



CoC Unsheltered NOFO: Boise City/Ada County Continuum of Care, ID-500 Corresponding Application

Section I: General Applicant Information

AGENCY INFORMATION

AGENCY NAME:	AGENCY PHONE:
AGENCY ADDRESS:	
CITY:	ZIP:
AGENCY WEBSITE:	AGENCY STATUS: <input type="checkbox"/> UNIT OF LOCAL GOVERNMENT <input type="checkbox"/> 501(C)(3) <input type="checkbox"/> OTHER, DESCRIBE:
AGENCY TAX ID #:	UEI #:
IDAHO SECRETARY OF STATE STATUS: <input type="checkbox"/> ACTIVE-GOOD STANDING <input type="checkbox"/> INACTIVE-CANCELLED	FEDERAL SYSTEM AWARD MANAGEMENT (SAM) DATE OF EXPIRATION:

REPRESENTATIVE INFORMATION

AGENCY CONTACT NAME:	TITLE:
EMAIL ADDRESS:	PHONE NUMBER:
AGENCY AUTHORIZED REPRESENTATIVE:	TITLE:
EMAIL ADDRESS:	PHONE NUMBER:

PROJECT OVERVIEW

PROJECT NAME: <input type="checkbox"/> PERMANENT SUPPORTIVE HOUSING <input type="checkbox"/> RAPID REHOUSING <input type="checkbox"/> JOINT TH-RRH	TOTAL HUD FUNDING REQUEST AMOUNT: <input type="checkbox"/> SUPPORTIVE SERVICE ONLY - Coordinated Entry <input type="checkbox"/> SUPPORTIVE SERVICE ONLY - OTHER
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By signing below, the authorized representative acknowledges and agrees that all information provided in this application is true and accurate.

Signature of Authorized Representative	Date
Authorized Representative Name	Title

Section II - Conditions for Funding

Funding is conditional upon acceptance of each element below. Failure to acknowledge the acceptance of any of the required elements will result in proposal's removal from consideration for funding. CoC subrecipients are responsible for complying with all requirements of funding as outlined in the table below.

Element	Description and References
Written Standards	The OPH Continuum of Care has developed Written Standards to provide guidance to subrecipients in administering federally funded projects serving homeless populations. Subrecipients must comply with these Written Standards. The Written Standards are not intended to be used in place of the Interim Regulations for the HEARTH Act; rather, they are intended to establish and clarify local decisions regarding program administration. Current Written Standards can be found at: ourpathhome.org
Code of Federal Regulations	Subrecipients must comply with HUD's Code of Federal Regulations (CFR) related to the funding of Continuum of Care grants, found at 24 CFR 578. CFRs are the codification of the general and permanent regulations published in the Federal Register by the executive departments and agencies of the federal government of the United States. CFRs provide the framework for the CoC grant, as intended by the Interim Regulations for the HEARTH Act. The main CFRs governing the CoC Program can be found at: https://www.ecfr.gov/current/title-24/subtitle-B/chapter-V/subchapter-C/part-578
Uniform Administrative Requirements	Subrecipients must comply with any and all HUD requirements related to the funding of the Grant, 2 CFR 200 - Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards .
Coordinated Entry	All homelessness assistance providers receiving CoC funding must participate in Coordinated Entry, known locally as Access Points. Coordinated Entry is a statewide homelessness response system whose goal is to more effectively utilize available resources and ensure people with the greatest need are prioritized for housing and services. The policies and procedures for Coordinated Entry are detailed in the Homeless Connect Operating Procedures, found at: ourpathhome.org
HMIS/ Comparable Database	Subrecipients must collect and report all HUD-required universal data elements and program-specific data elements, as well as adhere to the data collection requirements. To facilitate this, subrecipients must participate in the Homeless Management Information System (HMIS) or the Community Management Information System (CMIS), operated for domestic violence service providers. Additional information about HMIS can be found at: https://www.hudexchange.info/programs/hmis/
Housing First	CoC-funded projects must adhere to Housing First standards, including: <ol style="list-style-type: none"> I. Few to no programmatic prerequisites to permanent housing entry II. Low-barrier admission policies III. Rapid and streamlined entry into housing IV. Supportive services are voluntary, but can and should be used to persistently engage tenants to ensure housing stability V. Tenants have full rights, responsibilities, and legal protections VI. Established practices and policies to prevent lease violations and evictions Additional information about Housing First can be found at: https://www.usich.gov/tools-for-action/housing-first-checklist/
Match	Providers agree to match 25% of awarded funds from nonfederal sources. Leasing costs are excluded from the match requirement. All match funds must be spent on CoC-eligible activities within the grant period. The following are eligible types of match contributions: <ol style="list-style-type: none"> I. Cash II. In-Kind (noncash contributions) <ul style="list-style-type: none"> • The value of any real property, equipment, goods, or services contributed to the subrecipient's CoC program, provided that if the subrecipient had to pay for them with grant funds, the costs would have been allowable. • Costs paid by program income shall count toward meeting the

