

# Special NOFO to Address Unsheltered and Rural Homelessness Overview

Funding Opportunity Number: FR-6500-N-25S

IMPORTANT PROJECT APPLICATION DATES & DEADLINES for Central MN CoC – tentative (subject to change based on HUD availability in eSnaps and CoC updates)

Check the Central MN CoC website: <https://www.cmhp.net/continuum-care/> for updates.

- **June 28, 2022** – 2022 HUD Special NOFO published
- **TBD** – Project Application Lab
- **September 19, 2022** – Project Applications submitted to CoC via eSnaps and PDF for ranking
- **TBD** – Ranking and Scoring Committee Meeting
- **October 4, 2022** – Project Applications notified of inclusion in Collaborative Application
- **October 10, 2022** – Project response and appeals to CoC due by 4:30 PM on Application Rank & Score
- **October 13, 2022** – Vote on appeals to rank and score (if needed)
- **October 13, 2022** – Projects notified of appeals outcome and amended rank/score (if needed)
- **October 16, 2022** – Final Project Application edits submitted in eSnaps and PDF to CoC
- **October 18, 2022** – Collaborative Application posted on CoC website
- **October 18, 2022** – CoC Full Membership Committee vote on Collaborative Application
- **October 18, 2022** – CoC Governing Board vote on Collaborative Application
- **October 18, 2022** – Approved Collaborative Application posted on CoC website

HUD Special NOFO Application Deadline: October 20, 2022, at 7:00 PM Standard Time.

**Note:** *Project Applications must be submitted to the CoC by the Project deadline above (September 19, 2022) NOT the Consolidated Application deadline.*

Central CoC MN-505:

\$1,853,018	Unsheltered Set-Aside over 3 years maximum – HUD corrected 9/9/22
\$617,672	Unsheltered Set-Aside per year maximum – HUD corrected 9/9/22
\$845,646	Rural Set-Aside over 3 years maximum
\$281,882	Rural Set-Aside per year maximum
\$158,348	Domestic Violence (DV) Bonus
10% of Award	CoC Planning Grant maximum per year

\$32.2 million is available for the HUD Special NOFO, including \$5.45 million available for projects serving rural areas only. \$26.75 million is available for Unsheltered Homelessness projects.

## Ranking

The CoC must rank all projects, except CoC Planning, placing all accepted projects in each category, Unsheltered and Rural. Ranking is based on priorities, capacity, quality, and feasibility.

- The purpose of ranking process is for CoCs to notify HUD which projects are prioritized for funding based on local needs and gaps. Higher ranked projects are more likely to receive full funding depending on CoC scoring and funding availability.
  - (1) CoC Score. Up to 50 points in direct proportion to the score received on the CoC Application.
  - (2) CoC Project Ranking. Up to 40 points for the CoC's ranking of the project application(s).

- (3) Commitment to Housing First. Up to 10 points based on the project application's commitment to follow a housing first approach. Dedicated HMIS projects and centralized or coordinated assessment system SSO projects will automatically receive 10 points.

## Eligibility

To be eligible for funding, applicants must meet all CoC and HUD statutory, regulatory, and threshold requirements. Project Applicants must abide by the CoC deadline, meet eligibility criteria, request eligible activities, adequately answer all questions, and attach all required documents to be considered eligible for funding.

