PA Balance of State 2018 CoC Competition

PRESENTED BY: DMA - DIANA T. MYERS AND ASSOCIATES, INC.
- FOR THE PA EASTERN & WESTERN BALANCE OF STATE CONTINUUMS OF CARE
- UNDER CONTRACT WITH THE PA DEPT OF COMMUNITY & ECONOMIC DEVELOPMENT

Webinar Agenda

1. Highlights of the NOFA

2. Scoring of the CoC Application

3. Funding and Tiering Information

4. General Renewal Project Information

5. General New Project Information

6. Application Process & Timelines

7. Appeals

8. Next Steps

9. Q&A: please use the chat box or the Q&A box to submit your questions.

Highlights of the 2018 CoC NOFA

POLICY PRIORITIES

HUD Policy Priorities

1) Ending homelessness for all persons

2) Creating a systemic response to homelessness

3) Strategically allocating and using resources

4) Using a Housing First approach

1) Ending Homelessness for all Persons:

- **Identify, engage and effectively serve** all persons experiencing homelessness;

- **Measure performance** based on local data that consider the **challenges faced by all subpopulations** experiencing homelessness in the geographic area;

- Have a **comprehensive outreach strategy** in place to identify and continuously engage all individuals and families who are unsheltered;

- Use local **data to determine the characteristics** of individuals and families with the **highest needs and longest experiences of homelessness** to develop **housing and supportive services tailored** to their needs;

- Use the **reallocation** process to create new projects that **improve the CoC's overall performance** and better **respond to their needs**.

2) Creating a systemic approach to homelessness

CoCs should:

Use **System Performance Measures** such as 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

System Performance Measure	East FY16	East FY17	Change
Avg length of homeless episode (ES, SH, TH)	125	140	+10
Rate of return to homelessness within 12 months	5%	9%	+4%
Rates of exit to Permanent Housing (ES, SH, TH, RRH)	53%	57%	+4%

System Performance Measure	West FY16	West FY17	Change
Avg length of homeless episode (ES, SH, TH)	126	127	+1
Rate of return to homelessness within 12 months	10%	8%	-2%
Rates of exit to Permanent Housing (ES, SH, TH, RRH)	63%	65%	+2%

2) Creating a systemic approach to homelessness continued

Use the **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 homeless assistance **open, inclusive, and transparent**

3) Strategically allocating and using resources

- **Use cost, performance, and outcome data**, to improve how resources are utilized to end homelessness;

- Maximize the use of **mainstream** and other community-based resources;

- Develop **partnerships with Public Housing Authorities** (PHAs) to work toward helping CoC Program participants exit permanent supportive housing through Housing Choice Vouchers and other available housing options;

- Review all projects eligible for renewal in FY2018 to determine their effectiveness in serving people experiencing homelessness including their **cost effectiveness**.

4) Use a Housing First Approach

- Prioritizes **rapid placement** and stabilization in permanent housing

- Does **not** have service **participation requirements or preconditions**

- CoC Program funded projects should help individuals and families **move quickly into permanent housing**

- CoC should:
    - Measure and help projects **reduce the length of time** people experience homelessness
    - **Engage landlords** and property owners, **remove barriers** to entry and adopt **client-centered service** methods

Scoring of 2018 CoC Application

Scoring of CoC Application

- CoC Coordination and Engagement = 48 points
- Project Capacity, Review and Ranking = 29 points
- Homeless Management Information System = 13 points
- Point-in-Time Count = 6 points
- System Performance = 56 points
- Performance and Strategic Planning = 48 points
- CoC Merger Bonus Points = 25 points – N/A

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CoC Coordination and Engagement

- Inclusive Structure and Participation (4)
- Coordination with Federal, State, Local Private, and other Organizations (2)
- Addressing the Needs of Victims of Domestic Violence, Dating Violence, Sexual Assault, and Stalking (3)
- Addressing the Needs of LGBT Individuals (2)
- **Public Housing Authorities (5)**
- Discharge Planning (2)

- **Housing First (7)**
- Street Outreach (3)
- Affirmative Outreach (1)
- Criminalization (2)
- **Rapid Rehousing (10)**
- Mainstream Benefits and Other Assistance (1)
- Coordinated Entry (3)
- Addressing Racial Disparities in homelessness (3)
- Section 3 Requirements for CoCs (-2)

Project Capacity, Review & Ranking

Up to **29 points** to be awarded to CoCs that demonstrate the existence of a **coordinated, inclusive, and outcome-oriented community process** for the solicitation, objective review, ranking, and selection of project applications, and **a process by which renewal projects are reviewed for performance and compliance**

Project Capacity, Review & Ranking

Up to 18 points: ***Objective Criteria and Past Performance.*** Demonstrate the use of objective criteria and, where available, past performance data to review project applications requesting CoC Program funding.

