2022 Continuum of Care
New Projects
Intent to Apply & Threshold Assessment

Any **_NEW_** project wishing to apply for the Continuum of Care funding in the 2022 FY HUD CoC competition must complete the following information and submit to the CoC by the deadline. Your project will not be eligible to apply in the FY2022 competition if you do not submit this form by the deadline. Please complete the proposed project overview and review each of the following ranking categories, marking those questions that apply to your project. **Deadline to submit this Intent to Apply for <u>new</u> applicants is 5:00 PM on August 8, 2022.**

_____   _____
Name of Agency   Name of Project

_____   _____
Primary Contact   Contact Email

_____   _____
DUNS #   SAM #

Agency ☐ is applying for 2022 NOFA funds

Project Description:

1. Type of funding requested:
☐ New:
What type of new project? ☐ BONUS ☐ DV Bonus ☐ Reallocation

2. The project component is:
   - ☐ Permanent Housing   ☐ Supportive Services Only
   - ☐ Transitional Housing   ☐ HMIS
   - ☐ Rapid Rehousing   ☐ Support Services Only – Coordinated Entry
   - ☐ TH-RRH
3. ☐ **Singles** #___units/___beds ☐ **Families** #___units/___beds ☐ **Youth** #___units/___beds
4. Proposed Start Date:_____, 2023   Proposed End Date:_____,2023/24_____
5. Amount of funding requested: $_____

Brief Project Description (**NEW projects ONLY**):

Coordinated Assessment & Referral

☐ The applicant does NOT agree to participate in the Coordinated Entry System.
☐ The applicant agrees to participate in the Coordinated Entry System including:
- Filling all beds/units through the central prioritization list & process.
- Abiding by CoC Coordinated Entry System policies & practices.

CoC Participation

☐ The applicant agrees to regularly attend CoC meetings and participate on a committee.
☐ The applicant agency agrees to provide project level data to the CoC by:
☐ Participating in the annual point-in-time sheltered and unsheltered count
☐ Submitting program reports to the CoC by requested deadlines
☐ Participating in an annual CoC Planning, Gaps Analysis and Needs Assessment
☐ Submitting required LSA, HIC, PIT, and GIW reports by CoC deadlines
☐ Giving the Local System Administrator administrative access to your all programs reported in the HIC or providing the necessary waiver request to CoC and submitting required data in a timely manner

HMIS

☐ Applicant does NOT currently utilize HMIS and does not intend to if funded. (Note this will affect your eligibility if not a VAWA funded agency)
☐ Applicant does NOT currently utilize HMIS but agrees to utilize if funded.
☐ Applicant does currently utilize HMIS and assures compliance with:
☐ Unique username and password
☐ Secure location for equipment
☐ Locking Screen Savers
☐ Virus protection with auto update
☐ Individual or network firewalls
☐ Restrictions on access to HMIS via public forums
☐ Compliance with HMIS policy and procedures manual
☐ Validation of off-site storage of HMIS data

Services:

Please check ALL that apply to your program:
☐ Applicant assures that program will have policies that ensure all children are enrolled in school and connected to appropriate services within the community.
☐ Applicant assures that case managers will systematically assist clients in completing applications for mainstream benefits.
☐ Applicants assure that staff will systematically follow-up to ensure mainstream benefits are received.
☐ Applicant assures that transportation assistance is provided to clients to attend mainstream benefit appointments, employment training, or job when appropriate.
☐ Homeless assistance providers use a single application form for four or more mainstream programs.
☐ Applicant agrees that all participants will come from the streets, emergency shelter, transitional housing (entering as homeless), institution, or place not meant for human habitation.

☐ Applicant incorporates known best practices models into project policies and practices.
Check all that apply:
    ☐ Housing First
    ☐ Client/Person Centered
    ☐ Trauma Informed
    ☐ Harm Reduction
    ☐ Strengths Based

Chronic Homeless Preference (New PSH Projects ONLY!)

☐ Applicant agrees to give preference to Chronic Homeless when filling vacant units.
☐ Applicant does NOT agree to give preference to Chronic Homeless when filling vacant units.

