



FY 2019 HUD CoC Program Competition: *Local Competition Overview*

The Balance of State Continuum of Care (Continuum) invites applications under HUD's FY 2019 Continuum of Care (CoC) Program for renewal, new, and bonus projects at this time. The opening of this local competition for projects serving Michigan's Balance of State counties is in accordance with the Notice of Funding Availability (NOFA) for the 2019 Continuum of Care Program by the U.S. Department of Housing and Urban Development.

CoC PROGRAM PURPOSE AND OBJECTIVES

The purpose of the CoC Program as established by the U.S. Department of Housing and Urban Development (HUD) is to:

- Promote community-wide commitment to the goal of ending homelessness
- Provide funding for efforts by nonprofit providers, States, and local governments to quickly re-house homeless individuals and families while minimizing the trauma and dislocation caused to homeless individuals, families, and communities by homelessness
- Promote effective utilization of mainstream programs by homeless individuals and families
- Optimize self-sufficiency among individuals and families experiencing homelessness
- Provide funding to support the CoC structure and process

FY 2019 CoC APPLICATION TIMING

At this time, the Continuum will concurrently consider both renewal project applications as well as new projects (from reallocated funding) and bonus projects. These instructions and applications are published on the Continuum website.

The Continuum will submit one collaborative "Continuum of Care Application" for 2019 - the portion of the Continuum's application that reflects community-wide planning and performance. The score received for this application will be applied to funding requested for FY 2019 funds. It is expected that by September 30, 2019, the Continuum will submit completed HUD Project Applications and Priority Listings for the FY 2019 CoC Program competition. A more detailed timeline can be found on page 10 of this document.

HUD FUNDING AMOUNT

For FY 2019 renewal projects, the Continuum is eligible to apply to HUD for the Annual Renewal Demand (ARD). The ARD is the total sum of all renewal projects eligible for renewal. This amount will be shared once it is confirmed by HUD.

HUD will continue to require projects be ranked in two (2) tiers representing financial thresholds. It is possible that lower scoring Collaborative Applicants will not have all projects ranked in the second tier funded. CoC Planning is not ranked again this year, and therefore the funds are not included in either Tier.

Any agency interested in voluntarily reallocating funding to better reach the goal of ending homelessness is encouraged to create a new project that will better achieve that goal. The types of new projects allowed are outlined in the *FY 2019 NOFA FR-6300-N-25* (<https://www.hudexchange.info/resource/5842/fy-2019-coc-program-nofa/>). These are: new permanent supportive housing projects that serve chronically homeless individuals and families, or meet the criteria of “DedicatedPLUS”; new rapid rehousing projects for homeless individuals and families, including unaccompanied youth, coming directly from the streets or emergency shelter, fleeing domestic violence situations and other persons meeting the criteria of paragraph (4) of the definition of homelessness, residing in a transitional housing unit within a joint RRH/TH project; or receiving services through a VA funded homeless assistance program; new projects for dedicated HMIS; or new Supportive Services Only (SSO) projects for centralized or coordinated assessment systems; and Joint Transitional Housing and Rapid Re-Housing (TH and RRH). (See page 7 of this document for more detail.)

Depending on funding availability, more than one PH Bonus project may be submitted to HUD by the CoC. Allowable Bonus Projects are the same as noted above and are defined in the NOFA section V.B.3 (page 29 of the NOFA) .

For the second year in a row, HUD made available additional Bonus funding specifically for Domestic Violence (DV) projects. The FY 2019 HUD Appropriations Act provides up to \$50 million nationally for “rapid re-housing projects and supportive service projects providing coordinated entry and for eligible activities that the Secretary determines are critical in order to assist survivors of domestic violence, dating violence, and stalking”. CoCs are able to apply for a DV Bonus for PH-RRH projects, Joint TH and PH-RRH component projects, and SSO projects for coordinated entry. See page 7 of the NOFA for more details.

Additionally, existing renewal projects may apply as a Transition Grant (changing from one component type to another component type) or complete a Consolidation (consolidating two or more projects from the same recipient with the same component type). Renewal projects can also apply as an Expansion to add funding to grow their renewal projects without being required to submit the existing project for reallocation as a new project. In all cases, interested applicants should complete the renewal application for their existing project as well as a new project application for the additional amount or the change they seek. If both are approved and submitted to HUD by the Continuum, and HUD awards both grants, HUD will merge both requests into the one existing project after the conditional award has been granted. See pages 8, 18, and 20 of the NOFA for more details.

