



**Renewal:** Renewal project applications are limited to a one (1) year term. Renewing Permanent Supportive Housing projects may only serve persons coming directly from non-housing, emergency shelter, or transitional housing for homeless persons. All eligible applicants for renewal grants must be able to document that they are fully participating (entering all required data on all homeless clients) in HMIS/Servicepoint. Entities proposing renewal projects must demonstrate they meet or exceed HUD performance measurements. If the entity or the renewal project does not meet the minimum HUD standards, the CoC Board has the discretion to transfer the project to another CoC service provider or reallocate the funds to a new project.

Renewal projects that currently serve 100% chronically homeless may either change their service population to DedicatedPLUS in the 2018 CoC Competition (*See pg. 5 for DedicatedPLUS requirements*) or continue to serve 100% chronically homeless. Projects that were awarded as DedicatedPLUS in the FY 2017 CoC Program Competition are required to include households with children to qualify as a DedicatedPLUS project in the FY 2018 Competition.

**Renewal Project Expansion:** HUD is allowing renewal projects to apply for funds to expand their projects in the 2018 CoC Competition so that they may serve more individuals and families. Renewal applicants who wish to apply for expansion must fill out the project expansion supplement and submit it with their application. Expansion requests cannot exceed the amount of available bonus funds and will be scored and ranked with bonus project applications and separately from the renewal project to be expanded.

**Project Consolidation:** New in FY 2018, eligible renewal project applicants will have the ability to consolidate two or more eligible renewal projects (but no more than four projects) into one project application during the application process. To be eligible for consolidation, projects must have the same recipient and be for the same component. To apply for a consolidated grant, applicants must submit separate renewal project applications for each of the grants that are proposed to be consolidated, and an application for the new consolidated grant with the combined budget and information of all grants proposed for consolidation.

**Project Ranking:** All projects will be prioritized and ranked by the Continuum of Care Board into Tiers based on their project application score. Tiers are financial thresholds that HUD requires CoCs to use for project ranking. A project may straddle the tiers. Tier 1 is equal to 94% of the CoCs annual renewal demand (ARD) previously approved by HUD (**\$3,344,79**). Tier 2 is the difference between Tier 1 and the CoC's total ARD plus any amount available for permanent housing bonus projects. The Oklahoma City CoC's total ARD is (**\$3,558,289**).

**Grant terms for new projects:** New projects may request terms of 1 or 2 years but no greater than 2 years.

**Eligible Applicants:**

- Must be a registered 501(c) 3 nonprofit organization
- Must have a DUNS number and be registered with SAM –System for Award Management (previously CCR – Central Contractor Registry) and not be on the Excluded Parties List
- Must have experience in providing housing and supportive services to the homeless population

**Ineligible Activities:**

Homeless prevention and emergency shelter activities are statutorily ineligible under the Continuum of Care program.

### **Type of Projects Being Requested:**

Projects seeking CoC funds must meet all the following objectives related to housing and serving the City's homeless population:

- Help homeless individuals, youth and families obtain and then remain in permanent housing
- Increase the skills and income of homeless individuals, youth and families.
- Help move homeless individuals, youth and families quickly out of shelters
- Help homeless individuals, youth and families achieve greater self-determination.

### **HUD Eligible Projects Include:**

- (1) Renewing Permanent Supportive Housing and former Shelter Plus Care projects for homeless individuals and families with disabilities who are coming directly from non-housing, emergency shelter or transitional housing for homeless people:
  - ❑ Long-term, community-based housing for homeless people with disabilities (such as mental illness, substance abuse, HIV/AIDS and/or physical disabilities)
  - ❑ Up to 16 individuals, youth or families per site
  - ❑ Includes supportive services offered in or near the project site
  - ❑ Helps participants maintain permanent housing, increase skills and income and achieve greater self-determination
  - ❑ Must take all new clients through the CoC's Coordinated Entry System.
- (2) New Permanent Supportive Housing for chronically homeless persons or families or projects that meet HUD's DesignatedPLUS definition (*See pg. 5 for DedicatedPLUS requirements*):
  - ❑ Must take all new clients through the CoC's Coordinated Entry System.
  - ❑ Individuals, youth or families served must come directly from shelters or streets and must have a diagnosable disability (see HUD NOFA for details)
- (3) New Re-Housing projects:
  - ❑ Those served must come directly from shelters or streets.
  - ❑ Assistance is time limited.
  - ❑ Families are preferred but youth and individuals are eligible.
- (4) Renewing Supportive Services Only:
  - ❑ Addresses service needs of homeless persons
  - ❑ Agency cannot provide housing to same persons receiving services
  - ❑ May or may not be provided from a structure
  - ❑ Focused on helping participants achieve permanent housing
  - ❑ Operating costs are not eligible

