

Flint/Genesee Continuum of Care (CoC)

Request for Proposals

Issued July 3, 2018

Introduction

The FY2018 Continuum of Care Competition (Flint/Genesee County CoC) is soliciting proposals for new or expansion projects. The new or expansion projects to be funded may be Permanent Supportive Housing (PSH) or Rapid Rehousing (RRH).

The Flint/Genesee County CoC has designated Metro Community Development (MCD) as the Collaborative Application; therefore, MCD is responsible for overseeing the application process for these funds. Prospective applicants are encouraged to review these materials carefully and note that applications are due to MCD, no later than August 3, 2018 by 3:00 pm.

Flint/Genesee County CoC is soliciting proposals that address housing and service priorities established through the Flint/Genesee County CoC, with a high priority for Permanent Supportive Housing dedicated to chronically homeless persons.

Final amounts of reallocation funding will be announced following the August 8, 2018 CoC Meeting. Final amount available for CoC Bonus funding will be available once HUD posts the Final Pro Rate Need (FPRN) on the HUD Exchange (<https://www.hudexchange.info/programs/e-snaps/fy-2018-coc-program-nofa-cocprogram-competition/#application-supporting-documents>)

The following projects types are being solicited by the Flint/Genesee County CoC. The following list is prioritized based on current needs in the Flint/Genesee County CoC service system:

- 1) Permanent Supportive Housing (PSH) dedicated to chronically homeless persons
- 2) Supportive Services Only (SSO-CE) project to operate a Coordinated Entry System
- 3) Permanent Housing Rapid Rehousing (PH-RRH) that serve homeless individuals and families including unaccompanied youth.

The projects being solicited will be innovative and highly effective and increase housing resources for vulnerable populations or build capacity within the local Coordinated Entry System. Competitive projects will create additional housing inventory for this population through tenant based or project based rental assistance or leasing. Projects are encouraged to show collaboration among providers and leverage mainstream resources to support highly vulnerable chronically homeless individuals. Priority will be for the projects that have a plan for securing dedicated housing units for the project.

Funding will come from the U.S. Department of Housing and Urban Development's (HUD) 2018 McKinney-Vento Continuum of Care (CoC) for the Homeless Program, as amended under the HEARTH Act and the CoC Program Interim Rule. The availability and priorities for any funding for new project is articulated in HUD's CoC Notice of



Funding Available (NOFA): <https://www.hudexchange.info/programs/e-snaps/fy-2018-coc-program-nofa-coc-programcompetition/#nofa-and-notice>

More information on this program, the HEARTH Act, the Interim Rule and the NOFA is available on HUD's website: <https://www.hudexchange.info/coc>

Organizations that do not currently receive Flint/Genesee County Continuum of Care (CoC) program funding are encouraged to submit proposals. Proposals are also welcome from current recipients of this funding, provided the proposed project creates new housing opportunities for those experiencing homelessness.

Deadline

Proposals must be submitted via email to the Collaborative Applicant Office by 3:00 pm on Friday, August 3, 2018. Submission procedures are described under Application Submission headline.

New Project Requirements

The Flint/Genesee County Continuum of Care (CoC) seeks one or more qualified applicant(s) to administer new or expanded programs to serve homeless individuals consistent with the guidance provided by the U.S. Department of Housing and Urban Development (HUD) including, but not limited to, using a Housing First Approach.

Competitive Proposed Projects Will:

- Clearly meet the CoC Program funding opportunities of HUD and the Flint/Genesee County CoC.
- Have a clear plan for acquiring dedicated housing units for the project (PSH & PH-RRH).
- Describe a housing first and trauma-informed service delivery approach, including low-barrier access to the housing and services that will work effectively with the Flint/Genesee County CoC Coordinated Entry System.
- Be based upon best practices and the most effective, evidence based, culturally competent, and individualized client models possible.
- Include plans to successfully meet HUD and local performance measures (PSH & PH-RRH).

