

IMPORTANT NOTICE

CoC MS-503

- PUBLIC NOTICE -

2016 CONTINUUM OF CARE APPLICATION

REQUEST FOR PROPOSALS FROM RENEWAL APPLICANTS AND NEW PROJECT APPLICANTS

The Open Doors Homeless Coalition annually applies for funds under the United States Housing and Urban Development (HUD) Continuum of Care Notice of Funding Availability. The Continuum of Care (CoC) application includes a community strategy to prevent and ultimately end homelessness in the Gulf Coast region along with data and outcomes related to local initiatives. The Open Doors Homeless Coalition submits renewal applications for existing high performing programs. **This year, renewal applicants must submit a brief proposal for review before the due date of July 29, 2015, in addition to the annual site review and submission of documents.**

In addition, the Open Doors Homeless Coalition seeks applications for new programs that will enhance the availability of housing and the delivery of services for individuals and/ or families/ and/or youth who are homeless in the 6-County region. The region includes Harrison County, Hancock County, Jackson County, Pearl River County, Stone County, and George County. Priority will be given to programs that propose permanent housing for chronically homeless persons or permanent housing for youth experiencing homelessness.

Area nonprofit organizations, public housing authorities, or units of local government may apply to be included in the Open Doors Homeless Coalition Continuum of Care application. The process is competitive and only programs that are renewals of existing CoC programs or proposed new programs that provide permanent supportive housing for chronically homeless persons or rapid re-housing for families or youth experiencing homelessness will be considered. Proposed new programs are limited to a request of under \$50,000.

Chronic homelessness is defined as experiencing homelessness for over one year or four episodes of homelessness that total 12 months in a three-year period. To be considered chronically homeless and eligible for CoC-funded permanent supportive housing, the assisted individual or assisted head of household must have a documented disability and must come to the housing from a shelter environment or places not meant for human habitation.

Families experiencing homelessness are eligible for rapid rehousing under this program only if they are moving from literal homelessness to permanent housing. Families who are "doubled up" would not be eligible participants.

Eligible projects for youth would serve unaccompanied or parenting youth aged 18-24 who are literally homeless, living in shelters or outdoors. Youth who are "doubled up" would not be eligible participants.

If a project is chosen for inclusion in the 2016 MS-503 CoC application, the nonprofit organization, public housing authority, or unit of local government applicant must complete a SAM registration, an electronic applicant profile, an electronic application, and additional information, as required by HUD. Inclusion in the CoC application is not a guarantee of award. HUD makes the final decision on all awards. A 25% match and leverage requirements apply to this program.

A brief proposal describing the applicant's experience, the proposed project, match certification, and the proposed budget will be due to Open Doors Homeless Coalition no later than **3:00p.m. July 29, 2016**. All eligible proposals will be reviewed and ranked by the unbiased MS-503 CoC Review Committee. No member of the review committee is employed by or sits on the Board of a CoC funded agency or applicant for CoC funds. **Proposals may be mailed to Open Doors Homeless Coalition, 11975 Seaway Road, Suite B220, Gulfport, MS, 39503. The date and time of receipt of proposals are firm.**

Applicants will be notified before **August 8, 2016** if their proposals were chosen for inclusion in the 2016 Continuum of Care application. If chosen, applicants must complete and submit an electronic application before August 15, 2016.

If selected for inclusion in the MS-503 CoC application to HUD, whether a renewal project or new proposed project, there is no guarantee that HUD will approve the project. Additionally, selected projects may be reduced by the MS-503 CoC review committee or by HUD.

Proposal Requirements:

The proposal must create new permanent supportive housing for individuals experiencing chronic homelessness or rapid rehousing for families or youth, as defined in this notice. The proposal must leverage funds from other sources to create a program that meets the housing and services needs of the participants. New project applications are limited to a request of \$50,000. New project applicants may request funds for new construction of housing, rehabilitation of housing, leasing, or

tenant based rental assistance, administrative costs up to 7%, and appropriate operating costs and/or supportive services up to 30%. A match of 25% is required and leverage funds are required. No guarantee of award is made as HUD makes the final decisions on funding. Applicants who have not previously received Continuum of Care funds are encouraged to apply under this notice as long as the applicant has a current DUNS number, is registered in the SAM registry, has experience with federal funds and has no unresolved findings. The link for the SAM registry follows: <https://governmentcontractregistration.com/sam-registration.asp>.

