FY2024 and FY2025 HUD Continuum of Care Competition
Request for Proposals for Renewal and New/Bonus Projects
LA-502 Shreveport-Bossier/Northwest Louisiana CoC

The Continuum of Care (CoC) Program (24 CFR part 578) is designed to promote a community-wide commitment to the goal of ending homelessness; to provide funding for efforts by nonprofit providers, states, and local governments to quickly rehouse homeless individuals; families; persons fleeing domestic violence, dating violence, sexual assault, and stalking; and youth while minimizing the trauma and dislocation caused by homelessness; to promote access to and effective utilization of mainstream programs by homeless individuals and families; and to optimize self-sufficiency among those experiencing homelessness.

HOPE Connections, Collaborative Applicant for the HUD Homeless Continuum of Care in Northwest Louisiana, is accepting proposals from CoC Renewal Projects in the eSNAPS system and Letters of Intent for New and Bonus Projects from agencies who meet the following criteria:

- 501c3 Non-Profit
- At least one year of experience providing housing to those experiencing homelessness
- Active members of HOPE Homeless Coalition for at least one year

Wednesday, September 25th at 11:59 p.m. all submissions due:
- Renewal Projects submitted in eSNAPS and attachments emailed to Christa Pazzaglia at christa@nwlahope.org
- New, Bonus Project, and DV Bonus Project Letters of Intent and attachments emailed to Christa Pazzaglia at christa@nwlahope.org

Friday, October 11th - All projects, including renewals and new/bonus projects will be notified by email if they are Accepted, Rejected, or Reduced.

Funding Available
Each year, HUD issues each CoC's Annual Renewal Demand (ARD). For our CoC, all grant terms are for one year, and FY2024 and FY2025 HUD is allowing our CoC to apply for the following amounts:

o Renewals and/or new projects created through reallocation	$4,354, 683
o Tier 1 Funding	$3,919,215
o Bonus Project	$522,562
o DV Bonus Project (specifically to serve survivors of domestic violence, dating violence, sexual assault, or stalking that are defined as homeless under 24 CFR 578.3)	$532,395

HUD Homeless Policy Priorities

HUD has identified the following homeless policy priorities in the FY2024 NOFA pages 7-10:

- Ending homelessness for all persons
- Use a Housing First Approach
- Reducing Unsheltered Homelessness
- Improving System Performance
- Partnering with Housing, Health, and Service Agencies
- Racial Equity
- Improving Assistance to LGBTQ+ Individuals
- Including and Valuing Input of Persons with Lived Experience
- Building an Effective Workforce
- Increasing Affordable Housing Supply

Local Priorities

- End Chronic Homelessness by the December 31, 2025 by prioritizing the use of all PSH units for those qualifying as Chronically Homeless
- Improve local system scores for the CoC's System Performance Outcomes by funding high performing projects
- Maximize HUD funding through project utilization, number of units, and providing effective services; and partner with a variety of healthcare and behavioral health providers.
- Strengthen the collective power of the HOPE CoC Homeless Coalition by promoting participation/improvement in HMIS data collection, Coordinated Assessment, HOPE CoC Homeless Coalition and CoC Board of Directors
- Work to create equitable access and environments for all people living unhoused, agency employees and management, and the governing bodies of agencies who work with those experiencing homelessness including people of color, LGBTQ+ individuals, and people with lived experience

Project Categories, Application Requirements, and Scoring/Ranking

- Renewal Projects are submitted through the eSNAPS System. Projects are scored and ranked using objective data and submitted attachments by an objective committee using a CoC Board approved ranking tool.

- The Domestic Violence Rapid Rehousing Project for individuals/families experiencing homelessness due to domestic violence, dating violence, sexual assault, or stalking can be applied for using the format outlined in this RFP and will be scored and ranked using the points listed in the format outline.

- The Permanent Supportive Housing or Rapid Rehousing Bonus Project for individuals/families experiencing homelessness can be applied for using the format outlined in this RFP and will be scored and ranked using the points listed in the format outline.

