

Notification Of Funding Opportunity: Local Competition for HUD Continuum of Care TX-611

August 16, 2024



The Amarillo TX-611 Continuum of Care announces the competition for HUD Continuum of Care Funding. This opportunity is available to CoC TX-611 agencies.

This competition is to award funding made available through the HUD Continuum of Care Notification of Funding Opportunity (NOFO) issued on July 31, 2024. The FY 2024 and FY 2025 CoC Funding Notice, as authorized by Title IV of the McKinney-Vento Homeless Assistance Act.

HUD has made available extensive resources to support applicants. These can be found here:

- Complete information on the HUD NOFO can be found at this location: [FY 2024 and FY 2025 Continuum of Care Competition and Renewal or Replacement of Youth Homeless Demonstration Program Grants \(hud.gov\)](#)
- The CoC Application Detailed Instructions and Navigational Guides can be found at this location: [FY 2024 and 2025 Continuum of Care \(CoC\) Application Detailed Instructions for Collaborative Applicants \(hud.gov\)](#)
- Additional information can also be found in the HUD's CoC Virtual Binders at this location: [CoC and ESG Virtual Binders - HUD Exchange](#)

Notice of Intent to apply

Please submit a letter of interest if your organization intends to apply. Letters should provide a brief project description, indicating the project type for which the applicant intends to apply. Applicants should review the information available in this Internal Competition Notification and the Notice of Funding Opportunity from HUD. Please review those materials prior to starting the application or submitting an inquiry to the City of Amarillo TX-611 CoC no later than **August 23, 2024, at 4:30 p.m. Central Standard Time.** Letters of Interest and Inquiries shall be submitted to: CoCTX611@amarillo.gov

ALL project applications are required to submit Intent to Apply to be eligible for the local competition.

Application Deadline

All organizations interested in obtaining funding through the HUD NOFO – **including both new and renewal** project applicants – must submit their application in the eSNAPS grant management system no later than **September 17, 2024, at 4:30 p.m. Central Standard Time.** [Accessing the CoC Program Project Application in e-snaps \(hudexchange.info\)](#)

CoC NOFA Workshop

All organizations interested in obtaining funding through the HUD NOFO – **including both new and renewal** project applicants – are encouraged to attend the workshops provided by Community Development Staff at the Simms Municipal Building located at 808 S. Buchanan St., Room 275, second floor at 10:00 a.m. – 11:00 a.m. or 4:00 p.m. – 5:00 p.m. on **August 19, 2024**. A second workshop will be held at the Simms Municipal Building located at 808 S. Buchanan St., room 208, at 10:00 a.m. – 11:00 a.m. and 4:00 p.m. – 5:00 p.m. on **August 22, 2024**.

Throughout the competition, applicants may receive additional technical assistance by contacting Angela Snow at [806-378-6285](tel:806-378-6285) or Samantha Hernandez at [806-378-6446](tel:806-378-6446) Monday through Friday from 8:30 a.m. to 3:30 p.m. In addition, applicants may email CoCTX611@amarillo.gov with any questions.

An all-day TA workshop will be held on **September 16th, 2024, 8:30 a.m. – 4:30 p.m.** to review applications for completeness.

Eligible Projects

Renewal Applications

Only existing HUD CoC grants are eligible for renewal. The only eligible renewal grants are those with an expiration date within Calendar Year 2024 (January 1, 2024, through December 31, 2025) and that were listed in the Grant Inventory Worksheet received by the CoC Lead Agency. Projects renewed under the FY 2024-2025 CoC Program Competition NOFO are renewable as set forth in 24CFR 578.33 to continue ongoing leasing, operating, supportive services, rental assistance, HMIS, and project administrative costs. Renewal applicants are required to submit an Applicant Profile and Project Application as downloaded pdfs from eSNAPS; Annual Progress Report (APR); most recent independent audit; commitment letters for Match and Leveraged support of the project; and YTD financial statements.

- The renewal amount must be consistent with the Final Grant Inventory Worksheet (GIW) for the CoC. [CoC GIW | HUD.gov / U.S. Department of Housing and Urban Development \(HUD\)](#) (TX-611). The renewal amount may not be exceeded, and the budget lines must conform to those indicated on the GIW.

