

## **New Hampshire Balance of State Continuum of Care (NH BoSCoC)**

### **Notice of Funding Availability for the FY 2017 Continuum of Care (CoC) Program Competition**

Published 7/31/17

The US Department of Housing and Urban Development (HUD) has released the FY 2017 Notice of Funding Availability (NOFA) for the CoC Program Competition. The Bureau of Housing and Homeless Services (BHHS) is the collaborative applicant responsible for completing and submitting an annual application for CoC Program funding application on behalf of the NH BoSCoC. The geography includes: Dover; Portsmouth; Rochester; Belknap County; Carroll County; Cheshire County; Coos County; Grafton County; Hillsborough County\*; Merrimack County; Rockingham County; Strafford County; Sullivan County \*Only Antrim, Bedford, Bennington, Deering, Frankestown, Goffstown, Greenfield, Greenville, Hancock, Hillsboro, Lyndeboro, New Boston, New Ipswich, Pelham, Peterborough, Sharon, Temple, Weare, Wilton, and Windsor.

BHHS is soliciting request for projects and is providing notice that there are funds available through the NH-500 Balance of State Continuum of Care FY 2017 NOFA Competition.

The following guidance applies to all new and renewal CoC Program project applications.

#### **I. ELIGIBLE APPLICANTS and COSTS**

- A. Eligible project applicants for the CoC Program Competition are nonprofit organizations, States, local governments, and instrumentalities of State and local governments, and public housing agencies, as such term is defined in 24 CFR 5.100, without limitation or exclusion.
- B. Provisions at 24 CFR 578.37 through 578.63 identify the eligible costs for which funding may be requested under the CoC Program<sup>1</sup>.
- C. No Awards to Debarred and Suspended Parties: BHHS will not make any subrecipient award or permit any award to any party which is debarred or suspended or is otherwise excluded from or ineligible for participation in Federal assistance programs under Executive Order 12549, "Debarment and Suspension."

#### **II. PROJECT APPLICATIONS TYPES**

- A. Renewal projects
- B. New Permanent Housing (PH) Bonus projects
- C. New Reallocation funding projects

#### **III. RENEWAL PROJECTS**

- A. BHHS will work directly with all eligible renewal projects to complete renewal applications that accurately reflect the project activities. BHHS will be sending out project applications for each subrecipient to review on **August 10, 2017**.

---

<sup>1</sup> <https://www.hudexchange.info/resource/2035/coc-program-interim-rule-formatted-version/>

B. Any and all feedback, changes, or suggestions will need to be sent to Kristi Schott, electronically, by **August 17, 2017 by 4:30pm.**

C. POTENTIAL RENEWAL PROJECT CHANGES:

- 1) Expanding projects - Renewal projects are eligible to expand units, beds, persons or services through creation of a new project application for reallocation or permanent housing (PH) bonus funding. (NOTE: this will require development and submission of a new project application per the instructions below. The project will be competitively ranked with other new projects.)
- 2) Existing PSH projects – Renewal projects can change to 100% DedicatedPLUS to serve people who fall under the DedicatedPLUS criteria (see definitions end of this document for details). This includes former PSH Bonus and Samaritan Housing Initiative projects from past competitions who committed to serve 100% chronically homeless population.
- 3) RRH eligible population expansion – expanded options of eligible populations for RRH (see definitions end of this document for details)

IV. NEW PROJECTS

Applications for new projects will be accepted from eligible entities that have submitted an application by the CoC deadline and are proposing projects, in alignment with the CoC and HUD priorities.

A. NEW APPLICATION PROCESS: The application process is a two-step process.

1. Initial project application packets must be submitted electronically to BHHS.

**Deadline: August 17, 2017 by 2:00 pm.**

The initial new project application must be submitted on the Word template that can be found at BHHS's website: <https://www.dhhs.nh.gov/dcbcs/bhhs/>

2. A final project application, for projects chosen for funding, must be submitted electronically by the project applicant to the BHHS through HUD's e-snaps<sup>2</sup> electronic application system.

**Deadline: September 12, 2017, by 4:30 pm**

Information about submitting new project applications through e-snaps is available on HUD Exchange at:

<https://www.hudexchange.info/resource/2909/coc-project-application-instructions-for-new-projects/>

PLEASE NOTE: Failure to submit applications in e-snaps by the deadline means the project may not be included in the final project list for the 2017 NH BoSCoC Program funding.

B. New Application Funding Sources

1. **Reallocation funds: Approximately \$88,346 is available this year.**

BoSCoC may shift funds in whole or part from existing renewal projects to create one or more new projects.

Eligible project types include:

- a) Permanent Supportive Housing (PSH) that will serve chronically homeless individuals and families, including unaccompanied youth OR DedicatedPLUS eligible participants;

---

<sup>2</sup> <https://esnaps.hud.gov/grantium/frontOffice.jsf>

- b) Rapid Re-housing (RRH) that will serve:
  - 1) individuals and families, including unaccompanied youth, coming directly from the streets or emergency shelter or persons fleeing domestic violence situations, and other persons meeting the criteria of paragraph (4) of the definition of homelessness
  - 2) individuals or families leaving a transitional housing project what was eliminated in FY17
  - 3) people leaving the TH-RRH projects; OR
  - 4) People receiving services through a VA-funded homeless assistance program AND met one of the above criteria at initial intake to the VA homeless assistance system.
- c) Joint component projects, which will combine transitional housing (TH) and Rapid Re-Housing (RRH) into a single project to serve individuals and families experiencing homelessness.
- d) HMIS expansion from current HMIS Lead
- e) Coordinated Entry from current Coordinated Entry Lead

**2. Bonus funds: Approximately \$217,508 is available this year.**

Permanent Housing Bonus projects may create new projects or to expand renewal projects to add capacity to increase units and/or serve more people.

