FY2023 HUD COC PROGRAM COMPETITION
NEW, RENEWAL, AND DOMESTIC VIOLENCE
BONUS <u>INFRASTRUCTURE</u> PROJECT APPLICATION

AGENCY PROFILE	
Legal Name of Agency	
Project Name	
Contact Person	
Title	
Address	
Email	
Phone	

Check one:

☐ Coordinated Entry - Supportive Services Only

☐ Homeless Management Information System (*may only be completed by HMIS Lead*)

Check one:

☐ New Project Application – SSO-CE

☐ Renewal Application

☐ Domestic Violence Bonus Project – SSO-CE

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:	

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

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

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

- #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: CY2022 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

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

- #5: Project Implementation Timeline
- #6: Project Budget

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. Will all participating households served in this project be recorded in HMIS or an equivalent database for Domestic Violence, in accordance with the community's Data Quality Standards?

☐ Yes   ☐ No

PROJECT QUALITY THRESHOLD

For New HMIS Projects
New HMIS project applications must receive at least 3 out of the 4 points available for this project type. New HMIS projects that do not receive at least 3 points will be rejected.

Criteria	Does the proposed project meet these criteria?
How 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.	☐ Yes ☐ No
The HMIS collects all Universal Data Elements as set forth in the HMIS Data Standards.	☐ Yes ☐ No
The ability of the HMIS to un-duplicate client records	☐ Yes ☐ No
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.	☐ Yes ☐ No

For New SSO-CE Projects
New SSO-CE project applications (also known as centralized or coordinated assessment) must receive at least 2 out of the 4 points available for this project type. New SSO-CE projects that do not receive at least 2 points will be rejected.

Criteria	Does the proposed project meet these criteria?
The centralized or coordinated assessment system is easily available/reachable for all persons within the CoC's geographic area who are seeking homelessness assistance. The system must also be accessible for persons with disabilities within the CoC's geographic area.	☐ Yes ☐ No
There is a strategy for advertising that is designed specifically to reach individuals experiencing homelessness with the highest barriers within the CoC's geographic area.	☐ Yes ☐ No
There is a standardized assessment process.	☐ Yes ☐ No
Ensures program participants are directed to appropriate housing and services that fit their needs.	☐ Yes ☐ No

INFRASTRUCTURE FUNDING PROJECT APPLICATION

PROJECT OVERVIEW

1.a. **Renewal Projects**: Provide a narrative describing: 1) how the project's performance met the plans and goals established in the current project's application (as specified and/or allowed by the Notice of Funding Opportunity [NOFO] under which the project was originally funded); 2) the project's performance in assisting the community to bring an effective end to homelessness; 3) the project's record of success. *(1,000 word limit)*

1.b. **New Project**s: Provide a narrative describing the project in detail, what plans and goals will be set for the project to assist the community in bringing an effective end to homelessness. (including focused outcomes that fit within the CoC's current Strategic Plan). *(1,000 word limit)*

1.c. **For SSO-CE Projects**: How does/will the project include the participation of individuals with lived experience in project design, continuous quality improvement, and evaluation? *(1,000 word limit)*

2. **Renewal Projects**: Has the project had any significant changes since the last funding approval?
   ☐ Yes   ☐ No if "yes" complete the chart below to indicate the change.

Check change type		Previous	New
☐	Decrease in the number of persons served		
☐	Change in number of units		
☐	Change in project site location		
☐	Change in target 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		

PERFORMANCE AND IMPROVEMENT

3. List the outcomes reported to HUD for this project and describe the project's progress in reaching those outcomes. For new projects, list the anticipated outcomes and how progress will be tracked. *(500 word limit)*

4. Does/will the project have a continuous quality improvement plan or process? If yes, describe. *(500 word limit)*

5. How does/will the project ensure alignment in practices with both HUD and local CoC priorities? *(500 word limit)*

6. How does/will the project make progress toward outcomes that support the efforts of permanent housing projects throughout the CoC? *(500 word limit)*

Efficient Use of Funding

7. **Renewal Projects Only**: Expenditure of Funds: Use last completed HUD fiscal year.

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

Organizational Capacity

8. Describe agency key staff positions and qualifications of individuals who will carry out the project *(500 word limit)*:

9. Describe the agency's financial management system, including financial reporting, record keeping, accounting systems, payment procedures, procurement processes, and audit requirements *(500 word limit)*: