

# 2017 HUD CoC NOFA Competition Bidders' Conference

Alameda County HCD  
224 West Winton Avenue, Hayward  
Public Hearing Room  
August 11<sup>th</sup>, 2017  
1 – 3:00 pm



# Agenda

1. Welcome
2. 2017 Guiding Principles
3. Local Process and Key Dates
4. Strategic Direction from HUD CoC Committee
5. 2017 NOFA: Key Changes
6. What we heard from Community
7. Overview of Local Application
8. Q & A Session

## 2017 Guiding Principles

- Maximize resources available to the community
- Package submitted will align with HUD priorities in order to meet local needs
- Prioritize ensuring existing residential capacity and housing stability is maintained system-wide
- Keep the renewal process as simple as possible
- Continue to emphasize project performance and the submission of projects that will meet HUD's thresholds
- Support individual projects seeking to reallocate or reclassify where relevant
- Facilitate a clear, fair and transparent local process

# Local Process and Key Dates

- **July 14<sup>th</sup> - FY 2017 CoC Program Competition Opens: Notice of Funding Availability (NOFA) is released**
- **August 1<sup>st</sup> - HUD CoC and NOFA Committee held joint session. HUD CoC Committee proposes Strategic Direction to respond to 2017 NOFA**
- **August 7<sup>th</sup> - Community Input Session – NOFA 2017 updates and introduction of CoC Strategic Direction for stakeholders' input**
- **August 11<sup>th</sup> - Bidders' Conference: Committee finalized local process and application and releases it to applicants**

# Local Process and Key Dates

- **Aug 11 – Aug 24 – Frequently Asks Questions (FAQ) period:** Staff and NOFA Committee will address applicant questions. Answers to all questions will be published on the EveryOne Home website.
- **August 30<sup>th</sup> by noon:** Local Applications due to [info@everyonehome.org](mailto:info@everyonehome.org)
- **September 13<sup>th</sup> :** E-Snaps Application due by Close of Business Day (CBD) and Rating and Ranking List release
- **Sept 13 – Sept 15:** Appeals period
- **September 19<sup>th</sup> :** Final Rating and Ranking List release
- **September 25<sup>th</sup> :** HomeStretch MOU signed Due - Complete Consolidated Application on EveryOne Home website Due
- **September 28<sup>th</sup> :** Submission due to HUD by 5:00 PST

# Strategic Direction from HUD CoC Committee

The HUD CoC Committee considered several factors and sources in the development of the 2017 Strategic Direction given to the HUD NOFA sub-committee, including:

- Reviewing the NOFA issued 7/14/2017:  
<https://www.hudexchange.info/resources/documents/FY-2017-CoC-Program-Competition-NOFA.pdf>
- Reviewing NOFA 2017 changes and opportunities, our 2016 score and HUD's feedback
- Reviewing community input from 2016 NOFA and soliciting further input at an open meeting on 8/7/17

# Strategic Direction

- **Recommendation 1: Reallocation of general purpose TH into new Joint TH and PH-RRH component:**
  - **Pursue reallocation that strengthens our system and application package and is aligned with our guiding principles**
  - **Continue to utilize strategies already in use:**
    - Maintaining a minimum scoring threshold to continue the reallocation of low performing projects regardless of project type-consistent with prior reallocation processes, and
    - Inviting voluntary reallocation

## Strategic Direction

- Recommendation 2: **Strive to have 90% of PSH project beds either 100% dedicated to the chronically homeless or to the new HUD project PSH DedicatedPLUS**
  - An existing PSH project that is not 100% dedicated to serving the chronically homeless may indicate in its FY 2017 renewal project application that it will be a "DedicatedPLUS" project



## Strategic Direction

- Recommendation 3: **Solicit applications for bonus projects** - Open to expansion and new bonus projects
- Recommendation 4: **Limit revisions to the local applications to those that increase clarity, reduce work load and/or incorporate the above recommendations**
- Recommendation 5: **Utilize the same guiding principles as the 2016 NOFA round**

# NOFA 2017: Key Changes

- **Reallocation and Performance** (Page 10)
  - HUD is increasing the share of the CoC score that is based on **performance criteria**
- **Permanent Housing Bonus** (Page 11)
  - Can request up to 6% of Annual Renewal Demand (ARD) = \$1,996,375 for 1 or more permanent housing bonus projects.
- **No Points for Project Type in Tier 2** (Page 16)
  - Program activity type criteria has been eliminated