New Project Applications

New project applications are requested from active CoCTX-611 members for the FY 2024-2025 Continuum of Care Program Competition. Applications are sought for projects that can make maximum efficient, economical, and effective use of the prospective allocation of the United States Department of Housing and Urban Development (HUD) Continuum of Care (CoC) funds. New projects must meet threshold requirements laid out in the NOFO. All funded projects must practice a Housing First approach and utilize HMIS. All new applicants are required to submit an Applicant Profile and Project Application as downloaded pdfs from eSNAPS; a completed CoC 2024-2025 Application for New Projects; commitment letters for Match and Leveraged support of the project; and YTD financial statements.

There are three allowable types of housing projects:

- ***Permanent Supportive Housing (PSH) Projects***
 1. Housing for homeless individuals and families in which the head or co-head of household is disabled.
 2. Permanent supportive housing must be 100% dedicated to serving chronically homeless individuals and families or meet qualifications as a “Dedicated PLUS” PSH project. Dedicated PLUS projects may serve the chronically homeless and they may also serve a broader range of homeless people in need of PSH. Please refer to the HUD NOFO resources for detailed information on Dedicated PLUS PSH projects.
 3. PSH may provide housing assistance through tenant, sponsor or project based rental assistance, through leasing, or by providing operating support to a PSH facility. Because coordinated entry emphasizes participant choice in housing, tenant based rental assistance is the preferred housing type.

- ***Rapid Rehousing (RRH) Projects***
 1. For individuals and families targeting households that are living in the following settings:
 - a. Residing in place not meant for human habitation,
 - b. Residing in emergency shelter,
 - c. Meet Domestic Violence (DV) criteria in homeless definition (Category 4),
 - d. Residing in Transitional Housing (TH) funded part of a joint TH PH-RRH project, and/or
 - e. Receiving assistance from a Veteran’s Affairs (VA) homeless program and met one of the above criteria on intake into the VA program.
 2. RRH includes housing assistance through housing navigation, tenant based rental assistance (providing only on a short term or medium term – Not to extend past 24 months), and supportive services to assist participants secure housing, maintain housing and increase income and employment.
 3. Admissions must come from the CoC’s Heart to Home coordinated entry process.

- ***Joint Transitional Housing-Rapid Rehousing (TH-RRH) Projects***

This HUD initiative is intended to serve homeless families and individuals who need temporary, safe accommodations while they secure permanent housing, assemble needed documents to secure housing or have other barriers to immediate placement in housing. In Joint TH-RRH projects, the provider must be able to offer both TH and RRH to all participants, but all participants are not required to participate in both components. Participants should remain in the TH component for as short a period of time as possible; there should be no program requirements to complete, and the need for continuing stay in TH should be determined on a case-by-case basis.

1. For the TH component, housing assistance may be provided through operating support for existing facilities or leasing assistance. In the RRH component, housing assistance can only be provided through tenant based rental assistance. Supportive services may be provided to participants in both components. As in all RRH, rental assistance is limited to short term or medium term (not to extend beyond 24 months).
2. Eligible persons to be served in Joint TH-RRH projects include:
 - a. Residing in place not meant for human habitation,
 - b. Residing in emergency shelter, and/or
 - c. Meet DV criteria in homeless definition (Category 4).

- ***Homeless Management Information System (HMIS) Expansion Projects***

Funding can be used to expand the HMIS system to include more providers, more analysis of data submitted to HMIS, more training and support to HMIS contributing agencies, further outreach to nonparticipating agencies, expansion of rural utilization of HMIS, or other services to improve data quality or utilization. Only the designated HMIS lead is permitted to apply for HMIS funding.

- ***SSO-CE project*** to develop or operate a centralized or coordinated assessment system.

- ***Planning Project – Eligible under Unsheltered Set Aside Only***

Only the Collaborative Applicant is permitted to apply for Planning funding and funds may be used as described in 24 CFR 578.39.

Of the above project types, all qualify for funding through reallocation and/or through the CoC bonus with the exception of Planning Projects.