- used **objective criteria** (e.g., cost effectiveness, performance data, type of population served, or type of housing proposed);

- included at least one factor related to **improving system performance** (e.g., exits to permanent housing destinations); and

- included a specific method for **evaluating projects submitted by victim service providers** that utilized data generated from a comparable database and evaluated domestic violence projects based on the degree they improve safety for the population they serve.

Project Capacity, Review & Ranking

Up to 4 points: ***Severity of Need.*** Consider the severity of needs and vulnerabilities experienced by program participants in their project ranking and selection process.

- Identify the **specific needs and vulnerabilities** the CoC considers, including low or no income, current or past substance abuse, a history of victimization such as domestic violence, sexual assault, criminal histories, and chronic homelessness; and

- Describe how the CoC takes these needs and vulnerabilities into account **during its ranking and selection process**.

Project Capacity, Review & Ranking

Up to 4 points: *Reallocating Projects*. Demonstrate the ability to reallocate lower performing projects to create new higher performing projects that is based on performance review of existing projects.

- Demonstrate the CoC actively **reviews performance** of existing CoC Program-funded projects to **determine the viability of reallocating to create new high performing projects.**

- Have **cumulatively reallocated at least 20 percent** of the CoC's ARD between the FY 2014 and FY 2018 CoC Program Competitions.

Project Capacity, Review & Ranking

Up to 3 points: ***Ranking and Selection Process.*** Demonstrate the use of an **objective ranking and selection process** for project applications that is **publicly announced** by the CoC.

- Demonstrate that the CoC used an objective ranking and selection process for all projects (new and renewal) that was made publicly available to potential project applicants;

- Post on their website, at least 2 days before the application submission deadline, all parts of the CoC Consolidated Application, including the CoC Application attachments and the Priority Listing, and notify community members and key stakeholders that the CoC Consolidated Application is available.

- Establish a deadline for project applications that is no later than 30 days before the FY 2018 CoC Program Competition application deadline of September 18, 2018; and

- Notify project applicants, in writing outside of e-snaps, who submitted their project applications to the CoC by the CoC-established deadline, whether their project application(s) will be accepted and ranked, rejected, or reduced on the CoC Priority Listing no later than 15 days before the FY 2018 CoC Program Competition application deadline, and where a project application is being rejected or reduced, the CoC must indicate the reason(s) for the rejection or reduction.

Homeless Management Information System (HMIS)

- HMIS Governance (2)

- HMIS Policy and Procedures (2)

- Housing Inventory Count (1)

- **Bed Coverage (6)**

- Annual Homeless Assessment Report (AHAR) Submission (2)

Point-in-Time Count

- PIT Count and Data Submission (3)

- Effectively Counting Youth (3)

System Performance

- **Reducing the number of Homeless Individuals and Families (10)**

- Reduction in the Number of First Time Homeless (3)

- **Length of Time Homeless (14)**

- **Successful Permanent Housing Placement or Retention (11)**

- Returns to Homelessness (8)

- Jobs and Income Growth (4)

- HMIS System Performance Measures (6)

Performance and Strategic Planning

- Ending Chronic Homelessness (12)

- Ending Homelessness Among Households with Children (12)

- Ending Youth Homelessness (12)

- Ending Veterans Homelessness (12)

Funding & Tiering Information

Funding & Tiering of Projects

There may not be adequate funding available nationally to fund all renewals, HUD is, therefore, requiring all CoCs to place grants in 2 tiers:

- Tier 1 = 94% of Annual Renewal Demand (ARD), which is the total amount of money needed to fund all renewal projects

- Tier 2 = 6% of ARD + Value of Permanent Housing Bonus (6% of FPRN).

In addition, HUD is awarding an additional $50M in bonus projects specifically for survivors of domestic violence.

