



July 18, 2018

Southwest Minnesota Continuum of Care 2018 Local CoC Program Competition

Call for Projects

The Southwest Minnesota Continuum of Care (MN-511) is seeking project applicants for FY 2018 funding via the U.S. Department of Housing and Urban Development (HUD) Continuum of Care Program competition. HUD released its [Notice of Funding Availability \(NOFA\)](#) for FY2018 Continuum of Care Program Competition (FR-600-N-25) on June 20, 2018.

The Continuum of Care (CoC) Program (24 CFR part 578) 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 rehouse homeless individuals, families, persons fleeing domestic violence, dating violence, sexual assault, and stalking, and youth while minimizing the trauma and dislocation caused by homelessness; to promote access to and effective utilization of mainstream programs by homeless individuals and families; and to optimize self-sufficiency among those experiencing homelessness.

This Call for Projects advises all potential applicants of the general requirements that must be met in any project application for consideration of submission to HUD through the Southwest Minnesota Continuum of Care (CoC) Local Competition.

For new projects, including expansions and transition grants: New projects applications are welcome from any eligible and qualified applicant, including organizations that have not previously received CoC Program funding. Draft Application submissions are due 11:59 pm on Tuesday July 31, 2018 for the CoC Local Competition project reviews. [E-snaps](#) is the required online application system for the HUD CoC Program national competition.

PDF draft applications are due by 11:59 pm on Tuesday July 31, 2018 to justinv@swmhp.org. Project applications will be prioritized using the CoC Rating and Ranking Procedure & CoC Process for Reallocation [HERE](#) and Scoring Tool [HERE](#).

For more detail, please review the [HUD Notice of Funding Availability \(NOFA\) for FY2018 Continuum of Care Program Competition \(FR-600-N-25\)](#), and the [CoC Program Rule found in 24 CFR 578](#).

A. Funding Available

The SW MN CoC is eligible to apply for \$969,625 for existing renewal projects and new projects created through reallocation. This amount is called the CoC's Annual Renewal Demand (ARD). The CoC is also eligible to apply for approximately \$29,089 for CoC planning, \$58,178 in CoC bonus funds for new projects to serve any eligible population, and approximately \$75,786 in bonus funding specifically to serve survivors of domestic violence, dating violence, sexual assault, or stalking that are defined as homeless under 24 CFR 578.3.

All funding is for grant terms of one year (except projects that include acquisition, rehabilitation, or construction, which have three year terms).

B. Eligible Project Component Types for the Local Competition

In each funding round, HUD defines the types of projects that can be created with reallocated funds and CoC Bonus funds. Eligible program component types vary depending on the type of funding sought by the project. In addition, CoCs may limit or further define the new project component types eligible in the Local Competition based on needs and priorities for the homeless response system.

Following are the eligible project component types for the SW MN CoC Local Competition:

1. *Projects seeking Renewal Funds*

These funds are limited to the projects listed on the SW MN CoC 2018 Grant Inventory Worksheet (attached). Eligible project component types are those defined for each renewal project through the Grant Inventory Worksheet process. Projects seeking renewal funding may not change project component type or exceed the allowed funding levels by line item or in . Projects may reduce budget line items, which would be considered voluntary reallocation. The CoC can also eliminate or reduce funding for these projects (involuntary reallocation) in accordance with the CoC's reallocation policy. Such changes create a reallocation fund which can be used to fund certain types of new projects described below.

New in 2018: Renewal projects that desire to change project component type, e.g. TH to PH-RRH) may apply for a Transition Grant. The transition grant allows one year to convert the program component type, and it is considered a new project application. To create a transition grant, the applicant must wholly eliminate one or more project grants to use those funds to create the single, new transition grant.

2. *New Projects Created from Reallocated Funds or CoC Bonus Funds*

New projects in this category may be proposed as standalone projects or as expansions of existing CoC-funded projects seeking renewal in the current funding round. Eligible new project component types for projects created from reallocated funds and CoC Bonus funds are:

Permanent Supportive Housing (PSH) that meet the requirements of DedicatedPLUS as defined in Section III.C.3.f of the NOFA or where 100% of the beds are dedicated to individual and families experiencing chronic homelessness, as defined in 24 CFR 578.3
Rapid Rehousing (RRH) for individuals and families, including unaccompanied youth

Joint Transitional/Rapid Rehousing (TH-RRH) to serve homeless individuals and families, including individual or families fleeing or attempting to flee domestic violence, dating violence, sexual assault, or stalking, who meet the following criteria:

- residing in a place not meant for human habitation;
- residing in an emergency shelter or coming directly from the streets;
- persons who qualify under paragraph (4) of the definition of homelessness, including persons fleeing or attempting to flee domestic violence situations
- residing in a transitional housing project that was eliminated;
- residing in transitional housing funded by a Joint TH and PH-RRH component project (See Section III.C.3.1 of the NOFA); or
- receiving services through a VA-funded homeless assistance program and met one of the above criteria at initial intake to the VA's homeless assistance system

