VA-604 Prince William County CoC
FY 2024 Notice of Intent to Solicit NEW and EXPANSION Projects

Release Date: Tuesday, April 30, 2024
Responses to NOI Due by 5:00 PM on Friday, May 10, 2024

PURPOSE

The VA-604 Prince William County Continuum of Care (CoC) is issuing this Notice of Intent (NOI) to solicit new and expansion projects to be submitted for consideration of HUD CoC Program funds (more information on this funding source is available here: https://www.hudexchange.info/programs/coc/). The CoC anticipates that HUD will release the FY2024 CoC Program Competition Notice of Funding Opportunity (CoC Program NOFO) in the upcoming months. This NOI will be followed up with a more detailed Request for Proposal (RFP) Process, which may or may not happen before HUD releases the NOFO. The HUD NOFO release date is subject to change and is unknown until it happens.

The CoC is releasing this NOI to provide advance notice regarding the anticipated allowed uses of HUD's FY24 CoC Program funds and the CoC's funding priorities. The CoC's goal in providing this information is to give organizations time to consider how new CoC funding could support their local needs. The CoC encourages organizations to begin thinking about what types of projects they would like to apply for once the CoC's new project RFP is released.

Organizations who are interested in applying for new project funds through the CoC's upcoming RFP Process and the subsequent HUD NOFO Competition should complete the online survey available at https://survey.alchemer.com/s3/7827154/Social-Services-Notice-of-Intent by no later than 05:00 PM on May 10, 2024.

Hearing from interested parties ahead of the RFP process will better position the CoC to plan for a locally responsive and nationally competitive application more thoughtfully during the CoC Program NOFO funding process.

ANTICIPATED FUNDING OPTIONS

The CoC anticipates that HUD will make new CoC Program funds available for competition through a CoC Bonus and a DV Bonus. The CoC also reserves the right to reallocate funds from existing renewal projects as described in the CoC's Funding Policies and Procedures.

CoC Bonus and Reallocated funds can be used across all eligible project types and can serve all populations that meet the annual CoC Program NOFO's participant eligibility rules.

DV Bonus funds are restricted to serving persons fleeing domestic violence, dating violence, sexual assault, and stalking. Additionally, DV Bonus funds have been limited to the following project types: Rapid Rehousing, Transitional Housing/Rapid Re-Housing (TH-RRH) Joint Component Projects, and Supportive Services Only for Coordinated Entry.

ELIGIBLE PROJECT TYPES

The CoC is interested in receiving Preliminary Application for the following project types:

New Rapid Re-Housing (RRH) Projects

- Rapid Re-Housing is a model of housing assistance that is designed to assist those experiencing literal homelessness, with or without disabilities, to move as quickly as possible into permanent housing and to achieve stability in that housing. Rapid Re-Housing assistance is time-limited, individualized, and flexible.
- Any agencies interested in creating new Rapid Re-Housing Projects will need to provide data to support the need for this project among the populations or subpopulations and in the geographic area that the agency proposes to serve.

New Permanent Supportive Housing (PSH) Projects

- Permanent supportive housing is permanent housing with indefinite leasing or rental assistance paired with supportive services to assist literal homeless persons/families with a disability achieve housing stability.
- Units must be dedicated specifically to individuals and families who are disabled and meet the chronically homeless definition. When a program participant exits the project, the bed must be filled by another household that meets the definition unless there are no chronically homeless persons located within the CoC's geographic area.
- Any agencies interested in creating new Permanent Supportive Housing Projects will need to provide data to support the need for this project among the populations or subpopulations and in the geographic area that the agency proposes to serve.

New Transitional Housing/Rapid Re-Housing (TH-RRH) Joint Component Projects

- The Joint TH and PH-RRH component project (also known as TH-RRH) combines two existing program components–transitional housing and permanent housing-rapid rehousing–in a single project to serve individuals and families experiencing homelessness. Recipients should prioritize those with the highest needs using an evidence-based approach designed to provide stable housing and services that, to the greatest extent possible, move the participant towards self-sufficiency and independence.
- When a program participant is enrolled in a Joint TH and PH-RRH component project, the recipient or subrecipient must be able to provide both components, including the units supported by the transitional housing component and the tenant-based rental assistance and services provided through the PH-RRH component, to all participants. A program participant may choose to receive

only the transitional housing unit or the assistance provided through the PH-RRH component, but the recipient or subrecipient must make both types of assistance available. For more information about the Joint TH and PH-RRH component project, see HUD materials [here](#).

