

# NORTHEAST MINNESOTA CONTINUUM OF CARE 2019 LOCAL COC PROGRAM COMPETITION CALL FOR PROJECTS

RELEASED: JULY 16, 2019

## BACKGROUND

**The Northeast Minnesota Continuum of Care (Aitkin, Carlton, Cook, Itasca, Koochiching, and Lake Counties) is seeking project applicants for FY 2019 funding via the U.S. Department of Housing and Urban Development (HUD) Continuum of Care Program competition.** HUD released its Notice of Funding Availability (NOFA) for FY2019 Continuum of Care Program Competition (FR-600-N-25) on July 03, 2019.

The Continuum of Care (CoC) Program (24 CFR part 578) is designed to promote a community-wide commitment to the goal of ending homelessness; to provide funding for efforts by nonprofit providers, states, and local governments to quickly rehouse homeless individuals, families, persons fleeing domestic violence, dating violence, sexual assault, and stalking, and youth while minimizing the trauma and dislocation caused by homelessness; to promote access to and effective utilization of mainstream programs by homeless individuals and families; and to optimize self-sufficiency among those experiencing homelessness.

Nationwide, funding of up to \$2.3 billion is available through the HUD CoC Program NOFA, including up to \$50 million for Domestic Violence (DV) bonus projects. Per HUD guidelines, **the Northeast CoC is eligible to apply for \$447,383 for existing renewal projects and new projects created through reallocation.** This amount is called the CoC's Annual Renewal Demand (ARD). **The CoC is also eligible to apply for approximately \$13,421 for CoC planning, \$22,369 in CoC bonus funds for new projects to serve any eligible population, and approximately \$50,000 in bonus funding specifically to serve survivors of domestic violence, dating violence, sexual assault, or stalking that are defined as homeless under 24 CFR578.3.**

This Call for Projects advises all potential applicants of the general requirements that must be met in any project application for consideration of submission to HUD through the Northeast Minnesota Continuum of Care (NE CoC) Local Competition. For more details, please review the the HUD Notice of Funding Availability (NOFA) for FY2019 Continuum of Care Program Competition (FR-600-N-25), and the CoC Program Rule found in 24 CFR 578. All information for the NE CoC Local Competition is posted on the CoC NOFA webpage at <http://www.neminnesotacontinuumofcare.org/2019-hud-coc-nofa.html>

## FUNDING AVAILABLE

### ANNUAL RENEWAL DEMAND FUNDING:

**2019 Annual Renewal Demand: \$447,383**

These funds are limited to the projects listed on the Northeast CoC's Grant Inventory Worksheet (this can be found at [neminnnesotacontinuumofcare.org](http://neminnnesotacontinuumofcare.org)). Eligible project component types are those defined for each renewal project through the Grant Inventory Worksheet process. Projects seeking renewal funding may not change project component type or exceed the allowed funding levels by line item or in total, as shown on the Grant Inventory Worksheet. Projects may reduce budget line items, which would be considered voluntary reallocation. The CoC can also eliminate or reduce funding for these projects (involuntary reallocation) in accordance with the CoC's reallocation policy. Such changes create a reallocation fund which can be used to fund certain types of new projects described below.

### NEW PROJECTS CREATED FROM REALLOCATED FUNDS OR COC BONUS FUNDS:

**Bonus Funding: \$22,369**

**Reallocation Funding: To Be Announced**

New projects in this category may be proposed as standalone projects or as expansions of existing CoC-funded projects seeking renewal in the current funding round.

### Eligible new project component types for projects created from reallocation and/or bonus funds:

- **Permanent Housing-Permanent Supportive Housing Projects** for chronically homeless at program entry or who meet the definition of DedicatedPLUS.
- **Permanent Housing-Rapid Rehousing Projects** for people who qualify as homeless under paragraphs (1), (2), or (4) of 24 CFR 578.3 (and paragraph (3) if the CoC is approved to serve this population).
- **Joint Transitional Housing and Rapid Rehousing Component Projects** for people who qualify as homeless under paragraphs (1), (2), or (4) of 24 CFR 578.3 (and paragraph (3) if the CoC is approved to serve this population).
- **Dedicated HMIS Project** for the costs at 24 CFR 578.37(a)(2) that can only be carried out by the HMIS Lead, which is the recipient or subrecipient of an HMIS grant, and that is listed on the HMIS Lead form in the CoC Applicant Profile in esnaps (an HMIS Lead can also apply for funding for comparable database for victim service providers). The Institute for Community Alliances is the NE CoC HMIS Lead.
- **Supportive Services Only Projects for Coordinated Entry Project** to develop or operate a centralized or coordinated assessment system.

### **\*\*NEW IN 2019\*\***

- **Fewer Population Eligibility Specifications:** Note that eligible new housing projects available through the 2019 NOFA contain fewer population limitations than the previous year.

