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**CONTRA COSTA INTER-  
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ON HOMELESSNESS**  
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Dear Contra Costa Inter-Jurisdictional Council on Homelessness:

Please be advised that the Department of Housing and Urban Development's (HUD's) Notice of Funding Availability (NOFA) for the Fiscal Years 2013 and 2014 Continuum of Care Program Competition was released on Friday, November 22, 2013.

This Public Solicitation for Project Applications describes the overall timeline and requirements for accessing this funding opportunity.

A technical assistance workshop for all interested parties will be held next Tuesday, December 3, 2013 from 1:00 to 3:30 PM at a location to be announced. The details of upcoming deadlines are included on page 4 of this Public Solicitation.

This Public Solicitation will be posted in the following virtual and physical locations:

- Contra Costa Inter-Jurisdictional Council on Homelessness Website
- Contra Costa Behavioral Health Division – Homeless Program Website
- Contra Costa Inter-Jurisdictional Council on Homelessness Listserv
- Contra Costa Behavioral Health Division – Homeless Program Bulletin Board
- Contra Costa Behavioral Health Division Bulletin Board

The public should please forward this Public Solicitation to any interested parties, send to relevant additional listservs, and post on public bulletin boards.

Inquiries about this process may be directed to [homelessprogram@hsd.cccounty.us](mailto:homelessprogram@hsd.cccounty.us).

# SUMMARY OF FY 2013 AND FY 2014 COC NOFA

*CONTRA COSTA INTER-JURISDICTIONAL COUNCIL ON HOMELESSNESS*

*NOVEMBER 27, 2013*

## PROGRAM DESCRIPTION:

The Department of Housing and Urban Development's ("HUD") Continuum of Care Program ("CoC Program") is designed to promote a community-wide commitment to the goal of ending homelessness; to provide funding for efforts by nonprofit providers, States, and local governments to quickly re-house the homeless while minimizing the trauma and dislocation caused by homelessness; to promote access to and effective utilization of mainstream programs by the homeless; and to optimize self-sufficiency among those experiencing homelessness.

The CoC Program provides grants to community-based providers of homeless services and housing through an annual Notice of Funding Availability ("NOFA"), which allocates funding based on: (a) community need; (b) the performance of the community's system of homeless services and housing (called "Continuum of Care" or "CoC"); and (c) the performance (and the community's prioritization) of its applicant projects.

On November 22, 2013, HUD released this year's [CoC Program NOFA](#). In a break from previous years, HUD is issuing one NOFA for both FY 2013 and FY 2014. It appears that the primary consequence of this change is that the second allocation criteria listed above (i.e., the performance of the community's Continuum of Care), will be determined for both FY 2013 and FY 2014 based on the CoC Application submitted by the community this year.

**National Policy.** HUD's homeless assistance programs are being measured in FY 2013 and FY 2014 by the objective to "end chronic homelessness and to move the homeless to permanent housing." HUD has chosen six indicators that directly relate to the CoC Program. These six indicators will be collected in the FY 2013/FY2014 CoC Application (the final two indicators **in bold** are new this year):

- The creation of new permanent supportive housing (PSH) beds for chronically homeless<sup>1</sup> people.
- The decrease in the number of chronically homeless people within the CoC's geographic borders.
- The increase of employment among people residing in or exiting HUD homeless assistance projects.
- The increase of the use of mainstream resources for people residing in or exiting from HUD homeless assistance projects.

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<sup>1</sup> "Chronically homeless" has a precise definition for HUD purposes, but in general it refers to an individual or family who has resided in a place not meant for human habitation or an emergency shelter continuously for at least one year or on at least four separate occasions in the last three years.

- **The percentage of turnover in CoC Program-funded PSH not dedicated to chronically homeless people that will be prioritized to serve the chronically homeless**
- **The percentage of households with children that are served in rapid re-housing that came from unsheltered locations**

#### MAJOR CHANGES AND THINGS TO NOTE:

Compared to previous years, the main changes in this year's NOFA are:

