Alameda County CoC
2023 NOFO Orientation for Beginners

June 6, 2023

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Zoom Tips to Guide Discussion

We love to see your faces! If possible, please turn on your **video**.

As you have questions or comments, please add them to the **chat** box, or raise your hand.

You were automatically placed on mute when you entered the meeting. Please feel free to **unmute** yourself when you are ready to speak.

If you have any technology **challenges** during the meeting, please use the chat feature or email alameda@homebaseccc.org for assistance.

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Goals for Today

- Provide an introductory overview of the Continuum of Care (CoC) funding source

- Give potential applicants an orientation on the local and national competition and timeline

- Provide tips on how to develop a project that can be competitive for CoC funding

Information is geared to individuals and organizations that are new to this funding source

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Agenda

1. Welcome & Introductions
2. HUD CoC NOFO Overview
3. What Can I Use the Funding For?
4. Match and Other Requirements
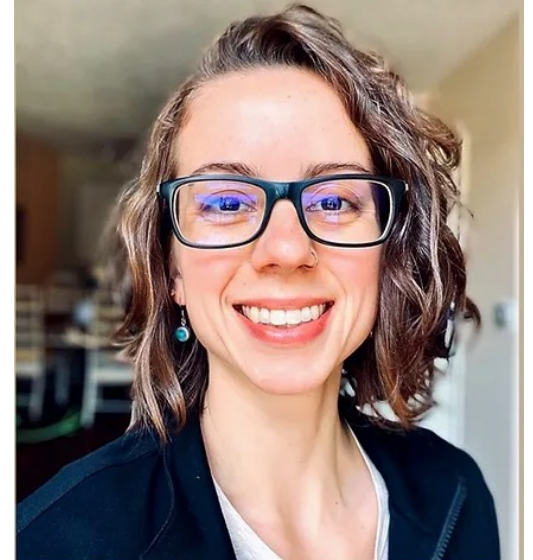5. Tips for Project Design
6. Applying for Funding
7. Q&A

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Introductions

Kate Bristol
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Type in the Chat:

Introduce yourself!

What is one question you have that you are hoping to get answered today?

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Quick Poll:

- Do you currently receive CoC Program funding?

- Are you considering applying for a new CoC-funded project this year?

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HUD CoC NOFO Overview

Frequently Used Acronyms

- **COC**- Continuum of Care (more on that in a second)

- **HUD** – United State Department of **H**ousing and **U**rban **D**evelopment. Federal Government agency that releases money and sets program rules

- **NOFO** – **N**otice **o**f **F**unding **O**pportunity. Term used for many different funding programs, but today we mean specifically the notice for HUD Continuum of Care (CoC) funding.

Nationally, HUD funds about $2 billion through the CoC NOFO each year

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What is a Continuum of Care (CoC)?

A "Continuum of Care" (CoC) refers to three things:

