

MO-604 JACKSON & WYANDOTTE COUNTY CONTINUUM OF CARE

COC NOFO APPLICATION OVERVIEW & INSTRUCTIONS

2021



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2021 Continuum of Care Program NOFO Technical Overview & Instructions- ALL APPLICANTS

NEW & RENEWAL Application Submission Deadline:

Friday, October 8, 2021- 5pm CST

GKCCEH Collaborative Application Completion Deadline:

Friday, November 12, 2021- 5pm CST

Important links:

NOFO Application, Materials, and Resources:

<https://gkcceh.org/how-organizations-can-apply-for-hud-grants-2021/>

- [HUD COC Program Webpage](#)
- [Ask HUD a COC Program Question](#)
- [Download HUD's 2021 COC NOFO Packet](#)
- [eSNAPS Toolkit and Resources](#)
- [Sign-up for Emails from GKCCEH](#)
- [HUD COC Program Interim Rule](#)
- [HUD Exchange](#)
- [Local Data and Dashboards](#)
- [Racial Equity and Anti-racism Resources](#)

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Introduction

The U.S. Department of Housing and Urban Development (HUD) conducts an annual Continuum of Care Program national competition referred to as the CoC Program Notice of Funding Opportunity, or “NOFO.” Greater Kansas City Coalition to End Homelessness is the lead agency responsible for completing and submitting the applications on behalf of the MMO-604 CoC which includes Jackson County, Missouri and Wyandotte County, Kansas. Additional information on the HUD CoC Program can be found [here](#).

2021 NOFO Policy & Program Priorities

HUD's Homeless Policy Priorities and Program Highlights

1. Ending homelessness for all persons. To end homelessness, CoCs should identify, engage, and effectively serve all persons experiencing homelessness. CoCs should measure their performance based on local data that consider the challenges faced by all subpopulations experiencing homelessness in the geographic area (e.g., veterans, youth, families, or those experiencing chronic homelessness). CoCs should partner with housing, health care, and supportive services providers to expand housing options, such as permanent supportive housing, housing subsidies, and rapid rehousing. Additionally, CoCs should use local data to determine the characteristics of individuals and families with the highest needs and longest experiences of homelessness to develop housing and supportive services tailored to their needs.

2. Use a Housing First approach. Housing First prioritizes rapid placement and stabilization in permanent housing and does not have service participation requirements or preconditions. CoC Program funded projects should help individuals and families move quickly into permanent housing, and the CoC should measure and help projects reduce the length of time people experience homelessness. Additionally, CoCs should engage landlords and property owners to identify an inventory of housing available for rapid rehousing and permanent supportive housing participants, remove barriers to entry, and adopt client-centered service methods. HUD encourages CoCs to assess how well Housing First approaches are being implemented in their communities.

3. Reducing Unsheltered Homelessness. In recent years, the number of people experiencing unsheltered homelessness has risen significantly, including a rising number of encampments in many communities across the country. People living unsheltered have extremely high rates of physical and mental illness and substance use disorders. CoCs should identify permanent housing options for people who are unsheltered.

4. Improving System Performance. CoCs should be using system performance measures (e.g., average length of homeless episodes, rates of return to homelessness, rates of exit to permanent housing destinations) to determine how effectively they are serving people experiencing homelessness. Additionally, CoCs should use their Coordinated Entry process to promote participant choice, coordinate homeless assistance and mainstream housing, and services to ensure people experiencing homelessness receive assistance quickly, and make homelessness assistance open, inclusive, and transparent. CoCs should review all projects eligible for renewal in FY 2021 to determine their effectiveness in serving people experiencing

homelessness, including cost-effectiveness. CoCs should also look for opportunities to implement continuous quality improvement and other process improvement strategies. HUD recognizes the effects of COVID-19 on CoC performance and data quality and compared to previous CoC NOFOs, reduces the points available for rating factors related to system performance. However, HUD plans to significantly increase the points available for system performance rating factors in the FY 2022 and subsequent CoC NOFOs.