- This NOFA (and the CoC Application it requires) covers **two years**. Each individual project will have to submit another application in FY 2014, but the Continuum of Care will not be submitting another CoC Application (i.e., this year's CoC Application score will remain for two years).
- The **scoring criteria have changed significantly**, which is likely to change the content of the CoC Application. See below for a summary of the scoring criteria changes; for precise details, see the [FY 2013/FY 2014 NOFA](#).
- HUD does not anticipate that Congress's allocation of funding for the FY 2013 CoC Program will be adequate to fund all eligible renewal projects (i.e., all existing projects whose funding must be renewed this year). Therefore, like last year, HUD is requiring each CoC to place its community's renewal project funding into two tiers—Tier 1, comprising 95% of the CoC's total eligible renewal funding amount ("Annual Renewal Demand" or ARD); and Tier 2, comprising the remainder of the ARD plus any additional amount approved for CoC planning costs.
- In FY2013, due to funding limitations, HUD will not fund new projects outside of CoC planning and the reallocation process.<sup>2</sup> CoCs may use reallocation to create new PSH projects (preferably using a Housing First model<sup>3</sup>) that serve chronically homeless people or new rapid re-housing projects for households with children who are living on the streets or in emergency shelters.
- **Regarding FY 2014:** When the level of funding is known for FY 2014, HUD will announce this amount and submission deadlines through a separate notice (the submission deadline will be no earlier than 60 days after Congress appropriates FY 2014 funding). At that time, the CoC will submit a modified CoC registration, new Priority Listings of CoC Program projects, and a new certification of compliance with the local Consolidated Plan(s). Each CoC Program project will be required to submit a project application for FY 2014 funds, including new projects created through reallocation.
- This year CoCs will be evaluated based on the extent to which they are prioritizing the chronically homeless in **all** CoC Program-funded permanent supportive housing—not just those units that are dedicated to that population. CoCs should prioritize the chronically homeless for placement as units become available through turnover.
- Eligible renewal projects requesting rental assistance will now be permitted to request a per-unit

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<sup>2</sup> HUD is emphasizing the use of reallocation this year, whereby CoCs can make the determination that funds for projects that are underperforming, obsolete, or ineffective should be reallocated to new projects that are based on "proven or promising models" (primarily rapid re-housing and permanent supportive housing models).

<sup>3</sup> Housing First is a model of housing assistance that is offered without preconditions (such as sobriety or a minimum income threshold) or service participation requirements, and rapid placement and stabilization in permanent housing are primary goals. Research shows that it is effective for the chronically homeless with mental health and substance abuse disorders, resulting in fewer inpatient stays and less expensive interventions than other approaches.

amount less than the Fair Market Rent (FMR), based on the actual rent costs per unit. This change will help to reduce the number of projects receiving rental assistance that have large balances of unspent funds remaining at the end of the operating year.

## DETAILS

Contra Costa's Tier 1 and Tier 2 amounts will be determined upon release of final FY 2013 ARD and Tier 1 amounts by HUD by December 7<sup>th</sup>, 2013.

**Available Funds:** Approximately \$1.7 billion is available for FY 2013

### **Deadlines and Timelines (subject to change based on feedback from community)**

- **TA Workshop:** December 3, 2013 (1pm at location TBD)
- **Project Applications Due Date:** January 3, 2014 (close of business)
- **Review and Rank Process:** TBD (between January 6-9, 2014)
- **Notification of Results to Project Applicants:** No later than January 10, 2014
- **Notification of Appeal by Project Applicant(s):** January 13, 2014 (by 12pm)
- **Appeals Decision Deadline:** January 17, 2014 (close of business)
- **Project Application Uploaded to e-snaps:** January 24, 2014
- **Final Consolidated Application Uploaded to e-snaps:** January 31, 2014
- **Final submission to HUD for FY 2013 funds:** No later than 5pm Pacific time, February 3, 2014.

HUD intends to announce conditional funding for Tier 1 renewal projects within 45 days of the application submission deadline(s) of the CoC Program Competition (approximately March 18, 2014).

### **Technical Support:**

- The OneCPD Ask A Question (AAQ) resource at [www.onecpd.info/ask-a-question/my-question/](http://www.onecpd.info/ask-a-question/my-question/). The AAQ is accessible 24 hours each day.
- Technical support materials are available at [www.onecpd.info](http://www.onecpd.info).

## HUD's Homeless Policy Priorities

For details about HUD's policy priorities, please review the NOFA.