Eligible project types include:

- a) New permanent supportive housing (PSH) projects that will serve 100 percent chronically homeless families and individuals OR DedicatedPLUS eligible participants;
- b) New rapid re-housing (RRH) projects that will serve homeless individuals and families coming directly from the streets or emergency shelters, and includes persons fleeing domestic violence situations and other persons meeting the criteria of paragraph (4) of the definition of homeless; OR
- c) Joint component projects, which will combine transitional housing (TH) and Rapid Re-Housing (RRH) into a single project to serve individuals and families experiencing homelessness

**V. MATCH REQUIREMENT**

The recipient or sub-recipient must match all CoC Program grant funds, except for leasing funds, with no less than 25% of cash or in-kind contributions from other sources in accordance with 24 CFR 578.73. Match is not required to be provided by budget line item, but instead as an aggregate sum.

**VI. PROJECT APPLICATION ATTACHMENTS – NEW AND RENEWAL**

- Documentation of Applicant and Subrecipient Eligibility
- Applicant Code of Conduct – verify if listed on HUD website, if not listed attach updated file that is in compliance with 2 CFR 200 requirements to project application
- The following are listed as attachments in the NOFA but are now built into e-snaps
- SF-424 Application for Federal Assistance (*built into e-snaps*)
- SF-424 Supplemental, Survey on Ensuring Equal Opportunities (*built into e-snaps*)
- Form HUD-2880 dated between May 1, 2017 and September 28, 2017 (*built into e-snaps*)
- Form HUD-50070, Certification for Drug-Free Workplace (*built into e-snaps*)
- SF-LLL, Disclosure of Lobbying Activities (*built into e-snaps*).

## **VII. FUNDING ORDER FOR NEW AND RENEWAL PROJECTS**

- A. All accepted and rejected project applications must be notified in writing outside of the e-snaps system by the BoSCoC with projects that are rejected receiving the explanation for rejection.
- B. Projects will be funded per the order defined in the CoC Rank and Review Policy, which is available on the BHHS website.

## **VIII. APPEALS**

- A. NH BoSCoC will accept written appeals submitted in accordance with the published policies and procedures of the CoC. If an applicant disagrees with their score, or placement on the ranking list, they may express their grievance in writing to the CoC Program Administrator within two business days of the list being published/distributed.
- B. The BoSCoC Executive Committee will hold an emergency conference call to discuss the grievance, and to make a final decision. The applicant will be notified of the Executive Committee's decision in writing by the CoC Program Administrator within one business day of the meeting.

### **FOR MORE INFORMATION**

- Additional information on the NH BOS CoC FY17 CoC Program competition can be found at:  
<https://www.dhhs.nh.gov/dcbcs/bhhs/>  
  
<https://www.hudexchange.info/programs/e-snaps/fy-2017-coc-program-nofa-coc-program-competition/>
- Additional information on the CoC Program rules and requirements can be found at:  
<https://www.hudexchange.info/programs/coc/>

If you have questions about the CoC Program or the FY17 competition process, please contact:

Kristi Schott, CoC Program Administrator  
Bureau of Homeless and Housing Services  
NH Department of Health & Human Services  
129 Pleasant St., Concord, NH 03301

P: (603)271-9194

Kristiane.Schott@dhhs.nh.gov

### **Definition Excerpts from FY17 CoC Program NOFA – see full NOFA for additional information**

<https://www.hudexchange.info/resource/5419/fy-2017-coc-program-nofa/>

1. DedicatedPLUS is a new participant eligibility category for new and renewal PSH that can serve individuals with a disability and families in which one adult or child has a disability, including unaccompanied youth with a disability that are:
  - Experiencing chronically homeless;
  - Residing in transitional housing (TH) that will be eliminated in FY17 and were experiencing chronically homelessness at TH entry;

- In place not meant for human habitation, shelter or safe haven BUT were experiencing chronically homelessness AND had been in permanent housing (PH) project within last year and were unable to maintain housing placement ;
  - Residing in TH funded by Joint TH-RRH component project AND were experiencing chronically homelessness prior to entering the project;
  - In place not meant for human habitation, shelter or safe haven for at least 12 months in the last 3 years BUT has not done so on four separate occasions ; OR
  - In a Department of Veteran Affairs (VA)-funded homeless assistance program AND met one of the above at initial intake to the VA homeless assistance system.
2. 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, remove barriers to entry, and adopt client-centered service methods.
3. *Joint TH and PH-RRH Component Project.* The Joint TH and PH-RRH component project includes two existing program components—TH and RRH—in a single project to serve individuals and families experiencing homelessness. If funded, HUD will limit eligible costs as follows:
- 1) capital costs (i.e., new construction, rehabilitation, or acquisition), leasing of a structure or units, and operating costs to provide transitional housing;
  - (2) short- or medium-term tenant-based rental assistance on behalf of program participants to pay for the rapid rehousing portion of the project;
  - (3) supportive services;
  - (4) HMIS; and
  - (5) project administrative costs.

When a program participant is enrolled in a Joint TH and PH-RRH component project, the recipient or subrecipient 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 participants. A program participant may choose to receive only the transitional housing unit or the assistance provided through the PH-RRH component, but the recipient or subrecipient must make both types of assistance available.

4. Rapid Re-housing (RRH)
- Residing in places not meant for human habitation or emergency shelter
  - Fleeing DV or other persons meeting criteria of paragraph (4) of definition of homelessness
  - In a TH project to be eliminated in FY17
  - In TH funded by a TH-RRH
  - Receiving services through VA-funded homeless assistance program AND met one of the above at initial intake to the VA homeless assistance system