

# **Balance of State Continuum of Care 2023 NOFO Competition Renewal Applicant Meeting**

**Webinar #1 August 3, 2023 / 12:00 pm**

**Webinar #2 August 7, 2023 / 10:00 am**

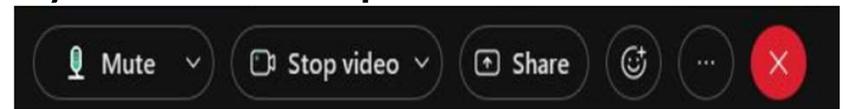
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#2 <https://gadca.webex.com/weblink/register/r3170b1688d7b6524188de916df98ffde>

(upon registration, you will receive call-in & login information)

# WebEx Introduction

- Notice the menu options at the bottom of your screen.
- Please remember to mute yourself unless you have a question.
- You are muted if the microphone is red.

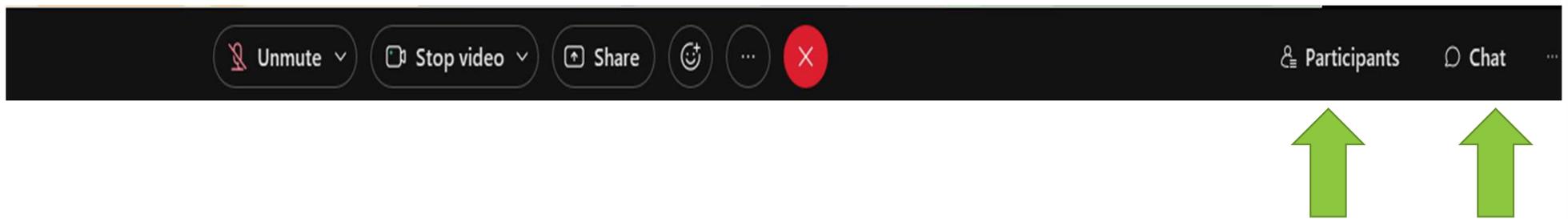


- You can toggle the mute button off and on by clicking the microphone.



# WebEx Introduction

- To view the participants, click on the Participant button
- To view the chat, click on the button with the chat bubble
- Please make sure chat is set to “Everyone” for discussion



# DISCLAIMER

- This is a GENERAL overview of the CoC Program and Application (for eligible renewal projects to be scored and ranked under Georgia's BoS CoC competition).
- Applicants are responsible for reading the NOFO, regulations, and other related information as it is released on HUD's CoC web pages to see program and eligibility requirements.
  - **NOFO at Grants.gov:** <https://www.grants.gov/web/grants/view-opportunity.html?oppld=349091>
  - **2023 CoC Competition at HUD.gov:**  
[https://www.hud.gov/program\\_offices/comm\\_planning/coc](https://www.hud.gov/program_offices/comm_planning/coc)  
[https://www.hud.gov/program\\_offices/comm\\_planning/coc/competition](https://www.hud.gov/program_offices/comm_planning/coc/competition)  
[https://www.hud.gov/press/press\\_releases\\_media\\_advisories/HUD\\_No\\_23\\_134](https://www.hud.gov/press/press_releases_media_advisories/HUD_No_23_134)
  - **HUD Exchange e-snaps resources:** <https://www.hudexchange.info/programs/e-snaps/>

# 2023 HUD Continuum of Care Competition (Notice of Funding Opportunity/NOFO)

- As in past years, this is a two-step process
  - Review Application (CoC Review Team), Addendums, & Supplemental Documents for project ranking
    - Emailed to DCA (with all required attachments)
      - PSH and RRH – Review Applications, Certification Policy Addendum, Coordinated Entry Policy Addendum, NOI, eLOCCS report, HUD APR from Sage, HUD Data Quality Report from HMIS, Most recent monitoring, and other supplemental documents due no later than 3:00pm, August 15, 2023
    - Applications will be scored and ranked by an application review subcommittee (funding may be limited and some projects may fall into Tier 2)
    - Projects heavily scored on performance
  - HUD Application in *E-SNAPS*
    - This is required for all project applications
    - Must be complete, with all required attachments, no later than 5:00pm, August 25, 2023

# 2023 Balance of State CoC Process

- HUD released the Notice of Funding Opportunity (NOFO) on July 5, 2023
- The Standards, Rating & Project Review Committee (on 7/26/23) established and the Balance of State CoC Board (on 8/1/23) approved:
  - The 2023 Georgia BoS CoC NOFO Competition Policy, Process, Application Documents, Certification Policy Addendum, Coordinated Entry Policy Addendum, and Other Materials for the NOFO including:
    - Program priorities according to type (Permanent Supportive Housing) and according to population served
    - Reallocation process
  - Scoring Criteria for the project application reviews
- Competition opened and all materials released on 8/1/23

# Policy Priorities from the HUD NOFO and CoC Responses

1. Ending Homelessness for All Persons (taking into account challenges faced by Veterans, Youth, Families, Chronically Homeless, and People with Disabilities)
2. Using a Housing First Approach
3. Reducing Unsheltered Homelessness
4. Improving System Performance
5. Partnering with Housing, Health, and Service Agencies
6. Racial Equity
7. Improving Assistance to LGBTQ+ Individuals
8. Persons with Lived Experience
9. Increasing Affordable Housing Supply

# Policy Priorities from the HUD NOFO and CoC Responses

## 1. Ending Homelessness for All Persons (taking into account challenges faced by Veterans, Youth, Families, Chronically Homeless, & People with Disabilities)

- Prioritization of 90% of non-dedicated PSH beds for people who are chronically homeless; Bonus points for projects currently providing PSH; Bonus points for projects serving chronically homeless; Bonus points for projects serving or dedicated to Veterans/Youth-headed households; & Participation in Coordinated Entry

## 2. Using a Housing First Approach

- Points for projects that utilize the HF Model and commit to low-barriers models; points for projects that have policies to reflect individuals are rapidly placed and stabilized in permanent housing without preconditions regarding income, work effort, sobriety, or other; & applications scored through a HF/low-barrier lens

# Policy Priorities from the HUD NOFO and CoC Responses (continued)

## 3. Reducing Unsheltered Homelessness

- Housing first scoring criteria
- Criteria largely performance-based for renewals
  - Measure rate of positive housing outcomes
  - Measure returns to homelessness
- Project performance emphasis in reducing homelessness
- Project performance in serving most vulnerable

# Policy Priorities from the HUD NOFO and CoC Responses (continued)

## 4. Improving System Performance

- Criteria to measure system performance
- Underspending projects (returning \$10,000 or more) may be subject to reduction or reallocation (with exception of projects 2020 or later)
- Underperforming PSH and RRH projects may be reduced, reallocated, placed in a lower grouping in Tier 2, and/or at the bottom of the ranking.
- The four lowest scoring renewal RRH and PSH projects determined to be significantly underperforming, operating under capacity, or operating significantly out of compliance may be subject to replacement by new projects, provided the applications pass the threshold review and score highly enough.
  - Project level performance will be further assessed to determine impact on CoC System Performance Measures as part of decisions to reallocate.