Agencies wishing to reallocate and apply as a new project or wishing to submit a bonus project application have the ability to do so at this time. All agencies considering applying for a new project should familiarize themselves with HUD threshold requirements that can be found in the FY 2019 NOFA on <https://www.hudexchange.info/resource/5842/fy-2019-coc-program-nofa/>

HUD PROJECT SELECTION PRIORITIES

Given the limited availability of funding, HUD asks communities to ensure CoC resources are used in the most strategic way possible.

HUD's Homeless Policy and Program Priorities this for the FY 2019 are as follows, not in order of importance:

- Ending Homelessness for All Persons
- Creating a Systemic Response to Homelessness
- Strategically Allocating and Using Resources
- Using an Evidence-Based Approach
- Increasing Employment
- Providing Flexibility for Housing First with Service Participation Requirements

Communities receiving higher scores on the FY 2019 CoC Application will be in the strongest position to have Tier 2 projects and PH Bonus projects funded. The selection process will seek to maximize the community's ability to secure and retain funds by ranking projects in line with HUD priorities. To receive priority ranking, any submitted Bonus Project application (including Domestic Violence Bonus Projects) must:

- demonstrate coverage for all of the Balance of State in accordance with data-identified need or
- use data to prove a designated area of high need in comparison to the rest of the Balance of State and for which the proposed project will provide resources in accordance to the need.

DEVELOPMENT OF LOCAL PRIORITY LISTING

The Continuum's HUD CoC Application and Evaluation Committee is responsible for reviewing all applications and making funding recommendations to the Governance Council for approval. The committee is responsible for determining ranking, or Priority Listing, of the HUD CoC projects to be included in the application.

Further information regarding eligible applicants and projects; grant terms; and project evaluation criteria and ranking is detailed in subsequent sections of this document. Local priorities will focus on funding for permanent housing programs and infrastructure that are essential to helping people experiencing homelessness obtain permanent housing as quickly as possible and with appropriate levels of services to support housing stability, as well as building available housing resources for target populations.

The HUD CoC Application and Evaluation Committee currently consists of representatives from the following organizations: Capital Area Community Services, Chippewa-Luce-Mackinac Community Action Agency, Community Action of Alger/Marquette, HOME of Mackinac County, Homeless Action Network of Detroit, Housing Services Mid Michigan, Lakeshore Housing Alliance, Michigan State Housing Development Authority, and Northwest Michigan Community Action Agency.

Further information regarding eligible applicants and projects; grant terms; and project evaluation criteria and ranking is detailed in subsequent sections of this document.

PROJECT MATCH REQUIREMENTS

All eligible funding costs except leasing must be matched with no less than a 25% cash or in-kind match. Project administration must be matched. For further information, see 24 CFR 578.73.

REQUEST FOR PROPOSAL SUBMISSION

Applicants must submit to the Continuum a completed Local Application Form in the manner detailed below. Further, for an application to be considered complete, an applicant must also submit a project application via HUD's eSNAPS system (see #2 in this section).

- 1) Local Application Form. Applicants are to complete the Local Application Form electronically. Handwritten forms will not be accepted. The form is locked, meaning answers must be contained within the space allowed. Click inside the boxes to respond, and tab to move to the next required field. To check a box, simply click inside the shape.

All questions within the application pertaining to data or outcomes reference either the Annual Performance Report (APR) or CAPER in HMIS, or funding tracked in eLOCCS. Applicants should use reports for the last completed funding year for the project. Projects that had not completed a full year of operation by this application due date will submit reports for the last completed funding year on a similar project. Domestic Violence service providers should use data from a system comparable to HMIS.

E-mail the completed application and all required attachments to coordinator@miboscoc.com. You will receive a reply confirming the application was received. Please note this response confirms receipt only. No review will have occurred at this point.

Local Application forms are to be saved as Word Documents or saved pdf. documents. Files should be saved by the name: "AgencyNameProjectNameLocal19" wherein the Agency and Project names should be inserted where indicated.

- 2) eSNAPS. In addition to the Local Application, Project Applications (formerly known as Exhibit 2) are required be entered into the electronic grants management system managed by HUD's Office of Special Needs Assistance Programs known as eSNAPS. If the agency is new to eSNAPS or if there are staff within the agency who require access, guidance is available on the following HUD website: <https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>.