Tier 2

- Tier 2 projects will be competitively funded based on a maximum score of 100 points:
  - CoC Score = Up to 50 points
  - Project Ranking = Up to 40 points
  - Commitment to Housing First = Up to 10 points
  - **Note:** Project Type is no longer part of the Tier 2 scoring

- Tier 2 projects may be:
  - Renewals or
  - New projects created through reallocation or
  - New Bonus projects or
  - New DV Bonus projects

What does this mean for us?

Eastern PA CoC – Total Funding Available: $13,901,795	
Annual Renewal Demand (ARD)	$11,585,801
Tier 1 (94% ARD)	$10,890,653
Tier 2 (6% ARD + value of bonus)	$1,426,515
- 6% ARD	$695,148
- Value of PH Bonus (6% FPRN)	$731,367
DV Bonus	$1,218,944
CoC Planning Grant	$365,683

Western PA CoC – Total Funding Available: $10,879,984	
Annual Renewal Demand (ARD)	$9,160,668
Tier 1 (94% ARD)	$8,611,028
Tier 2 (6% ARD + bonus)	$1,099,280
- 6% ARD	$549,640
- Value of PH Bonus (6% FPRN)	$549,640
DV Bonus	$894,856
CoC Planning Grant	$274,820

General Project Information

RENEWAL PROJECTS

Consolidation

- Eligible renewal project applicants will 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

- Applicants can pursue multiple consolidations

- The projects being combined during a grant consolidation will continue uninterrupted. There is a formula to determine the time period during which the new consolidated project will run.

- Projects must have the **same recipient** and be for the **same component**

Consolidation

- Prior to beginning the consolidation process in the project application, **the applicant should consult with the local HUD field office to ensure it is eligible** to consolidate the projects.

- HUD **will not permit** projects with the following characteristics to consolidate:
  - outstanding audit or monitoring findings;
  - outstanding obligation to HUD that is in arrears,
  - unresolved construction delays,
  - history of poor financial management/drawdown issues,
  - history of low occupancy levels, or lack experience in administering the project type, or
  - or other capacity issues.

Consolidation

- Additional considerations:

  - BLIs for the consolidated project application submitted **exactly match the sum of the BLIs for each of the individual projects** as they appear on the GIW posted to the HUD Exchange;

  - expiring grant numbers and operating start and end dates for the projects that are consolidating are provided;

  - operating end dates end in CY 2019

- If a project applicant **incorrectly requests consolidation** of two or more eligible renewal projects, **HUD may reduce the consolidated project** in which case the project applicant will **permanently lose funding**

Consolidation

- Not allowed:
  - HUD will **not permit a transitional housing and a permanent housing project to consolidate** to form a Joint TH and PH-RRH component project
  - HUD will **not permit a transition grant to be consolidated** with any other project

- Project applications for the grants that are proposed to be consolidated **will be ranked, and if all those grants are selected**, HUD will award the single consolidated grant.
  - If one of the grants proposed to be consolidated is found to be ineligible for consolidation or is not selected, HUD will award all grants that are eligible for renewal and selected as separate grants

Consolidation

- To apply, must do the following in e-snaps:

  - must **submit separate renewal project applications** for each of the grants that are proposed to be consolidated

    AND

  - an **application for the new consolidated grant** with the combined budget and information of all grants proposed for consolidation

  Instructions:
  https://www.hudexchange.info/resource/5723/consolidating-eligible-renewals-during-the-fy-2018-coc-program-competition/

General Project Information

NEW PROJECTS

New Projects

Eligible **Bonus & Reallocation** projects:

- Permanent Supportive Housing for Chronically Homeless
- Rapid Re-Housing*
- Joint TH and PH-RRH*
- Dedicated HMIS project
- SSO to develop or operate a coordinated entry system*
- Expansion project
  - To increase the number of beds or units in a project, number of households served or services provided to existing program participants
  - Add additional activities to HMIS & SSO-CE
- Transition Grant

All new projects will be reviewed by HUD to determine if they meet project quality threshold requirements

* Project types also eligible for the DV Bonus

New Projects: Permanent Supportive Housing - 100% Chronic Dedicated

Permanent Supportive Housing (PSH) is permanent housing with indefinite leasing or rental assistance paired with supportive services to assist persons experiencing homelessness and have a disability or families with an adult or child member with a disability achieve housing stability.

- **Reminder:** While the disability of a child may qualify the household for PSH, a household does not meet the chronic definition if the child is the household member with the qualifying disability.

