



FY2024 NOFO CoC New Project Application

Description:

The U.S. Department of Housing and Urban Development (HUD) has released the Notice of Funding Opportunity (NOFO) for the FY2024 Continuum of Care (CoC) Competition. CoCs are required to evaluate, score and rank all project applications and determine which projects will be included in the community's Consolidated Application. Each CoC is required to determine how they will rank new and renewal projects related to how they align with HUD and CoC priorities. Funds are prioritized for projects that align with HUD and CoC priorities for ending homelessness:

Federal Funding Priorities:

HUD's FY2024 NOFO outlines the following policy priorities to support the goal of ending homelessness. CoC Consolidated Applications are scored by HUD based on the extent to which they demonstrate alignment with these areas.

1. Ending homelessness for all persons.
2. Use of a Housing First Approach
3. Reducing Unsheltered Homelessness
4. Improving System Performance
5. Partnering with Housing, Health and Service Agencies
6. Racial Equity
7. Improving Assistance to LGBTQIIA+ Individuals
8. Integrating Persons with Lived Experience Expertise
9. Building an Effective Workforce
10. Increasing Affordable Housing Supply

CoC Annual Priorities:

The CoC Board approved 2024 Annual CoC Priorities, which include but are not limited to the following strategies.

1. Expanding Rapid Rehousing



2. Expand Permanent Supportive Housing
3. Expand Housing Navigation and Landlord Engagement
4. Expand Systemwide Diversion to Reduce Inflow into Homelessness
5. Expand Coordinated Outreach
6. Improve System Performance

New project applications can be funded through the CoC Bonus Project or DV Bonus funding opportunities.

Agency Information:

Awarding Agency Name: NWA Continuum of Care

Agency Contact Name: Debbie Martin

Agency Contact Phone: 479-717-7737

Agency Contact Email: debbie.martin@nwacoc.com

Funding Information:

Award Type: Competitive

Indirect Costs Allowed: No

Matching Requirement: Yes

Match Requirement: 25%

Submission Information:

Submission Window: August 23 – September 23, 2024

Allow Multiple Applications: Yes

Other Submission Requirements:

In addition to submitting an FY2024 New Project Application, applicant must submit completed HUD eSNAPS full application by Monday, September 23rd, 2024 by 11:59 pm



CST. **** Please make sure you are utilizing the Detailed Application Instructions while completing your application. This document can be found on the HUD Exchange website. <https://www.hud.gov/sites/dfiles/CPD/documents/CoC/FY-2024-CoC-NEW-Application-Detailed-Instructions-7-31-2024.pdf>

Technical Assistance Session

Technical Assistance Session: Yes

Session Date and Time: Wednesday, August 14th, 2024; 10:00 am – 11:30 am

Zoom Link: <https://us06web.zoom.us/j/7828070591?omn=84302294813>

Eligibility Information

Eligibility Type: Public

Eligible Applicants:

- State Governments
- County Governments
- City or township governments
- Nonprofits with 501©3 status (excludes institutions of higher learning)

Addition Eligibility Information:

Eligible project applicants for the CoC Program Competition are found at 24 CFR 578.15 and included nonprofit organizations; state governments; local governments; instrumentalities of state and local governments; Indian Tribes and tribally designated housing entities, as defined in section 4 of the Native American Housing Assistance and Self Determination Act of 1996 (25 U.S.C. 4103); and public housing agencies, as such term is defined in 24 CFR 5.100, are eligible without limitation or exclusion. Individuals, foreign entities, and sole proprietorship organizations are not eligible to compete for, or receive, awards made under this announcement. SAM Registration Required; UNIQUE ID required; an audit within the last 18 months with no significant fundings; a 990 or 990ez with the last 18 months.



