

Memorandum to Georgia Homeless Service Providers

Balance of State Homeless Continuum of Care Plan
and the
2010 HUD Homeless Assistance Programs

September 21, 2010

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During the month of February 2010 the Georgia Department of Community Affairs (DCA) conducted forums throughout the State (one planning session in each of the 12 “state development” regions) in an effort to update the Georgia Homeless Continuum of Care Plan (CoC) for the ‘Balance of State.’ The geographical area expected to be covered by this year’s plan includes the 152 counties not covered by six local CoC plans. Local plans exist for Atlanta, Fulton County, DeKalb County, Cobb County, Athens-Clark County, Augusta-Richmond County, Savannah-Chatham County, and Columbus-Muscogee County. Contact information for each of the local Continua of Care can be found at

<http://www.dca.ga.gov/housing/HousingDevelopment/programs/documents/CoCContacts03-2008.pdf>.

The Continuum of Care Plan is a comprehensive planning document that describes how various communities in Georgia will help persons that are homeless to obtain necessary housing and services. Nonprofit Organizations, local governments, public housing authorities and other entities located within communities that develop a CoC plan are eligible to apply for homeless assistance funds under the *HUD Notice of Funding Availability (NOFA)*. This year the Continuum of Care NOFA was released on September 20, 2010, and all applications are required to be submitted electronically. **Please note that in 2010, renewal applications are NOT required to be ranked in the electronic system this year, however all New projects WILL need to be scored and ranked in order to be submitted under the State’s Continuum of Care.**

Based on information received from HUD, the competitiveness of the Balance of State Continuum of Care application must continue to evolve to remain successful. HUD awards a considerable number of points for housing emphasis and use of ‘mainstream resources’ for services. Other points are awarded for strategies to reduce ‘chronic homelessness’ through permanent supportive housing production, etc. For these reasons, the Balance of State CoC **will not accept any new projects for 2010 that propose any supportive service funding.** All new Supportive Housing Program (SHP) applications (transitional or permanent) proposed for funding must provide in their application written commitments for matching funds and for services (including the dollar value of the same) from outside sources.

If your agency is interested in applying through the balance of state DCA Continuum of Care Plan for HUD homeless assistance funding or if your agency is interested in becoming a S+C sponsor with DCA, please note the following key dates that require your immediate attention. Note that local CoCs [Atlanta-Fulton-DeKalb (the Tri-Jurisdictional CoC), Athens, Augusta, Cobb, Columbus, and Savannah] establish and publish their own submission guidelines. Applicants for SHP projects and “sponsors” for S+C projects are encouraged to actively participate in Continuums of Care appropriate to the location of their activities (proposed and ongoing).

Thank you very much for your cooperation in this process. We look forward to broad participation throughout the State. Should you have questions, please contact Lindsey Stillman at lindsey.stillman@dca.ga.gov.



Eligible Projects

Supportive Housing Program

The Supportive Housing Program (SHP) helps develop housing and related supportive services for people moving from homelessness to independent living. Generally speaking, SHP helps homeless people who are sleeping in places not meant for human habitation, such as cars, parks, sidewalks, and abandoned buildings, or those who are sleeping in an emergency shelter as a primary nighttime residence. Eligible applicants include States, local governments, other government agencies (such as public housing agencies), private nonprofit organizations, and community mental health associations that are public nonprofit organizations.

Project components eligible under the Balance of State CoC in 2010 include:

Transitional Housing
Permanent Housing for Persons with Disabilities
Safe Havens
Innovative Supportive Housing

Balance of State CoC will accept applications that include the following activities in supportive housing projects:

Acquisition, Rehabilitation, New Construction
Leasing
Operating Costs
Project Administrative Costs

For more information about the Supportive Housing Program, please visit www.hudhre.info

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DCA's Sponsor Based Shelter Plus Care (S+C) Rental Assistance Program

As stated above, DCA will again consider partnerships with providers of permanent supportive housing for homeless persons through the **"Sponsor Based" Shelter Plus Care (S+C) program**. It should be noted that non-profit agencies are not eligible "applicants" under the S+C program. To be eligible for this form of permanent supportive housing, homeless persons must enter the Continuum as "homeless" entering from unsheltered locations or from emergency shelter and be "disabled" according to S+C regulations. Disabilities include, but are not limited to, mental health, substance abuse, developmental and/or HIV, physical limitations.

In the S+C program, each homeless family must pay 30% of adjusted family income for housing (housing costs are limited to rent and utilities). S+C funds may then be used to pay the balance of the rent and utility costs. As a S+C "Sponsor" each agency must then be responsible to surround the client with permanent supportive services, as necessary to meet the needs of each client. In addition to the HUD funds for rental assistance, the State Housing Trust Fund for the Homeless Commission is offering limited matching assistance for these projects to off-set the cost of administration. S+C sponsors who rent from 3rd parties and do not have sufficient funds to support the program may also request Emergency Shelter Grant (ESG) funds from DCA for outreach and associated program costs.

