

Balance of State Continuum of Care 2015 NOFA Competition Renewal Applicant Meeting

Webinar #1 October 2, 2015 / 1:00 pm

Webinar #2 October 6, 2015 / 10:00 am

To access either Webinar Meeting, please register at:

<https://attendee.gotowebinar.com/rt/3608480983679246082>

(upon registration, you will receive call-in & log-in information)



October 2, 2015

Tina Moore, CoC Coordinator

DISCLAIMER



- ❑ This is a GENERAL overview of the CoC Program and Application (for eligible renewal projects to be scored and ranked under Georgia's BoS CoC competition).
- ❑ Applicants are responsible for reading the NOFA, regulations, and other related information as it is released on HUD's web site, HUD Exchange to see program and eligibility requirements.
(<https://www.hudexchange.info>)

2015 HUD NOFA Competition

- As in past years, this is a two step process
 - Review Application (CoC Review Team) and Addendum for project ranking
 - Emailed to DCA (with all required attachments)
 - PSH and RRH – Addendum due no later than 2:00pm, October 13, 2015 (applications have already been submitted)
 - TH – Application and Addendum due no later than 2:00pm, October 13, 2015
 - Applications will be scored and ranked by an application review subcommittee (funding may be limited and some projects may fall into Tier 2)
 - HUD Application in *E-SNAPS*
 - This is required for all project applications
 - Must be complete, with all required attachments, no later than 2:00pm, October 19, 2015

2015 Balance of State CoC Process – To Date



- ❑ Standards, Rating & Project Review Committee established (on 4/1/15) and the Balance of State CoC Board (on 4/23/15) approved:
 - ❑ Updates to the 2015 BoS CoC Review Application – Renewal Applicant document
 - ❑ Early Release of the 2015 BoS CoC Review Application – Renewal Applicant document
- ❑ Renewal Permanent Supportive Housing (PSH) and Renewal Rapid Rehousing (RRH) application due (on 6/8/15)
 - ❑ With the understanding that additional information might be required upon release of the NOFA
- ❑ HUD released the Notice of Funding Availability (NOFA) (on 9/17/15)

2015 Balance of State CoC Process – To Date (continued)

- The Standards, Rating & Project Review Committee (on 9/25/15) established and the Balance of State CoC Board (on 9/29/15) approved:
 - The 2015 Georgia BoS CoC NOFA Competition Policy, Process, Application Documents/Scoring Criteria, and Other Materials for the NOFA including:
 - Program priorities according to type (Permanent Housing, Transitional Housing, etc.)
 - Reallocation process
 - Updates to the 2015 BoS CoC Review Application – New Applicant documents
 - Scoring Criteria for the project application reviews
- Renewal Transitional Housing (TH) application, Addendum, Scoring Criteria for all renewals released (9/30/15)
- New PSH and RRH application released (on 9/30/15)

2015 Balance of State CoC Process – Going Forward

- October 2 and October 6, 2015 - Informational Webinar for BoS CoC Competition Policy, renewal TH applicants, and materials from the webinar posted
- October 5, 2015 – **Proposal Outlines for new PSH or RRH projects, and Notice of Intent to Apply or Reallocate for renewal TH projects** due.
- October 6, 2015 - Informational Webinars for new PSH and RRH applicants and materials from the webinar posted
- October 13, 2015 - Review Applications for renewing TH projects, as well as all required copies and supplemental documents, due by 2:00 pm.
- October 13, 2015 – Addendum document for renewal PSH and RRH projects due by 2:00pm.
- October 14, 2015 - Review Applications for new PSH and RRH projects, as well as all required copies and supplemental documents, due by 2:00 pm.
- October 19, 2015 – ALL project applications (renewal PSH, RRH, and TH, and new PSH and RRH) must be entered into e-snaps by 2:00pm.
- October 30-November 2, 2015 - Standards, Rating, and Review Committee meeting to approve and recommend ranking of projects held.
- November 3-4, 2015 - CoC Board meeting to approve ranking recommended by the Standards, Ratings, and Review Committee held.
- November 5, 2015 – Notification given to applicants of placement in scoring and ranking for all projects (due date).
- November 12, 2015 – Corrections and resubmission of application in e-snaps due by 2:00pm.
- November 18, 2015 – CoC application submitted to HUD.

