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**2015 Continuum of Care**

**Intent to Apply/Policy for Funding Consideration for NEW BONUS Projects**

To better determine the capacity of the Milwaukee City and County Continuum of Care (CoC) and accommodate those agencies that intend to apply for **new** funding through the 2015 HUD CoC process, please complete the following information and return to Rafael Acevedo, 200 E. Wells Street City Hall, Rm. 606. Milwaukee*,* WI 53202. This form must be returned by **Thursday, October 1, 2015 by 5:00PM**. You may also print, sign and scan this form and submit by email to racevedo@milwaukee.gov or fax to 414-286-5003 by end of business day.

This form is for any new projects created through **bonus** for permanent housing serving 100% chronically homeless, or, for rapid re-housing serving homeless individuals and families coming directly from the streets or emergency shelters, and includes persons fleeing domestic violence situations and other persons meeting the criteria of paragraph (4) of the definition of homeless in accordance with HUD’s definition 24 CFR 578.3. If you have questions, please contact Rafael Acevedo at racevedo@milwaukee.gov or at 414-286-5548. All new bonus project submissions must comply with the CoC Program Interim rule and FY 2015 CoC Competition NOFA. CoCs may create new projects through the permanent housing bonus up to 15 percent of the CoC’s FPRN, being up to **$1,642,559,** for the following types of new projects:

**Project Type:**

The Milwaukee City and County CoC will accept New Bonus Project Applications in the 2015 CoC Application cycle for the following types:

* **Permanent Supportive Housing Bonus: Serving 100% chronically homeless**
* **Rapid Re-housing Bonus: Serving homeless individuals and families coming directly from the streets or emergency shelters, and includes persons fleeing domestic violence situations and other persons meeting the criteria of paragraph (4) of the definition of homeless.**

**FY 2015 Permanent Housing Bonus Initiative Summary:**

A CoC is eligible to apply for up to 15 percent of its FPRN and may apply for more than one permanent housing bonus project. The amount based upon the FY15 NOFA criteria of 15 percent of its Final Pro Rata Need (FPRN) is **$1,642,559.** New projects created through a permanent housing bonus must meet the project eligibility and threshold requirements established by HUD in Sections V.F.2.d and V.F.2.e of the FY15 NOFA (Both have been extracted from the FY15 NOFA and found below).
*“d.* ***Project Eligibility Threshold****. HUD will review all projects to determine if they meet the following eligibility threshold requirements on a pass/fail standard. If HUD determines that the applicable standards are not met for a project, the project will be rejected from the competition. Any project requesting renewal funding will be considered as having met these requirements through its previously approved grant application unless information to the contrary is received (e.g., monitoring findings, results from investigations by the Office of Inspector General, the recipient routinely does*

*not draw down funds from LOCCS at least once per quarter, consistently late APRs.). Approval of new and renewal projects is not a determination by HUD that a recipient is in compliance with applicable fair housing and civil requirements.*

*(1) Project applicants and potential subrecipients must meet the eligibility requirements of the CoC Program as described in 24 CFR part 578 and provide evidence of eligibility required in the application (e.g., nonprofit documentation).*

*(2) Project applicants and subrecipients must demonstrate the financial and management capacity and experience to carry out the project as detailed in the project application and to administer Federal funds. Demonstrating capacity may include a description of the applicant/subrecipient experience with similar projects and with successful administration of SHP, S+C, or CoC Program funds for renewing projects or other Federal funds.*

*(3) Project applicants must submit the required certifications as specified in this NOFA.
(4) The population to be served must meet program eligibility requirements as described in the Act, and the project application must clearly establish eligibility of project applicants. This includes the following additional eligibility criteria for certain types of projects:*

*(a) The only persons who may be served by any non-dedicated permanent supportive housing beds are those who come from the streets, emergency shelters, safe havens, institutions, or transitional housing.*