New Projects: Project-Specific Threshold Requirements

Permanent Housing Projects (PSH, RRH):

- For new permanent housing projects, applications must receive at least 4 out of 5 possible points (listed below). Quality threshold factors include that:

1. The type of housing proposed, including the number and configuration of units, will fit the needs of the program participants.

2. The type of supportive services that will be offered to program participants will ensure successful retention in or help to obtain permanent housing, including all supportive services regardless of funding source.
3. The proposed project has a specific plan for ensuring 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 (e.g., Medicare, Medicaid, SSI, Food Stamps, local Workforce office, early childhood education).
4. Program participants are assisted to obtain and remain in permanent housing in a manner that fits their needs (e.g., provides the participant with some type of transportation to access needed services, safety planning, case management, additional assistance to ensure retention of permanent housing).
5. The average cost per household served is reasonable, meaning that the costs for housing and services provided by the project are consistent with the population the project plans to serve.

JOINT TH and PH-RRH:

- For new Joint TH and PH-RRH component projects, applications must receive at least 5 out of 7 possible points (listed below). Quality threshold factors include that:
 1. The type of housing proposed, including the number and configuration of units, will fit the needs of the program participants (e.g., two or more bedrooms for families.)
 2. The proposed project will provide enough rapid re-housing assistance to ensure that at any given time a program participant may move from transitional housing to permanent housing. This may be demonstrated by identifying a budget that has twice as many resources for the rapid re-housing portion of the project than the TH portion, by having twice as many PH-RRH units at a point in time as TH units, or by demonstrating that the budget and units are appropriate for the population being served by the project.
 3. The type of supportive services that will be offered to program participants will ensure successful retention or help to obtain permanent housing, including all supportive services regardless of funding source.
 4. The proposed project has a specific plan for ensuring 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 (e.g., Medicare, Medicaid, SSI, Food Stamps, local Workforce office, early childhood education).
 5. Program participants are assisted to obtain and remain in permanent housing in a manner that fits their needs (e.g., provides the participant with some type of transportation to access needed services, safety planning, case management, additional assistance to ensure retention of permanent housing).
 6. The project adheres to a housing first model
 7. The average cost per household served is reasonable, meaning that the costs for housing and services provided by the project are consistent with the population the project plans to serve.

Supportive Services Only (SSO-CE)

- For new Supportive Services Only- Coordinated Entry (SSO-CE) projects for centralized or coordinated assessment systems, applications must receive at least 2 out of 4 possible points. Quality threshold factors include that:

1. The centralized or coordinated assessment system is easily available/reachable for all persons within the CoC's geographic area who are seeking information regarding homelessness assistance. The system must also be accessible for persons with disabilities within the CoC's geographic area.
2. There is a strategy for advertising that is designed specifically to reach households experiencing homelessness with the highest needs and who are disproportionately represented within the CoC's homelessness response system.
3. There is a standardized assessment process.
4. Ensures program participants, taking into account those who are from historically underserved population through the CoC's prioritization process, are directed to appropriate housing and services that fit their needs.

Homeless Management Information System (HMIS) Projects

- For new HMIS projects, applications must receive at least 3 out of 4 possible points to be funded. Quality threshold factors include that:

1. The HMIS funds will be expended in a way that is consistent with the CoC's funding strategy for the HMIS and furthers the CoC's HMIS implementation.
2. The HMIS collects all Universal Data Elements as set forth in the HMIS Data Standards.
3. The ability of the HMIS to un-duplicate client records.
4. The HMIS produces all HUD-required reports and provides data as needed for HUD reporting (e.g., APR, quarterly reports, data for CAPER/ESG reporting) and other reports required by other federal partners.

CoC PLANNING- Collaborative Applicants Only

- For new CoC Planning projects, applications must receive at least 2 out of 4 possible points to be funded. Quality threshold factors include that:

1. Governance and Operations-The CoC conducts meetings of the entire CoC membership that are inclusive and open to members and demonstrates the CoC has a written governance charter in place that includes CoC policies.
2. CoC Committees-The CoC has CoC-wide planning committees, subcommittees, or workgroups to address the needs of persons experiencing homelessness in the CoC's geographic area that recommends and sets policy priorities for the CoC.
3. The proposed planning project that will be carried out by the CoC with Planning grant
4. The funds requested will improve the CoC's ability to evaluate the outcome of both CoC Program-funded and ESG-funded projects.

