National Homeless Data and Analysis Project (NHDAP) Notice of Funding Opportunity (NOFO)

U.S. Department of Housing and Urban Development (HUD)

April 1, 2022

Webinar Welcome and Overview

- Introduction and Welcome
- Background on NHDAP
- Eligibility
- Scoring
- Applying

Welcome Remarks and Speakers

Norm Suchar | he/him

Director,

Office of Special Needs Assistance Programs

Karen M. DeBlasio, M.P.A | she/her

Director, Program Coordination and Analysis Division

Office of Special Needs Assistance Programs

Fran Ledger, | she/they

Senior Program Specialist,

Office of Special Needs Assistance Programs

Caitlin Morath | she/her

Senior Advisor,

Office of the Deputy Assistant Secretary for Special Needs

NHDAP Overview

- FY2020 and FY2021 merged into a single award
- Only includes the Office of Special Needs Assistance Programs (SNAPS) under Community Planning and Development (CPD)
- NHDAP NOFO is specific to SNAPS
  - This NOFO is distinct from the HMIS TA funded through Community Compass
- Awards are made via cooperative agreement

Purpose and Summary

HUD's NHDAP NOFO will:

- Provide critical resources to improve data collection and reporting;

- Integrate data collection efforts in Homeless Management Information Systems (HMIS) with other funding streams;

- Use software as a service for data integration;

- Enhance the ability for HUD and communities to report and analyze data about persons experiencing homelessness;

- Produce standards and specifications for data entry and reporting for HMIS-generated reports;

- Analyze point-in-time and longitudinal data to produce the Annual Homeless Assessment Report (AHAR);

- And provide NHDAP, project specific, technical assistance on HMIS implementation.

Award Information

- HUD will award up to $12.3 million to eligible entities

- Minimum Award: $250,000

- Maximum Award: $9,000,000

- Application Deadline: April 26, 2022

- Estimated Project Start & End Date: 06/01/2022 – 06/01/2025

- Funding Instrument: Cooperative Agreement

- HUD expects to make multiple awards

- HUD expects some applicants may apply for more than one project

Applicant Eligibility

- Public, private and state-controlled institutions of higher education; special district governments;

- Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education;

- Small businesses;

- For profit organizations other than small businesses;

- City or township governments;

- State governments and county governments

Key Takeaways: Threshold Requirements

Key Takeaways
NOFO Application: Must submit on time: **11:59:59 on 04/26/2022.** Submit early incase you run into technology issues. Late submissions are not considered.
Project Identification: There are four projects. The Applicants may apply for one or more projects. An Applicant **must** identify a project in order to receive funding for that project and **must** identify at least one project under the NHDAP NOFO in order to receive funding.
Contractor/Consultant Restrictions: An organization that applies under this NOFO is prohibited from being listed as a contractor or consultant on any other application under this NOFO. Contractors and consultants may be included in multiple applications only if they themselves do not apply.
Additional content: We will not consider résumés, photos, or any other documents that were not specifically requested.
Narrative Responses. You must submit a narrative response to each of the three Rating Factors. If you do not submit three narrative responses, your application will not be scored.

NHDAP Eligible Activities and Four Projects

- Administrative activities;
- Coordination activities; and
- **Four projects:**
    1. Sage HMIS Reporting Repository (Sage),
    2. National HMIS Data Lab,
    3. Annual Homeless Assessment Report (AHAR) and Homeless Data Exchange (HDX), and
    4. HMIS Data Standards.

Key Definitions

Capacity Building: Assistance which increases the ability of Customers to organize and independently implement and manage HMIS and comparable database data collection, analysis, and reporting.

Technical Assistance: Guidance which enables HUD's Customers to overcome a lack of specific skills or knowledge of the associated NHDAP projects and, by doing so, results in the successful performance of and compliance with those projects. TA is the transfer of skills and knowledge to entities that may need, but do not possess, such skills and knowledge. TA for the NHDAP NOFO includes all eligible activities listed in section I.A.1.c. "NHDAP Eligible Activities."

