



**IMPERIAL COUNTY DEPARTMENT OF SOCIAL SERVICES IN
COLLABORATION WITH
IMPERIAL VALLEY CONTINUUM OF CARE COUNCIL (IVCCC)**



**NOTICE FOR FUNDING FOR
FY 2019 COC PROGRAM COMPETITION**

POSTED: August 14, 2019

UPDATED: August 29, 2019

The Imperial County Department of Social Services (ICDSS), acting on behalf of the Imperial Valley Continuum of Care (IVCCC), is requesting proposals from nonprofit and local government organizations providing assistance to homeless populations within the County of Imperial. The County of Imperial is interested in receiving new housing projects that meet the requirements of the Domestic Violence (DV) Bonus Project, CoC Bonus Projects and Reallocation Projects as noted in the attached United States Housing and Urban Development (HUD) CoC 2019 Notice of Funding Availability (NOFA).

Deadline

A local process timeline of activities and deadlines may be found at the end of this notice. Applicants are responsible for attending to all applicable dates on the timeline.

Organizations that wish to submit a renewal project application must complete and submit the notice of intent to submit an application **no later than August 16, 2019** to Isaen Equihua, Administrative Analyst via email at: isaenequihua@co.imperial.ca.us.

Applicants must complete an application and upload required attachments in e-snaps at <https://esnaps.hud.gov/>. It is important that persons completing the application do **NOT** hit the **“SUBMIT”** button on ESNAPS. All applications must be reviewed and ranked by the IVCCC prior to submission. **Export and save the application in PDF form and submit three (3) physical copies of the application and attachments to Brett Houser at 351 Main Street, Brawley, CA 92227, (760) 351-2650 for review by Friday, August 30, 2019 at 4:00 p.m. In addition, submit an electronic copy of the entire application and attachments in a USB or CD with physical copies.** Applications posted or updated at a later date and time will not be considered.

ICDSS will be hosting a local FY 2019 CoC Program Bonus Competition Workshop for interested applicants on August 16, 2019 from 10:00 am – 11:30 am at the Imperial County Department of Social Services located at 2985 S. Fourth St, Room A, El Centro, CA 92243.

Addenda to this Notice:

Please note that the County reserves the right to issue addenda to this notice if the County considers that additional clarifications are needed to this notice. Updates will be posted on the IVCCC website: <http://www.cociv.org>.

Background/Purpose:

HUD released a NOFA for FY 2019 Continuum of Care (CoC) Program Competition. HUD is making available approximately \$2.3 billion in Fiscal Year 2019 for the CoC Program. The CoC Program is designed to promote a community-wide commitment to the goal of ending homelessness; to provide funding for efforts by nonprofit providers, States, and local governments to quickly re-house homeless individuals, families, persons fleeing domestic violence, and youth while minimizing the trauma and dislocation caused by homelessness; to promote access to and effective utilization of mainstream programs by homeless individuals and families; and to optimize self-sufficiency among those experiencing homelessness. The FY 2019 CoC Program Competition opened on July 3, 2019, and applications are due to HUD on Monday, September 30, 2019 at 8:00 PM EDT.

Funding Principles:

This notice adopts the IVCCC Executive Board's established funding principles to guide and prioritize grant allocation. The funding principles are as follows:

- a) Invest in programs that support Imperial County's service priorities: permanent housing, rapid re-housing, emergency shelters, transitional housing and supportive services to end homelessness.
- b) Invest in programs that support Imperial County's homeless population priorities and align with HUD-recommended subpopulations such as veterans, youth, families and chronically homeless individuals.
- c) Invest in programs that work towards eradicating homelessness in the region by addressing the underlying causes and lessening the negative impact on individuals, families, and community.
- d) Invest in programs that address significant service gaps among the chronically homeless and establish accountable, long-term, and sustainable results.
- e) Invest in programs that support the housing first policy and emphasize on a comprehensive coordinated service delivery approach to wraparound services to ensure successful housing and self-sufficiency outcomes.

Funding Available:

The 2019 NOFA potential funding for the Imperial County includes:

- \$165,691 in Annual Renewal Demand (ARD);
- \$111,514 in CoC Bonus Funds;
- \$61,175 DV Bonus Funds;
- \$18,352 in CoC Planning Funds.

The applicants must match all grant funds, except for leasing funds, with no less than 25 percent of funds or in-kind contributions from other sources in accordance to 24 CFR 578.73

Eligible Project Applications:

All project applicants are expected to read the instructions and be prepared to respond to all requirements. Each project must comply with all terms and conditions described in the HUD CoC 2019 NOFA and Project Application Detailed Instructions. Special attention should be given to the items identified in the Project Eligibility Threshold and the Project Quality Threshold sections of the NOFA.

The following types of project applications will be eligible for completion and submission in the FY 2019 CoC Program Competition.