Project Information:

Application Information:

Application Name:

Award Requested:

Total Award Budget:

Primary Contact Information:

Name –

Email address –

Address –

Phone Number –

PROJECT DESCRIPTION:

Funding Type

- CoC Bonus
- DV Bonus

Application Type

- New Project
- Expansion to existing renewal project



FY2024 NOFO CoC New Project Application

Agency Name:

Grant Term Requested :

(See NOFO Section B (Rules and Regulations) 4 Criteria for Application d4 (page 56) for eligible grant terms**

Project Main Point of Contact (Authorized user who will be submitting both this application and the New Project Application in eSNAPS)

Name:

Email:

Phone:

Additional Contact #1

Name:

Email:

Phone:



Application Questions:

Section 1: Effective Program Design

1. Provide a description of the proposed program that addresses the entire scope of the proposed project. (This will be copied from/to eSNAPS application question 3B) (0 – 5 points)

Detailed Instructions: Copy from eSNAPS application question 3B. Provide a detailed description of the scope of the project including the target population(s) to be served, project plan for addressing the identified housing and supportive service needs, anticipated project outcome(s), coordination with other organizations (e.g.federal, state, nonprofit), and how the CoC Program funding will be used. Include how the proposed program aligns with HUD Federal Priorities.

2. Summarize how the type of housing and services proposed will help program participants quickly obtain and retain permanent housing. (0 to 5 points)
 - **Detailed instructions. Describe all services, including those provided by other funding sources, that will help program participants exit homelessness quickly. Include information and data showing the organization’s experience in providing these services and success in doing so.**
3. Describe how eligible program participants are supported to remain stably housed. (0 to 5 points)
 - **Detailed Instructions: Describe how this project will help program participants obtain the benefits for which they are eligible (e.g. Medicare, Medicaid, SSI (Supplemental Security Income), Food Stamps, local workforce development agencies etc.) and connected to community supports. Agencies may coordinate with other partners to support stabilization, any partnerships used should be described in the response.**



4. Explain how the project will utilize a Housing First Approach. (0 to 10 points).
 - **Detailed Instructions: Provide a description of the Housing First practices that will be employed, with specific details about how the project will ensure there are:**
 - No preconditions for entry into the program.
 - No barriers to housing such as denying program entry due to criminal records (with exceptions of restrictions imposed by law), lack of income, or active substance use.
 - No termination of project participants for lack of participation in services or compliance with rules outside of standard lease terms.

Provide specific examples that illustrate experience utilizing a Housing First Approach.

Section 2: Financial Management Capacity

5. Describe the organization's experience in effectively administering federal funds or other public or private funding. (0 to 5 points)
 - **Detailed Instructions: Provide examples that demonstrate experience with issues such as timely reimbursement of subrecipients, regular drawdowns, timely resolution of monitoring findings, and timely submissions of required reporting on existing grants.**
6. Describe how the organization will meet the required matching requirements in a way that best serves the program participants. (0 to 5 points)
 - **Detailed Instructions: Explain the proposed method of match to meet the grant requirement and how this supports the population being served in the program.**
7. Provide justification for project costs and cost effectiveness. (0 to 5 points)

Summary Budget eSNAPS



- **Detailed Instructions: Include Summary Budget from eSNAPS. Describe how the average cost per household is consistent with the population the program plans to serve.**

Section 3: System Performance

8. Explain how the project will measure effectiveness and contribute to improvements in the CoC's overall system performance. (0 to 10 points)
 - **Detailed Instructions: Identify performance measures, anticipated outcomes, and the process for evaluating project effectiveness. Describe how the project's anticipated outcomes will contribute to overall improvement in the CoC's system performance measures. System Performance Measures look at Length of Time Homeless, Increases in Income, Returns to Homelessness, and Exits to Permanent Housing.**

Section 4: Timelessness

9. Describe the organization's plan for prompt implementation of the program. (0 to 5 points)
 - **Detailed Instructions: Attach a schedule of activities for the first 180 days after the grant award. Demonstrate how the program will begin housing people as quickly as possible.**

Section 5: Racial Equity and Consumer Feedback

10. Describe how the applicant will integrate people with lived experience of homelessness into the design and delivery of service. (0 to 10 points)
 - **Detailed Instructions: Provide a description of the ways the organization will include people with lived experience in project decision making, planning, improvements, and implementation. Provide specific examples of how the organization has integrated lived expertise previously.**
11. Detail the applicant's strategy to identify and address racial disparities in program outcomes. (0 to 10 points)



- **Detailed Instructions: Include specific strategies to include frequency, data collection and methods of analysis, include how disparities are addressed once they have been identified.**

12. Describe how your board and staff reflect the population of the project will serve.

Attach Board Composition (0 to 10 points)

