

**Chittenden County Homeless Alliance (Chittenden CoC)**  
FFY2021 HUD Continuum of Care Program \* Notice of Funding Opportunity

**Requests for PROPOSALS**

Any eligible entity wishing to submit a request to fund a NEW and/or RENEWAL or CoC Bonus or Domestic Violence Bonus CoC Project during this year's HUD CoC NOFO must complete the attached form and submit it electronically to the Community & Economic Development Office (Marcella Gange) before 4:00 pm on **Friday, October 8<sup>th</sup>, 2021**. Only one request per form.

**INTRODUCTION**

As the Collaborative Applicant for the Chittenden County Homeless Alliance Continuum of Care, the Community & Economic Development Office (CEDO) is accepting proposals for new, renewed, expanded or bonus projects as outlined below with Continuum of Care Homeless Assistance funding from the U.S. Department of Housing and Urban Development (HUD).

Chittenden County Homeless Alliance (CCHA) Continuum of Care is soliciting proposals that address housing and service priorities established through the Continuum of Care, with priority for serving vulnerable populations including persons experiencing chronic homelessness, persons fleeing domestic violence, unaccompanied youth, and families with children.

The following funding is available:

New/Renewals/Expanded: \$1,145,908 - approximately

Bonus for CoC - \$57,295 - approximately. New projects created through the CoC Bonus must meet the project eligibility and project quality threshold requirements established by HUD.

Bonus for DV - \$87,162 to include one of the following: PH/RRH project, Joint TH & PH/RRH project or SSO – Coordinated Entry for DV survivors

Funding will come from the U.S. Department of Housing and Urban Development's (HUD) 2021 McKinney-Vento Continuum of Care (CoC) for the Homeless Program, as amended under the HEARTH Act and the CoC Program Interim Rule. The availability and priorities for any funding for new projects is articulated in HUD's CoC Notice of Funding Opportunity (NOFO):

<https://www.hudexchange.info/programs/e-snaps/fy-2021-coc-program-nofa-coc-program-competition/>

<https://www.grants.gov/web/grants/view-opportunity.html?oppld=335322>

More information on this program, the HEARTH Act, the Interim Rule and the NOFO is available on HUD's website: <https://www.hudexchange.info/coc>

**Organizations that do not currently receive CCHA CoC program funding are encouraged to submit proposals. Proposals are also welcome from current recipients of this funding.**

**The CCHA 2021 Request for Proposals is available upon request in alternative formats for persons with disabilities. Please contact the CCHA Collaborative Applicant, Marcella Gange of CEDO, for this or any other reason, at [mqange@burlingtonvt.gov](mailto:mqange@burlingtonvt.gov) 802.865.7178**

A. As part of the FY2021 HUD CoC NOFO competition released August 19<sup>th</sup>, 2021, any **ELIGIBLE APPLICANT** may submit a Proposal for a NEW (Reallocated PH-PSH or PH-RRH, joint TH & PH-RRH or SSO-CE Projects from Existing CoC funds, CoC Bonus or DV Bonus or EXPANDED Renewal Project) and/or RENEWAL CoC Projects.

B. The unbiased **Application Ranking Committee** will use the CoC-approved Policy & Tool, along with HUD CoC NOFO thresholds and guidance, to make funding determinations and rank approved projects to be submitted to HUD for consideration. The Chittenden County Homeless Alliance Steering Committee will review and approve the recommendations.

C. **APPEALS PROCESS:** Any CoC project applicant may send a written response to the Steering Committee Co-Chairs if there is an objection to the project determination (denied/reduced funding, lower priority, or other reason). Appeals will be heard at the November 4<sup>th</sup> Steering Committee meeting. Solo Applicants may also submit an appeal directly to HUD as described in the timeline and the FY2021 CoC NOFO.

D. **Homeless Management Information System** projects do not need to submit this form but must confirm their intent to renew by e-mail to CEDO by **October 8<sup>th</sup>, 2021 at 4PM**. If entities seek to expand their projects with additional funding and services, a form must be submitted as an expansion either with reallocated funds (if any) or Bonus funds.

