GUILFORD COUNTY
CONTINUUM OF CARE
Working to End Homelessness
in Guilford County

PARTNERS
ENDING
HOMELESSNESS
CONNECT | SUPPORT | ADVOCATE

INTRODUCTION

As the Collaborative Applicant for the Guilford County Continuum of Care, Partners Ending Homelessness (PEH) is accepting proposals for Continuum of Care Homeless Assistance funding from the U.S. Department of Housing and Urban Development (HUD). HUD released the Notice of Funding Availability (NOFA) for the Fiscal Year (FY) 2019 Continuum of Care (CoC) Program Competition on July 3, 2019. The HUD CoC Program provides federal funds to help local organizations and governments deliver housing and services to people who have been experiencing homelessness.

This document is Guilford County Continuum of Care's notice of Public Solicitation for new project applications and renewal applications.

BACKGROUND

The CoC Program (24 CFR part 578) is designed to promote community-wide commitment to the goal of ending homelessness; to provide funding for efforts by nonprofit providers, States, and local governments to quickly re-house homeless individuals, families, persons fleeing domestic violence, and youth, while minimizing the trauma and dislocation caused by homelessness; to promote access to and effective utilization of mainstream programs by homeless individuals; and to optimize self-sufficiency among those experiencing homelessness.

Each year the U.S. Department of Housing and Urban Development (HUD) releases a Notice of Funding Availability (NOFA), signifying the beginning of a funding competition among approximately 450 Continuums of Care (CoC), which are coalitions of community stakeholder groups that guide local responses to homelessness. The FY2019 CoC NOFA was released on July 3, 2019, opening the competition making available approximately **$2.3 billion** to serve homeless people nationally. The information in the NOFA sets forth the national competition rules and processes for 2019. This summary includes the highlights of the NOFA and the local funding processes, deadlines, etc. Additional guidance will be shared as HUD issues updates and the local committee meets to update and finalize details.

Before the consolidated application is submitted to HUD, the CoC is required to hold a local competition to determine which projects will be included in the consolidated application, along with their relative priority. The results of the local competition, overseen by the CoC's System Performance and Evaluation Committee and approved by the CoC membership, dictate which projects will move forward in the funding process. Additional details about items found in this summary can be found at: https://www.hudexchange.info/resource/5842/fy-2019-coc-program-nofa/.

FUNDS AVAILABILITY

The amount of funding estimated to be available from HUD is $**$2,127,921**, which is based on the amount of currently funded projects eligible for renewal funding. Any bonus funds made

available by HUD would be in addition to that amount. New projects can be funded only through reallocation of existing project funding or through bonus funds.

CoC's Estimated Annual Renewal Demand (ARD): $2,127,921
     Estimated Tier 1 (94% of ARD): $2,000,246
     Estimated Tier 2 (remainder of ARD plus bonus amount):
Estimated Permanent Housing Bonus Amount (6% FPRN): $106,396
Estimated Domestic Violence Bonus Amount (10% FPRN): $203,988
Estimated CoC Planning Amount: $63,838 (Planning grants are available only to the Collaborative Applicant and are not ranked).

DEADLINES
Both renewal and new project proposals (letters of intent and associated documentation) must be submitted to Partners Ending Homelessness (PEH) by **5:00 p.m. on Friday, July 26, 2019.** Submission procedures are described below in the sections labeled "SUBMISSION PROCEDURE" and "KEY INFORMATION." Organizations failing to meet these criteria may be disqualified from the application process.

The 2019 NOFA was published on Wednesday, July 3, 2019, with a deadline of Monday, September 30, 2019. The tentative CoC internal deadlines are Friday, August 9, 2019 for project applications and Friday, September 27, 2019 for the CoC Collaborative Application.   PEH reserves the right to publish additional information subject to HUD updates or new information.

Other important deadlines will be forthcoming.

As prescribed by HUD, a single, consolidated submission of all selected projects in Guilford County will be submitted to HUD by PEH, upon approval by the System Performance and Evaluation Committee and CoC membership. Funding will be derived from Federal Fiscal Year 2019 allocations of HUD funds and is subject to funding availability under the NOFA. PEH reserves the right to request that applicant organizations submit adjusted project budgets based on the amount of funding made available by HUD.

HUD NOFA INFORMATION SESSION
A HUD NOFA information session was held on Thursday, June 12, 2019 following the CoC annual membership meeting. Further details regarding this year's process will be distributed by email to applicants and published in the weekly CoC newsletter (prepared and distributed by PEH).   For additional questions or to subscribe to the newsletter, contact gwen@partnersendinghomelessness.org.

