**FY2017 HUD Continuum of Care Program**

**Renewal Application**

On July 14, 2017 HUD released the Notice of Funding Availability (NOFA) for the Continuum of Care Program. The NOFA, forms and documents, and other supporting resources such as webinars and broadcast links are found on the HUD Exchange ([www.hudexchange.info](http://www.hudexchange.info)) site and the CoC page for the Alaska Coalition on Housing and Homelessness. ([www.alaskahousing-homeless.org](http://www.alaskahousing-homeless.org))

In 2015, the Alaska Coalition on Housing and Homelessness put together policies for the AK-501 CoC competition that will be used as a guide. These polices can be found on the CoC page. ([www.alaskahousing-homeless.org](http://www.alaskahousing-homeless.org))

If you are thinking of participating in the AK-501 Balance of State competition, potential applicants are encouraged to utilize these resources.

**Eligible Applicants:** Eligible project applicants for the CoC Program Competition are nonprofit organizations, States, local governments, and instrumentalities of State and local government, and public housing agencies, as such term is defined in 24 CFR 5.1000.

**Additional HUD requirements:** HUD will deny applications in which there are:

* Outstanding obligations to HUD that are in arrears or for which a payment schedule has not been agreed upon;
* Audit finding(s) for which a response is overdue or unsatisfactory;
* History of inadequate financial management accounting practices;
* Evidence of untimely expenditures on prior award;
* History of other major capacity issues that have significantly affected the operation of the project and its performance; or
* History of serving ineligible program participants or expending funds on ineligible costs.

### Funding

The CoC NOFA contains language for three different funding opportunities for applicants:

1. **Renewal Awards**: Current grantees are eligible for renewal funding in different categories Tier 1 (94% of Annual Renewal Demand) and Tier 2 (6% of Annual Renewal Demand);
2. **Re-allocation Funds**: If current grantees request less funding new projects can be created with these funds in the following categories; 1) new permanent supportive housing for chronically homeless individuals and families, 2) rapid re-housing projects for homeless individuals and families coming directly from the streets or emergency shelters, 3) new supportive services only projects for centralized or coordinated assessment, and 4) new dedicated Homeless Management Information System projects.
   * Reallocation funds may be available for this funding cycle.
3. **Permanent Supportive Housing Bonus Projects**: New projects may be created through the permanent housing bonus (6% of Final Pro Rata Need) by developing new permanent supportive housing projects dedicated to serving 100% chronically homeless families and individuals or rapid re-housing projects that will serve homeless individuals and families coming directly from the streets or emergency shelter.

**Alaska Balance of State (AK-501) – Funding Available**

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| Tier 1 Amount (94% of Annual Renewal Demand) | $694,003 |
| Tier 2 Amount (6% of Annual Renewal Demand) | $44,298 |
| **Max Renewal/Reallocation Funds Available for 2017** | **$738,301** |
|  |  |
| Bonus Projects (6% of FPRN) | $64,076\* |
| Planning Funds (3% of FPRN) | $32,038\* |
| **Total Eligible CoC Application Request** | **$834,415\*** |

\*HUD has not released the FPRN so an estimate was used for the bonus projects and planning funds.

**Deadline**

The Renewal Program Application, Leveraging Chart, and most current HUD APR, are due via email to Brian Wilson, Coalition Executive Director, at [director@alaskahousing-homeless.org](mailto:director@alaskahousing-homeless.org) by **August 17, 2017 at 3:00 p.m.**

* **Reminder:** If an agency is applying for more than one project, each project requires a Program Application and Leveraging Chart.

All completed applications must be sent as a Word document with a leveraging chart in Excel. Questions should be directed to Brian Wilson.

**Ranking**

Project scoring and ranking will incorporate HUD’s priorities as outlined in the CoC NOFA, federal priorities outlined in *Opening Doors*, and state priorities outlined in *Alaska’s Plan to End Long Term Homelessness*. A copy of the ranking committee’s scoring tool is attached.

* All agencies interested in renewing or applying for new CoC funding must complete a program application and leverage chart.
* If a new PSH or RRH project is being proposed through reallocation of existing funds, it will be ranked based on HUD priorities.
* The HMIS grant will be placed in Tier 1.

