

INDIANA BALANCE OF STATE
CONTINUUM OF CARE

Requests for Applications for Inclusion in the 2022 Collaborative Application for HUD Continuum of Care Funding

Invitation to Bid

On behalf of the Indiana Balance of State Continuum of Care, IHCD, the collaborative applicant, invites eligible organizations¹ to submit new or renewal applications for CoC funding to be included in the 2022 Collaborative Application to HUD. The only entities that may submit a renewal application are current HUD CoC grantees that have a grant with an end date in calendar year 2023.

Any eligible organization may apply for new project funding. Eligible organizations include: nonprofit organizations, Public Housing Agencies (PHAs), or units of local government.

All new and renewal applications must be completed using HUD's online application platform, the E-SNAPS system. **Applications must be submitted by the following schedule:**

- **New and Renewal project applications must be submitted by 5 PM ET August 29, 2022**
- **Project applicants selected for funding will still be required to submit in E-SNAPS**
- Applications not submitted according to the above schedule may not be considered for funding.

Invitation to organizations that have not previously received CoC Program funding:

The CoC actively seeks applications from organizations that have not previously received HUD CoC funding. HUD places considerable requirements on grantees and the application process can be challenging. Organizations without CoC grant experience are invited to reach out to the CoC at: IHCD Community Services communityservices@ihcda.IN.gov and request assistance in understanding program requirements or the application process. Requirements on eligible participants and activities are very stringent and organizations are encouraged to discuss potential projects and the application process. Nonprofit organizations with limited or no experience with Federal funding are encouraged to participate as 'sub-recipients', where they will enter into a contract with a more experienced agency which will be the lead applicant to HUD. IHCD serves as primary recipient for a significant number of nonprofits and can assist agencies in gaining federal experience.

Funding Amounts

HUD has not posted the available funding for the Indiana Balance of State (BoS) at this time. We encourage agencies with questions about funding to attend the webinar for new project applicants described below.

The Balance of State CoC anticipates having up to \$600,000 in reallocated funds available for new projects.

¹ Eligible organizations include nonprofit organizations and government entities including public housing agencies. Individuals and for-profit entities are ineligible to apply.

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Tier 1 – the level of funding that is most assured of funding by HUD is \$–Information and Resources

All information required for this competition will be posted on the CoC website, found here: <https://www.in.gov/ihcda/indiana-balance-of-state-continuum-of-care/internal-competition/> .

Information posted on the website includes:

- The NOFO published by HUD and supporting information provided by HUD.
- The CoC’s policies for review and ranking of new and renewal applications
- CoC’s policies regarding reallocation – including voluntary and mandatory reallocation.
- Scoring factors for the review of renewal applications
- Scoring factors for new project applications.
- Links to resources available from the Department of Housing and Urban Development in support of the competition.

Possible application types:

Eligible organizations may submit one or more of the following application types:

- **Renewal application.** Any organization with a CoC funded grant that is expiring in calendar year 2023 must submit a renewal application to continue operating the project. The renewal application must be fully consistent with the total funding associated with the project as detailed in the Grant Inventory Worksheet (GIW) provided by HUD. The amount requested for renewal grants may not exceed the total amount shown for the grant on the GIW. Renewal grants may elect to not renew or to renew at a dollar amount below that shown on the GIW. In these instances, the amounts not applied for will be added to the pool of funds made available to potential new projects through reallocation. Current grantees not intending to renew their grants or those willing to reduce the size of their grants should contact IHCDA as soon as possible so the unapplied for funds can be added to the pool available for relocation.

All renewal projects that have at least one full year of operational experience will be ranked in the competition according to the scores received in the renewal evaluation process. Projects that do not meet the minimum threshold score for renewal must either submit and obtain approval for a Project Improvement Plan or agree not to renew the grant and to reallocate the funding. Projects that have not been operational for a sufficiently long period to have a full year’s worth of operations, will not be subject to renewal evaluation until they have secured this experience. These grants will be ranked without a score in the 2022 competition.