### **COORDINATED ENTRY PARTICIPATION REQUIREMENT:**

The Department of Housing and Urban Development has required that every Continuum of Care develop a coordinated system of assessment and services that must be in place and functional by January of 2018. HUD has further required that this system prioritize clients based on information gathered during assessment and that CoC providers begin accepting ALL new clients through it. The Oklahoma City coordinated services system utilizes a prioritized, by-name list of clients to make referrals during weekly Coordinated Case Management meetings. Every CoC Permanent Supportive Housing provider must have a representative at these meetings and be receiving ALL clients through this system.

### **Project Submittal Information:**

Oklahoma City is the collaborative applicant for the CoC application to HUD. All project applicants must submit the Local Priorities Application via email to the collaborative applicant at [jerod.shadid@okc.gov](mailto:jerod.shadid@okc.gov) and cc: [stacy.tarpley@okc.gov](mailto:stacy.tarpley@okc.gov) during the period **starting 8:00 a.m. July 11, 2018 and ending 8:00pm July 27, 2018**. All new, renewal and expansion project applicants

must also complete the full CoC Project Application for FY 2018 in eSnaps at <https://esnaps.hud.gov> by **5:00 p.m. August 13, 2018** and notify the collaborative applicant without submitting.

Applicants will be notified by **August 15, 2018** of the time to present their proposal before the Continuum of Care Board and address any questions.

**Date and location of proposals will be released with a full schedule of the CoC application timeline within two weeks of the release of this solicitation.**

*Applying organizations are responsible for ensuring all applications are complete before contacting the collaborative applicant.*

Please contact Jerod Shadid at [jerod.shadid@okc.gov](mailto:jerod.shadid@okc.gov) or **(405) 297-3608** or Stacy Tarpley at [stacy.tarpley@okc.gov](mailto:stacy.tarpley@okc.gov) or (405) 297-2128 for any questions you may have regarding this solicitation.

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**For more information, the full text of the Federal NOFA can be found at the address below.**

**<https://www.hudexchange.info/resource/5719/fy-2018-coc-program-nofa/>**

## **DesignatedPLUS Project Requirements:**

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### **(From 2018 CoC NOFA)**

*DedicatedPLUS project.* A permanent supportive housing project where 100 percent of the beds are dedicated to serve individuals with disabilities and families in which one adult or child has a disability, including unaccompanied youth, that at intake are:

- Experiencing chronic homelessness as defined in 24 CFR 578.3;
- Residing in a transitional housing project that will be eliminated and meets the definition of chronically homeless in effect at the time in which the individual or family entered the transitional housing project;
- Residing in a place not meant for human habitation, emergency shelter, or safe haven; but the individuals or families experiencing chronic homelessness as defined at 24 CFR 578.3 had been admitted and enrolled in a permanent housing project within the last year and were unable to maintain housing placement;
- Residing in transitional housing funded by Joint TH and PH-RRH component project and who were experiencing chronic homelessness as defined at 24 CFR 578.3 prior to entering the project;
- Residing and has resided in a place not meant for human habitation, a safe haven, or emergency shelter for at least 12 months in the last three years, but has not done so on four separate occasions and the individual or head of household meet the definition of ‘homeless individual with a disability’; or
- Receiving assistance through Department of Veteran’s Affairs (VA) – funded homeless assistance program and met one of the above criteria at initial intake to the VA’s homeless assistance system.

A renewal project where 100 percent of the beds were dedicated to chronically homeless individuals and families, under the grant that is being renewed may either become a DedicatedPLUS project or may continue to dedicate 100 percent of its beds to chronically homeless individuals and families. If a renewal project that has 100 percent of its beds dedicated to chronically homeless individuals and families elects to become a DedicatedPLUS project, the project will be required to adhere to all fair housing requirements at 24 CFR 578.93

## **Joint TH and PH-RRH Component Projects:**

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### **(From 2018 CoC NOFA)**

*Joint TH – Rapid Re-Housing Component Project.* The Joint TH – Rapid Re-Housing component project combines two existing program components—transitional housing and permanent housing—rapid rehousing—in a single project to serve individuals and families experiencing homelessness. HUD will require the recipient to adopt a Housing First approach (see Section II.A.4 of this NOFA) across the entire project and program participants may only receive up to 24-months of total assistance. For more information about Joint TH and PH-RRH component projects, see Section V.C.3 of this NOFA for additional information.

