2022 COC NOFO RENEWAL APPLICATIONS

Indiana Balance of State

Continuum of Care

Important Dates Regular CoC NOFO

Start of Local CoC Competition	**August 3, 2022**
Webinar for Renewal Applicants	August 12 2022 1:30 pm
Webinar for New Project Applicants	August 15, 2022 1:30 pm
DEADLINE: Renewal and New Project Applicants in E-SNAPS	August 30, 2022
Notification to applicants regarding whether project will be ranked – no later than	Sept. 15, 2022
Appeals period on ranking/scoring	Sept 15-20, 2022
Final Ranking Released	Sept. 21, 2022
Full CoC application and project priority list publicly posted	September 23, 2022
Application submitted to HUD	**September 27,2022**
Final HUD Deadline	**September 30, 2022**

HUD NOFO Assistance Resources
https://www.hud.gov/program_offices/comm_planning/coc/competition

- Resources available as of 8/12/22 – 9 am

- Application Supporting Documents

- Estimated Annual Renewal Demand Amount Report

- Estimated Annual Renewal Demand Amount Report – UFA

- CoC Application Detailed Instructions (FY 2022)

- Sample FY 2022 CoC Application

- HUD-2991, Certification of Consistency with the Consolidated Plan

Change in how to ask HUD questions

- The esnaps AAQ on the HUDExchange is not in use

- CoCNOFO@HUD.gov for questions about the NOFO, competition and applications

- E-snaps@HUD.gov for questions about esnaps technical issues (user profiles, lockouts/password resets, access to organization's esnaps' account, updating applicant profile, registering for funding opportunity, creating a project and accessing the application)

Funding Availability Indiana Balance of State CoC

Category	Amount
Annual Renewal Demand	$18,879,032
Tier 1	$17,935,080
Bonus	$1,211,968
DV Bonus	$2,423,937
Planning	$727,181

Renewal Projects

Tier 1 = 95% of ARD

Must apply to receive renewal funding

Must continue same effort of chronic set-asides (DedicatedPLUS)

May request less than FMR – for rental assistance projects – but must be documented by leases below FMR – given rising rents might not be good plan

Abbreviated application – can import data from prior year

IHCDA Sub-Recipients

Do not apply directly to HUD

IHCDA will send sub-recipients the E-SNAPs submission for their sub-grants

Sub-recipients will be required to review and approve

Please respond within provided time limits – all NOFO materials are extremely time-sensitive
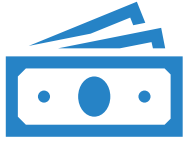
Consolidation grants

Expansion grants
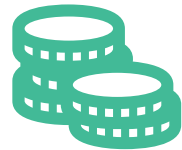
Transition grants

Opportunities for Renewal Grants

Transition Grant

- Eliminate whole project(s) to create <u>new</u> PH-PSH, PH-RRH, Joint TH and PH-RRH

- New project created after transition must be an eligible new project under NOFO— **New Project Application**

- Change program component without having to close out the prior grant and start up an entirely new grant – ideal for voluntary reallocation

- Must meet all FY 2022 CoC Program Competition eligibility and threshold requirements

- Project will have 1 year to fully transition from the original component

- Transition grants cannot use the consolidation process

Consolidations

- Current renewal projects where the projects are the same component (PSH for example) and same grantee are encouraged by HUD to consolidate

- Can have different budget lines and forms of housing subsidy

- Renewal grant applications

- Up to 10 grants

- Must submit a separate renewal application for each grant
  - Grant with earliest start date is the ''surviving grant'

- Budget Line Items (BLI) must match GIW Totals

- Projects are in good standing with HUD

- New project date will = date of earliest expiring grant
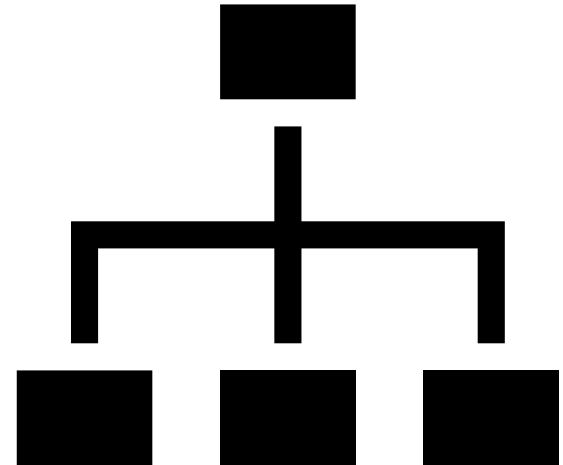
Expands eligible renewal grant to:

Add beds or units	Provide additional supportive services top current participants

Can use expansion to request DV bonus funds to serve persons fleeing DV

Renewal application plus new project application for expansion component

Expansion Grants – includes new and renewal apps

Admin and Indirect Costs

Providers may request admin fees of up to 10% for new projects

- Admin costs charged to grant cannot exceed 10% of grant funds

Providers may request Indirect Costs

- Will not change total grant amount or budget lines
- Federally approved rate or 10% de minimis
  Cognizant Agency = N/A for de minimis
- Must indicate intent to claim indirect in project application
- Must show direct cost base that indirect will be charged on – MTDC for de minimis
  Indirect Cost Toolkit: https://files.hudexchange.info/resources/documents/Indirect-Cost-Toolkit-for-CoC-and-ESG-Programs.pdf

Scoring

Renewal Grants will be scored based on the Performance Evaluation Renewal scoring criteria based on 2021 performance

New grants will be scored using the CoC New Project Rating tool

Ranking based on Scores

All projects ranked based on score – except HMIS and CE and first-time renewals
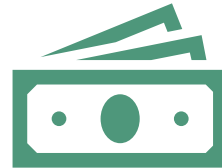
Renewal Projects ranked first

New projects

Scored on a 100-point scale

CoC Ranking Policy

Renewal Grants

Renewal grants – may import their data from the prior renewal grant

- Responses should be reviewed to be sure it is accurate and that any issue or condition from HUD that needed to be resolved prior to grant execution has been addressed

To make any changes in a grant with imported data – you must open the screens by checking the appropriate box on the Submission without Changes screen

- Once a screen has been opened, it must be saved for the application to be complete

Accessing Project Applications in E-SNAPS

Users new to Esnaps

If new to Esnaps, must create a profile (requires a username, valid email, and a password)

Click on paperclip to add registrants to organization's esnaps account

Organizations New to ESNAPS

- To establish a new applicant in ESNAPS you need: Name of Organization, UEI Number for the organization. All Project Applicants are required to have a Universal Entity Identifier (UEI)Number and registration with the System for Award Management (SAM).

ALL APPLICANTS SHOULD HAVE AT LEAST TWO PERSONS WHO CAN ACCESS ESNAPS ACCOUNT

Applicant Profile

- All projects will need to update applicant profile

- If more than $200,000 in total funding in this competition, must complete details on other funding on HUD SF 2880