1. **CoC planning projects:** The project applications for CoC planning must be submitted by the Collaborative Applicant, which must match the organization listed as the Collaborative Applicant in the CoC Applicant Profile in e-snaps. This project type is not ranked in the FY 2019 CoC Program Competition. This project type will not affect a CoC's available amount for new and renewal project applications as it is not counted as part of the CoC's final ARD.
2. **CoC Bonus:** New projects created through the CoC Bonus must meet the project eligibility and quality threshold requirements established by HUD in Sections V.C.3.b and V.C.3.c of this NOFA. To be eligible to receive a bonus project, a CoC must demonstrate that it ranks projects based on how they improve system performance as outlined in Section VII.B.1.a of this NOFA. Projects that want to be considered for the CoC Bonus, may be:
 - (a) Permanent housing-permanent supportive housing (PH-PSH) projects.
 - (b) Permanent housing-rapid rehousing (PH-RRH) projects.
 - (c) Joint TH and PH-RRH component projects.
 - (d) Dedicated HMIS project for the costs at 24 CFR 578.37(a)(2) that can only be carried out by the HMIS Lead, which is the recipient or subrecipient of an HMIS grant, and that is listed on the HMIS Lead form in the CoC Applicant Profile in e-snaps. Additionally, if the CoC has organizations within its geographic area that are victim service providers, the HMIS Lead, or subrecipient, may request HMIS funds for a comparable database. Victim service providers may also request HMIS funds in their project application budgets to enter data into a comparable database
 - (e) Supportive services only (SSO-CE) project to develop or operate a centralized coordinated assessment system.
3. **DV Bonus:** A project that is dedicated to survivors of domestic violence, dating violence, or stalking who qualify under paragraph (4) of the definition of homeless at 24 CFR 578.3. Except as provided in Section II.B.1.a of the FY 2019 CoC Program Competition NOFA. Projects that want to be considered for the DV Bonus, may be:
 - (a) Permanent Housing-Rapid re-housing projects dedicated to serving survivors of domestic violence, dating violence, or stalking that are defined as homeless at 24 CFR 578.3;
 - (b) Joint TH and PH-RRH component projects as defined in Section III.C.2.n of this NOFA dedicated to serving survivors of domestic violence, dating violence, or stalking that are defined as homeless at 24 CFR 578.3; or
 - (c) Supportive services only-coordinated entry project to implement policies, procedures, and practices that equip the CoC's coordinated entry to better meet the needs of survivors of domestic violence, dating violence, or stalking.

4. **Expansion Project:** HUD will allow project applicants to apply for a new expansion project (see Section III.C.2.j of this NOFA) under the DV Bonus, reallocation, and CoC bonus processes to expand existing projects that will increase the number of units, persons served, services provided to existing program participants, or to add additional activities to HMIS and SSO-Coordinated Entry projects. If the new expansion project will expand an existing eligible CoC Program renewal project HUD will not fund capital costs (i.e., new constructions, rehabilitation, or acquisition) and HUD will only allow a 1-year funding request.
 - (a) Project applicants that intend to submit a new project application for the purposes of expanding an eligible CoC Program renewal project must:
 - i. enter the grant number of the project that is eligible for renewal that the project applicant requests to expand on the new project application;
 - ii. indicate how the new project application will expand units, beds, services, persons served, or services provided to existing program participants, or in the case of HMIS or SSO-Coordinated Entry projects, how the current activities will be expanded for the CoC's geographic area; and
 - iii. ensure the funding request for the expansion grant is within the funding parameters allowed under the reallocation or bonus funding amounts available.
 - (b) Project applicants may expand an existing renewal project that is not currently dedicated to serving survivors of domestic violence, dating violence, or stalking that meet the definition of homeless in 24 CFR 578.3 to dedicate additional beds, units, persons served, or services provided to existing program participants to this population.
5. **New Reallocation Projects-** Update: there are no projects eligible for reallocation at this time. New projects created through reallocation must meet the requirements set forth in Section II.B.1 of this NOFA and the project eligibility and project quality thresholds established by HUD in Sections V.C.3.b and V.C.3.c of this NOFA. CoCs may only reallocate eligible renewal projects that have previously been renewed under the CoC Program. Projects that want to be considered for Reallocation, may be:
 - (a) Permanent housing-permanent supportive housing (PH-PSH) projects.
 - (b) Permanent housing-rapid rehousing (PH-RRH) projects.
 - (c) Joint TH and PH-RRH component projects.
 - (d) Dedicated HMIS project for the costs at 24 CFR 578.37(a)(2) that can only be carried out by the HMIS Lead, which is the recipient or subrecipient of an HMIS grant, and that is listed on the HMIS Lead form in the CoC Applicant Profile in e-snaps. Additionally, if the CoC has organizations within its geographic area that are victim service providers, the HMIS Lead, or subrecipient, may request HMIS funds for a comparable database. Victim service providers may also request HMIS funds in their project application budgets to enter data into a comparable database

- (e) Supportive services only (SSO-CE) project to develop or operate a centralized coordinated assessment system.