5. Partnering with Housing, Health, and Service Agencies. Using cost performance and outcome data, CoCs should improve how all available resources are utilized to end homelessness. This is especially important as the CARES Act and American Rescue Plan have provided significant new resources to help end homelessness. HUD encourages CoCs to maximize the use of mainstream and other community-based resources when serving persons experiencing homelessness and should:

- a. Work closely with public and private healthcare organizations and assist program participants to obtain medical insurance to address healthcare needs.
- b. Partner closely with PHAs and state and local housing organizations to utilize coordinated entry, develop housing units, and provide housing subsidies to people experiencing homelessness. These partnerships can also help CoC Program participants exit permanent supportive housing through Housing Choice Vouchers and other available housing options. CoCs and PHAs should especially work together to implement targeted programs such as Emergency Housing Vouchers, HUD-VASH, Mainstream Vouchers, Family Unification Program Vouchers, and other housing voucher programs targeted to people experiencing homelessness. CoCs should coordinate with their state and local housing agencies on the utilization of new HOME program resources provided through the Homelessness Assistance and Supportive Services Program that was created through the American Rescue Plan.
- c. Partner with local workforce development centers to improve employment opportunities.
- d. Work with tribal organizations to ensure that tribal members can access CoC-funded assistance when a CoC's geographic area borders a tribal area.

6. Racial Equity. In nearly every community, Black, Indigenous, and other people of color are substantially overrepresented in the homeless population. HUD is emphasizing system and program changes to address racial equity within CoCs. CoCs should review local policies, procedures, and processes to determine where and how to address racial disparities affecting individuals and families experiencing homelessness.

7. Persons with Lived Experience. HUD is encouraging CoCs to include in the local planning process people who are currently experiencing or have formerly experienced homelessness to address homelessness. People with lived experience should determine how local policies may need to be revised and updated, participate in CoC meetings and committees as stakeholders, provide input on decisions, and provide input related to the local competition process (e.g., how rating factors are determined). CoCs should seek opportunities to hire people with lived experience.

HUD Performance Priorities

As anticipated during the 2019 competition, HUD continues to place increased emphasis on performance based, data driven decision-making.

1. Performance-Based Decisions. Consistent with the requirements of the Consolidated Appropriations Act, 2021, and the Further Consolidated Appropriations Act, 2020:

- CoCs cannot receive grants for new projects, other than through reallocation, unless the CoC competitively ranks projects based on how they improve system performance.
- HUD is increasing the share of the CoC score that is based on performance criteria and will do so again in the 2020 NOFO.
- HUD will prioritize funding for CoCs that have demonstrated the ability to reallocate resources from lower performance projects to higher performing ones.

2. Coordination with Housing and Healthcare. The Consolidated Appropriations Act, 2021 directs HUD to provide incentives to create projects that coordinate with housing providers and healthcare organizations to provide permanent supportive housing and rapid rehousing services. In the FY 2021 CoC Program Competition, CoCs may receive up to 10 bonus points on the CoC Application if the CoC Priority Listing includes new project applications created through reallocation or the CoC Bonus that utilizes housing vouchers and healthcare provided through an array of healthcare services providers. See Section VII.B.6 of this NOFO for additional details.

3. Domestic Violence (DV) Bonus. The Consolidated Appropriations Act, 2021 provides up to \$52 million for “rapid re-housing projects and supportive service projects providing coordinated entry, and for eligible activities that the Secretary determines to be critical in order to assist survivors of domestic violence, dating violence, sexual assault, or stalking.” Additionally, up to \$50 million is added to the amount from the Further Consolidated Appropriations Act, 2020 as HUD did not conduct an FY 2020 CoC Program Competition, but instead only awarded eligible renewal projects. Therefore, the total amount of DV Bonus funding is \$102 million which will be used for new DV-specific project applications where 100 percent of the participants are or will be survivors of domestic violence, dating violence, sexual assault, or stalking. See Section II.B.11.e of this NOFO for additional information.

MO-604 Continuum of Care Local Priorities

Utilizing HMIS data, including key performance indicators at the project level, data collected from the Coordinated Entry process, feedback from persons experiencing homelessness, and lessons learned during the COVID-19 pandemic, the Administration and Finance Committee, in collaboration with the Coordinated Committee, and the GKCEEH Board and staff have identified the following priorities for funding in the 2021 NOFO competition.