*i. Homeless individuals and families coming from transitional housing must have originally come from the streets or emergency shelters.*

*ii. Homeless individuals and families with a qualifying disability who were fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, or other dangerous or life threatening conditions and are living in transitional housing are eligible for permanent supportive housing even if they did not live on the streets, emergency shelters, or safe havens prior to entry in the transitional housing.*

*iii. Persons exiting institutions where they resided for 90 days or less and came from the streets, emergency shelter, or safe havens immediately prior to entering the institution are also eligible for permanent supportive housing.*

*(b) The only persons who may be served by dedicated or prioritized permanent supportive housing beds are*

*Chronically homeless individuals and families as defined in 24 CFR 578.3.*

*(c) Rapid Re-housing projects originally funded to serve individuals and families coming from the streets or emergency shelters or persons meeting the criteria of paragraph (4) of the definition of homeless, must continue to do so.*

*(d) New Rapid Re-housing projects created through reallocation may serve individuals, including unaccompanied youth, and families coming from the streets or emergency shelters or persons fleeing domestic violence or other persons who qualify under paragraph (4) of the definition of homeless; however, these program participants must meet the all other criteria for this type of housing (i.e., individuals and household with children who enter directly from the streets or emergency shelter).*

*(e) The projects originally funded as part of the FY 2008 Rapid Re-Housing for Families Demonstration may transition in this CoC Program Competition to permanent housing: rapid rehousing. Therefore, any of these projects that want to change from transitional housing with leasing, may change the current budget line items from leasing to tenant-based rental assistance (may request actual rent or FMR) and move any operating costs to an eligible supportive services activity, an HMIS budget line item, or may be used to add additional units. If the project wants to remain as transitional housing, it must continue operating in accordance with the FY 2008 CoC Homelessness Assistance Grants Programs NOFA.*

*(f) Renewal projects originally funded under the SamaritanHousing Initiative must continue to exclusively serve chronically homeless individuals and families, unless there are no chronically homeless individuals and families within the CoC geographic area that can be served by the project. CoCs should not hold units vacant, but instead should prioritize other vulnerable and eligible households as outlined in Notice CPD-14-012.*

*(g) Renewal projects originally funded under the Permanent Supportive Housing Bonus in previous years must continue to serve the homeless population in accordance with the respective NOFA under which it was originally awarded.*

*(h) Renewal projects that indicated they would prioritize chronically homeless persons in beds that become available through turnover in non-dedicated permanent supportive housing projects must continue to do so.*

 *(5) The project must be cost-effective, including costs of construction, operations, and supportive services with such costs not deviating substantially from the norm in that locale for the type of structure or kind of activity.*

*(6) Project applicants, except Collaborative Applicants that only receive awards for CoC planning costs and, if applicable, UFA Costs, must agree to participate in a local HMIS system. However, in accordance with Section 407 of the Act, any victim service provider that is a recipient or subrecipient must not disclose, for purposes of HMIS, any personally identifying information about any client. Victim service providers must use a comparable database that meets the needs of the local HMIS.*

*(7) Project applicants must administer their programs or activities in the most integrated setting appropriate to the needs of qualified homeless with disabilities. This means that programs or activities must be offered in a setting that enables the homeless with disabilities to interact with others without disabilities to the fullest extent possible.”*

*“e.* ***Project Quality Threshold.*** *HUD will review all new project applications to determine if they meet the following project quality threshold requirements with clear and convincing evidence. Any project requesting renewal funding will be considered as having met these requirements through its previously approved grant application unless information to the contrary is received (e.g., monitoring findings, results from investigations by the Office of Inspector General, consistently slow draws from LOCCS, consistently late APRs) and if the renewal project has compliance issues which results in the project not operating in accordance with 24 CFR part 578. These projects are required to meet the requirements outlined in this section of this NOFA. The housing and services proposed must be appropriate to the needs of the program participants and the community. A determination that a project meets the project quality threshold is not a determination by HUD that a recipient is in compliance with applicable fair housing and civil rights requirements.*

*(1) To be considered as meeting project quality threshold, new permanent housing–permanent supportive housing and rapid re-housing–project applications must receive at least 3 out of the 5 points available for the criteria below. New permanent housing project applications that do not receive at least 3 points will be rejected.*

*(a) Whether the type, scale, and location of the housing fit the needs of the program participants (1 point);*

*(b) Whether the type and scale of the supportive services fit the needs of the program participants–this includes all supportive services, regardless of funding source (1 point);*

*(c) Whether the specific plan for ensuring program participants will be individually assisted to obtain the benefits of the mainstream health, social, and employment programs for which they are eligible to apply meets the needs of the program participants (1 point);*

*(d) Whether program participants are assisted to obtain and remain in permanent housing in a manner that fits their needs (1 point); and,*

*(e) Whether at least 75 percent of the proposed program participants come from the street or other locations not meant for human habitation, emergency shelters, safe havens, or fleeing domestic violence (1 point).*

*(2) To be considered as meeting project quality threshold, new SSO projects for centralized or coordinated assessment systems must receive at least 2 out of the 4 points available for the criteria below. SSO projects for centralized or coordinated assessment systems that do not receive at least 2 points will be rejected.*

*(a) Whether the centralized or coordinated assessment system is easily accessible for all persons within the CoC’s geographic area who are seeking information regarding homelessness assistance (1 point);*

*(b) Whether there is a strategy for advertising the program that is designed specifically to reach homeless persons with the highest barriers within the CoC’s geographic area (1 point);*

*(c) Whether there is a standardized assessment process (1 point); and*

*(d) Whether the program ensures that program participants are directed to appropriate housing and services that fit their needs (1 point).*

*(3) To be considered as meeting project quality threshold, new HMIS project applications must receive at least 3 out of the 4 points available for the criteria below. New HMIS projects that do not receive at least 3 points will be rejected.*

*(a) How the HMIS funds will be expended in a way that is consistent with the CoC’s funding strategy for the HMIS and furthers the CoC’s HMIS implementation (1 point);
(b) Whether the HMIS collects all Universal Data Elements as set forth in the HMIS Data Standards (1 point);
(c) Whether the HMIS un-duplicates client records (1 point); and*

*(d) Whether the HMIS produces all HUD-required reports and provide data as needed for HUD reporting (e.g., APR, quarterly reports, data for CAPER/ESG reporting)(1 point).*

*(4) To be considered as meeting project quality threshold, the Collaborative Applicant’s application for new CoC planning funds must receive at least 6 out of 10 points using the criteria below. Applications that do not receive at least 6 points will be rejected. Applications for UFA Costs are not subject to a threshold review, as UFA status was determined as part of Registration.*

*(a) Governance and Operations. Whether the CoC conducts meetings of the entire CoC membership that are inclusive and open to members and whether the CoC is able to demonstrate that is has a written governance charter in place that contains CoC policies (2 points).*

*(b) CoC Committees. Whether the CoC has CoC-wide planning committees, subcommittees, or workgroups to the
address homeless needs in the CoC’s geographic area that recommends and/or set policy priorities for the CoC (2 points).
(c) The proposed planning activities that will be carried out by the CoC with grant funds are compliant with the provisions of 24 CFR 578.7 (4 points); and*

*(d) The funds requested will improve the CoC’s ability to evaluate the outcome of both CoC Program-funded and*

*ESG-funded projects (2 points).*

*(5) Additionally, HUD will assess all new projects for the following minimum project eligibility, capacity, timeliness, and performance standards. To be considered as meeting project quality threshold, all new projects must meet all of the following criteria:*

*(a) Project applicants and potential subrecipients must have satisfactory capacity, drawdowns, and performance for existing grant(s) that are funded under the SHP, S+C, or CoC Program, as evidenced by timely reimbursement of subrecipients, regular drawdowns, and timely resolution of any monitoring findings;*

*(b) For expansion projects, project applicants must clearly articulate the part of the project that is being expanded.*

*Additionally, the project applicants must clearly demonstrate that they are not replacing other funding sources; and*

*(c) Project applicants must demonstrate they will be able to meet all timeliness standards per 24 CFR 578.85. Project applicants with existing projects must demonstrate that they have met all project renewal threshold requirements of this NOFA. HUD reserves the right to deny the funding request for a new project, if the request is made by an existing recipient that HUD finds to have significant issues related to capacity, performance, or unresolved audit/monitoring finding related to one or more existing grants. Additionally, HUD reserves the right to withdraw funds if no APR is submitted on the prior grant.”*

To learn more about HUD requirements for all CoC programs, including the Permanent Supportive Housing Bonus program, please read the FY2015 CoC Competition NOFA at: <https://www.hudexchange.info/resources/documents/FY-2015-CoC-Program-NOFA.pdf>, and the CoC Interim Rule that can be found at <http://www.hudhre.info/documents/CoCProgramInterimRule.pdf>.

**2015 Continuum of Care**

**Intent to Apply/Policy for Funding Consideration for NEW BONUS Projects**

**Due Thursday, October 1, 2015 by 5:00PM to Rafael Acevedo at** **racevedo@milwaukee.gov****.** *Electronic proposals only. Submit either in Word or PDF format. Please limit your responses to seven (7) pages or less, not including the budget attachment.*

1. Name of Agency :

2. Name of Proposed Project:

3. Total CoC funds requested: $

4. Contact Person:

Phone:

Email:

5. Proposed funding - please indicate the type of project(s) you intend to use the funds for

**Please indicate the type of project: (Check only one)**

|  |  |  |
| --- | --- | --- |
| [ ]  | Permanent Housing[ ]  Permanent Supportive Housing Bonus[ ]  One project[ ]  Two or more projects#: \_\_\_\_\_\_\_ | [ ] Rapid Re-HousingBonus[ ]  One project[ ]  Two or more projects#: \_\_\_\_\_\_\_ |

**What population do you intend to serve? (i.e. families, Domestic Violence, veterans, chronically homeless, etc). Please list all that will be served.)**

**Use of Funds**

Applicants may apply to use whole or partial funds available. The Milwaukee City and County CoC will review project applications based on FY15 CoC NOFA project and quality threshold requirements, and may honor whole or partial requests. Use of funds available must comply with all HUD CoC regulations and notices. The FY15 CoC NOFA and CoC Program interim rule at 24 CFR part 578 details the requirements with which grants awarded under this competition must comply.

Applicants applying for new bonus project funds have the option of using funds for Rapid Re-Housing (RRH) or Permanent Supportive Housing (PSH). If applying for new projects, the following applies:

* If funded for sponsor-based and project-based; rental assistance must execute grant agreement and begin providing rental assistance to begin within 12 months of award. Applicants that are unable to begin rental assistance within the 12-month period should consult with the local HUD CDP Field Office
* Housing must have minimal barriers using the **Housing First** approach and built-in strategies to promote success.
* Proposals should support HUD and local policy priorities and goals by providing permanent supportive housing:

-Chronically homeless families *and/or* individuals, with priority on serving those with the longest histories of homelessness.

* Proposals should support HUD and local policy priorities and goals by providing permanent supportive housing:

- Homeless individuals and families coming directly from the streets or emergency shelters, and includes persons fleeing domestic violence situations and other persons meeting the criteria of paragraph (4) of the definition of homeless in accordance with HUD’s definition 24 CFR 578.3.

