

FY2024 HUD CoC Program Competition Supplemental Materials Requests

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Introduction

The U.S. Dept. of Housing and Urban Development (HUD) released the Continuum of Care (CoC) Program Notice of Funding Opportunity (NOFO) on July 31, 2024. This NOFO affords existing HUD CoC Program recipients the opportunity to apply to renew existing grants and/or for provider organizations to apply to establish new programs through the CoC Bonus or Domestic Violence (DV) Bonus opportunities (whether they are currently funded by the HUD CoC Program or not).

All provider organizations requesting (renewal or new) funding through the NOFO must submit their application materials for local review to The Community Partnership for the Prevention of Homelessness (TCP), the HUD-designated Collaborative Applicant for the District of Columbia, and the DC Interagency Council on Homelessness (ICH) Ranking Committee. The ICH Ranking Committee, a group of non-conflicted community stakeholders, are tasked by HUD to determine:

- 1) Whether a renewing or new project funding application meets HUD threshold criteria and if it is aligned with local community priorities, and if so, whether the project application should be submitted to HUD by TCP in the Consolidated Application package; and
- 2) Where each project should fall in the local project ranking. The Ranking is an articulation to HUD of the priority order in which projects applied for should be funded if HUD is not able to approve all project applications in the Consolidated Application package.

While the project applications will provide some of the information needed to make these decisions, the Ranking Committee is requesting supplemental materials as well. These include:

- 1) Documentation of all sources the project applicant cites as funding match for the HUD CoC Program dollars requested;
- 2) Aggregate data from HMIS (supplied to Ranking by TCP) or an HMIS Comparable database for DV providers (supplied by TCP via the provider)(#2 is applicable to renewing projects only); and

- 3) Written responses to the questions noted to the following questions (no more than 1,500 characters per response):

Renewing Programs

- 1) Describe the renewing project, including information on key populations served and why HUD CoC Program resources are needed to serve the project's key population(s).
- 2) Describe how the renewing project addresses the particular needs of the persons served by the project.
- 3) Explain how you collect and incorporate feedback from participants to help inform your programs design and operations.
- 4) Provide examples of how the project has incorporated feedback from participants into the program design and operations (in accordance with HUD Policy Priorities).
- 5) Describe steps taken to build an effective workforce for the project, particularly by using of HUD CoC Program funds (in accordance with HUD Policy Priorities).
- 6) Describe ways in which other HUD and/or local Policy Priorities and HUD Threshold Criteria are incorporated into the program design or operations.
- 7) Provide examples of successes that the project has had in the last 12 months (August 2023-July 2024).
- 8) Provide examples of any challenges that the project has faced in the last 12 months (August 2023-July 2024), particularly in areas that impact performance indicators tracked in HMIS (utilization rate, rates of housing stability/exists to permanent destinations, connecting participants with income and/or health insurance, etc.) and what actions were taken to address them.
- 9) Provide any additional information that the agency would like the Ranking Committee to be aware of as they make their decisions.

Proposed (New) Programs or First Time Renewals (without performance data):

- 1) Describe the project, including information on key (sub)populations served and why HUD CoC Program resources are needed to serve the project's key (sub)population(s).
- 2) Describe how the proposed project will address the particular needs of the persons served by the project.
- 3) Explain how the project plans to collect and incorporate feedback from participants into the program's design and operations.
- 4) Provide information on how the proposed project will build partnerships and collaborate with health care and other service organizations to better serve program participants.
- 5) Describe how the project will build an effective workforce to staff the project, particularly through the use of HUD CoC Program funds (in accordance with HUD Policy Priorities).
- 6) Describe ways in which other HUD and/or local Policy Priorities and HUD Threshold Criteria will be incorporated into the program design or operations.
- 7) Describe how the project will work to ensure that positive outcomes are obtained equitably by program participants.
- 8) Provide examples of how the project will work to ensure that program outcomes related to utilization rate, rates of housing stability/exists to permanent destinations, connecting participants with income and/or health insurance, etc. will meet or exceed HUD/CoC standards.
- 9) Provide any additional information that the agency would like the Ranking Committee to be aware of as they make their decisions.

FY2024 project applications, match source documentation, and narrative responses must be submitted using the following Smartsheet link:

<https://app.smartsheet.com/b/form/062cafd24e644098b44506bc73469a9c>

Submissions are due no later than 5:00 PM on September 18, 2024.

Coversheet

Providers must complete the electronic Smartsheets coversheet when submitting their materials. Materials submitted without the coversheet are incomplete and will not be considered.

Narrative Response Formatting Requirements:

There is a 1,500-character limit for each of the narrative responses. Please use the following formatting parameters noted below. The document with the responses should be saved as a .pdf and submitted via Smartsheets with the other supplemental materials.

Letters of justification must adhere to the following format requirements:

- A. Page Size: 8.5" x 11"
- B. Margins: one-inch all around
- C. Font: Arial
- D. Font (regular text): 12 point
- E. Font size/style for headings: 12 point, Bold. (subheadings - 11 point, Bold.)
- F. Spacing: Double-spaced
- G. Headers: Left-justified - indicate the rating factor.
- H. Footers: Left-justified - name of applicant. Right-justified - page number out of total pages. (ex. Page 1 of 3)

Funding requests

New project proposals seeking funding may request funds in response to either the CoC Bonus or DV Bonus opportunity (but not both collectively).

On Thursday, August 22, 2024 HUD provided CoCs nationally information on how much funding under these two opportunities is available to each Continuum. For the District of Columbia, the amounts are:

CoC Bonus: \$3,402,517

DV Bonus: \$2,854,847

No project may request more than the amounts above, and may request that the funding cover an initial grant term of one (1) to five (5) years. The Ranking Committee may approve more than one applicant in response to both opportunities (separately) but the total funding requested may also not exceed the amounts above.

TCP has provided potential applicants with information on the types of programs and the uses of funding that are allowable through each and the information is available on TCP's website: [click here](#).

Existing grantees seeking to renew their grants “as is” may request no more funding than the amounts provided by TCP to agency staff via email on Friday, August 16, 2024. These amounts are approved by HUD and TCP will notify providers if their pre-approved amount changes before the submissions are due.

Existing grantees looking to reallocate existing grants to create new programs may do so but are similarly limited to the pre-approved funding amount(s) listed in the August 16th email from TCP.

Existing grantees looking to expand their grant may do so through use of the funds made available through the CoC or DV Bonus opportunities noted on the previous page.

Existing grantees may not reallocate and expand an existing grant in the same NOFO cycle.

More information on options for existing grantee available on TCP’s website: [click here](#).

Additional Reference Materials

- FY2024-25 HUD CoC Program NOFO: [FY 2024 and FY 2025 Continuum of Care Competition and Renewal or Replacement of Youth Homeless Demonstration Program Grants \(hud.gov\)](#)
- HUD CoC Program Eligibility Requirements: [Continuum of Care \(CoC\) Program Eligibility Requirements - HUD Exchange](#)
- HUD Virtual Binder: CoC Program: [CoC: Continuum of Care Program - HUD Exchange](#)
- All In – The Federal Strategic Plan to End Homelessness: [All In.pdf \(usich.gov\)](#)
- Homeward DC 2.0 – The District’s Strategic Plan to End Homelessness: [Homeward-DC-Report_FY2021-2025\[1\].pdf](#)
- HUD Policy Priorities and Threshold Requirements for the CoC Program (reference slides included slide decks for new/proposed or renewing projects linked to in the previous section.