- CoC Applicant Memorandum of Understanding
- Re-orientation Toward Housing First
- Alignment of Project Inventory and Homeless Population Needs
- Projects which demonstrate the ability to improve system performance
- Projects which demonstrate the ability to fill a gap in the current system
- Projects with the flexibility to serve households of any size/ composition
- Projects which demonstrate collaborative effort to improve client outcomes
- TH-RRH for Youth/Youth experiencing chronic homelessness
- PSH projects designated as Dedicated Plus
- Projects which do not place caps on the amount of assistance (within HUD guidelines)
- Projects which offer dedicated case management “in-house”

2021 NOFO Funding Allocation

Eligible Applicants (24 CFR 578.15)

Eligible project applicants include nonprofit organizations, public housing agencies, local governments, and instrumentalities of state and local governments. For-profit entities are not eligible to apply.

Local Letters Of Intent (24 CFR 578.19)

Applicants for renewal and new projects are required to submit a Local Letter of Intent by the respective deadline. There is a separate Letter of Intent and application process for renewal projects and for new projects. All proposed projects must meet baseline standards of the FY2021 NOFO and locally defined threshold requirements. All potential applicants should review and fully understand the FY2021 NOFO and the federal regulations governing the CoC Program.

Renewal Projects

MO-604 CoC Renewal Project Award- \$15,092,626

Currently awarded CoC projects that end in calendar year 2021 are eligible for renewal funding. Applicants for renewal projects must have completed the Letter of Intent for Renewal Projects in FY2021 and satisfied the "Early NOFA" submission requirements by the May 31, 2021 deadline.

New Projects

MO-604 CoC Maximum Bonus Project Award (does not include reallocated funds)- \$754,637

Applicants for new projects must complete the Letter of Intent for New Projects. New projects, if selected for funding, will be required to begin operating on the date proscribed in the 2021 NOFO. Funds for new projects are only available if existing low-performing projects have their funding reallocated, if bonus funding is made available through the FY2021 NOFA, or if other new funding is made available by the FY2021 NOFO. The amount of bonus funds available and the eligible uses of those funds will be announced in the FY 2021 NOFO.

Total Estimated Funds Available

- **Renewal Projects-** \$15,092,626
- **New Bonus Projects-** \$754,631
- **DV Bonus-** \$1,417,667

Additional funds for new projects may also become available through the reallocation process.

HUD Funding Process

HUD will continue the Tier 1 and Tier 2 funding selection process.

Tier 1 is equal to 100 percent of the CoC's Annual Renewal Demand (ARD) as described in Section III.B.2.a of the NOFO minus the Annual Renewal Amounts (ARAs) of YHDP renewal and YHDP replacement projects (*YHDP does not apply locally*). Any type of new or renewal project application can be placed in Tier 1, except YHDP renewal or YHDP replacement, CoC planning as these projects are not ranked. If a DV Bonus project ranked in Tier 1 is selected with DV Bonus funds, the project will be removed from this tier and the projects below it will move up one rank position. However, if a new DV Bonus project is *not* selected with DV Bonus funds, the project will retain its ranked position (see Section II.B.11.e of the NOFO).

Tier 2 is the difference between Tier 1 and the maximum amount of renewal, reallocation, and CoC Bonus funds that a CoC can apply for. If a DV Bonus project ranked in Tier 2 is selected with DV Bonus funds, the project will be removed from this tier and the projects below it will move up one

rank position. However, if a new DV Bonus project is not selected with DV Bonus funds, the project will retain its ranked position (see Section II.B.11.e of the NOFO).

Project applications that must be ranked in the two-tier system include:

- **New Reallocation Projects**
- **New Bonus Projects**
- **DV Bonus Projects**
- **Renewal Projects**

Eligible CoC Project Components (New and Renewal Projects)

- **PSH- Permanent Supportive Housing**
Long-term leasing or rental assistance with supportive services for highly vulnerable populations including those living in unsheltered situations, those with disabling conditions and long histories of homelessness. Programs can operate on a project-based or scattered-site model.
- **RRH- Rapid Rehousing**
Short/Medium-term tenant-based leasing or rental assistance with supportive services for individuals and families who need temporary assistance on their path to stable housing. Rapid Re-housing programs may offer up to two years of rental assistance and must offer case management to support participants' long-term stability and ensure connections to community-based resources. The length of assistance offered in RRH programs should be tailored to meet the needs of the individual or family presenting for help rather than be based on agency-defined limits. RRH programs may also be utilized as a "bridge" housing model for those with high needs and housing-related barriers.
- **TH-RRH- Joint Transitional- Rapid Rehousing**
A Joint TH and PH-RRH Component project is a project type that includes two existing program components—TH and PH-RRH—in a single project to serve individuals and families experiencing homelessness. Applicants must be able to provide both components, including the units supported by the transitional housing component and the tenant-based rental assistance and services provided through the PH-RRH component, to all program participants up to 24 months as needed by the program participants.
- **SSO-CE- Supportive Services Only for Coordinated Entry**
Projects may only propose to develop or operate a centralized or coordinated entry system in consultation with the Coordinated Entry Committee and CoC leadership.