	<p>subrecipient's matching requirements, provided the costs are eligible CoC costs that supplement the subrecipient's CoC program.</p> <p>For new applications, subrecipients are required to submit a memorandum of understanding (MOU) detailing any match provided by a third party that will provide services to participants which would be eligible to be paid by grant funds.</p>
Active Participation/ Coalition Meetings	Subrecipients must attend and participate in CoC Committee meetings.
Annual Point-in-Time Count	Subrecipients must agree to participate in the PIT count, at a date to be determined by HUD and upon notification from OPH.
Reporting and Monitoring	Subrecipients must submit all required performance reports to OPH. Subrecipients must also comply with annual monitoring conducted by OPH. Agencies may be subject to additional auditing by HUD.
Homeless Participation	Subrecipients must provide for the participation of not less than one homeless individual or formerly homeless individual on the board of directors or other equivalent policymaking entity.
Drug-Free Workplace	Subrecipients must comply with the Drug-Free Workplace Act of 1988. Each potential recipient must certify that it will comply with drug-free workplace requirements in accordance with the Act and with HUD's rules at 24 CFR part 2429 . The Act and CFR include specific measures agencies must take to show a good faith effort, on a continuing basis, to maintaining a drug-free workplace.
Lobbying	No Federal appropriated funds have been paid or will be paid, by or on behalf of the subrecipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal loan, entering into any cooperative agreement, the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement. The agency must not participate in any federal lobbying as prohibited by 24 CFR part 87 .
Lead-based Paint	Subrecipients must identify properties built prior to 1978, and disclose the potential for lead-based paint. Other lead-based paint prevention requirements outlined in 24 CFR Part 35 must be followed.
Housing Quality Standards (HQS)	Before any assistance will be provided on behalf of a program participant, the subrecipient must physically inspect each unit to assure that the unit meets HQS. Subrecipients must inspect all units at least annually during the grant period to ensure that the units continue to meet HQS. Housing quality standards are listed in 24 CFR 982.401 .
ADA, Civil Rights, Fair Housing, And Equal Opportunity	The agency must comply with both the Americans with Disabilities Act as well as Title VI of the Civil Rights Act with respect to Fair Housing and Equal Opportunity.
Affirmative Marketing and Outreach	The CoC Program interim rule at 24 CFR 578.93(c) requires recipients of CoC Program funds to affirmatively market their housing and supportive services to eligible persons regardless of race, color, national origin, religion, sex, age, familial status, or disability who are least likely to apply in the absence of special outreach, and maintain records of those marketing activities. Housing assisted by HUD and made available through the CoC must also be made available to individuals and families without regard to actual or perceived sexual orientation, gender identity, or marital status in accordance with 24 CFR 5.105 (a)(2) .
Audit	A non-Federal entity that expends \$750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single or program-specific audit conducted for that year in accordance with the provisions of 2 CFR 200.501 .

Violence Against Women Act	The Violence Against Women Act (VAWA) provides various protections to victims of domestic violence, dating violence, sexual assault, and stalking under the CoC Program and other HUD programs. The grants awarded under this NOFO must comply with the VAWA Rule as provided in 24 CFR 578.99(j)
Code of Conduct	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/gmohgmt/grantsinfo/conductgrants . If the organization's Code of Conduct does not appear on HUD's website, the project must attach its Code of Conduct that includes all required information to its Project Applicant Profile in e-snaps.