1. Click on Applicants

Front Office Portal

Profile

My Account
Change Password

Workspace

Applicants
Funding Opportunity
Registrations
Projects
Submissions

Contact Us

Children Registrants Parent Open Applicant Name

Rhode Island Housing Mortgage Finance Corporation
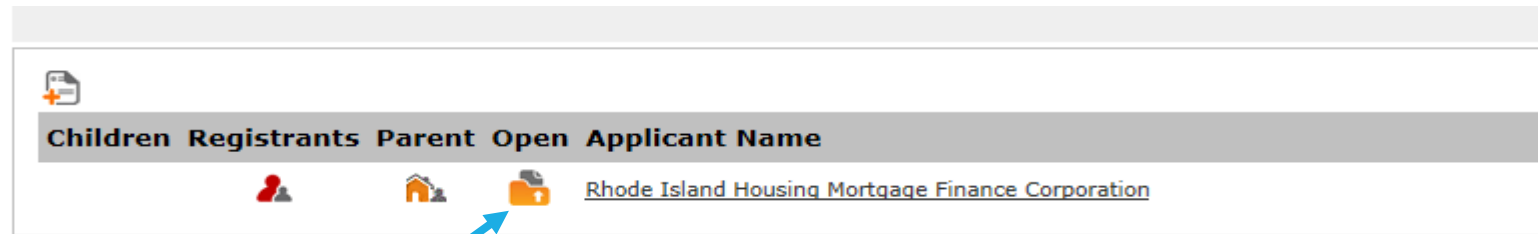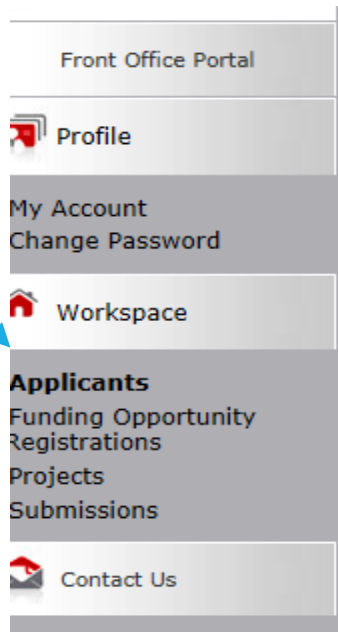
2. Click on orange folder to open applicant profile. All applicant profiles MUST be updated during competition period.

To Edit Applicant Profile

Applicant Profile

1. **Profile Type**
2. Organization Information
3. Contact Information
   Authorized Representative
   Alternate Contact
4. Additional Information
5. Forms & Attachments
   HUD Form 2880
   Code of Conduct
   Other Attachment
6. Submission Summary

6. Submission Summary

Complete	Page	Last Updated	Mandatory
✔	1. Profile Type	07/18/2017	Yes
✔	2. Organization Information	07/18/2017	Yes
--	3. Contact Information	No Input Required	No
✔	Authorized Representative	07/18/2017	Yes
✔	Alternate Contact	07/18/2017	Yes
✔	4. Additional Information	07/18/2017	Yes
--	5. Forms & Attachments	No Input Required	No
✖	HUD Form 2880	Please Complete	Yes
--	Code of Conduct	No Input Required	No
✔	Other Attachment	07/18/2017	Yes

Back   Next

Export to PDF

Get PDF Viewer

Edit

This e.Form has been marked as complete

1. *Click on Su*bmission Summary

2. Click 'edit' to complete 2880 and update profile

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Resource guide to complete HUD 2880

1

Most of this form is completed in Applicant Profile

2

One field must be completed as part of the Project Application

3

HUD Guide to 2880: [How to Complete the HUD-Form 2880 in e-snaps (hudexchange.info)](hudexchange.info)

SF 2880

- Threshold Determination

Part I Threshold Determinations

1. Are you applying for assistance for a specific project or activity? [Yes ▼]
(For further information, see 24 CFR Sec. 4.3).

* 2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving [-- select -- ▼] the project or activity in this application, in excess of $200,000 during this fiscal year (Oct. 1 - Sep. 30)? For further information, see 24 CFR Sec. 4.9.

[Back]   [Next]

This e.Form has been marked as complete

If applying for more than $200,000 in this NOFO must indicate 'yes'

Detail on all other government assistance that must be added to SF 2880

Part II Other Government Assistance Provided or Requested / Expected Sources and Use of Funds

Such assistance includes, but is not limited to, any grant, loan, subsidy, guarantee, insurance, payment, credit, or tax benefit.

Department/Local Agency Name and Address	Type of Assistance	Amount Requested / Provided	Expected Uses of the Funds

Note: If additional sources of Government Assistance, please use the "Other Attachments" screen of the project applicant profile.

Note: If there are no other people included, write NA in the boxes.