**NEW Program Projected Budget**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Acquisition, new construction or rehab (if applicable) | Leasing  | Rental Assistance | Services | Operations | HMIS | Administration (limited to 7% total of all other categories) | TOTAL budget request amount |
| **$**      | **$**      | **$**      | **$**      | **$**      | **$**      | **$**      | **$**      |

***Note****: Total amount of all projected budget categories should equal TOTAL budget request amount.*

**Grant Term for proposed projects:**
One Year [ ]  Two Years [ ]  Three Years [ ]  Four Years [ ]  Five Years [ ]

*\*Any new project that requests tenant-based rental assistance may request a 1-year, 2-year, 3-year, 4-year, or 5-year grant term*

*\*Any new project that requests leasing–either leasing costs only or leasing costs plus other costs (e.g., supportive services, HMIS.)–may only request up to a 3-year grant term.*

*\*Any new project that requests project-based rental assistance or sponsor-based rental assistance, or operating costs may request up to a 15-year grant term; however, the project applicants may only request up to 5 years of funds. Funding for the remainder of the term is subject to availability and applicants must apply for additional funds at such time and in such manner as HUD may require.

\*Any new project that requests operating costs, Supportive Services Only, HMIS, and project administration may request 1-year, 2-year, 3-year, 4-year, or 5-year grant terms with funding for the same number of years.*

 *\*Any new project that requests new construction, acquisition, or rehabilitation must request a minimum of a 3-year grant term and may request up to a 5-year grant term.

\*If an applicant requests funds for new construction, acquisition, or rehabilitation in addition to requesting funds for operating, supportive services, or HMIS, the funding will be for the 3 years requested, and the grant term will be 3 years plus the time necessary to acquire the property, complete construction, and begin operating the project. HUD will require recordation of a HUD-approved use and repayment covenant (a form can be obtained from the local HUD CPD Field Office) for all grants of funds for new constructions, acquisition, and rehabilitation. (24 CFR 578.81)*

**Project applications will be reviewed and selected based upon adherence to the HUD CoC Program Interim Rule, FY15 CoC NOFA, and FY15 CoC NOFA Policy Priorities.**
6. Provide a brief overview of your project in one or two paragraphs, including the number of units proposed.

7. Please list the organizations involved in implementing the proposed project, provide a brief description of what each will do, and describe past performance that demonstrates each organization’s capacity and qualification to serve the proposed population and/or administer the project.

8. Identify the homeless population served, including their characteristics and needs for housing and supportive services, where they come from, and the outreach used to bring them into the project or how they are affected by proposed project. *Note restrictions on eligible populations based on project type.*

9. What housing gap/need will this project address? Does it address specific racial and ethnic disparities in rates of homelessness? *(In order to leverage capital dollars available through other funding processes, applicants may receive higher ranking if they elect to use these dollars for leasing, rental assistance or operating funds, rather than new construction, acquisition, or rehab. Housing with minimal barriers and built-in strategies to promote success will also be favored).*

10. During a one-year period, how many people do you plan to serve and/or what are your proposed 12 month outcomes? (i.e. 100 people served, 75% of all participants will maintain housing for 12 months, impact on Continuum).

11. Describe the type and scale of the supportive services that participants will receive. How will services be delivered? What other services will the project leverage beyond the available funds? Focus particularly on those services that will assist participants in: a) obtaining and maintaining permanent housing, b) accessing mainstream resources, and c) increasing income through benefits and/or employment and maximizing household ability to live independently.

12. Attach your proposed annual budget for the program, using the attached form as a guide. Briefly describe source of match/leverage here (all new projects must have 25% match). What other resources does this project leverage? Include current or planned leveraging of supportive services available through Medicaid. *Note: Match and leverage documentation is not required for project application in eSNAPS, but is a requirement of the technical HUD submission.*

13. In order to expend funds within statutorily required deadlines, applicants funded for sponsor-based and project-based rental assistance must execute the grant agreement and begin providing rental assistance within 2 years. However, HUD strongly encourages all rental assistance to begin within 12 months of award. Applicants that are unable to begin rental assistance within the 12 month period should consult with the local HUD CPD field office. Does the project sponsor intend to begin providing rental assistance within 12 months of grant execution?

