



2021 Continuum of Care (CoC) Application

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Purpose of This Office Hours

To walk through the CoC Consolidated Application (including the CoC Application, Project Application, and Priority Listing) and highlight changes and discuss specific parts of the application process

- We will focus on what we are generally looking for in your application submissions

It is NOT our purpose to:

- Read the NOFO to you
- To go over every question
- Tell you **exactly** how you should answer questions

Best Practices for Completing the CoC Application

- Have someone else read your application before submission
- Double check all attachments
- Use the detailed instructions—most guidance is short and concise
 - You cannot answer certain questions appropriately without them
 - If the detailed instructions do not answer your questions submit an email to CoCNOFO@hud.gov
- Set a timeline for submission that allows a buffer
 - Your CoC is required to approve the CoC Application at least 2 days prior to the CoC Program Competition submission deadline
- Questions specific to *e-snaps*' functionality must be sent to e-snaps@hud.gov

A Few Things to Note

- We added NOFO references to each question so you can reference the NOFO when needed
- When questions have multiple parts, number your responses to correspond to the multiple parts in the question
- Each question stands alone - you cannot rely on what you answered in a previous response because we will not consider the previous response unless directly linked to the question
- When a question requires an attachment, your narrative responses must be consistent with the attachment
- When we ask for “strategies” or “actions” identify concrete actions (stating that you will continue conversations is not sufficiently concrete)



Project Funding Tiers

FY 2021 Tier 1 and 2 Process – Project Listings

Projects that must be ranked with a unique rank number:

- New Project Listing (CoC Bonus, DV Bonus, Reallocation)
- Renewal Project Listing

Projects that are not ranked, but must be accepted or rejected:

- CoC planning
- UFA Costs – only visible for Collaborative Applicants designated as a UFA

Non-competitive projects, but must be accepted or rejected:

- YHDP Renewal; and
- YHDP Replacement

Section VIII.A.2 of the NOFO outlines how projects will be selected



CoC Application

Question 1C-4. CoC Collaboration Related to Children and Youth

We want CoCs to tell us what they are doing (i.e., CoCs) to connect children and youth to education services

- Focus your response on what your CoC is doing—not what your recipients are doing

Note: We moved the questions on subpopulation performance and collaboration from Section 3B to Section 1C and we reduced the number of questions we are asking

Question 1C-5. Addressing Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors

This question focuses on how your CoC is helping its providers to ensure the safety of survivors of domestic violence, dating violence, sexual assault, and stalking

- For training:
 - **who** is being trained (should at least be providers and CES staff)
 - **what** the trainings focus on – effective trainings would, in the very least, include the following elements:
 - ❖ trauma-informed
 - ❖ victim-centered
 - ❖ safety and planning protocols that your CoC has adopted
- **Why** you believe your efforts are successful
 - We expect you to have data that demonstrates your efforts are successful and we expect you to be able to say why you think that data tells you about effectiveness

Question 1C-7. Public Housing Agencies within Your CoC's Geographic Area

These questions focus on your CoC's efforts to engage PHAs in serving people experiencing homelessness and the PHAs response

- Specifically, whether the PHAs:
 - have made commitments in the form of preferences or strategies
 - participate in CES
 - coordinate with your CoC in funding opportunities (from FUP to mainstream vouchers to EHV)

Question 1C-9. Housing First

Yep – its back!

This question focuses on Housing First in the traditional sense – removing barriers to entry and no service requirements

Section 1D. Addressing COVID-19 in your CoC's Geographic Area

We are looking for

- what your CoC did to **protect** people experiencing homelessness from the threats of COVID-19, including safety protocols and vaccinations
- how your CoC **coordinated** with diverse stakeholders and funding streams to meet needs
- how your CoC **communicated** to and **empowered providers** to be better prepared to serve people experiencing homelessness in the COVID context
- how your CoC **adjusted CES** to meet unique situations under COVID-19
- how your CoC addressed the possible increase in **domestic violence** due to conditions created by COVID-19
- how your CoC will use the **lessons learned to address future health crises**

Question 1E-2. Project Review and Ranking Process Your CoC Used in Its Local Competition