Housing First Model (New PSH and RRH Projects ONLY!)

☐ Applicant agrees to give preference to Chronic Homeless when filling vacant units.
☐ Applicant does NOT agree to give preference to Chronic Homeless when filling vacant units.
☐ Applicant has low barriers to program entry.
☐ Applicant has several barriers to program entry, i.e., sobriety, criminal background, etc.
☐ Applicant uses a Housing First model.
☐ Applicant does NOT use a Housing First model.

Project Quality Thresholds: (NEW PH Applicants ONLY!)

Please check ALL of the following thresholds that apply to your program/agency:
☐ Type, scale and location fit needs of participants (1 point)
☐ Type, scale and location of supportive services fits needs and transportation for participants (1 point)
☐ Participants are given individual and specific assistance to obtain mainstream benefits (1pointt)
☐ Participants helped to obtain and remain in PH (1 point)
☐ Participants are assisted to both increase income and live independently using mainstream housing and services (1 point)
☐ At least 75% of proposed participants will come from street or other locations not meant for human habitation, emergency shelters, safe havens, or transitional housing (if originally from the streets or emergency shelters). (1 point)
☐ Services and housing are accessible to amenities (grocery, pharmacies, etc.) (1 point)
☐ Program/activities will be administered in most integrated setting appropriate for persons with disabilities. Persons with disabilities interact with person w/out disabilities. (1 point)
☐ Applicant has the history/capacity to complete timely and accurate drawdowns, performance reports. (1 point)

In the past, having letters indicating financial support ("leverage letters") for its projects improved the CoC's score in the national competition. In 2022, as in 2021, the CoC is not scored on the amount of leverage it submits and leverage documentation is not required as part of the project application. Match remains a requirement, with the exception of "leasing only" projects.

<u>Match requirement – 25%</u>

      % of Leverage_____   Total Leverage $_____
      % of Cash Match_____   Total In-kind Match $_____

Eligible Match Contributions:
- Cash match – federal (excluding CoC program funds), State, local, and private sources, provided the funds from the source are not statutorily prohibited to be used as match. NOTE: Program income CAN be used as match.
- In-kind match – value of any real estate property, equipment, goods, or services contributed to the project as match, provided that the recipient or sub recipient had to pay for them with grant funds, the costs would have been eligible.
- Advocacy
- Children's programming – materials, events, childcare services
- Counseling - recovery groups, support groups, therapy
- Education, Employment & Training activities
- Financial Services
- Health services
- Housing – motel vouchers, housing search, leased value of building, etc.
- Human Resources
- Operations

Written Commitments:
- Must be documented on letterhead stationery
- Signed by an authorized representative
- Dated – see FY 2022 NOFA Project Application Detailed Instructions for date range
- In your possession at the time of application submission
- Must contain the following:
    - Name of the organization providing the contribution
    - Type of contribution
    - Value of the contribution
    - Name of project and sponsor organization to which the contribution will be given
    - Date the contribution will be available

<u>Written commitments are required for all project applicants. Commitment letters must be dated within 60 days of the CoC application deadline. Commitment letters must be submitted with each project application.</u>

Housing First Questions & Resources

For agencies with more than one project- you may complete this section once if all projects have the same eligibility criteria. If eligibility criteria differ from project to project, please be specific below on which projects require eligibility and why.

1) Are applicants allowed to enter the program without income?

   ☐ Yes ☐No   If no, please describe what the income requirements are and why
                    they are required.

2) Are applicants allowed to enter the program even if they aren't "clean and sober" or "treatment compliant"?

   ☐ Yes ☐No   If no, please describe what requirements exist are and why
                    they are required.

3) Are applicants allowed to enter the program even if they have a criminal background?

   ☐ Yes ☐No   If no, please describe what requirements exist around criminal
                    background, why they are required, and describe any appeal process in place.

4) Are service and treatment plans voluntary, such that tenants cannot be exited from the project for not following through?

   ☐ Yes ☐No   If no, please describe what the service requirements are and why
                    they are required.

WARNING: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802).

Print Name of Agency Approved Signatory:	Signature of Agency Approved Signatory
Title	Date