Key Definitions (cont.)

Customers: CoCs, HMIS Leads, and other entities that collect, analyze, and report HMIS and comparable databases data.

National Homeless Data Analysis Project (NHDAP): Supports Customers to achieve the highest level of performance and results for understanding homelessness, system performance improvements, and optimizing resource allocation; provide HMIS Data and Technical Standards to facilitate the collection, processing, use and dissemination of homeless data; provide an accurate, comprehensive, and timely national Annual Homeless Assessment Report (AHAR); ensure software as a service for data integration and reporting; and support Federal government coordination to receive and use homeless data to make informed decisions in coordination with other data sets, across and within agencies**.**

Review Process

Ranking process:

- Application must meet threshold first (Section III.D).
- If it passes threshold, it will be reviewed against the following rating factors.

Rating Factors	Points
Rating Factor 1: Capacity of the Applicant	55
Rating Factor 2: Soundness of Approach	30
Rating Factor 3: Quality Assurance and Achieving Results	15
Total	**100**

Example: If an organization applied for Sage and Data Lab

Rating Factor 1: Capacity of Applicant (55 points)	Subfactor 1a: Organizational Knowledge (15 points, averaged)	Sage response	Data Lab response
	Subfactor 1b: Organizational Experience (15 points, averaged)	Sage response	Data Lab response
	Subfactor 1c: Staff/Contractors/Consultants Experience (10 points)	One response	
	Subfactor 1d: Administration and Award Management (15 points)	One response	
Rating Factor 2: Soundness of Approach (30 points)		Sage response	Data Lab response
Rating Factor 3: Quality Assurance and Achieving Results (15 points)	Subfactor 3a: Tracking Customer Performance and Results (10 points)	Sage response	Data Lab response
	Subfactor 3b: Problem-Solving to Achieve Results (5 points)	Sage response	Data Lab response

Funding Process

Funding process:

- Applicants scoring 75 or above are fundable.

- To determine the amount awarded to a successful applicant, we will consider the amount of **funds available**, the **final score** assigned to the applicant, and our **overall needs**, including establishing a range of subject matter expertise, as well as your capacity to serve Customers.

- These considerations may reduce the award amount.

- There may be insufficient funds to award every application scoring within the fundable range.

Key Takeaways: Project-Specific Requirements

Key Takeaways
Affirmatively further fair housing by providing systems and tools (i.e., Sage, HDX, HMIS Test Kits, AHAR Reports, Guidance, Manuals, etc.) that ensure Customers will have access to the demographic data and information they need to be able to evaluate demographic trends.
If the **HMIS Data Lab awardee(s)** owns or operates an HMIS or comparable software, they must enter into an agreement with HUD stating they will not market or otherwise sell or license the HMIS or comparable software, data, or contact lists outside of the CoC or HMIS implementation area(s) in which they already operate their HMIS software.
Throughout the duration of the period of performance, awardees must actively maintain staff/consultants/contractors that have the knowledge and experience described in your application
If awarded, you must: **coordinate plans and activities with other NHDAP providers** that have additional experience or skills or that have assisted or are aiding Customers support connected NHDAP projects in the same jurisdiction or geographic area using TA funds. The coordination may include conference calls, virtual meetings, and/or in person meetings.

Content and Form

- HUD Applicant Recipient Disclosure Report (HUD) 2880 Applicant/Recipient Disclosure/Update Report

- Application for Federal Assistance (SF424)

- Disclosure of Lobbying Activities (SFLLL), if applicable

- Grants.gov Lobbying Certification form

- Certification for a Drug-Free Workplace (HUD50070)

Content and Form (cont.)