- **New project application.** New project applications may be for any of the eligible new project categories:

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- Permanent Supportive Housing (PSH) where 100% of the beds are either dedicated to serving chronically homeless or DedicatedPLUS² projects. Eligibility for PSH is limited to long term homeless households with a disability.
- Rapid Rehousing (RRH) projects serving individuals and families who meet the HUD homeless definition of categories 1, 2, or 4.³ RRH projects emphasize housing search and relocation services and short- and medium-term rental assistance to move homeless persons and families (with or without a disability) as rapidly as possible into permanent housing. Rental assistance is provided consistent with the written standards of the Indiana Balance of State CoC and cannot exceed 24 months in duration.
- Joint TH-RRH projects are also projects serving individuals and families who meet the HUD homeless definition of categories 1, 2, or 4. Designed to provide homeless individuals and families with the interim stability and support to successfully move to and maintain permanent housing. Transitional housing may be used to cover the costs of housing with accompanying supportive services. The Transitional Housing (TH) component should consist of short-term crisis housing and the resources earmarked for the RRH component should be twice the amount the designated for the TH component. The total length of assistance cannot exceed 24 months including time in TH and RRH.

Funding for new projects will come from bonus funding and from any funds that may be available from reallocation.

- **Transition application.** An existing renewal application may be submitted as a ‘transition’ application. A transition application will start the program year as one component (TH, for example) and through the course of the program year, the project will transition from that component to one of the eligible new project components. HUD removed the limitations on the amount of the project funding that used for the prior component, but transition projects will need to be prepared to execute the new project component upon the start date of their FY2022 grant. A transition application may be the most effective way to accomplish a ‘voluntary’ reallocation where the grantee with funds to reallocate is also the planned grantee for the reallocated project. Grantees interested in the transition application process must contact and obtain approval from the CoC, which can be done by email notification by reaching out to the IHEDA Community Services division at communityservices@iheda.in.gov. When notifying the CoC via email please mark the message “high importance” and label it with the current project name and transition request (ex: “Hope for Housing PSH- Transition

² To understand who qualifies to reside in a ‘DedicatedPLUS’ project please see this FAQ from HUD:

<https://www.hudexchange.info/faqs/3284/what-is-a-dedicatedplus-project/>

³ For a quick guide to HUD Homeless Categories see here:

https://files.hudexchange.info/resources/documents/HomelessDefinition_RecordkeepingRequirementsandCriteria.pdf

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Request”. Transition grants are new project applications, and the grant must ‘transition’ to an eligible new project activity during the program year.

- **Consolidated Application.** A grantee with more than one grant with the same program component (e.g., RRH, PSH, TH) may consolidate those individual grants into a single grant. The only requirements for consolidation is that projects must have the same recipient and same program component, e.g, PSH, RRH. Grants including single site projects (using leasing, sponsor, or project based rental assistance) can be consolidated with other single site projects as well as scatter site (tenant based rental assistance) projects. Up to ten grants could be consolidated through this process. To submit a consolidated application, applicants must submit renewal applications for each project. The renewal grant with the earliest start date will be designated as the ‘surviving’ grant. All renewal applications being consolidated must be indicated as such in the renewal applications. Each of the individual project applications must be given its own unique rank in the project priority list; if HUD approves all the renewal grants to be consolidated, they will be combined into the ‘surviving’ grant and given that rank. Grants and applicants must be in good standing with HUD to consolidate.
- **Domestic Violence Bonus Projects.** Applications may be submitted for Domestic Violence Bonus Projects in which all persons served are survivors of domestic violence, dating violence or stalking. The following types of new projects may be submitted for the DV Bonus – please note, all projects applying for the DV bonus are required to follow the Housing First model, as well as being trauma informed and person-centered:
 - Rapid rehousing exclusively serving survivors of domestic violence, dating violence, sexual assault, or stalking that are defined as homeless.
 - Joint TH-RRH projects exclusively serving survivors of domestic violence, dating violence, sexual assault, or stalking that are defined as homeless.