**ADDITIONAL RESOURCES:**

- **HUD CoC Program Interim Rule**  
[https://www.hudexchange.info/resources/documents/CoCProgramInterimRule\\_FormattedVersion.pdf](https://www.hudexchange.info/resources/documents/CoCProgramInterimRule_FormattedVersion.pdf)
- **CoC Program Grants Administration User Guide** <https://www.hudexchange.info/resource/2946/coc-program-grants-administration-user-guide/>
- **HUD E-SNAPS** <https://esnaps.hud.gov/grantium/frontOffice.jsf>

<b>Chittenden County Homeless Alliance (CCHA) CoC</b>		
<b>2021 SCHEDULE: HUD CoC NOFA Homeless Assistance Application</b>		
<b>ACTIVITY</b>	<b>DUE DATE</b>	<b>PRIMARY LEAD</b>
HUD releases FY21 Grant Inventory Worksheet	<b>June 21</b>	CEDO - CA
HUD releases FY21 CoC Notice of Funding Opportunity (NOFO)	August 19th 2021	CEDO - CA
Presentations begin on current CoC-funded projects	July 1st Meeting	Steering Committee
Chittenden County HA Steering Committee vote – Ranking Policy/Priorities, Committee	<b>July 1st Meeting</b>	CCHA Steering Committee
Scoring and Ranking Materials posted to website	September 13th 2021	
Request for Proposals Released – request for proposals from all applicants for CoC grants – PH/DV bonus projects, renewals	<b>September 14th 2021</b>	CEDO - CA

<b>Collaborative Application reviewed – questions submitted to various CCHA partners for information and answers</b>	September 20th 2021	CEDO -CA
<b>APRs from current projects due via email to CEDO</b> mgange@burlingtonvt.gov	October 1st 2021	Renewal Applicants
Current Projects present information to Steering Committee	<b>October 7th, 2021</b>	CoC-funded agencies
<b>Requests for proposals due via email to CEDO – 4 PM</b> mgange@burlingtonvt.gov	<b>October 8th 2021</b>	Applicants
<b>All Proposals, Performance Data</b> forwarded to Application Ranking Committee	October 11th 2021	CEDO- CA
<b>Collaborative Application Questions– CCHA partners to submit information and answers</b>	<b>October 12th 2021</b>	CCHA partners
<b>CCHA Application Ranking Committee</b> meets mid-October to review, rank prioritize all projects and applicants notified by email from CEDO	October 13-20th 2021	Application Ranking Committee
<b>HMIS NOFA Section</b> – to work on with ICA.	October 13-15th 2021	CEDO – CA/ICA
<b>Projects – completed and submitted into esnaps</b>	October 25th 2021	Applicants
<b>Match Letters</b> submitted to Collaborative Applicant mgange@burlingtonvt.gov	October 25th 2021	Applicants
<b>Appeals – proposed applicants</b> that are denied or received reduced funds may submit an appeal to the CoC co-chairs via email by 11/3/21	November 3rd 2021	Applicants
<b>CCHA Application Ranking Committee</b> presents findings to Steering Committee	<b>November 4th 2021</b>	CEDO - CA
<b>Steering Committee VOTES</b> on Tier 1 and Tier 2 projects/funding – possible reallocation	<b>November 4th 2021</b>	Steering Committee
<b>Agencies present appeals</b> for funding or placement in tiers	<b>November 4th 2021</b>	Applicants
<b>Steering Committee Votes to allow the Executive Committee</b> to approve the submittal of the final Consolidated Application to HUD	<b>November 4th 2021</b>	Steering Committee
<b>Release and Posting of Committee’s Ranking</b>	November 4th 2021	CEDO-CA
<b>Letter due to applicants</b> – accept/reject project applications and project listings	November 4th 2021	CEDO-CA
<b>Review of Project Applications for completeness</b>	November 4th - 6th 2021	Volunteers - TBD
<b>Review:</b> Consolidated Application by Steering Committee/ Officers	November 6th - 7th 2021	TBD
<b>Review of Consolidated Application:</b> Posted on website and noticed to members	No later than November 8th 2021	CEDO - CA
<b>A Solo Applicant</b> – with a denied/reduced CoC project may submit a direct appeal to HUD (snapsappeals@hud.gov) AFTER submitting a complete project application in ensaps before the NOFA submission deadline	November 16th 2021	
<b>Consolidated Application Submission – DUE before 7:59 PM</b>	<b>November 16th 2021</b>	CEDO - CA

**Chittenden County Homeless Alliance (CCHA) CoC Program  
Initial Project Application FY21**

1. Below are options for FY2021 Chittenden County Homeless Alliance – HUD CoC Program funding Requested Source of Funds for Project (PICK ONE project proposal per form):