# Policy Priorities from the HUD NOFO and CoC Responses (continued)

## 5. Partnering with Housing, Health, and Social Service Agencies

- Bonus points for New PSH or RRH projects that will:
  - Utilize Housing Subsidies or Subsidized Housing Units not funded through CoC or Emergency Solutions Grants (ESG)
  - That will utilize Healthcare Resources to help participants

## 6. Racial Equity

- Assessment of whether people of different races or ethnicities are less likely to receive assistance or positive outcomes (systemwide and project level)
  - DCA to provide projects with relevant racial equity data on population served and permanent housing exits
  - Renewal Applicants will need to provide relevant census data on counties where units are located
- Scoring on project identification of barriers and steps taken/will take to eliminate barriers
- Scoring on tracking progress and evaluating racial and ethnic equity (**NEW**)
- Scoring on experience working with BIPOC, LGBTQ populations, and people living with disabilities (**NEW**)

# Policy Priorities from the HUD NOFO and CoC Responses (continued)

## 7. Improving Assistance to LGBTQ+ Individuals

- Working to have membership training on inclusivity and creating safe spaces
- Using a trauma informed approach leveraging lived expertise
- This is some of the work being done in YHDP implementation planning
- Scoring on experience working with BIPOC, LGBTQ populations, and people living with disabilities

## 8. Persons with Lived Experience

- Set a goal to create an advisory group comprised of people with various lived experience of homelessness

## 9. Increase Affordable Housing Supply

- Scoring criteria around leveraging housing
- Partnerships with Home ARP and other housing partners

# HUD Strategic Goals

## Applicable Goals and Objectives from HUD's Strategic Plan

### **Strategic Goal 1: Support Underserved Communities**

Fortify support for underserved communities and support equitable community development for all people.

### **Strategic Goal 2: Ensure Access to and Increase the Production of Affordable Housing**

Ensure housing demand is matched by adequate production of new homes and equitable access to housing opportunities for all people.

### **Strategic Goal 3: Promote Homeownership**

Promote homeownership opportunities, equitable access to credit for purchase and improvements, and wealth-building in underserved communities.

### **Strategic Goal 4: Advance Sustainable Communities**

Advance sustainable communities by strengthening climate resilience and energy efficiency, promoting environmental justice, and recognizing housing's role as essential to health.

- HUD expects alignment in applications to the applicable strategic goals and objectives. Use the information in this section to describe in your application the specific goals, objectives, and measures that your project is expected to help accomplish. If your project is selected for funding, you are also expected to establish a plan to track progress related to those goals, objectives, and measures. HUD will monitor compliance with the goals, objectives, and measures in your project

# Other Important Highlights of the HUD NOFO and CoC Responses

- Allowed Project Types/Classifications:
  - Permanent Supportive Housing (PSH) and Rapid Rehousing (RRH) continue to be the focus of this funding source.
  - New PSH projects for Chronic or DedicatedPLUS
  - HUD is allowing Joint TH and PH-RRH Component projects
  - HUD is allowing Domestic Violence (DV) Bonus RRH, Joint TH & PH-RRH Component, and Supportive Services Only Coordinated Entry (SSO-CE)
  - Project Expansion allowed under New
  - Grant Consolidations allowed for Renewals

# Participant Eligibility (NOFO page 30)

Projects funded through the 2023 NOFO must have the following eligibility criteria for project participants:

- All projects must participate in coordinated entry, and selection of program participants must be consistent with the CoC's Coordinated Entry process.
- As provided by the Consolidated Appropriations Act, 2023, youth aged 24 and under must not be required to provide third-party documentation that they meet the homeless definition in 24 CFR 578.3 as a condition for receiving services funded under this NOFO.
- Additionally, any youth-serving provider funded under this NOFO may serve unaccompanied youth aged 24 and under (or families headed by youth aged 24 and under) who have an unsafe primary nighttime residence and no safe alternative to that residence.
  - HUD interprets “youth-serving provider” as a private nonprofit organization whose primary mission is to provide services to youth aged 24 and under and families headed by youth aged 24 and under.
  - HUD interprets “living in unsafe situations” as having an unsafe primary nighttime residence and no safe alternative to that residence. These youth-related requirements supersede any conflicting requirements

## Participant Eligibility (cont'd.) (NOFO pages 31-32)

Projects funded through the 2023 NOFO must have the following eligibility criteria for project participants (cont'd.):

- Renewal Projects
  - PSH renewal projects must serve one of the following:
    - Should continue to serve current program participants who are enrolled under project's current grant agreement (page 30);
    - Persons eligible to be served by DedicatedPLUS projects as described in Section I.B.2.b.(7) of this NOFO where all units funded by this project must serve participants who meet qualifications for DedicatedPLUS) (new enrollments); or
    - Persons experiencing chronic homelessness at the time they initially enrolled in project (new enrollments)
  - RRH and Joint TH-RRH Component projects may serve persons who qualify as homeless under paragraphs (1), (2), or (4) of 24 CFR 578.3.

## **Participant Eligibility (cont'd.) (NOFO page 31-32)**

Projects funded through the 2023 NOFO must have the following eligibility criteria for project participants (cont'd.):

- **Renewal Projects**
  - Originally awarded under the DV Bonus must continue to serve survivors of domestic violence, dating violence sexual assault, or stalking
  - YHDP renewal projects would need to continue to serve youth

# Other Important Highlights of the HUD NOFO and CoC Responses (continued)

## 2. Tiered Approach for Ranking

- Tier 1 = top 93% of funding available to CoC (Renewal Amount)
- Tier 2 = difference between Tier 1 and the maximum amount of renewal, reallocation, and CoC bonus amount available for PH bonus projects
- Estimated Funding Available:
  - Estimated ARD = \$20,644,888
  - Tier 1 = \$19,199,749 (93% ARD)
  - Tier 2 = \$1,445,142 (7% ARD)
    - Possible Reallocation (no estimated amount at this time)
    - CoC Bonus (7% PPRN) = \$1,889,803
  - DV Bonus (10% PPRN) = \$2,699,719
  - Estimated Total Available = \$25,234,410
- BoS CoC will apply for bonus project funding, provided appropriate high-scoring new project applications are submitted

## Other Important Highlights of the HUD NOFO and CoC Responses (continued)

- In response
  - BoS CoC may reduce or reallocate projects currently providing PSH or RRH for underperformance, underutilization or significant capacity issues
    - Grant utilization
    - Operating Under Capacity
    - Performance
    - Operating significantly out of Compliance
  - System Performance
  - Performance Based Criteria
    - Special populations
    - Project effectiveness
  - Alignment with CoC and HUD priorities
  - Consideration of Returns to Homelessness (prioritize PSH for people with disabilities)
  - Consideration of maintaining or increasing units for chronically homeless
- CoCs cannot **receive new projects** unless they competitively rank projects based on how they improve system performance.
- HUD prioritizes funding for CoCs that demonstrate ability to reallocate lower performing projects to higher performing projects.