Projects will be ranked in HUD priority order by project type (e.g. PH, TH, SSO, etc.) applying the methodology described above. Any remaining projects not fitting in the amount allocated for Tier 1 are placed in Tier 2.

**Notification of Ranking**

Each applicant will be notified by August 30, 2017 of the final ranking.

**Renewal Application Instructions:**

Complete these forms based on your last completed fiscal year APR report. If the renewal project has not started implementation due to a delay by HUD to execute the grant, make sure to indicate that the project type is a renewal project and outline in the narrative why the program has not been started. Your most recent APR will be reviewed with this application.

Please include:

1. Cover sheet with signature. Electronic signatures are acceptable.
2. Project Application
3. Leveraging Chart (Excel Spreadsheet)
4. Copy of most current APR as submitted to HUD (Including both expenditure and client service information).

**For questions on the application, please email Brian Wilson at** [**director@alaskahousing-homeless.org**](mailto:director@alaskahousing-homeless.org)**.**

**Definitions for the Continuum of Care Program**

The Continuum of Care (CoC) Program is designed to promote communitywide commitment to the goal of ending homelessness; provide funding for efforts by nonprofit providers, and State and local governments to quickly rehouse homeless individuals and families while minimizing the trauma and dislocation caused to homeless individuals, families, and communities by homelessness; promote access to and effect utilization of mainstream programs by homeless individuals and families; and optimize self-sufficiency among individuals and families experiencing homelessness.

**Chronically Homeless (from 24 CFR 578.3)**

An individual who:

* Lives in a place not meant for human habitation, a safe haven, or in an emergency shelter; and
* Has been homeless and living as described in paragraph (1)(i) of this definition continuously for at least **12 months** [one year] or on at least 4 separate occasions in the last 3 years,[where each homeless occasion was at least 15 days] **as long as the combined occasions equal at least 12 months and each break in homelessness separating the occasions included at least 7 consecutive nights of not living as described in paragraph (1)(i). Stays in institutional care facilities for fewer than 90 days will not constitute a break in homelessness, but rather such stays are included in the 12-month total, as long as the individual was living or residing in a place not meant for human habitation, a safe haven, or an emergency shelter immediately before entering the institutional care facility;**
* An individual who has been residing in an institutional care facility, including a jail, substance abuse or mental health treatment facility, hospital, or other similar facility, for fewer than 90 days and met all of the criteria in paragraph (1) of this definition, before entering that facility; or
* A family with an adult head of household (or if there is no adult in the family, a minor head of household) who meets all of the criteria in paragraph (1) or (2) of this definition, including a family whose composition has fluctuated while the head of household has been homeless

**Coordinated Entry**

* + Please reference HUD’s Coordinated Entry Policy Brief at: <https://www.hudexchange.info/resource/4427/coordinated-entry-policy-brief/>

**Emergency Shelter:** Any facility whose primary purpose is to provide temporary shelter for the homeless for a period of 90 days or less.

**Rapid Re-Housing**: Rapid re-housing (RRH) emphasizes housing search and relocation services and short- and medium-term rental assistance to move homeless persons and families (with or without a disability) as rapidly as possible into permanent housing.

**Transitional Housing:** Transitional housing (TH) programs typically provide interim housing for up to 24 months in order to support a person's successful move to permanent housing.

**Joint Transitional Housing and Permanent Housing- Rapid Re-Housing Component Project (TH & PH-RRH)** The Joint TH and PH-RRH component project includes two existing program components–transitional housing and permanent housing-rapid rehousing–in a single project to serve individuals and families experiencing homelessness.

**Permanent Supportive Housing:** Permanent housing (PH) is community-based housing without a designated length of stay in which formerly homeless individuals and families live independently.

**Housing First:** A model of housing assistance that prioritizes rapid placement and stabilization in permanent housing that does not have service participation requirements or preconditions (such as sobriety or a minimum income threshold). Transitional housing and supportive service only projects can be considered to be using a Housing First model for the purposes of this NOFA if they operate with low-barriers, work to quickly move people into permanent housing, do not require participation in supportive services, and, for transitional housing projects, do not require any preconditions for moving into the transitional housing (e.g., sobriety or minimum income threshold).