# NOFA 2017 Key Changes – New Projects

- **Joint TH and PH-RRH Joint Component (Page 20)**
  - Can be created with reallocated or bonus funds
  - Both activities are required in same project
  - A good approach in communities with high unsheltered populations
- **DedicatedPLUS (Page 18)**
  - Expands who can be served by PSH
  - An existing PSH project not 100% dedicated to serving the chronically homeless can self-declare – includes projects with 100 % of beds dedicated to CH individuals and families

# NOFA 2017: Key Changes

- **Expanding existing projects** (Page 12)
  - Reallocated or bonus funds can now be used to expand an existing project rather than a stand-alone project
- **Code of Conduct** (Page 39)
  - Projects need to check their Code of Conduct on file in *e-snaps* profile
- **Submit without changes**
  - Renewing projects identical to prior years can select a “submit without changes” option in *e-snaps*

# What we heard from Community

- **Primary Activity Type**

- Keep same points for existing PSH – impacted on outcomes and performance by taking higher need clients
- Challenges are the same for PSH and TH programs, in working with higher need clients and when a project is small

- **Addressing HUD and Local Priorities**

- We can differ from HUD; projects need an opportunity to explain current practices and prioritization of populations not reflected on HUD required period
- HomeStretch should propose a formal agreement to include projects

# What we heard from Community

- **Addressing HUD and Local Priorities**

- If given priority points for projects who house chronically homeless and other high-need populations, there is a need to better track outcomes

- **Other Comments**

- If data during required HUD period does not accurately reflect performance, projects should have an opportunity to address it and earn points
- Open narrative questions (such as HF) should be strategic and targeted
- Build a robust appeals process



# Overview of Local Application

# Local Application: The Basics

- Local Application due to EveryOne Home on Wednesday, **August 30th, 2017 at noon.** Send submissions in PDF form to [info@everyonehome.org](mailto:info@everyonehome.org)
- Local Rating and Ranking list will be announced on **Wednesday, September 13**
- Final Rating and Ranking list due to appeals (if needed) will be published on **September 19** at EveryOne Home website
- Complete Collaborative Application posted on EveryOne Home website due September 25th, 2017



# Local Application

- Single Project Application for renewing projects and new projects funded with reallocated or bonus funds for the following project types:
  - **Renewing** Transitional Housing (TH) (both youth-serving and general-use),
  - **Renewing** Permanent Supportive Housing (PSH),
  - **Renewing** Rapid Rehousing (RRH),
  - **Renewing Coordinated Entry** (SSO for CES)
  - **New RRH** (individuals and families, including unaccompanied youth)
  - **New Joint TH and PH-RRH component**
  - **New PSH DedicatedPLUS or PSH with 100% CH**—New this year, new projects can serve to expand existing renewals (Page 12)

## Available Funds

- Tier 1 is 94 Percent of the CoC's ARD amount
- Permanent Housing Bonus: 6% of CoC's ARD
  - Annual Renewal Demand (ARD)= \$33,272,919
  - Tier 1 Amount= 94% ARD = \$31,276,544
  - Permanent Housing Bonus = \$ 1,996,375
  - Tier 2 (ARD-Tier 1 + bonus) = \$ 3,992,750
  - Total = \$35,269,294
  - CoC Planning Grant = \$ 998,188
  - \$36,267,482

# Threshold Requirements New for 2017

## Local Process

- All applicants who receive HUD CoC funding are required to participate in Coordinated Entry (CE)
  - Applicants will be required to certify in application they are aware of this expectation and are already complying or will comply with CE
  - Projects must notify CE of all openings and fill those openings with participants referred from CE
- All PSH projects must execute a Memorandum of Understanding with Home Stretch and have an updated inventory on file with the CoC by **September 25<sup>th</sup>** at noon.