# Other Important Highlights of the HUD NOFO and CoC Responses (continued)

- Balance of State CoC Ranking Priorities
  1. Renewal PSH and RRH projects that have been operational for over a year w/out significant capacity, compliance, or performance issues, operational projects transferred in the last 12-months or pending transfer, HMIS and Coordinated Assessment projects
  2. New RRH and PSH projects awarded in the 2021 or 2022 competition (not operational for a year)
  3. New PSH, RRH, & Joint TH-RRH Component projects designated to utilize reallocated funds, if available
  4. Renewal PSH & RRH projects determined to be significantly underperforming, significantly operating under capacity, or significantly operating out of compliance
  5. New PH Bonus PSH, RRH and Joint TH & TH-RRH projects
  6. New DV Bonus RRH and Joint TH & TH-RRH projects
  7. New DV Bonus SSO-CE project

# Additional CoC Policy Highlights

- All applications must pass a threshold review to move forward to the scoring portion. Threshold factors include:
  - Organizational and financial capacity
  - Ineligible populations, activities, location, etc.
  - Past performance or compliance issues (if applicable)
  - Lack of match or leverage dollars
  - Use of HMIS (or HMIS compatible system, if a DV provider)
  - Incomplete or late (for new projects) applications
  - Application outside of Balance of State's 152 counties
  - New Projects must provide a plan to coordinate mainstream resources
  - Project does not demonstrate how applicant will carry out proposed activities in a manner that affirmatively furthers fair housing in compliance with the Fair Housing Act and demonstrate Equal Access to Housing.
- Applicants must demonstrate project will meet key federal requirements, fair housing, equal access, etc.
- Applicants must comply with following Written Standards, VAWA Policy, and utilizing Coordinated Entry System (New projects must commit to following policies)

## Additional CoC Policy Highlights (continued)

- Projects awarded for the first time under 2021 competition and later (not operational for a year) will receive median performance points for like applications. Those points will then be averaged with that project's original application score (2021) to account for project design and other factors related to implementation of that project.
- Fully operational projects providing permanent housing that were transferred in the last year, or have a transfer pending, will be held harmless and automatically included in Tier 1.
- PSH projects that were awarded as DedicatedPLUS in a previous competition are required to continue to include households with children to qualify as a DedicatedPLUS project in the FY 2023 CoC Program Competition.

## Additional CoC Policy Highlights (continued)

- Project evaluation of renewal project applications submitted by victim service providers will be completed utilizing data from a comparable database where the CoC can review performance on housing stability and other factors to determine the level projects improve safety for the population they serve. Where complete performance data is not provided, the CoC will assign median points of like projects for that criteria.

# Additional CoC Policy Highlights (continued)

- Bonus Points for New projects that exclusively dedicate units/beds for prioritizing Homeless Veteran & Youth households
- Bonus Points for applicants actively serving as lead agency in a Coordinated Entry implementation and for renewal projects critical to current Implementation communities for Coordinated Entry
  - Actively serving as a lead agency is defined as managing the local assessment, prioritization, and referral process for Coordinated Entry
- Bonus Points for PSH designated to serve people with disabilities
- Bonus Points for designated 2022 Homeless Count coordinators
- Points for Housing First and Low Barrier commitments
- Points for policies and procedures that support commitment to placement into housing without preconditions (other than mandated)

## Additional CoC Policy Highlights (continued)

- Renewals that committed to Housing First approach and/or to operating as a low barrier program in previous competitions, and were reviewed, approved, and ranked by the CoC and awarded CoC Program funds, are required to operate as a Housing First and/or low barrier project.
  - Project previously committed to 100% where applicant indicates project will not continue as such on the Policy Addendum will not receive related bonus points and may be placed at the bottom of Tier 2.

## Additional CoC Policy Highlights (continued)

- New projects (1-yr term unless additional funding available unless DV Bonus RRH, Joint TH-RRH, SSO-CE, or reallocated funds):
  - RRH
  - PSH (100% Chronic or 100% DedicatedPLUS)
    - No capital costs in this competition
  - Joint TH and PH-RRH Component
    - Operating/Leasing and Rental Assistance
    - No capital costs in this competition
  - SSO-CE under DV Bonus
    - Applicant must focus on DV
- Reallocated funds used first if available (PSH, RRH, Joint TH-RRH only)

## Additional CoC Policy Highlights (continued)

- Late renewal application package submissions will lose points
- If you are also submitting a New application, please note the New applications are asked to submit a proposal outline (“notice of intent”), and there are separate webinars
- No late new applications will be accepted
- Review Applications will be sent for review by a review team subcommittee (of the Standards and Rating Committee)
- Renewal projects heavily scored on project performance
- All renewal and new applications will also need to submit the HUD *e-snaps* application

# Questions on Policy?

# Overall System Performance

FY2023 NOFO - Increased Emphasis on Performance

Continuums Reporting System Performance (as compared to last year):

- Length of Time Homeless
- Returns to Homelessness
- Reduction in Number of Homeless Individuals and Families (PIT)
  - And Progress Ending Veteran, Family, Youth, Chronic Homelessness
- Employment and income growth
- Reduction in Number of First Time Homeless
- Successful Permanent Housing Placement or Retention
- Thoroughness of Outreach
  
- HMIS Data
  - Annual data should come directly out of HMIS (clean data for application)
  - Point-in-Time data should come directly out of HMIS
  - Project performance measured in HMIS (and data quality)
  - CoC System Performance measured in HMIS

# Overall HUD Scoring

As in past years, HUD looks not only at the individual project applications but at the CoC, as a whole.

- CoC Coordination and Engagement - 85 points (from 83)
- Project Ranking, Review and Capacity - 27 points (from 30)
- Homeless Management Information Systems - 9 points (same)
- Point-in-Time Count - 5 points (same)
- System Performance - 60 points (from 59)
- Coordination with Housing and Healthcare – 14 points (same)

**Total Available = 200 (same)**

# Other Highlights of HUD CoC Scoring

- Housing First & Low Barrier Projects
- Prioritization of Chronically Homeless for PSH
- Dedicated PSH beds for Chronically Homeless
- Prioritization of Families and Unaccompanied Youth
- Ending Veteran & Chronic Homelessness
- Severity of Needs in project review, ranking and selection
- Racial Equity
- Performance Monitoring
  - Utilization
  - Housing Stability
  - Participant Eligibility
  - Length of time homeless
  - Timely draw downs
  - Mainstream benefits

# Renewal Project Application Scoring

- There are two scoring criteria documents for Renewal Projects. The scores from these two documents will make up the total score for each renewal project application.
  - 2023 BoS CoC Renewal Review Team Scoring Form
  - 2023 GA BoS CoC Renewal Performance Priority Scoring Criteria

# Review Application Updates

- For full functionality, please open review application in Word desktop app for full functionality (should see formatting & checkboxes)
- APR data requested for 6/1/2022-5/31/2023
- Program Overview and Priority Alignment (pages 4-5)
  - Objective #3 split out Increased Income for Leavers & added Increased Income for Stayers
- Project Utilization question updated (funding years)
- Racial & Ethnic Equity
  - Identify barriers to participation, how identified, and steps taken to eliminate the identified barriers, and
  - Please describe the measure in place to track progress and evaluate the effectiveness of efforts to advance racial equity. (NEW)
- Dates updated throughout

# Review Application Updates (**NEW**)

- Violence Against Women Act Reauthorization Act of 2022
  - New CoC Program activities
  - Ability to utilize new Category 4 definition of homelessness (as allowed by CoC Written Standards)
- New Eligible CoC Activities
  - VAWA Costs Budget Line Item (New, Renewals through Expansion, or Budget adjustments)
    - Emergency Transfer Facilitation
    - Monitoring Compliance with VAWA
  - Rural Costs Budget Line Item (New or Renewals through Expansion)
    - See page 43 of the NOFO (“rural as defined in Section I.B.2.b.(26) of the HUD NOFO)

