



TEHAMA COUNTY
CONTINUUM of CARE

**FY2017 Continuum of Care
Permanent Housing Bonus
Funding Opportunity
Request for Letter of Interest**
Submission Deadline: Tuesday, August 15, 2017

The Tehama County Continuum of Care (TCCoC) is charged by the US Department of Housing and Urban Development (HUD) to submit a community-wide application for homeless assistance funds. This announcement serves as the opportunity for agencies to submit a Letter of Interest (LOI) for funding for projects that serve individuals and/or families experiencing homelessness in the TCCoC's service area (Tehama County, California) as part of the HUD Continuum of Care (CoC) Homeless Assistance Grants Competition.

Tehama County has no projects eligible for renewal funding under this program, so applications for renewal funding will not be accepted or considered for recommendation. TCCoC is, however, eligible to recommend projects for funding under the Permanent Housing Bonus detailed in the Notice of Funding Availability (NOFA) for the FY 2017 Continuum of Care (CoC) Program, available for download at <https://www.hudexchange.info/resource/5419/fy-2017-coc-program-nofa/>

Agencies considering submitting a letter of interest must clearly demonstrate their ability to successfully meet CoC program outcomes in one or more of the activity areas **described on page 20** of the above-referenced NOFA and as defined by HUD in 24 CFR 578. The CoC Program Interim Final Rule (24 CFR Part 578 [Docket No. FR-5476-I-01]) is available for download at:

https://www.hudexchange.info/resources/documents/CoCProgramInterimRule_FormattedVersion.pdf

Funding for these projects is provided through the HUD CoC Homeless Assistance Grant Programs (under the HEARTH Act, available here: https://www.hudexchange.info/resources/documents/S896_HEARTHAct.pdf).

Submission of a Letter of Interest does not constitute an application nor does it constitute approval for funding by the TCCoC or by HUD. Selected projects will be responsible for submitting a complete application in the eSnaps system by August 28, 2017.

The CoC anticipates that HUD will allow Tehama County projects to apply for approximately **\$16,680** in this competition. TCCoC is permitted to recommend one project for the full amount of this amount or multiple projects whose combined funding requests are less than or equal to this amount. Projects that do not have the recommendation of their Continuum of Care are not eligible to apply for funds in this competition.

PROCESS OVERVIEW:

1. Review the **Project Guidelines** included in this notice to determine eligibility and become familiar with Project Requirements, including those set forth in any other document referenced in the Guidelines.
2. Prepare the LOI Narrative according to the **LETTER OF INTEREST CONTENT INSTRUCTIONS** on page 3.
3. Submit the LOI electronically through the TCCoC's website by **11:59 PM on August 15, 2017**. To submit an LOI, visit www.tehamacoc.org and use the **Provider Quick Link** on the home page to navigate to the **2017 CoC Permanent Housing Bonus (PHB) Funding Opportunity** page. Use the button at the bottom of the page labeled "Go to Submission Form" to navigate to the submission form.
4. LOIs will be reviewed and evaluated in response to this announcement. Applicants will be notified on or before August 18, 2017 regarding whether or not they will be invited to submit a full application for funding consideration.
5. Applicants recommended will receive an invitation to submit a full project application and will be required to submit such an application via HUD's eSnaps system by August 28, 2017. Projects not selected to continue on to the full application will be offered support and technical assistance to improve deficiencies identified during the Letter of Interest process and will be notified of future CoC funding opportunities. Applicants have the right to appeal funding recommendation decisions by submitting a formal written letter within 48 hours of selection notifications.

Questions may be submitted through the "Contact TCCoC" page at www.tehamacoc.org.

GUIDELINES:

ELIGIBLE PROJECT TYPES:

NOTE: These Project Types are defined in more detail in 24 CFR 578. Applicants are responsible for reviewing, understanding and adhering to all guidelines set forth by HUD governing the activities eligible under these Project Types and to stay updated on changes to such guidelines.

- **DedicatedPLUS Projects**

Permanent supportive housing projects in which 100% of the beds are dedicated to participants that meet at least one of these criteria:

- Individuals experiencing chronic homelessness as defined in 24 CFR 578.3 who are residing in a place not meant for human habitation or in an emergency shelter
- Individuals and families residing in a Joint TH and PH-RRH component project who were experiencing chronic homelessness as defined at 24 CFR 578.3 at the time of intake into that Joint TH and PH-RRH project
- Individuals and families receiving assistance through a Department of Veterans Affairs (VA)-funded homeless assistance program who were experiencing chronic homelessness as defined at 24 CFR 578.3 at the time of intake into that program.

- **Rapid Rehousing Projects**

Provides housing search and relocation services and short- and medium-term rental assistance to move homeless persons and families (with or without a disability) as rapidly as possible into permanent housing. Must serve homeless individuals and families residing in transitional housing funded by a Joint TH and PH-RRH component project or coming directly from the streets or emergency shelters, and include persons fleeing domestic violence situations and other persons meeting the criteria of paragraph (4) of the definition of homelessness (24 CFR 578.3).

