

Springfield-Hampden County Continuum of Care 2021 CoC Competition – Request for Proposals

Questions and Answers - #1 October 1, 2021

- 1) **Is it possible for an agency to request TH funds that will cover the cost of temporary housing, to be utilized by clients who are waiting for a longer term placement?**

Transitional housing funds are only permitted as part of a Transitional Housing-Rapid Rehousing (TH-RRH) project. HUD’s Notice of Funding Opportunity describes a TH-RRH project as follows:

The Joint TH and PH-RRH 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.

When a program participant is enrolled in a Joint TH and PH-RRH component project, the 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 PH-RRH component, to all participants. A program participant may choose to receive only the TH unit or the assistance provided through the PH-RRH component, but the subrecipient must make both types of assistance available.

The TH-RRH program model permits a household to be housed in a transitional housing unit and then be provided rapid rehousing assistance following the stay in TH. There is no minimum amount of time that a household must remain in TH.

- 2) **If two agencies are partnering together on a New Project for DV Bonus, with one agency being the lead agency and the other agency a partner (for which there will be a subcontract), do both agencies need to submit a separate *esnaps* application/supplemental application? Or can the lead agency submit the applications that encompass responses from both the lead agency and the partner agency. Further, will the CoC accept an MOU between these two agencies as a part of the application?**

Agencies that are partnering to create a single project should complete one application in *esnaps* that includes the budget for the entire combined project. Note that screen 2A allows for information to be entered for more than one subrecipient. (For CoC grants, the City of Springfield is the recipient, and all others are subrecipients.) Provide information on this screen about each of the partnering agencies.

Each subrecipient should complete and submit a supplemental application.

Partnering applicants may submit a Memorandum of Understanding with their completed application. Please include the MOU with the email submission that sends the supplemental application(s).

- 3) **If an agency is submitting a renewal application and one New Project for DV Bonus, do they need to submit TWO supplemental applications—one for each project?**

Yes. Note that the first section of the supplemental application is project specific and should refer specifically to a single project.

- 4) **The scoring criteria states that, “To be awarded points, the project’s CoC funding must be at or below \$10,000 per person per year.” This criterion clearly states, “per person.” If an agency is working with a family, can the CoC funding amount be higher than \$10,000 if the family has more than one person?**

The calculation is per person, not per household. For a family, it includes the estimated number of people included in all households.

- 5) **The fair market rent (FMR) in *esnaps* is the FY20 amount, and the FY21 FMRs for our area are lower. Should we change the FMRS in *esnaps* to match the current FMR?**

Applicants should use the FMRs in the *esnaps* system for their application.

New information added after bidder’s conference: When grants are awarded, HUD will adjust the amounts to reflect current FMRs.

- 6) **Will there be scorecards distributed to renewal grantees so that they can review their performance for the most recent grant year?**

Yes. Scorecards will be distributed in the next several days.

- 7) **The RFP says proposals are due Wednesday, October 15, but that’s not a date this year. Which is the correct due date?**

Proposals are due Friday, October 15.

- 8) **Do we just send an email if we want you to open an application for a new project for us?**

Yes. Please send an email to SpringfieldHampdenCoC@springfieldcityhall.com

- 9) **I understand that excess administrative costs cannot be counted as match when they are calculated as a percentage of cost. But can it be included as match if costs are itemized as for example, office space, equipment, etc.?**

No. No matter how they are calculated, programs cannot use administrative costs over and above what is covered in the CoC Program grant as match.

In connection with this question, you may want to review question 13, which details the difference between administrative costs and program delivery costs. Program delivery costs are eligible program expenses and can be counted as match if they are not paid for with the grant.

- 10) **Do applicants need to show a full two years of match at the time they apply?**

Applicants for new projects can select a grant term, as outlined in the request for proposals (RFP). At the time of application, the applicant will need to commit enough match for the grant term selected. If the applicant selects a two-year grant term, then the applicant will be required to commit two years of match funds.

- 11) **If an applicant applied to replace an existing PSH project, what category would it apply as— PSH for the DedicatedPlus population? Or as the Bonus healthcare project?**

This questions covers several things together which are actually separate issues.

First, the only housing project types that can be applied for in this competition are permanent supportive housing (PSH), rapid rehousing (RRH), and transitional housing-rapid rehousing (TH-RRH). An applicant should select based on the actual type of housing they will provide. PSH is the only project type that is not time-limited.

Second, any housing project characterized as PSH must select the population it will serve. PSH must serve households with a disabled head of household. An applicant can choose to limit the population served to “DedicatedPlus.” This designation is similar to chronically homeless, but slightly broader. HUD created it to overcome some of the rigidity of the chronically homeless definition while still dedicating the project to people with high service needs.