Expansion Projects

In the 2024-2025 competition, HUD will allow project applicants to apply for a new expansion project [see section I.B.2.b.(10) of this NOFO] through reallocation, CoC Bonus, and DV Bonus processes to expand existing projects to increase the number of units, persons served, services provided to existing program participants, or to add additional activities to HMIS and SSO-CE projects.

In order to request an expansion for a current CoC Program-funded project, project applicants will be required to submit two project applications.

- The renewal project application that will be expanded; and
- A new project application with just the expansion information (that meets project eligibility and quality thresholds, is for the same component type, and request 1 year of funding).

Consolidation Projects

In the 2024-2025 competition, eligible renewal project applicants intending to use the consolidation process to combine two or more eligible renewal projects, but no more than 10 projects, may do so through the renewal project application. See instructions in the NOFO.

Domestic Violence Bonus

In the FY 2024-2025 CoC Program Competition, CoCs will be able to apply for a DV Bonus for PH-RRH projects, Joint TH and PH-RRH component projects, and SSO projects for Coordinated Entry. This project type is designated for HUD Homeless Category 4, which includes victim service providers who serve those fleeing domestic violence, dating violence, stalking, human trafficking, and for those under 25, fleeing any unsafe situation. For more information see the NOFO.

Match Requirements

In addition to the required Match for the CoC program grants, it is critical that applicants make a maximum effort to leverage other resources to support their application, as it is a significant factor in the CoC's overall rating in the national competition. "Leverage" refers to funds used in the project (other than the McKinney grant itself), including "in-kind" contributions (please see attached sample).

Match: All eligible funding costs, except leasing, must be matched with no less than a 25 percent cash or in-kind contribution. No match is required for leasing.

Funding Priorities

Within the NOFO, HUD has identified the following policy priorities applicable to our CoC:

- ***Ending homelessness for all persons.***
To end homelessness, CoCs should identify, engage, and effectively serve all persons experiencing homelessness.
- ***Using a Housing First approach.***

Prioritize rapid placement and stabilization in permanent housing and does not have service participation requirements or preconditions.

- Engage landlords and property owners to identify an inventory of housing available for rapid rehousing and permanent supportive housing participants, remove barriers to entry, and adopt service delivery methods that respond to the preferences and needs of the individual or family presenting for assistance.
- Minimal barriers to program entry. There cannot be a requirement for sobriety prior to being housed and prior background (criminal history, lack of credit, or eviction history) cannot be used on a blanket basis to exclude potential participants. Participants cannot be required to participate in services as a condition of entry and failure to participate in services cannot be used as grounds for termination from the program.
- All participants must be provided with a standard annual residential lease that does not include clauses that are not standard for residential leases in the community. Individuals and families can only be terminated from the program in conformance with the lease agreement.
- All participants must be accepted from the Coordinated Entry System.

- ***Reducing Unsheltered Homelessness.***

CoC will prioritize projects that can quickly move people from unsheltered living situations into stable housing. Projects will be evaluated using these measures:

- Acceptance of placements from coordinated entry
- Average amount of time from project entry to successful move in
- Percentage of program placements coming directly from unsheltered situations
- Percentage of placements with multiple service needs and/or co-occurring disabilities

- ***Improving System Performance.***

Utilizing a combination of HMIS case notes and assessments, APRs and other data, the CoC will consider:

- How effectively each applicant's project ensures that homeless assistance is well coordinated, well managed, inclusive, transparent, and achieves positive outcomes.
- Improvements in employment and income
- Average length of time homeless, exits to permanent housing, increased non-cash benefits and recidivism.

- ***Partnering with Housing, Health, and Service Agencies.***

HUD encourages CoCs to maximize the use of mainstream and other community-based resources when serving persons experiencing homelessness.