The HOPE Board will select an impartial Scoring and Ranking Committee. This committee reserves the right to reallocate projects according the CoC Governance Charter Reallocation Policy which can be found on HOPE's website along with the Scoring and Ranking Policy at www.nwlahope.org

By Friday, October 11ᵗʰ, Renewal Applicants will be notified if projects will be ranked, reduced, or rejected; and New Project Applicants will be notified whether their Letters of Intent will be rejected or allowed to submit electronically to HUD in the eSNAPS system.

Other relevant information

- HUD CoC Projects have a 25% match requirement for all line items except leasing which has no match requirement.
- Applicants can request up to 10% in Administrative Funds.
- Applicants must be members of the HOPE Continuum of Care for a minimum of one year. Membership is free of charge but has a 70% meeting attendance threshold for applicants.
- Projects that are awarded will be required to pay 3% of their award amount minus administrative funds as a Fee for Service to HOPE Connections.
- Existing and new HUD CoC Projects are required to enter data directly into and produce all reporting out of the statewide LSNDC Homeless Management Information System database.
- HUD CoC Projects are required to utilize the Coordinated Assessment Project for all referrals.
- Preliminary selection of projects locally does not guarantee award by HUD; it only gives the applicants the opportunity to submit application to HUD. HUD generally makes award announcements in January/February.

New Project, Bonus Project, or DV Permanent Housing Project Application

☐ **Funding Available for New or Bonus Permanent Supportive Housing or Rapid Rehousing Project - $522,562**

☐ **Funding Available for DV Bonus Perm. Housing Rapid Rehousing Project - $532,395**

New Project or Bonus Project applicants should apply for Permanent Supportive Housing or Rapid Rehousing Projects for individuals and/or families that are defined as homeless under 24 CFR 578.3, #1.

Bonus DV Project applicants should apply for Rapid Rehousing Projects that serve individuals and/or families specifically to serve survivors of domestic violence, dating violence, sexual assault, or stalking that are defined as homeless under 24 CFR 578.3, #1 or #4.

Application narratives must be formatted as outlined below and submitted by email. Proposals that are not submitted in the following format will not be reviewed. The narrative section should not exceed five pages, double spaced in a 12-inch font. Answering questions with the headings listed and with each question answered in order and as concisely as possible ensures proper scoring. Each Letter of Intent will be scored as follows:

Legal name of agency: _____

Agency address: _____

Tax ID Number: _____ UEI #: _____

Submitted by: _____ Title: _____

Phone number: _____ Cell number of submission contact: _____

Email Address: _____

I CERTIFY THAT ALL OF THE INFORMATION PROVIDED IN THIS APPLICATION IS TRUE AND CORRECT.

_____   _____
Signature of the Authorized Agency Representative   **Date**

_____   _____
Print Name of Authorized Agency Representative   **Email Address**

1. **(20 Points) Provide a description that addresses the entire scope of the proposed project including:**
   - Target population(s) to be served
   - Type of housing proposed, including how the number and configuration of units will fit the needs of the program participants
   - Type of supportive services that will be offered to program participants to ensure successful housing retention, including all supportive services regardless of funding source
   - The specific plan for ensuring program participants will be individually assisted to obtain the benefits of mainstream health, social, and employment programs for which they are eligible to apply (e.g., Medicare, Medicaid, SSI, Food Stamps, local Workforce office, early childhood education)

2. **(10 Points) Provide knowledge of how a Permanent Supportive Housing or Rapid Rehousing Program is operated.**

3. **(10 Points) Does the proposed project agree to participate in the CoC's Coordinated Entry (CE) Process or if the recipient organization is a victim service provider, as defined in 24 CFR 578.3 and uses an alternate CE process that meets HUD's minimum requirements?**

   Describe agency familiarity with the Coordinated Assessment process and experience or willingness to accept 100% of participants from the local Coordinated Assessment Project.

   In the case of victim service provider, describe how participants will be assessed and prioritized for RRH assistance.

4. **(10 Points) Describe how the project will adhere to the Housing First model as defined below:**

   Housing First is a model of housing assistance that prioritizes rapid placement and stability in permanent housing in which admission does not have preconditions (such as sobriety or a minimum income threshold) and in which housing assistance is not conditioned upon participation in services (with the exception of housing-based case management). The model utilizes housing as a platform for promoting supportive services that improve a person's health and well-being and ensure that participants can choose the services they need to maintain their housing.

