



FY 2019 HUD CoC PROGRAM COMPETITION BRIEFING

July 22, 2019




Office of
Homeless Services



This briefing will cover:



2019 HUD CoC Competition Timeline



Highlights from the Notice of Funding Availability (NOFA)



Submitting Renewal Project Applications



Consolidating and Creating New Projects



PHILADELPHIA FY 2019 HUD COC COMPETITION TIMELINE


OPEN July 3, 2019	2019 CoC NOFA Published
TBD – soon	If OHS is the grantee for your project, the Housing Unit will reach out to gather all necessary information to submit your application in <i>eSnaps</i> with a due date.
August 16, 2019, 4:00PM	Renewal Applications due in <i>eSnaps</i> for OHS' review
August 23, 2019	OHS Deadline to return applications to providers in <i>eSnaps</i> requesting revisions
August 28, 2019, 4:00PM	Deadline to submit all application revisions and required attachments (dated 5/1/19 - 9/30/19) in <i>eSnaps</i>
September 13, 2019	Deadline to notify providers on project's (new and renewal) acceptance, rank, reduction, and rejection for the 2019 CoC Consolidated Application
September 27, 2019	Full CoC Consolidated Application posted on OHS website
CLOSE September 30, 2019 8:00PM	Continuum of Care Consolidated Application Due to HUD in <i>eSnaps</i>

Philadelphia's FY2019 Funding Eligibility

Tier 1 Funding Eligibility: 94% of Annual Renewal Demand (ARD)		\$31,971,195
Tier 2 Funding Eligibility	6% of ARD	\$1,922,265
	CoC Bonus Eligibility: 5% of ARD	\$1,694,673
DV Bonus Eligibility: 10% of ARD		\$3,119,599
CoC Planning Grant Eligibility: 3% of ARD		\$1,016,804
PHILADELPHIA'S 2019 MAXIMUM <u>ELIGIBLE</u> REQUEST		\$39,724,536



2019 HUD Policy Priorities


1. Ending Homelessness for all Persons
 2. Creating a Systemic Response to Homelessness
 3. Strategically Allocating and Using Resources
 4. Using an Evidence-Based Approach **NEW!**
 5. Increasing Employment **NEW!**
 6. Providing Flexibility for Housing First with Service Participation Requirements **NEW!**
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HUD continues to increase focus on performance:

Scoring Criteria Category	Possible Points (200 total)			
	2016	2017	2018	2019
1. Project Ranking, Review, and Capacity	29	29	29	29
2. System Performance <i>Points Based on Performance Data Alone: 34% in 2018; 48% in 2019</i>	43	49	56	60
3. Homeless Management Information System	18	13	13	9
4. Point-in-Time Count	9	6	6	6
5. Performance and Strategic Planning <i>Points Based on PIT Data Alone: 41% in 2018; 60% in 2019</i>	60	60	48	40
6. CoC Coordination and Engagement	43	43	48	56



RESOURCES

- [Notice of Funding Availability \(NOFA\) for the Fiscal Year \(FY\) 2019 Continuum of Care Program Competition](#)
 - [CoC Renewal Project Application Detailed Instructions: Fiscal Year 2019 CoC Program Competition](#)
 - [FY 2019 Renewal Project Application: *eSnaps* Navigational Guide \(Version 2\)](#)
 - [Project Applicant Profile: *eSnaps* Navigational Guide and How to Complete the HUD Form 2880 in *eSnaps*](#)
 - [Consolidating Eligible Renewals during the CoC Program Competition and Consolidated Grant End Date Resource](#)
 - [Transition Project Requirements for the CoC Program Competition](#)
 - Applying for Expansion Projects During the CoC Program Competition (update in process but will be available [here](#))
 - [FY 2019 Continuum of Care \(CoC\) Program Competition NOFA: What's New, Changes, and Highlights](#)
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Project Eligibility and Threshold Requirements

To be eligible for renewal, a project **MUST:**

- be under grant agreement by December 31, 2019 AND
- have an expiration date in Calendar Year (CY) 2020 (between January 1, 2020 and December 31, 2020).