- Eligible Applicants: Eligible project applicants are nonprofit organizations, states, Indian Tribes, Tribally Designated Housing Entities (TDHE), local governments, instrumentalities of state and local governments, and public housing agencies, as such term is defined in 24 CFR 5.100. For-profit entities are not eligible to apply for grants or to be sub-recipients of grant funds. Applicants that propose to include a reservation or trust land geographic area and to locate a project on a reservation or trust land must include a tribal resolution from the tribe authorizing the applicant to do so. Tribes do not need to include a tribal resolution to include their own reservation or trust land or to site a project on their own reservation or trust land. Projects sited on trust land or reservations may be eligible if applicants obtain a certification that the projects are consistent with an approved Consolidated Plan.
- Eligible Projects & Activities: The CoC is accepting applications from eligible entities for the following:
  - o New Projects: The following new projects will be eligible for completion and submission in the Special NOFO Competition:
    1. CoC Planning Projects  
-Only available under the Unsheltered Homelessness Set Aside
    2. Permanent Housing Projects including:
      - permanent supportive housing (PH-PSH) projects;
      - permanent housing-rapid rehousing (PH-RRH) projects;
    3. Supportive Service Only projects;
    4. Joint TH and PH-RRH projects; and
    5. HMIS.
- Deadlines: Please refer to the important deadlines listed at the beginning of this document and subscribe to the CoC email list for any changes or updates to the CoC Competition deadlines.
- HUD: Projects should visit the HUD competition page for additional instructions including the full Supplemental to Address Unsheltered and Rural Homelessness Application instructions:
  - The entire 2022 Special NOFO and associated competition materials can be found on the [HUD competition page](#).
  - HUD Ask A Question (AAQ) is available for applicant questions. Before asking a question, please review the list of previously answered questions. You may submit questions at: <https://www.hudexchange.info/program-support/my-question/>
  - For issues with esnaps during the application process, visit: <https://www.hudexchange.info/e-snaps/faqs/>. You are also encouraged to attend one of the scheduled Application Labs.

## PROJECT APPLICATION PROCESS:

Submission of Application Package: Project Applications must submit the following by the CoC deadline as part of the application package:

- a. Project application in eSnaps. The detailed instructions can be found on the [HUD competition page](#).
  - b. PDF of submitted application downloaded from eSnaps emailed to the CoC Coordinator at [tpoland@cmhp.net](mailto:tpoland@cmhp.net).
1. Project Ranking: Projects submitting the complete Application Package by the deadline will be reviewed and ranked as part of the 2022 Supplemental NOFO competition. Projects not submitting a complete package by the deadline or scoring too low will not be included in this year's Supplemental CoC Collaborative Application.
  2. Comment and Appeals Process: Projects will be notified whether they are included or excluded from the Supplemental CoC Collaborative Application in FY22 and where their project is ranked. Projects are allowed 5 days to comment on their score, explaining any scores they find inaccurate, or appeal their score or rank.
  3. Final Submission: Projects may be requested or required to adjust their submitted project applications following the project ranking process. The CoC Coordinator will release the applications back to the projects as needed to make these changes. Projects must then resubmit their edited applications by the deadline.

**Solo Applicants.** Eligible project applicants that attempted to participate in the CoC planning process in the geographic area in which they operate, that believe they were denied the right to participate in a reasonable manner, may submit a solo project application to HUD and may be awarded a grant from HUD by following the procedure found in 24 CFR 578.35. Solo applicants must submit their solo project application in eSnaps to HUD by 8:00 PM Eastern time, October 20, 2022, which must include the CoC's notification of rejection of the project in the local competition as an attachment to the Solo Applicant's project application. If the CoC fails to provide written notification, outside of e- snaps, the Solo Applicant must attach a statement that the CoC did not provide the Solo Applicant written notification of the CoC rejecting the project in the local CoC competition. See Section X.C of this supplemental NOFO for additional information regarding the Solo Applicant appeal process.

## Important links:

- Competition page: [FY 2022 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants | HUD.gov / U.S. Department of Housing and Urban Development \(HUD\)](#).
- The full FY2022 NOFO: [Continuum of Care Supplemental to Address Unsheltered and Rural Homelessness \(hud.gov\)](#).
- HUD Ask A Question (AAQ): [www.hudexchange.info/get-assistance/](http://www.hudexchange.info/get-assistance/).
- Central MN CoC website: <https://www.cmhp.net/continuum-care/>.

## HUDs Homeless Policy and Program Priorities:

### 1. Unsheltered Homelessness

- a. Increased efforts to identify people living in unsheltered situations, including encampments
- b. Enhance the Homeless Management Information System (HMIS) to collect more comprehensive data on people experiencing homelessness in the CoC's geographic area.

### 2. Unsheltered Homelessness and Individuals and Families Experiencing Homelessness with Severe Service Needs in Rural Areas

- a. Target resources to rural areas
- b. Provide additional eligible activities to address some of the unique needs of rural areas.

### 3. Providing Assistance on Tribal Lands

- a. Provide additional incentives for creating projects that serve individuals and families in geographic areas that have high levels of homelessness, housing distress, or poverty, and are located where CoC services have until now been entirely unavailable, such as, for example, Trust Lands and Reservations.

