

**FY 2023 CoC Program
Competition NOFO
Briefing: Local
Application Process**

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Strategies For Change

thn.org

Meet the CoC Program Staff



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Today's Agenda

- Brief Overview of the CoC Program
- Local Application process
 - How to submit an application
 - What is being requested of Applicants
 - Scoring Overview
 - Timeline
- Request For Proposals Overview
- Questions & Next Steps

THN and the TX BoS CoC

- THN is the Collaborative Applicant for the Texas Balance of State Continuum of Care (TX BoS CoC)
- THN is also the HMIS Lead Agency for the TX BoS CoC
- TX BoS CoC covers 215 of Texas' 254 counties (85% of Texas's land mass)



What is a CoC?

A CoC, as defined by the U.S. Department of Housing and Urban Development (HUD) in the CoC Program Interim Rule at 24 CFR Part 578.3, is the group organized to carry out the responsibilities required under the CoC Program for a defined geographic area.

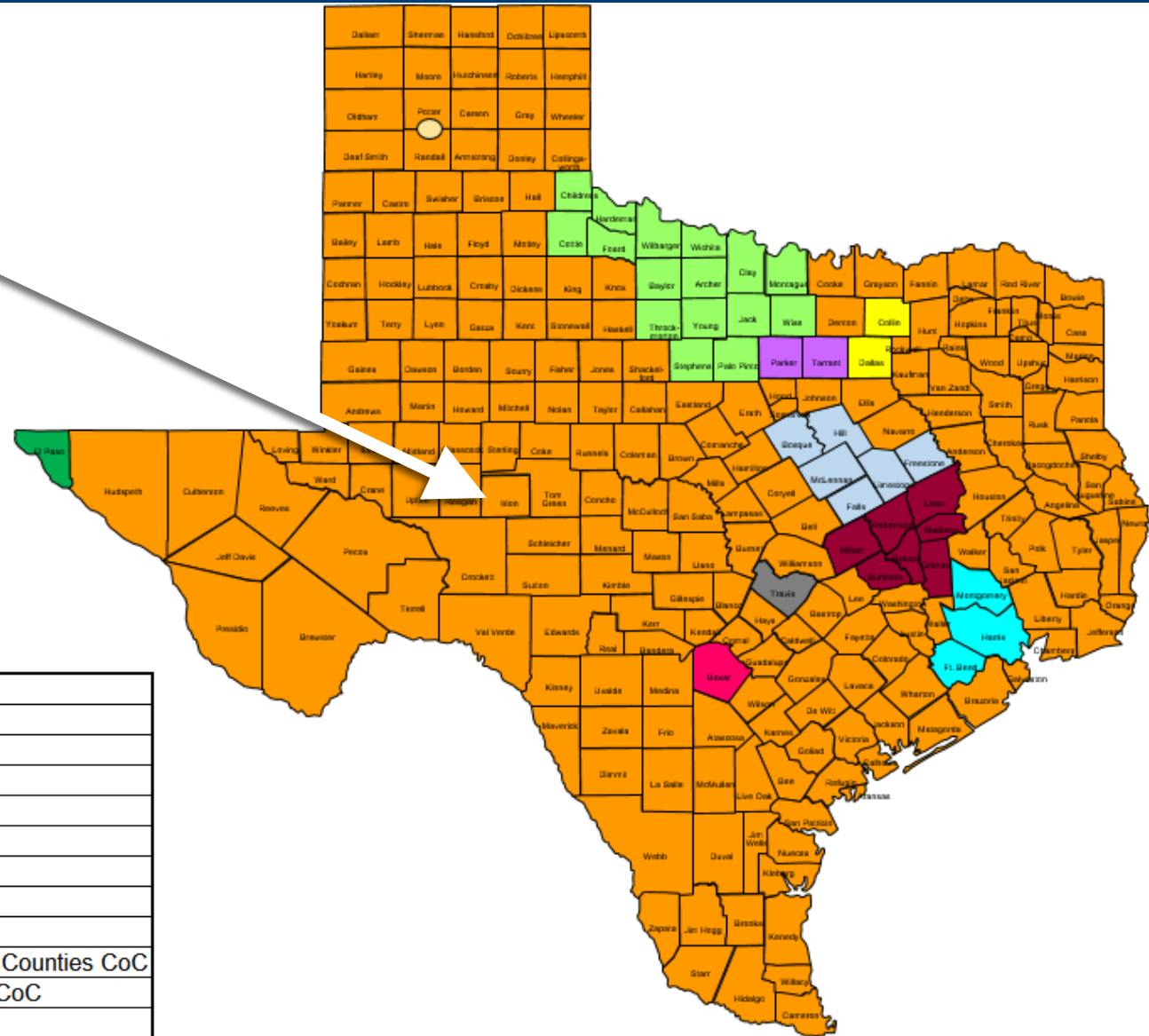
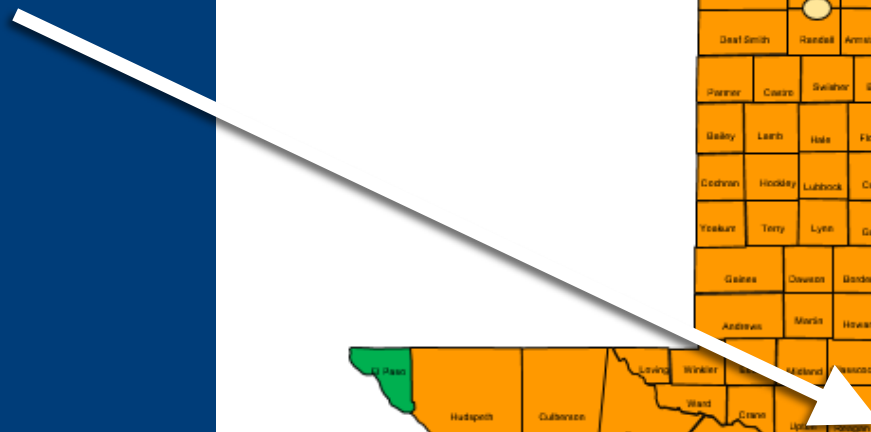
A community-based planning network for homelessness assistance.