Six Policy Priorities from the HUD NOFA and BoS CoC Responses and Strategies



1. Strategic Resource Reallocation

- ❑ Underspending projects (returning \$10,000 or more) will be subject to reduction or reallocation
- ❑ Continued emphasis on partnerships and mainstream resources
- ❑ Transitional Housing renewal projects will be incentivized to resubmit as a new PSH or RRH
 - PSH and RRH (new and renewals) projects will be prioritized over renewal TH projects that still submit
 - Special populations, previously identified by HUD, will receive a small bonus over other TH projects

Six Policy Priorities from the HUD NOFA and BoS CoC Responses and Strategies (continued)



2 through 5. Ending Chronic Homelessness, Family Homelessness, Youth Homelessness, and Veteran Homelessness

- ❑ Prioritization of 85% of non-dedicated PSH beds for people who are chronically homeless
- ❑ Bonus points for projects that commit to low-barriers models
- ❑ New PSH and RRH projects for individuals and families
- ❑ Bonus points for projects that prioritize veterans
- ❑ Bonus points for TH that exclusively serve homeless youth
- ❑ Scoring criteria for populations served

Six Policy Priorities from the HUD NOFA and BoS CoC Responses and Strategies (continued)



6. Using a Housing First Model

- ❑ Bonus points for PSH and RRH that utilize the HF Model
- ❑ Bonus points for projects that commit to low-barriers models
- ❑ Applications scored through a HF/low-barrier lens

Other Important Highlights of the HUD NOFA and BoS CoC Responses

1. Permanent Supportive Housing (PSH) and Rapid Rehousing (RRH) continue to be the focus of this funding source

- ❑ PSH & RRH projects will be the BoS CoC priority
- ❑ Transitional Housing renewal projects will be incentivized to resubmit as a new PSH or RRH
 - Special populations, previously identified by HUD, will receive a small bonus over other TH projects
- ❑ No Supportive Services Only projects will be submitted

Other Important Highlights of the HUD NOFA and BoS CoC Responses (continued)

2. Tiered Approach

- ❑ Tier 1 = top 85% of funding available to the CoC
- ❑ Tier 2 = remaining 15% of funding available to the CoC and amount equal to 15% of funding available to the CoC for bonus PSH and RRH projects
- ❑ In response
 - ❑ BoS CoC scoring aligned with HUD scoring
 - Bottom 15% of renewal projects subject to reallocation, provided there are adequate new project applications
 - Due to need for RRH, BOS CoC anticipates funding more new RRH projects, over PSH
 - ❑ BoS CoC ranking priorities
 - Renewal PSH and RRH
 - HMIS
 - Coordinated Assessment
 - New PSH and RRH
 - TH
- ❑ Permanent Housing Bonus Projects
 - ❑ HUD will provide additional guidance by October 9, 2015
 - ❑ BoS CoC will apply for bonus project funding, provided appropriate

Additional Policy Highlights

- Projects that were recently awarded for the first time and projects that were recently transferred will be in hold-harmless status and will receive the median performance points for like applications
- Although renewal projects are primarily considered to have met threshold requirements through previously approved grant applications unless contrary information is received, all applications must pass a threshold review to move forward to the scoring portion. Threshold factors include:
 - Organizational and financial capacity
 - Past performance, if applicable
 - Lack of match or leverage dollars
 - Use of HMIS (or HMIS compatible system, if a DV provider)
 - Incomplete or late (for new projects) applications
 - Ineligible populations, activities, location, etc.
 - Failure to obtain Certificate of Consistency (Local Approval)

Additional Policy Highlights (continued)



□ Transitional Housing Strategy

- In line with the priority for this funding, agencies with currently funded TH projects will be awarded bonus points if they do not submit the TH project for renewal, but instead submit a new PSH or RRH project that covers the same coverage area (at minimum)
 - If the agency submits more than one new project, they will need to identify which new project they want the points will be applied to
- The new project is not a guarantee, nor is the renewal TH, if they opt not to relinquish it

Additional Policy Highlights (continued)



- All agencies with TH will need to submit Notice of Intent of Renewal or Modification (10/5/15)
- New applications will need to submit a proposal outline (“notice of intent”) that will indicate their intention to apply for a new project (10/5/15)
- Late renewal applications will lose points
- No late new applications will be accepted
- All renewal and new applications are also required to submit the HUD *e-snaps* application