If funded, HUD will limit eligible costs as follows, in addition to other limitations found in 24 CFR part 578:

- Leasing of a structure or units, and operating costs to provide transitional housing;  
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- Short- or medium-term tenant-based rental assistance on behalf of program participants to pay for the rapid rehousing portion of the project;
- Supportive services;
- HMIS; and
- Project administrative costs.

When a program participant is enrolled in a Joint TH – Rapid Re-Housing component project, the recipient or subrecipient must be able to provide both components, including the units supported by the transitional housing component and the tenant-based rental assistance and services provided through the Rapid Re-Housing component, to all participants. A program participant may choose to receive only the transitional housing unit, or the assistance provided through the Rapid Re-Housing component, but the recipient or subrecipient must make both types of assistance available. Additionally, if CoC Program funds are not being requested for both TH and Rapid Re-Housing units, the project application must still describe the number of TH and Rapid Re-Housing units that will be utilized by the project, if selected for conditional award, and provide details in the project description of how TH and Rapid Re-Housing assistance will be provided.

## HUD's Homeless Policy and Program Priorities

The following are HUD's Homeless Policy Priorities as listed in the 2018 Continuum of Care Program NOFA. All applicants should read these priorities and carefully consider them when completing their application.

**A. Policy Priorities.** This section provides additional context regarding the selection criteria found in the 2018 CoC NOFA and is included here to help applicants better understand how the selection criteria support the goal of ending homelessness:

1. Ending homelessness for all persons. To end homelessness, CoCs should identify, engage, and effectively serve all persons experiencing homelessness. CoCs should measure their performance based on local data that take into account the challenges faced by all subpopulations experiencing homelessness in the geographic area (e.g., veterans, youth, families, or those experiencing chronic homelessness). CoCs should have a comprehensive outreach strategy in place to identify and continuously engage all unsheltered individuals and families. Additionally, CoCs should use local data to determine the characteristics of individuals and families with the highest needs and longest experiences of homelessness to develop housing and supportive services tailored to their needs. Finally, CoCs should use the reallocation process to create new projects that improve their overall performance and better respond to their needs.
2. Creating a systemic response to homelessness. CoCs should be using system performance measures such as the average length of homeless episodes, rates of return to homelessness, and rates of exit to permanent housing destinations to determine how effectively they are serving people experiencing homelessness. Additionally, CoCs should be using their Coordinated Entry process to promote participant choice, coordinate homeless assistance and mainstream housing and services to ensure people experiencing homelessness receive assistance quickly, and make homelessness assistance open, inclusive, and transparent.
3. Strategically allocating and using resources. Using cost, performance, and outcome data, CoCs should improve how resources are utilized to end homelessness. CoCs should review project quality, performance, and cost effectiveness. HUD also encourages CoCs to maximize the use of mainstream and other community-based resources when serving persons experiencing homelessness. Finally, CoCs should review all projects eligible for renewal in FY 2017 to determine their effectiveness in serving people experiencing homelessness as well as their cost effectiveness.
4. Use a Housing First approach. Housing First prioritizes rapid placement and stabilization in permanent housing and does not have service participation requirements or preconditions. CoC Program funded projects should help individuals and families move quickly into permanent housing, and the CoC should measure and help projects reduce the length of time people experience homelessness. Additionally, CoCs should engage landlords and property owners, remove barriers to entry, and adopt client-centered service methods.

## **DEFINITIONS**

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*Refer to this list for terms in this NOFA as well as both the Local Priorities and eSnaps Applications.*

***By-Name List:*** The Oklahoma City CoC has four separate by -name lists that are updated and maintained by partner agencies; these are literally names that identify people experiencing homelessness in the community by name and prioritize housing placements and case management resources based on VI-SPDAT scores. The subpopulations included in those by-name lists are as follows: Chronic, Veteran, Youth, and Family. These by-name Lists are the mechanism by which clients are moved from prescreen for vulnerability to case management and housing placement. The list is updated based on VI-SPDATs that have been inputted at any agency in the community and entered into HMIS. The list is managed based on vulnerability rather than the entry date to the coordinated entry system. VI-SPDAT scores are ranked such that clients are served in order of vulnerability. It is important to note that the family by-name list is not currently being maintained community-wide; agency participation in the family by-name list is preferred but not required. It is also important to note that apart from the family list, there is only one list per population for the entire community; individual agencies do not maintain their own priority lists or waiting lists. Prioritization for all placements through partner agencies should come from the appropriate by-name list. Since all prioritization occurs via this list it is also referred to as the ‘Master List’.

