

**FY 2017 CoC Program Competition**

**NOFA Highlights[[1]](#footnote-1)**

There are significant changes in the U.S. Department of Housing and Urban Development (HUD), CoC Program Competition NOFA (NOFA) for 2017. This document provides a summary of critical information and a detailed list describing the major changes for this year.

HUD provided a list of the high-level changes and new information. Other critical information or actions required by the local San Diego RTFH Process have been added to the HUD document. Details are provided in the chart following the critical information summary.

## Critical Information Summary – Regional Task Force on the Homeless, San Diego

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| Funding Source | HUD - FY 2017 CoC Program Competition NOFA (NOFA) |
| Funding Opportunity | FR-6100-N-25 (This number is used during registration to apply for funds.) |
| Catalog of Federal Domestic Assistance | 14.267 (This number is needed on standard forms in the application.) |
| Preliminary Prorata Need | $15,802,180 |
| Annual Renewal Demand | $17,708,276 |
| Tier 1 Amount | $16,645,779 (2017 has a new method to calculate Tier 1) |
| Tier 2 ARD Amount | $1,062,497 |
| Potential Bonus Amount | $1,062,497 (6% of final prorata need) |
| Planning Grant | $ 531,248 (3% of final prorata need) |
| Eligible Renewal Projects | Only projects on the approved Grant Inventory Worksheet (GIW), expiring in 2018 are eligible to apply for renewal funds. Renewal applications are not guaranteed funding. All projects are subject to review and scoring. |
| NEW project types | More new project options: PSH; PSH DedicatedPlus, Joint TH-RRH, RRH, HMIS |
| NEW terms and concepts | DedicatedPlus; Joint TH-RRH; |
| VAWA Compliance | The RTFH-SD must develop a Emergency Transfer Plan for VAWA compliance prior to execution of any awards under this NOFA . |
| System Mandates | HMIS, Coordinated Entry System (CES), Housing First and Low Barrier housing approaches, RTFH Written Standards, VAWA, and regulatory assurances |
| Increased program flexibility | Two ways to expand existing projects; able to change certain program classifications or targets groups through the application process. |
| Expanded RRH groups | RRH target population restrictions have been reduced |
| New forms requirements | *Forms are required prior to accessing the application in e-Snaps*. New certifications have been added. |
| Code of Conduct Updates | HUD removed the Code of Conduct for many agencies from the website. New codes forms, meeting new requirements must be included in the applicant profile. |
| DUNS and System Award Management | All applicants must have a Data Universal Numbering System (DUNS) number and have a current, active registration in the System for Award Management (SAM) |
| Environmental Review | Environmental Review exclusions are expanded |
| ***Local Process*** | ***Watch for information distributed via website or email.*** |