1. The planning body in a community that addresses homelessness.

2. **The HUD funding program for homeless housing and services.**

3. The system of services and housing interventions both short-term and long-term for people experiencing homelessness.

COMPONENTS OF AN EFFECTIVE
housing
Response System

Starting Point

Permanent Supportive Housing

Outreach and Coordinated Entry

HOME FOR ALL
Continuum of Care

Rapid Rehousing

Prevention and Diversion

Emergency Shelter

CoC Program Funding

Administered by HUD

One-year grants

Annual competition

Federal funding to end homelessness

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CoC Program Funding

HUD releases an annual Notice of Funding Opportunity (NOFO)
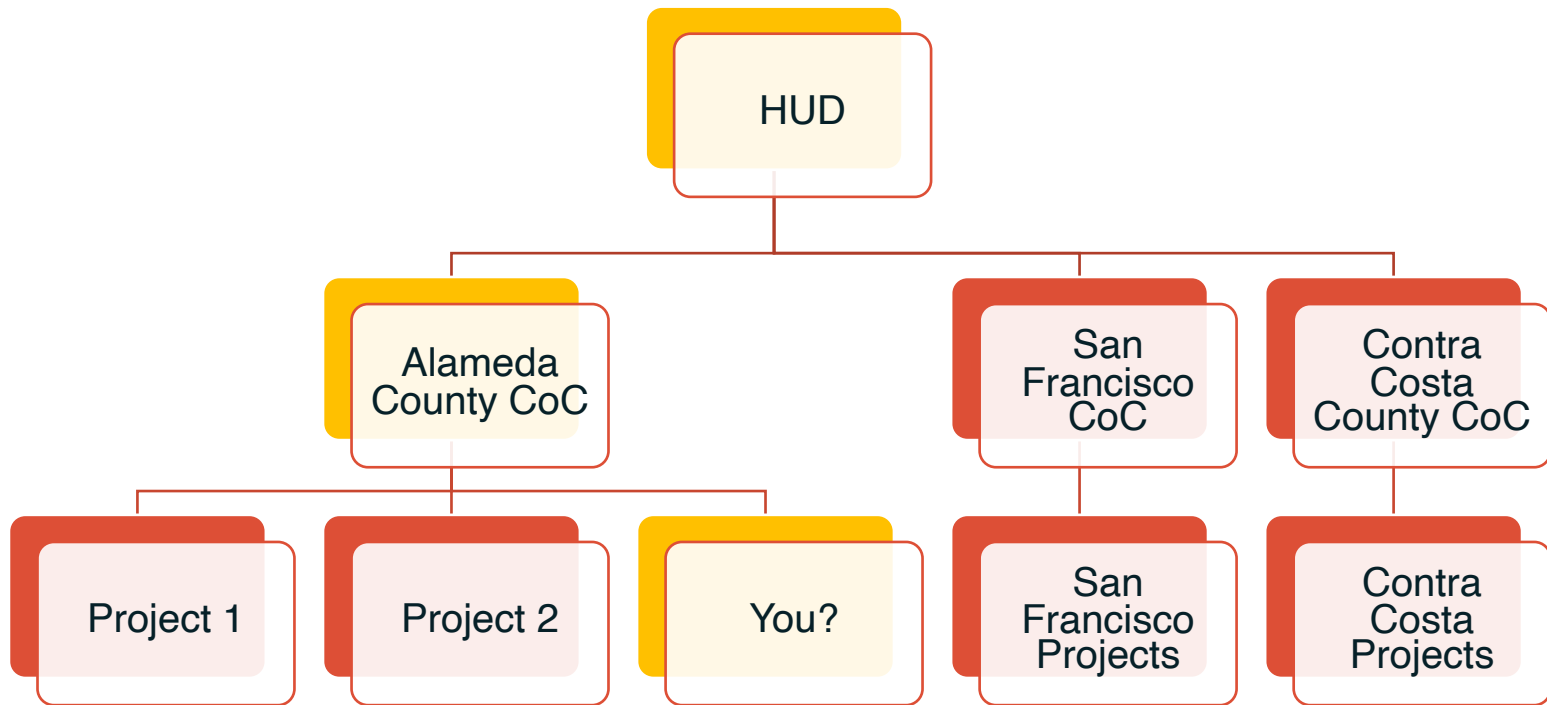
Each CoC submits a Consolidated Application to HUD

HUD awards grants directly to individual applicants (the CoC is not a pass-through)

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CoC Funding Distributed Through CoCs

(Note dual use of the term "CoC")

```
                          HUD
                           |
        +------------------+------------------+
        |                  |                  |
   Alameda            San               Contra
   County CoC         Francisco         Costa
        |             CoC               County CoC
        |              |                  |
  +-----+-----+-----+  |                  |
  |     |     |    San               Contra
Project Project You? Francisco         Costa
  1      2          Projects          Projects
```

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How Much Money is Available?

2022 Funding Allocation (2023 TBD)

Renewal Grants	$38,944,780
New "Bonus" Projects	$1,947,239
New Projects Serving DV Survivors	$1,506,175
CoC Planning	$1,168,343

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What Can I Use the Funding For?

What Can I Do With This Money?

Serve those who meet HUD's definition of "homeless"

Specialize in a subpopulation, (within limits of Fair Housing)

Provide housing through master leasing or rental assistance

Pay for staff (case managers, supervisors, some admin funds)

Pay for services *alongside housing*

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What Can't I Do With This Money?