ACKNOWLEDGEMENT OF CONDITIONS FOR FUNDING

As an applicant for CoC funding, initials on the items below acknowledge that the agency has read, understands, and is in compliance with each of the aforementioned threshold conditions for funding:

_____	Written Standards
_____	Code of Federal Regulations
_____	Uniform Administrative Requirements
_____	Coordinated Entry
_____	HMIS/Comparable Database
_____	Housing First
_____	Match
_____	Active Participation/Coalition Meetings
_____	Annual Point-in-Time Count
_____	Reporting and Monitoring
_____	Homeless Participation
_____	Drug-Free Workplace
_____	Lobbying
_____	Lead-based Paint
_____	Housing Quality Standards (HQS)
_____	ADA, Civil Rights, Fair Housing, and Equal Opportunity
_____	Affirmative Marketing and Outreach
_____	Single Audit
_____	Violence Against Women Act
_____	Code of Conduct

Section III - Threshold Questions

The responses provided to the following questions demonstrate agency threshold capacity to administer a Special CoC funded project. This section is not scored, and failure to meet threshold requirements may result in an application being rejected.

FINANCIAL MANAGEMENT - MATCH			
<p>1. List all expected sources and amounts of match funds that will be committed to this project. Match can include both cash and in-kind sources and is expected to equal at least 25% of the total grant request, including admin costs but excluding leasing costs. Please note “Cash” or “In Kind” for Match Type.</p> <p>2. Supporting documentation of match commitments must be attached.</p>			
3. Total Project Budget Request: _____			
Source:		Amount:	
Type:		Match Type:	
Source:		Amount:	
Type:		Match Type:	
Source:		Amount:	
Type:		Match Type:	
Source:		Amount:	
Type:		Match Type:	
Source:		Amount:	
Type:		Match Type:	
Total Match			\$
For OPH to Complete: Match sources are clearly identified and meet or exceed the required 25% for this grant.			Yes/No

Section IV - Agency Capacity

Fill out the Project Response column for the proposed project.		
	Project Response	For OPH to Complete
1. Are the proposed project policies and practices consistent with the laws related to providing education services to homeless individuals and families? Federal Education Requirements: Required for homeless individuals and families per <u>42 USC 11431 et. seq.</u>	<input type="checkbox"/> Yes <input type="checkbox"/> No	Met or Unmet
2. Does the project have a designated staff person to ensure homeless children are enrolled in school and receive educational services as appropriate? Describe any reasons for non-compliance with educational laws, and the corrective action to be taken prior to grant agreement execution.	<input type="checkbox"/> Yes <input type="checkbox"/> No	Met or Unmet
3. Does the agency maintain a drug-free workplace per HUD regulations (<u>24 CFR 2429</u>)?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Met or Unmet
4. Does the agency abide by federal lobbying regulations <u>24 CFR 87</u> ?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Met or Unmet
5. Does the agency comply with <u>Title VI of the Civil Rights Act</u> with respect to Fair Housing and Equal Opportunity?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Met or Unmet
6. Is the agency registration current in SAM? SAM: <u>https://sam.gov/content/home</u>	<input type="checkbox"/> Yes <input type="checkbox"/> No	Met or Unmet
7. Is the agency registration current with Idaho's Secretary of State? SOS: <u>https://sosbiz.idaho.gov/search/business</u>	<input type="checkbox"/> Yes <input type="checkbox"/> No	Met or Unmet
8. Does the agency have outstanding federal delinquent debt? If yes, please describe:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Met or Unmet
9. Is the agency a federally debarred contractor?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Met or Unmet

PROPOSED PROJECT INFORMATION

Please respond to the following questions, as completely as possible, as they are scored application items. Please note that these questions are required in addition to the project application required to be submitted in e-snaps. OPH CoC has made every effort not to duplicate questions asked in e-snaps.

Section V - Agency Experience

1. Describe the applicant's experience in working with homeless or extremely low-income persons. Applicants should describe previous work of a similar nature to their project proposal, especially as it relates to working with homeless persons, and the project's target population. (2000 character maximum)

2. Describe the applicant's experience as it relates to leasing units, administering rental assistance, providing supportive services, and connecting to mainstream resources (see NOFA Appendix A for common Mainstream Resources) as applicable to the proposed project.

