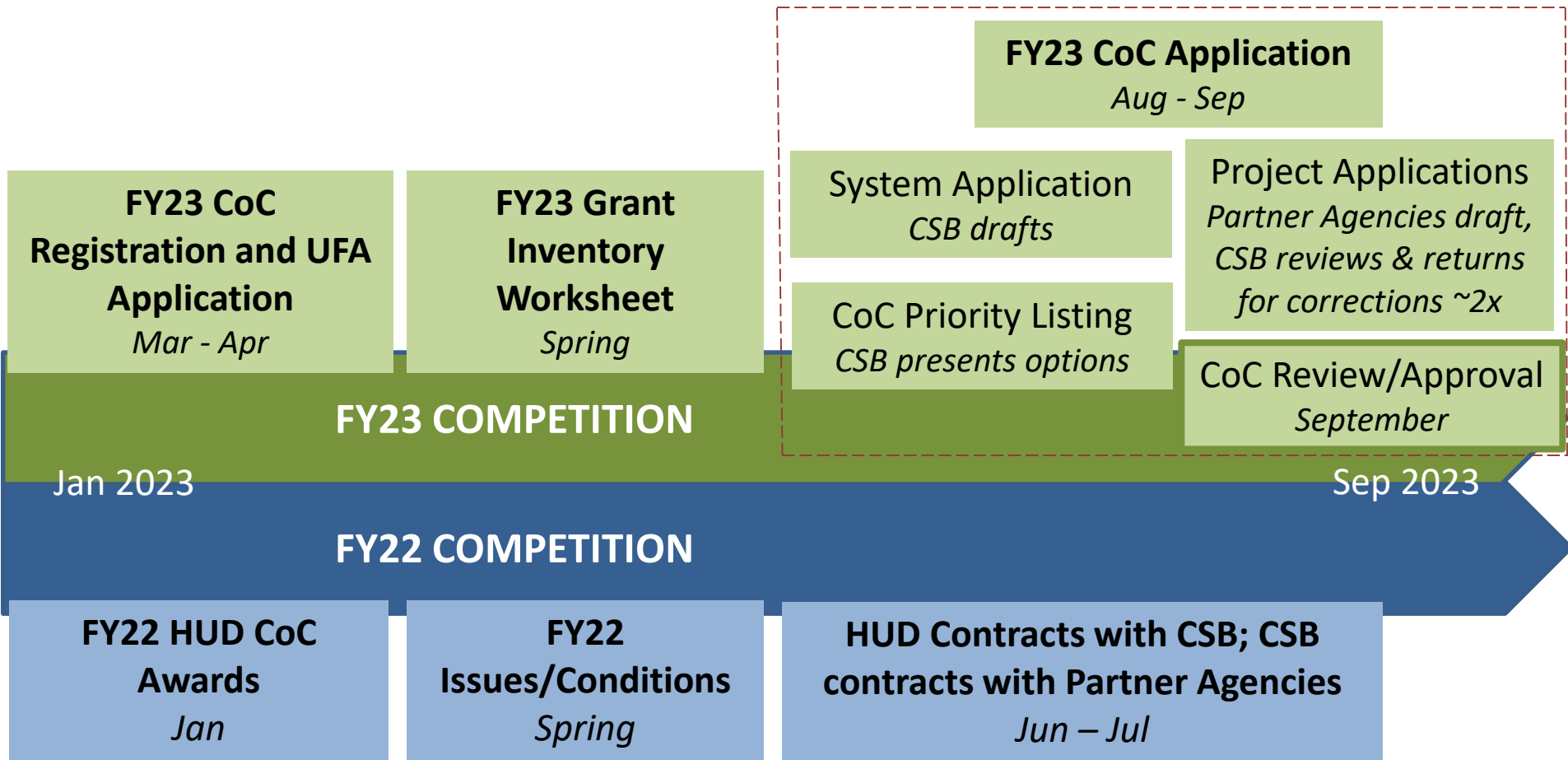




FY23 Continuum of Care Competition

New and Renewal Project Application Overview

HUD CoC Competition



DEADLINES

Thursday, August 17: First round project applications due to CSB in e-SNAPs

Thursday, August 31: Final project applications due to CSB in e-SNAPs

PRE-APPLICATION PREPARATION

e-SNAPS Registration

HUD uses e-SNAPS for CoC Application submissions. You must create a profile, then CSB must manually add you to our Continuum of Care's project application profiles.

