

# FY 2024 HUD CoC Program/SCEH New and Renewal Project Application RFP

**\*\*\*New and Renewal CoC Project Applications Due in eSnaps  
by 5:00 p.m. on Friday, September 20, 2024\*\*\***

FY 2024 and FY 2025 CoC Program NOFO covers 2 years of funding. The CoC is only required to submit one CoC application that will be applicable to the FY 2024 and FY 2025 funds. Projects awarded FY 2024 funds may be eligible for FY 2025 funds using their FY 2024 application submission and are not required to apply for renewal in FY 2025.

This RFP pertains to FY 2024 new and renewal project applications. A separate RFP will be posted in 2025 for FY 2025 new project applications.

The CoC Consolidated Application consists of the FY 2024 -FY 2025 CoC Application, the FY 2024 Priority Project Listing, the FY 2024 New and Renewal Project Applications, as well as any required forms and attachments. The SCEH Grant and Project Monitoring and Development Committees provide support for this process, and our CoC Collaborative Applicant, the City of Sioux City, submits the application as recommended by the SCEH Project Monitoring and Development Committee and approved by the SCEH Board of Directors to HUD.

New Projects may be created through reallocation, DV Bonus, CoC Bonus, or a combination of reallocation and bonus; and CoC Planning.

New Projects created through reallocation or CoC bonus are limited to the following types of projects:

- New PH-PSH projects must serve persons eligible to be served by DedicatedPLUS projects and all units funded by the project must be used to serve program participants who meet the qualifications for DedicatedPLUS OR persons experiencing chronic homelessness at the time they initially enroll in the project.
- New PH-RRH, Joint TH and PH-RRH, and SSO-CE projects may serve persons who qualify as homeless under paragraphs (1), (2), or (4) of HUD's Homeless Definition.
- New Dedicated Homeless Management Information System (HMIS) for the costs 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*.
- SSO-CE project to develop or operate a centralized or coordinated assessment system.

New Projects created through the DV Bonus are limited to the following types of projects:

- PH-RRH projects dedicated to serving survivors of domestic violence, dating violence, sexual assault, or stalking that are defined as homeless at 24 CFR 578.3.
- Joint TH and PH-RRH component projects dedicated to serving survivors of domestic violence, dating violence, sexual assault, or stalking that are defined at 24 CFR 578.3.
- SSO - 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, sexual assault, or stalking.
- DV Bonus PH-RRH and Joint TH/PH-RRH projects must have a budget of at least \$50,000

Expansion Project - see pp. 43-45 of NOFO

- A new expansion project created through reallocation, CoC bonus, or the DV Bonus processes to expand existing projects that will increase the number of units, persons served, services provided to existing program participants, or to add additional activities to HMIS and SSO-CE projects.
- If applying for a new project for the purposes of expanding an eligible renewal in the CoC Program, the applicant must:
  - Enter the renewal grant number of the project being expanded on the new project application
  - Indicate how the new projects will expand units, beds, services, persons served, or services provided to existing program participants, or in the case of HMIS or SSO-CE projects, how the current activities will be expanded for the CoC's geographic area
  - Ensure the funding request for the expansion grant is within the funding parameters allowed under reallocation, CoC Bonus, or DV Bonus available amounts

Outside of reallocation, CoC Bonus, DV Bonus, and CoC Planning, there are no new funds available for new projects.

While HUD's final CoC Program Application deadline is Wednesday, October 30, 2024, the SCEH's local deadline for all New and Renewal Project Applications and required attachments and supplemental documentation is **5:00 p.m., Friday, September 20, 2024**. This will ensure the Project Monitoring and Development Committee has enough time to review, prioritize, and rank the project applications and notify the project applicants before submitting the entire CoC Program Application to HUD by the October 30, 2024 deadline.

**Funding amounts - Updated 8/27/24:**

SCEH's Preliminary Pro Rata Need (PPRN) = \$2,206,649

SCEH's Annual Renewal Demand (ARD) = \$839,965 (amount needed for all current projects to renew for an additional year, pending any ineligible renewal projects)

SCEH's Final Pro-Rata Need (FPRN) = \$2,206,649 [higher of PPRN or ARD (the base for the maximum award amount for projects within the CoC)]

Tier 1 project ranking amount = \$755,969 (90% of ARD)

Tier 2 project ranking amount = \$264,798 (Difference between Tier 1 and the maximum amount of renewal, reallocation, and CoC Bonus funds that a CoC can apply for)

SCEH's Planning Funds = \$110,332 (5% of FPRN)

SCEH's DV Bonus = \$330,997 (10% of FPRN)

SCEH's CoC Bonus = \$264,798 (7% of FPRN)

**Anticipated timeline:**

- Thursday, August 1, 2024: FY 2024 and FY 2025 CoC Program Competition opens - FY 2024 and FY 2025 NOFO is available.
- Thursday, August 1, 2024: FY 2024 CoC and New/Renewal Project Applications are available in eSnaps; other reference materials and instructions not yet available.
- Friday, August 16, 2024: SCEH RFP and deadline, FY 2024 NOFO, Scoring procedure, charts, etc., and Reallocation Process are available on SCEH website ([www.siouxlandhomeless.org](http://www.siouxlandhomeless.org)).
- Friday, September 20, 2024, 5:00 p.m.: New and Renewal Applications due to the SCEH in E-Snaps; The remaining required reports and documents as outlined below must be e-mailed to Susan McGuire ([susan.mcguire@centerforsioxford.org](mailto:susan.mcguire@centerforsioxford.org)). Late applications and/or required documents will not be accepted. Incomplete applications and/or documents will not be scored and will be rejected by the CoC.
- **Friday, October 11, 2024 (likely date):** Project applicants are notified whether their project applications were accepted or rejected for inclusion in the SCEH CoC Application.
- **Tuesday, October 15, 2024 (likely date):** SCEH CoC Application and Project Priority Listing are available on SCEH website for review
- **Tuesday, October 22 - Thursday, October 24, 2024 (likely date):** SCEH Board votes on and approves SCEH CoC Application as recommended by the SCEH Project Monitoring and Development Committee.
- **Monday, October 28, 2024 (likely date):** SCEH CoC Application submitted to HUD via E-Snaps