Eligible Processes Available (Renewal Projects Only)

- **Consolidation**
Project applicants can consolidate two but no more than ten eligible renewal projects during the application process. The projects being combined during a grant consolidation will continue uninterrupted. To be eligible for consolidation, the projects must have the same recipient and be for the same component; and will only be funded in this Competition with FY 2021 funds (meaning no funds recaptured from prior years will be awarded to the project). See Section V.B.4.a.(7) of the NOFO for additional information.
- **Transition**
See Section III.B.2.z of the NOFO for a definition of the transition grant and process.

- **Expansion**

Project applicants may submit a new project application to expand current operations by adding units, beds, persons served, and/or services provided to existing program participants. DV Bonus funds can only be used to expand an existing renewal project if the expansion project is dedicated to survivors of domestic violence, dating violence, sexual assault, or stalking who qualify under paragraph (4) of the definition of homeless at 24 CFR 578.3; however, as explained in II.B.11.e, only the new project application for the expansion will be considered for DV Bonus funds. For projects that are expanding their current CoC Program-funded project, project applicants will be required to submit:

- a. the renewal project application that will be expanded; and
- b. a new project application with the expansion information.

Domestic Violence (DV) Bonus Projects

MO-604 CoC DV Bonus Maximum Award- \$1,417,667

The following projects may be considered as part of the DV Bonus

1. Rapid Rehousing and Joint TH and PH-RRH component projects

CoCs may apply for any number of the projects listed above. HUD will make the final determination on DV Bonus funding for these projects based on:

- a. **CoC Score.** Awarded in direct proportion score on the CoC's Collaborative Application.
- b. **Need for the Project.** The extent the CoC quantifies the need for the project in its portfolio, the extent of need, and how the project will fill that gap.
- c. **Quality of the Project Applicant.** Based on the previous performance of the applicant in serving survivors of domestic violence, dating violence, sexual assault, or stalking, and their ability to house survivors and meet safety outcomes.

Rapid Rehousing and Joint TH and PH-RRH component projects must follow a Housing-First approach.

2. Supportive Services Only (SSO-CE) Projects for Coordinated Entry to implement policies, procedures, and practices that equip the CoC's coordinated entry to better meet the needs of people experiencing homelessness who are survivors of domestic violence, dating violence, sexual assault, or stalking (e.g., to implement policies and procedures that are trauma-informed, client-centered or to better coordinate referrals between the CoC's coordinated entry and the victim service providers coordinated entry system where they are different).

Only one SSO-CE project can be submitted per CoC; however, there is no limit on the number of PH-RRH and Joint TH and PH-RRH projects provided that each application is for at least \$50,000. A project applicant may also apply to expand an existing renewal project, including one that was previously awarded with DV Bonus funding, in accordance with Section III.B.2.k of this NOFO, however, only the new project application for the expansion will be considered for DV Bonus funds through this process. DV Bonus funding may be used to expand an existing renewal project that is not dedicated to serving survivors of domestic violence, dating violence, sexual assault, or stalking who meet the definition of homeless in paragraph (4) of 24 CFR 578.3 so long as the DV Bonus funds for expansion are solely for additional units, beds, or services dedicated to persons eligible to be served with DV Bonus funding.