1. Create a profile here

<https://esnaps.hud.gov/grantium/frontOffice.jsf>

2. Send your username to ggunawan@csb.org

3. Await confirmation

For more information, visit:

<https://www.hudexchange.info/programs/e-snaps/>

ALL NEW AND RENEWAL PROJECT APPLICATIONS

New in 2023

- Violence Against Women Act (VAWA) BLI is now allowed.
- To apply, you must know the amount of annual assistance you will request
 - We cannot exceed current ARA; reallocations into the new VAWA BLI cannot exceed 10% out of another BLI without a grant agreement amendment
- **Eligible activities:**
 - VAWA Emergency Transfer Facilitation
 - Moving and travel costs
 - Security Deposits
 - Utilities
 - Housing Fees
 - Case Management
 - Housing Navigation
 - Technology to make an available unit safe

New in 2023

- **Eligible activities (cont'd):**
 - VAWA Confidentiality Requirements
 - Monitoring and evaluating compliance.
 - Developing and implementing strategies for corrective actions and remedies to ensure compliance.
 - Program evaluation of confidentiality policies, practices, and procedures.
 - Training on compliance with VAWA confidentiality requirements.
 - Reporting to CoC Collaborative Applicant, HUD, and other interested parties on compliance with VAWA confidentiality requirements.
 - Costs for establishing methodology to protect survivor information.
 - Staff time associated with maintaining adherence to VAWA confidentiality requirements

New in 2023

- Project Applications will use the FY 2022 FMR and apply for renewal projects using the dollar amount on the GIW, HUD will adjust FMRs to FY 2023 amounts upon award of the project
- Due to FMR timeline – new FMRs released in October

Part 1 – HUD Forms and Certifications

- All forms and certifications must be accepted, complete, and saved for the project application to open.
- Most fields will auto-populate based on information input by CSB.

1A-5b – Check to make sure the award amount matches the amount on the GIW, provided to you by CSB.

1D-16b – Select the correct congressional district based on the location of the project itself

1D-17a/b – the proposed project start date will always be July 1 of next year, the end date will always be June 30 of the following year

EX: Start Date: 7/1/2024

End Date: 6/30/2025

Part 1 – HUD Forms and Certifications continued

Submit Without Changes

All FY22 renewal projects have been imported for FY23

2. Do you wish to submit this application without making changes? Required. Select

- **“Submit without Changes”** no changes are needed from the previous year’s application submission reviewed and approved by HUD. This will leave Parts 2 through 6 of the application in read-only mode and indicates to HUD that you have not made changes and are requesting to renew your project application per the project details as imported from your prior year’s new or renewal project application into the FY 2022 project application.
- **“Make Changes”** if:
 - you did not import last year’s application data; this question will automatically be set and cannot be edited;
 - you need to make changes due to a condition(s) placed on last year’s application that impacts the renewal information (e.g., BLIs, 100 percent dedicated beds, population); or
 - executed grant agreement amendment affecting the renewal project information.

Part 1 – HUD Forms and Certifications continued

Submit Without Changes

3. Specify which screens require changes by clicking the checkbox next to the name and then click the “Save” button: This screen has a list that includes all the screens available to your project in Parts 2 through 6. Select the checkboxes for each screen where you will make changes. Once “Save” is selected, the check marked screen(s) will be available for edit. As needed, the following description of changes is required. If you checked a box in error, and did not actually make any changes, explain this in the text box.

You have selected "Make Changes" to Question 2 above. Provide a brief description of the changes that will be made to the project information screens (bullets are appropriate). Enter a description of the changes being made to this renewal application and include the reason (e.g., result of a condition placed

Part 1 – HUD Forms and Certifications continued

Recipient Performance

1. Did you submit your previous year's Annual Performance Report (APR) on time? **YES**
2. Do you have any unresolved HUD Monitoring and/or OIG Audit finding(s) concerning any previous grant term related to this renewal project request? **NO**
3. Do you draw funds quarterly for your current renewal project? **YES**

Part 1 – HUD Forms and Certifications continued

Recipient Performance – the goal is always to spend-down 100% of HUD CoC funds.

4. Have any funds remained available for recapture by HUD for the most recently expired grant term related to this renewal project request?

- **NO** if 100% of funds were spent by 6/30/23
- **YES** if <100% of funds were spent by 6/30/23. In the textbox, explain why the funds were recaptured and what you will do to prevent recapture of funds in the future.

Part 2 – Project Sub-recipients

- CSB is the recipient, you are the sub-recipient. Ensure the expected sub-award amounts match the GIW.
- For rental assistance grants where the rental assistance is administered through CSB, list your own organization as sub-recipient.

