

# CoC 201

## Annual Competition Process

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NW AR COC

APRIL 20, 2023

Housing focused

Centering equity

Access for the most vulnerable

Ensuring a community-wide strategy

Use data to improve system performance

# Guiding Values of CoCs



# CoC Governance

A CoC must establish a **CoC Board** to act on its behalf and have additional committees and workgroups overseeing the various functions and responsibilities.

- Each CoC will have an entity or workgroup that is responsible for developing partnerships, making funding decisions, approving system policies, and entering into MOUs.
- CoC decisions do not require any additional review by local elected officials.



# CoC Management

CoC Board	Collaborative Applicant	HMIS LEAD
Designated group to act on behalf of CoC as noted in governance charter	Designated agency by the CoC to carry out the activities of the CoC	Designated agency by the CoC to oversees the HMIS management and system administration

Coordinate the implementation of a housing and service system to respond to the needs of all persons experiencing homelessness.

Engage key stakeholders and partners to inform system and investment planning

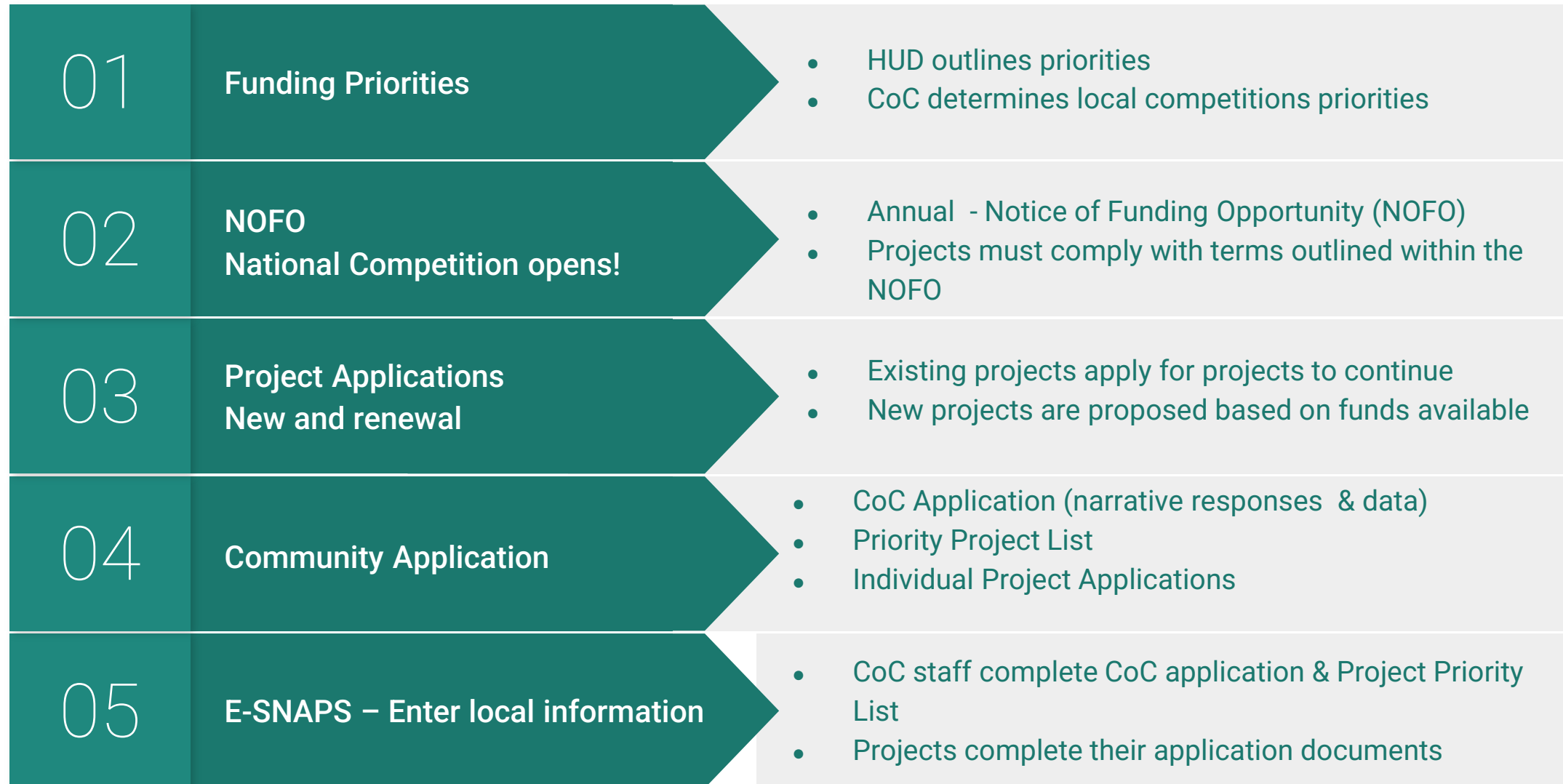
Understand the extent and nature of homelessness

Design and implement a Coordinated Entry System

## Key Functions & Responsibilities of CoCs



# Continuum of Care Competition Basics



# Local Structure Requirements

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## Competition Structure

- Staffing – Process and content development
- Content development plan
- Project Review and Ranking
- Published timelines
- Transparent Process

# Project Development

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# Governing Rules and Requirements

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## Rules

- CoC Program interim rule – 24 CFR Part 578
- Annual Notice of Funding Opportunity (NOFO)
  - HUD sets national priorities
  - Local CoC determines local priorities
  - NOFO is typically more restrictive than Rule