Section VI - Project Design

3. Leveraging Housing Resources: Please describe how this **PSH** or **RRH** project will utilize housing subsidies or subsidized housing units not funded through ESG or COC. Applicant must demonstrate that these housing units, which are not funded through the CoC or ESG programs:

- In the case of a **PSH** project, provide at least 50% of the units included in the project; or
- In the case of a **RRH** project, serve at least 50% of the program participants anticipated to be served by the project.

Applicants must attach letters of commitment, contracts, or other formal written documents that clearly demonstrate the number of subsidies or units being provided to support the project.

If not a **PSH** or **RRH** project, applicant need not answer.

4. **Leveraging Healthcare Resources:** Please describe how this **PSH or RRH** project will utilize healthcare resources (through direct partnerships with organizations that provide healthcare services, including mental health services to individuals and families [including FQHCs and state or local public health departments] experiencing homelessness who have HIV/AIDS) to help participants.

- If you plan to leverage healthcare resources will the value of those healthcare services provided be equivalent to at least 50% of total funding request? _____

Applicants must attach letters of commitment, contracts, or other formal written documents that include the value of the commitment, and the dates healthcare resources will be provided.

If not a PSH or RRH project, applicant need not answer.

PROJECT DESIGN DETAILS - COMPLETE THE APPROPRIATE SECTION PER PROPOSED PROJECT TYPE

PSH applicants - The supportive service needs of participants in PSH are often more significant than other project types. Please describe the plan to assess participants' supportive service needs and connect them to the services selected in the e-snaps application, outlining how connections will be made to partners as applicable.

RRH applicants - Describe the method for determining the type, amount, and duration of rental assistance that participants can receive, and availability of the proposed unit size/configuration.

Joint TH-RRH applicants - Describe the method for determining the type, amount, and duration of assistance that participants can receive for both the TH and RRH segments. Please also describe the availability of the proposed unit sizes and configurations.

Supportive Services applicants - Describe how the project will develop a strategy for providing supportive services to those with the highest service needs, including those with histories of unsheltered homelessness and those who do not traditionally engage with supportive services.

Section VII - Project Participants

- A. Racial and Ethnic Equity: Please identify steps applicant will take to identify barriers to participation in this project (eg. lack of outreach) faced by persons of different races and ethnicities, particularly those over-represented in the local homeless population, and what steps will be taken to eliminate the identified barriers.

- B. Involving Individuals with Lived Experience: Please describe the way applicant works to meaningfully include individuals with lived experience of homelessness in decision making and service delivery. If you are only in the planning stages of this effort, please describe the plans. Your answer should include:
- a. Meaningful outreach efforts to engage those with lived experience
 - b. How individuals and families experiencing homelessness, particularly those who have experienced unsheltered homelessness, are meaningfully and intentionally integrated into the planning and decision making structure of the agency/project

C. Supporting Underserved Communities: Please describe the way applicant supports and serves underserved communities in its geographic area. Your answer should include:

- a. current strategy to identify populations in your agency/project's geography that have not been served by the homeless system at the same rate they are experiencing homelessness
- b. how underserved communities in your agency/project's geographic area interact with the homeless system, including a description of those populations; and
- c. current strategy to provide outreach, engagement, and housing interventions to serve populations experiencing homelessness that have not previously been served by the homeless system at the same rate they are experiencing homelessness.

Section VIII - System Performance Goals

Fill out the appropriate table below depending on the desired project type. For each of the performance measures, give the total number of persons about whom you will be reporting in the first column. In the second column, provide the number of applicable persons (out of the total in the first column) who are expected to achieve the measure within the operating year.