Existing DV bonus projects may be expanded in the competition. There is no limit on the number of DV projects that may be submitted, only that no project may be for less than \$50,000 and the total requested from the CoC cannot exceed the amount available to the CoC. Potential applicants for DV bonus funds in the 2022 competition should be aware of the potential availability of DV Bonus funds as a sub-recipient to IHCD. Prior to applying for DV Bonus funds, applicants are strongly encouraged to contact IHCD to apply for inclusion as a sub-recipient on a currently operational DV Bonus project.

Rating and Ranking of Projects

Renewal projects will be ranked in the Collaborative Application according to the rating score provided through the renewal evaluation process. New project applications will be reviewed by an independent panel with subject matter expertise but no conflicts of interest with regard to the application. The new projects will be evaluated according to criteria set by HUD in the project rating tool found here: <https://www.hudexchange.info/resource/5292/project-rating-and-ranking-tool/> .

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Office Hours for 2022 NOFO

The CoC will conduct an information session regarding this request for renewal applications on and for new project applications on.

Join us for the webinars:

CoC Program Renewal Project Webinar
August 12 1:30 ET

CoC Program New Project Webinar
August 15 1:30 ET

Following the completion of these sessions, a recording of each webinar will be posted on:

<https://www.in.gov/ihcda/indiana-balance-of-state-continuum-of-care/internal-competition/>

Application Components Checklist:

Application sections:

- Application cover page
- Threshold requirements
- Organizational Experience and Capacity of Applicant
- Project Description
- Supportive Services
- Equity and Representation
- Performance Measures
- Housing and Healthcare Partnerships

Unit Count and Budget (Excel Workbook- attachment)

- Total Project Units and Type (Tab #1)
- Households Served (Tab #2)
- Rental Assistance Budget (Tab #4)
- Supportive Services Budget (Tab #5)
- HMIS Budget (Tab #6)
- Match (Tab #7)
- Project Budget (Tab #8)

Documentation of 501(c)(3) or government agency status (attachment)

Housing and healthcare partnership documentation (attachment)

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Scoring Breakdown (100 points total):

General Application Information and Threshold Requirements (12 points)

1. Application cover page- Section 1
 - a. Increasing Permanent Housing (4 points)
2. Threshold requirements- Section 2
 - a. Housing First Questions (8 points)
3. Documentation of 501c(3) or government agency status (attachment required)

Organizational Experience and Capacity – Section 3 (13 points)

1. Experience utilizing federal funds and performing activities in the application (4 points)
2. Leveraging federal funds (1 points)
3. Organizational management structure (2 points)
4. Any returned funds to HUD or IHCD grants (1 points)
5. Timely Expenditures, Draws and Utilization (5 points)

Project Description – Section 4 (10 points)

1. Description of the scope of project (4 points)
2. Rapid implementation of the project (2 points)

Supportive Service– Section 5 (14 points)

1. Providing services to obtain and maintain permanent housing (6 points)
2. Integrating services with health, access substance abuse treatment, increase income (3 points)
3. Provide transportation, assist with mainstream benefits, access to SSI/SSDI assistance and SOAR training. (5 points)

Performance Measures—Section 6 (20 points)

1. Length of Time Homeless (3 points)
2. Tracking and Participant Rate of Increased Income (8 points)
3. Tracking and Participant Rate of Retention of Permanent Housing (9 points)

Representation and Equity – Section 7 (11 points)

1. Representative of community served (3 points)
2. Client feedback (2 point)
3. Lived experience representation (3 points)
4. Stability for those at Highest Risk to Return to Homelessness (3 points)

Housing and Healthcare Partnerships – Attachment Required Section 8 (10 points)

1. Housing Agency Partnership (5 points)
2. Healthcare Partnership (5 points)

Units Information and Budgets – Attachment Required Section 9 (13 points)

1. Supportive Services (3 points)
2. Match Information (5 points)
3. Project budget (used to assess cost effectiveness- 5 points)

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Section 1: Application Cover Page and Project Information

Organization Name:

Organization Type: *Is your organization a 501 c 3?*

Employer or Tax Identification Number:

UEI Number:

Physical Address

Street Address #1	
Street Address #2	
City	
State	
Zip (9 digit)	

Congressional District(s):

Applicant:

Project:

Has the applicant ever received a federal grant, either directly from a federal agency or through a State/local agency?