"100% Dedicated" is a project defined as:

Beds Dedicated to Chronically Homeless Individuals and Families. A permanent supportive housing bed that is dedicated specifically for use by chronically homeless individuals and families within a CoC's geographic area, as reported in the CoC's HIC and the FY 2017 permanent housing project applications. When a program participant exits the project, the bed must be filled by another chronically homeless participant unless there are no chronically homeless persons located within the CoC's geographic area. This concept only applies to permanent supportive housing projects

New Projects: Rapid Re-Housing

RRH projects, including new and renewal projects, but excluding those funded under the DV Bonus, may serve individuals and families, including unaccompanied youth, who meet the following criteria:

1) residing in a place not meant for human habitation;

2) residing in an emergency shelter or coming directly from the streets;

3) persons who qualify under paragraph (4) of the definition of homelessness, including persons fleeing or attempting to flee domestic violence situations

4) residing in transitional housing project that was eliminated;

5) residing in transitional housing funded by a Joint TH and PH-RRH component; or

6) receiving assistance through a Department of Veterans Affairs(VA)-funded homeless assistance program and met one of the above criteria at initial intake to the VA's homeless assistance system.

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New Project Quality Threshold: PH-PSH & PH-RRH

HUD project quality threshold for Permanent Supportive Housing or Rapid Rehousing projects. One point for each of the following and must receive at least 3 out of 4 points to pass threshold:

- The type of housing proposed, including the number and configuration of units, will fit the needs of the program participants (e.g., two or more bedrooms for families).

- The type of supportive services that will be offered to program participants will ensure successful retention in or help to obtain permanent housing, including all supportive services regardless of funding source.

- The proposed project has a specific plan for ensuring program participants will be individually assisted to obtain the benefits of mainstream health, social, and employment programs for which they are eligible to apply meets the needs of program participants (e.g., Medicare, Medicaid, SSI, Food Stamps, local Workforce office, early childhood education).

- Program participants are assisted to obtain and remain in permanent housing in a manner that fits their needs (e.g., provides the participant with some type of transportation to access needed services, safety planning, case management, additional assistance to ensure retention of permanent housing).

New Projects: Joint TH and PH-RRH

- Funding limited to:
  - Leasing of a structure or units, and operating costs to provide transitional housing;
  - Short- or medium-term tenant-based rental assistance on behalf of program participants to pay for the rapid rehousing portion of the project
  - Supportive Services
  - HMIS
  - Admin

- Grantee must be able to provide both components

- Participants may choose to receive only one of the components

New Projects: Joint TH and PH-RRH (continued)

Most appropriate for:

- Locations with large number of people living in unsheltered locations – provide temporary low-barrier housing while helping to quickly move to permanent housing.

- Communities that lack safe crisis housing for people fleeing domestic violence to access while searching for a safe permanent place to reside.

- Youth have high rates of unsheltered homelessness – it provides a tool to develop projects tailored to the unique developmental needs of youth and help them move quickly to permanent housing with available supportive services to help them maintain that housing.

New Projects Quality Threshold: Joint TH and PH-RRH

HUD project quality threshold for Joint TH and PH-RRH: 1 point for each of the following – project must receive 4 out of 6:

- The type of housing proposed, including the number and configuration of units, will fit the needs of the program participants

- **Provide enough RRH to ensure that at any given time a program participant may move from TH to PH. This may be demonstrated by identifying a budget that has 2x resources for the RRH portion of the project than the TH portion, by having 2x as many PH-RRH units at a point in time as TH units, or by demonstrating that the budget and units are appropriate for the population being served by the project.**

- Supportive services offered will ensure successful retention or help to obtain permanent housing

- Plan for ensuring access to /connection with mainstream benefits

- Program participants are assisted to obtain and remain in permanent housing in a manner that fits their needs

- Adheres to a housing first model

Transition Grants (Renewal reallocates to create new)

- A grant to fund a **new project to transition an eligible renewal project** being eliminated through **reallocation** from one program component to another **over a 1-year period**

- Reallocate the existing eligible renewal component to one of the **eligible new project components**: PH-PSH, PH-RRH, Joint TH and PH-RRH, dedicated HMIS, or SSO-CE

- Must meet the following:
  - **Same recipient** for the eligible renewal grant(s) being eliminated
  - Provide the grant number(s) of the project(s) being eliminated to create the new project
  - Attach a copy of the most recently awarded project application

Transition Grants (Renewal reallocates to create new)

- Will have **one year to fully transition** from the original component to the new component and this will take place during the transition grants normal operating year

- To create a Transition Grant, the CoC must **wholly eliminate** one or more projects and use those funds to create the single, new transition grant.