● Any agencies interested in creating a Joint Component TH-RRH Project will need to describe (in narrative and data) why the Transitional Housing component of the project is needed among the populations or subpopulations and in the geographic area that the agency proposes to serve.

Additionally, existing CoC-funded PSH, RRH projects may EXPAND current operations. The EXPANSION portion of the project is considered a NEW project for the purposes of the funding competition:

Expansions of Existing CoC grants

Those applying for expansion projects must be able to describe how the project will expand by offering more services, serving more households, increasing the number of units, etc.

● The CoC would like to ensure that all CoC grantees have sufficient funding to appropriately compensate the staff who are working on the project. CoC grantees may wish to request new project funding to expand their existing grant to increase funding for staffing (i.e., supportive services line item), but should be mindful that an expansion of services funding must include an increase/expansion of services provided or in the number of households receiving services.

● Existing CoC grantees may also request to expand the number of units in their existing PSH or RRH project.

PRIORITIES

1. **Increase PSH options:** To apply for all new PSH opportunities available to the CoC.
2. **Increase DV RRH options:** To apply for DV RRH Bonus opportunities available to the CoC.

Projects that fall outside of the prioritization categories will still be considered.
Prioritization is subject to change based on HUD guidance.

ADDITIONAL INFORMATION

About the CoC

The [Prince William County CoC,](#) also known as the Prince William Area CoC includes the areas of Prince William County and the cities of Manassas and Manassas Park. The CoC is a community-based collaborative that ensures a responsive, fair, and just approach to addressing homelessness, and strives to achieve housing for all. The Continuum of Care (CoC) Program is designed to promote communitywide commitment to the goal of ending homelessness; provide funding for efforts by nonprofit providers, and State and local governments to quickly rehouse homeless individuals and families while minimizing the trauma and dislocation caused to homeless individuals, families, and communities by homelessness; promote access to and effect utilization of mainstream programs by homeless individuals and families; and optimize self-sufficiency among individuals and families experiencing homelessness.

Who is eligible for homeless assistance in the CoC?

Project participants in CoC-funded projects are limited to the categories 1 and 4 of the HUD Homeless Definition, as outlined in the CE Policies and Procedures. Category 1 includes individuals and families experiencing literal homelessness in an emergency shelter or in a location not appropriate for sleeping (e.g., street, tent, car, etc.). Category 4 includes persons fleeing domestic violence, dating violence, sexual assault, and stalking. Under certain circumstances, Category 4 may also include persons who are fleeing or attempting to flee human trafficking, including sex trafficking.

Who are eligible applicants?

Non-profit organizations, States, local governments, and instrumentalities of State or local governments are eligible to apply.

What will a HUD CoC grant pay for?

The HUD CoC grant funds can be used towards:

- **HOUSING COSTS**
  - o **Operating funds** to operate a site owned or leased by your agency (including the Transitional Housing portion of a Joint TH-RRH project).
    - ▪ Can be combined with Leasing but not Rental Assistance.
  - o **Rental Assistance** to assist a household in paying their rent;
    - ▪ If applying for Rapid Rehousing, Rental Assistance is the only eligible housing cost. It cannot be combined with Operating.
    - ▪ Under a Rental Assistance model, the program participant enters into the lease with the landlord
  - o **Leasing** of a single site or scattered site housing units;
    - ▪ Under a Leasing model, the grantee enters into the lease with the landlord and has a sublease or rental agreement with the program participant.
    - ▪ Applicants can request both Leasing and Operating funds.
  - o **Notes regarding eligible housing costs:**
    - ▪ Permanent Supportive Housing projects may request operating funds, rental assistance, or leasing dollars, depending on the structure of the project.
    - ▪ Rapid Re-Housing projects may only request rental assistance. Operating and leasing are not eligible costs under this component type.
    - ▪ Joint TH/RRH Component may only request operating or leasing funds to support the TH portion of the project. The RRH portion of the project is limited to rental assistance.
- **SUPPORTIVE SERVICES COSTS**
  - o Case management to assist households in obtaining and maintaining their housing. The Coordinated Entry System (CES) Policies and Procedures, as described below, require minimum case management services to be provided.
  - o Housing Search services (costs of assisting eligible program participants to locate, obtain, and retain suitable housing) are eligible costs under Supportive Services for projects utilizing Rental Assistance. Applicants may wish to design PSH, RRH, and TH-RRH projects