### 1. Strategic Resource Allocation.

- Comprehensive review of all projects for need and alignment with HUD's policy priorities
- Underperforming, obsolete, or ineffective projects should be reallocated

### 2. Ending chronic homelessness.

- Increasing Beds for Chronically Homeless
- Targeting Chronically Homeless (even within specific disabled subpopulations)
- Housing First for all PSH projects

### 3. Ending family homelessness.

- Rapid Re-Housing for families with children living on the streets or emergency shelter

### 4. Removing Barriers to CoC Resources.

- Centralized or Coordinated Assessment System
- Review of all Transitional Housing projects for cost-effectiveness, performance & eligibility criteria, and determination if Rapid Re-housing may be a better model
- Prioritizing Households Most in Need (e.g., length of unsheltered homelessness; unsheltered families with children; most medically vulnerable)

### 5. Maximizing the use of mainstream resources.

- Seeking and Providing information to projects about mainstream resources and funding opportunities
- Preparing for implementation of the Affordable Care Act, and enrollment and outreach activities for new healthcare options

### 6. Building partnerships.

- Public Housing Agencies (PHA) on homeless preferences and linkage to PHA housing resources
- Engagement with Philanthropy to maximize resources and make progress on ending homelessness

### 7. Other Priority Populations:

- Veterans and their Families (prioritizing those ineligible for VA services and coordinating CoC resources with HUD-VASH and SSVF)
- Unaccompanied Youth (identifying and describing the needs of homeless youth and programs serving this population)

## HUD's Project Selection Process:

HUD's project selection process remains largely unchanged from last year. HUD will first conduct a threshold review of project applications to determine whether applicants and subrecipients meet HUD's eligibility and capacity thresholds, and whether the projects meet HUD's eligibility and project quality thresholds. Renewal projects will be considered as having met these requirements unless information to the contrary is received (e.g., monitoring findings).

Then, within the rank order established by the CoCs on their Priority Listings, HUD will first select projects from Tier 1 in the following order of selection priorities, by CoC score; then with any remaining available funds HUD will select projects from Tier 2 also in the following order, by CoC score:

- (1) renewal permanent housing projects, rapid re-housing (RRH) projects and PSH projects;
- (2) new PSH projects created through reallocation for 100 percent chronically homeless;

- (3) new rapid re-housing projects created through reallocation for homeless households with children;
- (4) renewal transitional housing;
- (5) CoC planning costs;
- (6) Unified Funding Agency (UFA)<sup>4</sup> costs;
- (7) SSO projects for centralized or coordinated assessment system;
- (8) renewal HMIS;
- (9) all other renewal supportive services only projects, and
- (10) any project application submitted by the CoC that was not included in the HUD-approved GIW.

For each selection priority, HUD will select all of the projects for a higher scoring CoC, in order of the CoC's Priority Listings, before selecting projects from the next highest scoring CoC, in order of that CoC's Priority Listings; HUD will move down through the CoCs by CoC score before continuing to the next selection priority, or until there are no more available funds.

#### **Changes in Project Selection Priorities:**

Although HUD is using a similar selection process as last year, its selection priorities for FY2013/FY2014 have changed. The main differences are as follows:

First, in FY2012 Tier 1 and Tier 2 had slightly different selection priorities; this year, HUD will use the same selection priorities for both Tiers.

Second, in FY2012 HUD prioritized all renewal projects first; this year, HUD is prioritizing renewal permanent housing, RRH and PSH projects first, but:

- New PSH projects and new RRH projects created through reallocation are prioritized ahead of all other renewal projects (including renewal transitional housing (TH) projects)
- CoC planning costs and UFA costs projects are prioritized ahead of all renewal centralized/coordinated assessment, Homeless Management Information System (HMIS), and supportive services only (SSO) projects (but not renewal TH projects); and
- "Any project application submitted by the CoC that was not included in the HUD-approved GIW" is included as one of the selection priorities.

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<sup>4</sup> "Unified Funding Agency" refers to a Collaborative Applicant (i.e., the agency responsible for submitting the CoC Consolidated Application on the community's behalf) that has obtained approval from HUD to assume fiscal and accounting responsibility for all of its community's CoC Program projects. The Collaborative Applicant may apply for UFA costs if it is designated by HUD to apply as an UFA applicant, but so far, no Collaborative Applicant in the country has been designated as such. Therefore, no CoC will be approved for UFA costs in FY 2013.