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| **Topic** | **FY 2017 CoC Program Competition NOFA Section(s) and Notes** |
| **Local Competition Deadlines** | The NOFA requires organizations to submit their applications to the CoC in e-Snaps at least 30 days before the application deadline. It also requires CoCs to notify the applicant in writing whether the project will be included in the CoC submission to HUD at least15 days before the deadline. In 2017, *each applicant* must be notified. *Previously, notices were only required for the projects that were not being included in the application to HUD.*  ***In San Diego due dates are adjusted to allow for a local appeals process. As a result, the San Diego region application due date is more than 30 days in advance of submission to HUD. A local calendar of due dates will be posted on the RTFH website.*** | |
| **Policy Priorities** | The policy priorities are described with less detail than in previous years. 1) Ending homelessness remains the target; 2) creating a systemic response; 3) strategic allocation and resource use, and 4) the Housing First approach. | |
|  | *RTFH local priorities are further described: 1) adherence to Homeless Management of Information System (HMIS) policies and Procedures, 2) active participation in the Coordinated Entry System (CES), 3) Housing First and low-barrier housing approaches, 4) commitment to RTFH CoC Standards, and 5) program and participant preferences in accordance with Board policies and aligned with HUD CPD Notice 16-11.* | |
| **New projects created through reallocation** | *More types of new project applications* created through reallocation are allowed:`   1. Permanent supportive housing projects (PSH), meeting DedicatedPLUS rules or the standard 100% dedicated for chronically homeless persons; 2. Rapid rehousing projects (RRH) for individuals and families, including unaccompanied youth who meet the NOFA criteria; 3. Joint TH and PH-RRH component projects; 4. Dedicated HMIS; and 5. Supportive services to develop or operate a new coordinated assessment system (Coordinated Entry System or CES in San Diego) | |
| **New projects created through permanent housing bonus** | New permanent housing bonus projects (up to 6% of the Final Prorata Need):   1. PSH meeting DedicatedPLUS rules or 100% dedicated for chronically homeless 2. RRH households who meet the criteria outlined in the NOFA; and 3. Joint TH and PH-RRH component projects. | |
| **Expanding CoC Program- funded projects** | HUD introduced a new way to expand CoC Program-funded projects which allows an eligible renewal project to expand units, beds, persons, or services through the reallocation process or permanent housing bonus. A new project application is required and only available to the type of projects allowed as new projects. Transitional housing, supportive services only (non-coordinated entry) and Safe Haven projects are not eligible as new projects.  *This is similar to the ‘self-reallocation’ process used in San Diego.*  Project applicants can also *expand a project* under the traditional method, e.g., expand an existing project funded through other sources with a request for CoC Program funds to add persons, units, or services. | |
| **Tier 1 Amount** | Tier 1 is equal to the greater of the combined amount of Annual Renewal Amount (ARA) for all permanent housing and HMIS projects eligible for renewal up to $1,000,000 or 94% of the CoC's Annual Renewal Demand (ARD). | |
| **Tier 2 Scoring** | HUD has removed project type from the Tier 2 scoring. Project type (PH, TH) is not part of the score. Tier 2 scoring is based on: 1) CoC Score (locally called “Exhibit I”), 2) CoC Project Ranking, and 3) Commitment to Housing First. | |
| **DedicatedPLUS** | PSH projects 100% dedicated to serve households in which one adult or child has a disability, including unaccompanied youth, *that at intake are also:*   1. Experiencing chronic homelessness as defined in 24 CFR 578.3; 2. Met the definition of chronic in effect at the time they entered TH *and* the TH program is being *eliminated;* 3. Residing in a place not meant for human habitation, emergency shelter, or safe haven; but the individuals or families experiencing chronic homelessness as defined at 24 CFR 578.3 had been admitted and enrolled in PH within the last year and were unable to maintain their housing placement; | |

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|  | 1. Residing in TH funded by a Joint TH and PH-RRH component project and who were chronically homelessness prior to entering the project; 2. Residing and have resided in a place not meant for human habitation, a safe haven, or emergency shelter for at least 12 months in the last three years, but has not met the 4 separate occasions criteria; or 3. Receiving assistance through a Veterans Affairs(VA)-funded homeless programs and met one of the above criteria at initial intake to the VA's system.   *Note:* Project applicants may use DedicatedPLUS when creating a new project application and ***renewal project applications may choose to change a 100 percent dedicated project to a DedicatedPLUS project.*** |
| **Joint TH and PH-RRH**  **Component Project** | The Joint TH and PH-RRH component project includes two existing program components– transitional housing and permanent housing-rapid rehousing–in a single project to serve individuals and families experiencing homelessness. |
| **Rapid Rehousing** | There is a significant change to the persons who can be served by a rapid rehousing project. Rapid rehousing projects may serve individuals and families, including unaccompanied youth, who meet the following criteria:   1. Residing in a place not meant for human habitation; 2. Residing in an emergency shelter; 3. Persons meeting part 4 of the definition of homeless, including persons domestic violence; 4. Residing in a transitional housing project that was eliminated in the FY 2017 CoC Program Competition; or 5. Residing in transitional housing funded by a Joint TH and PH-RRH component project; or 6. Receiving services from a VA-funded homeless program and met one of the above criteria at initial intake to the VA system.   *Note:* The NOFA *does not require RRH renewals to serve only those participants who were in a RRH category when the project was initially funded*. Projects originally funded to serve only families with children in 2017 may expand to serve individuals if it so chooses. |