  Yes/No?

14. Describe how your project will fit, and/or advance the CoC in moving towards a Housing First model. *Note the ways it addresses removing barriers to entry, utilizing best practices, efforts of prioritization of Chronic Homeless and Veterans in turnover units, client centered service delivery, inclusive decision-making, etc.)*

**Policy for Funding Consideration**

To be eligible for funding consideration, Project Sponsors must meet the following criteria:

# All Project Sponsors

* Must meet all HUD eligibility criteria.
* Must meet all pre-application deadlines as set by the Continuum.
* Must have met all program requirements for most recent program year to be eligible for application.
* Must be a 501(c) 3, 501 (c) 4, PHA, or local government.
* Must possess legal authority to apply for and receive funds and carry out activities authorized by the CoC Program.
* Must provide the supplementary match funds required by HUD.
* Must participate fully in the Milwaukee CoC process to coordinate and integrate with other mainstream programs for which homeless populations may be eligible.
* Must assume ultimate responsibility for preparing an accurate and complete application for submission to HUD that meets all federal rules and regulations.
* Must be in compliance with all local, state, and federal civil rights laws and Executive Orders as well as all standards outlined in the U.S. Department of Housing and Urban Development CoC NOFA.
* All project sponsors must meet any HUD certification requirements as outlined in the 2015 CoC NOFA.
* **Must submit a copy of the agency’s most recent audit or IRS form 990.**
* Project Sponsors for new projected will be require to enter data into the HMIS system, with the exception of Domestic Violence programs that are exempted by the Violence Against Women Act.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-Mail Address:     \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_

Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_



**Enter requested budget by double-clicking on the embedded spreadsheet below.**

**If requesting Rental Assistance budget, budget must be calculated using the worksheet below (double-click to access). No other method of calculating rental assistance budget is allowed.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | ***Rental Assistance Budget Worksheet*** |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  | **Please click on the link provided below to obtain 2015 FMR amounts.**  |  |  |
|  |  |  |  | [2015 FMRs](http://www.huduser.org/portal/datasets/fmr/fmrs/docsys.html%26data%3Dfmr15) |  |  |  |  |
| **Project Name:** |  |   |  |  |
| **Project Number:** |  |   |  |  |
| **Rental Assistance:** |  | **$0** |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|   |   |   |   |   |   |   |   |   |
| **County/FMR Area:** |  |   |  |  |
|  |  |  |  |  |  |  |  |  |
| **Size of Units** |  | **# of Units** |  | **FMR/Actual Rent** |  | **# of Months** |  | **Total Budget** |
|   |   |   |   |   |   |   |   |   |
| SRO |   |   | x |   | x | 12 | = | $0 |
|   |   |   |   |   |   |   |   |   |
| 0 Bedroom |   |   | x |   | x | 12 | = | $0 |
|   |   |   |   |   |   |   |   |   |
| 1 Bedroom |   |   | x |   | x | 12 | = | $0 |
|   |   |   |   |   |   |   |   |   |
| 2 Bedrooms |   |   | x |   | x | 12 | = | $0 |
|   |   |   |   |   |   |   |   |   |
| 3 Bedrooms |   |   | x |   | x | 12 | = | $0 |
|   |   |   |   |   |   |   |   |   |
| 4 Bedrooms |   |   | x |   | x | 12 | = | $0 |
|   |   |   |   |   |   |   |   |   |
| 5 Bedrooms |   |   | x |   | x | 12 | = | $0 |
|   |   |   |   |   |   |   |   |   |
| 6+ Bedrooms |   |   | x |   | x | 12 | = | $0 |
|   |   |   |   |   |   |   |   |   |
| **Total** |   | **0** |   |   |   |   | = | **$0** |
|   |   |   |   |   |   |   |   |   |