Emergency Shelter	Support Services without housing (except Coordinated Entry)
New Transitional Housing (except combined with RRH)	Homelessness Prevention

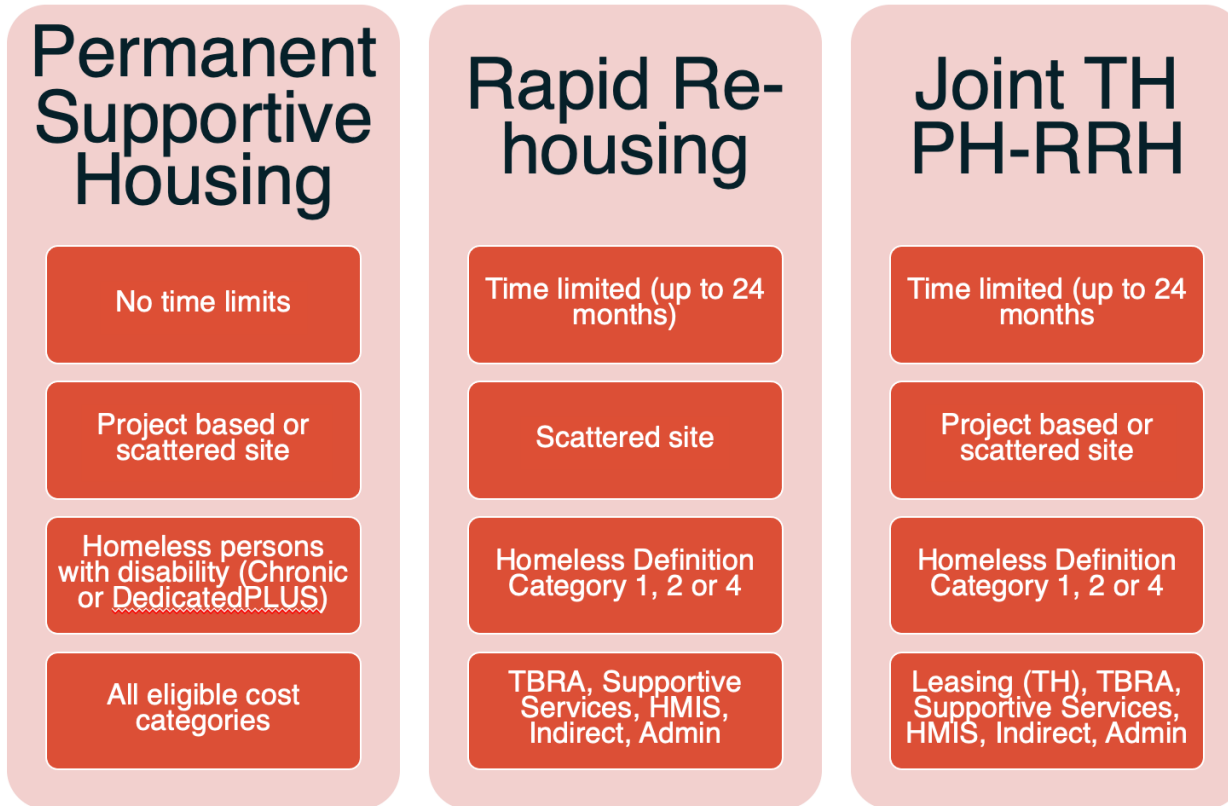**homebase**

Who Can Apply?

Eligible applicants:

- Non-profit organizations

- States

- Local governments

- Instrumentalities of State and local governments

- Public housing authorities

- Tribes and Tribal Entities

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What Project Types Are Eligible?

Permanent Supportive Housing	Rapid Re-housing	Joint TH PH-RRH
No time limits	Time limited (up to 24 months)	Time limited (up to 24 months
Project based or scattered site	Scattered site	Project based or scattered site
Homeless persons with disability (Chronic or DedicatedPLUS)	Homeless Definition Category 1, 2 or 4	Homeless Definition Category 1, 2 or 4
All eligible cost categories	TBRA, Supportive Services, HMIS, Indirect, Admin	Leasing (TH), TBRA, Supportive Services, HMIS, Indirect, Admin

- HMIS
- Coordinated Entry- Supportive Services Only

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Who Can I Serve?