3. *New Projects Created from DV Bonus Funds*

New projects in this category may be proposed as standalone projects or as expansions of existing CoC- funded projects, including projects that do not currently and specifically target the populations to be served with these bonus funds. Eligible new project component types for projects created with DV Bonus funds (estimated at \$75786) are:

Rapid Rehousing (RRH) projects dedicated to serving survivors of domestic violence, dating violence, sexual assault, or stalking that are defined as homeless under 24 CFR 578.3
Joint Transitional/Rapid Rehousing (TH-RRH) projects dedicated to serving survivors of domestic violence, dating violence, sexual assault, or stalking that are defined as homeless under 24 CFR 578.3

Per HUD guidelines for the DV Bonus funds, only one project application for each project component type above may be submitted in the national competition. The CoC encourages applicants in this category to consider collaborations (with one primary grantee and one or more subgrantees) to expand geographic coverage and increase client choice in where to live.

C. Threshold Requirements for Applicants and Projects

Applicant and project thresholds apply for the Local Competition and the HUD national CoC Program Competition.

1. *Applicant Eligibility*

Eligible project applicants for the CoC Program Competition are, under 24 CFR 578.15, nonprofit organizations, States, local governments, and instrumentalities of State and local governments. Public housing agencies, as such term is defined in 24 CFR 5.100, are eligible without limitation or exclusion. For-profit entities, Tribes, and tribal housing authorities are not eligible to apply for grants or to be subrecipients of grant funds.

As required in the Code of Federal Regulations (CFR) at 2 CFR 25.200 and 24 CFR Part 5 Subpart K, all applicants for financial assistance must have an active Data Universal Numbering System (DUNS) number (<http://fedgov.dnb.com/webform>) and have an active registration in the System for Award Management (SAM) (www.sam.gov) before submitting an application. Getting a DUNS number and completing SAM registration can take up to four weeks; therefore, applicants should start this process or check their status early.

Per HUD's most recent Notice of Funding Availability for Discretionary Programs, applicants must submit application(s) in English and funding requests in U.S. dollars. Applicants must also ensure

that the applicant's financial management system is sufficient to meet Federal standards as described at 2 CFR

200.302, resolve any outstanding civil rights matters and outstanding delinquent Federal debt, and disclose all violations of Federal criminal law involving fraud, bribery, or gratuity violations. No award of Federal funds may be made to debarred or suspended applicants or those proposed to be debarred or suspended. False statements made in an application are grounds for denial or termination of an award and possible punishment. Further details and additional rules that apply to applicants selected for award are described in detail on HUD's Funding Opportunity Page at <https://www.hud.gov/grants/> (scroll to 2018 and click on Eligibility Requirements for Applicants of HUD Grant Programs).

Project applicants are required to register with e-snaps online application system at <https://esnaps.hud.gov/grantium/frontOffice.jsf> and submit project application materials for both the Local CoC Program Competition and for the national competition. CoC program applications for the national competition are submitted via e-snaps online application system and must include a current applicant profile and all required certifications and attachments. NOTE: Because the CoC Program Competition uses e-snaps, registration at Grants.gov is not required for project applicants.

2. *Project Eligibility & Quality Thresholds*

In accordance with the FY2018 Appropriations Act, CoCs must make decisions based on how projects improve system performance in the CoC region. As such, projects must meet eligibility and quality thresholds for the HUD CoC Program national competition as well as the Local Competition. At a minimum, all applicants are responsible to ensure that:

All proposed program participants will be eligible for the program component type selected,

All information provided in the project application and proposed activities are eligible and consistent with program requirements at 24 CFR 578,

Each project narrative to fully responsive to the question being asked and that it meets all the criteria for that question as required by HUD and the local CoC,

All data provided in various parts of the project application are true and consistent, AND

All required attachments correspond to those required by the CoC and to the list of attachments in e- snaps that must contain accurate and complete information dated between May 1, 2018, and September 18, 2018.

Please review the HUD CoC Program Competition NOFA (Section V.C.3.b.) and River Valleys CoC Local Competition Policy Guide for further details.

D. Matching Funds

U.S. Housing and Urban Development (HUD) homeless program funding through the CoC Program Competition is limited and can provide only a portion of the resources needed to successfully address the needs of homeless families and individuals. HUD requires recipients or subrecipients to use supplemental resources as match to address homeless needs.

Under the HEARTH Act, projects funded through the CoC Program competition follow a new, simplified match requirement that includes both cash and in-kind contributions. All eligible funding costs except leasing (which requires no match) must be matched with no less than a 25% cash or in-kind match. Match must be used for eligible activities as defined by the CoC Program Interim Rule, 24 CFR Part 578, subpart D. Match excludes program income and participant mainstream benefits.

E. Project Applicant Submissions and Timeline

1. *Intent to Apply*

2. *Project Application*

PDF versions of project applications need to be submitted to justinv@swmhp.org by 11:59 p.m. on Tuesday July 31, 2018.