The geographic area covered by the community-based planning network.

A program operated by the U.S. Dept. of Housing & Urban Dev. (HUD)

Texas Balance of State Continuum of Care

TX-607



| Map Key | |
|---|---|
|  | TX-500 San Antonio/Bexar County CoC |
|  | TX-503 Austin/Travis County CoC |
|  | TX-600 Dallas City & County, Irving CoC |
|  | TX-601 Fort Worth, Arlington/Tarrant County CoC |
|  | TX-603 El Paso City & County CoC |
|  | TX-604 Waco/McLennan County CoC |
|  | TX-607 Texas Balance of State CoC |
|  | TX-611 Amarillo CoC |
|  | TX-624 Wichita Falls/Wise, Palo Pinto, Wichita, Archer Counties CoC |
|  | TX-700 Houston, Pasadena/Harris, Fort Bend Counties CoC |
|  | TX-701 Bryan, College Station/Brazos Valley CoC |

HUD's CoC Program (24 CFR Part 578)

- Promote a community-wide commitment to the goal of ending homelessness;
- Provide funding for efforts to quickly rehouse people experiencing homelessness while minimizing the trauma and dislocation caused by homelessness;
- Promote access to and effective utilization of mainstream programs by people experiencing homelessness; and
- Optimize self-sufficiency among people experiencing homelessness.

Big Picture

- Entities apply for CoC Program funding through their CoCs' "local competitions;" THN develops and runs the process for the TX BoS CoC
- HUD awards funds to selected projects, then contracts with grantees
- Grantees operate projects, use HMIS (or a comparable database for VSPs) and CE, and report performance; THN provides technical assistance to grantees
- Projects' performance makes up the CoC's "system performance;" the CoC is one system, and the CoC Program funds pieces of the system
- CoCs make decisions about priorities based on needs and performance