# VAWA Costs Budget Line Item

## **(a) CoC grant funds may be used for Emergency Transfer Facilitation –**

(Examples of eligible costs include the costs of assessing, coordinating, approving, denying and implementing a survivor's emergency transfer which includes the items listed below.) Please check the costs that this project will be requesting within the budgets (check all that apply). Not a scored question

- Assistance with moving costs. Reasonable moving costs to move survivors for an emergency transfer.
- Assistance with travel costs. Reasonable travel costs for survivors and their families to travel for an emergency transfer.
- Security Deposits. Grant funds can be used to pay for security deposits of the safe units the survivor is transferring to via an emergency transfer.
- Utilities. Grant funds can be used to pay for costs of establishing utility assistance in the safe unit the survivor is transferring to.
- Housing Fees. Fees associated with getting survivor into a safe unit via emergency transfer, includes but not limited to application fees, broker fees, holding fees, trash fees, pet fees where the person believes they need their pet to be safe, etc.
- Case management. Grant funds can be used to pay staff time necessary to assess, coordinate and implement emergency transfers.
- Housing navigation. Grant funds can be used to pay staff time necessary to identify safe units and facilitate moves into housing for survivors through emergency transfers.
- Technology to make an available unit safe. Grant funds can be used to pay for technology that the individual believes is needed to make the unit safe, including but not limited to doorbell cameras, security systems, phone and internet service when necessary to support security systems for the unit, etc.
- Applicant is not requesting to move CoC funds for these activities.

# VAWA Costs Budget Line Item

**(b) CoC grant funds may be used for Monitoring Compliance with the VAWA Confidentiality Requirements**  
(Examples of eligible costs include the costs of ensuring compliance with the VAWA confidentiality requirements which includes items listed below.) Please check the costs that this project will be requesting within the budgets (check all that apply). Not a scored question

- Monitoring and evaluating compliance with VAWA confidentiality requirements.
- Developing and implementing strategies for corrective actions and remedies.
- Program evaluation of confidentiality policies, practices and procedures.
- Training on compliance with VAWA confidentiality requirements.
- Reporting to Collaborative Applicant, HUD and other interested parties on compliance with VAWA confidentiality requirements
- Costs for establishing methodology to protect survivor information.
- Staff time associated with maintaining adherence to confidentiality requirements.
- Applicant is not requesting to move CoC funds for these activities.

# 2022 Census Data & Equity Data

- **Racial Diversity in Housing (report racial demographics for each)**
  - Chart updated: Applicant should provide relevant census data for county with most units for project (DCA sent a link to HMIS data for Applicants to complete the chart)
  - Identify barriers to project participation, how identified, and steps taken/will be taken to eliminate barriers
  - NEW Question- Please describe the measure in place to track progress and evaluate the effectiveness of efforts to advance racial equity. (NEW)
- **2022 Census Data (column #1):**
  - <https://www.census.gov/quickfacts/fact/dashboard/GA/PST045219>
  - Type in the name of your county in the search bar (you will need to click on “County Name, Georgia” when it appears)
- **Racial and Ethnic Data for Table (column #s 2-5) found at:**
  - Total people served columns #2 & #3 (HMIS data from test APR from Sage)
  - People exiting to Permanent Destination columns # 4 & #5 (Racial Equity Dashboard PowerBi link to HMIS data emailed to applicants)

# Review Application

## Q10 - Racial Diversity in Housing

Race	2022 Census Data %	Total Number of People Served 6/1/2022-5/31/2023 (Q12a & Q12b)	Total Percentage of People Served 6/1/2022-5/31/2023	People Exiting to Permanent Destination 6/1/2022-5/31/2023 (Active Client List)	Percentage People Exiting to Permanent Destination 6/1/2022-5/31/2023
Black or African American					
Asian					
American Indian or Alaska Native					
Native Hawaiian or Other Pacific Islander					
White					
Multiple Races					
Client Doesn't Know/Client Refused					
Data Not Collected					
<b>Total</b>					

# Review Application

## Q10 - Racial Diversity in Housing

Ethnicity	2022 Census Data %	Total Number of People Served 6/1/2022-5/31/2023 (Q12a & Q12b)	Total Percentage of People Served 6/1/2022-5/31/2023	People Exiting to Permanent Destination 6/1/2022-5/31/2023 (Active Client List)	Percentage People Exiting to Permanent Destination 6/1/2022-5/31/2023
Hispanic/Latino					
Non-Hispanic/Non-Latino					
Total					

# Review Applications for Consolidated Projects

- For renewal projects that were consolidated under a previous competition, the consolidated project replaces the individual projects.
- Review Application and ALL materials submitted for each consolidated project should represent the combined projects.
- Applicants should be able to run an APR covering the required period of 6/1/2022-5/31/2023 in HMIS for the combined projects, so that when the CSV-APR is uploaded into Sage, it will produce an APR with the combined data ) (<https://www.sagehmis.info/>) .
- Applicants who need technical assistance with this should contact [BoSHMIS@dca.ga.gov](mailto:BoSHMIS@dca.ga.gov) and [tina.moore@dca.ga.gov](mailto:tina.moore@dca.ga.gov).

# 2023 BoS CoC Renewal Review Team Scoring (76 Possible Points)

## ☐ BoS CoC Priority Points

- PSH– 10 points
- RRH – 5 points

## ☐ Project Overview and Priority Alignment

- Project Summary – 3 points
- Objective 1: Increase Progress Ending Chronic Homelessness
  - 1-A Assessment, Prioritization, Acceptance Highest Needs - 9 points
  - 1-B Housing First and Low Barrier – 10 points
- Objective 2: Increase Housing Stability – 6 points
- Objective 3: Increase Participant Income – 12 points (points increased)
- Objective 4: Increase # Participants Obtaining Mainstream Benefits – 6 points
- Racial & Ethnic Equity:
  - Identification of barriers and steps taken/will be taken to eliminate identified barriers – 15 points (points increased)
  - Tracking progress and evaluating) – 5 points (NEW)

# 2023 Renewal Performance & CoC Priority Scoring (260 Possible Points)

- Demonstration of capacity to carry out and implement project - Threshold
- Utilization of grant funds – 5 points
- Quarterly Draw Downs from eLOCCS (12 months data) – 5 points
- Project Utilization Units/Clients – 5 points
- Housing Stability – 20 points
- Length of Time between Project Start Date & Move-in Date – 15 points (points updated)
- Returns to Homelessness – 15 points
- Project has dedicated beds for people who are chronically homeless – 10 points
- Project serves chronically homeless\* - 10 points
- Project targets/serves Veterans – 10 points
- Project targets/serves Youth-headed Households – 10 points
- Project serves persons with special needs or high barriers to housing – 10 points
- Project priority (street or shelter previous residence) – 10 points (or -10 if <75%)
- Earned Income Increase – 10 points
- Increased Income (all sources) – 10 points

# 2023 Renewal Performance & CoC Priority Scoring (260 Possible Points) (cont'd.)

- Participants with Non-Cash Mainstream Benefits – 10 points
- Exits to streets, shelter, or unknown – 11 points
- Coordinated Entry Participation - 10 points
- Acceptance of Participants without Income – 5 points
- Variance in Length of Stay – 5 points
- Housing First – 10 points (Previous Commitment)
- Low Barrier – 10 points (Previous Commitment)
- Policies & Procedures reflect rapid placement – 10 points
- HUD monitoring (non-S+C projects) – 4 points OR
- DCA monitoring (S+C projects) – 4 points
- CoC participation – 10 points
- HMIS data quality – 10 points
- Timeliness of Data Entry – 10 points
- Match – 5 points
- Leveraging – 5 points