- **The primary target of CoC funding is people who are experiencing literal homelessness, such as:**
  - Sleeping on the street, in a tent, in a park, or in a car
  - Sleeping in an RV or in an abandoned building that is not hooked up to utilities
  - Sleeping in an emergency shelter for people experiencing homelessness
  - Staying in a motel if room is paid for by a government entity or non-profit
  - Sleeping in jail or in the emergency room for a couple of nights, and then going back to sleeping outside

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Who Can I NOT Serve?

CoC funding cannot be used to serve people who are housed or unstably housed, such as:

- Couch surfing

- Doubling up

- Staying in a sober living home or room and board

- Staying in a motel room paid for by client

Other Eligible Clients

- **Sometimes, depending on program type, you can serve clients who are not experiencing literal homelessness.**
    - People who are actively fleeing domestic violence, or who need to leave their home in order to escape an abuser and do not have other resources.
    - People who have been evicted by a court of law, and who have nowhere else to go and no other resources.
    - A few other rare exceptions.
- **If this still doesn't sound like your target population,** consider applying for funding from another source, like ESG, CSBG, CDBG, HHAP, or HOME (all federal or state funding programs for low income or homeless housing or services).

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Can I Specialize in a Subpopulation?

Yes, usually you can choose a population focus

- ✓ Be aware of anti-discrimination laws, e.g., can't exclude people based on a particular type of disability
- ✓ Must serve the general unhoused population if you have no applicants from your specialized population

Some common special populations:

- Youth (18-24)
- Families with children
- Survivors of domestic violence
- Veterans
- People w/ disabling conditions

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Eligible Costs

- Capital costs: acquisition, rehab, new construction

- Housing costs: rental assistance, leasing, operations

- Supportive services: Case managers, social workers, specialists, variety of support services

- Other costs: HMIS, Indirect Costs, Administration

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Paying for Housing Option 1: Master Leasing

- You sign a lease on housing units:
  - Could be different units scattered around the city
  - Could be one or two large housing complexes
  - HUD reimburses you for the cost of the lease

- You sub-lease housing to your clients
  - They sign leases with you that last for at least 12 months
  - Clients typically pay no more than 30% of their income to you for rent
  - The leases should be as "normal" as possible

- Each unit of housing has to be a traditional home
  - Shared housing is allowed, but not group homes or board and cares

- Typically master leased units will be operated as permanent housing. You can master lease units to operate as transitional housing if doing a TH/RRH project.

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Paying for Housing Option 2: Tenant-Based Rental Assistance

- You help clients find available housing units in the rental market

- Your clients sign leases with third-party landlords
  - They sign leases that last for at least 12 months
  - The leases should be as "normal" as possible
  - The rent must be low enough to fit within HUD's guidelines

- You pay the landlord a monthly payment to help with the client's rent
  - If the client has income from a job or from mainstream benefits, they use part of that income to help pay rent
  - HUD reimburses you for the cost of the monthly payments

- Tenant-based rental assistance can be used to provide permanent housing (payments are not time limited) or rapid re-housing (payments are time limited and the participant takes on the full rent upon program completion)

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Paying for Housing: Other Options

- If you own housing you wish to use in your CoC program, you could choose to apply for HUD CoC funding for operating and services costs

- There are other types of rental assistance, including Project-Based and Sponsor-Based, that may better fit your program's needs

- CoC funding can be used for acquisition/rehabilitation or new construction, though these options are rarely used.

- There are pros and cons to all the different approaches – TA is available to help you decide which is the best fit for your program

Match and Other Requirements

Grant Requirements

Coordinated Entry	Housing First	Use of Homeless Management Information System (HMIS)
Data Quality standards	Recordkeeping & Documentation	Match costs for the program, generally 4:1 (25%)

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Accepting Coordinated Entry Referrals

The Coordinated Entry System (CES)

- A centralized and coordinated process for intake, assessment, and referrals to ensure equal access to services
- Households are referred based on need and vulnerability

CoC-funded projects must:

- Use the CES as their only referral source
- Enroll all eligible households referred

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Housing First

Program applicants are <u>not screened out</u> based on:

- Having too little or no income
- Active, or history of, substance use or a substance use disorder
- Having a criminal record
- History of domestic violence

Program participants are <u>not terminated</u> from the program for:

- Failure to participate in supportive services
- Failure to make progress on a service plan
- Loss of income or failure to improve income
- Being a survivor of domestic violence

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Regulatory Compliance & Monitoring

Written policies & procedures

Participant eligibility

Fiscal controls & accounting procedures

Match contribution & expenditure documentation

Environmental review

Housing Quality Standards inspections

Rent limits (FMR and Rent Reasonableness)

Program performance

Match Requirements

- HUD won't pay for the entire cost of your program – you have to be able to match HUD's funding with some funding of your own.