Contact Person Information

Prefix	
First Name	
Middle Name	
Last Name	
Suffix	
Title	
Email Address	
Phone	
Extension	
Fax	

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Project Name:

Component/Project type the project is applying as a (select one)

- Permanent Housing Project We are applying as a New DV Bonus Project.
- Joint Transitional Housing-Rapid Rehousing
- Rapid Rehousing **(4 points)**
- Supportive Housing **(4 points)**
- Supportive Services Only- Coordinated Entry
- Homeless Management Information System (HMIS Lead Only) Project
- Expansion Project (for renewal grants only) **(4 points- eligible if project increases units)**
- Transition Project (for renewal grants only) **(4 points- eligible if project increases units)**

1. **Is your organization, or subrecipient (if applicable) a victim service provider as defined in CFR 578.3?**

2. **You must disclose all developers, contracts or consultants involved in the application or in the planning development or implementation of the project or activity and any other person who has a financial assistance in the project or activity for which the assistance is sought that exceeds \$50,000 or 10% of the assistance (whichever is lower). If not applicable, please list NA. Attach a copy of this chart if additional space is needed.**

List of all personals with reportable financial interest in project or activity	If selected, you will provide the social security number of EIN? (yes required)	Type of participation	Financial interest in the project/activity (\$)	Financial interest in the activity (%)

Section 2: Threshold Requirements

Please complete and return the threshold section with your complete application. Applications submitted without answers to threshold questions **will not be considered**.

For questions about threshold measures, please email communityservices@ihcda.in.gov.

This list represents some of the key HUD requirements, and does not list all HUD threshold requirements, or

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requirements under other federal statutes. All projects must be compliant with all HUD regulations and threshold requirements (e.g. projects must comply with fair housing laws and must serve LGBTQ individuals), for further guidance, see the FY 2022 CoC Program NOFO.

Eligible Projects	
Is the agency registration current in SAM (www.sam.gov)?	<input type="radio"/> Yes <input type="radio"/> No
Is the agency registration current with the Indiana Secretary of State?	<input type="radio"/> Yes <input type="radio"/> No
Does your organization have the financial capacity to administer this project on a reimbursement basis?	<input type="radio"/> Yes <input type="radio"/> No
Does the project have written commitments (cash or in-kind) of at least 25% of the overall dollar amount requested?	<input type="radio"/> Yes <input type="radio"/> No
Does the project have unresolved HUD findings?	<input type="radio"/> Yes <input type="radio"/> No
Does the project have outstanding obligations to HUD in arrears?	<input type="radio"/> Yes <input type="radio"/> No
Indiana BoS CoC	
Does the project agree to follow all CoC Written Standards; including <u>solely</u> using Coordinated Entry for all referrals to openings in the program?	<input type="radio"/> Yes <input type="radio"/> No
Does the project agree to participate in the HMIS system (or other HMIS compliant database for DV providers)?	<input type="radio"/> Yes <input type="radio"/> No
Applicants selected for funding will be required to submit additional information to HUD in collaboration with Indiana Housing and Community Development Authority (IHCDA) if selected for project ranking. Will your project promptly respond to requests for information? Failure to comply with this requirement may result in your project application being submitted to HUD with incomplete details and risk not being funded.	<input type="radio"/> Yes <input type="radio"/> No

Housing First Requirements (8 points): Housing First is a core component in housing and services for individuals and families experiencing homelessness. A response to each of these questions is required as a part of the application. Projects that answer “yes” to these questions are adhering to Housing First principles.