FY2019 HUD CoC POLICY PRIORITIES
In its FY 2018-2022 Strategic Plan, HUD stated its mission to "create strong, sustainable, inclusive communities and quality affordable homes for all." It listed the following policy priorities in Section II and in Section VII.B of the 2019 CoC NOFA:

1. *Ending homelessness for all persons.* 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, or those experiencing chronic homelessness). CoCs should have a comprehensive outreach strategy in place to identify and continuously engage all unsheltered individuals and families. Additionally, CoCs should use local data to determine the characteristics of individuals and families with the highest needs and long experiences of unsheltered homelessness to develop housing and supportive services tailored to their needs. Finally, CoCs should use the reallocation process to create new projects that improve their overall performance and better respond to their needs.

2. *Creating a systemic response to homelessness.* CoCs should be using system performance measures such as the average length of homeless episodes, rates of return to homelessness, and rates of exit to permanent housing destinations to determine how effectively they are serving people experiencing homelessness. 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.

3. *Strategically allocating and using resources.* Using cost, performance, and outcome data, CoCs should improve how resources are utilized to end homelessness. CoCs should review project quality, performance, and cost effectiveness. HUD also encourages CoCs to maximize the use of mainstream and other community-based resources when serving persons experiencing homelessness. CoCs should also work to develop partnerships to help CoC Program participants sustainably exit permanent supportive housing, such as through partnerships with Public Housing Authorities (PHAs) and other government, faith-based, and nonprofit resources specializing in areas such as treating mental illness, treating substance abuse, job training, life skills, or similar activities, including those that help CoC Program participants, whenever possible, reach recovery, self-sufficiency, and independence. Finally, CoCs should review all projects eligible for renewal in FY 2019 to determine their effectiveness in serving people experiencing homelessness, including cost effectiveness.

4. *Using an Evidence-Based Approach.* CoCs should prioritize projects that employ strong use of data and evidence, including the cost-effectiveness and impact of homelessness programs on positive housing outcomes, recovery, self-sufficiency, and reducing homelessness. Examples of measures that CoCs may use to evaluate projects include, but are not limited to: rates of positive housing outcomes, such as reduced length of time homeless and reduced rates of return to homelessness; improvements in employment and income; and improvements in overall well-being, such as improvements in mental health, physical health, connections to family, and safety.

5. *Increasing employment.* Employment provides people experiencing homelessness with income to afford housing. Employment also improves recovery outcomes for individuals with mental illness or addiction. CoCs and CoC-funded projects should work with local employment agencies and employers to prioritize training and employment opportunities for people experiencing homelessness. CoC's should also promote partnerships with public and private organizations that promote employment.

6. *Providing Flexibility for Housing First with Service Participation Requirements.* The

traditional Housing First approach has two basic parts: First, individuals are rapidly placed and stabilized in permanent housing without any preconditions regarding income, work effort, sobriety or any other factor. Second, once in housing, individuals never face requirements to participate in services as a condition of retaining their housing. The first part, placement into permanent housing without preconditions, is an important priority to ensure that federal funds are allocated to providers that serve the most vulnerable homeless individuals. This NOFA maintains the commitment to unconditional acceptance of individuals into housing, especially for people with a high degree of vulnerability. At the same time, allowing service participation requirements once a person has been stably housed may promote important outcomes (e.g., employment, increased income, reduced substance use, and strengthened social connection), so this NOFA also provides communities and programs with flexibility, without penalty, to use service participation requirements after people have been stabilized in housing (consistent with 24 CFR 578.75(h)).

HUD has developed the following seven system-level performance measures to help communities gauge their progress in preventing and ending homelessness:

1. Length of time persons remain homeless;

2. The extent to which persons who exit homelessness to permanent housing destinations return to homelessness;

3. Number of homeless persons;

4. Jobs and income growth for homeless persons in CoC Program-funded projects;

5. Number of persons who become homeless for the first time;

6. Homelessness prevention and housing placement of persons defined by Category 3 of HUD's homeless definition in CoC Program-funded projects;

7. Successful housing placement;

TRANSITION GRANTS
The FY 2017 Appropriations Act established the ability of renewal projects to transition from one CoC Program component to another during the CoC Program Competition. See Section III.C.2.u of this NOFA for a definition of the transition grant concept. HUD was unable to implement in the FY 2017 CoC Program Competition, but is including this concept in the FY 2019 CoC Program Competition as follows:

a. No more than 50 percent of each transition grant may be used for costs of eligible activities of the program component originally funded;
b. Transition grants in this Competition are eligible for renewal in subsequent fiscal years for eligible activities of the new program component; and
c. To be eligible to receive a transition grant, the renewal project applicant must have the consent of its Continuum of Care and
d. the new project application must meet project quality thresholds established by HUD in Sections V.C.3.b and V.C.3.c of this NOFA.