- **Attach Board Composition**
- **Detailed Instructions: Provide a detailed response to include percentage of board members related to the proposed population being served through the program. Include details on how the organization will ensure staff that are working both directly and indirectly with this grant program will be representative of the proposed population to be served.**

13. How does this program ensure that individuals that identify as Lesbian, Gay, Bisexual, Transgender, and Queer (LGBTQIIA+) receive housing and services free from discrimination? (0 to 10 points)

- **Detailed Instructions: Describe the strategies the organization implements to prevent discrimination related to gender identify and sexual orientation. Include specific examples of what this looks like in practice and any measurable successes seen by the organization. Specific examples can include policies and procedures, training provided, and partnerships with organizations to provide resources and/or expertise in serving this population.**

Section 6: Coordination

14. How will existing organizational partnerships support the integration of program participants into permanent housing? (0 to 5 points)

Detailed Instruction: Describe the organization's current partnerships and how they help program participants enter and remain in permanent housing. Describe the expertise and experience that the partnership brings for the population being served.



Attachments:

Required Attachments

- **eSNAPS Application Submission**
- **Project Timeline**

Optional Attachments

- **Budget Justification**

Budget Worksheet

Applicant name: _____

Project name: _____

One-year budget					
Proposed Activities	CoC Requested Amount	Cash Match/ Leverage	In-Kind Match/ Leverage	Total Match/ Leverage	Total Project Budget (CoC + Match/Leverage)
Acquisition					
Rehabilitation					
New Construction					
Leasing					
Rental Assistance					
Supportive Services					
Operations					
HMIS					
Program Funds Sub-total					
Administration					
Total					

Match/leverage to CoC ratio	
Administrative expenses percentage	

Threshold Requirement Project Summary

Applicant: _____ **Project(s):** _____

There are a number of Threshold Requirements that flow directly from HUD requirements and/or the NWA CoC. Proposals that do not meet the following will not be reviewed and ranked by the NWA CoC.

As an authorized representative of the above-named applicant, I certify the following:

- We are eligible to apply under 24 CFR 578.15 as either a **non-profit organization or a unit of a state or local government**.
- We have a valid **UNIQUE IDENTIFIER** or have applied on _____ and anticipate receipt before September 23, 2024. Although we will review and rank projects from new agencies with pending UNIQUE IDENTIFIER numbers, they must be in place by September 25, 2023, in order for the applicant to enter a ranked project in *e-snaps* and be included in the consolidated application.
- We have an active registration with the **System for Award Management (SAM)** or have applied on _____ and anticipate receipt before September 23, 2024. Although we will review and rank projects from new agencies with pending SAM status, they must be in place by September 23, 2024, in order for the applicant to enter a ranked project in *e-snaps* and be included in the consolidated application.
- We have a **Code of Conduct** that complies with the requirements of 2 CFR part 200 on file with HUD or agree to develop prior to September 23, 2024. See VI.E.2.c. of 2023 NOFA for details and how to check if HUD has your Code of Conduct.
- We do not have any **Outstanding Delinquent Federal Debts** or have negotiated a repayment schedule in place that is not delinquent or have made other arrangements satisfactory to HUD.
- We have an **accounting system** that meets federal standards described at 2 CFR 200.302.
- We agree to **participate in the HMIS system** used by the NWA CoC or—if we are a victim service provider—agree to use a comparable database that meets the need of the local HMIS and provide de-identified information to the NWA CoC.
- We agree that we are a **member of the NWA CoC** and will maintain that active membership during the course of the grant period. We also agree to attend a minimum of 50% of the NWA CoC meetings and participate in committee work as appropriate.
- We agree to participate in the **Coordinated Entry System (CES)** developed and used by the NWA CoC and accept referrals that prioritize most vulnerable or – if we are a victim service provider, we agree report de-identified information regarding clients for the purpose of maintaining the CES – by-name-list.

Signature of authorized representative: _____

Printed Name: _____ **Title:** _____ **Date:** _____

Mandatory and Optional Application Requirements

The following is a list of mandatory and optional documents that must be submitted as part of the application due to the NWA CoC no later than **Monday, September 23, 2024, by 11:59 pm.**

Please review the list carefully and provide information as necessary. If the application packet is needed in a different format, please contact Debbie Martin, debbie.martin@nwacoc.com, (479) 717-7737.