Application Scoring



- There are two scoring criteria documents for Renewal Projects. The scores from these two documents will make up the total score for each renewal project application.
 - 2015 Renewal Project Review Team Scoring
 - 2015 Renewal Performance & CoC Priority Scoring

2015 Renewal Review Team Scoring (50 Possible Points)

- ❑ HUD Priority Points
 - ❑ PSH or RRH – 10 points
 - ❑ TH specifically for unaccompanied youth – 3 points
- ❑ Project Overview and Priority Alignment
 - ❑ Project Summary – 3 points
 - ❑ Objective 1: Increase Progress Ending Chronic Homelessness
 - Housing First - 9 points
 - Low Barriers – 10 points
 - ❑ Objective 2: Increase Housing Stability – 6 points
 - ❑ Objective 3: Increase Participant Income – 6 points
 - ❑ Objective 4: Increase # Participants Obtaining Mainstream Benefits – 6 points

2015 Renewal Performance & CoC Priority Scoring (130 Possible Points)

- ❑ Demonstration of capacity to carry out and implement project - Threshold
- ❑ Utilization of grant funds – 5 points
- ❑ Project Utilization Units/Clients – 5 points
- ❑ Housing Stability – 20 points
- ❑ Project targets/serves persons who are chronically homeless – 10 points
- ❑ Project targets/serves Veterans – 10 points
- ❑ Project serves persons with special needs or high barriers to housing – 10 points
- ❑ Employment Income – 10 points
- ❑ Increased Income (all sources) – 10 points
- ❑ Non Cash Mainstream Benefits – 10 points
- ❑ Exits to streets, shelter, unknown, etc. – 11 points
- ❑ DCA monitoring – 4 points
- ❑ CoC participation – 10 points
- ❑ HMIS data quality – 5 points
- ❑ Match – 5 points
- ❑ Leveraging – 5 points

2015 Renewal Project Bonus Scoring (65 Possible Points)



- CoC Priority
 - PSH or RRH – 10 points
 - TH Special Populations (DV, SA, Youth) – 5 points
- Housing First – 10 points
- Low Barrier – 10 points
- Veteran Priority – 10 points
- Timeliness of meeting deadline – 5 points

Combined Balance of State CoC Scoring - (Total Points Available Renewal Projects)



130 possible points - *2015 Georgia BoS CoC Renewal Performance
CoC Priority Scoring Criteria* document

50 possible points - *2015 BoS CoC Renewal Project Review Team Scoring
document*

180 total possible points

In addition:

- ****Deduction – Timeliness of Review Application Submission**
 - - 5 points if application is late
- Bonus – 30 points for CoC defined priority projects
- Bonus – 5 points for TH for special populations (listed in criteria)
- Bonus – 10 points Housing First
- Bonus – 10 points Low Barrier Entry
- Bonus – 10 points Veteran Prioritization

Match and Leveraging Requirements

- ❑ The recipient or subrecipient must match all grant funds, except for leasing funds, with no less than 25 percent of funds or in-kind contributions from other sources for eligible costs.
- ❑ Match must be for eligible activities within the same category
 - ❑ HMIS dollars are not eligible match for Supportive Service Costs
- ❑ Examples of Eligible Sources of Cash Match include:
 - ❑ Applicant/Project Sponsor's own cash
 - ❑ Federal government grants/contracts (excluding CoC funds)
 - ❑ State and local government grants/contracts
 - ❑ Private grants or contributions
- ❑ Examples of Eligible Sources of Non-cash Match include:
 - ❑ In-kind donations
 - ❑ Volunteer time
 - ❑ Donated services
 - ❑ Donated Property
- ❑ For the project application in *E-Snaps*, agencies should submit FORMAL documentation (list those in application), and this documentation will be required at technical submission.
- ❑ CoCs that have 100 percent participation in leveraging from all project applications (including only those communities that have commitment letter(s), submitted with application, that are dated within 60 days of the CoC application deadline) and that have at a minimum 150 percent leveraging will receive the maximum points.