- **No more than 50 percent** of each transition grant may be used for costs of eligible activities of the program component originally funded

- Transition grants in this Competition are **eligible for renewal** in subsequent fiscal years for eligible activities of the new program component

- To be eligible to receive a transition grant, the renewal project applicant must have the consent of its Continuum of Care and meet the standards

New Projects: Expansion Projects

Submits a new project application to expand current operations **by adding units, beds, persons served, services** provided to existing program participants, or in the case of HMIS, increase the current HMIS grant activities within the CoC's geographic area. Two types of expansion:

1. **Expanding CoC Program Projects**. Expansion in which a project applicant submits a **new project application to expand the current operations** of an eligible renewal project for which it is the recipient by adding additional CoC Program funds. Under this type of expansion, for the new expansion project to be selected for conditional award the renewal project application must also be selected for conditional award.

2. **Expanding a non-CoC Program funded project.** Expansion in which a project applicant submits a new project application that requests CoC Program funds **to add to a current homeless project that is funded from sources other than CoC Program funds.** However, as stated in Section 426 of the Act, project applicants are **prohibited from using CoC Program funds to replace state and local funds**

New Projects: Expansion Projects

- Can apply for new expansion project under the DV Bonus, reallocation, and bonus processes to expand existing projects that will increase the number of units, persons served, services provided to existing program participants, or to add additional activities to HMIS and SSO-Coordinated Entry projects.

- If the new expansion project will expand an existing eligible CoC Program renewal project HUD will not fund capital costs (i.e., new constructions, rehabilitation, or acquisition) and HUD will only allow a 1-year funding request.

- If the project applicant is applying to expand a non-CoC Program funded project (traditional expansion), the project applicant may apply for grant terms as found in Section IV.B.2 of the NOFA and may submit a project application as any other new project application.

- Project applicants may expand an existing renewal project that is not dedicated to serving survivors of domestic violence, dating violence sexual assault, or stalking that meet the definition of homeless in 24 CFR 578.3 to dedicate additional beds, units, persons served, or services provided to existing program participants to this population.

DV Bonus

- $50 million available provided by the FY 2018 HUD Appropriations Act. CoC may apply for up to 10 percent of its Preliminary Pro Rata Need (PPRN), or a minimum of $50,000 and maximum of $5 million, to create up to three DV Bonus projects

  - **EAST - $1,218,944**
  - **WEST - $894,856**

- A CoC may apply for **one of each** of the following types of projects:

  1. **Rapid Re-housing (PH-RRH)** projects

  2. **Joint TH and PH-RRH** component projects

  3. **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 survivors of domestic violence, dating violence, sexual assault, 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).

- Note: Projects must enter data into their HMIS-comparable database. The project budget may include HMIS funding to cover the cost of the HMIS-comparable database.

DV Bonus

- Projects can be new stand alone project

- Projects can be new project that is an expansion of an existing project
  - Existing project does not have to be dedicated to DV, but must dedicate beds funded through DV Bonus for DV
  - Existing project can be an expansion of a non-CoC funded project

- Cannot combine with funds from reallocation or regular Bonus for the new project

- If project is NOT selected for the DV Bonus and is ranked above the regular Bonus, funds will be taken from the regular Bonus project to fund the DV project.

DV Bonus

Eligibility of project participants for PH-RRH and Joint TH and PH-RRH projects:

- The DV Bonus is available to a participant who meets the definition of 24 CFR 578.3 paragraph (4) who is fleeing, attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions.

- The language from the FY 2018 HUD Appropriations Act also includes those who are survivors of domestic violence, dating violence, and stalking as eligible to be served by projects funded through the DV Bonus.

- Persons who are fleeing or attempting to flee human trafficking are eligible to be served by projects funded through the DV Bonus.

DV Bonus

Projects to be scored on a 100-point scale:

- For all project types, "50 points in direct proportion to the score received on the CoC Application."

- Joint TH and PH-RRH & PH-RRH

  - 25 of 100 points for need – based on the extent the CoC is able to quantify the need for the project in its portfolio, the extent of the need, and how the project will fill that gap.