DOMESTIC VIOLENCE (DV) BONUS FUNDS
Domestic Violence (DV) Bonus. The FY 2019 HUD Appropriations Act provides up to $50 million for "rapid re-housing projects and supportive service projects providing coordinated entry, and for eligible activities that the Secretary determines are critical in order to assist survivors of domestic violence, dating violence, and stalking." In the FY 2019 CoC Program Competition, CoCs will be able to apply for a DV Bonus for Permanent Housing-Rapid Rehousing (PH-RRH) projects, Joint TH and PH-RRH component projects, and SSO projects for coordinated entry (SSO-CE). Except as provided in Section II.B.1.a of this NOFA, a CoC may apply for up to 10 percent of its Preliminary Pro Rata Need (PPRN), or a minimum of $50,000, whichever is greater, or a maximum of $5 million, whichever is less, to create DV Bonus projects.

A CoC may apply for the following types of projects:
> a. Rapid Re-housing (PH-RRH) projects that demonstrate trauma-informed, victim-centered approaches.
> b. Joint TH and PH-RRH component projects as defined in Section III.C.2.n of this NOFA that demonstrate trauma-informed, victim-centered approaches.
> 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 experience 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).

Regardless of the type of project the CoC applies for, the grant term must be 1-year.

A CoC can only submit one project application for an SSO-CE project. A CoC may apply for any number of PH-RRH and Joint TH and PH-RRH projects provided that each application is for at least $25,000. A CoC may also apply to expand an existing renewal project in accordance with Section III.C.2.j of this NOFA.

CONSOLIDATED PROJECTS
Eligible renewal project applicants will continue to have the ability to consolidate two or more eligible renewal projects (but no more than four 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 2019 funds (meaning no funds recaptured from prior years will be awarded to the project).

Renewal project applicants interested in this type of project should consult the NOFA for further details and eligibility criteria.

REALLOCATION

Reallocation is a process that 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 II.B.1 of this NOFA and the project eligibility and project quality thresholds established by HUD in Sections V.C.3.b and V.C.3.c of this NOFA. CoCs may only reallocate eligible renewal projects that have previously been renewed under the CoC Program. To create a Transition Grant (see Section III.C.2.u of this NOFA), the CoC must wholly eliminate one or more projects and use those funds to create the single, new transition grant.

For a CoC to receive funding for a new project, other than through reallocation, the CoC must demonstrate that all project applications are evaluated and ranked based on the degree to which they improve the CoC's system performance.

KEY INFORMATION
   a. Threshold Requirements -- All projects must meet the threshold criteria shown in the attached Appendix A – Threshold Criteria for Continuum of Care Grant Proposals.
   b. Proposed funding for new projects cannot supplant funding from other sources.
   c. Participants in CoC-funded projects must meet HUD's eligibility requirements, which vary by program component. More information on the CoC regulations is found below.
   d. Permanent supportive housing projects may serve families or individuals. An adult participant in each household served in any permanent supportive housing program must be disabled.
   e. Projects may not charge participants program fees in any program.
   f. Funds are not available for transitional housing, except in the new component, which combines transitional housing and rapid re-housing.
   g. Funds are not available for supportive services, unless they are part of a renewal project or a new project created through reallocation for coordinated assessment.
   h. Emergency shelter and services are not eligible for funding under the CoC Program.
   i. 24 CFR 578.73 provides the information regarding match requirements. Project applicants that intend to use program income as match must provide an estimate of how much program income will be used for the match.
   j. All projects will be limited to requests for one year of assistance. Upon expiration, projects may be renewed subject to HUD requirements, local priorities, satisfactory performance, and availability of funds.
   k. Collaborative efforts by community agencies are encouraged.

PROJECT RANKING PROCESS

HUD requires that all projects be ranked and prioritized in a two-tiered list. Tier 1 will be the top priority projects. Tier 2 will be lower priority projects. Either new or renewal projects may be ranked in Tier 1 or Tier 2. The placement of each project on the priority list will be determined through a multi-stage process including review by the Continuum of Care System Performance and Evaluation Committee and the Continuum of Care Board of Directors, prior to review by the Guilford County Continuum of Care voting membership.

Based on the highly competitive nature of the grant program, ranking of each project will be critical in determining the likelihood of funding. Projects ranked in Tier 2 have a low probability of funding. New projects created through reallocation or bonus funding may be included in either Tier 1 or Tier 2.

Renewal projects will be reviewed and ranked through the CoC process based on performance. New project proposals will be reviewed in reference to organizational capacity, strategic priority, project approach and design, and cost effectiveness and ranked through the CoC process.

HUD PROGRAM INFORMATION
All parties intending to apply for funding are strongly encouraged to review the program regulations, including those organizations that are currently or were previously funded. Proposals that do not conform to the regulations will not be considered for funding. The regulations and other information for the Continuum of Care Program may be found at this link (https://www.hudexchange.info/programs/coc/).