To determine if your program follows Housing First principles, please read the [US Interagency Council on Homelessness Housing First Checklist.](https://www.usich.gov/solutions/housing/housing-first)

**Alaska Homeless Management Information System** (AKHMIS): Homeless Management Information System (HMIS) is a local information technology system used to collect client-level data and data on the provision of housing and services to homeless individuals and families and persons at risk of homelessness. Each Continuum of Care is responsible for selecting an HMIS software solution that complies with HUD's data collection, management, and reporting standards. [The Institute for Community Alliances](https://www.icalliances.org/alaska/) is the HMIS system administrator for the Balance of State CoC.

**FY2017 HUD Continuum of Care Program**

**Renewal Application Cover Sheet**

**Organization Information**

Organization Name:

Organization Mailing Address:

City:       State:       Zip Code:

DUNS Number:       Tax ID Number:

Contact Name:       Position/Title:

Contact Phone:       Contact Email:

**Name of Person with Signature Authority**:

Position/Title:

Phone:       Email:

**Name of AKHMIS Contact**:

Position/Title:

Phone:       Email:

**Name of E-SNAPS Contact**:

Position/Title:

Phone:       Email:

**Application Details**

Project Name:

Geographic Area(s)/City(s) to be Served:

HUD CoC Funding Amount Requested:  $

**CoC Program Component:**

Permanent Supportive Housing - Housing First

Permanent Supportive Housing – Not Housing First

Rapid Re-Housing

Homeless Management Information System (HMIS)

Transitional Housing

Transitional Housing – Rapid Re-Housing Model

Supported Services Only – Coordinated Entry

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| 1. Can the agency provide a clean, independent financial audit completed within 6 months of the end of its most recently completed fiscal year and provide a current IRS Form 990?   Yes  No |
| 1. Between July 1, 2015 and June 30, 2017 has the project received any correspondence from HUD regarding concerns about timely (quarterly) drawdowns?   Yes  No |

**Applicant Statement:** *To the best of my knowledge and belief, all of the information contained in this application and attachments is true and correct, and the activities in this proposal have been duly authorized by the governing body of the applicant.*

Typed Name of Authorized Representative:

Title of Authorized Representative:

Signature of Authorized Representative:

Date Signed:

**Section One: Target Population and Program Type**

Please answer the following questions and provide narrative responses for further clarification.

**Target Population**

Select each of the homeless populations to be served through CoC funding.

Unaccompanied Youth (Under 18)  Prisoner Re-Entry

Transitional Age Youth (18-24)  Families

Veterans  Single/Married Adults Only (age 18+)

Chronically Homeless

Victims of Domestic Violence

**Type of Housing and Services That Utilize CoC Funds***:*

**Housing**

Permanent Supportive Housing

Housing First - Permanent Supportive Housing

Rapid Re-Housing

Homeless Management Information System (HMIS)

Transitional Housing

Transitional Housing – Rapid Re-Housing Model

Supported Services Only – Coordinated Entry

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| **Narrative (Two-Page Limit)**  Briefly explain how CoC funds are utilized for the targeted population. If your program has multiple target populations and funding sources, please explain how CoC funds are used.  Also address:  1a. What percentage of your program beds are targeting unaccompanied youth and chronically homeless?  1b. Indicate the percentage of total beds that are dedicated to chronically homeless individuals and how many new beds will be dedicated through this funding. |

###### Section Two: Data Collection, Data Sharing, and Reporting

2.a Does your agency have a staff person designated to review reports and monitor data quality?  Yes  No If yes, specify the person’s title.

2.b Does your organization have a signed MOA with other local agencies for AKHMIS data sharing?  Yes  No

2c. Is your agency sharing more than the AKHMIS minimum required data set (Date of birth, race, gender, last 4 of SSN)?

Yes  No

2.d Are clients entered into AKHMIS defaulted to share?