- **Joint Transitional Housing / Rapid Rehousing Projects**

Projects that include both a Transitional Housing component and a Rapid Rehousing component. **Transitional housing (TH)** is designed to provide homeless individuals and families with the interim stability and support to successfully move to and maintain permanent housing. Transitional housing may be used to cover the costs of up to 24 months of housing with accompanying supportive services. **Rapid Rehousing** emphasizes housing search and relocation services and short- and medium-term rental assistance to move homeless persons and families as rapidly as possible into permanent housing. Must serve homeless individuals and families residing in transitional housing funded by a Joint TH and PH-RRH component project or coming directly from the streets or emergency shelters, and include persons fleeing domestic violence situations and other persons meeting the criteria of paragraph (4) of the definition of homelessness (24 CFR 578.3).

ELIGIBLE PROJECTS ARE THOSE DESIGNED TO:

- Promote community-wide commitment to the goal of ending homelessness.
- Implement programs to quickly house or rehouse homeless individuals and families while minimizing the trauma and dislocation caused to homeless individuals, families and communities by homelessness.
- Promote access to and utilization of mainstream benefits by homeless individuals.
- Provide supportive services that are voluntary, flexible and consumer-driven.

ELIGIBLE PROJECTS MUST:

- Be eligible to receive federal funds. Eligible Applicants include non-profit organizations or units of local government.
- Serve persons residing in Tehama County.
- Be prepared to utilize or already be utilizing the TCCoC's Homeless Management Information System (HMIS) to record client level data.
- **Operate using a Housing First approach.** Housing First is an approach to quickly and successfully connect individuals and families experiencing homelessness to permanent housing without preconditions and barriers to entry, such as sobriety, treatment or service participation requirements. Supportive services are offered to maximize housing stability and prevent returns to homelessness as opposed to addressing predetermined treatment goals prior to permanent housing entry.

APPLICANTS MUST CERTIFY THE FOLLOWING AS PART OF THE SUBMISSION PROCESS:

- Agency can demonstrate that the project will provide a 25% match of any funds granted through this program.
- Agency can demonstrate that the project would be ready to begin in the year 2017.
- Agency has registered or is prepared to register with the System for Awards Management and to obtain a DUNS number.
- Agency has obtained or is prepared to obtain an eSnaps profile and is willing to submit HUD CoC applications through the required online portal.
- Agency has experience in providing housing and/or services to individuals or families experiencing homelessness.
- Agency is prepared to participate in Coordinated Entry System.
- Agency is prepared to utilize Homeless Management Information System to capture client-level data on all clients in the program.
- Agency is prepared to prioritize eligible households based on the CoC's identified prioritization process.

LETTER OF INTEREST CONTENT INSTRUCTIONS:

Prepare a letter of interest that addresses each of the topics below. Responses should be concise, yet complete. Please limit the length of the entire narrative to 3000 words or less.

1. **Project Type** – Describe the project’s eligibility under one of the three eligible project types.
2. **Target Population** – Describe the population that the project serves or will serve.
3. **Project Design** – Provide a basic overview of the project’s design and activities. The following objectives are based on HUD’s **System Performance Measures** and have been shown to significantly impact the effectiveness of a community’s efforts to end homelessness. Letters of Interest **must address at least one** of the following objectives in the Project Design response. **Projects that address multiple objectives will receive priority in the selection process.**

Describe ways in which the project ...

- i. Decreases the overall Length of Time that individuals and/or families spend homeless (including time on the streets, in Emergency Shelters or in Transitional Housing projects).
 - ii. Decreases the likelihood that individuals or families will return to homelessness after being permanently housed.
 - iii. Decreases the overall number of individuals and/or families experiencing homelessness in Tehama County.
 - iv. Assists those served by your project in increasing earned income or income from other sources.
 - v. Decreases the overall number of individuals or families that become homeless for the first time.
 - vi. Increases the number of individuals and/or families that move from temporary housing situations such as emergency shelters or transitional housing projects to permanent housing situations.
4. **Number to be served** – Provide a projected number of individuals or families to be served by the project annually and any increase in this number that would be made possible through these funds.
 5. **Budget Overview** – Indicate the amount the project expects to request in this funding opportunity; describe the project’s Total Annual Operating Budget, funds already in place and those for which the project is awaiting award notification. Include descriptions of expected private and in-kind contributions, and indicate anticipated sources of match for this program. (Projects must be able to provide documentation of matching funds of at least 25% of funds requested as described in 24 CFR 578.73)
NOTE: TCCoC policy requires that all projects receiving funding through the Emergency Solutions Grant (ESG) program or the Continuum of Care Program allocate the maximum allowable amount of funds stipulated in the funding opportunity’s guidelines towards HMIS (TCCoC Policies & Procedures, B.5). In competitions in which the amount allowable for HMIS is not stipulated, such projects must budget no less than 10% of the total requested funds for HMIS participation.
 6. **Collaboration and Leverage** – Briefly describe formal and informal collaboration with community partners and your project’s capacity for leveraging support from other funding sources or other sources of support to increase the overall effectiveness of the project.