Proposals must include a full detailed description of the **renewal program** or **proposed new program**, population to be served, number of individuals or families to be served during the grant period of one year, description of the housing type/ size, and a description of services available to the participants and how services are accessed. If an evidence based model is used or proposed, please describe the model and how it is or will be implemented. If a renewal, describe outcomes as reported in your most recent Annual Progress Report (APR). If a new project, describe your proposed outcomes.

Proposals should indicate the applicant's capacity to manage federal funds as well as the applicant's current experience with individuals, families, or youth experiencing homelessness, current services provided, and how the proposed housing will coordinate with existing programs and services. The applicant should describe amenities and transportation available to participants of the proposed housing program.

The applicant should fully and concisely describe the proposed housing program. Proposals are expected to be no more than 3 pages in length plus attachments.

Budget proposals may include the following line items:

Leasing: The leasing of units requires that the proposed lease be in the name of the applicant. Applicants may propose subleasing units to participants. **Leasing amounts are expected to be the actual rents of the leased units and must be under the fair market rent for the area.** No match is required for the leasing line item. However, leverage applies.

Tenant based rental assistance: The lease must be in the name of the participants and must meet rent reasonableness standards, a 25% match is required.

New Construction or housing rehabilitation: A 25% match is required for this line item. If awarded funds for new construction or housing rehabilitation, restrictive covenants will be tied to the project for a period of 20 years.

Operations: The operations line item includes building maintenance and other unit related costs. A 25% match is required. Operations costs may be part of a new construction, housing rehabilitation, or leasing program but may not be part of a tenant based rental assistance program.

Supportive Services: Supportive services include case management and may be no more than 30% of the program budget. Supportive Services require a 25% match.

Leverage, including cash and in-kind services, must be greater than 150% of the program budget.

Administrative Costs are limited to 10%.

Please include with your proposal for review:

- Most recent Independent audit or financial review and match certification: should demonstrate experience with federal funds and contain no unresolved findings or no unresolved federal debt (threshold requirement)
- Copy of your 501(c) 3 document and Secretary of State registration certificate: must be current (threshold requirement)
- Copy of your SAM registration: must be current (threshold requirement)
- If a renewal, a copy of your Annual Progress Report and printed eLOCCS summary for the most recent full grant year: must demonstrate timely expenditure of funds (up to 10 points); APR outcomes will be scored competitively (up to 25 points); efficient use of funds (up to 10 points) will be scored competitively
- If a new project, submit a statement of proposed outcomes and proposed cost per household (funds requested divided by number of households to be served). Proposed outcomes (up to 25 points) and evidence of the efficient use of program funds (up to 10 points) will be scored competitively.

- A statement regarding the evidence based approach(es) that have been or will be implemented with your project. Evidence based approach(es) to housing and services will be scored competitively with demonstrated housing first activities scoring the highest. The evidence based approach(es) should be well described in the proposal (up to 10 points)
- A statement that any housing program funded with CoC funds participates or will participate in the MS-503 CoC coordinated entry, contribute to the by-name list, and prioritize eligible households from the by-name list (up to 10 points)
- A statement that demonstrates the renewal program or new program's level of prioritization for chronically homeless persons: dedicated program for chronically homeless persons (15 points) chronically homeless individuals or chronically homeless families are prioritized at a unit's turnover (10 points) chronically homeless persons or chronically homeless families are not prioritized (5 points)
- A statement regarding how the program/ proposed program coordinates with the overall MS-503 CoC system of services, to include mainstream services, to end chronic homelessness, end family homelessness, end youth homelessness and/ or set a course to prevent and end all homelessness in South Mississippi. (up to 20 points)
- A statement identifying the eligible population for the program, where they will come from, and how they will be identified. Bonus Points: 10 points for a program dedicated to ending homelessness among youth
- A certification of participation with the Homelessness Management Information System (HMIS). If you have HMIS questions, please contact Patti Guider at 228-604-2048 extension 2. (threshold requirement)

100 points are possible. 10 bonus points are possible. Project applications will be scored, rated, and ranked by an unbiased review committee.

As the MS-503 Continuum of Care Collaborative Applicant, Open Doors Homeless Coalition intends to apply for CoC planning funds outside the rating and ranking, as described by the 2016 NOFA. As the MS-503 Continuum of Care HMIS lead, Open Doors Homeless Coalition intends to apply for HMIS funds (Homelessness Management Information System) and Coordinated Assessment funds.

The current 2016 HUD Continuum of Care Program NOFA can be found at www.hudexchange.info.

If you have questions regarding the proposal, please contact Mary Simons at 228-343-8991 or by email at Marysimons2@aol.com.