Required HUD national competition application (e-snaps) requirements for all projects:

Complete, correct, and consistent Project Application, with complete and current Applicant Profile
 HUD required forms and attachments (in e-Snaps applicant profile and application)

Match Letters dated between May 1, 2018 and September 18, 2018

Project data as needed to complete the regional CoC Collaborative Application

2018 SW MN HUD CoC NOFA Timeline to Completion

Date & Time	Event	Location	Notes
Thursday July 19, 10:00 a.m. – 2:00 p.m.	Open Lab: Starting Your Project Applications.	Kandiyohi County Health and Human Services Building Computer Lab (Room 2065)	Get your project renewal application(s) started with guidance available.
By Tuesday, July 31, 11:59 p.m.	Project application drafts due to Justin	email PDF to justinv@swmhp.org	
By Tuesday, August 7, 11:59 p.m.	Initial feedback on project applications returned to app writers.	Via email	Feedback from Justin and the MN Interagency Council on Homelessness
By Tuesday, August 14, 11:59 p.m.	Project Application final drafts due to Justin	email PDF to justinv@swmhp.org	If there are any remaining issues on final drafts, Justin will contact you.
Friday, August 17, Noon	Project Ranking Meeting	Jimmy’s Pizza in Granite Falls and via GoToMeeting	Justin, Kayla + any other Project Performance and Review Committee Members
Tuesday, August 21, Noon.	Applicants notified if their projects will be accepted and ranked, rejected, or reduced.	Email communication from Justin to applicants	
By Friday, August 24, 11:59 p.m.	Final project applications submitted via eSnaps.	eSnaps	
Thursday September 6, 10 – Noon.	Voting on Project Ranking and other NOFA-related items.		ONE WEEK EARLIER THAN USUAL.

Tuesday, September 11, 5 p.m.	CoC Project Applications, Project Ranking, Project Planning Application and CoC Collaborative Application Submitted!	eSnaps	Justin will do this part. (MCH Conference is September 13 and 14 in Duluth).
Tuesday, September 18, 7 p.m.	ABSOLUTE Deadline to HUD		

F. Selections and Award Notifications

2. HUD CoC Program Competition

HUD will conduct a threshold review of ranked projects for all CoCs that submit the CoC Consolidated Application by the application deadline. HUD may issue up to two conditional funding announcements, which have generally occurred between January and March following the CoC Consolidated Application deadline. HUD will score the FY 2018 CoC Application portion of the Consolidated Application in accordance with the criteria set forth in Section VII.B of the NOFA. HUD will select new and renewal project applications in Tier 1 in accordance with the criteria set forth in Section II.B.10.a of the NOFA. 6. The project application score(s), which will incorporate the CoC Application score, will determine which projects in Tier 2 will be conditionally selected for award as set forth in Section II.B.10.b of the NOFA.

HUD may employ rating panels to review and rate all or part of the CoC Applications according to the rating criteria in Section VII of the FY2018 NOFA.

Projects with rental assistance, leasing, or operations may be adjusted by HUD during the review process to reflect changes in Fair Market Rents (FMRs) for the project area.

Following the evaluation process, HUD will notify successful applicants of their selection for funding. Notification of project awards will be posted on the HUD website and distributed via the HUD Homeless Assistance Listserv. HUD will notify all other applicants, whose applications were received by the deadline, that have not been chosen for award by email. Award information will be sent by mail to the authorized representative(s) named in form SF424, lines 8 and 21.

G. HUD Resources and Technical Assistance

Notice of Funding Availability for FY2018 HUD CoC Program Competition

<https://www.hudexchange.info/resources/documents/FY-2018-CoC-Program-Competition-NOFA.pdf>

HUD CoC Program Rule (24 CFR 578)

https://www.hudexchange.info/resources/documents/CoCProgramInterimRule_FormattedVersion.pdf

E-snaps guides: <https://www.hudexchange.info/programs/e-snaps/>

Other Training and Resources.

Project applicants that need assistance competing the applications in e-snaps or understanding the program requirements under the CoC Program may access the Rule, training materials, and program resources via the HUD Exchange at <http://www.hudexchange.info/homelessness-assistance>.

HUD Exchange Ask A Question (AAQ). Project applicants that require information and technical support concerning this NOFA and the applications in e-snaps may submit an electronic inquiry via the HUD Exchange e-snaps AAQ at www.hudexchange.info/homelessness-assistance/. The AAQ is accessible 24 hours each day. Starting 2 days prior to the application deadline for FY 2018 funds, the AAQ will respond only to emergency technical support questions up to the deadline of 8:00 PM Eastern time. Applicants experiencing technical difficulty should contact the e-snaps AAQ immediately for assistance and document their attempts to obtain assistance.

HUD Homeless Assistance Listserv. HUD may provide Collaborative Applicants and Project Applicants with additional information through HUD websites located at www.hud.gov and www.hudexchange.info and via the CoC Program email-based listserv. To join the listserv, visit www.hudexchange.info/maillinglist. This additional information will not change the selection criteria or selection process in this NOFA but may include items such as updates on the status of e-snaps and reminders of impending deadlines. This listserv will also include information only applicable to Collaborative Applicants (not project applicants), and project applicants are encouraged to contact justinv@swmhp.org if questions arise from list serv posts.