## Requirements

- HMIS - Must use HMIS or if VSP must use HMIS comparable database that is HUD compliant
- Coordinated Entry - Must get all referrals from CoC Coordinated Entry System
- Eligible Population - Must serve eligible populations dictated by rules above

*VSP – Victim Service Provider*

# HUD Homeless Definitions

**Category 1 - Literally Homeless:** Individual or family who lacks a fixed, regular, and adequate nighttime residence

**Category 2 - Imminent Risk of Homelessness:** Individual or family who will lose their primary nighttime residence within 14 days

**Category 3 - Homeless under other Federal statutes:** Unaccompanied youth under 25 years of age, or families with Category 3 children and youth, who do not otherwise qualify as homeless under this definition

**Category 4 - Fleeing/ Attempting to Flee DV:** Any individual or family who: (i) Is fleeing, or is attempting to flee, domestic violence; (ii) Has no other residence; and (iii) Lacks the resources or support networks to obtain other permanent housing



# HUD Homeless Definitions

**Category 1 - Literally Homeless:** Individual or family who lacks a fixed, regular, and adequate nighttime residence

**Category 2 - Imminent Risk of Homelessness:** Individual or family who will lose their primary nighttime residence within 14 days

Only eligible for TH and RRH IF included in CoC Prioritization Standards

**Category 3:** NOT Currently Active for CoC Program Projects

**Category 4 - Fleeing/ Attempting to Flee DV:** Any individual or family who: (i) Is fleeing, or is attempting to flee, domestic violence; (ii) Has no other residence; and (iii) Lacks the resources or support networks to obtain other permanent housing



# Project Roles

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## **Recipient**

- Direct applicant to HUD and is contractually responsible for implementation and oversight

## **Subrecipient**

- Sub agency who has contract with recipient to implement all or part of a project on their behalf

## **Partner**

- Entity recipient and/or subrecipient(s) has formal contract with for services to participants

## **Non-Partner**

- Community entity who receives referrals from project additional supportive services needed

# Who is eligible to apply?

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Nonprofit organizations

State and local governments or instrumentalities of local governments

Public Housing Authorities

**Entities should be involved in CoC system**



# CoC Program Funding Options

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## YES

Permanent Supportive Housing (PSH)

Rapid Re-housing (RRH)

Transitional – RRH (TH-RRH)

Coordinated Entry (SSO-CES)

HMIS

People experiencing:

- Chronic homelessness
- People living in shelters or unsheltered situations
- People fleeing domestic violence situations

## NO

Emergency shelter

Transitional Housing only

Services only

People experiencing:

- At-risk of homelessness
- People who are doubled-up and living with others temporarily (*very limited – see local standards*)

# Eligible Costs by Project Type

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Eligible Costs	PSH	RRH	TH-RRH	SSO	HMIS
Leasing	X		X		
Rental Assistance	X	X	X		
Supportive Services	X	X	X	X	
Operating Costs	X		X		
HMIS	X	X	X	X	X
Administration	X	X	X	X	X

# Things to Know Before You Apply

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25% Match Requirement (*except Leasing Budgets*)

Eligible cost limitations based on your project design

Annual Reporting

Annual Program Monitoring

Need to Have Capacity to Administer the Project

- Internal Financial systems
- Project management knowledge



# What Can I Do Now Before NOFO?

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- Review recent NOFOs for HUD trends and prioritization
- Determine what your county needs
- Talk to agency's with CoC Program project to get tips
- Think about matching funds resources
- Create e-snaps account so you are ready to apply if chosen
  - <https://esnaps.hud.gov/grantium/frontOffice.jsf>
  - Set up your agency profile

# Scoring

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# Scoring Process

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## Process

- Every project is reviewed and ranked by Project Scoring Committee
- Renewal projects are typically ranked first followed by new projects
- HUD provides guidance each year about
  - How much funding is available?
  - How much funding is 'guaranteed'?
  - How much funding is competitive?
  - Relative risk of each of the above

## Tools

- Local scoring tools for renewal and new projects
  - Experience Questions
  - Performance Data
  - Project Description
- HMIS data
- Application content

# Tips – Project Content

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**State things clearly** This project will serve people experiencing chronic homelessness to.....

**Use HUD Language when possible**  
“participant” instead of “client”

**Use People First Language**, e.g. “people experiencing homelessness” rather than “homeless people”

**Narratives** should focus on project design. Agency description and general strengths are necessary only in few sections

**Use Up to Date Terms** Correctly name your project types: permanent supportive housing, rapid re-housing, etc.

# Tips – New Project Budget

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**Rapid Re-Housing Projects** – no operating or leasing costs allowed

**Permanent Supportive Housing (PSH)** – must have head of household with disability

**Administration Funding** – always request 10% *(this is flat funded budget line item and will not increase over time)*

**HMIS Funding** – request what you need to complete data entry *(unless you are using matching funds for this activity)*

# Common Mistakes

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## **Submitting ineligible project**

- Subpopulation not consistent with project type
- Budget does not match project type
- Match is not high enough and/or not documented

## **Inconsistent application**

- Narratives and charts conflict
- Number of households/persons to serve are stated differently in different areas

## **Budget – New Projects**

Request is not reasonable – either over or under budget for the project proposed

**Did not follow** HUD guides or project application directions about what information to include in narratives

**Match letter(s)** not from the agency providing the match cash or in-kind

# Tool Review

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- HUD Stella Tools: <https://www.hudexchange.info/homelessness-assistance/stella-and-system-modeling/>
- HUD Project Ranking Tool: <https://www.hudexchange.info/resource/5292/project-rating-and-ranking-tool/>
- 2022 NOFO: <https://www.hudexchange.info/programs/e-snaps/fy-2022-coc-program-nofa-coc-program-competition/>



Questions?