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| **System Performance** | The system performance measures are scored on CoC system-wide performance related to reducing homelessness as reported in HDX comparing FY 2016 information to FY 2015. Points are based on HDX data.  *Note:* The San Diego data shows increases which will negatively impact points. |
| 1. **HUD-2991,**   **Certification of Consistency with the Consolidated Plan,**   1. **HUD- 50070,**   **Certification for Drug-Free Workplace**   1. **SF LLL**   **Disclosure of Lobbying** | These forms are no longer attachment requirements to the Project Application Profile. HUD has hard-coded these forms into the project applications in *e-snaps* and ***project applicants will not have access to the actual project application until these forms are reviewed for accuracy and certified.*** When published by HUD, the Project Application Detailed Instructions will provide information on completion and certification of the forms in *e-snaps*. Watch for release of the detailed instructions at  check: https://www.hudexchange.info/resource/2910/coc-project-application-instructions-for-renewal-projects/  *Note:* In past years, the NOFA TA team helped applicants review these documents and acquired the Certificate of Consistency after allocations were completed. In 2017 the Applicant Agency *must complete these documents before accessing the project application* in e-SNAPS. ***Please watch for additional instructions on this item and do not contact your PHA unless directed to do so.*** |
| **Certification Regarding Lobbying** | ***All applicants*** *must submit a signed Certification Regarding Lobbying.* Use of federal award funds for lobbying the executive or legislative branches of the Federal government in connection with a specific award is prohibited. *This requirement is different and separate from the requirement for applicants to report lobbying activities using the SF-LLL* form. Form SF LLL must still be submitted by applicants that lobby or intend to lobby using non-federal funds. A federally-recognized Indian tribe is exempt.  *Note:* This is one of four forms that must be submitted in e-SNAPS in order to be able to access the application. |
| **Code of Conduct** | *Many Codes of Conduct previously listed on HUD’s website were removed* because they were not in compliance with the new 2 CFR part 200. If your organization’s Code of Conduct is not listed on HUD’s website, *you must attach an updated Code of Conduct to your Applicant* *Profile.*  Your new Codes of Conduct ***must****:*   1. Be accompanied by a cover letter on company letterhead that provides the name and title of the responsible official (e.g., the Director of HR), mailing address, business telephone number and email address; 2. Prohibit real and apparent conflicts of interest that may arise among officers, employees or agents, or any member of his or her immediate family, his or her partner or an organization that employs any of the indicated parties; 3. If applicable, the standards must also cover organizational conflicts of interest; 4. Prohibit the solicitation and acceptance by employees, of gifts or gratuities in excess of minimum value; and   5. Provide for administrative and disciplinary actions to be applied for violations of such standards.  *Note:* Prior to submitting a project to the 2017 Priorities List, the RTFH will require each organization not listed at <https://portal.hud.gov/hudportal/HUD?src=/program_offices/spm/gmomgmt/grantsinfo/conduct> to attach a Code of Conduct meeting all 5 of the criteria above to your Project Applicant Profile.  *Note*: If attaching a comprehensive employee manual that covers these five items, it is helpful to specify in the required cover letter what page(s) each item may be found on. |
| **Renewal Project**  **Applications** | Importing your prior application: Project applicants that have renewed at least once in a previous CoC Competition can import application details from 2016 and identify select screens to submit without changes. After the required forms and certifications are complete, review the imported data as a “read only” and use the Submission Without Changes screen to select and unlock any items that need editing. |
| **Violence Against Women Act** | The CoC must have an emergency transfer plan and make related updates in the RTFH Written Standards before the first grant agreement under the NOFA is issued. |

1. This document excerpts or directly copies sections from public documents released as HUD and USICH publications. Material is attributed to the original publications: 2017 CoC NOFA; What’s New, Changed, HUD Optional Rating and Ranking Tool, and the HUD CoC Registration Notice. [↑](#footnote-ref-1)