We want to see that your CoC had a real competition

- We are looking for documentation that shows you
 - had a set criteria for evaluating projects and we are looking for the weight of the different elements
 - prioritized those in your CoC with the most severe needs
 - administered your competition based on that criteria

Attachments are critical

Note: Your responses to this question impact your eligibility for CoC Bonus funds

Question 1E-4. Reallocation–Reviewing Performance of Existing Projects

We reordered this question to emphasize the importance of CoCs having a reallocation process regardless of whether your CoC has 1 project or 100 projects

- We want to see that your CoC has a reallocation process—regardless of whether your CoC ended up reallocating projects
 - The process should involve evaluating performance and determining whether reallocation in your CoC is needed
 - You should explain whether your CoC actually implemented the process (even if it resulted in no change) and how you communicated your results
- We use 20% reallocation so that CoCs get credit for reallocation regardless of whether they have a formal process

Question 2A-5. Bed Coverage Rate

We are looking to see if your CoC has at least 85 percent bed coverage

- In HMIS for non-DV beds
- In comparable databases for DV beds

If the bed coverage is below 85 percent you must tell us concrete steps your CoC is taking to improve it

- This is more than conversations

Section 2C. Examples of Specific Asks

Examples of system performance narratives asking about a specific aspect of your efforts

- 2C-1 – in addition to wanting to understand your strategies, we are also looking for a discussion of **how** (i.e., process) you determined risks factors
 - Simply stating there are risks factors misses the point—both for the question and for the scoring
- 2C-2 – in addition to wanting to understand your strategies, we want to know how you identify people with the longest length of time homeless
- 2C-5 – we are asking your CoC to breakdown its various efforts to increase income, including how your CoC is helping to increase opportunity to increase
 - employment income (connections to workforce development, skill development, etc.)
 - non-employment income (mainly accessing mainstream benefits)

Section 3A. Coordination with Housing and Healthcare Bonus Points

We are looking for evidence

- of your CoC's efforts to obtain solid commitments from housing and healthcare partners that result in increased opportunities for people experiencing homelessness to connect to housing and healthcare resources
- that these commitments are tied to the new permanent housing projects in the 2021 CoC Competition

Section 4A. Some DV Bonus Notes

The questions in 4A are different from the rest of the application because they are only evaluated in relation to the DV Bonus projects (i.e., does not impact the overall CoC score)

- However, the score of the DV Bonus projects includes the following factors
 - Evaluation of the responses to the 4A questions
 - The Total CoC score
- Your CoC has a DV Bonus limit outlined in the NOFO and can apply for however many projects it chooses up to that amount, except you can only apply for 1 SSO-CE DV Bonus project



Project Application

Updating Renewal Budgets for Actual Rents for 2021 FMR Adjustments

- Applies to Renewal projects with rental assistance at “actual rents,” leasing, leased structures and operating cost budget line items (BLIs).
- SNAPS sending reports/instructions out to CoCs to forward to renewal applicants on how make required updates to budgets.
- FAQ to be posted containing same instructions for updating renewal budget in e-snaps.

Updating Renewal budgets for Actual Rents, Leasing, Leased Structures and Operating

- FY 2020 non-competitive renewals are not in *e-snaps* with the FY 2020 amounts for rental assistance at actual rents (< full FMR), leasing, leased structures and operating. The project's budget numbers are currently populated in *e-snaps* with the FY 2019 amounts.
- These BLIs must be updated in the renewal budget in *e-snaps* to the 2020 adjusted level in order to receive corresponding adjustment in the FY 2021 competition.
- If your rental assistance project uses full FMR Rents for your rental assistance BLI you are not impacted and will not need to make any budget adjustments in *e-snaps*.
- The Grant Inventory Worksheets (GIWs) posted for each CoC included the correct updated budget amounts.

Updating Renewal budgets for Actual Rents, Leasing, Leased Structures and Operating

- The report to be sent by SNAPS contains updated rental assistance actual rent amounts down to the Bedroom size level that are not contained in the BLI level on the GIW. The budget in e-snaps should be updated with these amounts.
- Every renewal project with leasing, leased structures or operating costs will need to enter the correct BLI amounts from their 2021 GIW into their project application budget.
- NOTE: You should not use the “Submit Without Changes” if your FY 2020 award included an increase in actual rental assistance, leasing, leased structures or operating costs.