Selection Process

Applications will be reviewed by the CoC Lead Agency and the CoC Executive Committee. The project(s) recommended for funding will be presented to the Continuum of Care, who will make the final decision. It is anticipated that a decision on which new project(s) to submit for funding will be made by August 31, 2018.

All projects will be reviewed and scored on a given point scale. The Flint/Genesee County CoC Ranking, Selection Policy, and tools will be utilized during the CoC Annual Prioritization meeting. Voting submissions are allowed by eligible CoC Participating agencies.

Audit Review

All projects seeking new funding, will be required to submit the organization's most recent financial audit, including the most recent A-133 audit, if applicable. The audits will be reviewed; any concerns or findings noted in the audit, especially but not necessarily limited to, material findings of a lack of internal financial controls, will be addressed on a case-by-case basis. The CoC reserves the right to not fund new projects in the event of significant concerns regarding an organization's financial capacity.

Applicant Eligibility Criteria

Eligible applicants for new project funding must meet the following criteria to apply for new funding:

- 1) Be a nonprofit organization with 501(C)(3) designation; or
- 2) Be a State or local government (including instrumentalities of State or local government); or
- 3) Be a public housing agency; and
- 4) If applicant is a current recipient or subrecipient of HUD CoC funding, entity must be in good standing with HUD, which means that the project applicant does not have any open monitoring findings, or history of slow expenditure of grant funds.

For profit entities and individuals are not eligible for this funding.

Applicant Competitive Characteristics for PSH and RRH

In addition to the eligibility criteria above, applicants applying for either PSH or PH-RRH projects that can demonstrate the following may be more competitive to receive funding. These competitive characteristics include:

- 1) Experience of successfully implementing one or more of the following:
 - a. A CoC funded PSH project or as either a direct recipient or a subrecipient; and/or
 - b. An RRH project funded by CoC, Emergency Solutions Grant (ESG), or Supportive Services to Veteran Families (SSVF) as either a direct recipient or a subrecipient.
- 2) A demonstrated ability to leverage Medicaid resources for support services provided within a person's residence.
- 3) A demonstrated ability to leverage other mainstream resources to support the project.
- 4) A demonstrated capacity and experience in successfully managing federal funding.
- 5) A demonstrated ability to implement projects using a Housing First approach.
- 6) For PSH providers, an ability to demonstrate that current leases or subleases for clients are not time limited and do not require service participation.
- 7) Experience of successfully using the Homeless Management Information System (HMIS), and adherence to the HMIS Policies and Procedures.

Applicant Competitive Characteristics for SSO for Coordinated Entry

In addition to the eligibility criteria above, applicants applying for new SSO funding for Coordinated Entry that can demonstrate the following may be more competitive to receive funding. These competitive characteristics include:

- 1) Experience in the following:
 - a. Completing VI-SPDAT and/or full SPDAT Assessments on individuals and families
 - b. Providing navigation services to individuals and families that are seeking housing. Navigation included the following activities:
 - i. Completing Full SPDAT Assessments to determine housing need and begin development of housing plan.
 - ii. Assisting with obtaining housing eligibility documents such as ID, Social Security Card, etc.
 - iii. Completing "match ready" packets for referral to RRH or PSH.
 - iv. Assisting with the completion of housing applications, and providing follow-up as needed.
 - v. Acting as housing counselor and advocate for participants when necessary.

- vi. Making appropriate referrals/linkages as recommended by assessment and/or as needed. Act as housing counselor and advocate for participants when necessary.
- 2) A demonstrated ability to work collaboratively with other providers in the community.
- 3) A demonstrated ability to leverage other mainstream resources to support the project.
- 4) A demonstrated capacity and experience in successfully managing federal funding.
- 5) Experience of successfully using the Homeless Management Information System (HMIS), and adherence to the HMIS Policies and Procedures.