# 2023 Renewal Project Bonus Scoring (60 Possible Points)

- CoC Priority
  - PSH – 30 points
- Coordinated Entry Implementation – 20 points (CES Actively Serving as Lead Agency ONLY)
- 2022 Homeless Count Coordinator (preparation & planning) – 10 points

\*\*Timeliness of meeting deadline – -5% total points for each working day application OR Supplemental Documents are late AND if 3 days late, application may not be sent to review team for ranking (required for funding)

# Combined Balance of State CoC Scoring - (Total Points Available Renewal Projects)

260 possible points - *2023 GA BoS CoC Renewal Performance  
Priority Scoring Criteria* document

76 possible points - *2023 BoS CoC Renewal Project Review Team Scoring Form*

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336 total possible points

In addition:

- **\*\*Deduction – Timeliness of Review Application Submission**
  - - 5% points available each day application is late
- Bonus – 30 points for CoC defined priority projects
- Bonus – 20 points Coordinated Entry Active Lead
- Bonus – 10 points 2022 Homeless Count Coordination

# Match and Leveraging

- Match and Leveraging
  - The recipient or sub-recipient must match all grant funds, except for leasing funds, with no less than 25 percent of funds or in-kind contributions from other sources for eligible costs.
  - CoCs expect to have 100 percent participation in leveraging from all project applications. Projects that have at a minimum 75 percent leveraging\* will receive the maximum points.
  - Looking for 100% of applicants to list match & leveraging in application – 100% is the goal\*

*(\*75% in addition to the 25% match)*

# Match and Leveraging Requirements

- The recipient or subrecipient must match all grant funds, except for leasing funds, with no less than 25 percent of funds or in-kind contributions from other sources for eligible costs.
- Match must be for activities that would be eligible under the CoC Program (if it's eligible as a CoC cost, it's eligible as match)
- Examples of Eligible Sources of Cash Match include:
  - Applicant/Project Sponsor's own cash
  - Federal government grants/contracts (excluding McKinney-Vento funds)
  - State and local government grants/contracts
  - Private grants or contributions
  - Program Income (see NOFO)
- Examples of Eligible Sources of Non-cash Match include:
  - In-kind donations
  - Volunteer time
  - Donated services
  - Donated Property
- For the project application in *E-Snaps*, there are questions concerning program income. Agencies should list type of match and source. FORMAL documentation required at technical submission and MAY be a required attachment.
- Review application are scored on amount of match and leveraging listed with a goal of 100 percent match & leveraging (for maximum points.)

# Match and Leveraging Documentation

- While match and leveraging can be either cash or in-kind, please note that listing only in-kind sources may call into question the strength and fiscal capacity to administer the project.
- Designated match and leveraging cannot be duplicated across applications.
- Review NOFO and HUD's Renewal Project Detailed Instructions to determine if applications are required to have match documentation.
- **Note:** If a third-party is listed in application, a separate attachment screen will appear that should be used to attach MOU(s) documentation that confirms the in-kind match commitment.

# Other Requirements

# 2023 NOFO Educational Assurances

- Project Applicants must demonstrate that project has established policies and practices consistent with the laws related to the provision of educational and related services to individuals & families experiencing homelessness; and
- Projects serving families must demonstrate in application that a staff person has been designated to ensure that children are enrolled in school and receiving educational services, as appropriate (can include early childhood programs such as Head Start, Part C of the Individuals with Disabilities Education Act, and McKinney-Vento education services); and
- Must address non-compliance (if applicable).
- Formal BoS CoC Educational Policy issued in 2015 for CoC and ESG funded projects.

# 2023 Compliance with Violence Against Women Act (VAWA) Rule

- The Violence Against Women Act (“VAWA”) is a federal law that protects individuals who are survivors of domestic violence, dating violence, sexual assault, and stalking, regardless of sex, sexual orientation, or gender identity. VAWA includes protections for survivors who are applying for or residing in covered housing programs.
- On March 15, 2022, the President signed into law the Consolidated Appropriations Act of 2022, which included the Violence Against Women Acts Reauthorization Act of 2022 (VAWA 2022). VAWA 2022 reauthorizes, amends, and strengthens VAWA.
- November 16, 2016, HUD published its VAWA final rule (81 FR 80798), which provides various protections to victims of domestic violence, dating violence, sexual assault, and stalking under the CoC Program and other HUD programs.
- Grants awarded under 2017 NOFO were the first CoC Program grants required to comply with the VAWA rule as provided in 24 CFR 578.99(j)(3).
- To enable full compliance with this rule, BoS CoC established (6/20/17) an emergency transfer plan under 24 CFR 578.7(d), and in May 2023, the CoC Written Standards updated Category 4 Definition in response to Violence Against Women Act of 2022;
- All CoC-funded projects must follow the *Georgia Balance of State CoC Violence Against Women Act (VAWA) Policies and Procedures* established on 6/20/17 and be fully compliant.

# Certification of Consistency with Consolidated Plan

- Each project must have a Certification of Consistency from jurisdiction(s) where projects are located
- CoCs must submit Certificate for all grantees in a jurisdiction combined in **one** form (and submit certifications in CoC Application)
- Renewal projects providing housing in a different county than last year need to let DCA know
- **DCA staff will email local Consolidated Plan representatives and cc Renewal Project Applicants**
- In order to go forward in the application process and be included in the CoC application to HUD, local jurisdictions need to review/approve all projects
- **Applicants MUST follow-up with respective jurisdictions!**

# Certification of Consistency with Consolidated Plan (continued)

- Local Consolidated Planning Jurisdiction will need to review project application to determine if proposed project is consistent with their Consolidated Plan . Con Plan jurisdictions within the BoS CoC are:
  - Albany
  - Brunswick
  - Dalton
  - Gainesville
  - Hinesville
  - Macon-Bibb County
  - Rome
  - Valdosta
  - Warner Robins
  - Cherokee County
  - Clayton County
  - Gwinnett County
  - Henry County
- All other cities and counties fall under the State's Consolidated Planning jurisdiction.

# Certification of Consistency with Consolidated Plan (cont'd.)

- Applicants that propose to claim a reservation or trust land geographic area and to locate a project on a reservation or trust land must include a tribal resolution from the tribe authorizing the applicant to do so (NOFO page 60)
- Tribes do not need to include a tribal resolution to claim their own reservation or trust land or to a site a project on their own reservation or trust land.
- A tribal resolution is the formal manner in which the tribal government expresses its legislative will in accordance with its organic documents.
- In the absence of such organic documents, a written expression adopted pursuant to tribal practices will be acceptable.

## Executive Order 12372 (Screen 1E. SF-424)

- The State of GA does not participate in the intergovernmental review process.
- On Screen 1E, select “b” if your organization is located within a state that has chosen not to participate in EO 12372...”
- Applicants wanting to verify can find Georgia’s notice located at: <http://opb.georgia.gov/state-clearinghouse>

HUD’s detailed instructions on addressing the ‘Executive Order 12372’ requirements within the Project Application is located within the project applicant detailed instructions guide on pages 10-11.