IMPORTANT NOTICE
CoC MS-503
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CONTINUUM OF CARE APPLICATION
REQUEST FOR PROPOSALS FOR A GRANT TRANSFER

Open Doors Homeless Coalition seeks applications for the transfer of an existing Continuum of Care Permanent Supportive Housing program. The program increases the availability of housing and the delivery of services for individuals and/ or families who are homeless and living with HIV/AIDS in the 6-County region. The region includes Harrison County, Hancock County, Jackson County, Pearl River County, Stone County, and George County.

Area nonprofit organizations, public housing authorities, or units of local government may apply. The organization must have experience with federal funds, have no unresolved findings, and participate in the MS-503 CoC Homeless Management Information System (HMIS). Priority will be given to current CoC grant recipients. If selected, the grantee will sign a grant transfer agreement with the U.S. Department of Housing and Urban Development (HUD) effective September 1, 2016- February 28, 2017.

The project budget line items follow:

Leasing of a minimum of 5 units, 8 beds (2 one-bedroom units and 3 two-bedroom units to serve 5 identified clients and their households): The leasing of units requires that the proposed lease be in the name of the applicant. Applicants may propose subleasing units to participants. **Leasing amounts are expected to be the actual rents of the leased units and must be under the fair market rent for the area and meet environmental standards.** No match is required for the leasing line item. \$51,058

Supportive Services: \$46,810; a 25% match is required for supportive services

Operating Costs: \$2799; a 25% match is required for operating costs

Administration: \$2581; a 25% match is required for administration

A brief proposal describing the applicant's experience, the proposed project implementation, and match certification will be due no later than **3:00p.m. August 5, 2016**. All eligible proposals will be reviewed and ranked by the unbiased MS-503 CoC Review Committee. No member of the review committee is employed by or sits on the Board of a CoC funded agency or applicant for CoC funds. **Proposals may be mailed to Diane Easley, Interim Chair of the MS-503 CoC Governing Council, 11975 Seaway Road, Suite B220, Gulfport, MS, 39503. The date and time of receipt of proposals are firm.**

Applicants will be notified before **August 26, 2016** if their proposal was chosen for the grant transfer.

Proposal Requirements:

Proposals should indicate the applicant's capacity to manage federal funds as well as the applicant's current experience with individuals, families, or youth experiencing homelessness, current services provided, and how the proposed housing will coordinate with existing programs and services. The applicant should describe amenities and transportation available to participants of the proposed housing program.

The applicant should fully and concisely describe the implementation of the proposed housing program for the target population: persons living with HIV/AIDS who are entering the program from the streets or shelter. Proposals are expected to be no more than 3 pages in length plus attachments. The proposal should provide detail on how the budgeted funds will be spent. Information regarding eligible expenditures may be found at www.hudexchange.info.

Please include with your proposal for review:

- Most recent Independent audit or financial review and match certification: should demonstrate experience with federal funds and contain no unresolved findings or no unresolved federal debt (threshold requirement)
- Copy of your 501(c) 3 document and Secretary of State registration certificate: must be current (threshold requirement)
- Copy of your SAM registration: must be current (threshold requirement)
- If a CoC funded agency, a copy of your Annual Progress Report and printed eLOCCS summary for the most recent full grant year: must demonstrate timely expenditure of funds (up to 10 points); APR outcomes will be scored competitively (up to 25 points); efficient use of funds (up to 10 points) will be scored competitively

- If not a CoC funded agency, submit a statement of proposed outcomes and proposed cost per household (funds requested divided by number of households to be served). Proposed outcomes (up to 25 points) and evidence of the efficient use of program funds (up to 10 points) will be scored competitively.
- A statement regarding the evidence based approach(es) that have been or will be implemented with the project. Evidence based approach(es) to housing and services will be scored competitively with demonstrated housing first activities scoring the highest. The evidence based approach(es) should be well described in the proposal (up to 10 points)
- A statement that any housing program funded with CoC funds participates or will participate in the MS-503 CoC coordinated entry, contribute to the by-name list, and prioritize eligible households from the by-name list (up to 10 points)
- A statement that demonstrates the applicant's level of prioritization for chronically homeless persons: eligible chronically homeless individuals or chronically homeless families are prioritized at a unit's turnover (10 points) chronically homeless persons or chronically homeless families are not prioritized (5 points)
- A statement regarding how the program/ proposed program coordinates with the overall MS-503 CoC system of services, to include mainstream services, to end chronic homelessness, end family homelessness, end youth homelessness and/ or set a course to prevent and end all homelessness in South Mississippi. (up to 20 points)
- A statement identifying the eligible population for the program, where they will come from, and how they will be identified. (up to 10 points)
- A certification of participation with the Homelessness Management Information System (HMIS). If you have HMIS questions, please contact Patti Guider at 228-604-2048 extension 2. (threshold requirement)

100 points are possible. Project applications will be scored, rated, and ranked by an unbiased review committee.