Submission Requirements:

1. Agencies that wish to submit a renewal project application must complete and submit the notice of intent to submit an application **no later than August 16, 2019** to Isaen Equihua, Administrative Analyst via email at: isaenequihua@co.imperial.ca.us.
2. New or Renewal Applicants must complete a project proposal in the HUD Electronic Special Needs Assistance System (e-Snaps) following the HUD Guidelines.
<https://esnaps.hud.gov/grantium/frontOffice.jsf>
3. The applicants must **not** select the “submit” button for the initial submittal. This process will be completed **after** the local scoring and ranking of all projects.
4. All attachments requested for the Project Application in the e-Snaps system must be attached to the application in the order listed on the summary page.
5. **Provide most current information pertaining to financial audit and any findings related to audit. Specifically, whether there were any exceptions found to standard practices.**
6. **Provide Annual Performance Report (APR) for your agency for performance period of October 2017 through September 2018.**

Application Review, Scoring and Ranking:

The IVCCC utilizes a Rating and Ranking Subcommittee to review, score, establish funding allocations, and rank order project applications for submittal under the CoC Competition. Elements considered during the process include CoC threshold requirements, performance measures, experience, design of housing and supportive services, timeliness, financials and local and HUD principles and prioritization criteria.

Technical Assistance:

Agencies interested in submitting an application are strongly encouraged to attend a local FY 2019 CoC Program Competition Workshop hosted by ICDSS on August 16, 2019 from 10:00 am – 11:30 am at the Imperial County Department of Social Services located at 2985 S. Fourth St, Room A, El Centro, CA 92243.

Applicants are particularly advised to see the following guides:

- FY 2019 CoC Program Competition NOFA
- Project Applicant Profile Instructional Guide
- How to Access the Project Application, FY 2019
- How to Complete the HUD Form 2880 in e-snaps
- Budgets – Project Application Instructional Guide
- The general AND detailed instruction guides for renewal projects (separate guides)
- The general AND detailed instruction guides for new projects (separate guides)

Appeals of the Rating and Ranking Committee

1. **An appeal Committee will be appointed by the CoC Governance, it will consist of two (2) to three (3) members who may not be members of the Rating and Ranking committee.**

2. Applicants may appeal if the applicant can prove the score is not reflective of the application information provided, if a scoring factor was missed or omitted.
3. Ineligible Appeals
 - Applicants that have been found not to meet the threshold requirements are not eligible for an appeal.
 - Appeals cannot be based upon the judgment of the scoring and ranking committee.
 - Applicants may not attempt to assert influence or pressure on Appeal Committee.
4. All notices of appeal must be based on the information submitted by the application due date.
5. No new or additional information will be considered. Omissions to the application cannot be appealed. The decision of the appeal committee will be final.

The Appeal Process

1. Any and all appeals must be received in writing within three (3) business days of the notification of project ranking, to be posted on the COCIV.org webpage.
2. A notice of appeal must be submitted to IVCCC Board Chair within 48 hours of the notification of project priorities on the CoC IV website. An email submission is acceptable.
3. The notice of appeal must include a written statement specifying in detail the grounds asserted for the appeal, must be signed by an individual authorized to represent the sponsor agency (i.e. Executive Director).
4. The notice of appeal is limited to double spaced page in 12-point font.
5. The appeal must include a copy of the application and all accompanying materials submitted to the rating and ranking committee; no additional information can be submitted.
6. All valid appears will be read, reviewed and evaluated by the appointed appeal committee.
 - a. All applicants will be invited to attend any appeal and make a 10 minute statement regarding the appeal.
 - b. The appeal committee will review the rankings made by the Rating and Ranking Committee only on the basis of the submitted project application, the one page appeal, any statements made during the appeal process, and the material used by the Rating and Ranking committee members; no new information can be submitted by the applicant or reviewed by the Appeal Committee.
 - c. The decision of the appeal process committee must be supported by a simple majority vote.
7. The appealing agency will receive, in writing, the decision of the Appeal Committee within 2 business days of the Appeal Committee Meeting; the decision of the Appeal committee will be final.

Please submit any questions related to this notice and 2019 CoC Program Competition to Isaen Equihua, Administrative Analyst via email at: isaenequihua@co.imperial.ca.us (telephone (760) 337-6827).

Timeline/Important Dates

Applicants are responsible for attending to all applicable dates on the following timeline.

FY 2019 CoC PROGRAM COMPETITION TIMELINE	
Action	Due Date
Release of Notice for 2019 CoC Competitive Program Proposals Request	August 14, 2019
2019 CoC Competitive Program Applicant Workshop	August 16, 2019 Time: 10:00 am – 11:30 am Location: Imperial County Department of Social Services 2895 S. Fourth St, Room A, El Centro, CA 92243
Renewal Projects Intent to Submit Form Due	August 16, 2019
Renewal and New Project Application Due	August 30, 2019
Project Reviews, Scoring and Ranking of All Projects and Determine Surplus or Reallocation of Funds (Tier 1 & 2)	September 4, 2019
Post and Send Notice to Agencies of Recommended or Rejected applications and Allocations.	September 13, 2019
The deadline for submitting applications to HUD through e-snaps for the FY 2019 CoC Program Competition is 8:00 PM Eastern time on September 30, 2019	September 30, 2019