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<i>The project does not screen out individuals or households for:</i>	
Failure to pass a background check or background screening prior to entry	<input type="radio"/> Yes <input type="radio"/> No
Having a criminal record (except for state mandated restrictions)	<input type="radio"/> Yes <input type="radio"/> No
Active or history of substance abuse, or sobriety prior to entry	<input type="radio"/> Yes <input type="radio"/> No
Individual or family member sexual orientation, gender identity, family status, marital status, and will serve persons according to the gender in which they identify	<input type="radio"/> Yes <input type="radio"/> No
Having little to no income	<input type="radio"/> Yes <input type="radio"/> No
History of victimization (e.g. domestic violence, sexual assault, childhood abuse)	<input type="radio"/> Yes <input type="radio"/> No
<i>The project will engage individuals in:</i>	
Regular opportunities to provide input into project policies and operations	<input type="radio"/> Yes <input type="radio"/> No
Person Centered Planning as a guiding principle, which focuses on the individual, what they would like to accomplish in terms of relationships, community participation, achieving control over their lives, and developing the skills and resources needed to accomplish goals	<input type="radio"/> Yes <input type="radio"/> No
Services from staff (including sub-contractors or healthcare providers as described in this application) trained in clinical and non-clinical strategies to support participant engagement including harm reduction, motivational interviewing, trauma informed approaches, and strengths based?	<input type="radio"/> Yes <input type="radio"/> No
<i>The project will ensure that individuals and households are not terminated from the program for the following reasons:</i>	
Failure to participate in supportive services	<input type="radio"/> Yes <input type="radio"/> No
Solely for engaging in substance use	<input type="radio"/> Yes <input type="radio"/> No

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Failure to make progress on a service plan	<input type="radio"/> Yes <input type="radio"/> No
Loss of income or failure to improve income	<input type="radio"/> Yes <input type="radio"/> No
Domestic violence	<input type="radio"/> Yes <input type="radio"/> No
Any other activity not covered in a lease agreement typically found in the locality	<input type="radio"/> Yes <input type="radio"/> No

Attachment Checklist:

Along with this completed application, please include

- Documentation of 501c(3) or government agency status AND
- Completed budget template (provided on IHEDA website)

Housing and Healthcare partner documentation (if applicable)

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Section 3: Organizational Experience and Capacity:

- 1. Describe the experience of the applicant and partners (if any), in effectively utilizing federal funds and performing the activities proposed in the application. (4 Points)**

Be sure to provide concrete examples that illustrate:

- Experience/expertise with renting units, operating rental assistance, and providing supportive services like the activities proposed in the applications.
- Working with and addressing the needs of unsheltered homeless individuals (for unsheltered set aside) or rural communities and those experiencing homelessness (for rural set aside) and supporting individuals and families to attain housing and meet their service needs.
- The project design has assessed the barriers to accessing the project, especially among populations experiencing high rates of homelessness in the community, and the steps taken to eliminate those barriers.
- Specifically describe your experience with the Housing First model, serving populations with the severe service needs and with delivering or securing Medicaid funded and other mainstream services for participants in the agency's programs.

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2. Describe the experience of the applicant and potential partners (if any) in leveraging other Federal, State, local and private sector funds. (1 Point)

3. Describe the financial management structure of the applicant and partners (if any). (2 Points)
Include a description of internal and external controls and the financial accounting system that will be used to administer the grant.

4. Are there any unresolved monitoring or audit findings for any HUD grants or IHCDAs (including ESG) operated by the applicant or potential partners (if any)? (1 Point) If yes, please describe.

5. Use the chart to describe your agency history with HUD grants or IHCDAs:

Activity	Yes/No/NA
We have not had any previous IHCDAs or HUD grants. (2 points)	
We have not returned grant funds to HUD or IHCDAs in the last 2 years. (1 point)	
We submitted claims monthly (IHCDAs funded) and/or met federal draw requirements quarterly (HUD funded) in the last 2 years (1 point)	

6. Describe the percent of your agency utilization of existing projects and units or households on January 26, 2022. Please include all units and households served in projects under each category. If your agency operates multiple program types, please include all: (3 points)

Utilization Type	Percent utilized on January 26, 2022
Transitional, Emergency Shelter, Safe Haven Beds	
PSH Units	
RRH Households	
RRH Households in Joint TH-RRH Projects	
Other, Please Describe	
My agency had not projects that met any of the above criteria on 1/26/22.	