Finally, the healthcare match can be used with any new project (PSH, RRH, and TH-RRH) and earns extra points for the new project in the local competition. There is no requirement that a project serve chronically homeless or DedicatedPlus in order to have a healthcare match.

- 12) **There are several projects that have been funded by the Massachusetts Balance of State CoC that are scheduled to lose funding after the FY2021 CoC grant year, and the state has suggested that may want to apply to the Springfield-Hampden County CoC for funds. Can you provide more information about which ones should apply now if they want to try for continued funding?**

The Massachusetts Balance of State CoC has informed the Springfield-Hampden County CoC that it has three projects that operate statewide, including in locations that the Balance of State CoC does not serve, and that have projects operating in Hampden County. The Balance of State CoC is applying to HUD to renew the projects in this year’s FY2021 competition but will not seek to renew them after this competition. The projects will be discontinued at the end of their contracts in 2023 unless they identify a new source of funding.

Two of the three projects have grant end dates of June 30. Because the Balance of State CoC is renewing the grants this year, these grants will have funds that continue until June 30, 2023. If these grants wish to seek Springfield-Hampden County CoC funds, they should apply in next year’s competition—that is, in the FY2022 competition. The grants in this category are SMOC Crossroad II (MA0257L1T161912) and MHA ATARP (MA0240L1T161912).

One of the Balance of State grants—Gandara Community Housing (MA0243L1T161912)—will have an expiration date of April 1, 2023. Springfield-Hampden Co CoC grants awarded in next year’s (FY2022) competition will have start dates of July 1, 2023. Therefore, if the Gandara Community Housing project wants to apply for Springfield-Hampden CoC funding for the time period after the Balance of State CoC funding ends, it will need to apply for funding in the current (FY2021) competition.

- 13) **Is rent for office space an eligible cost in a CoC project?**

Office space used for administration of the grant may be charged against the administration line item of a grant. For new grants, this amount is capped at 5% of the total grant amount for the subrecipient grantee. For renewal grants, the allowed administration cost is what is listed in Appendix B of the RFP.

Office space that is used for staff providing services for the grant project (for example, case management) is an allowable cost as part of the cost of the services.

14) Will applicants each get just a yes or no in the local CoC competition? Or can the CoC decide to include a project in the application to HUD with less than full funding?

The CoC Review and Ranking Committee can choose to offer partial funding to a proposed project. The Committee will strategize to make the most competitive application possible to HUD, and this may require adjustments to selected projects.

15) What's the process we should follow if we have any more questions after today?

Submit questions in writing to SpringfieldHampdenCoC@springfieldcityhall.com. Questions will be answered in writing, with the questions and answers distributed to all active applicants and posted on the CoC's website, <https://springfieldhampdencoc.wordpress.com>.

16) Can you provide more information about the health care match that can get bonus points?

HUD provides the following additional detail in the NOFO:

Sources of health care resources include:

- Direct contributions from a public or private health insurance provider to the project, and
- Provision of health care services by a private or public organization tailored to the program participants of the project.

Eligibility for the project must comply with HUD program and fair housing requirements. Eligibility criteria cannot be restricted by the eligibility requirements of the health care service provider.

CoCs must demonstrate through a written commitment from a health care organization that the value of assistance being provided is at least: (i) in the case of a substance abuse treatment or recovery provider, it will provide access to treatment or recovery services for all program participants who qualify and choose those services; or (ii) an amount that is equivalent to 25 percent of the funding being requested for the project will be covered by the healthcare organization.

Acceptable forms of commitment are formal written agreements and must include: value of the commitment, and dates the healthcare resources will be provided. In-kind resources must be valued at the local rates consistent with the amount paid for services not supported by grant funds. CoCs can receive less than full points for demonstrating commitments less than the threshold described above.

17) Please confirm some information from a power point presented at CoC Renewal/Applicant grantee meeting. One of the slides says the following:

- + **Cash match does not need to be verified until after grant award. No letters needed until Spring!**

- + In-kind match requires a Memorandum of Understanding (MOU) with the entity providing the match; MOU must be uploaded to *esnaps* with initial application
- + *In response to recent question:* HUD does not allow administration costs that are not covered by the grant to be used as match

Does this mean that if we are a renewal and we will provide only cash match that we do not need to upload match letters for either the regular CoC renewals or the YHDP renewals?

Renewal projects, including YHDP grants, that will meet their match requirement with cash do not need to submit a letter verifying the match commitment at the time of submission of the application in *esnaps*. Letters documenting the match will not need to be submitted until after grant award announcements are made by HUD, expected early 2022.