



Raleigh Wake Partnership to End and Prevent Homelessness
2017 New & Renewal Projects
Request for Letter of Interest for Wake Continuum of Care Program

Due Tuesday, May 16, 2017

The Raleigh Wake Partnership to End and Prevent Homelessness (Partnership) is the legal entity charged by US Department of Housing and Urban Development (HUD) to submit the 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 new and/or renewal projects as part of the U.S. Department of Housing and Urban Development (HUD) Continuum of Care (CoC) Homeless Assistance Grants Competition (NOFA).

Agencies submitting a letter of interest must clearly demonstrate their ability to successfully meet Continuum of Care program outcomes in one or more of the activity areas as outlined in the Homeless Emergency Assistance and Rapid Transition to Housing: Continuum of Care Program; Interim Final Rule (24 CFR Part 578 [Docket No. FR-5476-I-01]).

To learn more about NOFA, visit www.hudexchange.info.

INTRODUCTION

Eligible Activities:

- ***COC Renewal Projects*** -current project grant that expires in Calendar Year 2018; demonstrated successful performance; current project is still necessary and addresses COC policy and program priorities.
- ***New Permanent Supportive Housing Projects*** that will serve 100 percent chronically homeless families and/or individuals, veterans and/or youth ages 18-24.
- ***New Rapid Rehousing Projects*** that will serve homeless individuals coming directly from the streets or emergency shelters, and includes persons fleeing domestic violence situations and other persons meeting the definition of homelessness.

COC PROGRAM GOALS

- Promote community-wide commitment to the goal of ending homelessness.
- Provide funding for efforts by nonprofit providers and State and local governments 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.
- Meet the HUD criteria, as outlined in the 2017 Continuum of Care NOFA. Note that any

criteria listed in the LOI or Application is subject to change depending on information provided in the NOFA once it is released.

- Proceed or be implemented in Calendar Year 2018.

COC POLICY AND PROGRAM PRIORITIES

- Strategic Resource Allocation
- Using a Housing First Approach
- Ending Chronic Homelessness
- Ending Youth Homelessness
- Ending Veteran Homelessness
- Ending Family Homelessness

Funding for these projects is provided through the HUD Continuum of Care (CoC) Homeless Assistance Grant Programs (under the HEARTH Act). Submission of an LOI does not constitute an application nor does it constitute approval for funding by the CoC or by HUD.

The Partnership anticipates that HUD will allow Wake to apply for as much as \$ 2,890,586 in this competition *this total reflects projects that received funding through the 2016 NOFA process excluding the HMIS project application, the Planning Grant and the SSO Coordinated Entry project application.

WHO CAN SUBMIT A LETTER OF INTEREST

Applicants that:

- Serve persons residing in Wake County
- Are dues paying Members of the Raleigh Wake Partnership to End and Prevent Homelessness and participate in a majority of the Membership meetings
- Is prepared to utilize or already utilizing the Homeless Management Information System to record client level data.

Is prepared to participate in the Coordinated Entry and Assessment Pilot.

PROCESS

Step 1: Interested agencies must submit a Letter of Interest (LOI) electronically by **May 16, 2017 at 5:00pm.**

Step 2: The Homeless Services Review Committee (HSRC) will review and evaluate all letters of interest received in response to this announcement from May 17-24. The unbiased HSRC will present their recommendations to the Executive Committee of the Partnership Board for approval. Applicants will be notified on May 25 if they are or are not invited to submit a full application for funding consideration.

Applicants that are not recommended will be provided a written explanation for the reason(s) for not being recommended and will be offered support and technical assistance from Partnership staff and Board to improve deficiencies identified during the letter of interest process. Applicants have the right to appeal funding recommendation decisions by submitting a formal written letter electronically within 2 business days of being notified. The Partnership's Executive Committee will then review the appeal and notify said agency of final recommendations within 3 business days.

For planning purposes, the CoC plans to invite agencies to apply, have applications due and reviewed all within the month of June 2017. Please note that that this timeline is subject to change upon the release of the Continuum of Care NOFA to be compliant with HUD deadlines for the collaborative application.

SUBMISSION INSTRUCTIONS

All LOIs must be received electronically no later than **5:00pm Tuesday, May 16, 2017** to soverdorf98@gmail.com. LOIs submitted after the deadline will not be reviewed or considered.

REVIEW COMMITTEE

The Homeless Services Review Committee (HSRC) is responsible for applicant reviews, recommendations and selection process. No member of the HSRC or his or her organization will have a new or renewal project application pending for the HUD CoC application process.

CONTACT INFORMATION

Questions may be directed to Shana Overdorf, Executive Director of the Raleigh Wake Partnership to End and Prevent Homelessness at soverdorf98@gmail.com or by phone at 919.632.0598.

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Request for Letter of Interest, Wake Continuum of Care Program
Due Tuesday, May 16, 2017 by 5 p.m.**

CERTIFICATION LIST

Please initial to indicate organizational capacity. This checklist must be included with the narrative LOI and is not included in the page limit.

___ I certify that my agency can demonstrate that the project will provide a 25% match of the total budget amount (minus leasing dollars).

___ I certify that my agency can demonstrate that the project would be ready to begin in the year 2017.

___ I certify that my agency has registered or is prepared to register with the System for Awards Management to obtain a DUNS number.

___ I certify that my agency has obtained or is prepared to obtain an E-snaps profile and is willing to submit HUD CoC applications through the required online portal.

___ I certify that my agency has experience in providing housing and/or services to individuals or families experiencing homelessness.

___ I certify my agency has experience in providing, or is prepared to implement, housing and/or services that utilize the Housing First Model.

___ I certify that my agency is prepared to participate in the Coordinated Entry Pilot.

___ I certify my agency is prepared to utilize Homeless Management Information System (HMIS) to capture client-level data on all clients in the program.

___ I certify that my agency is prepared to prioritize eligible households based on the CoC's common assessment tool (VI SPDAT).

Signature, Title: _____

Date: _____

LETTER OF INTEREST NARRATIVE

Please submit a brief letter of interest - no more than 3 pages in length – on agency letterhead signed by applicants Director or authorized signer. LOIs that exceeds the 3-page limit may not be reviewed or considered.

All LOIs should include the following:

1. **Applicant Information** – Applicant agency name, Agency Office location, Program Name, Executive Director name and contact information.

2. **Total Amount of HUD CoC Funding Request** – total projected budgeted and the minimum 25% match. Projected budget must reflect the total amount(s) requested for any/all of the following: capital costs, leasing, rental assistance, supportive services, and administrative costs (not to exceed 7%). If a renewal project, please indicate if full funding is being requested or if there is a reduction in the funding request. If the amount being requested is less, please provide an explanation of change(s) and impact to the population served and the CoC's system performance.

3. **Project Type** – Indicate if the project is a new permanent housing or rapid rehousing project or if it's a renewal project for permanent supportive house or rapid rehousing.

4. **Projected number of Housing Units and/or beds** – LOI should include projected number of persons to be served by project.

5. **Target Population** - LOIs should demonstrate a full understanding of the gaps their project is seeking to address.

6. **Program Design** - LOI should include how households will be linked to permanent housing and how services will help them obtain and maintain housing.

7. **Collaboration** - LOI should include project partners and will indicate if applicant is willing to participate in the Coordinated Entry Pilot.

8. **APR**. Please submit for renewal projects only. This does not impact the page limit. This does not apply for PSH bonus projects recently awarded.