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Section 4 – Project Description

1. Provide a description that addresses the entire scope of the proposed project. (6 Points)

Provide a description that addresses the entire scope of the proposed project, including identifying the community(ies) and/or county(ies) served, how the project will address housing disparity issues, a clear picture of the services provided to participants, implementation of HMIS, projected outcome(s), and any coordination with other source(s)/partner(s) especially healthcare (including mental health and substance abuse) and Medicaid.

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2. For each project location or structure in the project, enter the number of days from the execution of the grant agreement that each of the following milestones will occur as related to CoC Program funds requested. If a milestone is not applicable, leave the associated fields blank. If the project has only one location or structure, or no structures, complete only column A. If multiple structures, complete one column for each structure. **(2 Points)**

Project Milestones	Days from Execution of Grant Agreement Use a column for each structure (if applicable)			
	A	B	C	D
New project staff hired, or other project expenses begin?				
Participant enrollment in project begins?				
Participants begin to occupy leased or rental assistance units or structure(s), and supportive services begin?				
Leased or rental assistance units or structure, and supportive services near 100% capacity?				
Closing on purchase of land, structure(s), or execution of structure lease?				
Rehabilitation started?				
Rehabilitation completed?				
New construction started?				
New construction completed?				

3. Please select the subpopulation(s) the project will serve.

Population	Y/N
N/A- Project Serves All Populations	
Unsheltered Individuals	
Youth and Young Adults	
Chronically Homeless	
Veterans	
Pregnant and Parenting	
HIV/AIDS	
Domestic Violence	
Substance Abuse	
Mental Health	
Other	

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4. **Will participants be required to live in a particular structure, unit, or locality, at some point during the period of participation?**
5. **Please describe how you will implement this requirement:**

6. **For projects greater than 16 units in one structure, provide the number of total units in one structure.**

7. **Is this project 100% Dedicated or DedicatedPLUS? (See NOFO Section III.3.d.)**

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Section 5: Supportive Services

1. Describe how program participants will be assisted to obtain and remain in permanent housing (6 points)

Be sure to provide concrete examples that illustrate:

- 1) Services designed to obtain and ensure successful retention in housing, making sure that the explanation of services enhances what was described in your project description. Provide information on the specific plan to ensure program participants will be individually assisted in identifying and connecting to the benefits they may be entitled (Medicare/Medicaid, SSI, SNAP, workforce, education).
- 2) Working with and addressing identified housing and service needs. Specifically describe your experience with the Housing First model, serving populations with the highest needs to obtain and maintain housing. This would include providing services (transportation, safety planning, case management) and by partnering with outreach or other service providers to connect to clients prior to housing and support a successful transition to permanent housing.
- 3) Program participants are assisted in identifying housing and are supported in their transition to housing, including assessing participants housing needs and preferences, helping them understand lease and tenancy obligations, helping obtain required documents for housing, providing transportation to units, and meeting with landlords.

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- 2. Describe the specific plan to coordinate and integrate with other mainstream health (including mental health and substance abuse treatment or recovery), social services and employment programs for which program participants may be eligible. *Note: if relationship exists with substance abuse treatment provider, applicant is encouraged to use that relationship to demonstrate healthcare partnership requirement.* (2 Points)**

To score maximum points, the applicant should demonstrate a relationship with a mainstream health (mental health and substance abuse treatment or recovery) program.