All documents should be submitted as one PDF file and sent to both:

- Carla Thompson, Rank and Review Committee Chair: admin@dlyfe.org
- Debbie Martin, Executive Director of NWA CoC: debbie.martin@nwacoc.com

The application packet may be submitted via mail. The application packet in its entirety must be received no later than **Monday, September 23, 2024, at 11:59 pm** at: NWA CoC, 1200 W. Walnut, Ste 2309, Rogers, AR. 72756.

Attachments	Mandatory or Optional
Threshold Requirement Project Summary	Mandatory for all.
Project proposal paper	Mandatory for all.
Budget worksheet due September 23, 2024.	Mandatory for all (In addition to Word version within this packet; we have posted an Excel version on our website that will calculate totals and percentages. Agencies may use either.
Most recent audit or financial review	Mandatory for all.
APRs submitted in HUD's Sage HMIS Reporting Repository for the period of Fy2022 – FY2023 or last full year of grant	Mandatory for renewal projects.
Printed eLOCCS summary for most recent full grant year	Mandatory for renewal projects.
Housing First Assessment Score	Mandatory for all renewal projects.

<p>Certification of Consistency with the Consolidated Plan. Each project applicant must submit a certification by the jurisdiction in which the proposed project(s) will be located that the applicant’s project application for funding is consistent with the jurisdiction’s HUD-approved consolidated plan. The certification must be made in accordance with the provisions of the consolidated plan regulations at 24 CFR part 91, subpart F.</p>	<p>Mandatory for all. Access form- HUD-2991- Certification of Consistency with the Consolidated Plan</p>
<p>Memorandum of understanding (MOU) if using another agency for match or leverage.</p>	<p>Mandatory if using another agency (An unexecuted draft can be submitted. A fully-executed version must be submitted to the NWA CoC by September 23, 2024.</p>
<p>Table(s) to depict participant and/or unit characteristics.</p>	<p>Optional</p>
<p>Copies of 501(c) 3 document and current Certificate of Good Standing from Arkansas Secretary of State’s Office.</p>	<p>Mandatory for new projects from a nonprofit organization.</p>
<p>Documentation of Unique Identification number</p>	<p>Mandatory for new projects (Evidence that it has been applied for and receipt is anticipated prior to September 23, 2024</p>
<p>Documentation of SAM registration</p>	<p>Mandatory for new projects (Evidence that it has been applied for and receipt is anticipated prior to September 23, 2024 is acceptable.)</p>

<p>Documentation of Code of Conduct</p>	<p>Mandatory for new projects. (A draft version can be submitted. A final version must be provided to the NWA-CoC by September 23, 2024.</p> <p>All project applicants must ensure their organization has a Code of Conduct that complies with the requirements of 2 CFR part 200 and is on file with HUD at https://www.hud.gov/program_offices/spm/gmomgmt/grantsinfo/conduct.</p>
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FY2024 NEW PROJECT SCORECARD

Continuum of Care Program Funding Competition

The results of the FY2024 New Project Scorecard will be used by the Rank and Review Committee as a baseline evaluation and ranking tool for CoC Program allocation decisions. The resulting score will be used in conjunction with the FY2024 Ranking Policy to prioritize projects included in the CoC consolidated Application and Priority Listing to HUD.

Scoring Procedure

The chart below describes the point distribution for each question included in the New Project Application. All projects will be scored following the criteria listed below.

<i>Effective Program Design</i>		
Q1. Provide a description of the proposed program that addresses the entire scope of the proposed project. (Copy from eSNAPS application Q3B.)		
Point Distribution	Max Possible Score	Project Score
Applicant provides full detailed scope of the proposed project.	5	
Applicant provided minimal detailed scope of the proposed project.	3	
No details provided.	0	
Q2. Summarize how the type of housing and services proposed will help program participants quickly obtain and retain permanent housing.		
Point Distribution	Max Possible Score	Project Score
Applicant clearly demonstrates plan for meeting the needs of program participants including experience providing these services successfully.	5	
Applicant demonstrates limited plan and/or experience.	3	
No clear plan OR experience.	0	



