

Homeless Leadership Coalition OR-503 Continuum of Care (CoC) ***Intent to Apply & Project Evaluation***

This document is going to be used for both of HLC's HUD CoC competitions this summer

- *Special CoC NOFO -Supplemental To Address Unsheltered and Rural Homelessness Intent to Apply is due ~~Monday, July 25th by 12pm. Due August 1st by 5pm PST,~~ **Due August 16st by 12pm PST***
- *Annual CoC Program Funds Competition (not yet announced) Intent to Apply & Recapture Worksheet are due ~~Monday, July 25th by 12pm. Due August 1st by 5pm PST~~ **Due August 16st by 12pm PST***

This document must be completed in its entirety and submitted to info@cohomeless.org by the deadline listed.

About: Annually, the US Department of Housing and Urban Development (HUD) provides funding for homeless programs authorized under the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act through a Continuum of Care (CoC) Notice of Funding Opportunity (NOFO) process. HLC as Central Oregon's designated CoC requires all projects to complete an intent to apply and project evaluation document. This process ensures a high standard of quality for all new and renewing applicants and provides information that can supplement the project rating and ranking process.

Additionally, through this Special NOFO, HUD will award funding to communities to implement coordinated approaches -- grounded in Housing First and public health principles -- to reduce the prevalence of unsheltered homelessness, and improve services, health outcomes, and housing stability among highly vulnerable unsheltered individuals and families. HUD expects applicant communities to partner with health and housing agencies to leverage mainstream housing and healthcare resources.

The purpose of this process is to

- Understand the scope of agencies and projects wishing to apply to ensure the CoC can successfully compete.
- Ensure efficient use of available resources and strategically recruit new project applicants to fill resource gaps to improve the overall homeless system and service delivery outcomes.
- Communicate local priorities when rating and ranking projects

Details

- Completion of the Intent to Apply document and Project Evaluation signals the beginning of the CoC Program process and your intention regarding participation in a CoC Program funding process.
- This form is going to be used for **both** of the HUD competitions this summer
 - *Special CoC NOFO -Supplemental To Address Unsheltered and Rural Homelessness (collaborative application due 10/20/22)*
 - *Annual CoC Program Funds NOFO (not yet announced)*
- Submission of this form does not obligate you in any way, nor does it obligate HLC to include your project in the applicable application to HUD
- The information in this intent document is non-binding
- An agency with multiple projects must submit an Intent to Apply & evaluation form for each project
- FAILURE TO SUBMIT this completed form in its entirety by the above deadline will make your program ineligible for consideration in the regional ranking process and no longer eligible to apply.
- The CoC rating and ranking process will prioritize projects that meet critical needs, increase the geographic reach of existing CoC services and operate in alignment with Housing First Principles. The CoC is especially interested in projects that

- Projects that serve those experiencing chronic homelessness
- Projects that rapidly rehouse individuals and transition them to stability as quickly as possible

Intent to apply and Program Evaluation *-please complete one copy per project*

Organization Name: Click or tap here to enter text.

Primary Contact Name and Email : Click or tap here to enter text.

Secondary Contact Name and Email: Click or tap here to enter text.

Agency Address: Click or tap here to enter text.

City: Click or tap here to enter text.

Zip: Click or tap here to enter text.

Phone Number: Click or tap here to enter text.

Project Name: Click or tap here to enter text.

Application Type

- New Project
- Renewal Project *(If you are a renewal project, you must also complete the recapture worksheet available at cohomeless.org/grants)*
- New Bonus (TBA as of 7/5 this info is not yet available for the CoC Program NOFO)
- Voluntary Reallocation: Intent to expand or reduce project

Please indicate which funding opportunity for which you anticipate this project to be considered:

- CoC Program NOFO (usual annual competition)
- Special NOFO- Unsheltered (new projects only)
- Special NOFO- Rural (new projects only, restricted projects exclusively in Crook and Jefferson Counties)
- Unsure / Flexible

Project Type

Updated 7/5/2022

Permanent Supportive Housing (PH-PSH)

Supportive Services Only (Standalone)

Permanent Supportive Housing (PH-RRH)

Coordinated Entry

Transitional Housing – Joint RRH Component

Homeless Management Information System

CoC Planning (regular competition)

CoC Planning for unsheltered Homelessness Set
Aside

Other - Bonus Project if applicable [Click or tap here to enter text.](#)

What geography will your project serve?

Bend

Redmond

La Pine

Sisters

Madras

Prineville

Confederated Tribes of Warm Springs

Other:

Anticipated/Estimated total funding request: [Click or tap here to enter text.](#)

Is the project able to meet the match requirements upon execution of grant agreement?

Projects are required to match at 25% (minus leasing) and must have required documentation of commitments prior to grant agreement.

Yes (match letters will be requested prior to the grant period)

No

Please indicate the additional funding sources that have been secured or will be pursued to support the proposed project: Example funding sources might include VA, DOJ, Healthcare funding (flexible investments, charity grants or billing for supportive services), State funding, Private funding etc: [Click or tap here to enter text.](#)

The following questions are designed to ensure your application will meet the minimum threshold requirements for HUD funding and is incorporating best practices. A copy of this document will be included with all submitted applications for Independent Review Team background.

- All potential new and renewal housing and supportive service projects are required to answer the following questions.
- Renewal projects are also asked to complete the recapture spreadsheet located at Cohomeless.org/grants
- The questions below do not need to be completed for HMIS only, Planning Only or Coordinated Entry only projects.