HUD's Project Eligibility Threshold Requirements are on page 33 of the NOFA.

- Any project requesting renewal funding will be considered as having met these requirements through its previously approved grant application unless information to the contrary is received.
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FIRST STEPS: BEFORE COMPLETING THE RENEWAL PROJECT APPLICATION



1. Update Your *eSnaps* Applicant Profile

Verify and update information, including the following:

- HUD Form 2880 - Applicant/Recipient Disclosure/Update Report
- Code of Conduct
- Survey on Equal Employment Opportunity - If you submitted this during a prior year's competition, you must submit a new, current date attachment.

NOTE: When you log in for the first time after the CoC Program Competition period opens, even if there is a statement "This e.Form has been marked as complete," you **MUST** put the Applicant Profile forms in edit-mode and select the "Complete" button again.

HUD has separate Guides for Navigating Applicant Profiles AND HUD 2880.








2. Ensure:

- Your organization is registered with Dun and Bradstreet to obtain a DATA Universal Numbering System (DUNS) number.
 - Information can be found on page 14 of NOFA.
- Your organization has completed or renewed its registration in the System for Award Management (SAM).
 - **NEW THIS YEAR:** Project Applicants must certify “Active” System for Award Management (SAM) status.
 - Information can be found on page 14 of NOFA and page 24 of the Renewal Project Application Detailed Instructions.






NEXT STEPS: COMPLETING THE RENEWAL PROJECT APPLICATION

 ProfileMy Account
Change Password Workspace**Applicants**
Funding Opportunity
Registrations
Projects
Submissions Contact Us

Creating a Project Application

1. Register for the Funding Opportunity
2. Projects: Add  Renewal Project Application FY2019
3. Submissions: access your project application
*** Pages 5-13 in the Navigational Guide***

Complete Part 1: SF-424 and Recipient Performance, Expansion, Consolidation Qs

Applicants must complete Part 1 in its entirety before the rest of the application screens appear on the left menu bar.


*** Pages 21-34 in the Navigational Guide***



Submission Without Changes

- Most screens in Part 2 through Part 6 begin in “Read-Only” format and should be reviewed for accuracy.
- If all the imported data is accurate, select “Submit Without Changes.”
- If project applicants do need to make updates to the information, they must navigate to Part 8: “Submission Without Changes” Screen, select “Make Changes,” and check the box next to each relevant screen title to unlock screens for editing.

Answering any “open” or new questions does not disqualify project applicants from selecting “Yes” to the question “Submission without Changes.”





SCREEN 3B: POPULATION FOCUS & HOUSING FIRST

- Select “Yes” to Question 2a if your project has **special capacity** in its facilities, program designs, tools, outreach, or methodologies for a specific subpopulation(s). This means that your project is **uniquely equipped** to serve the subpopulation.
- If your funders have requirements that require you to screen out or terminate participants for certain criteria, please ensure that your response to the Housing First questions in *eSnaps* accurately reflect the project’s intake and retention policies.

NOTE: Despite NOFA language about allowing service participation requirements, the application defines Housing First as “a model of housing assistance that prioritizes rapid placement and stabilization in permanent housing that **does not have service participation requirements** or preconditions (such as, sobriety or a minimum income threshold).”






SCREEN 3C: DEDICATED AND DEDICATED PLUS

Chronic-Dedicated bed: A PSH bed that must be filled by a chronically homeless participant when a program participant exits the project.