- The basic match ratio is 4:1 – for every $4 you get from HUD (except leasing), you need to find and spend $1 from some other source.

- You have to keep track of your match and show how it was spent on eligible costs for eligible clients – you can't use funding for a non-CoC program like a soup kitchen to match your housing project (unless you track how often your CoC clients eat there and document that cost, which can be match).

- You can use staff time and volunteer time related to CoC clients as match if the staff person's salary isn't being paid by HUD.

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Match Warnings

- Your match source has to be funding <u>eligible</u> CoC costs and CoC clients

- The other source cannot be claiming CoC funds as match, setting up an infinite loop

- The funds must not be statutorily prohibited from being used as match (e.g., HOME).

- While permitted, in-kind match carries a high administrative burden relative to cash match – be prepared for MOU, staff and volunteer time tracking, and providing basis for value of goods and services

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Examples of Match Sources

Federal	California	Local
• SAMHSA • Medi-Cal / Medicaid • CDBG / CSBG • ESG	• CalWORKS (HSP, BFH) • CESH • HHAP	• County • City • Foundations • Non-profits • Faith-based/churches • Private donations • Program Income

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Tips for Project Design

Project Design Questions

- What are your goals?

- What population are you planning to serve?

- What services and supports will they need and how will you meet them?

- Where will your clients live?

- How long will an average client stay in your program?

- Where will they go when they leave your program?

Capacity Questions

- How many and what types of staff do you need?

- How much will the project you envision cost?

- How much match can you contribute?

- Are there partners you will need to make the project successful?

- How long will it take to get up and running?

- How much experience do you have with applying for and/or managing federal grants?

You can reach out to Kate Bristol (kate@kbristol.com) for TA to help you think through your project design

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Applying for Funding

Timeline

- HUD has not yet released the 2023 CoC NOFO

- Once the NOFO is out, the CoC Leadership Board will approve a timeline and process for the local competition.

- *Generally*, that timeline looks something like:
  - NOFO released
  - Mandatory Bidders Conference for all project applicants
  - Renewal and new project applications due to CoC
  - Renewal and new project e-snaps Project Applications due
  - NOFO Committee meets for Review and Rank of projects
  - Leadership Board approves Priority Listing
  - CoC's Consolidated Application due

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Two-Part Selection Process

Part 1: Local Competition

a. The CoC creates a local process

b. Agencies submit local applications

c. Local applications are "reviewed & ranked" by a scoring panel

Part 2: National Competition

a. The CoC submits the Collaborative Application to HUD

b. HUD decides what to fund

c. **The CoC's Priority Listing is key!**

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Two-Part Application: Local Application

- Essays, short answers, attachments

- Details on what kind of funding you want and how you plan to spend it

  - # to be served, detailed budget, site addresses for project

- Used to evaluate, score, and rank

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Two-Part Application: HUD Project Application