  - 25 of 100 points for "Quality of Project Applicant" – based on the previous performance of the applicant in serving survivors of domestic violence, dating violence, sexual assault, or stalking, and their ability to house survivors and meet safety outcomes.

- For SSO-CE, 50 of 100 points for demonstrated need – based on the extent to which the CoC is able to demonstrate the need for a coordinated entry system that better meets the needs of survivors of domestic violence, dating violence, sexual assault, or stalking, and how the project will fill this need.

PA Balance of State (BoS) Application Process & Timelines

RENEWAL PROJECTS

Please complete the Renewal Project Survey ASAP

For those agencies that have renewal projects, please fill out the survey we sent out regarding your intentions with the renewal projects you are currently operating.

- East Survey: https://www.surveygizmo.com/s3/4452225/Eastern-PA-CoC-2018-Renewal-Project-Survey

- West Survey: https://www.surveygizmo.com/s3/4452256/Western-PA-CoC-2018-Renewal-Project-Survey

Please note that your responses to the survey are not binding. If you are interested in pursuing options like Consolidation, Transition Grants or Expansion, please use the survey to let us know and we will conduct follow up with you.

Dropbox

All <u>renewal</u> project documents are to be submitted through Dropbox

On **July 20** you be sent sent instructions for submitting your documents through Dropbox.

Each grantee has a separate url through which to submit your documents.

➤ You will have a box for each of your renewal projects

➤ Use the file names provided in the renewal application instructions

➤ Upload the required files to the appropriate Dropbox

You should continue to send questions to easterncoc@pennsylvaniacoc.org or westerncoc@pennsylvaniacoc.org but do not submit your application documents to this email address.

Deadlines: Renewal Applications

By July 27: Submit the following to Dropbox

- PDF(s) of each of your **completed** Project Application(s), exported from e-snaps

- **Check the Submission Summary to make sure ALL sections have been completed**

- FILENAME: 2018 Renewal App – Agency Name – Project Name

  ***REMINDER**: If planning for grant consolidation, please request approval from HUD Rep ASAP.

DO <u>NOT</u> SUBMIT THE APPLICATION ON ESNAPS (YET)

Deadlines: Renewal Applications

By August 13:

You will receive a project review form with required corrections.

By August 18:

Or within 5 working days of receipt of review, whichever is sooner, you must **submit** your corrected application **on e-snaps**.

Renewal Project Scoring

- All renewal projects will be scored in accordance with the Renewal Scoring Criteria, currently under development.

- Data for scoring will come from the following sources:
  - **HMIS**: to be provided by DCED
  - **DV Data Form**: to be completed by DV providers using data from a Comparable Database
  - **Renewal Summary Form (RSF)**: to be completed by all renewal grantees for each project

- Renewal Summary Forms and DV APR will be submitted to DMA using the Dropbox.

- Information you provide, along with HMIS data, will be used to develop the Renewal Ranking Calculator.

- Draft data will be provided for review. Corrections will need to be made within the indicated timeline.

- The calculator will be updated and data will be considered to be final.

Renewal Scoring Review

Criteria scored last year:

Performance

- Exits to PH/ Retention of PH
- Returns to homelessness
- Length of time homeless
- Income growth
- Mainstream Benefits

Monitoring

- Participant Eligibility
- Unit Utilization Rate
- Drawdown Rates and Expenditure Rate
- Cost Effectiveness

CoC Policies

- CoC Project Description
- Opening Doors Goals
- Severity of Need
- PSH beds dedicated for chronically homeless
- Housing First Approach

CoC Participation

- Meeting attendance
- Training
- HMIS Participation

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PA Balance of State (BoS) Application Process & Timelines

NEW PROJECTS

New Projects - Timelines

START PLANNING NOW

August 1: A solicitation for new project proposals will be distributed. It will include:

- CoC Priorities
- Threshold Requirements
- Separate Solicitation for DV Bonus

August 10: Proposals will be due to DMA

August 23: Selection of new projects to be announced

August 31: New project applications will be due to DMA for review

New Projects – Project Selection

- All new projects will submit a preliminary application

- All applications will be scored by members of the CoC's Funding Committee.
  - The Funding Committee will determine which new projects will be recommended to the CoC Governing Board for selection.
  - CoC Governing Board will make final decision.
  - Projects not selected for funding may appeal this decision, per the CoC's appeal policy.