### 4. Involving a Broad Array of Stakeholders in the CoC's Efforts to Reduce Homelessness

- a. Require coordination with a variety of other stakeholders, including affordable housing developers, mainstream service providers, the business community, victim service providers, political leaders, and healthcare providers.
- b. Invite a variety of stakeholders to develop and implement a CoC Plan to Serve Individuals and Families Experiencing Homelessness with Severe Service Needs.

### 5. Advancing Equity

- a. Identify and address the needs of subpopulations who are disproportionately more likely to experience homelessness.
- b. Review strategies to support and serve underserved communities in the CoCs geographic area,
- c. Identify barriers that led to any disparities in communities being served
- d. Take steps to eliminate these barriers.
- e. In conjunction with people experiencing homelessness, review local policies, procedures, and processes to determine where and how to address disparities affecting underserved communities experiencing homelessness.

### 6. Use a Housing First approach

- a. Help individuals and families move quickly into permanent housing,
- b. Measure and help projects reduce the length of time people experience homelessness
- c. Ensure projects are correctly implementing a Housing First approach.
- d. Engage landlords and property owners to identify an inventory of housing available for rapid rehousing and permanent supportive housing participants
- e. Remove barriers to entry
- f. Adopt service delivery methods that respond to the preferences and needs of the individual or family presenting for assistance.

## Project Application Attachment Checklist:

- ✓ Project Application, charts, narratives, and attachments
- ✓ Documentation of Applicant and Sub-Recipient Eligibility
- ✓ Applicant Code of Conduct
- ✓ SF-424 Application for Federal Assistance
- ✓ SF-424 Supplement, Survey on Ensuring Equal Opportunities
- ✓ HUD 2880, Applicant/Recipient Disclosure/Update Report
- ✓ SF LLL, Disclosure of Lobbying Activities (if applicable)
- ✓ HUD 50070, Certification of Drug Free Workplace
- ✓ Applicant Certifications

This section is designed to inform the review and ranking deliberations and to provide applicants in the competition with clarity regarding how project ranking and selection occur.

The process utilizes a non-biased process which centers around CoC priorities and performance goals, and NOFO priorities and requirements. It should be noted that the CoC uses “scoring” and “ranking” as distinct steps. Scoring informs, but does not dictate, the final funding decision. The CoC Performance and Ranking Committee may recommend funding a project (in whole or a portion) or placing a project in a different order from how they scored. This strategy may be used to assure that the final project list on the CoCs Priority Listing aligns with the CoCs priorities and plan.

### ELIGIBILITY

To be eligible for inclusion in the Collaborative Application, all projects must pass all facets of the application process including:

1. Meeting HUD Requirements: HUD requires the following to be eligible for funding. Threshold requirements are not curable, except for clarification on documentation for eligibility. Please read the HUD CoC NOFO for a full description of requirements.
  - a. Applicant has a UEI number and a current SAM registration.
  - b. Applicant is a nonprofit organization, State or local government, instrument of a State or local government, Public Housing Agency, Indian Tribe, or Tribally Designated Housing Entity (TDHE).
  - c. Applicant enters, or will enter if a new applicant, required project data in HMIS or the CoC approved alternative database if a Victim Service Provider (VSP).
  - d. Applicant demonstrates financial and management capacity and experience to successfully carry out the project.
  - e. Applicant submits required certifications as required in the NOFO.
  - f. Applicant agrees to only serve persons who are eligible as defined in the NOFO and Hearth Act regulations.
  - g. Project commits to draw down funds from eLOCCS at least quarterly.
2. CoC Requirements:
  - a. Participate in the regional Coordinated Entry System, following all policies.
  - c. Project assures to document participant eligibility.
  - d. Project demonstrates a commitment to data quality and compliance.
  - e. Project demonstrates an ability to manage funds appropriately.

- f. Ability to meet CoC utilization and performance standards. If a current CoC renewal project has not achieved expected outcomes, identify a performance improvement plan approved by the CoC. If a new project, provide outcomes for other similar projects.
  - g. Design of the project is cost effective, population and project type appropriate, project incorporates CoC core principles, and project is appropriately staffed.
  - h. Promote and support lived experience engagement in planning, policies, and programming.
  - i. Assurance to complete required CoC trainings.
  - j. Adherence to CoC Policies
3. Project adheres to all local CoC Competition deadlines.
    - a. Project Application submitted in esnaps and emailed to CoC via PDF by deadlines
  4. Commitment to integrate Housing First and Low Barrier Access Principles and Policies into project;
  5. Participation or commitment to participate in HMIS or CoC approved equivalent data base.
  6. Commitment to complete Annual Performance Reports to HUD.