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3. For all supportive services available to participants, indicate who will provide them and how often they will be provided. *Note: if services are provided by the applicant, please include this as a part of your budget request, or if provided by a partner or outside entity, it may be included as match.* (1 Point)

Service	Provider (applicant, partner, subcontractor or non-partner)	Frequency (daily, weekly, bi-weekly, monthly, bi-monthly, annually, bi-annually or as needed)
Assessment of Service Needs		
Assistance with Moving Costs		
Case Management		
Child Care		
Education Services		
Employment Services or Job Training		
Food		
Housing Counseling or Housing Search		
Legal Services		
Life Skills		
Mental Health Services		
Outpatient Health		
Outreach Services		
Substance Abuse		
Transportation		
Utility Deposits or Utility Assistance		
Other, Specify		

4. Please answer the following questions with a Yes or No.

Does the project provide transportation assistance to clients to attend mainstream benefit appointments, employment training, or jobs? (1 Point)	
Does the project at least annual follow-ups with participants to ensure mainstream benefits are received and renewed? (1 Point)	
Do project participants have access to SSI/SSDI technical assistance provided by the applicant, a subrecipient, or partner agency? (1 Point)	
Has the staff person providing the technical assistance completed SOAR training in the past 24 months? (1 Point)	

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Section 6: Performance Measures

- 1. Please answer the following questions with a Yes or No. If yes, please respond to the questions in the space provided.**

Does your organization track the length of time from enrollment into your services to permanent housing move-in? (3 points)	
Does your organization track whether participants increase income from employment, non-employment or benefit income sources? (3 points)	
If yes, have participants increased their income or benefits? Please provide data in your explanation. (5 points)	
Do you have methods for determining whether the people or households you assisted are able to obtain and maintain permanent housing because of your assistance? (4 points)	
If yes, is the rate of people or households who obtaining and maintaining housing above 70%? Please provide data in your explanation (5 points)	

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Section 7: Representation and Equity

1. Please describe how your organization and board are representative of the individuals you serve or are proposing to serve in this project? (1 point) To score maximum points, please describe the diversity of your agency staff (including leadership) and board, in the areas of: race, ethnicity, socio-economic background, lived experience of homelessness, LGBTQ+, age, or other populations that are disproportionately impacted by homelessness.

2. Lived experience engagement (3 points)

How many people with lived experience are on your board or staff? (1 point)	
How many people with recent lived experience are on your board or employed by your agency? (Recent: within the last 3 years) (2 points)	
What positions do they hold?	

3. Describe your agency's existing mechanism(s) for client involvement and specify how client feedback is used. Describe how you would obtain client feedback in this new program. (2 point) To score maximum points, the applicant should demonstrate that they have a robust mechanism for client involvement and feedback such as but not limited to, a client advisory board, a client survey, community meetings, client/resident grievance procedure, case managers consistently bringing client feedback to management, or other methods.

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4. **Describe how the project will utilize services and train staff to support housing stability of sub-populations experiencing housing disparities and higher eviction rates in your region? (3 Points)** To receive maximum points, please describe how information about regional housing disparities will play a role in the delivery of services for individuals at highest risk of homelessness or housing instability, and what training or support will be provided to staff or partners to help them serve those at highest risk of homelessness in the region.

Section 8: Housing and Healthcare Partnerships

Public Housing Agency and Healthcare Partnership (10 points, 5 points for each partnership)

In accordance with the Supplemental NOFO materials, projects should have housing and healthcare partnerships. In submission of this application, you are affirming that, if selected, your project will be able to demonstrate a public housing and healthcare partnership by September 10, 2022. If you know your project will need assistance to obtain partnership documentation, please confirm that below.

Housing Partnership is defined as a project using housing subsidies or subsidized housing units not funded through CoC or ESG (ex: Housing Choice Vouchers, HOME-ARP, HOPWA). The project has applied for, or the PHA or housing subsidy source has agreed to work with the project to achieve reach the threshold described below:

PSH must have 25% of the units in the project must be funded with non-CoC/ESG,

RRH must have 25% of the households served Our project will be able to demonstrate a public housing partnership. Please list the applicable Public Housing Agencies for your project:

- Our project will be able to demonstrate a housing agency partnership.