- ***Racial Equity.***

The CoC will consider at a minimum, each applicant's:

- Policies, procedures, and processes for addressing racial disparities.
- Organizational diversity, and
- Intentional efforts to improve access by – and positive program outcomes for – Black, Indigenous, and other people of color (BIPOC)

- ***Improving Assistance to LGBTQ+ Individuals.***
CoCs should address the needs of LGBTQ+, transgender, gender non-conforming, and non-binary individuals, and families in their planning processes.
 - When considering which projects to select in their local competition to be included in their application to HUD, CoCs should ensure privacy, respect, safety, and access regardless of gender identity or sexual orientation in projects.
 - CoCs should also consider partnering with organizations with expertise in serving LGBTQ+ populations.
- ***Persons with Lived Experience included in planning process.***
HUD encourages CoCs to include in the local planning process people who are currently experiencing or have formerly experienced homelessness.
- ***Building an effective workforce***
Homeless assistance providers need effective, well-supported staff to provide high quality assistance. Unfortunately, recruiting and retaining qualified staff for programs to assist persons experiencing homelessness has proven difficult due to low pay and the challenging nature of the work. To address this issue, HUD is applying cost of living adjustments to supportive service activities and other staffing-focused budget lines to allow CoC budgets to better keep up with rising costs. HUD also encourages CoCs to work with their funders and other community stakeholders to improve pay and support for people who work in the homelessness sector.
- ***Increasing Affordable Housing Supply.***
The lack of affordable housing is the main driver of homelessness. CoCs play a critical role in educating local leaders and stakeholders about the importance of increasing the supply of affordable housing and the specific consequences of the continued lack of affordable housing.

Application Submission Through eSNAPS

Applications must be submitted via the E-SNAPS grants management system by the specified deadline. Applications not developed or submitted through E-SNAPS will not be reviewed and will not be funded. Once the application has been completed in E-SNAPS, **DO NOT HIT SUBMIT**, instead, save the application (in eSNAPS), download the pdf and save (on your computer, etc.). Submission in eSNAPS will occur after the competition process if the application is chosen for submission by the Scoring and Ranking Committee of the City of Amarillo TX-611 Continuum of Care.

Applications are due in person and through eSNAPS by September 17, 2024, at 4:30 p.m. Central Standard Time. Applications received after the due date and time will not be reviewed or considered for funding opportunity.

All applicants must submit one electronic copy of the following items for a complete application:

Application Format for PDF Submission:

1. Completed Applicant Profile (download pdf from eSNAPS)

2. Completed Project Application (download pdf from eSNAPS)
3. Most recent APR—Only for Renewal Project Applications
4. Most recent HUD audit/monitoring findings
5. 2024 CoC project leverage documentation (this should include cash/in-kind commitment letters for each leveraged resource reported on the 2024-2025 Project Application)
6. Most recent Independent Audit Report
7. Year-to-Date Financial Statements
8. MOU's and/or service contracts with health organizations
9. Submission of policies and procedures outlining agency's showing fidelity to housing first principles **or** Housing First assessment.
10. Submission of policies and procedures outlining agency's utilization of HMIS for current programs
11. Submission of policies and procedures outlining agency's equity procedures (hiring persons with lived experience, LGBTQ+ and BIPOC, etc.).

In addition to the required Match for the Continuum of Care program grants, it is critical that applicants make a maximum effort to leverage other resources to support their application, as it is a significant factor in the CoC's overall rating in the national competition. "Leverage" refers to funds used in the project (other than the McKinney grant itself), including "in-kind" contributions.

Scoring and Ranking of Projects

All projects will be evaluated with a Board-approved Scoring Tool. Ranking of the projects will follow the policies and procedures laid out in the Policies and Procedures manual. The scoring tools will be posted at [Continuum of Care — CoC | City of Amarillo, TX](#). All applicants will be notified of action, no later than September 24th, 2024.

For all scoring measures that require HMIS data reports, the HMIS lead agency will generate and provide these reports to meet the Scoring and Ranking requirements. If the organization utilizes a comparable database, the HMIS lead will provide support generating the correct reports required for the application.

Notice to New project applicants:

Many of the scoring criteria require specific documentation. Please review the approved CoC FY 2024-2025 Scoring and Ranking tool to review required documentation and substitutions if applicable.