Q3. Describe how eligible program participants are supported to remain stably housed.		
Point Distribution	Max Possible Score	Project Score
Applicant clearly describes plan for meeting the needs of the participants including obtaining benefits, increasing income, community partnerships to support.	5	
Applicant demonstrates limited plan and/or experience.	3	
No clear plan OR experience.	0	
Q4. Explain how the project will utilize a Housing First Approach		
Point Distribution	Max Possible Score	Project Score
Applicant clearly demonstrates comprehensive plan and understanding for utilizing and implementing a Housing First Approach.	10	
Applicant demonstrates limited plan or understanding for utilizing and implementing a Housing First Approach.	5	
No clear plan or demonstrated understanding of Housing First.	0	
Financial Management Capacity		
Q5. Describe the organizations' experience in effectively administering federal funds or other public or private funding.		
Point Distribution	Max Possible Score	Project Score
Applicant clearly demonstrates experience in administering funding.	5	
Applicant demonstrates minimal experience administering funding.	3	
No demonstrated experience.	0	
Q6. Describe how the organization will meet the required mating requirements in a way that best serves the program participants.		
Point Distribution	Max Possible Score	Project Score
Applicant demonstrates ability to meet matching requirements while supporting the program participants.	5	
Applicant's match plan is incomplete.	3	
No clear plan to meet the matching requirements.	0	



Q7. Provide justification for project costs and cost effectiveness.		
Point Distribution	Max Possible Score	Project Score
Applicant fully justifies the costs of the program consistent with the needs and services provided to the participants.	5	
Applicant’s justification of program costs does not fully describe project costs.	3	
Applicant provides little or no justification of project costs.	0	

System Performance

Q8. Explain how the project will measure effectiveness and contribute to improvements in the CoC’s overall system performance.		
Point Distribution	Max Possible Score	Project Score
Applicant clearly demonstrates process for evaluating effectiveness and significant contributions to system performance.	10	
Applicant demonstrates limited process for evaluating effectiveness and minimal contributions to system performance	5	
No clear evaluation process or contribution to system performance.	0	

Timelines

Q9 Describe the organization’s plan for prompt implementation of the program.		
Point Distribution	Max Possible Score	Project Score
Applicant clearly demonstrates comprehensive plan to ensure prompt implementation.	5	
Applicant demonstrates limited plan for prompt implementation.	3	
No clear plan.	0	

Racial Equity and Consumer Feedback

Q10 Describe how the applicant will integrate people with lived experience of homelessness into the design and delivery of services.		
Point Distribution	Max Possible Score	Project Score



Applicant clearly describes how persons with lived experiences of homelessness is integrated or will be integrated into the design and delivery of services.	10	
Applicant partially describes how persons with lived experiences of homelessness is integrated into the design and delivery of services.	5	
No clear description.	0	
Q11. Detail the applicant’s strategy to identify and address racial disparities in program outcomes.		
Point Distribution	Max Possible Score	Project Score
Applicant clearly demonstrates significant efforts to identify and reduce disparities.	10	
Applicant demonstrates minimal efforts to identify and reduce disparities.	5	
No clear strategy.	0	
Q12. Describe how your board and staff reflect the population the project will serve. Attach Board Composition.		
Point Distribution	Max Possible Score	Project Score
The board and staff composition reflects the population served within a 10% variance.	10	
The board and staff composition reflects the population served within a 15-20% variance.	5	
The board and staff do not reflect the population being served.	0	
Q13 How does this program ensure that individuals that identify as Lesbian, Gay, Bisexual, Transgender, Queer, (LGBTQIA++) receive housing and services free from discrimination?		
Point Distribution	Max Possible Score	Project Score
Applicant clearly specifies implementation or plan for implementation of anti-discrimination policies for LGBTQIA++ individuals.	10	
Applicant provided minimal specification on implementing anti-discrimination policies of LGBTQIA++ individuals.	5	
No clear implementation	0	



Coordination

Q14. How will existing organizational partnerships support the integration of program participants into permanent housing?

	Point Distribution	Max Possible Score	Project Score
Applicant fully details existing partnerships that will be used to integrate program participants into housing.		5	
Applicant partially details existing partnerships that will be used to integrate program participants into housing.		3	
No clear details.		0	
Total Points Available		100	