- Formal request for funding

- Submitted in HUD's e-snaps system

- Essays, short answers, attachments

- TA process for new projects to ensure compliance with HUD rules

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Collaborative Application

Project Applications → **Collaborative Application**

CoC Application → **Collaborative Application**

Priority Listing → **Collaborative Application**

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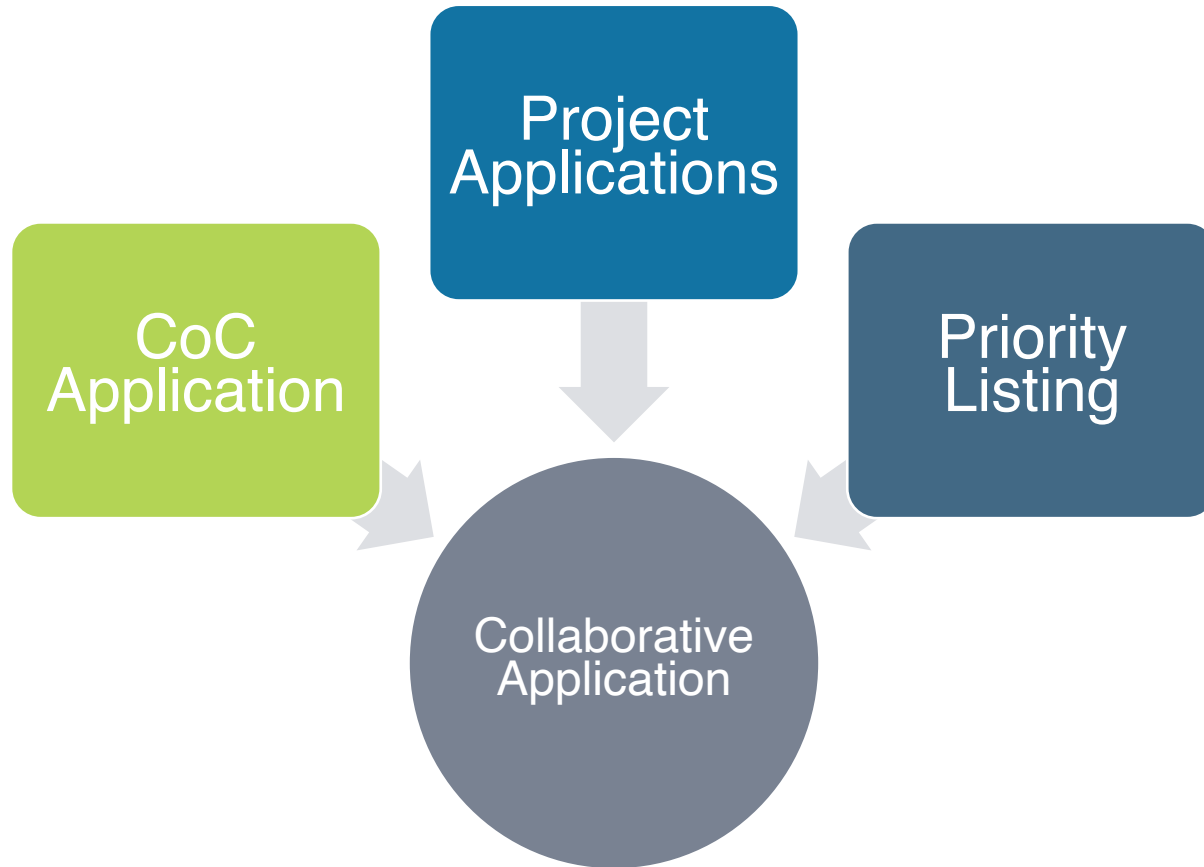
2022 HUD and CoC Policy Priorities

Housing First

- Threshold requirement
- Low barrier
- Rapid placement and stabilization in permanent housing with individualized supportive services

Partnering with Health

- Especially for substance use, recovery and mental health services

Racial Equity

- Identify and remove barriers
- Focus on over-represented race and ethnicities in Alameda County
- See Centering Racial Equity in Homeless System Design

Incorporating Lived Experience

- Outreach
- Decision-making
- Project design
- Implementation

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Recent Planning Efforts in Alameda County

- Centering Racial Equity in Homeless System Design

- Home Together: Ending Homelessness in Alameda County

  - Year 1 Progress Update, July 1 2021-June 30, 2022

- Youth Action, A Way Home

- Point in Time Count Data from 2022

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Resources for Learning More

[EveryOne Home Website](#)

[HUD Page of Resources on the 2022 CoC NOFO](#)

[HUD General Information on CoC Funding](#)

Look for the 2023 TA Handbook after the NOFO is released!

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Before You Submit an Application!

- Be a non-profit or local government
- Have an active SAM.gov registration
- Have a SAM.gov Unique Entity Identifier
- Have an Applicant Profile for your organization in e-snaps
- Have a compliant Code of Conduct
- Get documentation of Match commitment(s)

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Questions? Want to talk through program design ideas? Ask for a Technical Assistance call!

Kate Bristol: kate@kbristol.com

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