that incorporate housing navigation and housing search assistance, separate from case management roles (e.g., housing navigator in addition to case management staff).

- **VAWA COSTS**
  - o HUD will allow for applicants to request/use funds for costs related to implementation of VAWA 2022 in projects. Specifically, applicants can request funds for facilitating emergency transfer plans and ensuring compliance with confidentiality requirements for DV survivors. If this is something your agency is interested in including in your application's budget, please be sure to discuss this with CoC staff.
- **ADMIN COSTS**
  - o To provide funding for your agency to manage the grant, including drawing down funds and reporting to HUD. This is capped at 10% of project costs less Admin by HUD.

Note that projects can be designed to include the use of one or more subrecipients to carry out all or part of a CoC Program project. More information on the use of subrecipients can be found here: https://www.hudexchange.info/homelessness-assistance/coc-esg-virtual-binders/coc-grant-administration/applying-for-coc-program-funds/subrecipient/.

More details on the eligible use of CoC Program funds are available in HUD's CoC Binder. Applicants unfamiliar with the eligible uses of CoC funds should **carefully review the information in the CoC Binder** to ensure that CoC funds are a good fit for the project being proposed.

Are there match or leverage requirements?

- **MATCH**
  - o <u>Match is required</u> and the grantee must provide a 25% match of the project's costs, which can be either cash or in-kind.
    - ▪ The only exception is that leasing costs do not require a match.
  - o More about Match requirements can be found here: https://www.hudexchange.info/homelessness-assistance/coc-esg-virtual-binders/coc-match/coc-match-overview/
- **LEVERAGE**
  - o While leverage is not required, new CoC-funded projects should consider how to incorporate healthcare or hospital system funding (including services for mental health, physical health, recovery/substance use treatment, dental, etc.) and/or other housing subsidies (like housing vouchers, HOME funding, etc.) into the project.
  - o Leveraging these specific resources will make your project more competitive for CoC funding, as this is a HUD and CoC priority.
  - o Please note that in many cases, leveraged resources may also be used as the source of the 25% match required by HUD.
  - o Leveraged healthcare or housing cannot come from CoC or ESG funds.

What are the special considerations that I need to be aware of when applying for funding through the CoC?

- All selected applicants are expected to adhere to the CoC's [Coordinated Entry System (CES) Policies and Procedures](#) and the [CoC Funding Policies and Procedures](#).
- CASE MANAGEMENT: CoC regulations require a minimum of monthly case management sessions in the program participant's home or in a mutually agreed-upon community setting for RRH projects.
  - Case managers are expected to honor client choice and provide client-centered services.
  - Case management is expected to adopt a progressive engagement approach whereby the level of engagement is commensurate with the level of need.
- HOUSING FIRST: All programs are expected to operate in accordance with a Housing First approach, meaning:
  - Participants are not screened out based on the following:
    - Having too little or no income
    - Active or history of substance use
    - Having a criminal record with exceptions for state-mandated restrictions
    - History of domestic violence
  - Participants are not terminated from the program based on the following:
    - Failure to participate in supportive services
    - Loss of income or failure to improve income
    - Being a victim of domestic violence
    - Any other activity not covered in a lease agreement typically found in the project's geographic area
- INCLUSIVITY
  - All selected applicants must ensure that service delivery is client-centered and culturally aware. By cultural awareness we mean being conscious and disregarding potential biases that may be formed based on prior experiences. It is being aware that individuals possess unique ways of perceiving the world around them based on their cultural background and acknowledging those beliefs to benefit all individuals inclusively.
  - All selected applicants commit to working collaboratively with the CoC on addressing disparities and inequities across the CoC as well as within service delivery. As more related guidance/efforts are made available by the CoC to address racial inequities, it is expected that all new projects support such endeavors.
  - All projects ensure equal access for program participants regardless of their race, color, national origin, religion, sex, age, familial status, marital status, disability, gender or LGBTQIA+ status. All projects are in accordance with federal and local nondiscrimination and equal opportunity provisions, as codified in the Fair Housing Act, Section 504 of the Rehabilitation Act, Title VI of the Civil Rights Act, Titles II & III of the Americans with Disabilities Act, HUD's Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity (2012 Equal Access Rule), and HUD's Equal Access in Accordance with an Individual's Gender Identity in Community Planning and Development Programs. Additionally, many local municipalities have relevant anti-discrimination ordinances by which to abide.