*pages
15 & 17
of the
NOFA*

DedicatedPLUS project: A PSH project where 100% of the beds are dedicated to people who meet one of the following criteria at intake:

- (1) experiencing chronic homelessness as defined in 24 CFR 578.3;
 - (2) residing in a transitional housing project that will be eliminated and meets the definition of chronically homeless in effect at the time in which the individual or family entered the transitional housing project;
 - (3) residing in a place not meant for human habitation, emergency shelter, or Safe Haven and had been admitted and enrolled in a permanent housing project within the last year but were unable to maintain a housing placement and met the definition of chronic homeless as defined by 24 CFR 578.3 prior to entering the project;
 - (4) residing in transitional housing funded by a Joint TH and PH-RRH component project and who were experiencing chronic homelessness as defined at 24 CFR 578.3;
 - (5) residing and has resided in a place not meant for human habitation, Safe Haven, or emergency shelter for at least 12 months in the last three years, but has not done so on four separate occasions and the individual or head of household meet the definition of 'homeless individual with a disability; or
 - (6) receiving assistance through a Department of Veterans Affairs (VA)-funded homeless assistance program and met one of the above criteria at initial intake to the VA's homeless assistance system.
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BUT WHAT DOES THIS REALLY MEAN???

- Dedicating *beds* versus designating your *project*
- *100% Dedicated* versus *DedicatedPLUS*
- Options:
 - Dedicate individual beds to the chronically homeless
 - Designate your project 100% Dedicated *or* Dedicated PLUS
 - Designate DedicatedPLUS *and* dedicate single beds to the chronically homeless

Philadelphia CoC Priority: serving people experiencing chronic homelessness

* Pages 29-31 in the Renewal Project Application Detailed Instructions*



SCREEN 5A PROJECT PARTICIPANTS - HOUSEHOLDS

Households	Households with <u>at Least</u> One Adult and One Child	Adult Households <u>without</u> Children	Households with <u>Only</u> Children	Total
Total Number of Households	<input type="text"/>	<input type="text" value="36"/>	<input type="text"/>	<input type="text" value="36"/>
Characteristics	Persons in Households with <u>at Least</u> One Adult and One Child	Adult Persons in Households <u>without</u> Children	Persons in Households with <u>Only</u> Children	Total
Adults over age 24	<input type="text"/>	<input type="text"/>		<input type="text" value="0"/>
Persons ages 18-24	<input type="text"/>	<input type="text" value="36"/>		<input type="text" value="36"/>
Accompanied Children under age 18	<input type="text"/>		<input type="text"/>	<input type="text" value="0"/>
Unaccompanied Children under age 18			<input type="text"/>	<input type="text" value="0"/>
Total Persons	<input type="text" value="0"/>	<input type="text" value="36"/>	<input type="text" value="0"/>	<input type="text" value="36"/>

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Click Save to automatically calculate totals

SCREEN 5B: PROJECT PARTICIPANTS - SUBPOPULATIONS

Persons in Households with at Least One Adult and One Child

Characteristics	Chronically Homeless Non-Veterans	Chronically Homeless Veterans	Non-Chronically Homeless Veterans	Chronic Substance Abuse	Persons with HIV/AIDS	Severely Mentally Ill	Victims of Domestic Violence	Physical Disability	Developmental Disability	Persons not represented by listed subpopulations
Adults over age 24										
Persons ages 18-24										
Children under age 18										
Total Persons										

Persons in Households without Children

Characteristics	Chronically Homeless Non-Veterans	Chronically Homeless Veterans	Non-Chronically Homeless Veterans	Chronic Substance Abuse	Persons with HIV/AIDS	Severely Mentally Ill	Victims of Domestic Violence	Physical Disability	Developmental Disability	Persons not represented by listed subpopulations
Adults over age 24										
Persons ages 18-24										
Total Persons										

Click Save to automatically calculate totals

Persons in Households with Only Children


Characteristics	Chronically Homeless Non-Veterans	Chronically Homeless Veterans	Non-Chronically Homeless Veterans	Chronic Substance Abuse	Persons with HIV/AIDS	Severely Mentally Ill	Victims of Domestic Violence	Physical Disability	Developmental Disability	Persons not represented by listed subpopulations
Accompanied Children under age 18										
Unaccompanied Children under age 18										
Total Persons										

*Renewal Project Application Detailed Instructions:
 For PSH: pages 35-37; for RRH: pages 49-50; for TH: pages 75-76; for SH: pages 99-100*




SCREEN 6A: FUNDING REQUEST

NEW THIS YEAR: All renewal project applications with an Operating Budget Line Item are required to answer an additional “Replacement Reserve” question prior to submission. In addition, if any applicant utilizes CoC Program Operating funds for replacement reserve, the applicant must submit documentation on Screen “7A Attachments.”