Match and Leveraging Documentation



- All project applications are required to have documentation dated within 60 days of the NOFA deadline (that means between September 19, 2015 and November 18, 2015) in order for the commitment to count for match or leverage.
- While match and leverage can be either cash or in-kind, please note that submitting only in-kind sources may call into question the strength and fiscal capacity to administer the project.

Overall System Performance

FY2015 NOFA - Increased Emphasis on Performance

Continuums Scored on System Performance:

- ❑ Reduction in Number of Homeless Individuals and Families (PIT)
 - And Progress Ending Veteran, Family, Youth, Chronic Homelessness
 - ❑ Reduction in Number of First Time Homeless
 - ❑ Length of Time Homeless
 - ❑ Successful Permanent Housing Placement or Retention
 - ❑ Returns to Homelessness
 - ❑ Jobs and income growth
 - ❑ Thoroughness of Outreach
-
- ❑ HMIS Data
 - ❑ Annual data should come directly out of HMIS
 - ❑ Point-in-Time data should come directly out of HMIS
 - ❑ Project performance measured in HMIS (and data quality)
 - ❑ CoC System Performance measured in HMIS

Overall HUD CoC Scoring



- ❑ As in past years, HUD looks not only at the individual project applications but at the CoC, as a whole.
 - ❑ Coordination and engagement
 - ❑ Project Ranking, review and capacity
 - ❑ HMIS
 - ❑ Point-in-Time Count
 - ❑ System Performance
 - ❑ Performance and Strategic Planning
 - ❑ Bonus Points

Other Highlights of HUD CoC Scoring



- Housing First
- Low Barrier Projects
- Prioritization of Chronically Homeless for PSH
- Prioritization of Families and Unaccompanied Youth
- Severity of Needs in project review, ranking and selection
- Prioritization of Veterans

2015 NOFA Educational Assurances



- ❑ Project Applicants must demonstrate that project has established policies and practices consistent with the laws related to the provision of educational and related services to individuals & families experiencing homelessness; and
- ❑ Projects serving families must demonstrate in application that a staff person has been designated to ensure that children are enrolled in school and receiving educational services, as appropriate (can include early childhood programs such as Head Start, Part C of the Individuals with Disabilities Education Act, and McKinney-Vento education services); and
- ❑ Must address non-compliance (if applicable).
- ❑ BoS CoC Educational Policy to be released for CoC and ESG funded projects.

Certification of Consistency with Consolidated Plan

- ❑ Local Consolidated Planning Jurisdiction will need to review project application to determine if proposed project is consistent with their Consolidated Plan . Con Plan jurisdictions within the BoS CoC are:
 - ❑ Albany
 - ❑ Brunswick
 - ❑ Dalton
 - ❑ Gainesville
 - ❑ Hinesville
 - ❑ Macon
 - ❑ Rome
 - ❑ Valdosta
 - ❑ Warner Robins
 - ❑ Cherokee County
 - ❑ Clayton County
 - ❑ Gwinnett County
 - ❑ Henry County
- ❑ All other cities and counties fall under the State's Consolidated Planning jurisdiction.

Certification of Consistency with Consolidated Plan (continued)

- ❑ CoCs must submit Certificate for all grantees in a jurisdiction combined in **one** form (and submit certifications in CoC Application)
- ❑ Renewal projects providing housing in a different county than last year need to let DCA know
- ❑ Tina will email local Consolidated Plan representatives and cc Renewal Project Applicants
- ❑ In order to go forward in the application process and be included in the CoC application to HUD, local jurisdictions need to review/approve all projects

State Executive Order 12372



- ❑ The State of GA is no longer operating the Clearinghouse.
- ❑ DCA's guidance is to select "b. Program subject to...but has not been selected for review." and then do not enter a date.
- ❑ The Notice is located at:
<http://opb.georgia.gov/state-clearinghouse>

HUD's detailed instructions on addressing the 'State Executive Order 12372' requirements within the Project Application will be located within the project applicant guide when it is available.