PSH System Performance Measures	Total Program	Total Expected to Achieve
A. The number of persons remaining in permanent housing at the end of the operating year or exiting to permanent housing during the operating year		
B. The number of persons 18 and older who will maintain or increase their total income (from all sources) as of the end of the operating year or		

RRH System Performance Measures	Total Program	Total Expected to Achieve
A. Persons exiting to permanent housing destinations during the operating year		
B. The number of persons 18 and older who will maintain or increase their total income (from all sources) as of the end of the operating year or		
C. Persons placed in permanent housing within 30 days of entry into project		

TH-RRH System Performance Measures	Total Program	Total Expected to Achieve
A. The number of persons assisted to obtain and remain in permanent housing		
B. The number of persons 18 and older who will maintain or increase their total income (from all sources) as of the end of the operating year or		

SSO- Supportive Services	Total Program	Total Expected to Achieve
A. The number of persons anticipated to be assisted to obtain and/or remain in permanent housing		
B. The number of persons 18 and older who will maintain or increase their total income (from all sources) as of the end of the operating year or		

Section IX - Project Budget

All project projects are to be completed in e-snaps. Please pay careful attention to HUD budget guidelines, as certain budget line items are only applicable for certain project types.

All funded projects under the CoC Special NOFO are permitted to allocate up to 10% of the total project funding request for Administrative Costs.

Please be sure to include only allowable expenses, based on the project type being applied for. More information is available in the CoC Program Interim Rule (regulations) on the HUD Exchange at: <https://www.hudexchange.info/resource/2033/hearth-coc-program-interim-rule/>.

HMIS or CMIS Compliance Form

The purpose of this form is for the applicant to acknowledge the obligation to participate in HMIS or, in the event that the organization is a Victim Service Provider (VSP), the comparable database—referred to as Community Management Information System (CMIS).

- A. Are you an organization whose primary mission is to serve victims/survivors of domestic violence, and are prohibited from using HMIS as per the Violence against Women Act (VAWA) of 2005?

YES

NO

If yes, does your agency participate in CMIS?

YES

NO

- B. Does your organization have the staffing capacity to have at least one staff member perform data entry?

YES

NO

- C. Does your organization agree to have the staff member(s) trained in HMIS or CMIS within 30 days of the grant start date?

YES

NO

- D. Does your organization have other projects that serve persons experiencing homelessness which are not funded by HUD?

YES

NO

If yes, please list: _____

Are these projects recorded in HMIS/CMIS?

YES

NO

NOT APPLICABLE

If yes, please list those recorded in HMIS/CMIS: _____

Coordinated Entry (Access Point) Compliance Form

The CoC program requires all CoC subrecipients to participate in Homeless Connect (Access Point), the CoC's Coordinated Entry system.

- A. Does/will your agency participate in Coordinated Entry/Access Point, operated by OPH?

YES NO

- B. Does/will your organization have the staffing capacity to ensure compliance with the requirements of Coordinated Entry/Access Point as mandated by the provisions in the Continuum of Care (CoC) Program Interim Rule at 24 CFR 578.7(a)(8)?

YES NO

- C. Does/will your organization comply with the policies and procedures set forth in the OPH's Operating Procedures?

YES NO

- D. Does/will your organization agree to have staff member(s) trained to ensure all project beds/units are filled through the Coordinated Entry/Access Point System?

YES NO

- E. Does/will your organization have other projects that serve persons experiencing homelessness which are not funded by HUD? If yes, please list.

YES NO

- F. Are these projects collaborating with Coordinated Entry/Access Point? If yes, please list.

YES NO NOT APPLICABLE

- G. Has your project received referrals from Coordinated Entry/Access Points in the last grant year?

YES NO NOT APPLICABLE

If yes, how many? _____

Of these, how many were admitted into your program? _____

Required Elements of New Project Application Submission

- Completed New Project Application, including budget and all required attachments, in e-snaps

To be submitted in PDF format as attachments/appendices:

- Completed New Project Corresponding Application
- Screenshot or Other Proof of Secretary of State Registration
- Screenshot or Other Proof of System of Award Management Registration
- Federally Approved Cost Allocation Plan and Indirect Cost Rate, if applicable Letter(s) of Commitment for Match
- MOU(s) for In-Kind Commitments
- PHA Support Letter - for PSH and RRH projects, if applicable
- Healthcare Commitment - for PSH and RRH projects
- Housing Commitment - for PSH and RRH projects
- Affirmative Fair Housing Marketing Plan Form