FY 2023 CoC Program NOFO

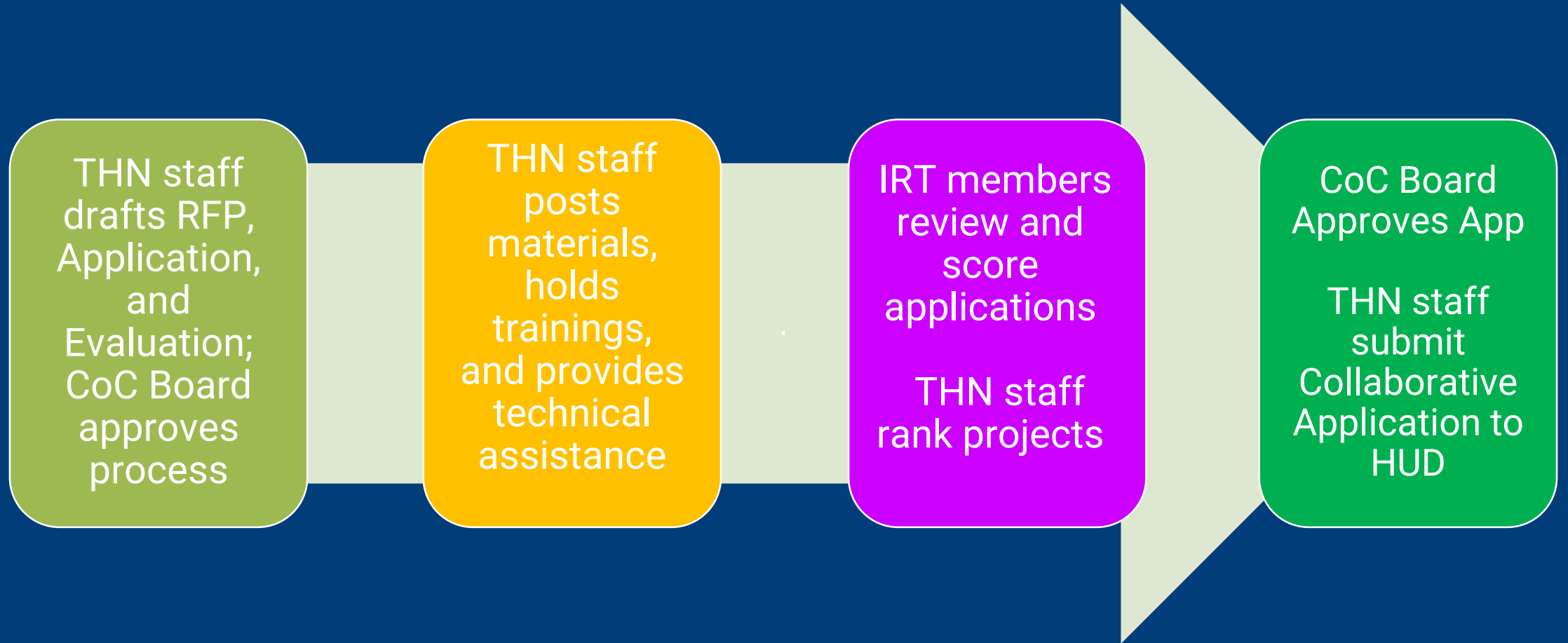
- On July 5, HUD released the [FY 2023 Notice of Funding Opportunity \(NOFO\)](#) -- invites applications for the program and purpose described in the NOFO
- In the TX BoS CoC, this NOFO makes available:
 - \$13,444,459 for current CoC Program recipients seeking to renew funding
 - \$3,823,623 for new projects under the CoC Bonus
 - \$5,000,000 new projects under the Domestic Violence (DV) Bonus

TX BoS CoC Priorities for Funding

CoC Program Competition Priorities - TX BoS CoC

- Community-wide commitment
- Leveraging Housing or Healthcare resources
- Landlord engagement strategy
- SOAR-trained staff (or other benefits specialist)
- Housing First
- Targeting the “hardest to serve”
- Persons with lived experience of homelessness must meaningfully contribute to project design and implementation
- Targeting Underserved Communities (varies by community)

CoC Competitive Application Process



TX BoS CoC Local Competition

- 1 Request for Proposals (RFP)
- 4 distinct Application pathways in SurveyMonkey Apply (“Apply”)
 - Renewals - limited to current CoC Program recipients seeking to renew existing funding
 - Expansions - limited to current CoC Program recipients seeking to expand the activities of an existing project. Expansions are considered a new project application.
 - CoC Bonus - new project applicants seeking funding for a new project:
 - Permanent Supportive Housing (PSH)
 - Rapid Rehousing (RRH)
 - Joint Transitional Housing & Rapid Rehousing (TH/RRH)
 - Supportive Services Only-Coordinated Entry (SSO-CE)
 - DV Bonus - new project applicants seeking funding for a new project that will exclusively serve victims of domestic violence (must be VSP)
 - Rapid Rehousing (RRH)
 - Joint Transitional Housing & Rapid Rehousing (TH/RRH)

Threshold Requirements - All applicants

- Project Applicants must satisfy at minimum all HUD and CoC threshold Requirements
- Applicants may submit one **new project** application (in addition to any eligible renewal project applications). Expansions are considered a new project.
- Proposed project may only serve [counties within the Texas Balance of State CoC](#)
- All proposed activities for the project must be eligible
- All new project applicants must not have open monitoring findings with HUD as of the date of the Local Application Submission deadline
- As of FY2022, all new project applicants proposing to exclusively serve victims or survivors of domestic violence are limited to Victim Service Providers (VSPs) only
- Proof of Matching Funds. All Applicants must match required activities with no less than 25% of Cash or In-Kind resources.