- NEW-BONUS** CoC Permanent Housing PH – PSH\*, PH-RRH, Joint TH & RRH, SSO-CE Projects  
\*Must be fully dedicated to individuals and/or families experiencing **chronic homelessness** OR **people meeting the Dedicated PLUS definition.** (See FY21 CoC Program NOFO)
- NEW-BONUS** Domestic Violence PH/RRH project, Joint TH & PH/RRH project or SSO – Coordinated Entry for DV survivors
- NEW-REALLOCATED** CoC Permanent Supportive Housing (PSH)  
\*Must be fully dedicated to individuals and/or families experiencing **chronic homelessness** OR **people meeting the Dedicated PLUS definition.** (See FY21 CoC Program NOFO)
- NEW-REALLOCATED** CoC Rapid Rehousing (PH-RRH), joint TH & PH-RRH and SSO-CE  
\*For homeless individuals and families and unaccompanied youth (See FY21 CoC Program NOFO)
- RENEWAL** Current CoC Program Projects with NO changes (PSH-Rental Assistance, Rapid Rehousing), SSO-Coordinated Entry, HMIS – email only
- EXPANSION** Current CoC Program Projects with Expansion using Reallocated Dollars, CoC Bonus and DV Bonus

2. **CoC Project Name** (proposed new or renewal) \_\_\_\_\_

3. **CoC Project Description:** Attach one page (max) description & design showing the project outreach plan to find participants, how it fills an identified need, & project scale (# of units, type of units, configuration of units and how these fit needs of participants), and type of supportive services available to obtain/maintain permanent housing and mainstream resources. Specific plans to ensure program participants will be individually assisted to obtain the benefits of mainstream health, social, and employment programs for which they are eligible to apply meets the needs of program participants. The description will also include information on planned outreach to participants to address disparities to access and receipt of services for Black, Indigenous, Hispanic (non-white), and LGBTQ participants who may be disproportionately more likely to experience homelessness.

4. **Name of Primary Applicant** (Direct HUD Recipient, if awarded): \_\_\_\_\_  
*Subrecipient(s)-if applicable:* \_\_\_\_\_

*Primary Partners/Providers-if applicable:* \_\_\_\_\_

*\*Eligible Project Applicants: nonprofit organizations, states, local governments, and instrumentalities of state and local governments. Public housing agencies are eligible without limitation or exclusion. For-profit entities are not eligible to apply for grants or to be subrecipients of grant funds*

5. **Are the recipient, subrecipient and any partner agencies in good standing with all state and federal funding sources?**

YES  NO

6. **Match:** Applicant certifies the *availability*, if selected, to commit/provide a required, **minimum 25% match**, above HUD CoC Program funds, from other sources [i.e. Medicaid, HOP, FSH, DMH, Private, Other]?

YES  NO (not eligible for funding)

**Name all identified, potential match sources AND total amounts for the CoC Program project:**

1)

2)

3)

7. **If awarded, will (does) the CoC Program project participate in CCHA's Coordinated Entry System?**

YES  NO (*non-eligible*)

8. **If awarded, will (does) this CoC Program project use the VT HMIS Implementation?**

YES  NO

OR

DV project (who will use a HMIS comparable *database*)

**NEW PROJECTS ONLY**

Do you operate any homeless dedicated projects?

YES  NO

If yes, do they participate in the VT HMIS?

YES  NO

**9. Low Barrier: Will participants be screened-out of HUD CoC projects due to any of the following?**

- Too Little or No Income*
- Active or History of Substance Abuse*
- Criminal record with exceptions for state-mandated restrictions*
- History of domestic violence (e.g. lack of a protective order, period of separation from abuser, or law enforcement involvement)*
- None of the Above*

**10. Housing First: Will HUD CoC project participants be terminated based upon any of the following?**

- Failure to participate in supportive services*
- Failure to make progress on a service plan*
- Loss of income or failure to improve income*
- Being a victim of domestic violence*
- Other activity not covered in typical lease agreement*
- None of the above*

**11. Racial Equity: Briefly describe any measures to identify any barriers to participation (e.g., lack of outreach) faced by persons of different races and ethnicities, particularly those over-represented in the local homelessness population, and any steps taken or planned to eliminate the identified barriers.**

**12. Evidence Based Approach: Give two examples of how your program incorporates data/an evidence based approach to design or improve the program. (examples: data/research done elsewhere, local data, program performance data, participant feedback, or use of a best practice. Possible measures include: positive housing outcomes, improvements in employment and/or income; improvements in overall well-being, such as improvements in mental health, physical health, connections to family, and safety.)**

**13. CoC Project Budget**

Type of Cost	Proposed Budget	Proposed Activities Covered by Budget (i.e. number of units, staff/service details, etc.)
<i>Housing Cost</i> -Rental Assistance -Leasing -Operations -Capital		
<i>Services</i>		
<i>HMIS</i>		
<i>Admin Costs</i>		