2A-d: UEI replaced the DUNS# in FY2022

Parts 3 through 6

- Dependent on your renewal project types. Information in these sections should not have changed much if at all from FY 2022.
- Our System funds the following non-YHDP project types:
 - HMIS
 - PH-PSH
 - PH-RRH
 - SSO-CE
 - TH
- YHDP project types:
 - PH-PSH
 - PH-RRH
 - Joint TH/PH-RRH
 - SSO-CE

Parts 3 – Project Information

- 3A: Project Detail – this section asks for project details as it relates to you as the subrecipient; all questions are required
- 3B: Project Description – this section asks for detailed descriptions of the scope of your project and includes questions about Housing First; all questions are required, and all projects adhere to Housing First
- (PSH only) 3C: DedicatedPlus – ALL projects must select “100% Dedicated”

Part 4 – Housing and Services

- 4A: Supportive Services for Program Participants – this section asks for which supportive services will be offered to participants, who delivers services, and how frequently they are delivered
 - **Applicant** refers to CSB
 - **Subrecipient** refers to your organization
 - **Partner** refers to an organization other than yourself who does not receive CoC Program funds, but with whom you may have an formal agreement such as an MOU
 - **Non-partner** refers to an organization with whom you have no formal agreement

Part 4 – Housing and Services

- 4B: Housing Type and Location - this section captures the number of Units, Beds, and Dedicated CH Beds for each housing type and location;
- The numbers reported must reflect the units and beds at full capacity **on a single night** (as opposed to over the course of the grant term), directly supported by CoC Program funds or eligible match funds

Part 4 – Housing and Services

- 4B: Housing Type and Location (continued)
 - 4B-4: Address – for scattered-site programs, enter the address where most of the beds will be located, or enter the address for your organization’s Administrative office
 - **NOTE: Projects serving victims of domestic violence must enter a PO Box or other anonymous address to ensure the safety of participants**
 - 4B-5 – Geographic Area - **Columbus 391176 and Franklin County 399049**

Part 5 – Program Participants

5A – Persons and Households

Households	Households with at Least One Adult & One Child*	Adult Households without Children	Households with Only Children	Total
Total Number of Households	Total number of households that include at least one adult who is 18 or older and one child who is under the age of 18	Total number of households where everyone is 18 or older	Total number of households where everyone is under the age of 18	This field automatically populates the total number of households entered on this row
Characteristics				
Persons over age 24*	Number of all adults who are 24 years old and older for this household type	Number of all adults who are 24 years old and older for this household type	Does not apply for the household type	Total based on the numbers entered on this row
Persons ages 18-24*	Number of all youth who are between the ages of 18 and 24 for this household type	Number of all youth who are between the ages of 18 and 24 for this household type	Does not apply for this household type	Total based on the numbers entered on this row
Accompanied Children under age 18	Number of all children who are under the age of 18 for this household type	Does not apply for this household type	Number of all children who are under the age of 18 for this household type (children who are accompanied by a parent or legal guardian who is also under the age of 18)	Total based on the numbers entered on this row
Unaccompanied Children under age 18	Does not apply for this household type	Does not apply for this household type	Numerical entry of all children not accompanied by an adult under the age of 18	Total based on the numbers entered on this row
Total Persons	This field automatically populates the total number for this household type	This field automatically populates the total number for this household type	This field automatically populates the total number for this household type	This field automatically populates the total persons

Part 5 – Program Participants

5A – Persons and Households

- This screen captures program participant information that includes the number of households the project serves, the characteristics of those households, and the number of persons for each household type, as applicable.
- The numbers entered in the table should match last year's application.

Part 5 – Program Participants

5B – Subpopulations

Persons in Households with at Least One Adult and One Child										
Characteristics	CH (Not Veterans)	CH Veterans	Veterans (Not CH)	Chronic Substance Abuse	HIV/AIDS	Mentally Ill	DV	Physical Disability	Developmental Disability	Persons Not Represented by a Listed Subpopulation
Persons over age 24										
Persons ages 18-24										
Children under age 18		N/A	N/A							
Total Persons										
Persons in Households without Children										
Characteristics	CH (Not Veterans)	CH Veterans	Veterans (Not CH)	Chronic Substance Abuse	HIV/AIDS	Mentally Ill	DV	Physical Disability	Developmental Disability	Persons Not Represented by a Listed Subpopulation
Persons over age 24										
Persons ages 18-24										
Total Persons										
Persons in Households with Only Children										
Characteristics	CH (Not Veterans)	CH Veterans	Veterans (Not CH)	Chronic Substance Abuse	HIV/AIDS	Mentally Ill	DV	Physical Disability	Developmental Disability	Persons Not Represented by a Listed Subpopulation
Accompanied Children under age 18		N/A	N/A							
Unaccompanied Children under age 18		N/A	N/A							
Total Persons										

