



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



**NOTICE OF FUNDING FOR
FISCAL YEAR 2023
CONTINUUM OF CARE PROGRAM COMPETITION
POSTED: AUGUST 2, 2023**

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 aiding homeless populations within the County of Imperial. The County of Imperial is interested in receiving project applications that meet the requirements of the Domestic Violence (DV) Bonus Project, Continuum of Care (CoC) Bonus, Expansion Projects and Reallocation Projects as noted in the attached United States Housing and Urban Development (HUD) CoC 2023 Notice of Funding Opportunity (NOFO). Applications for Renewal Projects must follow timeline, eligibility threshold, and other requirements as identified through this notice.

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 apply should complete a Notice of Intent to Submit an Application form no later than **August 11, 2023** at 4:00 p.m. via email to: ivcccinquiries@co.imperial.ca.us.

Applicants must complete application and upload required attachments in e-snaps at the following: [e-snaps portal](#). It is important that persons completing the application do **NOT** hit the "SUBMIT" button in e-snaps. 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 **Mr. Les Smith, IVCCC Executive Board Chair: 225 Wake Avenue, El Centro, CA 92243** for review by Wednesday, August 16, 2023 at 5:00 p.m. In addition to the physical copies, include an electronic copy of the entire application and attachments in a USB. Applications posted or updated at a later date and time will not be considered. **Please attach a copy of the organizations Code of Conduct along with all applications.**

ICDSS will be hosting a local FY 2023 CoC Program Competition Workshop for interested applicants on August 7, 2023 from 10:00 a.m. – 11:30 a.m. via the following Zoom link: [Workshop](#).

Addenda to this Notice:

Please note that the County of Imperial reserves the right to issue addenda to this notice if it considers that additional clarifications are needed. Updates will be posted on the IVCCC website: www.imperialvalleycontinuumofcare.org.

Background/Purpose:

HUD released the NOFO for FY 2023 CoC Program Competition on July 5, 2023, making available approximately \$3,134,000,000, including \$52,000,000 available as DV Bonus funding. 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, state governments, and local governments to quickly re-house homeless individuals, families, persons fleeing domestic violence, dating violence, sexual assault, and stalking, 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 2023 CoC Program Competition applications are due to HUD by Thursday, September 28, 2023 at 8:00 p.m., Eastern Time.

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.

Available Funding:

The 2023 NOFA potential funding for the Imperial County includes:

- \$173,803 in Annual Renewal Demand (ARD)
- \$88,626 DV Bonus Funds
- \$62,038 CoC Bonus
- \$50,000 in CoC Planning Funds

Match Requirement:

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 per section III.B.3.h.

Eligible Project Applicants (McKinney-Vento Act, 24 CFR 578.15, 24 CFR 5.100):

Eligible project applicants for the CoC Program Competition are found at 24 CFR 578.15 and in the McKinney-Vento Act, and include nonprofit organizations, states, local governments, instrumentalities of state and local governments, Indian Tribes and TDHE [as defined in section 4 of the Native American Housing Assistance and Self-Determination Act of 1996 (25 U.S.C. 4103)(TDHEs)]. Public housing agencies, as such term is defined in 24 CFR 5.100, are eligible without limitation or exclusion. For-profit entities are ineligible to apply for grants and are prohibited from being subrecipients of CoC Program grant funds.

Participant Eligibility:

Further attention should be taken of the participant eligibility requirements listed under Section I.B.3.m., renewal project participant eligibility criteria under Section I.B.3.n.(3), as well as the new project participant eligibility requirements listed under Section I.B.3.o.

Eligible Project Applications:

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 2023 NOFO and Project Application Detailed Instructions. **Special attention should be given to the items identified in the Project Eligibility Threshold (III.C.5.b) and the Project Quality Threshold (III.C.5.c) sections of the NOFO. For detailed descriptions of HUD scoring criteria, please refer to pages 55 - 59 of the NOFO.**

The following types of project applications will be eligible for completion and submission in the FY 2023 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 2023 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. **DV Bonus:** A project that is dedicated to survivors of domestic violence, dating violence, sexual assault, or stalking who qualify under paragraphs (1) or (4) of the definition of homeless at 24 CFR 578.3 or Section 103(b) of the McKinney-Vento Homeless Act and as amended in I.B.2.b.(13)(see also, I.B.3.o.(3)). Except as provided in Section I.B.3.a.(1) of the FY 2023 CoC Program Competition NOFO. The projects must meet the project eligibility and project quality thresholds in III.C.5.(b) and (c)(see also, III.B.4.b.(7)).
 - a. Projects that want to be considered for the DV Bonus, include the following:
 - i. 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;
 - ii. Joint TH and PH-RRH component projects as defined in Section I.B.2.b.(18) of this NOFO dedicated to serving survivors of domestic violence, dating violence, sexual assault, or stalking that are defined as homeless at 24 CFR 578.3; or
 - iii. 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.

3. **Expansion Project:** HUD will allow project applicants to apply for a new expansion project per sections I.B.2.b.(10) and III.B.4.b.(7) through 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 increase the current HMIS activities 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. The new expansion projects must meet the project eligibility and project quality thresholds in III.C.5.b and c.
 - 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 of this population.
4. **New Reallocation Projects:** New projects created through reallocation must meet the requirements set forth in Sections I.B.3.a and III.B.4.b.(3) of this NOFO and the project eligibility and project quality thresholds established by HUD in Sections III.C.5.b and III.C.5.c of this NOFO. 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)(4) 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.