#### GUIDANCE ON REQUIRED RANKING

The CoC will review all projects and rank according to CoC ranking criteria including; project quality, past performance and regional goals and needs (as defined in the CoC Plan).

#### SCORING & RANKING PROCESS: HMIS Projects

The CoC recognizes that a quality Homeless Management Information System (HMIS) is not only required by HUD but is used as a valuable tool to operate and evaluate our regional homeless response system. However, ranking and scoring HMIS in the same manner as housing or SSO projects is not feasible due to the unique aspects of our statewide system. Therefore, the CoC will review any new HMIS project from our statewide HMIS Administrator on following:

1. **Content:** The new HMIS request must be for new or expanded HMIS services. The requested services must assist the CoC in achieving or measuring our plan and help the requested housing or SSO projects achieve, report, and assess their project goals.
2. **Budget:** The budget is consistent with previously approved statewide system costs and the funding request supports the CoCs commitment to allocate HUD funding to HMIS.

#### SCORING & RANKING PROCESS: Housing and Supportive Services Projects

Housing projects are ranked using an objective Project Threshold Assessment and a CoC Ranking Scorecard.

Scoring criteria: Specifically, ranking incorporates the following categories:

1. Financial: Fiscal responsibility, resources/leverage, and cost effectiveness of project.
2. Regional Priorities: Regional need for project type and target population.
3. HUD Priorities: Project commitment to meeting HUD Priorities.
4. Engagement: Demonstration that the project is committed to engaging in regional planning.
5. Policy & Reporting Compliance: Adherence to funder and CoC policies and standards.
6. Project Design: Project incorporates core principals adopted by the CoC including: housing first, low barrier access, trauma informed, motivational interviewing, creative engagement, and client centered care. Principals must be incorporated into education/training, policies,

and practices. The project must also demonstrate ability to link to mainstream resources and educational services (if serving youth and families).

7. Data Use and Plan: Demonstrate projects ability to use data to measure and report on performance.

### Scoring & Ranking Process

1. Submission:
  - a. Project applicants submit application packet to the CoC by deadline to be eligible for ranking.
2. Review and Ranking:
  - a. The CoC Coordinator collects and organizes the application ranking materials and shares with the Performance and Ranking Committee.
  - b. The Performance and Ranking Committee reviews the application packet and supporting documentation and scores each application. This includes:
    1. Reviewing project eligibility.
    2. Identifying specific concerns or noting questions for the applicant.
    3. Assigning a preliminary score and rank to reach project.
  - c. The Performance and Ranking Committee meets to collectively review and align scores and ranking. Each project is assigned a score based on the % of eligible points and any adjustments (note adjustments may be made for extenuating circumstances like a change in agency leadership, disaster, etc.).
  - d. All projects are ranked for recommendation to the CoC Full Membership Committee.
  - e. CoC Coordinator provides each project with the Committee's recommended score and rank via email.
  - f. Projects are given 5 days to respond with clarification or corrections. (the exact time is posted on the annual competition calendar).
  - g. If received, updated information is reviewed by the Performance and Ranking Committee. Scores may be adjusted if validated (supporting documentation or appropriate clarification is provided). If needed, the CoC Performance and Ranking Committee meets to deliberate scoring adjustments.
3. Vote on Rank:
  - a. The CoC Performance and Ranking Committee presents final applicant scores and rankings to the CoC Full Membership Committee. Although rare, members may reject the proposed options and identify another desired option. Eligible members vote on proposed rank.
  - b. The CoC Governing Board will then meet to discuss the proposed rankings and vote to approve the final rankings for submittal to HUD.
  - c. Projects are notified of final rank and inclusion/exclusion in the Collaborative Application. Projects not accepted or ranked are also again notified of their ability to appeal to the CoC and HUD.
4. Public Posting:
  - a. The approved Priority Listing based on the final rankings is placed on the CoC website and emailed to the CoC Full Membership Committee email list, as well as all Project Applicants.