2021 NOFO Funding Rating & Ranking Process

1. The Administration and Finance Committee will recruit a small group of persons with lived experience to review and provide feedback on NOFO rating and ranking factors.
2. The slate of Rank and Review Panel members will be named by the GKCCEH Board in September 2021.
3. Rank and Review Panel members will be independent reviewers and will not have any association or affiliation with any CoC funded agencies. The panel will also include persons with current or recent experience of homelessness who will be compensated for their time.
4. Rank and Review Panel members will be trained by Grants Committee Co-Chairs and GKCCEH Staff on the CoC Program, local data and outcomes, the Rank and Review process, and HUD-defined and locally defined priorities.
5. Rank and Review Panel members will read project applications and score them independently.
6. The Rank and Review Panel will hold a consensus meeting to determine which, if any, projects will be rejected, and to rank all remaining recommended projects into Tier 1 and Tier 2.
7. Recommendations and rankings from the Panel are submitted to GKCCEH Board for final approval.
8. All Project Applicants are notified of Review and Ranking outcomes (rejection, recommended, and ranking in tier system). The CoC MUST notify project applicants within 15 days prior to the HUD application deadline if their project application has been rejected. Anyone considering an appeal, is directed to read 24 CFR 578.35(b)(3), (b)(4), (c)(1), and (d)(2), as well as the FY2021 NOFA (Section X.A. – Appeals)
9. Evaluation Criteria: Rank and Review receives all project applications and additional items requested above as well as information from GKCCEH (attendance, Housing First Assessment scores, Project Performance Scorecards, timely submission of NOFA requirements, etc.) to make decisions on rankings. The Rank and Review Panel will be given the NOFO Rating tool and a preliminary ranked list of projects to assist with evaluating outcomes for each project, as well as decisions about rejecting low performing projects, and recommendations for reallocation, per CoC policy.

2021 NOFO Local Competition Requirements

Local Deadlines

The 2021 NOFO competition closes on **Friday, November 12, 2021**.

Please refer to the GKCCEH 2021 NOFO Timeline for specific dates and deadlines.

Applicants who are unable to submit required documents online should contact GKCCEH program staff as soon as possible to make arrangements for submission. programstaff@gkcceh.org

IMPORTANT ONLINE SUBMISSION DATES FOR PROJECT APPLICANTS		
	NEW PROJECTS	RENEWAL PROJECTS
September 24, 2021	Online Letter of Intent	Housing First Assessment
October 8, 2021	All Local Application Materials	All Local Application Materials

Renewal Project Application Submission Requirements

CoC Project Monitoring Components

1. Project Performance Scorecard

An HMIS-generated scorecard for each renewal project will be disseminated by email on Tuesday, September 7, 2021. This scorecard is for agency review and CoC project monitoring purposes. No action is needed unless you have questions about the data. The GKCEE HMIS Team will be available for Data Office Hours as indicated in the updated NOFO timeline distributed by email and available on the GKCEE website.

There is no need to upload the scorecard with your application materials.

2. Housing First Assessment (Threshold Requirement)

Renewal project applicants will be required to complete and submit the Housing First Assessment via online form no later than **Friday, September 24, 2021, at 5pm CST**

[<<Submission Form Link>>](#)

3. Local Application Documents

The following documents must be submitted via online form no later than **Friday, October 8, 2021, at 5pm CST.**

- a. CoC Project Applicant Memorandum of Agreement (fillable .pdf)
- b. Local RENEWAL PROJECT Application (fillable .pdf)
- c. Screenshot of eSNAPS submission confirmation
- d. eSNAPS project application .pdf export
- e. Match documentation (preferred on letterhead from match source; must be 25% of HUD project amount requested (including admin, omits leasing). Can include cash or in-kind sources
- f. Two most recent eLOCCS drawdowns (.pdf)
- g. Most recent agency audit (findings only, do not include entire report)
- h. Optional partnership agreements for healthcare/workforce entities for bonus points in local application

[<<Submission Form Link>>](#)

New Project Application Requirements

(Including New Bonus, DV Bonus, Transition, Consolidation, and Expansion projects)

Attn: First-time Eligible Renewal Projects and Projects who have not yet submitted an APR- You will follow the same submission process as all renewal applicants **EXCEPT** you will not be required to submit a **local** project application.