Part 5 – Program Participants

5B – Subpopulations

- Number of persons entered in the first three columns (highlighted gray) **cannot be duplicated**
- Number of persons entered in the remaining columns **can be duplicated**, as they should best reflect the estimated subpopulations program participants fall under

Part 5 – Program Participants

5B – Subpopulations

- “Persons Not Represented by a Listed Subpopulation”
 - If any #s are entered in this column, you will be required to enter a description of who falls into this category
 - Typically, this refers to “children of eligible heads of households.”
 - Usually matches the last column in the table shown in slide 22

Part 6 - Budgets

- You can shift budget amounts of less than 10% from one BLI to another BLI without needing a formal amendment, compared to what you currently have on the GIW

Part 6 - Budgets

6A – Funding Request

Question 1 and 2 in this section ask if your project will opt into the new VAWA BLIs

KEEP IN MIND: projects will not receive additional funds for the VAWA BLI, funding must be taken from your existing award

Part 6 - Budgets

6E (non-YHDP)/6I (YHDP) – Summary Budget

- This screen summarizes the total funding request for a project application based on the relevant budget screens completed.
- No matter what, the total budget requested **cannot** exceed your current award.
- The Leased Units and Rental Assistance requests will auto-populate based on the Housing sections and cannot be updated
- The following fields can be updated:
 - Supportive Services
 - (PSH only) Operating
 - HMIS
 - VAWA
 - Admin

Part 7 – Attachments and Certifications

- Each attachment must have a cover page with the Document Description (including Project Number)
- Naming convention goes:
 1. Project Name
 2. Project Number (first six digits of the grant number from the GIW, also on screen 3A and 1A-5b)
 3. Title of Document
- All subrecipients must submit their IRS Non-profit Documentation

Example Attachment Cover Page



National Church Residences
Permanent Supportive Housing

NCR 2022 CAB OH0394
Cash Match Documentation

RENEWAL YHDP PROJECT APPLICATIONS

New in 2023 to YHDP

- Like non-YHDP renewals, YHDP projects have the option to add a VAWA BLI.
- A new Special YHDP Activity has been added related to short-term emergency lodging.

YHDP Special Activities

- During post-award, HUD approved corrections to the YHDP Special Activities screen for all YHDP projects.
- CSB will provide letters which contain all approved Activities
- You can opt out completely or remove activities without needing an amendment
- If you would like additional activities, your project application must be a YHDP Replacement, as opposed to a YHDP Renewal.

YHDP Special Activities

- The new “short-term emergency transfer” activity ONLY applies to the YHDP TAY Transition to Home project:

III.B.4.b(7)(b)(vi) YHDP recipients may pay for short-term (up to three months) emergency lodging in motels or shelters as the transitional housing component in a Joint transitional housing-rapid rehousing (TH-RRH) project, provided that the recipient can demonstrate that use of the hotel or motel room is accessible to supportive services.

NEW PROJECT APPLICATIONS

Available Funding

Bonus Funding: \$1,326,682

DV Bonus Funding: \$975,934

New Projects: DV Bonus

- DV Bonus funds are not eligible for new PH-PSH or HMIS projects.
- DV Bonus funds ARE eligible for the following projects (must serve 100% DV victims - paragraph 4 of the homeless definition in 24 CFR 578.3):
 - PH-RRH
 - Joint TH-RRH
- DV Bonus funds cannot be combined with any other type of new funding available.

Important Reminders

- The final GIW has not been approved by HUD, use your FY2022 application for your budget

Timeline

Timing	Detail
Thursday, August 17 (two weeks from tomorrow)	First round project applications due to CSB in e-SNAPs
Thursday, August 17 – Monday, August 28	CSB reviews applications and works with applicants to correct technical issues
Thursday, August 31 (four weeks from tomorrow)	FINAL APPLICATIONS DUE IN E-SNAPs
Thursday, September 7	Continuum of Care Board meeting
Friday, September 15	Continuum of Care Meeting
Monday, September 18	CSB submits consolidated application and priority listings via e-SNAPs

Questions?

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