Please note that while S+C is a permanent form of assistance, **assisted units may be of any type**, from entry-level housing for persons coming from the streets, to group living arrangements, to shared living, to SRO units to individual apartments. Sponsors may design a program that first has participants living in a group setting with intensive supportive services. Persons would then move to other settings based upon their recovery status, support service compliance/participation, updated supportive service needs, the goals of their service plans, and/or their progress toward meeting those goals. Likewise, this type of system would allow agencies to move clients from less restrictive to more restrictive settings if they decompensate and/or require a higher level of supportive services, or if they fail to meet support service requirements.

If you wish to obtain more information about partnering with DCA in this effort to meet the critical need for permanent supportive housing for homeless persons with disabilities in Georgia, please **immediately contact** Jonathan Cox at DCA (jonathan.cox@dca.ga.gov or 404-679-0571. Sponsors of renewing DCA/GHFA S+C programs will be contacted separately.



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Balance of State Continuum of Care 2010 Timeline

Monday, October 1, 2010 -- If your organization intends to submit a New Supportive Housing Program (SHP) proposal, New Shelter Plus Care (S+C) proposal, or if your agency wishes to be a **new** S+C Sponsor (with DCA/GHFA as the applicant under any continuum of care) under the **Balance of State Continuum of Care Plan**, you must complete and **fax the attached 2010 Balance of State Continuum of Care Proposal Outline** (attached) with accompanying information to Lindsey Stillman at (404) 679-0669. Renewing S+C sponsors in the Balance of State CoC do not need to take any action at this time. Complete information on HUD's Continuum of Care programs can be found on the HUD website (only) at - <http://www.hud.gov/offices/cpd/homeless/programs/coc/>.

Submitting a Proposal Outline will signal DCA staff to forward information to you regarding final scoring criteria, results of scoring, notice of CoC changes, etc. **SHP applicants do NOT need to meet this deadline, unless you are going to submit a NEW project. DCA will be contacting SHP Renewal applicants separately with additional information.** Renewing sponsors of DCA S+C programs will be contacted for information separately.

All persons interested in submitting a new SHP application is strongly encouraged to review HUD's **on-line training in e-snaps for Exhibit 2** (<http://www.hudhre.info/esnaps/>). Please note, all applicants will need to have a DUNS Number (<http://www.dnb.com/us/>) and have registered with the Central Contractor Registry (CCR) (<https://www.bpn.gov/ccr/default.aspx>) in order to be able to submit an application.

Once DCA staff receives a proposal outlines of an agency's intent to submit an application for a new project, the Balance of State CoC scoring criteria will be sent to that agency. **Please note, scoring criteria will be sent only to agencies that submitted a proposal outline to DCA.** This year's scoring criteria will include scoring of organizational capacity, feasibility, outside funds committed to the project, the project's emphasis on housing and/or permanent housing, and the utilization of HUD-identified "mainstream assistance programs." Other factors will include HMIS participation, output and outcome measurement, participation in regional Continuum planning, the relative need of the project as compared to locally identified needs, and the project's impact upon the needs of chronically homeless persons.

Monday, October 4, 2010 - - Webinar for RENEWING SHP Applicants

Tuesday, October 5, 2010 - - Renewing SHP Applicants submit APR to DCA (Fax – 404-679-0669)

Thursday, October 7, 2010 - - Webinar for New SHP Applicants

Thursday, October 21, 2010 -- All completed applications (both new and renewal) to be submitted under the State of Georgia Continuum of Care Plan must be **submitted into E-SNAPS** (online application software) on or before the close of business at 5:00 p.m. EST on Thursday, October 21, 2010. Also, please note that Applicants must submit **seven (7) complete copies** of their proposal (printed from E-SNAPS) along with the additional information that will be requested within the scoring criteria itself. Please deliver proposals clearly marked "**Georgia Balance of State Continuum of Care Application**" to: State Housing Trust Fund, Georgia Department of Community Affairs, 60 Executive Park South, N. E., Atlanta, Georgia 30329. A review team consisting of members of the *State Homeless Advisory Council* will review and rank each completed application received by the deadline. Applications that do not meet "threshold" requirements (or that are not complete) may not be ranked and placed on the priority list, and therefore may not be eligible for funding.

Friday, November 5, 2010 -- By this date each applicant (new SHP applicants and new S+C applicants) can expect to be contacted by a DCA representative who will email or fax the outcome of the Continuum of Care Review Team. You will learn how well your application ranked and you will receive constructive comments about how to best improve your application before submitting it to HUD. SHP Renewal applicants will also receive information about any corrections that need to be made to their applications.

Thursday, November 11, 2010 -- All completed applications (both new and renewal) developed under the State of Georgia Continuum of Care Plan must be **complete within E-SNAPS** on or before the close of business at 5:00 p.m. EST on November 11, 2010. An applicant's failure to meet this deadline will most likely result in denial of the applicant's request for funds.

Monday, November 15, 2010 - DCA will submit the Continuum of Care Plan and all associated applications for the balance of state to HUD through E-SNAPS.



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