Provide info on any other governmental assistance being provided to project

After completing SF 2880 and updating profile, go to submission summary and click 'complete'

Funding Opportunity Registration

When funding opportunity screen appears, select the 'register' icon next to 'Renewal Project Application FY 2022'

Create Project

1 Use drop down menu to locate 'Renewal Project Application FY 2021

Steps

2. Click on '+' sign to add a project – name convention – Project Name Renewal Application FY 2022

Naming Project and Importing Data

MUST IMPORT DATA BEFORE SAVING

Accessing Renewal Project Application

Starting Project Application

On Screen 1A, on 5b., check to be sure that the first six digits on the Federal Award Identified are shown – the first 2 digits must be "IN"

Be sure to check box

Must complete SF 424 before Project Application Opens

- HUD code of conduct:

- HUD 50070 and Lobbying disclosure forms are completed in E-SNAPs and not attached

- HUD 2880 is completed in Applicant Profile – complete once/applicant agency

Before Starting
Part 1 - Forms
  1A. SF-424 Application Type
  1B. SF-424 Legal Applicant
  1C. SF-424 Application Details
  1D. SF-424 Congressional District(s)
  1E. SF-424 Compliance
  1F. SF-424 Declaration
  1G. HUD-2880
  1H. HUD-50070
  1I. Cert. Lobbying
  1J. SF-LLL
  Additional Information

TO OPEN FULL PROJECT APPLICATION

Screen 1E – Question 18, answer "b. program is subject to E.O. 12372 but has not been selected by the state for review"

Screen 1F – click 'I agree'

Screen 1G https://files.hudexchange.info/resources/documents/How-to-Complete-the-HUD-Form-2880-in-e-snaps.pdf'

Screen 1-H – HUD 50070, click on "I hereby certify..."

Certification regarding lobbying, click on "I hereby certify ..."

Screen 1-J – SF-LLL, click on 'select' box and answer 'no'

Screen 1K: SF-424-B

Click box to certify

Submission without changes

- Renewal projects with imported data

- Check only those screens that need to be changed.

- Once checked must go to that screen and check 'save'

Applicants
Funding Opportunity
Registrations
Projects
Submissions

Contact Us

Actions | Proj
Proj

1006-
RI005

1006-
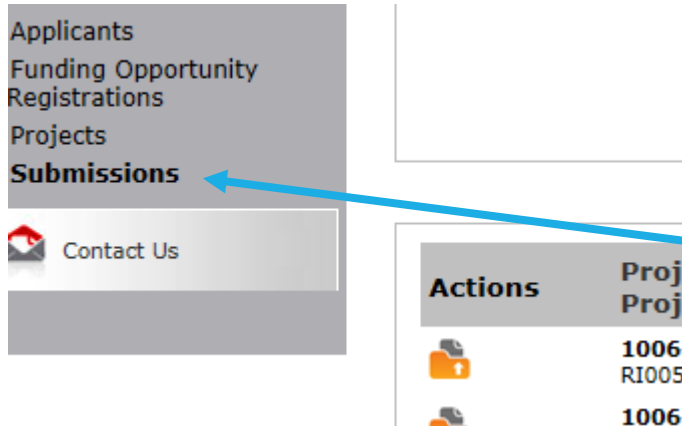
1. Once project has
been named, open it
under 'submissions'

2. Click on submission
without changes in
order to edit data

Projects that Submit with No Changes Still Need to complete:

- Recipient performance
- Renewal Expansion
- Renewal consolidation
- 3A project detail
- 6D sources of match
- 6E – summary budget – add in admin
- 7A – Attachments
- 7B – Certification

Budgets

Renewal grants no longer need to provide detailed budgets

Only rental assistance and Leased Unit require input – except as noted earlier

Summary budget total must correspond to GIW

Budgets are changed through amendment not grant renewal

Renewal Expansion and Consolidation

SEPARATE SCREENS WILL ASK IF THE PROJECT IS SEEKING TO EXPAND OR CONSOLIDATE

IF 'YES' IS ANSWERED, ADDITIONAL QUESTIONS WILL APPEAR

New Screen for Consolidating/Expanding Grants

# Additional Table for Surviving Consolidated Grant

New Screen for Renewal Grant being 'Terminated' through Consolidation

If the project is the Terminating grant, fields 2a and 2b will appear. Enter the PIN (first 6 numbers of the grant number) and Project Name for the CoC-funded grant that is applying as the SURVIVING GRANT in FY 2021 for the consolidation. Then check the acknowledgment box.

New Screen for Renewal that is part of Expansion Application

The Project Application is a Stand-Alone Renewal Application in a New Grant Expansion

QUESTIONS/CONCERNS

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