FUNDS AVAILABILITY
Once awarded by HUD, grant funds are estimated to be made available by HUD by **the third quarter of calendar year 2020**. However, the awarding of funds and the timing of awards and grant-making by HUD is outside of the control of the PEH and the Guilford County Continuum of Care. Agencies seeking renewal funding must be aware of all operating year start and end dates and must make arrangements to accommodate any period for which a HUD funding award is denied or delayed. It should be noted that projects created through reallocation are not renewal projects and may have different start dates than the grants from which funds were taken.

SUBMISSION PROCEDURE
Please prepare and submit a project letter of intent (LOI) including the following information:

- Nature of Project (Renewal Project, Bonus Project, or New Project (from reallocated funds)):
- Project Title:
- Project Summary (1 paragraph):
- Confirmation of items listed in Appendix A, Part I
- Program type (Permanent Supportive Housing, Rapid Re-Housing, New "Joint Project", Supportive Services including HMIS and Coordinated Intake):
- Proposed Funding Amount:
- Source and Amount of Match Funding:
- Contact person and contact information:
- Name and contact information of person responsible for preparing application in eSNAPS:

Please submit the letter of intent on applicant's letterhead; signed by executive director (or appropriate similar position), including the items listed in Appendix A, Part II, via postal mail or hand delivery to:

     Partners Ending Homelessness
     Attn: Gwen Taylor
     815 Phillips Avenue
     High Point, NC 27262

NOTE: Project proposals submitted or arriving after the due date cannot be accepted.

The applicant is responsible for entering the formal grant application via HUD's eSNAPS online portal, following the timeline distributed by PEH for the FY2019 CoC NOFA application process.

PEH may request additional information for any project, if needed pursuant to the CoC NOFA or related materials. If your project is selected for submission to HUD, you may be requested to provide additional information within a timeframe to be specified by PEH.

This RFP and the 2019 CoC NOFA Information will be added to the Guilford County Continuum of Care website (guilfordcoc.org) and to the PEH website (pehgc.org).

Please direct any questions to Brian Hahne (brian@partnersendinghomelessness.org, 336-553-2715 ext 1002) or Gwen Taylor (gwen@partnersendinghomelessness.org, 336-553-2715 ext 1001).

Appendix A
Threshold Criteria for Continuum of Care Grant Proposals

I. <u>Criteria for Continuum of Care Grant Participation</u>

    a) Must have documentation of having served HUD-eligible homeless persons or families, through activities that are eligible under the CoC Interim Rule, during the twelve months prior to the deadline stated in the Request for Proposals

    b) Must propose an eligible activity for an eligible homeless population, pursuant to HUD requirements

    c) Must be an eligible contractor for federal funds per https://www.sam.gov/, must have a current tax exempt status as verified by the IRS and must not owe any overdue tax debts, as documented on IRS 990 submissions to the IRS

    d) Must not propose to use HUD funds to supplant current funding

    e) Must identify matching funds prior to application submission

    f) Must provide the information listed below in Section II and must have satisfactory organizational status, experience and capacity to submit, implement and operate the proposed project, as determined by PEH

II. <u>Information on Organizational Status</u>

    Sponsors of CoC projects must provide the following items to PEH for review:

a) Signed letter of intent (LOI) to apply for CoC Funding
b) Most recent IRS 990, as submitted to the IRS
c) Most recent audit report and auditor's management letter
d) By-Laws
e) Articles of Incorporation
f) IRS 501(c)3 designation letter (status in place for at least one year prior to application deadline)
g) Current Board of Directors roster, including demographic details regarding gender, racial/cultural identity and lived experience.
h) Copies of organizational (not CoC project) budgets for last year, current year and next year (if available)
i) Copies of Code of Conduct (as adopted and/or on file with HUD), Personnel Policies, Procurement Policies, Accounting Procedures for the Organization, and Conflict of Interest Policy (as applicable).
j) Current NC Solicitation license or exempt letter
k) Notarized statement of no overdue taxes
l) Renewal projects must also submit verification of all project drawdowns during the past project year
m) Most current APR on file with HUD (*e-snaps* prior to April 1, 2017, or SAGE after April 1, 2017) Please indicate the date the APR was submitted.
n) Attestation documents certifying conformance with Housing First, Coordinated Entry rules, and other Guilford CoC policies
o) Copy of signed HMIS data sharing agreement with CoC
p) Listing of any grant amounts recaptured in previous years
q) Listing from eSnaps of drawdown for renewal projects in the past year
r) Listing of staff participation in annual trainings on Equal Access, Racial Disparity, Domestic Violence, Dating Violence, Sexual Assault, Stalking and other topics of relevance to CoC work and policies, including course name, dates of training, name of presenting organization, and names and titles of participants.
s) Other organizational information needed to meet HUD or CoC requirements.