Threshold Requirements - All applicants (continued)

- Applicants (and any proposed sub-recipients) must
 - Agree to the expectations outlined in the FY23 CoC Expectations form
 - Be nonprofit organizations, states or local governments, or instrumentalities of state or local governments
 - Have an active System for Award Management (SAM) registration
 - Have an active Unique Entity Identification Number (UEIN)
 - Have no outstanding delinquent federal debts listed at sam.gov
 - Have a financial management system that meets Federal standards
 - Submit a Code of Conduct or have a Code of Conduct on file with the Federal Government
 - Submit a completed Certification Regarding Lobbying and Disclosure of Lobbying Activities
 - Additional requirements identified in the FY23 RFP

New Project Application Requirements

- Total funding request for new projects must be at least \$200,000 and no more than \$750,000 (excluding match requirements)
- The CoC will not accept applications that include
 - Construction, Acquisition, or Rehabilitation
 - Stand alone Transitional Housing
 - Any funding request or project design that conflicts with [24 CFR 578.87](#)
- Must align with the [CoC's funding priorities](#)
- The maximum request for HMIS must be no more than 3% of the total of all other budget line requests from HUD, and cannot exceed \$15,000 per application, whichever is less
- Total budget request may not be more than 50% of the most recently approved (by the Board, Membership, Voters, etc) Agency operating budget
- Housing Stability Case management is a required activity for all project applications, Therefore, all housing projects must request Supportive Services as a Budget Line Item in the Application

SurveyMonkey Apply (“Apply”) Application Software

- The TX BoS CoC local application process will be hosted entirely within the Apply platform, however, Applicants must also complete tasks outside of Apply and upload as attachments within Apply, including:
 - e-snaps Applicant Profile
 - e-snaps Project Application
 - Additional required uploads such as letters of support, Match documentation, etc
- For questions related to your Apply account such as password or username issues, please contact Apply directly. THN cannot reset your password or retrieve your username.
- Applicants are highly encouraged to add noreply@mail.smapply.net to their list of approved emails.
 - THN cannot be held responsible for missed communication between the CoC and the Applicant

e-snaps

- e-snaps is the electronic CoC Program Application and Grant Management System utilized by HUD
- Applicants will complete the following activities in e-snaps and upload to Apply:
 - **e-snaps Applicant Profile**
 - Applicants will download and submit the Organization's most recently submitted Applicant Profile to Apply
 - THN is unable to offer significant technical assistance with this component. Applicants are highly encouraged to review available [e-snaps guidance via HUDExchange](#)
 - **e-snaps Project Application**
 - Applicants must export and upload a completed e-snaps project application that correlates to the project application being submitted in Apply. This means that the applicant **must** submit the e-snaps application prior to the Apply submission.
 - Applicants **must** use HUD's Detailed Instructions to successfully complete this component. THN can offer limited technical assistance regarding e-snaps navigation, however, questions from Applicants regarding e-snaps are generally referred back to the Detailed Instructions

Renewal Projects

- Projects that were funded in the FY 2022 CoC Competition are eligible to apply for renewal.
- Renewal Project will be scored based on performance data and answers to the Supplemental Project Narrative.
- Renewal Projects, except 1st time renewals, can import their last renewal submission, but must review the information for accuracy.
- First time renewals are “held harmless”
- Renewal Project applications must remain materially similar to prior awards.
 - Changes to subpopulations served, addition or removal of Budget Line Items, or reduction in number of units are not allowed through the renewal process

Expansion Projects

- Expansion projects must increase the number of units, persons served, and/or services provided to existing program participants
- Funded through CoC Bonus, DV Bonus, and Reallocation funds
 - Projects may not replace state and/or local funds with CoC Program funds
- Expansion applications will only be considered for projects that are eligible to have their existing CoC project renewed
 - Renewal project must have closed at least one Annual Performance Report (APR)
- Projects originally awarded under the DV Bonus are eligible for expansion and may expand with either CoC Bonus or DV Bonus funding
- Expansion projects will be evaluated primarily based on the performance of the renewal project to be expanded

CoC Bonus Funds

CoC Bonus funds will fund the creation of new projects with the following intervention types:

- Permanent Housing-Permanent Supportive Housing (PH-PSH) that is either 100% dedicated to serving chronically homeless persons or DedicatedPLUS
- Permanent Housing-Rapid Re-Housing (PH-RRH) that will serve homeless individuals and families, including unaccompanied youth, who meet the criteria outlined in the FY 2023 CoC Program NOFA
- Joint Transitional Housing (TH) and PH-RRH
- Supportive Services Only for Coordinated Entry (SSO-CE)
- Mixing intervention types is not allowed.
- Applicants are limited to single-year grant terms

Domestic Violence (DV) Bonus Funds

Qualified applicants may apply for the following project types:

- Rapid Re-Housing (RRH) projects that demonstrate trauma informed, victim centered approaches.
- Joint TH and PH-RRH (TH-RRH) component projects, as defined in Section II.C.2.2. of the FY 2019 CoC Program NOFA, that demonstrate trauma informed, victim centered approaches.
- The only persons who may be served in projects funded through the DV Bonus are survivors of domestic violence, dating violence, sexual assault, or stalking who are defined as homeless at 24 CFR 578.3.

The Application Stages - New Projects (CoC & DV Bonus)

- Threshold Verification
- Full Application
 - Agency capacity
 - Financial management and administration
 - Budget table
 - Component-specific questions
 - DV Bonus applicants will provide additional narratives about their experience serving survivors
 - Monitoring History Report
 - Uploads
 - e-snaps Applicant Profile
 - e-snaps Project application
 - Certification of Consistency with the Consolidated Plan (HUD-2991)
 - Note: additional uploads are collected in other stages of the application
- Quality Review
- Independent Review Team Assessment
- Ranking
- Submission to HUD

The Application Stages - Renewals

- Threshold Verification
- Full Application (Part 1)
 - Renewal Project Questions
 - Monitoring History Report
 - e-snaps Applicant Profile (upload)
 - Letters of support (upload)
 - Match documentation (upload)
- Full Application (Part 2)
 - e-snaps Project Application
 - Certification of Consistency
- Application Completeness Review
- Applicant Reviews Scorecard (projects that are Held Harmless are not scored)
- Final Scoring
- Ranking
- Submission to HUD

The Application Stages - Expansions

- Threshold Verification
- Full Application (Part 1)
 - Expansion Details
 - e-snaps Applicant Profile (upload)
 - LHC Letter of Support (upload)
 - Match Documentation (upload)
- Full Application (Part 2)
 - e-snaps Project Application (upload)
 - Certification of Consistency (upload)
 - Leveraged Housing/Healthcare written commitments (upload if applicable)
- Application Completeness Review
- Applicant Reviews Expansion Scorecard
- Final Scoring
- Ranking
- Submission to HUD

CoC Review & Scoring

- 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
- For the TX BoS CoC, this includes:
 - Threshold and Quality Review by TX BoS CoC staff for **all** applicants
 - Scoring by the Independent Review Team (IRT) using the CoC's tool for **new** project applications
 - Scoring by TX BoS CoC staff for **Renewal** applicants using the Competition Renewal Scorecard
 - Scoring by TX BoS CoC staff for **Expansion** applicants using the Competition Expansion Scorecard
 - Ranking scenarios developed by THN staff
 - Final ranking selected/approved by CoC Board
- Applicants are strongly encouraged to review Appendix B of the RFP for a complete list of scored criteria

Local Competition Timeline

| | |
|--|---|
| CoC Board Approves Request for Proposals | July 26, 2023 2:00 PM CDT |
| Competitive Application Opens | <u>July 31, 2023 09:00 AM CDT</u> |
| Competitive Application Closes | <u>August 20, 2023 11:59:59 PM CDT</u> |
| Quality Review Due | <u>August 24, 2023 11:59:59 PM CDT</u> |
| Independent Review Team Starts | August 25, 2023 12:00 AM CDT |
| Independent Review Team Complete | September 3, 2023 11:59:59 PM CDT |
| CoC Board Approves Ranking Scenario | <u>September 12, 2023 2:00 PM CDT</u> |
| CoC Board Considers Any Grievances | September 18, 2023, 4:59 PM CDT |
| CoC Board Considers Collaborative Application | <u>September 20, 2023 2:00 PM CDT</u> |
| THN submits Collaborative App | September 25, 2023 5:00 PM CDT |
| HUD Competition Due Date | September 28, 2023 8:00 PM EST |

Next Steps for Applicants

- Download and review the [FY2023 CoC Program Request for Proposals](#)
- Create or access your Apply account
- Begin/Complete the Threshold Verification stage via [Apply](#) in alignment with the requirements outlined in the RFP
- [Create/Update](#) the Organization's e-snaps Applicant Profile
- Direct **all** Competition questions to txboscoc@thn.org







Contact Information

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Thank you!

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