Grant Transfer Scoring Rubric

	max points	
Experience with federal funds	threshold	yes no
No unresolved audit or review findings	threshold	yes no
No unresolved federal debt	threshold	yes no
Copy of 501(c) 3 document	threshold	yes no
Current Secretary of State registration	threshold	yes no
Current SAM registration	threshold	yes no
Evidence of timely expenditure of funds of current grantee: Bonus	5	LOCCS draws at least once per quarter until expended
APR outcomes for current CoC grantee	5	APR provided
Housing Stability in the Program	5	85% or greater= 5; 75%-84%=3; under75%=0
Exits to Permanent Housing	5	85% or greater= 5; 75%-84%=3; under75%=0
Program Utilization	5	85% or greater= 5; 75%-84%=3; under75%=0
Increase in Income	5	30% or greater=5; 15%-29%=3; under 15%=0
Efficient use of funds (Program Cost divided by # units)	10	fully describe use of funds=10 points
Proposed Outcomes if not a current CoC grantee	25	must show evidence of outcomes in a prior program or data to support proposed outcomes
Evidence based approach(es)	10	housing first with explanation=10, cti with explanation=7, other with explanation and data=4
Participation in Coordinated Entry	10	all referrals from CES=10; one-half referrals from CES=5, no referrals from CES=0
Prioritization for Chronically Homeless	10	85% or more chronic=10; prioritization of 85% or more chronic at turnover=8, 50%-84% chronic at turnover=5, no prioritization=0
Coordination with the system and mainstream resources	10	full coordination and description of mainstream resources=10, partial coordination and mainstream resources=5, other=0
System Goals	10	full description of how program fits with system goals=10, partial=5, no description or inadequate description =0
Eligible population for the program	threshold	Serve persons living with HIV/AIDS: Yes or No
Where the population will come from	5	100% from street or shelter=5, other=0
How the population will be identified	5	Full description=10, partial=5, no description or inadequate description =0
Participation with MS-503 CoC HMIS	threshold	
Current CoC grantee Maximum Possible	100	5 Bonus 105
Non-CoC grantee Maximum Possible	100	100

NOFA Scoring Rubric 2016

	max points	
Experience with federal funds	threshold	yes no
No unresolved audit or review findings	threshold	yes no

No unresolved federal debt	threshold	yes	no
Copy of 501(c) 3 document	threshold	yes	no
Current Secretary of State registration	threshold	yes	no
Current SAM registration	threshold	yes	no
Evidence of timely expenditure of funds of current grantee	5	LOCCS draws at least once per quarter until expended	
APR outcomes for current CoC grantee	5	APR provided	
Housing Stability in the Program	5	85% or greater= 5; 75%-84%=3; under75%=0	
Exits to Permanent Housing	5	85% or greater= 5; 75%-84%=3; under75%=0	
Program Utilization	5	85% or greater= 5; 75%-84%=3; under75%=0	
Increase in Income	5	30% or greater=5; 15%-29%=3; under 15%=0	
Efficient use of funds (Program Cost divided by # units)	10	fully describe use of funds=10 points	
Proposed Outcomes if not a current CoC grantee	25	must show evidence of outcomes in a prior program or data to support proposed outcomes	
Evidence based approach(es)	10	housing first with explanation=10, cti with explanation=7, other with explanation and data=4	
Participation in Coordinated Entry	10	all referrals from CES=10; one-half referrals from CES=5, no referrals from CES=0	
Prioritization for Chronically Homeless	15	100% or chronic=15; prioritization of chronic at turnover=10, no prioritization=5	
Coordination with the system and mainstream resources	10	full coordination and description of mainstream resources=10, partial coordination and mainstream resources=5, other=0	
System Goals	10	full description of how program fits with system goals=10, partial=5, no description or inadequate description =0	
Eligible population for the program	threshold	Serve literally homeless with disabilities for PSH, literally homeless from street or shelter for RRH	
Where the population will come from	5	100% from street or shelter=5, other=0	
How the population will be identified	5	Full description=10, partial=5, no description or inadequate description =0	
Participation with MS-503 CoC HMIS	threshold		
Serve Youth: Bonus	10		
Current CoC grantee Maximum Possible	100	15 Bonus	115
Non-CoC grantee Maximum Possible	100	10 Bonus	110

#NAME?