Please list the housing agency responsible for administering assistance in the area(s) your project serves:

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Healthcare Partnership is defined as letters of commitment, contacts or formal written documents that demonstrate the sources of healthcare resources, including: contributions from public or private healthcare insurance provider to the project, provision of health care services, including mental health services by private or public organization (including FQHC or state/local health departments) tailored to the needs of project participants, direct partnership with organization that provide health care services to individuals and families experiencing homelessness who have HIV/AIDS. This documentation should include:

For substance abuse treatment or recovery providers: providing access to treatment or recovery services for all program participants who qualify and choose those services

For Healthcare Organizations: include an amount that is equivalent to 25% of the funding being requested for the project

- Our project will be able to demonstrate a healthcare partnership.
Please list the likely healthcare partners for your project:

If your project is not confident of the ability to attain the documents described above, OR it has not started the process of coordinating with healthcare or housing agencies, please select the appropriate box below.

- Our project will need assistance in obtaining documentation of these partnerships.
- Our project will not be able to provide documentation of these partnerships.

Section 9: Budgets and Households

MUST COMPLETE ATTACHED EXCEL SPREADSHEET ON PROJECT'S BUDGET and Households Makeup (13 points)

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Appendix

Match Guidance:

- Per the HEARTH Interim Rule (24 CFR 578.73), match must equal at least 25 percent of the total grant request including admin costs but excluding leasing costs (i.e., any funds identified for Leased Units and Leased Structures). For example, if the 'total assistance requested' is \$100,000, and the project applicant did not request costs for Leased Units or Leased Structures, then the project applicant must secure commitments for match funds equal to no less than \$25,000. For example, if the 'total assistance requested' is \$100,000, of which \$50,000 is for Leased Units or Leased Structures, then the project applicant must secure commitments for match funds equal to no less than \$12,500 (i.e., $(100K-50K)*.25$).
- HUD expects that the full match amount committed in the application is met and would monitor based on that amount. Match that exceeds the minimum requirement should be used to meet the leverage requirements described below.
- The total match requirement can be met through cash, in-kind, or a combination of the two.
- Match must be used for eligible costs for the program component you are applying for, as set forth in the HEARTH Interim Rule (Subpart D of 24 CFR part 578).
- Cash sources. A recipient or subrecipient may use funds from any source, including any other federal sources (excluding Continuum of Care program funds), as well as State, local, and private sources, provided that funds from the source are not statutorily prohibited to be used as a match. The recipient must ensure that any funds used to satisfy the matching requirements of this section are eligible under the laws governing the funds in order to be used as matching funds for a grant awarded under this program.
- The recipient may use the value of any real property, equipment, goods, or services contributed to the project as match, provided that if the recipient had to pay for them with grant funds, the costs would have been eligible. Any such value previously used as match, may not be used again.
- In-kind sources must be from a third party, and it must be documented by an MOU between the recipient or subrecipient and the third party that will provide the services. Services provided by individuals must be valued at rates consistent with those ordinarily paid for similar work in the recipient's or subrecipient's organization. If the recipient or subrecipient does not have employees performing similar work, the rates must be consistent with those ordinarily paid by other employers for similar work in the same labor market. The MOU must establish the unconditional commitment, except for selection to receive a grant, by the third party to provide the services, the specific service to be provided, the profession of the persons providing the service, and the hourly cost of the service to be provided. In-kind match can only be provided by a third party, so if the services for this match are provided by the applicant, then it is considered cash match.
- During the term of the grant, the recipient or subrecipient must keep and make available, for inspection, records documenting the service hours provided.

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- To qualify as match, funds must come to and be disbursed by the grantee. If benefits are paid directly to program participants, the funding is not going through the agency's books and it cannot be counted as match.
- Public benefits participants receive may not be used as match. Benefits received by tenants such as SSI, do not go to the grantee and cannot be used as match.
- Project-base programs where rents are paid directly to the project sponsor agency, it is 'program income' and program income can be used as match. If a project is tenant based and rents are paid directly to private landlords, it does not come to the agency and so cannot qualify as match.

Match and the Healthcare Partnership

If the project is demonstrating the healthcare partnership by utilizing the 50% of total project with healthcare services from eligible sources, then it can count toward the match requirement for the project. The match must meet eligibility criteria described in the match guidance on the previous page.