# FY2022 HUD COC PROGRAM COMPETITION
## RENEWAL PROJECT APPLICATION – PSH/RRH/TH-RRH/TH ONLY

| AGENCY PROFILE | |
|---|---|
| Legal Name of Agency | |
| Project Name | |
| Project Start Date | |
| Contact Person | |
| Title | |
| Address | |
| Email | |
| Phone | |

Check one:

☐ Permanent Supportive Housing

☐ Rapid Re-Housing

☐ Transitional Housing

☐ Joint Transitional Housing / Rapid Re-Housing

Renewal Application Option (check one):

☐ Standard Renewal (no change from FY2021)

☐ Consolidation (must complete Renewal applications for each project)

☐ Expansion (must complete New Project Application in addition)

Authorized Representative: *I hereby certify that the information contained in this proposal is true and accurate. Any falsification of information will render the application void, and the application will not be accepted. This application has been reviewed and authorized for submission by the agency's board of directors as of the date indicated.*

| |
|---|
| Name: |
| Title: |
| Signature: Considered signed upon submission |
| Date of Board/Local Planning Body Authorization: |
| Date of Anticipated Board/Local Planning Body Authorization: |

**ELIGIBILITY THRESHOLDS**

Basic HUD Eligibility Thresholds for the applicant and any sub-applicants must be satisfied before the CoC may consider a new or bonus project application for funding.

1. Does the applicant have an active registration with SAM.gov?
   ☐ Yes   ☐ No  If no, please explain:

2. Please indicate by checking the boxes if the agency has any of the following:
   a. Outstanding obligation to HUD that is in arrears for which a payment schedule has not been agreed upon;
   ☐ Yes   ☐ No  If yes, please explain:

   b. Debarments and/or Suspensions- In accordance with 2 CFR 2424, no award of federal funds may be made to debarred or suspended applicants, or those proposed to be debarred or suspended from doing business with the federal government;
   ☐ Yes   ☐ No  If yes, please explain:

3. Does applicant have a financial management system that meets federal standards as described at 2 CFR 200.302?
   ☐ Yes   ☐ No  Please describe:

4. HUD Monitoring:
   a. Does the recipient have any HUD monitoring findings in any of the agency's projects?
      ☐ Yes ☐ No
      *If yes*, explain below findings in detail for the Funding Review Panel. Include details on the nature of the finding, resolution and corrective actions taken, if any.
   b. Has your organization been monitored by HUD in the past three (3) years?
      ☐ Yes ☐ No

   *If yes,* include as attachments: Monitoring report from HUD, your organization's response to any findings, documentation from HUD that finding or concern has been satisfied, and any other relevant documentation.
   *If no,* provide most recent monitoring by an entity other than HUD for federal or state funding (ESG, CDBG, etc.) and include as attachments: Monitoring report, your organization's response to any findings, documentation from entity that finding or concern has been satisfied, and any other relevant documentation.

**All projects must include as attachments (please *submit each document as a separate attachment numbered as follows*):**

☐ #1: Project Application in *e-snaps*

☐ #2: Annual Progress Report (APR) for the project's most recent completed contract year, or the most recently completed contract year for another HUD-funded project or similar project if the renewing project has not yet completed a full year. Other structured outcome reports for non-HMIS participating agencies are allowed (i.e. domestic violence agencies).

☐ #3: CY2021 Annual Performance Report. Other structured outcome reports for non-HMIS participating agencies are allowed (i.e. domestic violence agencies).

☐ #4: Line of Credit Control System (LOCCS) report showing drawdowns and final balance

☐ #5: Active registration in SAM

☐ #6: Monitoring report by HUD or other federal or state funding entity, including any responses if there were findings noted in the report, if applicable

☐ #7: Grievance Process/Policy

☐ #8: Fair Housing Policy

☐ #9: Anti-Discrimination Policy

**GENERAL PROJECT INFORMATION**

1. Provide a narrative describing how the project's performance met the plans and goals established in the current project's application, the project's performance in assisting program participants to achieve and maintain independent living, and record of success. (Include focus populations and preferences as specified and/or allowed by the Notice of Funding Opportunity (NOFO) under which the project was initially funded.) If the renewing project has not yet started, provide a narrative of anticipated performance in these same areas based on experience with other related projects. *(1000 word limit)*

   1.a. Does the proposed project utilize healthcare resources to help individuals and families experiencing homelessness? If yes:
   • Please attach formal written agreements that demonstrate the value of the commitment and the dates the healthcare resources will be provided.

2. Has the project had any changes since the last funding approval?
   ☐ Yes      ☐ No
   If "yes", complete the chart below to indicate the change(s) and explain how the changes will benefit program participants. *(500 word limit)*

| Check change type | | Previous | New |
|---|---|---|---|
| ☐ | Decrease in the number of persons served | | |
| ☐ | Change in number of units | | |
| ☐ | Change in project site location | | |
| ☐ | Change in focus population | | |
| ☐ | Change in component type | | |
| ☐ | Change in grantee/applicant | | |
| ☐ | Line item or cost category budget changes more than 10% | | |
| ☐ | Other: | | |
| If change was made, include as many of the following that apply as attachments to your application: | | | |
| Attached (check) | | | |
| ☐ | Attachment: Written communication to HUD requesting the significant change | | |
| ☐ | Attachment: HUD's written approval of the change requested | | |
| ☐ | N/A: HUD has not yet provided written approval of the requested change | | |

