Transitional Housing Rapid Re-housing Joint Component ([TH-RRH](#))**
 - Serving all people who are homeless
 - Eligible categories of homelessness depends on NOFA; typically does not include youth/families that are doubled up

Domestic Violence Bonus Funding

1. Estimated \$1.3M available in funding for competition
2. Target population: Serves households fleeing domestic violence, sexual assault, stalking or other dangerous or life-threatening conditions relating to violence against the individual or family
3. Eligible project types
 - Rapid Re-housing ([RRH](#))
 - Transitional Housing Rapid Re-housing Joint Component (TH- RRH)
 - Coordinated Entry – Supportive Services Only (CE-SSO)

New Project Application

- New project applications due: 6/25, by 5pm
- New project oral presentations: 7/15
- HUD project application due date TBD
- Thresholds
 - [CE](#)
 - [Housing First](#)

Eligibility Per Component Type

	PSH*		RRH	TH	SSO
	New±	Renewal			
Category 1 <i>Literally Homeless</i>	X	X	X**	X	X
Category 2 <i>At Imminent Risk</i>				X	X
Category 3 <i>Homeless under other federal programs</i>	* No CoC was approved to serve Category 3 with FY 2018 CoC Program Funds				
Category 4 <i>Fleeing domestic violence, etc.</i>	X	X	X	X	X

± Requires chronic homeless status

* Requires a disability

** Must be residing on the streets or in an emergency shelter

Eligible Expenses*

Eligible Expenses	Program Components				
	Permanent Housing		TH	SSO	HMIS
	PH: PSH	PH: RRH			
Leasing	✓		✓	✓	
Rental assistance	✓	✓	✓		
Supportive services	✓	✓	✓	✓	
Operating costs	✓		✓		
HMIS	✓	✓	✓	✓	✓
Project administration	✓	✓	✓	✓	✓

*Eligible expenses outlined in the [HUD interim rule](#)

Calculating leasing and rental assistance

Final FY 2021 FMRs By Unit Bedrooms

Year	Efficiency	One-Bedroom	Two-Bedroom	Three-Bedroom	Four-Bedroom
FY 2021 FMR	\$1,012	\$1,122	\$1,299	\$1,649	\$1,969

Source: [HUD Fair Market Rent](#)

Resources:

- [FMR Worksheet](#)
- [Rent reasonableness vs. FMR](#)

Supportive Services

Assessing service needs	Food	Mental health services
Moving costs	Housing search & counseling services	Outreach services
Case management	Legal services	Substance abuse treatment services
Child care	Education services	Transportation
Employment Assistance & job training	Life skills training	
Utility deposits	Outpatient health services	

Eligible expenses outlined in the [HUD interim rule](#)

Project Admin

- Projects can allocate a maximum of 10% of program expenses for administrative expenses. “Program expenses” is the request subtotal before admin.
- Example:
 - Supportive services = \$80,000
 - Rental Assistance = \$300,000
 - Program expenses total = \$380,000
 - **Admin = \$380,000 x .10 = \$38,000**
 - Total request = \$418,000

Project match

- HUD requires a match of 25% of the awarded grant amount (excluding leasing dollars) with cash or in-kind resources.
- Match must be for activities *eligible* under the [CoC Interim Rule](#)
- Match must be used to support project participants

Sources of project match

Eligible Sources	Ineligible Sources
<ul style="list-style-type: none"><li data-bbox="234 568 1223 825">• A recipient or subrecipient may use funds from any source, including any other federal sources (except for CoC Program funds), as well as funding from State, local, and/or private sources<li data-bbox="234 893 1223 1208">• The funds must not be statutorily prohibited from being used as match (the recipient or subrecipient must ensure that the rules governing use of the matching funds allow the funding to be used as match for the CoC Program)	<ul style="list-style-type: none"><li data-bbox="1294 594 2191 694">• Resources used as match for another grant<li data-bbox="1294 762 2262 862">• Program participant resources (including savings)<li data-bbox="1294 922 1803 965">• CoC Program funds<li data-bbox="1294 1033 2262 1179">• Funding sources that are prohibited from being used as match for the CoC Program

Project match example

Leasing funding = \$40,000

Supportive Services funding = \$55,000

Project Administration funding = \$5,000

Total amount requested = \$100,000

$\$100,000$ (Total Amount Requested) - $\$40,000$ (Leasing Funding) = $\$60,000$

Total amount requested from HUD x .25 = Minimum Match Requirement

$\$60,000$ x .25 = $\$15,000$

In-kind match

A recipient or subrecipient **may use the value of any of the following** that as in-kind project match, that would be an eligible expense under the CoC Program Interim Rule, including:

- Real property
- Equipment
- Goods
- Services (time, expertise, etc.)

Documenting match

Cash or in-kind match should be documented in a letter in the following way:

- On letterhead
- Project name/Project Sponsor receiving contribution
- Source of funds—Name of organization providing match
- Type of contribution—cash or in-kind
- Value of contribution
- When will funds be available? (needs to be during timeframe of grant)
- Use of the funds
- Signed and dated by authorized representative

Resource: [Sample match letter](#)

Documenting match

- Donated professional services should be valued at the customary rate.
- Value of volunteer time:
http://www.independentsector.org/volunteer_time

E-snaps application

- Release date and due date TBD
- Online E-snaps toolkit and resources:
<https://www.hudexchange.info/programs/e-snaps/>

Things to know:

- Housing First
- PSH projects: Select “Dedicated-Plus”
- Project participants refers to the number of people served on a given night when the project is at full capacity

Helpful links

- [CoC program website](#)
- [Sign up for HUD Exchange updates](#)
- [Sign up for SNAPS Competition Information](#)
- [Sign up for SNAPS Program Information](#)
- [Ask a CoC Program Question](#)
- [FY 21 program competition](#)
- [CoC Program Toolkit](#)

Project type best practices

Permanent Supportive Housing

<https://www.usich.gov/solutions/housing/supportive-housing/>

Rapid Re-housing

https://endhomelessness.org/wp-content/uploads/2016/10/NAEH-Rapid-Re-housingTooklit_2017-FINAL.pdf

<http://endhomelessness.org/wp-content/uploads/2016/02/Performance-Benchmarks-and-Program-Standards.pdf>

<https://files.hudexchange.info/resources/documents/Rapid-Re-Housing-Brief.pdf>

Rapid Re-housing/Transitional Housing Joint Component:

<https://endhomelessness.org/scoop-transitional-housing-rapid-re-housing-joint-component/>

<https://www.nationalallianceforsafehousing.org/wp-content/uploads/2019/02/FAQ-JointComponentProject-Survivors-9-2018-FINAL.pdf>

Housing First checklist

https://www.usich.gov/resources/uploads/asset_library/Housing_First_Checklist_FINAL.pdf

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