Appeals

Appeals Processes

The CoC will provide multiple appeal opportunities:

- Renewal project applicants will have a period of time to review the Ranking Calculator and submit questions about outcomes and/or scoring. If the question cannot be resolved, the applicant may appeal.

- New project applicants not selected for funding may appeal the Funding Committee/ Governing Board decision

Additionally, HUD provides the below opportunity for appeal:

- If the CoC decides not to submit a project application to HUD for funding and the project applicant feels they have been denied the right to participate in the planning process, the applicant can appeal to HUD and submit a "solo" application for funding.

- Appeals are not applicable in all circumstances.

- More information can be found in Section "X. Appeals" of the NOFA or at 24 CFR 578.35

E-snaps Tips for 2018

RENEWAL & NEW PROJECT APPLICATIONS

Applicant Profile

Must complete the Applicant Profile

- Visit this page for the Project Applicant Profile Navigational Guide and instructions for filling out HUD Form 2880: https://www.hudexchange.info/resource/2958/instructions-for-updating-the-project-applicant-profile/

- Make necessary updates – i.e., ensure that the contact info is accurate

- Code of Conduct: Check your profile to see if it is attached. Can also check the HUD list of approved Codes of Conduct. https://www.hud.gov/program_offices/spm/gmomgmt/grantsinfo/conductgrants

- HUD Form 2880 is in the Applicant Profile – the grant amounts will auto-fill from the application.

Applicant Profile

Must complete the Applicant Profile

- Check the Submissions Summary page – if there are any red **X**s, go back and fix those

- After you make your edits/corrections, click "Complete" on the Submission Summary page

If you don't click on "Complete" you will not be able to access your renewal application.

Renewal Projects

- **USE THE GUIDES AND DETAILED INSTRUCTIONS.** These documents will provide you with the information you need: https://www.hudexchange.info/resource/2910/coc-project-application-instructions-for-renewal-projects/

- First-time renewals will need to set up the application. Use the information from the new project application that was submitted last year.

- Other renewals will be able to import information.

Renewal Projects: Review/Update

- Page 14 of the Detailed Instructions includes a list of the screens that you should review or update.

- Throughout the application, an asterisk (*) is an indication that you may need to provide a response or update information. Look for the symbol * to ensure that you have not missed providing a required response. Examples:
  - Screen 1A, 5b. Federal Award Identifier
  - Screen 1D, 17.: Must update the dates, should be a start date in 2019 and an end date in 2020
  - For various Forms in Part 1, you will need to check a box to certify a statement – you must do this or you will not be able to submit.

Renewal Projects: Match

Match:

- **Of note, for Screen 7A Attachments, there now seems to be a requirement for an Memorandum of Understanding (MOU) or Memorandum of Agreement (MOA) to be attached for In-Kind Match***.*

- Match letters – not referenced in the instructions, but based on previous years we suggest that you ensure they are updated in your files and that you update the dates on the Match letters.

Renewal Projects: Submit Without Changes

- Submit Without Changes is once again an option.

- The Submit Without Changes screen is at the end of the application.

- If you want to make any changes in your application, you will need to navigate to the Submit Without Changes screen. Once there, you will be able to indicate whether you want to make changes by answering question 2.

- If you indicate that you want to make changes in question 2, you will be able to select the screens that you would like to edit.

Renewal Projects: Consolidation

- If you are consolidating grants, please note that HUD has provided additional instructions: https://www.hudexchange.info/resource/5723/consolidating-eligible-renewals-during-the-fy-2018-coc-program-competition/
  - Use the Renewal Project Detailed Instructions and Navigational Guide, which also provide instructions.

- Must submit an individual application for each grant be included in the consolidation.

- Must also submit an additional renewal application for the "Fully Consolidated" grant. In this application, you will combine the information for all of the grants being consolidated, such as budget information, households served, unit/bed count, etc.
  - Include "Consolidated" in the project name

Multiple Applications

If a recipient wants to consolidate two projects (A and B), it will need to submit three applications:

- Project A: Renewal Project Application, as it currently exists
- Project B: Renewal Project Application, as it currently exists
- Project X: Renewal Project Application for the combined Project A and Project B

New Projects

- **USE THE GUIDES AND DETAILED INSTRUCTIONS.** These documents will provide you with the information you need: https://www.hudexchange.info/resource/2909/coc-project-application-instructions-for-new-projects/

- There are various options, including Transition Grants, Expansion and DV Bonus, that may apply to new projects.