5. ***CoC Bonus:*** New projects created through the CoC Bonus must meet the project eligibility and quality threshold requirements established by HUD in Sections III.C.5.b and III.C.5.c of this NOFO. 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 V.B.2.b of this NOFO. 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)(4) 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. Organizations that wish to submit an application, including Renewal Projects, should complete and submit the Notice of Intent to Submit an Application form no later than 4:00 p.m. on August 11, 2023 via email to: ivccinquiries@co.imperial.ca.us.
2. New or renewal applicants must complete a project proposal in e-snaps following HUD guidelines. The e-snaps system can be accessed at: [e-snaps portal](#).
3. The applicants must **NOT** select the “submit” button for the initial submittal. This process will be completed after the local rating and ranking of all projects.
4. Provide most current information pertaining to financial audit and any findings related to audit. Specifically, whether there were any exceptions found to standard practices.
5. Provide Annual Performance Report (APR) for your agency for performance period of July 1, 2022 through June 30, 2023.
6. FY 2023 Project Application will include:
 - a. Charts, narrative responses, and attachments.
 - b. Documentation of applicant and subrecipient eligibility - nonprofit project applicants must attach eligibility documentation to the Project Applicant Profile. If nonprofit subrecipients are included in a project application, subrecipient eligibility documentation must be attached to the project application.
 - c. Applicant code of conduct - project applicants must ensure their organization has a Code of Conduct that complies with the requirements of 2CFR part 200 and is on file with [HUD](#). If the organization’s Code of Conduct does not appear on HUD’s website, the project applicant must attach its Code of Conduct that includes all required information to its Project Applicant Profile in e-snaps.
 - d. HUD required forms - the following forms are built into e-snaps and must be fully completed and electronically signed before project applicants have access to the project application:
 - 1) SF-424 Application for Federal Assistance;
 - 2) SF-424 Supplement, Survey on Ensuring Equal Opportunities for

- Application required for nonprofit applicants only where completion and submission of this survey is voluntary;
- 3) Forms HUD-2880, Applicant/Recipient Update/Disclosure;
 - 4) Form HUD-424-B, HUD Applicant and Recipient Assurances and Certifications
 - 5) SF LLL, Disclosure of Lobbying Activities (if applicable);
 - 6) Form HUD-50070, Certification for Drug-Free Workplace;
 - 7) Disclosure of Lobbying Activities;
 - 8) Applicant Certifications;
 - 9) Formal letter of commitment detailing how the organization will leverage non-CoC/ESG funded housing units or subsidies; (if applicable) and
 - 10) Formal letter of commitment detailing how the organization will leverage healthcare resources to support individuals and families experiencing homelessness (if applicable).
7. All other 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.

Application Review, Scoring and Ranking:

The IVCCC utilizes a Rating and Ranking Committee 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 the local FY 2023 CoC Program Competition Workshop hosted by ICDSS on August 7, 2023 from 10:00 a.m. – 11:30 a.m. via the following Zoom link: [Workshop](#).

Applicants are particularly advised to review the guides located on HUD’s website to include the following:

- [FY 23 Program Year - NOFO](#)
- [New Project Application Detailed Instructions](#)

***Please refer to HUD’s website for additional guides.**

Appeals of the Rating and Ranking Committee:

1. An Appeal Committee will be appointed by the CoC Governance and 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 or if a scoring factor was missed or omitted.
3. Ineligible Appeals
 - a. Applicants that have been found not to meet the threshold requirements are not eligible for an appeal.
 - b. Appeals cannot be based upon the judgment of the scoring and ranking committee.

- c. 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, which will be posted on the [IVCCC](#) webpage.
2. A notice of appeal must be submitted to the IVCCC Board Chair within 48 hours of the notification of project priorities on the [IVCCC](#) webpage. An email submission is acceptable.
3. The notice of appeal must include a written statement specifying in detail the grounds asserted for the appeal and must be signed by an individual authorized to represent the sponsor agency (i.e. Executive Director).
4. The notice of appeal is limited to one page, single spaced, in 12-point font.
5. The appeal must include a copy of the application and accompanying materials submitted to the Rating and Ranking Committee; no additional information can be submitted.
6. All valid appeals 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 2023 CoC Program Competition questions via email to:
ivcccinquiries@co.imperial.ca.us.

Timeline/Important Dates:

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

FY 2023 CoC Program Competition Timeline	
Due Date	Activity
August 2, 2023	Release of Notice for 2023 CoC Competitive Program Proposals Request
August 7, 2023	Technical Assistance Zoom Link: Workshop Time: 10:00 a.m.– 11:30 a.m.
August 11, 2023	Intent to Submit Form Due by 4:00 p.m. via email: ivcccinquiries@co.imperial.ca.us
August 16, 2023	Applications Due by 5:00 p.m. Deliver to: Les Smith, IVCCC Executive Board Chair Address: 225 Wake Avenue in El Centro, CA 92243
Week of August 21, 2023	Project Reviews, Scoring and Ranking of All Projects and Determine Surplus or Reallocation of Funds (Tier 1 & 2)
Week of August 28, 2023	IVCCC Executive Board Approval
Week of August 28, 2023	Post and Send Notice to Agencies of Recommended or Rejected Applications and Allocations
September 13, 2023	2023 CoC Application, Priority Listing and Notification to the Community
September 28, 2023	HUD Deadline Via e-snaps is 8:00 p.m. Eastern Time

Table 1: 2023 NOFO CoC Application Reference Sheet

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