# General Section

- Projects eligible to be renewed, but electing not to be included in 2017 application must complete and submit Section a-e of the General Section
- Projects renewing for the first time not yet under contract, or were not in operation for a full 12 months since October 1, 2015 complete and submit Section a-e. Will receive score awarded when they applied as a new project and ranked on that score
- Projects that started after October 1, 2015 and have twelve months worth of performance data, may elect to submit a full local application based on data from start date to twelve months later.
- Voluntary Reduction of grants

## Reallocated and Bonus Funds

- The CoC welcomes voluntary reallocation of HUD funds. Projects that can be funded using reallocated dollars include:
  - a. New permanent supportive housing (PSH) projects that meet DedicatedPLUS requirements or new PSH projects where 100% of beds are for the chronically homeless.
  - b. New rapid rehousing (RRH) projects that will serve homeless individuals and families, including unaccompanied youth.
  - c. New Joint Transitional Housing (TH) and Permanent Housing-Rapid-Rehousing (TH-RRH) component projects.
  - d. New dedicated HMIS project
- The CoC can also apply for permanent housing bonus projects. Bonus funds may only be used for project types a. b. and c.

# Appeals Process

- What can be appealed: An application that
  - Was not evaluated according to the published local NOFA process **AND/OR**
  - Evaluated in a way that violates federal regulations **AND**
  - **The adjustment of scores has the possibility of changing in which Tier an Applicant project is ranked OR whether an Applicant project is included in the package at all.**
    - includes any Project who meet Appeals Criteria #1 and/or #2, and its initial Rating and Ranking score appears very close to the end of Tier 1, and can be moved down to Tier 2 as a result of scoring post appeals.

# Appeals Process

- What is not eligible for appeal:
  - Errors or omissions by project Applicants
  - Projects that do not meet threshold
  - Dissatisfaction with Project's scores
  - Need for funds
  - Appeals submitted after stated deadline
- Process:
  - Steps detailed in application.

# Submission Requirements

- Submission of Local Application by **August 30th**
- Copies of all required back up documentation not submitted ahead of time as a PDF
  - Projects that have submitted some or all their attachments previously should review the list carefully, as some required attachments have been added and others modified to make sure you have included all required documents.
  - If you wish to replace documents previously submitted with updated versions (for example Housing First documents) attach them to your application and indicate in your cover email which documents you want replaced from your prior submission.
- Projects must also complete a project application in *e-snaps* by close of business on **September 13, 2017**.
  - This year, renewal projects will have the opportunity to submit project application in *e-snaps* with no changes.



## Mandatory Attachments due August 30th

- HMIS-Based Reports: **Reports should be run for the federal fiscal year October 1, 2015 – September 30, 2016, not the calendar year:**
  - EveryOne Home HUD Target Population Report.
  - An Annual Performance Report (APR).
  - System Performance Report 0701 – Exits to Permanent Housing with Return to Homelessness - Metric 2 – v03 This report should be run by TAY-TH and RRH Projects.
  - Applicants proposing new projects can submit up to 3 APRs from programs comparable as to what is being proposed. Reports should be from **October 1, 2015 – September 30, 2016.**

## Mandatory Attachments due August 30th

- **HMIS-Based Reports**
  - If the project has been operational for at least 12 months, but started after October 1, 2015, and is electing to submit a full local application, please use the first 12 months of operation for the report date range (e.g. if Project started December 1, 2015, run a report for December 1, 2015 – November 30, 2016)
- **Housing First Documents**
  - Existing or Proposed Project Participant Agreement; Lease or sub-Lease, and/or House Rules.
  - Existing or Proposed Eligibility Criteria and a Housing Application.

## Mandatory Attachments due August 30th

- Grant and Fiscal Management Documents – Lead Agencies only
  - Proof of submission of the last three APRs, including due date and date of submission.
    - If a submitted APR is missing from your list, contact your HUD Program officer to see about having the issue corrected. If not possible, written verification of the on-time submission from the Program Office to accompany the screenshot will be sufficient.
  - Proof of LOCCS draws, including date of draw request, for the last two complete grant cycles.
  - Applicants proposing new projects can include APRs and LOCCS draws for comparable projects.

## Mandatory Attachments due August 30th

- Grant and Fiscal Management Documents – Lead Agencies only
  - Most recent annual audit with Management Letter—must be from a fiscal year ending December 31, 2015 or later. Proof of 501c3 standing if applicable. Failure to provide standing (if applicable) can result in exclusion from the package.
  - Evidence of Site Control--this is required for any existing projects for which HUD is paying leasing, operating or rehabilitation cost on a building, both residential and service delivery sites. Without evidence of site control for renewal projects for whom the above is true, the project cannot be included in the package.