Project Requirements

General Requirements for all Housing Project Types

All new housing projects are expected to meet the following requirements, regardless of project type or which pool of funding they are funded with. These requirements apply to scattered site and project based PSH and RRH.

- 1) The project must adhere to a Housing First model of service delivery. HUD has defined the core features of a Housing First model of service delivery, including:
 - a. Few to no programmatic prerequisites to permanent housing entry.
 - b. Low barrier admission policies.
 - c. Rapid and streamlined entry into housing.
 - d. Supportive services are voluntary, but can and should be used to persistently engage tenants to ensure housing stability.
 - e. Tenants have full rights, responsibilities and legal protections.
 - f. Practices and policies to prevent lease violations and evictions, including eviction avoidance plans.
 - g. Applicable in a variety of housing models.

More details on what HUD expects for Housing First CoC programs, may be found in their "Housing First in Permanent Supportive Housing" brief.

- 2) The project must participate in the Flint/Genesee County CoC Coordinated Entry System (CES) including receiving referrals from CES and being compliant with CES Policies and Procedures. Units for new projects may only be filled via the CES process.
- 3) The project must comply with all program regulations as found in the Continuum of Care Program Interim Rule 24 CFR Part 578.
- 4) The organization will enter required program and client data into the Flint/Genesee County CoC's Homeless Management Information System (HMIS) in accordance with the HMIS Policies and Procedures.
- 5) Applicants are required to provide a 25% cash match or in-kind match on all budget lines except leasing, which does not require match.
- 6) Demonstrate an ability to house the first participant within 6 months of receiving the grant agreement for PSH projects and within 3 months for RRH projects.
- 7) If funded, all projects will need to adhere to HUD's Environmental Review standards for CoC funded projects.

Additional Requirements for Scattered Site PSH

In addition to the general project requirements above, scattered site PSH must also meet the following requirements:

- 1) Provide scattered site leasing or rental assistance.
- 2) Must serve people who are chronically homeless. This may include chronically homeless individuals, families or youth.
- 3) May only request a 1-year budget.

Applicants that do not meet these requirements will not be considered.

Additional Requirements for Project Based PSH

In addition to the general project requirements above project based PSH must also meet the following requirements:

- 1) Project must provide a deed or long-term lease demonstrating site control for a building or units where evidence of site control exceeds the requested grant term, and where the building or units are ready to be occupied no later than 6 months after the award of funds. This documentation must be provided with the project application at the time of application submission to the CoC. If the organization does not have such documentation, but requests a project based PSH project, the application will not be considered.
- 2) Must serve people who are chronically homeless. This may include chronically homeless individuals, families, or youth.
- 3) May only request a 1-year budget.

Additional Requirements for Rapid Rehousing

In addition to the general project requirements above, Rapid Rehousing projects must also meet the following requirements:

- 1) Must provide tenant based rental assistance only.
- 2) Must serve families, individuals, or unaccompanied youth coming from streets or emergency shelters.
- 3) Notwithstanding the Housing First expectations given above, RRH projects are required to require project participants to meet with a case manager at least monthly to help ensure long-term housing stability for the participant.
- 4) May only request a 1-year budget.

Requirements for Coordinated Entry SSO

In addition to the general project requirements above, projects seeking SSO funding for Coordinated Entry must also meet the following requirements:

- 1) May only request a 1-year budget.

PROJECT QUALITY STANDARDS

Project Quality Standards for Permanent Supportive Housing

Corporation for Supportive Housing (CSH) has developed "Dimensions of Quality Supportive Housing" guidebook. The Dimensions of Quality were developed to assist organizations that are considering developing

PSH or that already operate PSH. The “Supportive Housing Quality Toolkit” additionally identifies key aspects and characteristics of high-quality PSH projects.