Number and Size of Rental Subsidies: \_\_\_\_\_

Address-Units/Building(s): \_\_\_\_\_

Recipient Type (pick one)

- Non-Profit Organization** \_\_\_\_\_
- Local Government** \_\_\_\_\_
- State Entity:** \_\_\_\_\_
- Local PHA** \_\_\_\_\_

Rental Assistance Administrator (if applicable)

- Non-Profit Organization** \_\_\_\_\_
- Local Government** \_\_\_\_\_
- State Entity:** \_\_\_\_\_
- Local PHA** \_\_\_\_\_

Subrecipient or Primary Service Provider(s): \_\_\_\_\_

**ADDITIONAL QUESTIONS – NEW or EXPANDED CoC PROGRAM PROJECT PROPOSALS**

14. **Eligible Component Types for NEW CoC Program projects (PICK ONE: RRH /PSH/SSO-CE and fill out sub- questions):**

- RAPID RE-HOUSING (RRH - PERMANENT HOUSING or BONUS )**  
(Must be *Tenant-Based Rental Assistance* and propose to serve Literal Homeless-coming directly from Streets or Emergency Shelter (including GA motel or other eligible Emergency Shelter Program) or fleeing domestic violence:

Subpopulation – Choose all that apply

- Individual
- Families
- Youth (18-24)
- Veterans
- Other

Homeless Population and Percentage of Participants – Choose all that apply

- Persons living in places not meant for human habitation\_\_\_\_%
- Persons living in emergency shelter\_\_\_\_%
- Persons fleeing or attempting to flee DV\_\_\_\_%
- Persons residing in a TH project eliminated in the FY19 competition\_\_\_\_%
- Persons receiving services through a VA-funded homeless assistance program and met one of the above criteria at initial intake to VA homeless system\_\_\_\_%

Target Disability– (not required - choose all that apply if project is targeting)

- Severe/Persistent Mental Illness  Substance Use  Other Disability: \_\_\_\_\_

Chronic Homeless Population – (not required - choose if your project is targeting)

- Chronically Homeless (24 CFR 578.3)

- PERMANENT SUPPORTIVE HOUSING (PSH - REALLOCATED OR BONUS)/Chronic Homeless only:**

Chronic Homeless Population – Must Choose One

Chronically Homeless (24 CFR 578.3)

OR

Chronically Homeless per Dedicated Plus (See NOFA FY19 p. 17)

Residing in TH that will be eliminated in FY19 and met definition of chronically homeless prior to entry

Residing in a place not meant for human habitation, emergency shelter, or safe haven; but the individuals or families experiencing chronic homelessness as defined at 24 CFR 578.3 had been admitted and enrolled in a permanent housing project within the last year and were unable to maintain a housing placement

Residing and has resided in a place not meant for human habitation, a safe haven, or emergency shelter for at least 12 months in the last three years, but has not done so on four separate occasions

Receiving assistance through a Department of Veterans Affairs(VA)-funded homeless assistance program and met one of the above criteria at initial intake to the VA's homeless assistance system.

Target Disability– Choose all that apply

Severe/Persistent Mental Illness

Substance Use

Other Disability: \_\_\_\_\_

Subpopulation – Choose all that apply

Individuals  Families  Youth (18-24)  Veterans  Other \_\_\_\_\_

Housing Type (PICK ONE)

Rental Subsidy Type – Choose one of the below

Tenant-Based Rental Assistance  Sponsor-Based RA  Project-Based RA

Leasing [Recipient/Subrecipient leases building]

Project-Based/Operations [Recipient/Subrecipient owns building]

**Supportive Services Only – Coordinated Entry (SSO- CE- REALLOCATED OR BONUS)**

Explain the need for expanded SSO-CE services and the planned implementation.

Application for SSO-CE ends here.

**15. Describe experience with administering PSH and RRH projects and state/federal funding.**

Attach a brief (maximum one page) summary

**16. How will the CoC Program project quickly move participants into permanent housing?**

Explain how:



**17. Will CoC participants will be required to live in a particular structure/unit/locality?**  
 YES  NO

If "YES", where and why:

**18. Will the new CoC Program project use an existing homeless facility or activities?**  
 YES  NO

If "YES", explain:

**19. How will the new CoC Program project support participants to achieve and maintain economic independence?**

**20. How will the CoC Program project support participants to remain in or exit to a destination of permanent housing?**

Explain how:

What percentage of participants will remain in/exit to permanent housing?

How is this percentage determined?

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