   Applicants should describe how they will assist those with too little or no income, substance abuse or mental health issues, criminal records, etc. They should also describe how they will prevent participant termination for reasons such as failure to participate in supportive services (not including case management), failure to make progress on goals, loss of income or failure to improve income, or any other activity not covered in a typical lease agreement in the project's geographic area.

5. **(10 Points) Describe your agency's familiarity with and updated policies related to the Fair Housing and Equal Access Rules** (Regulation 24 CFR 5.403) **related to families that apply to all Office of Community Planning and Development (CPD)-administered programs including:**
   HOME, CDBG, HOPWA, ESG, CoC, as well as owners, operators, managers of shelters and other buildings and facilities and providers of services funded in whole or in part by any of these programs

   Prohibition Against Involuntary Family Separation - The age and gender of a child under age 18 must not be used as a basis for denying any family's admission to a project that receives funds under this part.

   Definition of a Family - HUD Programs cannot discriminate based on the composition of the family (e.g., adults and children or just adults), the age of any members of the family, the disability status of any members of the family, marital status, actual or perceived sexual orientation, or gender identity.
   HUD-funded programs must have updated policies and procedures that reflect the requirements.

   Families with Children - May exclude families without minor children if the project was funded solely to serve families with children. However, the project must serve all types of families (using the definition above) with children that are otherwise eligible for assistance, including families with children headed by a single adult or consisting of multiple adults (with at least one child) who reside together.

6. **(15 Points) Describe how the project applicant will provide the necessary services and support to help program participants successfully remain in permanent housing.**

   - determine the right type of housing that fits the needs of program participants.
   - work with landlords to address possible issues and challenges.
   - work with program participants to set goals towards successful retention of permanent housing.
   - If this project will exclusively assist victims of domestic violence, the description must include safety planning addressing the needs of this particular homeless population towards meeting the goal of obtaining and maintaining permanent housing along with how trauma-informed and victim-centered approaches will be used.

7. **(10 Points) Agency Experience**
   - Describe agency's experience working with the proposed sub-population to be served and experience with the proposed housing type.

   - Describe agency's experience utilizing Federal funds

8. **Attachments**
   (20 Points) Housing and Healthcare Match
   - **Housing Match**
     Provide documentation that at least 25% of program participants will be served utilizing housing subsidies or subsidized housing units that are not funded through CoC or ESG programs such as: Subsidized Public Housing, Private Organizations, State or Local Government through other funding sources, etc.

Applicants must attach letters of commitment, contracts, or other formal written documents that demonstrate the number of subsidies or units being provided to support the project.

- **Healthcare Match**
  Provide written documentation that project participants with be served with healthcare and/or behavioral health services such as substance abuse or mental health treatment/recovery providers.

  For behavioral health providers, it will provide access to treatment or recovery services for all program participants who qualify and choose those services
  or
  For healthcare organizations, the value of assistance being provided is an amount that is equivalent to at least 25 percent of the funding being requested for the project, which will be covered by the healthcare organization.

  Acceptable forms of commitment are formal written agreements that must include:
    - Value of the commitment
    - Dates the healthcare resources will be provided

- **(10 points) Project Budget** Provide a total project budget including all sources of funding that will be used for the project on the attached form, ensuring that HUD funded line items are reasonable and allowable. Identify sources of match. The housing and healthcare match request above counts as the match requested in the budget.

- **(10 Points) Client Non-Discrimination Policy** Copy of Client Non-Discrimination Policy that includes self-reported or perceived race, sexual orientation, gender identity or gender expression. Many other categories should be in the policy, but the purpose of this is to document agency awareness of HUD's focus on Racial and LGBTQ+ non-discrimination.