## Threshold Requirements due on September 25th

- NEW for PSH only
  - HomeStretch MOU
  - PSH Inventory

## Project Type and Meeting CoC and HUD Priorities (5 and 25 Points)

- Project Type – up to 5 points
  - 5 points for existing PH (PSH and RRH), youth serving TH and new Joint TH and PH-RRH
  - 3 points for proposed new permanent (PSH and RRH)
  - 3 points for General use (non-youth serving) Transitional Housing

## Project Type and Meeting CoC and HUD Priorities (5 and 25 Points)

- CoC and HUD's priorities -up to 25 points
  - Target Populations and Severity of Need – 10 pts
    - Existing PSH proposing to become PSH/DedicatedPLUS = **9 Points**
    - new PSH/DedicatedPLUS as evidenced an executed by contract language, EveryOne Home HUD Target Population Report and a written agreement to utilize the Home Stretch MOU = **7 Points**
    - Optional Narrative added
  - Housing First and Low Barrier – 10 points
  - Cost Effectiveness – 5 points

## Outcome Measures (up to 32 Points)

- Uses information APR's, complete outcomes measure charts for the project types
- Measures required and benchmarks vary depending on program type
  - A. Obtains or Retains Permanent Housing
  - B. Adults who maintain or increase Income
  - C. Obtains/Maintains non-cash Mainstream Benefits
  - D. Exits or Returns to Homelessness OR length of time homeless
- Optional Narrative added



## Grant Management (up to 25 Points)

- A. Spending (5 pts)
- B. Reports and Invoicing (10 pts)
- C. Proof of Eligibility (5 pts.)
- B. Utilization (5 pts)

## Spending (5 pts)

- a. Report on amount of unspent funds for past 3 years
  - b. Explain unspent grant funds in most recent grant year
  - c. Underspending of 5% or greater in most recent year and one other in last 3 years must be explained
- Narratives with detailed explanations and corrective strategies will earn more points

## Reports and Invoicing (10 pts)

- Timely Submission of APRs (can be verified via e-snaps, as indicated in the application. New projects can provide proof of their timely APR submissions and/or progress reports from other federal grants)
- Timely draws from LOCCS (can be verified via LOCCS, per the screen shot in the application)

# Capacity / Utilization (5pts) and Proof of Eligibility (5pts)

- Proof of Eligibility (5pts)
  - Provide eligibility criteria and procedures for documenting.
- Capacity / Utilization (5 pts)
  - Looking at how many people are served by the project on an annual basis, vs. how many people the project has capacity to serve.

## HMIS (2 pts)

- Points based on percent of data quality must be higher than 95% to get 2 points, 90% to get 1

## Fiscal Management (4pts)

- Address any findings in the management letter or with the management of federal grants.
- Organizations whose budget size do not require an Annual Independent Audit must still submit a Financial Statement according to general accounting principles.
- Audits and reports can be for fiscal years ending no earlier than 12/31/2015.

## Quality Assurance (7 pts)

- Narrative on use of best practices, customer satisfaction, performance monitoring, use of data, staff training and quality of care
- Reviewers will score on the quality and comprehensiveness of narrative as well as how specific it is to the project.

## Submission Deadlines and Requirements

- All project applications are due to EveryOne Home by Noon (12:00 pm) on Wednesday, August 30, 2017 – applications should be submitted electronically to [info@everyonehome.org](mailto:info@everyonehome.org). Frequently Asked Questions (FAQ) period starts on August 11, 2017 and ends on August 24, 2017.
- Include back-up documentation in a PDF – this file name must include the name of the program and agency.
- Applicants that have on-line audits may provide a link in your cover email to the online location of your documents and do not need to submit a PDF of the audit.

