



FY2024 NOFO CoC Renewal 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:

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.



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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

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



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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.



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Project Information & Intent to Renew

Intent to Renew

Do you intend to apply for renewal in the FY2024 CoC Funding Cycle? Yes No

Are you considering voluntary, partial reallocation or a reduced funding request for FY2024? Yes. No. Partial Reallocation. Reduced Funding Request

If yes, how much? _____

Application Information:

Application Name:

Award Requested:

Total Award Budget:

Primary Contact Information:

Name –

Email address –

Address –

Phone Number –

Project Information

Project Name:

Grant Number:

Project Component Type:

Current Operating Dates:

Total Budget Request (Must be equal to the amount awarded in FY2023):

Please Note: If the organization is seeking additional funding for this grant, a separate “New Project Application: will need to be submitted as an expansion grant.



Do you intend to consolidate this grant with another existing grant?

Yes No. Existing Grant Name and Number:

Renewal Application Questions:

1. Describe how your board and staff reflect the population you are serving. Attach Board and Staff Composition (See scorecard for point values)
 - **Attach Board Composition**
 - **Attach Staff Composition**
 - **Detailed Instructions: The 2024 Point in Time (PIT) Count showed that 9% of people experiencing homelessness in NWA identify as Black/African American, 10% of people identify to have 2 or more races, 6% of people identify as Hispanic, 2% of people identify as Pacific Islander and 69% people identify as white. Provide a detailed response to include percentage of board members and staff related to the population being served through the program. Include details surrounding the staff that are working both directly and indirectly with this grant program.**

1. How does your organization center racial equity in the operating of its programs? (See scorecard for point values)
 - **Detailed Instructions: Provide a detailed response on centering racial equity within the organization's programs. Include specific examples of what this looks like in practice and any measurable successes seen by the organization. Examples may include: Equity statement; Organizational Values; Staff Development Plan; Budget dedicated to Equity (salary adjustments, training, etc.); Policies and Procedures related to equitable service population.**

2. Describe how program participant feedback is gathered regularly and how this feedback is used in program refinement. (See scorecard for point values)
 - **Detailed Instruction: Provide a detailed description of how often feedback is gathered, the method used, and what is done with the**



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feedback gathered (including program refinements). Include specific examples of feedback given and action taken related to the renewal program.

3. How does this program ensure that individuals that identify as Lesbian, Gay, Bisexual, Transgender, and Queer (LGBTQIIA+) receive housing and services free from discrimination? (See scorecard for point values)
 - **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.**

4. How does this program integrate people with lived experience of homelessness into the design and delivery of service. (See scorecard for point values)
 - **Detailed Instructions: Provide a description of the ways the organization includes people with lived experience in project decision making, planning, improvements, and implementation.**

5. Complete the Housing First Assessment Tool. Organizations are encouraged to complete this with various levels of staff to ensure accuracy. Attachment Required (See scorecard for point values)
 - **Detailed Instructions: Housing First Assessment Tool – Please download your own copy.**
[\(https://www.hudexchange.info/resource/5294/housing-first-assessment-tool/\)](https://www.hudexchange.info/resource/5294/housing-first-assessment-tool/)
 - **Complete your Housing First Assessment Tool**
 - **Enter “Your Score” from the Report Summary Page**

6. How are program participants supported to remain stably housed. (See scorecard for point values)



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- **Detailed Instructions:** Describe how this program assists 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. How is the program ensuring that income increases are more than just a yearly cost of living adjustment. Agencies may coordinate with other partners to support stabilization, any partnerships used should be described in the response.

Section 3: System Performance

7. Explain how the project measures effectiveness and contributes to improvements in the CoC's overall system performance. (See scorecard for point values)
 - **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 6: Coordination

8. How will existing organizational partnerships support the integration of program participants into permanent housing? (See scorecard for point values)
 - **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:



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Required Attachments

- **Program Policies and Procedures**
- **Program APR (Annual Performance Report) Submitted to HUD**
- **Most Recent Executed Grant Agreement**
- **eSNAPS Application Submission**

Additional Information

- **CoC FY2024 New & Renewal Timeline**
- **CoC Renewal Scorecard FY2024**

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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FY 2024 Continuum of Care (CoC) Scorecard Projects	Renewal
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The results of this scorecard will be used as a baseline evaluation tool for renewal projects. Projects who score over threshold in each section will be renewed without conditions.
Renewal projects that do not meet the community threshold may be subject to conditional renewal.