Total Points: 125 Points

☐ Permanent Supportive Housing for Individuals/Families ☐ Rapid Rehousing for Individuals/Families	1 Year Grant Term Is this proposal an expansion of an existing project? ☐ Yes ☐ No		
Proposed Activities	**HUD Funding Requested**	**Cash Match (25%) With Source**	**Totals**
1. Leasing			
2. Rental Assistance			
3. Supportive Services			
4. Operating Costs			
Subtotal lines 1 and 2	$475,056		
5. Administrative Costs (Up to 10%)	$47,506		
6. Total Request	$522,562	Total Cash Match	(HUD Request & Match)

☐ Rapid Rehousing for DV Individuals and Families	1 Year Grant Term		
Proposed Activities	**HUD Funding Requested**	**Cash Match (25%) With Source**	**Totals**
1. Rental Assistance			
2. Supportive Services			
Subtotal lines 1 and 2	$483,995		
Administrative Costs (Up to 10%)	$48,400		
Total Request	$532,395	Total Cash Match	(HUD Request & Match)

The FY 2024 Shreveport-Bossier City, LA MSA FMRs for All Bedroom Sizes

Final FY 2024 & Final FY 2023 FMRs By Unit Bedrooms					
Year	Efficiency	One-Bedroom	Two-Bedroom	Three-Bedroom	Four-Bedroom
FY 2024 FMR	$779	$927	$1,073	$1,358	$1,486
FY 2023 FMR	$708	$857	$1,009	$1,258	$1,389

Leasing funds can pay for the following activities:
- Rent for the unit or structure (§ 578.49(b)(1))
- Security deposits for up to 2 months (§ 578.49(b)(4))
- First and last month's rent (up to one month each, allowed as an advanced payment) (§ 578.49(b)(4))
- Staff or related costs to carry out leasing activities including conducting Housing Quality Standards (HQS), paying landlords, etc.
- Payments on unoccupied units while identifying a new program participant

Rental Assistance funds can pay for the following activities:
- Rental Assistance
- Property damages
- Vacancies (30 to 90 days depending upon the circumstances)
- Security deposits and first and last month's rent
- Rents above FMR that are within rent reasonableness
- Adding participants and units in excess of the original proposal

Eligible Supportive Services are:
- Annual Assessment of Services (§ 578.53(e)(1))
- Moving costs (§ 578.53(e)(2))
- Case management (§ 578.53(e)(3))
- Childcare (§ 578.53(e)(4))
- Education services (§ 578.53(e)(5))
- Employment assistance and job training (§ 578.53(e)(6))
- Food (§ 578.53(e)(7))
- Housing search and counseling services (§ 578.53(e)(8))
- Legal services (§ 578.53(e)(9))
- Life skills training (§ 578.53(e)(10))
- Mental health services (§ 578.53(e)(11))
- Outpatient health services (§ 578.53(e)(12))
- Outreach services (§ 578.53(e)(13))
- Substance abuse treatment services (§ 578.53(e)(14))
- Transportation (§ 578.53(e)(15))
- Utility deposits (§ 578.53(e)(16))

Operating Funds can pay for the following activities:

- The costs of maintenance and repair of housing not included in the lease ([§ 578.55(b)(1)](#))
- Property taxes and insurance ([§ 578.55(b)(2)](#))
- Scheduled payments to a reserve fund for the future replacement of major buildings systems. Major building systems include structural support, roofing, cladding, weatherproofing, plumbing, electrical, heating, ventilation, and air conditioning ([§ 578.55(b)(3)](#))
- Security for a housing program if more than 50 percent of the units or building area are CoC-funded ([§ 578.55(b)(4)](#))
- Utilities including electricity, gas, heating oil or other heating/cooling costs, water, sewer, and trash removal ([§ 578.55(b)(5)](#))
- Furniture (office/apartment) that remains with the project. Mattresses are also eligible costs, even if they remain with the program participant ([§ 578.55(b)(6)](#))
- Equipment, including office equipment, appliances such as microwaves, refrigerators, stoves, washers and dryers, etc. that remain with the project ([§ 578.55(b)(7)](#))
- Staff time spent carrying out the above eligible operating activities that are part of the approved grant.

Project Administration funds can be used to support:

1. General management, oversight, and coordination ([§ 578.59(a)(1)](#))
2. Training on CoC requirements and attending HUD-sponsored CoC trainings ([§ 578.59(a)(2)](#))

Note: Recipients no longer need permission from HUD to spend CoC Program funds on conference attendance if the conferences includes a HUD or TA speaker assigned by HUD.