# HMIS Participation

- Mandated by HUD through Continuum of Care Process
- All non-DV agencies participating in the Balance of State CoC must actively participate in Homeless Management Information Systems (HMIS) through use of CoC Designated HMIS
  - DV agencies required to use a comparable system (\***ClientTrack available**)
- HMIS Data is reported to HUD on an annual basis through the Longitudinal System Analysis (LSA)
  - LSA data is used by HUD to prepare the Annual Homeless Assessment Report (AHAR), which Congress uses to determine future funding levels
- Data used by Continuum and Statewide for planning
- System Performance Data HUD's HDX system (Submitted February 28<sup>th</sup>)

# Georgia BoS CoC HMIS Policy

- Enter all clients into HMIS
  - Unless otherwise stated, persons applying for/receiving services from an HMIS participating agency agrees to allow users of HMIS to collect and share information.
- ENROLL and DISCHARGE clients in a timely manner
- Complete Annual Assessments in a timely manner
- Comply with current privacy and security standards
- DCA staff monitor compliance with policy through:
  - Site Visits
  - System Utilization Reports
- Family Violence Providers are to use and submit HUD APRs from a comparable system\* (**\*ClientTrack available**)
- The most recent HMIS Policy, Forms, Training resources and other information/resources are on DCA Website:
  - <https://www.dca.ga.gov/safe-affordable-housing/homeless-special-needs-housing/homeless-management-information-system-hmis>

## 2023 Balance of State CoC Process – Going Forward (Renewal Projects)

- August 1, 2023 - CoC Board meeting to approve process recommended by the Standards, Ratings, and Review Committee held.
- August 1, 2023 - Competition Policy, Process, Timeline, Review Applications, Scoring Criteria, and other competition materials released.
- August 3<sup>rd</sup> & 7<sup>th</sup>, 2023 - Informational Webinars for BoS CoC Competition Policy, Renewal RRH and PSH applicants held by DCA (and materials from the webinar posted).
- **August 7, 2023 - Proposal Outlines for new PSH, RRH, Joint TH and PH-RRH Component or SSO-CE projects due.**
- August 4<sup>th</sup> & 8<sup>th</sup>, 2023 - Informational Webinars for New PSH, RRH, Joint Component, and SSO-CE applicants (and materials from the webinar posted).
- **August 15, 2023** – Review Applications & supplemental documents for Renewing PSH and RRH projects due by **3:00 pm**.
- **August 25, 2023** - ALL project applications (renewal PSH, RRH, HMIS & CE and new PSH, RRH, Joint Component, and SSO-CE) and updated certifications must be entered into *e-snaps* by 5:00 pm.
- TBD: September 5<sup>th</sup> or 6<sup>th</sup>, 2023 - Standards, Rating, and Review Committee meeting to approve and recommend ranking of projects held.
- September 12<sup>th</sup>, 2023 - CoC Board meeting to approve ranking recommended by the Standards, Ratings, and Review Committee held.
- September 12<sup>th</sup>, 2023 - Notification given to applicants of placement in scoring and ranking for all projects (due 9/13/23).
- **September 14, 2023** – **Correction and resubmission of application in *e-snaps* due by 2:00 pm.**
- September 26, 2023 – Public Posting (due 9/26/23)
- September 27, 2023 – CoC application submission to HUD (due 9/28/23)

# **2023 BoS CoC Review Application Submission (Scoring & Ranking)**

59

# 2022 Balance of State CoC Process: Submission to CoC and to HUD

- Two Steps / Two Application documents (per project)
  - Review Application (CoC Review Team) for project ranking
  - HUD Application in E-SNAPS
- Review Applications – emailed to DCA (with attachments)
- Renewals must be scored and ranked by an application review subcommittee
- Submission of Review Applications:
  - August 15, 2023 = 1 complete copy of application package due for each project Grantees/Recipients

# Review Application Packet

- Review Application, Supplemental Docs, and HMIS data used for scoring and ranking projects.
- One full set of materials should include:
  - 2023 Renewal Project Review Application
  - Certification Policy Addendum
  - Coordinated Entry Policy Addendum
  - HUD APR from Sage
  - HUD Data Quality Report
  - Monitoring documents
  - Supportive documents showing timely draw downs (eLOCCS or internal database reports (for most recent 12-month period))
  - NOI of Grant Consolidation (if applicable)
  - Written agreements with educational supports and services for children ages 0-5 (as applicable)
  - Written narrative describing how project works with local employment agencies and employers to prioritize training and employment opportunities for participant (OR how project will do so) – Standalone Word document
  - Policies & Procedures

# Review Application Packet

- HUD APR from Sage
  - Applicants need to pull data from HMIS and then upload CSV-APR into Sage using the Test Run function to create the required report (for 6/1/22 – 5/31/23 ) (<https://www.sagehmis.info/>)
- HUD Data Quality Report (data for 6/1/22 – 5/31/23)
- \*RRH and PSH Projects awarded for first time in 2021 or later (not operational for a year) will receive median performance points for like applications (to be averaged with original application score).
- Where complete performance data is not provided from DV comparable database for data quality and system performance related criteria, CoC will assign median points of like projects for that criteria.

# Sage: Test run a report



## Log in:

User Name (email address)

Password

Go

[Forgot my password](#)

## New User?

[Create an account](#)

## Test your report output

[Upload the CSV output from an APR, CAPER/ESG-CV, or YHDP Supplemental Reporting Tool to check and view the results](#)

## Need Help with Sage?

[Sage User Manual](#)

- [Account Creation](#)
- [Account Login Issues](#)
- [Managing Other Users' Accounts](#)

## Sage is changing August 1

[Click here to learn more](#)

 HMIS Reporting Repository is to be used only by persons authorized to report on a HUD Continuum of Care for the Homeless (CoC) or Emergency Solutions Grant (ESG) Program. The information collected here have been submitted to the Office of Management and Budget for review under the Paperwork Reduction Act of 1995 (50 U.S.C. 3501-3520). The Annual Performance Reporting for the CoC is estimated to average 28 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed and completing and reviewing the collection of information. OMB approval No. 2506-0145

Developed under contract with the U.S. Department Of Housing And Urban Development Technical Assistance.

# Sage: CSV-APR 2023 Instructions



## Test a CSV-APR FY2023

Sage requires a CSV-APR FY2023 generated by your HMIS (or comparable data base for DV providers) in a .zip file, to be uploaded to the system. Follow the steps below to test your CSV-APR file and/or to create a printable version of your CSV-APR FY2023.

1. Download the CSV-APR from your HMIS or comparable database and save it to your computer. Remember where you place it – so you can find it.
2. Click the browse button below. Your computer's file directory will appear. Find the CSV-APR Report you saved and double click on it.
3. Check the box next to "I am not a Robot" and complete the verification steps if necessary.
4. Click on "Upload and Test" button to upload the file from your computer to Sage.
5. A results message will show:

*If there are no errors in the file Sage will tell you the CSV passed. Click the "Create Report" button and Sage will produce a printable version of your APR.*

*If there are errors, you will need to fix the problem(s) in your HMIS or comparable database and download a new CSV-APR.*

*You can enter your email address and click "Go" if you want a copy of the errors sent to you. Refer to the Sage guidebook in the Resources tab for additional instructions.*

6. If you want to test another CSV, repeat the process outlined above.

Choose File No file chosen

I'm not a robot



Upload and Test

# Sage: CSV-APR 2023 Instructions

## Test a CSV-APR FY2023

Sage requires a CSV-APR FY2023 generated by your HMIS (or comparable data base for DV providers) in a .zip file, to be uploaded to the system. Follow the steps below to test your CSV-APR file and/or to create a printable version of your CSV-APR FY2023.