## NEW PROJECTS CREATED FROM DV BONUS FUNDS

### **DV Bonus Funding: \$50,000**

New projects in this category may be proposed as standalone projects or as expansions of existing CoC-funded projects. DV Bonus funding may be used to expand an existing renewal project that is not dedicated to serving survivors of domestic violence, dating violence, or stalking 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.

### **Eligible project component types for projects created with DV Bonus funds:**

- **Rapid Rehousing Project** that demonstrates trauma-informed, victim-centered approaches and is dedicated to serving survivors of domestic violence, dating violence, or stalking.
- **Joint Transitional Housing and Rapid Rehousing Component Project** that demonstrates trauma-informed, victim-centered approaches and is dedicated to serving survivors of domestic violence, dating violence, or stalking.
- **Supportive Services Only Projects for Coordinated Entry** to implement policies, procedures, and practices that equip the CoC's coordinated entry to better meet the needs of survivors of domestic violence, dating violence, 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)

### **\*\*NEW IN 2019\*\***

- **Number of applications:** A CoC may apply for any number of PH-RRH and Joint TH and PH-RRH projects provided that each application is for at least \$25,000. A CoC can only submit one project application for an SSO-CE project.
- **Project Quality Threshold for DV Bonus:** To be eligible to receive a DV Bonus project for PH-RRH or Joint TH and PH-RRH, a CoC must demonstrate that the project will use trauma-informed, victim-centered approaches.

## COC PLANNING FUNDS:

### **CoC Planning Funding: \$13,421**

This funding supports CoC planning activities, and only the collaborative applicant – Hearth Connection – may apply for it. The planning grant will not be ranked in this year's competition and is not competitive with housing or service projects.

## PROJECT APPLICANT SUBMISSIONS

### INTENT TO APPLY

Notification of intent to apply is required for all renewal and new project applicants. For all applicants, notifications of intent to apply must be submitted before the CoC-established deadline and in accordance with the method or format defined by the CoC.

For the 2019 NOFA, the NE CoC requires that all renewal and new projects applying must submit a completed Intent to Apply form via email to Cara Lundquist, NE CoC Co-Coordinator ([clundquist@live.com](mailto:clundquist@live.com)) no later than 5:00pm on July 26, 2019.

The Intent to Apply form can be found on the NE CoC 2019 NOFA webpage:

<http://www.neminnesotacontinuumofcare.org/2019-hud-coc-nofa.html>

### PROJECT APPLICATION

By **August 16, 2019** all project applicants must submit a complete and correct Project Application in e-snaps AND submit documentation required for the CoC Local Competition or for use in the regional CoC-wide application (which includes all project applications).

E-snaps is available at <https://esnaps.hud.gov/grantium/frontOffice.jsf>. See the resources section for further guidance. Project applications with all attachments must be submitted electronically in e-snaps for consideration for the FY2019 CoC Program national competition. Applicants must print a copy of the Submission Summary form from the CoC Project Application before closing their internet browser after the CoC Project Application has been submitted in e-snaps. This is the Applicant's receipt of submission and proof of compliance with the application deadline. The CoC will not give funding consideration to any applicant whose Application is determined to be late and that is unable to provide the CoC with a record of submission that verifies the Project Application was submitted prior to the application deadline date and time.

#### **Required HUD national competition application (e-snaps) requirements for all projects:**

- Complete, correct, and consistent Project Application, with complete and current Applicant Profile
- HUD required forms and attachments (in e-Snaps applicant profile and application)
- Match Letters dated between May 1, 2019 and September 30, 2019
- Project data as needed to complete the regional CoC Collaborative Application

#### **Required New & Renewal Project Application Elements for CoC Local Competition:**

- Housing First Questionnaire
- Households with Children Supplement (for projects serving families with children and/or youth)
- Financial Assessment Form (for all agencies currently receiving HUD CoC funds)
- Project Narrative Questions

All Project Application supplementary materials will be publicly available on the NE CoC 2019 NOFA webpage (<http://www.neminnesotacontinuumofcare.org/2019-hud-coc-nofa.html>). Project applicants will receive notification via email when documents are available.

## SELECTIONS AND AWARD NOTICES

### COC LOCAL COMPETITION

The NE CoC Ranking and Review Committee will review project applications the week of August 19, 2019, using the CoC Project Scoring & Ranking Criteria that will be approved by the NE CoC Governing Board on August 8, 2019. The NE CoC Governing Board meeting (10:00am – 12:00pm, August 8, 2019 at IRRRB Offices in Eveleth, MN) is open to the public and all applicants are encouraged to attend. Draft ranking criteria will be made available on the NE CoC 2019 NOFA Webpage (<http://www.neminnesotacontinuumofcare.org/2019-hud-coc-nofa.html>) to allow applicants to view and ask questions about the ranking criteria prior to the scoring and ranking process. Additionally, the Ranking and Review Committee will share the NE CoC draft reallocation policy prior to Governing Board approval on August 8, 2019 to allow renewal projects adequate time to review.