**CoC Application Scoring Criteria Summary**

Scoring Factor Sections	Points
<p><b>CoC Strategic Planning and Performance</b></p> <ul style="list-style-type: none"> <li>○ Ending Chronic Homelessness (including increase CH beds) (16 points)</li> <li>○ Housing Stability (TH to PH <u>AND</u> PH retention: 80%) (10 points)</li> <li>○ Jobs and Income Growth (20% of participants have employment income, 54% of participants have income from other sources) (8 points)</li> <li>○ Mainstream Benefits (56% of participants) (7 points)</li> <li>○ Increase Use of Rapid Rehousing (10 points)</li> <li>○ Opening Doors implementation (3 points)</li> <li>○ Ending Family Homelessness (4 points)</li> <li>○ Addressing the Needs of Victims of Domestic Violence (2 points)</li> <li>○ Ending Youth Homelessness (2 points)</li> <li>○ Reaching Unsheltered Homeless (3 points)</li> <li>○ Ending Veteran Homelessness (4 points)</li> </ul>	<b>69</b>
<p><b>CoC Coordination of Housing and Services</b></p> <ul style="list-style-type: none"> <li>○ Preventing Homelessness (2 points)</li> <li>○ Discharge Planning (4 points, one for each system of care).</li> <li>○ Consolidated Plan Coordination (2 points)</li> <li>○ Emergency Solutions Grants Consultation (3 points)</li> <li>○ Coordination with Other Funding Sources (1 point)</li> <li>○ Public Housing Agencies Engagement (2 points)</li> <li>○ Use of Housing First Approach (3 points)</li> <li>○ Has Centralized or Coordinated Assessment System (2 points)</li> <li>○ Affirmatively Furthering Fair Housing (2 points)</li> <li>○ Educational Assurances (2 points)</li> <li>○ Preventing Involuntary Family Separation (2 points)</li> <li>○ Preparing for Implementation of Affordable Care Act (1 point)</li> <li>○ Identify Resources for Services (2 points)</li> </ul>	<b>28</b>
<p><b>Recipient Performance</b></p> <ul style="list-style-type: none"> <li>○ CoC Engages in Performance Monitoring (3 points)</li> <li>○ CoC Assist in Increasing Performance (3 points)</li> <li>○ CoC Assist in Increasing Capacity (3 points)</li> <li>○ Reducing Homeless Episodes (3 points)</li> <li>○ Outreach (1 point)</li> <li>○ Tracking and Reducing Returns to Homelessness (2 points)</li> </ul>	<b>15</b>
<p><b>CoC Housing, Services, and Structure</b></p> <ul style="list-style-type: none"> <li>○ Regular, Open CoC Meetings (2 points)</li> <li>○ No Written Complaints (2 points)</li> <li>○ Inclusive Structure (2 points)</li> <li>○ Use of Project Application Performance Metrics (2 points)</li> <li>○ Accuracy of GIW (1 point)</li> </ul>	<b>13</b>

<ul style="list-style-type: none"> <li>○ Ranking and Selection Process (3 points)</li> <li>○ Housing Inventory Count Submission (1 point)</li> </ul>	
<b>Leveraging</b> 100% participation in 150% leveraging	<b>5</b>
<b>Homeless Management Information System</b>	<b>11</b>
<ul style="list-style-type: none"> <li>○ HMIS Governance Charter (2 points)</li> <li>○ HMIS Plans in Place (1 points)</li> <li>○ Diverse HMIS Funding (2 points)</li> <li>○ Bed Coverage (86% participation) (2 points)</li> <li>○ Data Quality (less than 10% missing/null and refused/unknown)(2 points)</li> <li>○ Procedures for Entry and Exit Dates (1 point)</li> <li>○ Ability to Generate Required Reports (1 point)</li> </ul>	
<b>Point-in-Time Count</b>	<b>9</b>
<ul style="list-style-type: none"> <li>○ PIT Count and Data Submission (3 points)</li> <li>○ Reduction in PIT Since 2012 (2 points)</li> <li>○ Collect and Report Subpopulation Data (2 points)</li> <li>○ Methodology for Unsheltered Count (2 points)</li> </ul>	
<b>Subtotal</b>	<b>150</b>
<b>Bonus points</b>	<b>6</b>
<ul style="list-style-type: none"> <li>○ Administration amount 7% (2 points)</li> <li>○ No SSO Projects in Tier 1 (2 points)</li> <li>○ Accuracy of Submission of HUD-2991 (2 points)</li> </ul>	
<b>Total</b>	<b>156</b>