***Chronically Homeless (HUD Definition):*** To be considered chronically homeless, a person must have a disability and have been living in a place not meant for human habitation, in an emergency shelter (including hotels and motels paid for by charitable organizations or by federal, state and local government programs), or transitional housing for the last 12 months continuously or on at least four occasions in the last three years where those occasions cumulatively total at least 12 months.

***CoC:*** The Oklahoma City Continuum of Care Committee (OKC CoC) is a committee comprised of citizens and non-profit service providers interested in working on community homeless and poverty issues. The OKC CoC Committee provides oversight in coordinating competitive and formula programs specific to serving the City's homeless population. This group also makes funding recommendations for the City's Social Services grant. The HUD Continuum of Care Grant is an annual competitive grant that builds on the previous year's performance in developing specialized housing with supports for those who are homeless, chronically homeless and have significant disabilities.

***Disability (HUD Definition):*** A physical, mental, or emotional impairment, including impairment caused by alcohol or drug abuse, post-traumatic stress disorder, or brain injury that is expected to be long-continuing or of indefinite duration, substantially impedes the individual's ability to live independently, and could be improved by the provision of more suitable housing conditions.

***Fleeing domestic abuse or violence (HUD Definition Category 4):*** Any individual or family who: (i) Is fleeing, or is attempting to flee, domestic violence; (ii) Has no other residence; and (iii) Lacks the resources or support networks to obtain other permanent housing.



**HMIS:** (Homeless Management Information System) This is the database used to record and track client-level information. HMIS ties together homeless service providers within a community to help create a more coordinated and effective housing and service delivery system. The City of Oklahoma City's HMIS is staffed by a contracted administrator. The software provider is Bowman Systems, Service Point.

**Housing First:** This model provides housing first, and then combines that housing with supportive treatment services in the areas of mental and physical health, substance abuse, education, and employment. Housing is provided in apartments scattered throughout a community.

**Journey Home OKC:** This is the name of Oklahoma City's initiative that emphasizes housing homeless veterans and people experiencing chronic homelessness and provides them with wraparound case management services. Journey Home OKC is comprised of over 40 government, non-profit, and faith-based organizations that work together to end veteran and chronic homelessness. All Journey Home partner organizations house clients from the prioritized By- Name List and all CoC funded projects are required to take *all* of their clients from the list. The Journey Home initiative also emphasizes housing families and youth through the same approach.

**Literally Homeless (HUD Definition Category I):** Individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning: (i) Has a primary nighttime residence that is a public or private place not meant for human habitation; (ii) Is living in a publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state and local government programs); or (iii) Is exiting an institution where (s)he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution

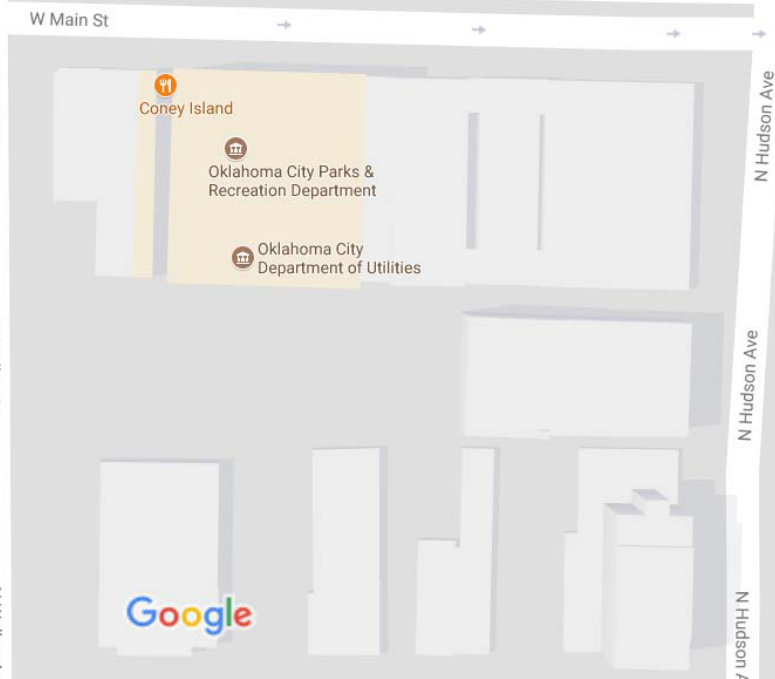
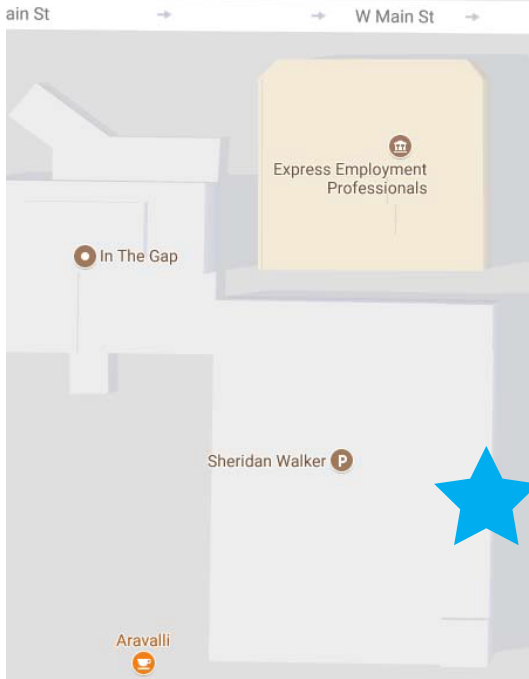
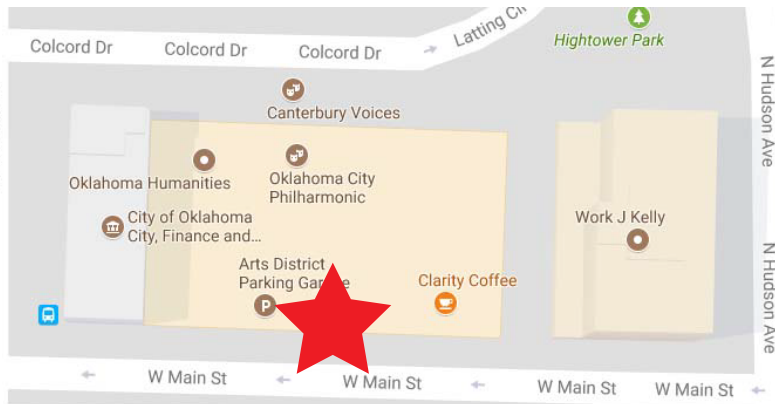
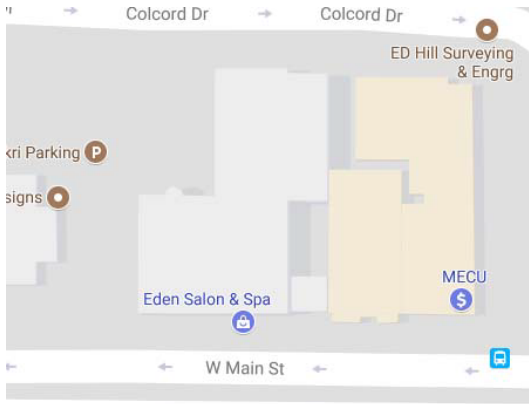
**Permanent Supportive Housing (PSH):** PSH is a program that helps eligible people find a permanent home and also connects them to case management and other supportive services in the community. Permanent Supportive Housing is prioritized for the most vulnerable people in the community.

**Rapid Re-housing (RRH):** RRH is designed to help individuals and families quickly exit homelessness and return to permanent *housing*. Rapid re-housing is prioritized by medium acuity levels as determined by the VI-SPDAT. This assistance is generally shorter and less intensive than PSH.

**Unaccompanied Youth:** These are people under the age of 24 who present for services without an adult. This definition applies to local program planning and reporting to other funders; HUD defines youth as 18-24 and classifies 17 and below as children.

**VI-SPDAT:** (*Vulnerability Index Service Prioritization Decision Assistance Tool*) The prescreen triage tool our community uses to assess vulnerability in single adults. The assessment is scored, and scores are sorted into three ranges; those that are not recommended for housing intervention, those recommended for rapid rehousing intervention, and those recommended for permanent supported housing/Housing First. VI-SPDAT is used as a general term, and may be used to include the VI-FSPDAT and TAY-VI-SPDAT when talking about the assessment in general.

# CoC Technical Assistance



Tuesday, July 17, 2018  
10:00 a.m. - 11:30 a.m.

Wednesday, July 18, 2018  
2:00 p.m - 3:30 p.m.



Meeting Location:  
EMBARC Large Conference Room  
421 W. Main Street, Suite B  
(Ground Floor of Arts District Parking Garage)



Parking:  
Sheridan - Walker Parking Garage  
501 W Sheridan Ave  
(Park here and we can validate your parking)