HMIS Participation



- ❑ Mandated by HUD through Continuum of Care Process
- ❑ All non-DV agencies participating in the Balance of State CoC must actively participate in Homeless Management Information Systems (HMIS) through use of Pathways COMPASS- ROSE
 - ❑ DV agencies need to participate in the APRICOT system
- ❑ Data is reported to HUD on an annual basis through Annual Homeless Assessment Report (AHAR)
 - ❑ This AHAR data is used by Congress to determine future funding levels
- ❑ Data used by Continuum and Statewide for planning

Georgia BoS CoC HMIS Policy

- ❑ Enter all consenting clients into HMIS
 - ❑ Authorization for HMIS should be attempted for all clients
- ❑ ENROLL and DISCHARGE clients in a timely manner
- ❑ Comply with current privacy and security standards
- ❑ DCA staff monitor compliance with policy through:
 - ❑ Site Visits
 - ❑ System Utilization Reports
- ❑ Family Violence Agencies are to use and submit HUD APRs from the ALICE/APRICOT MIS
- ❑ The most recent BoS CoC HMIS Policy and BoS CoC Data Requirements can be found on DCA Website
 - ❑ <http://www.dca.ga.gov/housing/HousingDevelopment/programs/CoCApplicantsandGranteesOnly.asp>
 - ❑ <http://www.dca.ga.gov/housing/specialneeds/programs/hmis.asp>

Application Process & Timeline

(just to reiterate!)

- ❑ October 2 and October 6, 2015 - Informational Webinar for BoS CoC Competition Policy, renewal TH applicants, and materials from the webinar posted
- ❑ October 5, 2015 – Proposal Outlines for new PSH or RRH projects, and Notice of Intent to Apply or Reallocate for renewal TH projects due.
- ❑ October 6, 2015 - Informational Webinars for new PSH and RRH applicants and materials from the webinar posted
- ❑ October 13, 2015 - Review Applications for renewing TH projects, as well as all required copies and supplemental documents, due by 2:00 pm.
- ❑ October 13, 2015 – Addendum document for renewal PSH and RRH projects due by 2:00pm.
- ❑ October 14, 2015 - Review Applications for new PSH and RRH projects, as well as all required copies and supplemental documents, due by 2:00 pm.
- ❑ October 19, 2015 – ALL project applications (renewal PSH, RRH, and TH, and new PSH and RRH) must be entered into e-snaps by 2:00pm.
- ❑ October 30-November 2, 2015 - Standards, Rating, and Review Committee meeting to approve and recommend ranking of projects held.
- ❑ November 3-4, 2015 - CoC Board meeting to approve ranking recommended by the Standards, Ratings, and Review Committee held.
- ❑ November 5, 2015 – Notification given to applicants of placement in scoring and ranking for all projects (due date).
- ❑ November 12, 2015 – All necessary corrections to applications must be complete and All Final Project Applications must be complete and re-submitted in e-snaps by 2:00 pm (No substantial changes can be made after project scoring)
- ❑ November 18, 2015 – CoC application submitted to HUD.

Review Application Packet



- ❑ Applications and all related materials are due to DCA for scoring on October 13, 2015, by 2:00 pm
- ❑ One full set of materials should include
 - ❑ Review Application (for each project)
 - ❑ Addendum
 - ❑ APR (as submitted in E-Snaps)
 - ❑ HUD Monitoring
- ❑ Email to Tina Moore (tina.moore@dca.ga.gov)
- ❑ Note: PSH and RRH have already submitted some of the materials and there is no need to resubmit those documents.

Application Packet (just in case it was not clear)



- ❑ The complete packet needs to be emailed to Tina Moore (tina.moore@dca.ga.gov)
- ❑ The packet needs to be in Tina's inbox no later than 2:00 pm on October 13, 2015.
- ❑ The packet should include
 - ❑ Review Application (for each project)
 - ❑ Addendum
 - ❑ APR (as submitted in E-Snaps)
 - ❑ HUD Monitoring

E-SNAPS Submission

- ❑ In addition to the review application (and supporting materials) that need to be completed for each project, agencies **MUST** complete and submit CoC Project Application electronically in E-SNAPS
 - ❑ <https://www.hudexchange.info/e-snaps/>
- ❑ This must be completed by October 19, 2015
- ❑ There will be a general review of the submissions for completeness and accuracy and agencies will be expected to make any required corrections no later than November 12, 2015
- ❑ Failure to complete the *e-snaps* portion of the application process and/or failure to respond and make the necessary corrections may result in a project not being included in the BoS CoC application to HUD
- ❑ Applicant Profiles should have current certifications (Addendum).