- MAINSTREAM BENEFITS: All selected applicants are expected to provide program participants with assistance in accessing Mainstream Benefits.
- EXPERIENCE: All selected applicants are expected to have experience working with the population/subpopulation they propose to serve.
- COORDINATED ENTRY (CE): All project participants enrolled must come from the CoC's CE system. All referrals must come from the CoC's CE system. To learn more about the CoC's CE system, visit https://www.pwcva.gov/department/social-services/programs-homeless-households.
- COC INVOLVEMENT: All selected applicants must be or must become a member of the CoC, attend 80% of meetings of the full CoC, participate in the PIT Count, and attend training provided through the CoC.
- CAPACITY: All selected applicants will be expected to have the capacity to operate the program in accordance with HUD requirements including:
  - Submitting the Annual Progress Report (APR) on time
  - Drawing down funds at least quarterly
  - Expending all grant funds within the 12-month grant period
- HMIS PARTICIPATION: All projects must enter complete and accurate data into the CoC's Homeless Management Information System (HMIS). This will include adhering to the data quality and data timeliness expectations outlined within the CoC's HMIS User Agreement. Victim services organizations must enter data into a DV comparable database.
- For more information about HUD CoC Program funding requirements, visit HUD's CoC Binder.

If I have questions or if I would like Technical Assistance to think through potential project design, who should I contact?

Send an e-mail to homelessservices@pwcgov.org.

What do I need to do to submit my Notice of Intent to apply for CoC funds?

Organizations who are interested in applying for new project funds through the CoC's upcoming RFP Process and the subsequent HUD NOFO Competition should **complete the online survey available at https://survey.alchemer.com/s3/7827154/Social-Services-Notice-of-Intent no later than 05:00 PM on May 10, 2024.**

Do I need to do anything after I submit my Notice of Intent form?

The CoC will review all NOI responses and will reach out if any follow-up is needed. Follow up will be provided for projects that do not meet the basic regulatory requirements in terms of eligible applicant, eligible uses of funds, participant eligibility, etc.

All applicants planning to submit a full application for funds should continue to develop their project proposals in anticipation of the release of the CoC's Request for Proposals regarding HUD CoC Program funds.

The following resources are available to help you better understand various aspects of CoC Program funding:

- HUD CoC At A Glance Handouts:
    - Grant Cycle: https://files.hudexchange.info/resources/documents/Virtual-Binders-At-A-Glance-Grant-Cycle.pdf
    - Program Components: https://files.hudexchange.info/resources/documents/Virtual-Binders-At-A-Glance-Program-Components.pdf
    - Leasing: https://files.hudexchange.info/resources/documents/Virtual-Binders-At-A-Glance-Leasing.pdf
    - Operating Costs: https://files.hudexchange.info/resources/documents/Virtual-Binders-At-A-Glance-Operating-Costs.pdf
    - Rental Assistance: https://files.hudexchange.info/resources/documents/Virtual-Binders-At-A-Glance-Rental-Assistance.pdf
    - Supportive Services: https://files.hudexchange.info/resources/documents/Virtual-Binders-At-A-Glance-Supportive-Services.pdf