1. Please provide a brief description of your program including site layout (e.g. scattered site) and targeted population, estimated number of participants served, and any challenges you anticipate when launching this new project. (This summary will be used to post project descriptions on the HLC website). [Click or tap here to enter text.](#)

2. Did your project submit the most recent APR to HUD in Sage within 90 days of the grant end date?

Yes

No

Not Applicable (new projects only)

APR is submitted by NeighborImpact

3. Does this project currently participate in Coordinated Entry?

Participation is defined as taking client referrals **exclusively** from the Coordinated Entry list.

YES

No

If no, please summarize the steps you are taking to engage with the Coordinated Entry system? [Click or tap here to enter text.](#)

4. Will your project commit to utilizing the Homeless Management Information System?

Participation is defined as entering all required data elements for all persons in the project and responding to requests from the HMIS Lead Agency for data quality corrections in a timely fashion.

Yes

No

5. Is the proposed project in compliance with the [Final Rule on Equal Access in Accordance with Gender Identity](#)?

- Equal access is provided in accordance with gender identity (self-identified)
- Individuals are not subjected to intrusive questioning or asked to provide anatomical
 - information or physical/medical evidence of gender identity
- Non-discriminatory steps are taken to address privacy concerns, including updating operating policies and procedures

Yes

No

6. Is the project in compliance with the [Final Rule on the Violence Against Women Act \(VAWA\)](#)?

- Lease Addendum signed for each participant
- Acknowledgement of Rights under VAWA signed by each participant
- Participants are not denied assistance based on current or previous domestic violence,
 - dating violence, sexual assault, or stalking.
- Emergency transfers, bifurcation of lease, and tenant moves are accommodated when
- requested because of domestic violence, dating violence, sexual assault, or stalking.

Yes

No

HUD has described clear funding priorities and supports projects grounded in Housing First. Please review these Housing First Principles and indicate if your project is in alignment.

8. The project is designed to quickly move participants into permanent housing (without preconditions or extra steps required to be met)?

Yes

No

9. Is the project able to answer affirmatively to all of the following statements?

- This project does not screen out for reasons related to income (having too little or no income)
- This project does not screen out for active or history of substance use (including requirements for participation in treatment once enrolled, sobriety or intention to become/remain sober)
- This project does not screen out for having a criminal record (with exceptions only for state-mandated restrictions. If restrictions in place, please list what they are and corresponding state mandates). This space is provided for you to list specific restrictions and mandate: _____
- This project does not screen out for having a history of domestic violence (e.g. lack of protection order, period of separation from abuser, or law enforcement involvement, etc.)
- This project does not screen out based on an individual's "housing readiness" or "motivation to change" or any other similar criteria
- This project does not screen out based on previous rental history (evictions, damages, etc.)

- Yes to all statements restriction/mandate listed if applicable) No, unable to answer "yes" to all statements

10. Is the project able to answer affirmatively that **none of the following** are reasons for program termination:

- Failure to participate in supportive services
- Failure to make progress on a service plan
- Loss of income or failure to improve income
- Domestic violence

- Yes to all statements No, unable to answer "yes" to all

11. Do the project's written discharge or termination policies include all of the following:

- An internal, due process hearing or investigation prior to discharging the participant
- Assistance with locating other housing options, if needed
- A statement that the agency will make and document all reasonable attempts to avoid discharging participants into a homeless situation or without basic needed services
- A policy allowing participants to remain in the project even if they require an absence of 90 days or less due to substance use or mental health treatment, hospitalization, or incarceration

- Yes to all statements No, unable to answer "yes" to all

12. Please select all the steps and methods used to address equity within the agency applying:

- Agency has made a public written commitment to address/eliminate racial and ethnic inequities or has incorporated this into the mission, vision, and goals of the agency
- Agency has a racial equity plan or strategy that is regularly monitored
- Agency participated in ongoing evaluation of policy, service, or program impacts and progress towards racial equity
- Agency has completed its own racial disparities assessment to determine inequities that exist within the agency or programs it offers.

- Agency has internal structures to address equity issues (i.e. an established equity committee, formal or informal complaint resolution process, community advisory body)
- Racial equity knowledge, skills, and practices are a part of staff job descriptions and work plans
- Staff receive training and support around racial equity and how their role is important in addressing institutional racism (i.e. anti-oppression training, etc.)
- Management consistently applies a racial equity lens
- Other (please list): [Click or tap here to enter text.](#)

13. Does the agency provide opportunities for participants to contribute directly to the day-to-day operations or programming of the agency beyond typical feedback Processes? Please select all that apply.

- Regular (weekly/monthly) "house" meetings or similar
- Resident/tenant council or similar
- On-site employment opportunities
- Volunteer projects or similar
- Peer Leadership/Mentorship
- Other, please describe: [Click or tap here to enter text.](#)
- No, the project does not have ways for participants to contribute

14. Does the agency have a written notice or "Client Rights" document that is posted and distributed to participants which, at a minimum, addresses and clearly describes all of the following items:

- Confidentiality policy
- Non-discriminatory practices
- Right to refuse services and have consequences, if any, explained
- Grievance policy

- Yes, we have such a document that includes the above listed items. No, we have no current policy on file.

15. Indicate the method the agency uses to regularly receive and respond to feedback from participants:

- Conducts at least annual satisfaction surveys
- Ongoing anonymous feedback processes
- Other: [Click or tap here to enter text.](#)

16. Does the project serve families with at least one parent and one child?

Yes.

If the project serves families, project must answer affirmatively to the following questions to meet HUD threshold requirements:

A. Does the project accept all families with children 18 and under without regard to the age or gender of the child(ren)?

Yes

No

B. Does the project have a staff person who has designated responsibility for ensuring that children are enrolled in school AND are connected to appropriate services in the community?

Yes

No

C. Are the project policies and practices consistent with all applicable laws related to providing education services to individuals and families?

Yes

No