E-SNAPS Submission (continued)

- Read ALL directions
 - <https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources>
- Questions about the *e-snaps* application should go to HUD through Virtual Help Desk (“Ask a Question”)
 - <https://www.hudexchange.info/get-assistance/my-question/>
- Please remember that online systems can freeze up and slow down with excessive traffic
 - Do not wait until the last minute

E-SNAPS Attachments (pages 37-38 of the HUD NOFA)

- ❑ Each project application must include
 - ❑ Project application charts, narratives, and attachments
 - ❑ SF-424 Application for Federal Assistance
 - ❑ SF-424 Supplement , Survey on Ensuring Equal Opportunities for Applicants (non-profits only & survey is voluntary)
 - ❑ Documentation of Applicant AND Subrecipient Eligibility
 - ❑ Applicant Certifications
 - ❑ HUD-2880, Applicant/Recipient Disclosure/Update Report must be attached for each project
 - ❑ SF-LLL – Disclosure of Lobbying Activities (if applicable)
 - ❑ Applicant Code of Conduct
 - ❑ HUD-50070 – Certification of a Drug-free Workplace
- ❑ It is the responsibility of the agency to ensure that the correct forms are updated and that the policies outlined are adhered to.
- ❑ Submit whether or not the e-snaps summary requests them (the NOFA does).

Other HUD Requirements for Project Applicants

(pages 34-35 of the HUD NOFA)

- ❑ Fair Housing and Equal Opportunity
- ❑ Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity
- ❑ Debarment and Suspension
- ❑ Delinquent Federal Debts
- ❑ Compliance with Fair Housing and Civil Rights
- ❑ Executive Order 13166, “Improving Access to Services for Persons with Limited English Proficiency (LEP)”
- ❑ Economic Opportunities for Low- and Very Low-income Persons (Section 3)
- ❑ Real Property Acquisition and Relocation
- ❑ Conducting Business in Accordance with Core Values and Ethical Standards/Code of Conduct
- ❑ Prohibition Against Lobbying Activities
- ❑ Participation in HUD-Sponsored Program Evaluation
- ❑ Environmental Requirements
- ❑ Drug-Free Workplace
- ❑ Safeguarding Resident/Client Files
- ❑ Compliance with the Federal Funding Accountability and Transparency Act of 2006 (Pub. L. 209-282) (Transparency Act), as amended
- ❑ Lead-Based Paint Requirements

Questions



- ❑ E-Snaps & CoC Competition Resources:
 - ❑ <https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources>
- ❑ E-SNAPS & CoC Program questions can be directed to HUD staff through the HUD Exchange Ask A Question (AAQ) Helpdesk
 - ❑ <https://www.hudexchange.info/get-assistance/my-question/>
- ❑ General CoC/Application submission questions
 - ❑ Tina Moore
 - (404) 327-6870
 - Tina.moore@dca.ga.gov

A Few More Resources



- 2015 Continuum of Care NOFA & CoC Competition page
 - <https://www.hudexchange.info/news/the-fy-2015-coc-program-competition-is-now-open/>
- CoC Interim Regulations
 - <https://www.hudexchange.info/resource/2033/health-coc-program-interim-rule/>
- HUD Exchange
 - <https://www.hudexchange.info/>

Timeline Going Forward (just one more time!)

- September 29, 2015 - CoC Board meeting to approve process recommended by the Standards, Ratings, and Review Committee held.
- September 30, 2015 – Review Application released for renewal Transitional Housing (TH) and new PSH and RRH projects.
- September 30, 2015 – Addendum document for renewal PSH and RRH released.
- October 5, 2015 – Proposal Outlines for new PSH or RRH projects, and Notice of Intent to Apply or Reallocate for renewal TH projects due.
- October 2nd & 6th, 2015 – Informational Webinars for BoS CoC Competition Policy, renewal TH applicants, and materials from the webinar posted.
- October 6th – Informational Webinars for new PSH and RRH applicants and materials from the webinar posted. (1:00 PM)
- October 13, 2015 - Review Applications for renewing TH projects, as well as all required copies and supplemental documents, due by 2:00 pm.
- October 13, 2015 – Addendum document for renewal PSH and RRH projects due by 2:00pm.
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Questions?



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