Recipient Name:	Subrecipient Name:
Project Name:	Component Type:
Reporting Period:	

Racial Equity and Inclusion

Renewal Evaluation Criteria	Reporting Method	Calculation	Above Threshold	Threshold	Below Threshold	Program Actual	Score
Organization's Board and Staff reflect the population served	Renewal Application Response and Attachments	Board and Staff Composition compared to FY2023 PIT Demographics Report	10 points < 10% Variance	5 points 10-15% Variance	0 points > 15% Variance		
Centering Racial Equity	Renewal Application Response	Narrative Response of strategies and successes related to the centering of racial equity	10 points 1. Demonstrated Measurable Success from Strategies	5 points 2. Implemented Strategies to Address Racial Equity	0 points 3. No clear strategy for centering racial equity		
Participant Feedback	Renewal Application Response	Narrative Response of strategies	5 points 1. Demonstrated changes from participant feedback	3 points 2. Has a clear participant feedback process	0 points 3. No clear process for gathering participant feedback		

Gender Identities and Sexual Orientation Protections	Renewal Application Response	Narrative Response of Strategies	10 points 1. Demonstrated Measurable Success from Strategies	5 points 2. Implemented Strategies to Protect LGBTQ+ Individuals	0 points 3. No clear strategy for serving LGBTQ+ Individuals		
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Program Performance							
Renewal Evaluation Criteria	Reporting Method	Calculation	Above Threshold	Threshold	Below Threshold	Program Actual	
Quarterly Occupancy: Number of Households Served	Bed Utilization Report: Data Warehouse	Average Daily Households / by Units	5 points > 95%	3 points 89% - 94%	0 points < 94%		
Length of Time between Enrollment and Move-In	APR Q22c	Average Length of Time between Program Enrollment and Housing Move- in Date	5 points < 80 days	3 points 80-95 days	0 points > 95 days		

Number of Households served through lease up	APR Q22c	Number of persons moved into housing / Total Persons	5 points > 85%	3 points 75% -85%	0 points < 75%		
Number of Households Increasing ANY income	APR Q19A1 Row 6, Column J	Percent of Persons who accomplished this measure	5 points > 60%	3 points 40% - 60%	0 points < 40%		
Number of Households exiting to Permanent Housing Destinations	APR Q23c	Percentage (Total Number of Stayers + Total Number of Persons Exiting to Permanent Housing Destination)/ (Total Number of Persons Served - Persons Excluded*)	5 points > 70%	3 points 55% - 70%	0 points < 55%		
Implementation of Housing First	Housing First Fidelity Checklist	"Your Score" Self-Assessment of Program	5 points > 173 points	3 points 173 points	0 points < 173 points		

Data Quality							
Renewal Evaluation Criteria	Reporting Method	Calculation	Above Threshold	Threshold	Below Threshold	Program Actual	

DQ: Personally Identifiable Information	APR Q6a	Error rate overall score	5 points 0%	3 points 1-5%	0 points > 5%		
DQ: Income and Housing: Destination	APR Q6c	Percent Error Column	5 points 0%	3 points 1-5%	0 points > 5%		
DQ: Income and Housing: Income at Start	APR Q6c	Percent Error Column	5 points 0%	3 points 1-5%	0 points > 5%		
DQ: Income and Housing: Income at Exit	APR Q6c	Percent Error Column	5 points 0%	3 points 1-5%	0 points > 5%		
Timeliness - 3 Days or Less	APR A6e	Percentage of data entered in 3 days or less		5 points 100%	0 points < 100%		

Financials

Renewal Evaluation Criteria	Reporting Method	Calculation	Above Threshold	Threshold	Below Threshold	Program Actual	
Grant Spending	Most Recent APR Submitted to HUD	APR Total Expenditures for Last Complete Year / Total Award for Grant Year	10 points > 94%	5 points 90 - 94%	0 points < 90%		

Comments

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