Applicants applying for new PSH funding, either scattered site or project based, are encouraged to review these Dimensions of Quality. While the Dimensions of Quality are broad in scope and address many facets related to the development and operation of Permanent Supportive Housing, applicants should note that the following are key factors that reviewers will be paying specific attention to in reviewing applications:

- How the project will implement a Housing First model of service delivery.
- How the project will assist participants with obtaining and maintain housing, including a review of the organization’s eviction prevention policies.
- How the project will assist participants with increasing their income and/or employment.
- How the project will assist participants with accessing mainstream services.
- The greater degree of a privacy a person will have in his/her unit, the greater number of points the project may be able to earn. For the purpose of this RFP, privacy includes.
 - Participant having private sleeping quarters that he/she is not required to share with another person.
 - Participant having his/her own private bathroom.
- Additionally, a project may be able to earn more points if a participant will have access to space in which he/she may store and prepare his/her own food.

Project Quality Standards for Rapid Rehousing

Several resources have been published that identify core components and best practices for Rapid Rehousing projects. These documents include:

- “Rapid Rehousing Performance Benchmarks and Program Standards” (published by the National Alliance to End Homelessness in February 2016).
- “Rapid Rehousing Brief” (published by HUD in July 2014).
- “Rapid Rehousing: A History and Core Components” (published by the National Alliance to End Homelessness in April 2014).
- “Core Component of Rapid Rehousing” (published by the National Alliance to End Homelessness in February 2014).

While these documents address a number of factors for quality Rapid Rehousing, applicants should note that the following are key factors that reviewers will be paying specific attention to in reviewing applications:

- How the project will implement a Housing First model of service delivery.
- A description of how the applicant’s current relationships with local landlords helps participants identify housing.
- How the project will assist participants with accessing mainstream activities.

DEFINITIONS

Leasing vs. Rental Assistance

Applicants may apply for either leasing or rental assistance. HUD has provided materials describing the difference between leasing and rental assistance. One of the most significant differences is that with leasing

assistance, the lease is between the landowner and the recipient, and the client holds a sub-lease with the grantee. In a rental assistance program, the lease is directly between the landowner and the client. There are additional important differences between the two types of programs, and applicant organizations are encouraged to review these materials at www.hudexchange.info

Defining "New" Projects

Reallocated funding and bonus funding may only be used to fund new projects. New projects are defined as:

- The proposed project has not previously provided services or supportive housing for homeless persons; or
- The proposed project is expanding an existing non-CoC funded project in order to increase the number of homeless persons served (only the expansion is considered eligible for funding); or
- The proposed project is expanding an existing CoC funded project in order to increase the number of homeless persons served (only the expansion is considered eligible for funding); or
- The proposed project is to bring the physical condition of property to Housing Quality Standards (HQS) (only activities that are code-related are eligible for funding); or
- The proposed project is replacing non-renewable Federal or private funds in an existing project; or
- The proposed project is re-starting a CoC project that received HUD McKinney-Vento funds in the past, but the HUD McKinney-Vento funds ended when the project term expired and the project did not continue to provide services or supportive housing for homeless persons (development costs cannot be requested under these circumstances).

DEFINING SCATTERED SITE VS PROJECT BASED HOUSING

Project based housing (also called single site housing)

Project based housing is housing in which tenant live in units in the same building or a group of buildings. Tenant receive supportive services either on-site in the building or off-site at another location.

Scattered site housing

Scattered site housing is housing in which tenants live in independent apartments or units throughout the community, in either private or agency-owned housing. Depending on the program and the choice of the tenant, supportive services may be provided either through home visits to the tenant's unit or at other locations in the community.

Application Submission

All applications must be emailed to Tracey Jackson and/or Angela Beaugard at Metro Community Development.

Tracey Jackson's email address is tjackson@metroflint.org

Angela Beaugard's email address is abeaugard@metroflint.org

All applications must be submitted on or before Friday, August 3, 2018 at 3:00 pm. Please note the deadline for application submittal as applications received after this time will not be considered.