1. Letter of Intent to Apply (Threshold Requirement)

New project applicants will be required to complete and submit a Letter of Intent to Apply for CoC Funds via online form no later than **Friday, September 24, 2021, at 5pm CST**

[<<Online LOI Form Link>>](#)

2. Local Application Documents

The following documents must be submitted via online form no later than **Friday, October 8, 2021, at 5pm CST.**

- a. CoC Project Applicant Memorandum of Agreement (fillable .pdf)
- b. Local NEW PROJECT Application (fillable .pdf)
- c. Screenshot of eSNAPS submission confirmation

- d. eSNAPS project application .pdf export
- e. Match documentation (preferred on letterhead from match source; must be 25% of HUD project amount requested (including admin, omits leasing). Can include cash or in-kind sources
- f. Most recent agency audit (findings only, do not include entire report)
- g. Optional partnership agreements for healthcare/workforce entities for bonus points in local application

[<<Submission Form Link>>](#)

Definitions Applicable to this Funding Notice

Acquisition (refer to 24 CFR 578.43)	Grant funds may be used to pay up to 100 percent of the cost of acquisition of real property selected by the recipient or subrecipient for use in the provision of housing or supportive services for homeless persons.
Chronically Homeless (refer to 24 CFR 578.3)	A homeless individual with a disability (as defined in section 401(9) of the McKinney- Vento Homeless Assistance Act (42 U.S.C. 11360(9)) (or family with an adult, or a minor if there is no adult, head of household) who is homeless and lives in a place not meant for human habitation, safe haven, or in an emergency shelter; and has been homeless and living in a place not meant for human habitation, a safe haven, or in an emergency shelter continuously for at least twelve (12) months or on at least four (4) separate occasions in the last three (3) years, as long as the combined occasions equal at least twelve (12) months and each break in homelessness separating the occasions included at least seven (7) consecutive nights of not living in a place not meant for human habitation, safe haven, or in an emergency shelter.
Coordinated Entry System	A process for people to access the prevention, housing and/or other services that they need. Coordinated Entry incorporates uniform screening and assessment, prioritization and program matching, and connections to mainstream services to help those seeking housing and services access appropriate programs more efficiently.
Homeless (refer to 24 CFR 578.3 and the Defining “Homeless” Rule)	An individual or family who lacks a fixed, regular, and adequate nighttime residence
Housing First	An approach to homeless assistance that prioritizes rapid placement and stabilization in permanent housing and does not have service participation requirements or preconditions such as sobriety or a minimum income threshold.
Leasing (refer to 24 CFR 578.49)	Grant funds are used to lease individual housing units throughout San Joaquin County; the project sponsor has a master lease agreement with the landlord/owner of the housing unit and a sublease with the program participant.
New Construction (refer to 24 CFR 578.47)	Grant funds may be used to pay up to 100 percent of the cost of new construction, including the building of a new structure or building an addition to an existing structure that increases the floor area by 100 percent or more, and the cost of land associated with that construction, for use as housing.
Operating Costs (refer to 24 CFR 578.55)	Grant funds may be used to pay the costs of the day-to-day operation of permanent housing in a single structure or individual housing units
Permanent Housing (refer to 24 CFR 578.3)	Community-based housing without a designated length of stay, and includes both permanent supportive housing and rapid rehousing. To be permanent housing, the program participant must be the tenant on a lease for a term of at least one (1) year, which is renewable for terms that are a minimum of one (1) month long and is terminable only for cause.

Permanent Supportive Housing (refer to 24 CFR 578.3 and the Defining “Homeless” Rule)	Permanent housing in which supportive services are provided to assist homeless persons with a disability to live independently.
Rapid Rehousing (refer to 24 CFR 578.37(a)(1)(ii))	Provides supportive services and and/or short-term (up to three (3) months) and/or medium-term (for three (3) to 24 months) tenant-based rental assistance as necessary to help homeless households move as quickly as possible into permanent housing and achieve stability in that housing.
Rehabilitation (refer to 24 CFR 578.45) (refer to 24 CFR 578.45)	Grant funds may be used to pay up to 100 percent of the cost of rehabilitation of structures to provide housing or supportive services to homeless persons.
Severe Service Needs (refer to Notice CPD-16-011)	History of high utilization of crisis services or significant health or behavioral health challenges or functional impairments that require a significant level of support in order to maintain permanent housing.
Supportive Services (refer to 24 CFR 578.53)	Grant funds may be used to pay supportive services that address the special needs of the program participants. Only the specific supportive services described in 24 CFR 578.53 are eligible.
Tenant-Based Rental Assistance	Program participants locate housing of their choice in the private rental market; program participants have lease agreements with the landlord/owner of the housing unit.
Youth	Persons between 18 to 24 years of age.