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4. Click on "Upload and Test" button to upload the file from your computer to Sage.
5. A results message will show:
6. If there are no errors in the file Sage will tell you the CSV passed. Click the "Create Report" button and Sage will produce a printable version of your APR.
7. If there are errors, you will need to fix the problem(s) in your HMIS or comparable database and download a new CSV-APR.
8. You can enter your email address and click "Go" if you want a copy of the errors sent to you. Refer to the Sage guidebook in the Resources tab for additional instructions.
9. If you want to test another CSV, repeat the process outlined above.

# Application Packet

- ❑ Review Application and Supplemental Documents due **August 15, 2023 at 3:00 PM**. All submissions and HMIS data used for scoring and ranking projects.
- ❑ The complete packet needs to be **emailed** to Tina Moore ([BoSMonitoring@dca.ga.gov](mailto:BoSMonitoring@dca.ga.gov))
- ❑ The packet needs to be received by DCA BoS CoC staff no later than **3:00 pm on August 15, 2023**.
  - Please remember, project sponsors and sub-recipients have an earlier deadline to submit documents to direct grant recipients.

# Application Packet

Emailed to DCA at: [BoSMonitoring@dca.ga.gov](mailto:BoSMonitoring@dca.ga.gov)

Please remember, project sponsors and sub-recipients have an earlier deadline to submit documents to direct grant recipients.

# Certification Policy Addendum (due 8/15/23 in package)

- Bed Prioritization for Chronically Homeless Policy
- Low Barriers to Entry
- Housing First
- BoS Written Standards Policy
- BoS Violence Against Women Act (VAWA) Policy
- Projects Classified as DedicatedPLUS
- Application Submission Assurances
  - Any certifications fully complete and submitted in the Application or Applicant Profile in e-snaps as required
  - Code of Conduct submitted in Applicant Profile as required in E-snaps (IF not on HUD's list)
  - Certification of Consistency (follow up with providing project information to local government following DCA's email)

# Coordinated Entry Policy Addendum (due 8/15/23 in package)

- Application Submission Assurances
  - Coordinated Entry System Participation Defined
    - Participation requirements in implementation communities
    - Participation requirements outside of implementation communities
  - Certifications and Assurances

# NOI - Grant Consolidations

Eligible renewal project applications may consolidate 2-10 eligible renewal projects into one project application during the application process (NOFO).

- Projects must have same recipient and be for same component
- If eligible, **must submit separate renewal projects for each grant being proposed to consolidate (to CoC for scoring & ranking, AND in e-snaps)**
- **Each project application should identify the grant number that will survive after the competition, which must be the grant number with the earliest start date.** (NO combined application required this year)
- Project applications for grants proposed to be consolidated will be ranked (individually), and if all those grants are selected, HUD will award the single consolidated grant based on its ranked position to include the amount of funding of all grants included (those included will be removed from ranking).
- If one of the grants proposed to be consolidated is found to be ineligible for consolidation or is not selected, HUD will award all grants eligible for renewal and selected as separate grants.

# NOI - Non-Renewal of Project

- Applicants that will not be submitting an application for the renewal of a project currently funded through the CoC is requested to submit a letter with a completed *GA BoS CoC Notice of Intent – Non-Renewal of Project* form to Tina Moore at [BoSMonitoring@dca.ga.gov](mailto:BoSMonitoring@dca.ga.gov) as soon as possible.

# Policies & Procedures Review\*

- As previously noted, the CoC will be reviewing renewal applicant Policies & Procedures (P&P) to see that they support commitment to placement into housing without preconditions (other than mandated).
- DCA staff will be requesting P&P from renewal projects separately (anticipated submission date 8/15/23).

# 2023 HUD CoC Application Process

## *e-snaps*

73

# 2023 Balance of State CoC Process: Submission to HUD

- HUD Application in E-SNAPS (**short turnaround time**)
  - Electronic (required) – project applications must be submitted to CoC in *e-snaps* (direct grant recipients ONLY/sub-recipients or project sponsors must submit information to grantee)
- At application setup in e-snaps, Renewal Applicants can pull information from last year's renewal application (not available for first-time renewals)
- DCA submits the CoC Application &/or Competition documents and all Project Applications electronically to HUD

# E-SNAPS Submission

- In addition to the review application (and supporting materials) that need to be completed for each project, agencies **MUST** complete and submit CoC Project Application(s) electronically in E-SNAPS
  - <https://www.hudexchange.info/programs/e-snaps/>
- This must be submitted by **August 25, 2023 (5:00 PM)**
- There will be a general review of the submissions for completeness and accuracy and agencies will be expected to make any required corrections no later than **September 14, 2023 (2:00 PM)**
- Failure to complete the *e-snaps* portion of the application process and/or failure to respond and make the necessary corrections may result in a project not being included in the BoS CoC application to HUD
- **\*\*Applicant Profiles should have current Code of Conduct, if not on HUD listing)**

# Grant Consolidations (e-snaps)

Eligible renewal project applications may consolidate 2-10 eligible renewal projects into one project application during the application process (NOFO).

- Submit separate renewal projects for each grant being proposed to consolidate (review apps and in *e-snaps*)
- NO combined application required this year

# ***E-SNAPS* Submission (continued)**

- Project Application Detailed Instructions, Navigational Guides (e-snaps instructions), and FAQs  
[https://www.hud.gov/program\\_offices/comm\\_planning/coc/competition](https://www.hud.gov/program_offices/comm_planning/coc/competition)
- Technical issues with e-snaps should be emailed to HUD at [e-snaps@hud.gov](mailto:e-snaps@hud.gov)
- Project Applicants that require information and technical support concerning the HUD NOFO and the application in e-snaps may submit a question to HUD at [CoCNOFO@hud.gov](mailto:CoCNOFO@hud.gov)
- Please remember that online systems can freeze up and slow down with excessive traffic
  - Do not wait until the last minute

# CoC Project Review in E-snaps

- CoC to implement a thorough review and oversight process at the local level for both new and renewal project applications submitted to HUD
- CoCs are expected to closely review information provided in each project application in order to ensure:
  - Eligibility of participants
  - Eligibility of activities
  - Data consistent in application
  - Narratives are fully responsive to question and that it meets all criteria for that question as required by NOFO and included in detailed instructions
  - Renewal Project Detailed Instructions:  
<https://www.hud.gov/sites/dfiles/CPD/documents/CoC/FY-2023-CoC-RENEWAL-Application-Detailed-Instructions.pdf> **AND** <https://www.hudexchange.info/programs/e-snaps/fy-2023-coc-program-nofa-coc-program-competition/>

# E-snaps 4B (PSH Projects) Renewal Project Application Detailed Instructions

- **How many beds of the total beds in "2b. Beds" are dedicated to the chronically homeless?** Required. If you select "100%" Dedicated to question #8 on Screen 3B. Project Description, you must enter all beds as dedicated for individuals and families experiencing chronic homelessness. If you selected "DedicatedPLUS" you can enter the number of beds that will be dedicated CH; but this is not required so long as all program participants who enter the project meet the "DedicatedPLUS" requirements in Section III.B.2.g of the NOFO. If your project has dedicated CH beds to serve families experiencing chronic homelessness, you will enter all beds for the households as CH beds. See [HUD Notice CPD-16-11: Prioritizing Persons Experiencing Chronic Homelessness and Other Vulnerable Homeless Persons in Permanent Supportive Housing](#) for additional information.
- **PSH Applicants should include beds in this calculation that serve persons with CH designation and those that do not serve but will be dedicated serve persons with CH designation as soon as the beds turnover.**

4B. Housing Type and Location Detail

\* 1. Housing Type:

2. Indicate the maximum number of units and beds available for program participants at the selected housing site.

\* a. Units:

\* b. Beds:

Total beds in "2b. Beds" are dedicated to the chronically homeless?

