



2016 HUD CoC NOFA
Frequently Asked Questions
July 25, 2016

The following are questions received at the Bidders' Conference, July 19, 2015. Answers indicated here were provided in the room and are included in the published FAQs for the benefit of those who were notable to attend.

1. What about projects that have just started?
 - a. If you do not have 12 months of data, you will fill out the application through p.6, General Section, question e. Applicants should note they have not yet been in operation for 12 months but intend to renew. The project will reflect the score awarded as a new applicant. If you are not currently under contract, and do not expect to be at the end of 2016, you need to contact Riley Wilkerson at Riley.Wilkerson@acgov.org
2. What is the best way for public agencies to submit their audits? What parts of an audit are required?
 - a. A link in the cover email accompanying the application and attachments will be sufficient for audits. This option is also available for non-public entities as well. Applicants who submit a link only should indicate pages and sections of the audit which reference the compliance with HUD funding and the management letter(s).
3. Which version of the APR should be submitted?
 - a. The HMIS APR is the correct report, not the e-snaps APR.
4. How many APRs are required for agency submissions?
 - a. Renewal projects are only required to submit one APR. Proposed projects are only required to submit one APR for a comparable project, but are allowed to submit up to three (3) APRs. All must be for comparable projects.
5. For the HUD Priorities section of the scoring chart (corresponding to p. 9, question 2.a of the local application), how many boxes should be filled in?
 - a. Applicants are welcome to check all boxes that are true of the project. However, for this question point values are not cumulative – points will be only awarded for the checked box with the highest point value.
6. How do agencies get a written agreement with Home Stretch?
 - a. If people are interested in entering into an agreement with Home Stretch, send an email homestretch@acgov.org indicating your interest in entering into a written agreement with the project.

7. Question 2.b in the scoring grid, indicates that one point is available for evidence that policies and procedures have been discussed by a board or equivalent body. Most agency boards do not consider policies like this. How can this evidence be provided?
 - a. This is still a good faith effort to move forward – in this case, agencies will not automatically lose the points if there is not dated form of approval, but minutes proving that the issues of Housing First and low barrier policies have been discussed with leadership will be sufficient. Staff and committee are looking for proof that non-profit boards understand and supporting this shift in philosophy.

8. For Outcome Measure D, can staff send out instructions for running the required reports?
 - a. On Friday, July 22nd, Supplemental Instructions were uploaded to the EveryOne Home website with instructions for running the two required reports for Outcome Measure D, 0700 and 0701. The EveryOne Home website also has a re-issued application, published July 21st, 2015. Applicants who have already started working on their submissions may copy and paste from the newly published application into the initial release. The Supplemental Instructions for running the Outcome Measure D reports remain applicable, and can be found here: <http://everyonehome.org/wp-content/uploads/2016/02/2016-Renewal-and-New-App.-Supplemental-Instructions.pdf>

9. Since February, HUD has not been accepting APRs, so grants that ended in the last few months will not have an APR for the program year.
 - a. Agencies should indicate that in the application, and show evidence of prior, timely submission of APRs.

10. Leveraging is now missing. Are there still points being awarded for it?
 - a. The leverage letter is no longer required this year. HUD is no longer scoring leverage, and neither is the Continuum.

11. Please confirm if client rents can be used as part of match for PSH projects.
 - a. Yes – client rent can be used as part of the match, but only for eligible activities within your project (2016 HUD NOFA for FY 2016 Continuum of Care Competition p. 2-3, H <https://www.hudexchange.info/resources/documents/FY-2016-CoC-Program-NOFA.pdf>).

12. For Coordinated Entry, is there a vision of the ideal applicant?
 - a. The NOFA and HUD CoC committees do not want to be overly prescriptive. The grant is looking for a lead agency with adequate capacity and cash flow to administer sub-contracts.

The following are questions which have been received via email between July 20th and July 25th

1. Does System Performance rely on APR data? If so, does that mean there are only three items which should be under HMIS reports in the check lists?
 - a. The list of HMIS reports is correct – System Performance is not measured via data found in the APR. The System Performance reports, Returns to Homelessness and Length of Stay, correspond to Outcome Measure D. Please see the Supplemental Instructions on the EveryOne Home website for specific instructions on how to run these reports, which can be found here: <http://everyonehome.org/wp-content/uploads/2016/02/2016-Renewal-and-New-App-Supplemental-Instructions.pdf>

2. For the Proof of LOCCS draws, audit and management letters, and 501c3 documentation, which of these are sub-grantees required to submit?
 - a. As discussed in the Bidders' Conference, LOCCS draws are the responsibilities of the lead agencies. The NOFA Committee has determined that proof of 501c3 status and audits and management letters are also the responsibility of lead agencies only. However, lead agencies are reminded that while sub-recipients are not required to submit the above documents, lead agencies are still responsible for ensuring that these documents are up to date and current.

3. The HMIS Data Quality report in the application indicates the report name as 'Data Completeness Report Card, Report 0252 (EE v.10). Is this still correct?
 - a. The name of the report and its code (0252) have not changed. However, the report is now on version 15 (v15). Applicants should look for the Data Completeness Report Card, Report 0252 (EE V.15). The remainder of the instructions in the application can be followed as written.

4. The HMIS Demographics Report is required – should agencies submit the Demographics Report, or Demographics with Detail?
 - a. The HMIS Demographics Report is sufficient – agencies do not need to run HMIS Demographics With Detail.

5. Question 2.c, HUD Priorities, Cost Effectiveness, the formula asks for the total number of households who retained Permanent Housing. What report will best show the number of households? The APR refers to individuals, and the Demographics Report shows the number of households served in general and at year end. Is this accurate enough?
 - a. Applicants should use the Demographics Report to address this question. The Demographics Report With Detail is not required for this question – the standard Demographics Report will be sufficient, run for the program year. Those whose projects began after 10/1/2014 should follow conventions indicated in the application.

6. In the CES application, what is the required documentation to support the 25% match requirement? Additionally, what is the difference between leverage and match?
- a. The required documentation for proof of match is a letter from the entity or entities providing it. A sample of that letter can be found here: <http://everyonehome.org/wp-content/uploads/2016/02/2016-NOFA-Sample-Letter-CES-Verification-of-Match.doc>

Only those submitting a CES application are required to submit the proof of match.

The difference between leverage and match is that match is the required amount of money a project is required to bring in, and leverage is any amount above and beyond that amount. Furthermore, match is only for use in eligible activities, while use for leverage is a bit broader. Staff are asking HUD for further clarification and if received in time, will include that answer in the second round of FAQs.