By September 5, 2019, the Ranking and Review Committee via NE CoC Coordinator will provide all project applicants final notice of project acceptance/rejection, any funding changes, score, rank, Tier 1/Tier 2 status, and source of funds expected for the project (i.e. reallocated funds, CoC Bonus, or DV Bonus). The notification will also include any required changes applicants must make in e-snaps to meet project quality thresholds. All corrections in e-snaps must be made and the e-snaps project application resubmitted by Monday, September 9, 2019 to be ranked and included in the project list submitted for review in the national CoC Program Competition.

### HUD COC PROGRAM COMPETITION

HUD will conduct a threshold review of ranked projects for all CoCs that submit the CoC Consolidated Application by the application deadline. Projects and applicants that do not meet threshold eligibility and capacity requirements set forth in Sections V.C.3.b-c will be rejected. HUD may issue up to two conditional funding announcements, which have generally occurred between January and March following the CoC Collaborative Application deadline. HUD will score the FY 2019 CoC Application portion of the CoC Collaborative Application in accordance with the criteria set forth in Section VII.B of the NOFA. HUD will select new and renewal project applications in Tier 1 in accordance with the criteria set forth in Section II.B.10.a of the NOFA. The project application score(s), which will incorporate the CoC Collaborative Application score, will determine which projects in Tier 2 will be conditionally selected for award as set forth in Section II.B.10.b of the NOFA.

HUD may employ rating panels to review and rate all or part of the CoC Applications according to the rating criteria in Section VII of the FY2019 NOFA.

Projects with rental assistance, leasing, or operations may be adjusted by HUD during the review process to reflect changes in Fair Market Rents (FMRs) for the project area.

Following the evaluation process, HUD will notify successful applicants of their selection for funding. Notification of project awards will be posted on the HUD website and distributed via the HUD Homeless Assistance Listserv. HUD will notify all other applicants, whose applications were received by the deadline, that have not been chosen for award by email. Award information will be sent by mail to the authorized representative(s) named in form SF424, lines 8 and 21.

## RESOURCES

### NE COC APPLICATION ASSISTANCE

#### **NOFA Project Applicant lab – *Navigating your way through submitting your project application in E-snaps***

The NE CoC will partner with the St. Louis County CoC again in 2019 to provide a NOFA lab for project applicants. Representatives from the Minnesota Interagency Council on Homelessness (MICH) will be available to provide technical assistance to project applicants to complete and submit their project applications in E-snaps. This lab is held at the St. Louis County Government Services Center in Duluth, MN. The time/date for the lab will be sent to project applicants once determined.

#### **CoC Coordinator Assistance**

Patty Beech-Dziuk and Cara Lundquist, NE CoC Co-Coordinators are available to provide technical assistance to Project Applicants in completing their E-snaps applications and supplemental documents.

#### **Cara Lundquist**

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#### **Patty Beech-Dziuk**

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### HUD RESOURCES AND TECHNICAL ASSISTANCE

- **Notice of Funding Availability for FY2019 HUD CoC Program Competition**  
<https://www.hudexchange.info/programs/e-snaps/fy-2019-coc-program-nofa-coc-programcompetition/#nofa-and-notices>
- **HUD CoC Program Rule (24 CFR 578)**  
[https://www.hudexchange.info/resources/documents/CoCProgramInterimRule\\_FormattedVersion.pdf](https://www.hudexchange.info/resources/documents/CoCProgramInterimRule_FormattedVersion.pdf)
- **E-snaps guides:** <https://www.hudexchange.info/programs/e-snaps/>
- **Other Training and Resources:** Project applicants that need assistance competing the applications in e-snaps or understanding the program requirements under the CoC Program may access the Rule, training materials, and program resources via the HUD Exchange at <http://www.hudexchange.info/homelessness-assistance>.
- **HUD Exchange Ask A Question (AAQ):** Project applicants that require information and technical support concerning this NOFA and the applications in e-snaps may submit an electronic inquiry via the HUD Exchange e-snaps AAQ at [www.hudexchange.info/homelessness-assistance/](http://www.hudexchange.info/homelessness-assistance/) The AAQ is accessible 24 hours each day. Starting 2 days prior to the application deadline for FY 2019 funds, the AAQ will respond only to emergency technical support questions up to the deadline of 8:00 PM Eastern time. Applicants experiencing technical difficulty should contact the e-snaps AAQ immediately for assistance and document their attempts to obtain assistance.
- **HUD Homeless Assistance Listserv:** HUD may provide Collaborative Applicants and Project Applicants with additional information through HUD websites located at [www.hud.gov](http://www.hud.gov) and [www.hudexchange.info](http://www.hudexchange.info) and via the CoC Program email-based listserv. To join the listserv, visit [www.hudexchange.info/maillinglist](http://www.hudexchange.info/maillinglist). This additional information will not change the selection criteria or selection process in this NOFA but may include items such as updates on the status of e-snaps and reminders of impending deadlines. This listserv will also include information only applicable to Collaborative Applicants (not project applicants), and project applicants are encouraged to contact your CoC Coordinator if questions arise from list serv posts.