**Efficient Use of Funding** *(If the renewing project has not completed a full year, share information from the last completed year of another HUD funded project or similarly designed project through this agency)*

3. Expenditure of Funds: Use **last completed HUD FY**.

| | |
|---|---|
| a. Total amount authorized within eLOCCS | |
| b. Remaining balance in eLOCCS | |
| c. Percentage recaptured<br>*Divide answer b. by answer a. and multiply by 100* | |

4. What was the project's utilization rate in the **last completed HUD FY**? (*Quarterly Point- in-Time Counts in APR 8b divided by total contracted units. RRH projects, use actual number of households served divided by contracted number of households served*) _____

**Data Quality**

*For each data-related question below, domestic violence service providers may use data generated from a comparable database to HMIS.*

5. In the **last completed HUD FY**, indicate how many APR Data Quality Elements (DQE) have 5% or less null or missing values *(APR Q06). (If the renewing project has not completed a full year, share information from the last completed year of another HUD funded project or similarly designed project through this agency)*

| Data Quality Element APR 6a.-6d. | | | |
|---|---|---|---|
| Number of elements with 5% or less null or missing values | | | |
| DQE 6a. | DQE 6b. | DQE 6c. | DQE 6d. |
| | | | |

**Section II. Project Performance**

**Performance Data -** *All data should be taken from a calendar year 2021 Annual Performance Report (APR) unless otherwise specified. Joint TH-RRH projects may complete questions based on either RRH or TH project data*

*For each data-related question below, domestic violence service providers may use data generated from a comparable database to HMIS.*

6. Leavers with Any Cash Income: Calculate the percentage of adult leavers who leave the project with one or more sources of cash income. "Cash income" includes both earned and non-earned income. *(CY2021 APR #18 - # of adults at exit with 1 or more sources of income/# of adults at exit).*

7. Leavers with Any Non-Cash Benefits: Calculate the percentage of adult leavers who leave the project with one or more sources of non-cash benefits. Non-cash benefits include food stamps, other TANF benefits, or health insurance (including Medicaid/Medicare). *(CY2021 APR #20b (# of leavers at exit with 1+ sources of benefits/total number of leavers))*

8. Leavers with Earned Income (Employment): Calculate the percentage of adult leavers who leave the project with earned income (i.e.: employment). (*CY2021 APR #18 - (# of adults at exit with "only earned*

*income" [row 1] + # of adults at exit with "both earned and other income" [row 3])/# of adults at exit)*

9.  <mark>Increases in Total Cash Income for leavers or stayers: The percentage of persons (leavers or stayers depending on project type) who have an increase in any income (earned or other).</mark> Measure will be based on both those who exited the project <mark>or</mark> those who were still in the project as of 12/31/2021.
    a. <mark>PSH projects:</mark> *use CY2021 APR #19a1 performance measure for adult stayers with any income who Gained or Increased Income from Start to Annual Assessment [column 8, row 5]*
    b. <mark>RRH and TH-RRH projects:</mark> *use CY2021 APR #19a2 performance measure for adult leavers with any income who Gained or Increased Income from Start to Exit [column 8, row 5]*
    c. <mark>TH projects</mark>*: choose CY2021 APR 19a1 or 19a2 for adult stayers or adult leavers*

10. Stayers with Health Insurance (PSH only): Calculate the percentage of project stayers as of 12/31/21 who have health insurance. Measure will exclude persons that were not yet due for an annual update. *(CY2021 APR #21 - # of stayers with 1 or more than 1 source of health insurance/ (number of stayers [from APR#5a] - number of stayers not yet due for an annual assessment)*

11. Retention in Permanent Housing (PSH only): Calculate the percentage of participants who either remain in the PSH project as of 12/31/2021, or who have exited that project to another permanent housing destination. *(CY2021 APR (Total persons exiting to a positive housing destination [APR 23c.] + total number of stayers [5a.9.]) / (total persons served [APR 5a.1] - total persons whose destinations excluded them from the calculation [APR 23.c.]))*

12. Exits to Permanent Housing (RRH, TH, & TH-RRH): Calculate the percentage of participants who exit the project to a permanent housing destination. Same exclusions will be given as for PSH noted above. *(CY2021 APR #23c)*

13. Length of Time from <mark>Project Start Date</mark> to Housing Move-In (PSH, RRH only): <mark>Report</mark> the average length of time it took to move clients into housing in 2021. Measure will look at length of time from project start date to housing move-in date*. (CY2021 APR #22c)*

14. Length of Stay (PSH Only): Calculate the percentage of leavers that remained in the project more than 180 days. *(CY21 APR #22a.1 (total leavers who participated in project for 181 or more days)/total leavers)*

15. Returns to homelessness within 6 months of exit from project to permanent housing (PSH, RRH, & TH-RRH): Calculate the percentage of clients who exited the project to permanent housing in the last 2 years (7/1/2020-6/30/2022) and returned to the homeless response system within 6 months of that exit. (*<mark>In Business Objects, Public Folders > Provider Specific > Kent-Grand Rapids ></mark>* <mark>"0701 - Perm Exits from specified Providers with systemwide Return to Homelessness, Metric 2 - v9"</mark> *report, "Two Year Prior Start Date" = 7/1/2020 and "One Year Prior Start Date" = 7/1/2022 – persons returning to homelessness in 0-180 days/total persons who exited to a permanent destination)*