This includes both the "dedicated" and "prioritized" beds from previous competitions.

# ***E-SNAPS Attachments***

- The following HUD required forms are built into e-snaps and must be fully completed and electronically signed before project applicants have access to the project application:
  - Project application charts, narratives, and attachments
  - SF-424 Application for Federal Assistance 1A-1F
  - Form HUD-2880, Applicant/Recipient Disclosure/Update Report (for each project)
  - HUD-50070 – Certification of a Drug-free Workplace
  - Certification Regarding Lobbying,
  - Applicant Certifications
  - SF-LLL – Disclosure of Lobbying Activities (if applicable)
  - Documentation of Applicant AND Subrecipient Eligibility
- Within Applicant Profile
  - Applicant Code of Conduct

# Nonprofit Documentation

- Documentation of Applicant and Subrecipient Eligibility. Project applicants must attach appropriate documentation for each private nonprofit recipient and subrecipient organization identified as a nonprofit.
- Private nonprofit status is documented by submitting either:
  - IRS 501(c)(3) form or equivalent nonprofit documentation
  - Certification from licensed CPA that the organization meets each component of the definition of a private nonprofit organization as defined by 24 CFR 578.3

# TDHE Documentation

- Documentation of Applicant and Subrecipient Eligibility. Project applicants must attach appropriate documentation for each Indian Tribe or Tribally Designated Housing Entities (TDHEs) recipient and subrecipient organization identified in the application.
  - TDHEs status documentation
- Applicants that propose to locate a project on a reservation or trust land must include a Tribal Resolution to locate a project on a reservation (NOFO page 34)
  - Tribes do not need to include for a project on their own reservation or trust land

# HUD Eligibility Requirements for Applicants of HUD's Grants Programs Includes (pages 35+ in NOFO)

- Resolution of Civil Rights Matters
- Advancing Racial Equity
- Participative Planning and Implementation
- Renewal Project Requirements
- Universal Identifier and System for Award Management (SAM.gov) Requirements
- Outstanding Delinquent Federal Debts
- Debarments or Suspensions, or both
- Mandatory Disclosure Requirement
- Pre-selection Review of Performance
- Sufficiency of Financial Management System
- False Statements
- Failure to conducting Business in Accordance with Ethical Standards/Code of Conduct
- Prohibition Against Lobbying Activities

## **Administrative, National, & Departmental Policy Requirements and Terms for HUD Applicants and Recipients of Financial Assistance Awards Includes Compliance with... (see full listing on pages 111-113 in NOFO)**

1. The Fair Housing Act
2. Title VI of the Civil Rights Act of 1964
3. The Age Discrimination Act of 1975
4. Section 504 of the Rehabilitation Act of 1973
5. The Americans with Disabilities Act
6. Affirmatively Furthering Fair Housing (AFFH) requirements
7. Improving Access to Services for Persons with Limited English Proficiency (LEP) requirements,
8. Accessible Technology requirements,
9. Equal Access Requirements
10. Participation in HUD-Sponsored Program Evaluation
11. OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
12. Drug-Free Workplace requirements
13. The requirements related to safeguarding resident/client files
14. The Federal Funding Accountability and Transparency Act of 2006
15. Accessibility for Persons with Disabilities requirements
16. Conducting Business in Accordance with Ethical Standards/Code of Conduct
17. System for Award Management and Universal Identifier Requirements
18. [section 106\(g\) of the Trafficking Victims Protection Act of 2000 \(TVPA\), as amended \(22 USC 7104\(g\)\)](#)
19. Eliminating Barriers That May Unnecessarily Prevent Individuals with Criminal Histories from Participation in HUD Programs
20. Equity requirements, which include compliance with racial equity and underserved communities and LGBTQ+ requirements

# RESOURCES

## HUD 2023 Continuum of Care NOFO, Competition, & Program pages:

- **NOFO at Grants.gov:** <https://www.grants.gov/web/grants/view-opportunity.html?oppld=349091>
- **2023 CoC Competition at HUD.gov:**  
[https://www.hud.gov/program\\_offices/comm\\_planning/coc](https://www.hud.gov/program_offices/comm_planning/coc)  
[https://www.hud.gov/program\\_offices/comm\\_planning/coc/competition](https://www.hud.gov/program_offices/comm_planning/coc/competition)
- **HUD Exchange e-snaps resources:** <https://www.hudexchange.info/programs/e-snaps/>
- **HUD Exchange CoC Program:** <https://www.hudexchange.info/programs/coc/>

## CoC Regulations

<https://www.hudexchange.info/programs/coc/toolkit/introduction-to-the-coc-program/#coc-program-laws-regulations-and-notices>

# HUD Notices

- **HUD Mailing List Notifications (click on title for link)**
  - [SNAPS Competitions](#)  
The SNAPS Competitions listserv provides notification from HUD about important information related to the annual Continuum of Care (CoC) competitive funding process.
  - [SNAPS Program Information](#)  
The SNAPS Program information listserv provides information from HUD about program content authored by SNAPS.
- **All Questions sent to HUD related to the CoC Competition (Annual Competition) MUST be sent to:**
  - [CoCNOFO@hud.gov](mailto:CoCNOFO@hud.gov) - questions regarding the FY 2023 CoC Program Competition process; or
  - [e-snaps@hud.gov](mailto:e-snaps@hud.gov) - questions related to *e-snaps* functionality (e.g., password lockout, access to user's application account, updating Applicant Profile).

# Resources

- Balance of State CoC

<https://www.dca.ga.gov/safe-affordable-housing/homeless-special-needs-housing/georgia-balance-state-continuum-care>

- Balance of State CoC 2023 Competition page

<https://www.dca.ga.gov/safe-affordable-housing/homeless-special-needs-housing/georgia-balance-state-continuum-care/2023-coc>

# Questions?

## General CoC / Application submission questions:

Tina Moore

(404) 327-6870 or [Tina.Moore@dca.ga.gov](mailto:Tina.Moore@dca.ga.gov)

Josh Gray

(404) 327-6811 or [Josh.Gray@dca.ga.gov](mailto:Josh.Gray@dca.ga.gov)

Rick Heermans

[Rick.Heermans@dca.ga.gov](mailto:Rick.Heermans@dca.ga.gov)

## Data Questions:

Aashish Gautam - [Aashish.Gautam@dca.ga.gov](mailto:Aashish.Gautam@dca.ga.gov)

BoS HMIS Team - [BoSHMIS@dca.ga.gov](mailto:BoSHMIS@dca.ga.gov)