YHDP Renewal and YHDP Replacement

CoCs non-competitively renew or replace YHDP projects:

- YHDP Replacement projects will be reviewed to ensure that they meet threshold and are within ARA; however, **no YHDP replacement project will be rejected;**
 - If errors are found, HUD will work with replacement YHDP recipients to correct or revise information submitted.
- If recipients want to change some or all of the activities included in the YHDP Renewal project, they must submit a replacement project.
 - If both a replacement project and a renewal project are submitted, the renewal project will be funded.
 - Replacement projects cannot exceed the budget of the YHDP Renewal they are replacing

YHDP Renewal and YHDP Replacement

YHDP projects can:

- Consolidate with other YHDP projects; (Section II.B.6 and V.B.4.a.(7)); (YHDP Renewal only)
- Implement YHDP activities not generally allowed under the CoC program (Section V.B.4.a.(5)). (YHDP Renewal and YHDP Replacement)

YHDP projects (Renewal and Replacement) cannot:

- Consolidate with a non-YHDP project;
- Consolidate a replacement YHDP project;
- Use the expansion process;
- Use the reallocation process.
- Request more than 1 year grant terms

Reminder, YHDP Renewal and YHDP Replacement are their own separate funding opportunities. Meaning, they have their own unique applications and instructions. When you apply for either, make sure you are applying under the correct funding opportunity and using the correct instructions.

Consolidations and Expansions

Cannot request both a consolidation and expansion for the same project application.

- New e-snaps screen to complete that ask if the project application is requesting to consolidate or expand.

Expansions:

- Submit one eligible stand-alone renewal project application and one new stand-alone project application.
- YHDP renewal and replacement project applications cannot use the expansion option.

Consolidations and Expansions

- Consolidations:
 - Current eligible renewal grants must be under the same applicant and have the same component.
 - Grants must not have any serious operational issues.
 - Submit a separate renewal project application for each of the renewal projects that are part of the proposed consolidation
 - One project application will be the surviving grant; the other project application(s) will be the terminating grants
 - If the consolidation request is approved, HUD will combine the project information and budget during the post-award process and issue a single grant agreement

Resources

➤ [Continuum of Care Program Competition Page](#)

➤ [Grant Inventory Worksheets](#)

➤ [CoC Program Competition](#)

➤ [Project Application Detailed Instructions](#)

➤ [e-snaps Navigational Guides](#)

Questions

Questions regarding the FY 2021 CoC Program Competition process must be submitted to CoCNOFO@hud.gov.

Questions related to *e-snaps* functionality (e.g., password lockout, access to user's application account, updating Applicant Profile) must be submitted to e-snaps@hud.gov.

CONTINUUM OF CARE PROGRAM COMPETITION

The annual Continuum of Care (CoC) Program Competition process begins with Registration, followed by Grant Inventory Worksheet (GIW) review, and ends with release of the CoC Program NOFO. Documents related to each process are listed below and will be posted once the process opens and the documents are available.

CoC Program Registration

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- [CoC Number and Names](#)
- [Geographic Codes with Preliminary Pro Rata Need](#)
- [Registration Guide](#)

Grant Inventory Worksheets

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- [GIWs](#)
- [GIW Instructions for CoCs, Collaborative Applicants, and Project Applicants](#)
- [GIW Change Form](#)

CoC Program Competition

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- [Estimated Annual Renewal Demand Amount Report](#)
- [Estimated Annual Renewal Demand Amount Report – UFA](#)
- [HUD-2991, Certification of Consistency with the Consolidated Plan](#)
- [New, Changes and Highlights for the Competition](#)
- [Frequently Asked Questions](#)
 - [NOFO](#)
 - [CoC Application](#)
 - [Project Applications](#)
 - [CoC Priority Listings](#)
- [CoC Application Detailed Instructions](#)
- [CoC Priority Listing Detailed Instructions](#)

Project Application Detailed Instructions

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- [Renewal](#)
- [New](#)
- [Renewal YHDP](#)
- [YHDP Replacement](#)
- [CoC Planning](#)
- [UFA Costs](#)

Navigational Guides

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- [How to Access](#)
- [CoC Application](#)
- [CoC Priority Listing](#)
- [Project Applications](#)

Questions?