- Applicants should carefully review the instructional guides in order to answer questions appropriately.

New Projects: Transition Grants

Transition Grants:

- Must create a new project to use the Transition option.

- Note: a Transition Grant cannot also be an Expansion.

- A Transition grant is funded by **fully reallocating one or more grants** to use Transition grant option.

- Screen 3A, Question 6 – This is where you will indicate that your project is a Transition Grant if this applies to you. You will then need to list all of the projects that will be "expiring" under the Transition Grant. There is also a space for a brief description.

New Projects: Transition Grants

For Question 6b on Screen 3A, you are asked to provide the following in the description of how the project will be transitioned. Your narrative should include:

a. "A detailed description of how the project applicant will reduce activities in the project(s) that is/are transitioning, including the plan for ensuring existing program participants do not become homeless, while increasing activities in the new component;

b. The amount of funds that will be used to wind down the project that is transitioning if the project is selected for conditional award as a transition grant (note: recipients may not use more than 50 percent of grant funds to pay for the costs in the project that is transitioning); and

c. The estimated timeline, within the 1-year grant period, that the project will be fully operating as the newly awarded component."

New Projects: Transition Grants

- Other than Question 6 on Screen 3A, fill out the application describing the **details of the new project only**.

- Budget charts, housing units, households served, dedicated beds, Housing First, etc., should be filled out according to **how the new project will run once it is fully operating**.

- Upon conditional award, the project will be allowed to adjust up to 50% of the new project budget for costs that were eligible for the eliminated project.

New Projects: Expansion

- Expansion is covered on "Screen 3C. Project Expansion Information"

- Note that although there appears to be an option for expansion for "Replacing the loss of nonrenewable funding (private, federal, other excluding state/local government)", the Detailed Instructions note that **"this selection is not appropriate for new expansion projects."**

New Projects: Funding

- "Screen 6A. Funding Request" Question 2 is where you will select the source of funds.

- There are various options regarding funding for new projects depending upon the project type for which you are applying.

	Reallocation	Bonus	Reallocation + Bonus	DV Bonus
PH-PSH	YES	YES	YES	NO
PH-RRH	YES	YES	YES	YES
Joint TH and PH-RRH	YES	YES	YES	YES
SSO-CE	YES	YES	YES	YES
HMIS	YES	YES	YES	NO

New Projects: Match

Note that for the Match for new projects:

"If applications include third-party In-Kind match project applicants **should attach MOU(s) documentation** that confirms the in-kind match commitment."

Resources

Resources

HUD has provided both "Detailed Instructions" and "Navigational Guides" – be sure to review those documents:

- Main e-snaps CoC application page: https://www.hudexchange.info/programs/e-snaps/

- Project Applicant Profile: https://www.hudexchange.info/resource/2958/instructions-for-updating-the-project-applicant-profile/

- Renewal Application: https://www.hudexchange.info/resource/2910/coc-project-application-instructions-for-renewal-projects/

- New Projects: https://www.hudexchange.info/resource/2909/coc-project-application-instructions-for-new-projects/

- Consolidation: https://www.hudexchange.info/resource/5723/consolidating-eligible-renewals-during-the-fy-2018-coc-program-competition/

Resources

- We will email out a "Tips Sheet" with helpful tips and info for those of you submitting projects in e-snaps

- These slides will be made available and posted on the CoC website

- A recording of this webinar will be posted on the CoC website pages

- We will post links to resources on the CoC website pages:
  - East
    http://www.pennsylvaniacoc.org/easterncoc/eastern-pa-fy18-coc-nofa/
  - West
    http://www.pennsylvaniacoc.org/western-pa-fy18-coc-nofa/

Q&A

USE THE CHAT OR Q&A BOXES TO SUBMIT QUESTIONS

HAPPY FY 2018 NOFA!!

To help us assure your application is properly submitted to HUD, please:

- Follow instructions
- Meet all deadlines

If you have questions, send them to easterncoc@pennsylvaniacoc.org or westerncoc@pennsylvaniacoc.org

You can also call Fern Cutler at 215-576-1558 and she will direct you to the most appropriate person at DMA.