Yes  No

**Section Three: System Performance Measures**

A critical aspect of the [McKinney-Vento Homeless Assistance Act](https://www.hudexchange.info/resource/1715/mckinney-vento-homeless-assistance-act-amended-by-hearth-act-of-2009/), as amended, is a focus on viewing the local homeless response as a coordinated system of homeless assistance options as opposed to homeless assistance programs and funding sources that operate independently in a community. To learn more about Alaska’s System Performance Measures, visit our data dashboards:

* + <https://www.icalliances.org/alaska-dashboard>
  + <https://www.icalliances.org/system-performance-dash>

These system performance measures include:

**Measure #1:** Length of Time Persons Remain Homeless

**Measure #2:** The Extent to which Persons who Exit Homelessness to Permanent Housing Destinations Return to Homelessness

**Measure #3:** Number of Homeless Persons

**Measure #4:** Employment and Income growth for Homeless Persons in CoC Program-funded Projects

**Measure #5:** Number of Persons who Become Homeless for the First Time

**Measure#6:** Homeless Prevention and Housing Placement of Persons

**Measure #7:** Successful Placement from Street Outreach and Successful Placement in or Retention of Permanent Housing

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| **Narrative**  If CoC funding will support a new project for your community, please describe how your agency will monitor system performance measures. If CoC funding will be utilized to expand an existing program, please describe your agency’s approach to monitoring system performance measures.  3a. How often will you review your program’s System Performance Measures?  3b. How do you utilize System Performance Measures to improve client outcomes? |

**Section 4: Coordinated Entry**

When your community begins coordinated entry in 2018, indicate your level of participation by checking all boxes that apply. Include additional details in the narrative box below.

Data sharing

Use common assessment tool during assessment

Case conferencing

Follow prioritization guidelines

Have designated hours to administer telephonic assessments

Make referrals to the coordinated entry process

Receive referrals from the coordinated entry process

Operate as access point for coordinated entry process

Include outreach component

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| **Narrative Questions (applicable to DV & Non-DV applicants)**  4a. Describe your organization’s involvement with local/statewide Coordinated Entry Planning.  4b. Describe your agency’s readiness to accept referrals of the most vulnerable individuals in your community from a community-wide waitlist (as opposed to an agency waitlist).  4c. Describe your agency’s readiness to participate in each of the Coordinated Entry Components listed above (e.g. Data Sharing, Common Assessment Tool, etc).  4d. Will your community be ready to implement coordinated entry by the January 23, 2018 deadline as set by HUD? See [HUD Coordinated Entry Process Self-Assessment](https://www.hudexchange.info/resource/5219/coordinated-entry-self-assessment/) |

**Section 5: Matching Funds and Expenditures**

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| **Narrative**  5a. Local matching funds are integral to program sustainability. Please explain the applicant’s project leverage compared to the HUD request. Include the total amount leveraged. |

**Section 6: Planning**

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| **Narrative**  6a. Please explain how your CoC-funded program fits into your local homeless service delivery system, state homeless plan, and Opening Doors: Federal Strategic Plan to Prevent & End Homelessness.  6b. Is there an inter-agency local plan in place that includes the goals of Opening Doors to prevent and end homelessness, steps the community is taking to assess existing barriers to entry, and strategic goals on how to remove them?  6c. List which specific benchmarks from the Opening Doors plan you are addressing with your program. Describe how your program addresses the listed goals. |

**Section 7: Application Completeness**

CoC Application scorers will judge the completeness of the application. (2 points if no errors.)

**Section 8: Permanent Supportive Housing, Rapid Re-Housing, and**

**Housing First Approach**

In recent years, the HUD CoC program has incentivized permanent supportive housing, rapid re-housing, and an overall Housing First, low barrier approach for local CoC’s.

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| **Narrative**  Please explain how your CoC-funded program provides permanent supportive housing or rapid re-housing opportunities in your community.  8a. Does your project prioritize the chronically homeless in existing PSH units that are not dedicated to serving the chronically homeless in the CoC, and that are made available through turnover?  8b. What is the percentage of your CoC-funded PSH or Rapid Re-Housing beds dedicated to chronically homeless individuals?  8c. How many new PSH beds will your project dedicate in this application to chronically homeless?  8d. Does your CoC funded project use Housing First Principles, including with participants that are:  Allowed to enter the program without income  Yes  No  Allowed to enter the program even if they aren’t “clean or sober” or “treatment compliant”  Yes  No  Allowed to enter the program even if they have criminal justice system involvement  Yes  No  Are service and treatment plans voluntary, such that tenants cannot be evicted for not following through?  Yes  No |