



## **RFP for 2019 HUD Continuum of Care Competition**

HOPE Connections, Collaborative Applicant for the HUD Homeless Continuum of Care in Northwest Louisiana, is accepting applications for CoC Renewal Project in the eSNAPS system and Letters of Intent for New/Bonus Permanent Housing Projects and DV Bonus Projects.

**Due date is Friday, August 23<sup>rd</sup> at 5:00 p.m. for the following:**

Renewal Projects submitted in eSNAPS

Letter of Intent and attachments for New/Bonus Projects to Christa Pazzaglia at [christa@nwlahope.org](mailto:christa@nwlahope.org)

The following Bonus Projects are available as new or expansion projects:

- Domestic Violence Rapid Rehousing Project for individuals/families experiencing homelessness due to domestic violence, dating violence, sexual assault, or stalking in the amount of \$197,531.
- Permanent Housing Bonus Project for Rapid Rehousing or Permanent Supportive Housing in the amount of \$194,630. This can be used for new projects or to expand current renewal projects.

Other relevant information:

- HUD CoC Projects have a 25% match requirement for all line items except leasing which has no match requirement.
- Applicants can request up to 10% in Administrative Funds.
- Applicants must be members of the HOPE Homeless Coalition.
- Projects that are awarded will be required to pay 3% of their award amount minus administrative funds as a fee for Service to HOPE Connections.
- Existing and new HUD CoC Projects are required to enter data directly into and produce all reporting out of the LSND Homeless Management Information System database.
- HUD CoC Projects are required to utilize the Coordinated Assessment Project for all referrals.

Preliminary selection of projects locally does not guarantee award by HUD; it only gives the applicants the opportunity to submit application to HUD. Applicants should expect to learn which project(s) will be allowed to submit electronically to HUD by Thursday, September 12<sup>th</sup>. HUD generally makes award announcements in January/February.

## Renewal Projects

In addition to eSNAPS submission, projects must submit a full project budget of all income and expenses, including staff names and titles.

### Scoring/Ranking Elements:

- Performance measures including:
  - length of stay
  - exits to permanent housing
  - returns to homelessness
  - new or increased income/earned income
- Serves high-need populations including:
  - % of participants accepted with no income
  - % of participants with multiple disabilities
- Project effectiveness:
  - % of participants referred through Coordinated Assessment Project
  - % of participants reviewed through Housing Placement Committee prior to program discharge
  - Costs are within 5% of average CoC cost per positive housing exit for project type
  - % of participant survey answers that indicate Housing First Model is being implemented
  - % project utilization rate

Extra points will be awarded to renewal projects for the following:

(10 points) Projects that serve more than 90% individuals categorize themselves as 100% Dedicated (Screen 3C), meaning that units are 100% dedicated to those who are chronically homeless (Screen 4B)

OR

(10 points) Projects that serve more than 10% families categorize themselves as HousingPLUS (Screen 3C), but dedicate the units for individuals to those who are chronically homeless (Screen 4B)

(10 points) Projects that select 3 or more disabilities on the Participant Subpopulation screen, with one of these being Physical Disability (Screens 3B and 5B)

## New/Expansion DV and Bonus Projects

Your application must be formatted as outlined below. Proposals that are not submitted in the following format will not be reviewed. This section shall not exceed four pages in a 12-inch font. To be considered for funding, each Letter of Intent will be scored as follows:

Legal name of agency: \_\_\_\_\_

Agency address: \_\_\_\_\_

Phone number: \_\_\_\_\_ Cell number of submission contact: \_\_\_\_\_

Tax ID Number: \_\_\_\_\_ DUNS Number: \_\_\_\_\_

Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_

Email Address: \_\_\_\_\_

*I CERTIFY THAT ALL OF THE INFORMATION PROVIDED IN THIS APPLICATION IS TRUE AND CORRECT.*

\_\_\_\_\_  
**Signature of the Authorized Representative**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Print Name of Authorized Representative**

\_\_\_\_\_  
**Email Address**

### Experience

- (10 Points) Describe agency experience working with the proposed sub-population to be served and experience with the proposed housing type.
- (15 points) Describe agency experience with the Housing First approach.
  - Must demonstrate that there are not pre-conditions to entry, allowing entry regardless of untreated mental illness, current or past substance abuse, income, marital status, familial status, actual or perceived sexual orientation, gender identity, and criminal history when allowable by law.
  - Must demonstrate that the project uses best practice approaches to address issues that could jeopardize housing and/or project participation and that project participation is terminated only in the most severe cases.
- (10 points) Describe agency experience in utilizing Federal funds.

### Design of Housing and Supportive Services

- (30 points) Describe the following:
  - How will the type of housing proposed, including the number and configuration of units, fit the needs of the program participants (e.g., two or more bedrooms for families)
  - What is the plan to assist participants to rapidly secure and maintain permanent housing that is safe, affordable, accessible, and appropriate for their needs.

- How will the type of supportive services that will be offered to program participants ensure successful retention in permanent housing, including all supportive services regardless of funding source
- How will participants be assisted in obtaining mainstream resources (including Medicare, Medicaid, SSI, Food Stamps, etc.)
- How will participants be assisted to increase employment and/or income to maximize their ability to live as independently as possible.
- An understanding of the performance benchmarks expected by HUD

**Timeliness**

(10 points) Describe the plan for rapid implementation of the program, documenting how the program will begin housing the first program participant. Provide a schedule of proposed activities 60 days, 120 days, and 180 days after grant is awarded.

**Financial**

- (5 points) Project is cost-effective in relation to projected cost per person served.
- (5 points) Submit a copy of your agency’s most recent financial audit.
- (15 points) Provide a total project budget including all sources of funding that will be used for the project on the attached form, ensuring that HUD funded line items are reasonable and allowable. Identify sources of match.

<b>Housing Type</b> <input type="checkbox"/> Permanent Supportive Housing <input type="checkbox"/> Rapid Rehousing		<b>Grant Term* (Check only one box)</b> <input checked="" type="checkbox"/> 1 Year <b>Is this proposal an expansion of an existing project?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Proposed Activities</b>	<b>HUD Dollars Requested</b>	<b>Cash Match (25%)</b>	<b>Totals</b>
<b>1. Rental Assistance</b>			
<b>2. Leasing</b>			
<b>3. Supportive Services</b>			
<b>4. Operations</b>			
<b>5. Subtotal lines 1 through 4</b>			
<b>6. Administrative Costs (Up to 10%)</b>			
<b>7. Total Request</b>		<b>Total Cash Match</b>	<b>Total Budget (HUD Request + Cash Match)</b>