SCREEN 6D: MATCH

- **25% match is required**, determined by taking 25% of total budget (except Leasing).
 - Activities funded by match must be CoC eligible activities.
 - Program income (i.e., tenant rents) may be used as a source of match and must be properly documented in the project application.
 - Match commitment letters should be **dated between 5/1/19 and 9/30/19**, noting that the match is **for the specific grant period of this application (in 2020-2021)**.
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CONSOLIDATING AND CREATING PROJECTS



Consolidation

HUD is again allowing organizations to consolidate projects during the competition.

If you are interested in consolidating 2 or more (but no more than 4) same-component projects, please let OHS (Kataney/Beth) know so we can talk about the process and any impact this consolidation would have on the CoC.

For more information about consolidation, please see pages 8-9 of the NOFA and pages 20-22 of the Renewal Project Application Detailed Instructions.





Transition Grants

HUD is again allowing organizations to apply for a grant to fund transition of an eligible renewal project from one program component to another eligible new component over a 1-year period.


If you are considering converting your project from one component to another, please let OHS (Kataney/Beth) know so we can talk about the process and any impacts on the CoC.

For more information about transition grants, please see the specific HUD resources on transition grant requirements and FAQs, as well as pp. 20-21 of the NOFA, and pp. 6-7 of the Renewal Project Application Detailed Instructions and pp.18-19 of the New Project Application Detailed Instructions.





Options for Funding New Projects


- **Reallocation**: Repurposing funds to create new or expand existing high-performing projects
 - **CoC Bonus**: Up to 5% of the CoC's Annual Renewal Demand (ARD) to fund new or expand existing projects
 - **DV Bonus**: Up to 10% of the CoC's ARD to fund new or expand existing RRH, Joint TH-RRH, and SSO – Coordinated Entry projects that are dedicated to serving survivors of domestic violence, dating violence, or stalking who meet the definition of homeless and that demonstrate trauma-informed, victim-centered approaches
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Reallocation for New Projects

HUD will continue to prioritize bonus funding for CoCs that have demonstrated the ability to reallocate resources to improve system performance. This benefits the whole CoC!

For FY 2019, Philadelphia CoC will continue to reallocate funding for the following reasons:

- ***Consistent Underspending***: if your project has not used more than 5% of its grant for each the past 3 years, expect that your grant will be reduced in order to use that money to create additional housing opportunities.
 - ***Cost-effectiveness within project type***, as defined by cost per positive outcome
 - ***Consistent low performance in local renewal competitions***
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Expansion Projects

Expansion projects to increase the number of units, persons served, or services provided to existing program participants can be created using reallocated, CoC bonus, or DV bonus funds.

NEW THIS YEAR: Applicants will have to submit **3 project applications** to expand a renewal project.

See the [Philadelphia New Project RFP](#) for information about applying for these funds.

For more information about HUD's requirements for expansion projects, please see the HUD resource on Applying for Expansion Projects, pages 30-31 of the NOFA and pages 17-20 of the Renewal Project Application Detailed Instructions.





OHS Support

For technical assistance, contact **Leah Staub:**

Monday through Friday, 2pm – 4 pm

Leah.Staub@phila.gov

215-686-7163

*(For the week of 7/29/19 – 8/2/19: contact **Leticia Devonish** –
Leticia.Devonish@phila.gov, 215-686-7176)*

For questions about your projects, contact **Kataney Couamin** or **Beth Gonzales**.

Kataney: Kataney.Couamin@phila.gov, 215-686-7178

Beth: MaryBeth.Gonzales@phila.gov, 215-686-7190