### Tips to help ensure a smooth application process:

- 1) Review the CoC Interim Regulations and the CoC NOFO to understand COC Program Policies and Priorities. Links provided below. Pay special attention to the following sections of the NOFO:
  - a. pp 9-11 HUD's Homeless Policy and Program Priorities
  - b. pp 18-27 CoC Program Requirements/Definitions/Concepts as well as outside resources and references
  - c. pp 47-53 Threshold Requirements and Project Scoring
  - d. p 57 FY 2022 Project Application Requirements/Forms
  - e. pp 62-86 CoC Consolidated Application Scoring - If you are applying for a new or renewal project, you will be expected to actively participate in completing the CoC Consolidated Application and helping us meet HUD's program requirements and goals.
- 2) Refer to pages 57 of the NOFO for a list of Project Application requirements. All required forms must be dated between May 1, 2024 and October 30, 2024. Many of the required forms are part of eSnaps and found in the Applicant Profile and/or in the Project Application. They are filled in and signed electronically when completed in eSnaps. Required forms not in eSnaps will have to be uploaded in the Applicant Profile.
- 3) Make sure your Agency's Code of Conduct is on file with HUD at [https://www.hud.gov/program\\_offices/spm/gmomgmt/grantsinfo/conduct](https://www.hud.gov/program_offices/spm/gmomgmt/grantsinfo/conduct). If your organization is not listed, you will need to attach a copy of your Code of Conduct in the Applicant Profile. For more information on Code of Conduct requirements see the link on p. 78 of the NOFO.
- 4) Make sure you have appropriate staff persons identified who have access to and will complete your Project Application in the E-Snaps online system.
- 5) **Renewal Project Applicants:** Verify the Federal Award Identifier in question 5b. of section 1A. Application Type. This should be the first 6 digits of the expiring grant number as identified on the GIW (i.e. the first 6 numbers of the 2024-2025 grant number on the Grant Award letter dated February/March 2024. If you have questions, contact Susan McGuire at [susan.mcguire@centerforsiouxland.org](mailto:susan.mcguire@centerforsiouxland.org) or 712-252-1861 x107.
- 6) Identify your sources of match, and plan to obtain MOU's and commitment letters for housing/healthcare leverage, cash, and/or in-kind match. **MOU's and letters must be dated between May 1, 2024 and October 30, 2024.** When trying to secure match, cash or in-kind, please consider all sources of funding for your program as well as collaborating agencies/partners such as SCHC, SMHC, Mercy Medical, local businesses, etc. and ask them to provide a letter committing funds or to sign an MOU in the case of in-kind contributions. Susan McGuire can supply samples of such letters if needed.
- 7) **Renewal Project Applicants:** Please submit all correspondence from HUD regarding compliance/monitoring visits, findings, etc. during 2023/2024. to the SCEH Grant Committee (Susan McGuire @ [susan.mcguire@centerforsiouxland.org](mailto:susan.mcguire@centerforsiouxland.org)) by the deadline.
- 8) **Renewal Project Applicants:** The SCEH Grant Committee will review each project's required SCEH Quarterly Reporting for the past year and most recently completed APR in the SAGE HMIS Repository for scoring.
- 9) Make sure your SAM Registration is active OR Register in the System for Award Management (SAM) system.
- 10) Make sure your organization has a valid Unique Entity Identifier (UEI) number, obtained at SAM.gov w/ your SAM registration.
- 11) For questions, assistance, and guidance with a new or renewal project or with E-Snaps, contact Susan McGuire, the SCEH Grant Committee Chairperson, at [susan.mcguire@centerforsiouxland.org](mailto:susan.mcguire@centerforsiouxland.org) or 712-252-1861 x107.

### Resources:

- 1) **FY 2024-FY 2025 CoC Program NOFO:** All applicants are encouraged to read the NOFO in its entirety. [https://www.hud.gov/sites/dfiles/CPD/documents/FY2024\\_FY2025\\_CoC\\_and\\_YHDP\\_NOFO\\_FR-6800-N-25.pdf](https://www.hud.gov/sites/dfiles/CPD/documents/FY2024_FY2025_CoC_and_YHDP_NOFO_FR-6800-N-25.pdf)
- 2) **CoC Program Competition Page:** Application resources and guides. [https://www.hud.gov/program\\_offices/comm\\_planning/coc/competition](https://www.hud.gov/program_offices/comm_planning/coc/competition)
- 3) **E-Snaps log-in page:** All applications must be submitted through E-Snaps. <https://esnaps.hud.gov/grantium/frontOffice.jsf>
- 4) **The Continuum of Care (CoC) program** - [www.hudexchange.info](http://www.hudexchange.info)
- 5) **The Siouxland Coalition to End Homelessness (SCEH) CoC** - [www.siouxlandhomeless.org](http://www.siouxlandhomeless.org).