On this site, you will find guidance on:

- Navigating the eSNAPS site
- Adding/Deleting users in eSNAPS
- Obtaining a DUNS number and System Award Manager (SAM) registration

- Ensuring the agency's Code of Conduct is current and posted to the HUD website

eSNAPS Application forms are to be saved as Word Documents or saved pdf. documents (no scanned documents) should be submitted. Files should be saved by the name: "AgencyNameProjectNameES19" wherein the Agency and Project names should be inserted where indicated.

RENEWAL APPLICATION DEADLINE: 5:00 P.M., FRIDAY, JUNE 7, 2019

**NEW, BONUS, INFRASTRUCTURE APPLICATION DEADLINE:
5:00 P.M., FRIDAY, August 16, 2019**

Late applications will not be accepted.

SIGNATURE

An original signature is not required, but the name and title of the authorized representative must be included on the application.

The Continuum reserves the right to request additional information, as determined necessary, to review any application. All information submitted through this solicitation becomes the property of the Continuum.

QUESTIONS

Please direct questions regarding this application opportunity to:

Christina Soulard
517.241.0876
coordinator@miboscoc.com

There is no guarantee of reply for Renewal Application inquires made after 5:00 p.m., Wednesday, June 5, 2019. There is no guarantee of reply for New, Bonus, or Infrastructure Application inquires made after 5:00 p.m., Wednesday, August 14, 2019.

IMPORTANT NOTICE

Applicants are strongly encouraged to review eSNAPS requirements well in advance of the application deadline as there are items (e.g. changing the Authorized Representative) that may require additional processing time.

Further, applicants are strongly encouraged to review HUD's Notice of Funding Availability (NOFA) for the FY 2019 CoC Program Competition and other resources referenced in this document. This document is not intended to serve as a substitute for HUD's NOFA or the CoC Program Interim Rule.

ELIGIBILITY INFORMATION

The CoC Program Interim Rule (24 CFR Part 578) provides detailed information about allowable activities, documentation requirements, and other regulatory requirements with which applicants should be familiar. HUD's FY 2019 NOFA further restricts allowable activities and sets additional requirements. The Interim Rule and NOFA will govern use of all grant funds applied for under this solicitation. Requirements summarized here are not all inclusive. Applicants are strongly encouraged to review the Interim Rule and NOFA directly and in detail.

ELIGIBLE PROJECT APPLICANTS

- Include Continuum member agencies that meet the CoC Program definition of eligible applicant per 24 CFR 578.15 (i.e. nonprofit organizations, States, local governments, or instrumentalities of State or local governments), and public housing agencies, as such term is defined in 24 CFR 5.100. Per the CoC Program Interim Rule, for-profit entities are not eligible to apply for grants or to be subrecipients of grant funds.
- Must have a DUNS number and be registered in the System for Award Management (SAM), formerly Central Contractor Registration (CCR).
- Must meet all statutory and regulatory requirements in the McKinney–Vento Homeless Assistance Act, as amended, and CoC Program Interim Rule.

Renewal Applicants

- Must have a signed CoC Program grant agreement with HUD that will expire between January 1, 2019 and December 31, 2019 for the project for which funds are requested. (Note: Prospective applicants are responsible for knowing when grant terms expire and must anticipate when to apply for renewal funding. If an applicant fails to apply for a renewal in the appropriate year, it will not be eligible for renewal in the next funding competition.)
- May not request more for each renewing project than the FY 2019 Annual Renewal Amount approved by HUD for that project.

ELIGIBLE PROJECTS

Renewal Projects

- Must be included on the Grant Inventory Worksheet (GIW) accepted by HUD as part of the FY 2019 CoC Program registration process.
- May not request total funding in excess of the Annual Renewal Amount approved by HUD for that project in the renewal application. Any additional funding requested must be done through a new project application.
- Are renewable as set forth in 24 CFR 578.33 of the interim rule to continue on-going leasing, operating, supportive services, rental assistance, HMIS, and project administration costs.

New Projects

- Will only be considered from applicants within the FY 2019 Collaborative Application process for:

- Permanent supportive housing projects that meet the requirements of Dedicated PLUS as defined in Section III.C.2.g. (page 17) of the NOFA or new permanent supportive housing projects where 100% of the beds are dedicated to chronic homelessness;
 - Rapid re-housing projects created for individuals, families, including unaccompanied youth who meet the following criteria: a) residing in a place not meant for human habitation, b) residing in an emergency shelter, c) persons meeting the criteria of category 4 of the definition of homelessness (including fleeing or attempting to flee domestic violence), d) residing in transitional housing funded by a Joint TH and PH-RRH component project, and e) receiving services from a VA-funded homelessness assistance program who are experiencing homelessness and who enter directly from the streets or emergency shelter.
 - Joint TH and PH-RRH projects as defined in Section III.C.2.n. (page 18) of the NOFA to serve homeless families and individuals by offering both components and allowing for participant choice.
 - Dedicated HMIS project for the costs at 24 CFR 578.37(a)(2) that can only be carried out by the HMIS Lead, which is the recipient or subrecipient of an HMIS grant, and is listed on the HMIS Lead form in the CoC Applicant Profile in eSNAPS.
 - Supportive services only project to develop or operate a new centralized or coordinated assessment system.
- May only be created through reallocation of dollars from existing CoC Program-funded projects.

Permanent Housing Bonus Projects

- Will only be considered from applicants within the FY 2019 Collaborative Application process for the first three types of allowed projects listed above under “New Projects”.
- New projects created through a permanent housing bonus must meet the project eligibility and threshold requirements established by HUD in Section V. of the NOFA.
- More than one Bonus project may be submitted by the Continuum for FY 2019 funding.

Domestic Violence (DV) Bonus Projects

- Will only be considered from applicants within the FY 2019 Collaborative Application process for:
 - Rapid Re-housing (PH-RRH) projects.
 - Joint TH and PH-RRH component projects as defined in Section III.C.2.n (page 18) of this NOFA.
 - 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 3 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)

- CoC may apply to expand an existing renewal project in accordance with Section V.B.3.a.5.b (page 31) of the NOFA, that is not dedicated to serving survivors of domestic violence, dating violence, sexual assault, or stalking that meet the definition of homeless in paragraph (4) of 24 CFR 578.3 to dedicate additional units, beds, persons served, or services provided to existing program participants to this population.
- DV Bonus projects will be reviewed for eligibility and threshold requirements and will be selected based on the CoC Application score plus other criterion specified in Section II.B.10.e (page 11) of the NOFA.

GRANT TERM

All renewal project applications, including rental assistance, are limited to 1-year grant terms and 1-year of funding. The initial grant term for new projects created through reallocation can vary. Refer to the NOFA for detailed information (Section V, page 24).

PROJECT REVIEW AND RANKING

All applicants/projects must meet basic threshold requirements. The Continuum reserves the right to reject any application that is not consistent with the CoC Program Interim Rule and/or the FY 2019 NOFA.

PROJECT EVALUATION CRITERIA

Local project evaluation criteria are guided primarily by relevant HUD policy priorities and Application Review Criteria identified in the FY 2019 NOFA. The specific criteria that will be used are reflected in the New and Bonus Project Application and Scorecard.

PROJECT RANKING

Once applications are reviewed and scored using the above-described criteria, projects will be ranked by score and HUD Policy Priorities. Adjustments may be made to the rankings to:

- Maximize funds for projects identified in Tier I.
- Ensure adequate resources for system infrastructure by ranking HMIS and Coordinated Entry projects within Tier I.

RESOURCES

| Document Name | Document Link |
|---|---|
| FY 2019 CoC Funding Process Opening Announcement | https://www.hudexchange.info/news/the-fy-2019-coc-program-competition-opening-and-updates/ |
| FY 2019 CoC Program Competition Notice of Funding Availability (NOFA) | https://www.hudexchange.info/resource/5842/fy-2019-coc-program-nofa/ |

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| CoC Program Competition: e-snaps Resources | https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources/ |
| Continuum of Care Program: Interim Final Rule | https://www.hudexchange.info/resource/2033/hearth-coc-program-interim-rule/ |



MI-500 - MICHIGAN BALANCE OF STATE COC FY 2019 HUD COC PROGRAM COMPETITION

Contact Information

MI Balance of State Continuum of Care (BoS CoC):

- Tina Allen (Chair) chair@miboscoc.com (231) 499-1213
- Christina Soulard (Coordinator) coordinator@miboscoc.com (517) 241-0876

HUD Representative:

- Kathleen Hines kathleen.j.hines@hud.gov

Resources

Balance of State CoC Webpage: www.miboscoc.com

HUD CoC Competition Webpage: To be updated upon release of NOFA

ALL DATES ARE SUBJECT TO CHANGE

| ACTION | ENTITY RESPONSIBLE | TIMEFRAME/ DUE DATE |
|---|--|------------------------|
| FY2019 CoC Program Registration – Changes to Registration Due | Coordinator | 3/14/19 |
| SNAPS Office sends GIW (with a copy to BoS CoC project recipients) | HUD | 4/8/19 |
| BoS CoC sends reconciled GIW to the HUD local field office | Coordinator | 4/17/19 |
| Recruit Project Review Team using guidance from HUD CoC Application and Evaluation Committee | Coordinator and HUD CoC Application and Evaluation Committee | April 2019 |
| Review of current application and scoring methodology | Coordinator and HUD CoC Application and Evaluation Committee | April 2019 |
| Funding priorities recommended | HUD Application and Evaluation Committee | May 2019 |
| RENEWAL APPLICATIONS | | |
| BoS CoC hosts meeting with renewal recipients to review Renewal Application and Scoring (posted to website following) | Coordinator | 5/20/19 |
| Renewal Applications are submitted to the Coordinator | Project Recipients | 6/7/19 |
| Renewal Applications are assembled and forwarded to HUD CoC Application and Evaluation Committee for review and score | Coordinator | 6/10/19 |
| Review and scores for Renewal Applications are completed by the HUD CoC Application and Evaluation Committee | HUD CoC Application and Evaluation Committee | 7/12/19 |

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| BoS CoC HUD CoC Application and Evaluation Committee meets to review and confirm Renewal project scores and reallocation | HUD CoC Application and Evaluation Committee | 7/15/19 |
| BoS CoC Executive Committee reviews Renewal project scores and reallocation | Executive Committee | 7/16/19 |
| Notice of project scores and reallocation sent to Renewal Applicants | Coordinator | 7/17/19 |
| Deadline for Renewal Application score appeals to be submitted to the Coordinator | Project Recipients/Applicants | 7/22/19 |
| Renewal appeals reviewed by HUD CoC Application and Evaluation Committee; response to applicants confirmed | HUD CoC Application and Evaluation Committee | 7/25/19 |
| Written notification of Renewal Application score appeals decision provided to project recipients | Coordinator | 7/26/19 |
| NEW/BONUS APPLICATIONS | | |
| BoS CoC hosts meeting with applicants to review New/Bonus Application and Scoring (posted to website following) | Coordinator | 7/19/19 |
| New/Bonus Applications are submitted to the Coordinator | Project Recipients/Applicants | 8/16/19 |
| New/Bonus Applications are assembled and forwarded to HUD CoC Application and Evaluation Committee for review and score | Coordinator | 8/19/19 |
| Review and scores are completed by the HUD CoC Application and Evaluation Committee for New/Bonus Applications | HUD CoC Application and Evaluation Committee | 8/23/19 |
| BoS CoC HUD CoC Application and Evaluation Committee meets to review and confirm New/Bonus Application scores | HUD CoC Application and Evaluation Committee | 8/26/19 |
| BoS CoC Executive Committee reviews New/Bonus Application scores | Executive Committee | 8/27/19 |
| Notice of project scores sent to New/Bonus Applicants | Coordinator | 8/28/19 |
| Deadline for New/Bonus Application score appeals to be submitted to the Coordinator | Project Recipients/Applicants | 9/2/19 |
| New/Bonus Application appeals reviewed by HUD CoC Application and Evaluation Committee; response to applicants confirmed; recommended project ranking | HUD CoC Application and Evaluation Committee | 9/3/19 |
| Written notification of New/Bonus Application appeals decision provided to project applicants | Coordinator | 9/4/19 |
| ALL APPLICATIONS | | |
| Verification that all HUD Project Applications have been completed and submitted in <i>e-snaps</i> is done | Coordinator | 8/19/19 |
| All project applications reviewed in <i>e-snaps</i> for possible error; communication sent to recipients and applicants | Coordinator | 8/30/19 |
| BoS CoC Executive Committee reviews recommended project ranking | Executive Committee | 9/3/19 |
| Notice of project ranking sent to BoS CoC membership | Coordinator | 9/4/19 |

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| Project ranking for FY 2019 HUD CoC Program Competition is finalized at September BoS CoC Meeting (posted to website following) | BoS CoC | 9/12/19 |
| Drafted BoS CoC application posted to website for review and comment | Coordinator | 9/13/19 |
| Project Prioritization is completed in <i>e-snaps</i> | Coordinator | 9/16/19 |
| BoS CoC application is completed in <i>e-snaps</i> | Coordinator | 9/18/19 |
| Deadline for public review and comment on BoS CoC application | BoS CoC | 9/19/19 |
| Final BoS CoC application package is submitted in <i>e-snaps</i> ; shared with BoS CoC project recipients/applicants and posted on BoS CoC webpage | Coordinator | 9/30/19 |