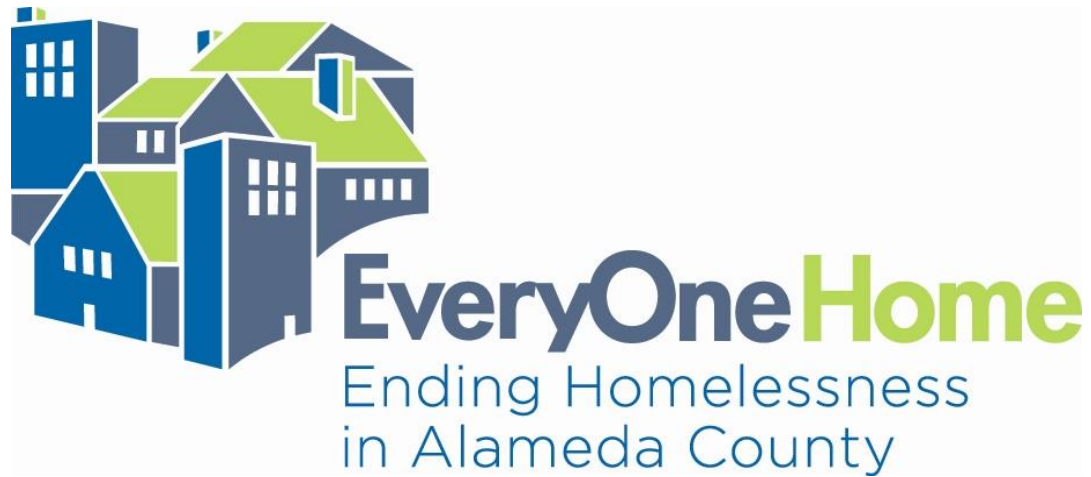


## Resources on Website

Electronic versions of the applications can be downloaded from the EveryOne Home website at: [www.everyonehome.org](http://www.everyonehome.org).



**Questions or Comments**



**2017 HUD CoC NOFA Timeline Highlights (August 1<sup>st</sup> – September 28<sup>th</sup>, 2017)  
Alameda County**

<b>Date</b>	<b>Task/Activity</b>	<b>Who</b>	<b>Goal(s)</b>
8/11/2017 HCD- Public Hearing Room 160, Hayward 1:00 – 3:00 pm	Bidder's Conference - <b>Local Application due on 8/30 by noon.</b>	EH Grantees/ Project Applicants HUD CoC NOFA Committee	Release of Local Application. Breakdown of scoring criteria and any changes to 2016 Application.
8/11/2017	FAQ period opens	EH NOFA Committee	Opening of FAQ period. Project Applicants email questions to <a href="mailto:info@everyonehome.org">info@everyonehome.org</a> per NOFA Committee recommendations.
8/24/2017	FAQ period closes	EH NOFA Committee	Email reminder to Project Applicants that period will be closing.  All FAQ documents, regardless of how long the period lasts, will be posted to the website. FAQs should be published to the website weekly throughout the process.
8/30/2017	Local Applications due back to EveryOne Home <b>by noon</b>		Submit to <a href="mailto:info@everyonehome.org">info@everyonehome.org</a>
9/13/2017	E-Snaps Application due by close of business day (CBD) Release of Rating and Ranking list	Projects  EH	
9/13/2017 to 9/15/2017	Appeals Period - <b>Applicants will have until COB 9/15/2017 to register any appeals via email</b>	EH Appeals Panel	Appeals submitted to EveryOne Home will be reviewed by a non-conflicted panel of three persons, representing the EH Leadership Board, HUD CoC Committee, and NOFA Committee.  <b>Applicants will have until COB 9/15/2017 to register any appeals via email.</b> Appeals and supported documentation should be emailed to <a href="mailto:info@everyonehome.org">info@everyonehome.org</a> .  Note: All appeals will be confirmed via email within one (1) business day of submission

**2017 HUD CoC NOFA Timeline Highlights (August 1<sup>st</sup> – September 28<sup>th</sup>, 2017)  
Alameda County**

9/19/2017	Final Rating and Ranking List	NOFA Committee	The HUD NOFA Committee will approve and finalize the final Rating and Ranking list.
9/25/2017	HomeStretch MOU signed Due  HUD CoC NOFA (all materials) Due	Projects  HMIS team EH team	Memorandum of Understanding for HUD Continuum of Care-funded organizations participating in HomeStretch  Publish full Consolidated App on EH website and via e-snaps. Full application includes Attachments and Rating and Ranking list.
9/28/2017	Celebration-on, come on!	EveryOne Home!	The NOFA is a hard project. Take a drink, a day off, whatever it is that makes sense! We have earned it!