- Application (Rating Factors 1-3 (excluding 1.c) is 50 pages or less, 12-pt font, .5" margins)
    a. Application summary, submitted as one file, named "Application Summary" in .pdf format.
    b. Experience of Staff, Contractors, and Consultants, submitted as one file, named "NHDAP Team" in .pdf format.
    c. Narrative response to each Rating Factor 1-3, submitted as one file, named "Narrative Response" in .pdf format.
        a. For Rating Factor 1- subfactors 1.A. and 1.B., and Rating Factors 2, and 3, submit separate narrative responses for each of the NHDAP projects listed in Section I.A.1.a. for which you are applying.
        b. For subfactor 1.C and 1.D., submit one narrative for all NHDAP projects for which you are applying.
    d. Indirect Cost Rate attachment
    e. Code of Conduct attachment
    f. Organizational Chart

Example: If an organization applied for Sage

Rating Factor	
Rating Factor 1 　　Subfactor 1a: Organizational Knowledge	Sage response
Subfactor 1b: Organizational Experience	Sage response
Subfactor 1c: Staff/Contractors/Consultants Experience	One response
Subfactor 1d: Administration and Award Management	One response
Rating Factor 2: Soundness of Approach	Sage response
Rating Factor 3 　　Subfactor 3a: Tracking Customer Performance and Results	Sage response
Subfactor 3b: Problem-Solving to Achieve Results	Sage response

Example: If an organization applied for SAGE, Data Lab and Data Standards

Rating Factor			
Rating Factor 1 Subfactor 1a: Organizational Knowledge	Sage response	Data Lab response	HMIS Data Standards response
Subfactor 1b: Organizational Experience	Sage response	Data Lab response	HMIS Data Standards response
Subfactor 1c: Staff/Contractors/Consultants Experience	One response		
Subfactor 1d: Administration and Award Management	One response		
Rating Factor 2: Soundness of Approach	Sage response	Data Lab response	HMIS Data Standards response
Rating Factor 3 Subfactor 3a: Tracking Customer Performance and Results	Sage response	Data Lab response	HMIS Data Standards response
Subfactor 3b: Problem-Solving to Achieve Results	Sage response	Data Lab response	HMIS Data Standards response

Priority Versus Requirement

- **Experience Priorities:** When responding to subfactor 1.B., you should consider the experience priorities in Appendix I; these experience priorities may be used to inform award decisions based on HUD's anticipated NHDAP needs but are not a scored element in the rating factors.

- **Project Minimum Experience Requirements:** When responding to subfactors 1.B and 1.C., incorporate the project specific experience requirements in Appendix II; these minimum experience requirements are a scored element, and you will not be eligible to receive funding for a project if you do not meet all of the relevant requirements of that project.

Appendix I: Experience Priorities Table

- Promote and support racial equity in your staffing and hiring practices

- Established routine engagement of a diverse group of persons with recent lived experience of homelessness to solicit feedback on processes, systems, product development and implementation funded under this NOFO

- Building partnerships across different systems (e.g., homeless, criminal justice, foster care, healthcare, affordable housing, etc.), as well as experience working across local, state, federal and private funding sources

- At least two years providing TA or training on incorporating the voices and increasing the power of consumers within service systems OR providing TA or training on implementing racial justice frameworks in systems change

Appendix II: Project Minimum Experience Requirements Table

Each Project has its own set of requirements. Read these carefully and address them in your application. If the applicant does not indicate meeting the requirements in Subfactors 1.B. and 1.C of the application response, HUD cannot award funds for the project.

For example, if an applicant is applying for AHAR and HDX, Data Lab, and Data Standards, but the applicant does not demonstrate meeting the requirements for AHAR and HDX, HUD could not award funds for this project area.

How to Apply

- **When**: NOFO Deadline – April 26, 2022
  11:59:59 p.m. Eastern time

- **Where**: Applicants are submitted using grants.gov

- **Questions** regarding specific program requirements for this NOFO should submit a question to NHDAP@hud.gov

- NHDAP NOFO webpage:
  https://www.hud.gov/program_offices/spm/gmomgmt/grantsinfo/fundingopps/fy21_nhdap

- HUD Headquarters staff will be available to provide clarification on the content of this NOFO. Please note that HUD staff cannot assist applicants in preparing their applications.

Questions